

Tender # Proc/341



Tender Document

Rented Bungalows for Students Hostel Purposes

March 2023

Last Date for Submission	April 12, 2023 @ 3:00 pm
Tender Opening Date	April 12, 2023 @ 3:30 pm

Important Notes:

- 1. Please send technical & financial proposal in separate sealed envelopes.**
- 2. Please sign and stamp each & every page of this document.**
- 3. In case of tender opening date is declared holiday, the tender will be Opened on next working day at same time.**

Sukkur IBA University

Nisar Ahmed Siddiqui Road Sukkur
Email: info@iba-suk.edu.pk
Web: "www.iba-suk.edu.pk"
Telephone No. 111-785-422

Please see the attachment for technical specifications and quantity.

Technical Information of Equipment:

S. No	Items	Product name	Model	Make of Equipment	Part No	Relationship with Manufacturer
01						
02						
03						
04						
05						

Cost Estimation of the Equipment:

S. No	Items	Qty	Product name	Model	Make of Equipment	Part No	Unit Price	Total Cost
01								
02								
03								
04								
05								

1. GENERAL TERMS AND CONDITIONS

The following General Terms and Conditions apply to all the equipment/works under this tender.

The last date of receipt of Bids is as mentioned on face sheet of this document.

Documents/Details Required.

- 1.1 Documents should be properly signed and stamped by competent authority.
- 1.2. Detail of repair & maintenance facilities
- 1.3. Structure/Organizational Chart.
- 1.4. Affidavit to the effect that the firm has not been blacklisted by any Government/Semi Government Organization.
- 1.5. The Bidder indemnify Sukkur IBA University against all third-party claims of infringement of patent, trademark industrial design rights arising from use of the goods or any part thereof in Pakistan.
- 1.6. Sukkur IBA University or its representative shall have the right to inspect and/or to test the equipment to confirm their conformity to the contract specifications.
The Technical Specifications shall specify what inspections and tests Sukkur IBA University requires and where they are to be conducted. Sukkur IBA University shall notify the contractor, in writing, of the identity of any representatives entrusted for this purpose.
- 1.7. It is mandatory that the Bidders provide the following documents and information with respect to its relationship with Principal.
 - 1.7.1. Name and contact details of Principal/Manufacturer representative who is authorized to verify Vendor's local partnership
 - 1.7.2. Duration and scope of association in the current capacity with the principal
 - 1.7.3. Copy of the Principal's Certification (along with its validity period), authorizing the Vendor as local partner/representative in Pakistan to Offer/Bid Principal's equipment and services

1.8. The Bidder/Vendor shall provide the following information with respect to its set up in Pakistan.

1.8.1. Number of Vendors offices and addresses, thereof, phone and fax numbers and e-mail address as well as names and designations of responsible persons.

1.8.2. Number of engineers and technical staff in Vendor's office

1.8.3. Profile of technical staff with relevant experience, resume and number of Customers and sites looked after /supported by each.

1.8.4. Problem reporting procedure and fault response time in hours for fault rectification, escalation procedures with respect to response or turnaround time in hours.

1.9. The Bidder shall provide following information with respect to its Company Profile

1.9.1. Registered Name of the Organization.

1.9.2. National Tax Number, Sales Tax Number and GST number

1.9.3. Head Office address.

1.9.4. Management structure & Organization Chart

1.9.5. Name, Address with Telephone/Telex and Fax numbers of the contact Person

1.10. Financial status of the Vendor's/Bidder's Organization with supporting documents and last two years annual reports.

1.11. Provide a certificate from your bank certifying your sound financial position and credit limit from the bank.

1.12. List of clients and their Acceptance of deliverables, showing separately the items provided and value thereof

1.13. Sukkur IBA University reserves the right to reject any or all Bids/Offer without assigning any reason or cancel the process at any time before award as per SPPRA rules.

1.14. Sukkur IBA University reserves the right to increase/decrease the quantity of items/scope of the work. Bidder has no right to challenge the decision in Court.

1.15 Documentary evidence of claims made in proposal regarding experience, relationship with manufacturer/service provider etc.

2. PROPOSAL SUBMISSION REQUIREMENTS

2.1. A bidder can submit bid for single, two or all equipment, however bid in each item will be treated and evaluated separately.

