

**Khwaja Fareed University of Engineering &
Information Technology, Rahim Yar Khan**



Tender Document

Tender No. Misc-058

Supply and Installation of Furniture

at

**Khwaja Fareed University of Engineering
& Information Technology
Rahim Yar Khan**

TENDER DOCUMENT

TENDER No. Misc-058

Supply and Installation of Furniture

at

Khwaja Fareed University of Engineering and Information Technology

TENDER PRICE Rs. 1000/-

Last date of submission: _____

FOR OFFICE USE ONLY

Serial No _____

Sold to: M/S _____

Date of Sale _____

Bank Challan No. _____

Date _____

1. Overview

Khwaja Fareed University of Engineering & Information Technology, Rahim Yar Khan intends to purchase “**Supply and Installation of Furniture**” as provided at **Annex ‘A’**. The supplier will be responsible for Supply, delivery, installation and commissioning of all specified items, wherever required, at the Khwaja Fareed University of Engineering & Information Technology, Rahim Yar Khan. This document provides complete instructions for bidders intending to participate in this Tender.

2. Instructions for Bidders

2.1. Response to the Tender (Bid) should be submitted in one part which shall include two separately sealed envelopes of **Technical Proposal and Financial Proposal** before **12:30 PM** on **01-12-2017**. Technical Proposals will be opened on same day at **01:00 PM** in the presence of representatives of responding bidders, if any, and Financial Proposals will be opened after completion of technical evaluation. The exact time and place for opening of financial proposals will be informed to technically qualified bidders.

2.2. Responding bidder shall deliver two sealed copies of the bid. Each copy being physically separate, bound, sealed and labeled. Proposals shall be delivered at the address given below.

Director Procurement

**Khwaja Fareed University of Engineering & Information Technology
Abu Dhabi Road, Rahim Yar Khan.**

Tel. # 068-5882420

2.3. Any queries regarding this proposal should be directed to the designated Technical Contact Person listed below.

Dr. Zaheer Ahmad, Director Procurement,

Tel. # 068-5882464

2.4. All bids must be submitted by filling the **Annex ‘B’**. Same should be enclosed in the financial proposal. Bidder must use the same numbers and labels used in this Request for Proposal.

2.5. The original Tender Document duly signed and officially sealed by the bidder must be submitted in whole with the proposals. Any conditional, ambiguous, incomplete, supplementary or revised offer after the opening of tender shall not be entertained.

3. Technical Proposal Format

Bidders are required to include the following documents/information in their technical proposals in the order given below:

- i. The Name and Address
- ii. Profile of company (Including Financial Profile)
- iii. List of Previous/Current customers of related designing, composing and printing of prospectus, with contact person and telephone/fax numbers.
- iv. Detailed product design information
- v. Copy of National Tax Registration Certificate
- vi. Copy of Sales Tax Registration Certificate
- vii. Bank letter of financial standing
- viii. An affidavit on Rs 100/- Stamp Paper that currently they are not black listed or debarred by any Government/Semi-Government Department to participate in bidding and to supply equipment. Failure to submit such affidavit may lead to disqualification.
- ix. Any additional information the bidder may like to furnish e.g. repair/maintenance other concerned facility
- x. Detailed item specifications matched corresponding to the BOQ as given at **Annex 'A'**
- xi. Detailed project implementation schedule/Completion Schedule which includes the delivery of items mentioned in the BOQ
- xii. Signed and stamped Tender document
- xiii. Bank Draft of the Earnest Money

4. Financial Proposal Format

Financial Proposal must include the following in the order given below:

- i. Equipment prices duly entered on the form in the attached BOQ
- ii. Validity period of the quoted price
- iii. Any other Terms and Conditions

5. Terms & Conditions

- 5.1. This invitation for bids is open to all national original Manufacturers/ Distributors/Agents in Pakistan for Supply of Tools, Carpentering, Plumbing and Electric Material.
- 5.2. All prices should be quoted in Pak Rupees and inclusive of all Government Taxes & Levies.
- 5.3. A bank draft equal to 2% of the estimated cost should accompany the Tender as **Earnest Money** drawn in favor of **KFUEIT Rahim Yar Khan**. The Tender shall not be considered without Earnest Money. Bank guarantee will not be accepted. Bank draft for Earnest Money should be placed with the Technical proposal.
- 5.4. Earnest Money for bidders not selected will be returned a minimum of two weeks after announcement of award and returned to successful bidder after signing the contract. If the selected bidder fails to sign the contract within stipulated time, Earnest Money will be forfeited.
- 5.5. A Bank draft of 5% of the total amount as **Performance Guarantee** will be provided by the supplier in favor of KFUEIT, Rahim Yar Khan within 10 days after signing of the contract on judicial stamp paper of the value PKR. 1200/-which shall remain valid for 12 months beyond delivery period. This performance guarantee will be released after the completion of warranty/guarantee period, along with the satisfactory completion report which will be intimated to the Seller and the Director Procurement KFUEIT, Rahim Yar Khan for their onward issuance of No Objection Certificate (NOC) for the release of performance guarantee.
- 5.6. KFUEIT Rahim Yar Khan reserves the right to accept / reject any or all proposals without assigning any reason thereof.
- 5.7. The quantity of an order may vary depending on the quoted prices and the allocated funds.
- 5.8. The decision of the KFUEIT procurement committee will be binding on all concerned and will in no case be challenged in any forum.
- 5.9. KFUEIT Rahim Yar Khan reserves the right to modify the conditions / specifications of the Tender Document with written intimation to all the participants who have purchased the Tender Document.
- 5.10. Delivery period will be 45 days from the date of issuance of purchase order/supply order.

- 5.11.** Delivery shall be completed according to the agreed upon schedule.
- 5.12.** In case the selected bidder fails to execute the contract strictly in accordance with the terms and conditions laid down in the contract, the Performance Guarantee shall be forfeited.
- 5.13.** The University will get the item inspected at KFUEIT Rahim Yar Khan and reject the item, if not found according to the stated specifications.
- 5.14.** The University reserves the right to claim compensation for the losses caused by delay in the delivery of equipment.
- 5.15.** It is the sole responsibility of the bidder to comply with local, national and international laws.
- 5.16.** In case any supplies/material are 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 same free of charges or pay the full cost of replacement.
- 5.17.** All the proposals submitted will become the property of the University.
- 5.18.** All prices should be valid for at least 60 days. Withdrawal or any modification of the original offer within the validity period shall entitle the KFUEIT Rahim Yar Khan to forfeit the Earnest Money in favor of the KFUEIT Rahim Yar Khan and/or putting a ban on the future inquires or taking any other suitable action against the bidder.
- 5.19.** Delivery of the items will be free of charge at Khawaja Fareed University of Engineering & Information Technology, Rahim Yar Khan during the office hours with a copy of Delivery Challan.
- 5.20.** Items being ordered should be brand-new and according to order specification from the current production and covered under normal warranty/guarantee etc. as mentioned in the quote. Brochures mentioned and product details must be attached.

6. Tender Evaluation Criteria

All bids shall be evaluated on technical and financial merit. The Company Evaluation Criteria is attached at **Annex 'C'** for reference. Technical evaluation process may include, but not limited to the consideration of the following with respect to the functional requirements given ahead:

- a. Technical specifications of proposed item

b. Company Profile

- I. Age of the company
- II. Financial strength of the bidder

Financial Evaluation process will be based on the consideration of the quoted price.

7. Undertaking

On behalf of the company it is certified that we agree to the all the Instructions and Terms & Conditions given in this Tender Document

Name of bidder.....

Authorized person.....

Authorized signature.....

Stamp.....





Office Address.....