2.2. Sealed Bid clearly marked as "**ORIGINAL**" should consist of following two separate and independent parts i.e., **1) Technical Proposal 2) Financial Proposal** and should be clearly marked as Technical Proposal/Financial Proposal in bold and affixed to each envelope at a clearly visible location.

2.2.1. TECHNICAL PROPOSAL

2.2.1.1. Technical Proposal must include the complete solution proposed by the Vendor with filled-in specification sheets.

2.2.1.2. After review of the Technical Proposal, promising Vendors will be selected and will be asked to give a demonstration/presentation on their solution if required.

2.2.1.3. Based on the Technical Proposal and the presentations, Vendors will be selected in order of preference and their Technical Solution will be rated on a scale of 100. The criteria considered will be compliance with equipment specifications, capability of integration and after sales support etc.

2.2.1.4. Financial Proposal of only those Vendors will be considered whose Technical Proposal qualify.

2.2.2. FINANCIAL PROPOSAL

2.2.2.1. Financial Proposal will include the prices quoted on individual item/Equipment basis

2.2.2.2. For each category the quoted prices must include all taxes, customs and freight charges for delivery at the required locations at own risk and cost.

2.2.2.3. The item(s) is/are required for educational institution. Sukkur IBA University, therefore, expects significant educational and non-profit organization discounts.

2.2.2.4 the Bidder/Vendor shall furnish **separate earnest money** equivalent to **2%** of the total value of Bid in the form of Pay Order /Bank Draft issued by a scheduled bank of Pakistan in favor of "**Sukkur IBA University**" valid for 28 days beyond the bid validity period.

2.3. **No Bid shall be entertained without earnest money.** Earnest money of the successful bidder will be released at the time of submission of Ten percent (10%) Performance Guarantee of the total contract value.

2.4. Bid security is required to compensate Sukkur IBA University against the consequences of:

2.4.1. Subsequent unauthorized variations and/or modifications of the terms of bid.

2.4.2. Pre-mature withdrawal of the bid before the completion of the bid evaluation

2.4.3. Failure of the bidder to sign the resultant Contract, in the event of such Contract being awarded to it.

2.5. Successful bidder is required to deposit **Ten percent 10%** of total contract value as **Performance Guarantee** in the form of **Bank Draft** issued by a scheduled bank of Pakistan in favor of "**Sukkur IBA University**" at the time of signing of contract agreement and will be released at the time of delivery of equipment/services at site.

2.6. Proposals sent to Sukkur IBA University by fax or email will not be accepted.

2.7. An effort by a Bidder to influence Sukkur IBA University representatives, directly or indirectly THROUGH UNFAIR MEANS may result in the rejection of Bidder's Proposal and blacklisting for any future tender of Sukkur IBA University.

2.8. Prices quoted will be firm for the entire period of Contract. All prices to be quoted in **Pak Rupees**, and must clearly state all applicable taxes which must be included in quoted price.

2.9. Bids should be valid for 90 days from the date of opening of tender.

3. HARDWARE AND SERVICE REQUIREMENTS

Following are the minimum requirements which the bidder/vendor for the equipment:

3.1 The Vendor must install all equipment and components and must ensure that the proposed equipment is fully operational and function properly at all variables.

3.2 Vendor must furnish components, wires, connectors, materials and parts, equipment for the complete installation of the system, in accordance with recommendations of the equipment manufacturer. Installation shall follow standard broadcast wiring and installation practice and shall meet or exceed industry standards for such work.

3.3 Vendor must ensure that all systems are in first class working condition and free of short circuits, ground loops, video noise and excessive system noise or any fault affecting its efficiency/quality/life.

3.4 At time of installation, Vendor must provide owner's manuals, manufacturer's data sheets, and a complete equipment list.

3.5 At the time of installation, Vendor must provide comprehensive system schematics, labeling and showing detailed connections to all equipment.

4. SELECTION PROCEDURE

Sukkur IBA University intent in issuing this bidding document is to award an order/contract to the most advantageous responsive Vendor/Bidder who meets required standard of specifications and other factors. The Vendor's meeting required specifications, relevant experience, annual turnover, relationship with manufacturer, quoted products origin, warranty/guarantee, complain response time, after sale service, lead time, company profile and clients served profile and ability to provide service and training are general factors that will be weighed in the selection process.

All Vendors will provide demo (proof of concept), if required, to verify the claims in the technical specifications of the brochures. This would also determine the quality and specifications of the equipment.

Bids will be evaluated as per evaluation criteria mentioned below.

(External Hostel Hiring Criteria)

Technical Evaluation Criteria

S.N	Evaluation Criteria	New/less than 6 months	6 months – 2 years old	>2– 5 years old	>5 – 8 years old	>8 years or More ..	Score (Points)
1	Construction: Hostel Administration Department is interested in the recently constructed and well-maintained Bungalows for their hostels.	10	8	6	4	2	
Criteria		Yes			No		Score (Points)
2	Construction Quality Hostel Administration Department prefers Reinforced Cement Concrete (RCC) over TR/Guarder structure mainly due to its capacity of the load bearing.	15			10		
Criteria		Furnished	Semi-Furnished	Un-Furnished		Score (Points)	
3	Furnished/ Semi-Furnished: The preference shall be given to furnished Bungalows; however, Hostel Administration Department is flexible in this parameter.	10	8	6			
Criteria		Yes			No		Score (Points)
4	Internal Structure: The modern structure will be given preference like attached washrooms, dinning / multi-purpose Halls	15			10		
Criteria		100 feet Road / Nisar Ahmed Siddiqui Road			Other Corners of the city (i.e., a circle with radius 3 – 4 kilometers from campus)		Score (Points)
5	Building Location: The Point service mainly crosses from 100 feet Road / Nisar Ahmed Siddiqui Road. Therefore, these two locations are preferable.	10			05		
Criteria		In the main market	150 meters from main market	300 meters from main market	450 meters from main market	600 meters and above from main market	Score (Points)

6	Distance from main Amenities: The Hostel Administration Department desires its hostels close to main amenities such as Mosque, Hospital, Shopping area, Laundry, Barber shop, Swimming pool, Gym, etc.	10	8	6	4	2	
Criteria:		Express Electricity Connection with Sui Gas Connection	Non-Express Electricity Connection with Sui Gas Connection	Non-Express Electricity Connection without Sui Gas Connection	No Electricity Connection and No Sui Gas Connection	Score (Points)	
7	Utilities: The Hostel Administration Department prefers its hostels with express electricity line to provide ease for residents and Natural Gas Connection for Kitchen/Mess.	10	8	5	2		
Criteria:		Yes	Will Install in the next 3 months	No But Will Install within year	Score (Points)		
8	Solar Power Generation System: In the given conditions, amount of load-shedding is continuously increasing. Therefore, we will certainly prefer those Bungalows who have alternative arrangement of Solar Plates installed.	10	8	6			
Criteria:		Yes	Moderate	No	Score (Points)		
9	Availability of Drinking Tap Water: Keeping health as the top priority of our Hostel Residents', we prefer soft/drinkable water availability.	10	8	6			
Total Score							

Eligibility Criteria:

- Bidders' Bungalows must be in the four sq km of area of Sukkur IBA University, Sukkur
- Minimum Required Score is 65% to technically qualify

Note: Please attach documentary evidence in support of your claims in technical proposal. Submission of fake document or false claim may lead to cancellation of order, black-listing and legal action whatever deem fit keeping in view the impact.

Note: Minimum score to technically qualify is 70 out of 100.

Important Notes:

While procuring goods, works or services, Sukkur IBA University shall ensure that procurements are conducted in a fair and transparent manner and the object of procurement brings **value for money** to the Sukkur IBA University and the procurement process is efficient and economical.

"Value for Money" means best returns for each rupee spent in terms of quality, timeliness, reliability, after sales service, upgrade ability, price, source and the combination of whole-life cost and quality to meet the procuring agency's requirements.

5. DELIVERY & INSTALLATION

Delivery and Installation should be at the Sites/Locations at the risk and cost of successful bidder.

6. WARRANTY

Following Warranty clauses are applicable:

The successful Bidders shall warrant the equipment and its components to be free from any sort of defects in material and workmanship for a minimum period of 1 year from date of completed installation and shall repair or replace on a timely basis any defective component, assembly or portion free of cost. Technical support should be available on call basis. Competent staff of the bidder will attend each and every call within 3-4 hours of its notification either on phone or in writing during business hours (9am -5pm). Delay in attending the call and delay in rectification of fault will lead to consequential financial damages to the Vendor/Bidder.

7. SERVICES

8.1. Sukkur IBA University shall promptly notify the supplier in writing of any claims arising under this warranty and the Vendor/Supplier will repair/replace the defective stores at reasonable speed but within the specified period and time & without any additional cost, specifications, and/or other Contract commitments

8. LIQUIDATED DAMAGES

Liquidated damages shall be applicable as under:

a) Delay of one week to handover the Equipment

As per specifications = 0.5% of the total cost

b) Delay of two weeks to handover the equipment

As per specifications = 1.0% of the total cost

c) Delay of three weeks to handover the

Equipment as per specifications = 2.0% of the total cost

d) Delay of four weeks to handover the equipment

As per specifications = 4.0% of the total cost

Note: In case of delay beyond four weeks, Sukkur IBA University reserves the right to cancel the order and impose penalty up to 10% of ordered value.

a) TERMS OF PAYMENT

Payment shall be made in the following manner:

Payment will be Within 30 days after satisfactory delivery of items and receipt of invoice.

b) Bid Validity Period

Bid Validity Period 90 days from the last date of submission of bids.

11. OTHER TERMS AND CONDITIONS

1. Warranty/Guarantee and Product Origin must be mentioned clearly
2. Sukkur IBA University reserves the right to increase or decrease the quantities at the time of order placement as per provision of SPP rules 2010
3. Installation and transportation must be mentioned clearly.

TECHNICAL SPECIFICATIONS & QUANTITY

Eligibility Criteria:

- Bidders' Bungalows must be in the four sq km of area of Sukkur IBA University, Sukkur

Size of Bungalows required for Students Hostel Purposes

The size of bungalows is as under:

1. Bungalows of 600 yards 03
2. Bungalow of 400 yards 01
3. Bungalows of 300 yards 15
4. Bungalow of 200 yards 01

Total number of bungalows required is 20

Note: Sukkur IBA University will require these bungalows at different point of time during the year 2023-2024, initially for one year (extendable up to 3 years with mutual consent).

- Per Month Rent quoted should be effective from July 1,2023 for one year
- Annual increment (raise in rent) in case, contract is extended for 2nd or 3rd year be clearly mentioned.

Important Note:

- Wherever in above list, brand name is mentioned, please read with "or equivalent" after brand name.
- Sukkur IBA University reserves the right to increase or decrease the quantity of items as per provision of SPP Rules 2010.

CLARIFICATION AND AMENDMENT IN RFP DOCUMENT

A bidder requiring any clarification of the RFP Document may so notify to contact given below in writing or via email.

Hari Lal Nathani

Add. Director Procurement

Sukkur IBA University

Nisar Ahmed Siddiqui Road, Sukkur

Sindh, Pakistan

Email : hari@iba-suk.edu.pk

Integrity Pact

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC.
PAYABLE BY THE SUPPLIERS/CONTRACTORS/CONSULTANTS.

Contract Number: _____ Dated: _____

Contract Value: _____ Contract Title _____

[Name of Supplier/Contractor/Consultant] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS) through any corrupt business practice.

Without limiting the generality of the foregoing, [Name of Supplier/Contractor/Consultant] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from Procuring Agency (PA), except that which has been expressly declared pursuant hereto.

[Name of Supplier/Contractor/Consultant] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[Name of Supplier/Contractor/Consultant] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, [Name of Supplier/Contractor/Consultant] agrees to indemnify PA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [Name of Supplier/Contractor/Consultant] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from PA.

Procuring Agency

Supplier/Contractor/Consultant

DRAFT AGREEMENT
AGREEMENT OF RENT

THIS AGREEMENT OF RENT is executed at Sukkur on _____ between the following parties:

1. **Mr.** _____ **S/O** _____ having CNIC # _____, adult age about _____ **years**, by cast _____ **R/O** _____
2. Sukkur IBA University, through **Registrar, Sukkur IBA University**, representing **Sukkur IBA University** now and hereafter called in the agreement, as **TENANT**.

WITNESSETH AS UNDER:-

Where-as the landlord, being owner of the entire property bearing _____, has agreed to re-let out the ground, first and second floors (entire) thereof, to the tenant and whereas the tenant has also agreed to continue occupation and use it as students hostel, as tenant of the landlord, on the following terms and conditions:-

1. That tenancy under this agreement shall commence from _____ and shall last for up to _____. Further extension in tenancy will be absolutely at the discretion of Landlord, against execution of fresh agreement at prevailing rent. On termination of this tenancy the tenant shall deliver peaceful evacuation process the entire premises in quantity as he received it (the depreciation of the property will not be covered), to the Landlord.
2. That the tenant has agreed to pay the rent at **Rs.** _____ (**Rupees**) per month, for the premises regularly, every month to the Landlord. Nonpayment of rent consecutively for six months shall render the tenancy liable to termination and the tenant ejected from the premises forthwith.
3. That the tenant shall also be responsible for the regular payment of Electric, Sui Gas, Water charges during his tenancy period.
4. That the tenant shall neither sublet the premises or part thereof, deliver possession of the same, on Pegree, through partnership or otherwise to any other person or party, whenever vacated.
5. That the tenant shall keep the premises and all connections fittings and fixtures therein, in good and sound condition and shall not cause any damage, alternation or demolition etc, to the same.
6. That any major repair to the premises, in case tenancy is extended further shall be done by the owner at his own costs.
7. That the tenancy may be terminated on **one month notice** from either side.
8. That if the Landlord desire to sale the premises, the tenant shall vacate the demise premises peaceful after one month notice by the landlord.

9. That of the landlord desires to visit the premises the tenant shall have no objection for the visit.
10. That the rent will be paid on every 10th of the calendar/precedent month.
11. That the tenant will supply all utility bills duly PAID, in every month to the landlord (Photocopy).
12. That the terms and conditions of this agreement shall be equally binding upon the heirs, successors and legal representatives of the party concerned.
13. That tenant will deduct the income tax at source from rent payment at the rate of income tax rates applicable from time to time.
14. That landlords will let the tenant get return the appliances, electric equipment and furniture etc belonging to Sukkur IBA University at the time of termination of this contract present at the property under this agreement.

In witness whereof the parties hereto, with their free will mutual understanding in good faith and sound mind have set as subscribed their respective hands hereinto, at Sukkur, the day the month and the date first above mentioned.

EXECUTANT

Signature

Thumb marks

Signature

Thumb marks

TENANT

WITNESS



Sukkur IBA University
www.iba-suk.edu.pk

TENDER NOTICE

Tender # PROC/341

Sealed bids are invited from food chain firms for items S.# 1 from concerned vendors for item S.# 2 & 3, from Manufactures/ Authorized Distributors/Authorized Dealers for item S.# 4-10 & from original property owners for item S.# 11 registered with Taxation Department having vast experience in respective fields for following items/services on **“Single stage two envelope basis”**

S.#	ITEMS / SERVICES
01	Food Arrangement for Convocation
02	Gowns on Rent for Convocation
03	Event Management Services
04	Printing & Stationery
05	Iq8 Control Panel
06	Photocopier with Booklet Finisher
07	Solar System & DC Batteries
08	Desktop Computers & Laptops
09	Printers and Toners
10	Biometric Devices
11	Rented Bungalows for Hostel Purposes

Details of specifications and quantity are mentioned in the tender documents, which can be obtained on provision of demand draft/pay order for **Rs. 1000/=** (Non-refundable) in favor of Sukkur IBA University, from the office of the **Procurement Department Sukkur IBA University** on any working day **March 25, 2023 to April 12, 2023 upto 1:00 pm**. The Last date for the submission of bids is **April 12, 2023 up to 3:00 pm**. The technical bids will be opened on the same day at **03:30 pm** in the presence of bidders or their authorized representatives (who may choose to be present). The Financial proposals of only technically eligible firms will be accepted/Opened. Bid security i.e. **2%** of the tender amount (Refundable) in the shape of bank draft/pay order in the name of Sukkur IBA University must be attached with the bid documents. The Procuring Agency may reject any bid subject to relevant provisions of SPP Rules 2010 and may cancel the bidding process at any time prior to acceptance of bid or proposal as per Rule-25(1) of said rules and as per PPRA rules.

PLEASE SEND YOUR QUERIES: hari@iba-suk.edu.pk

ADDITIONAL DIRECTOR PROCUREMENT
SUKKUR IBA UNIVERSITY
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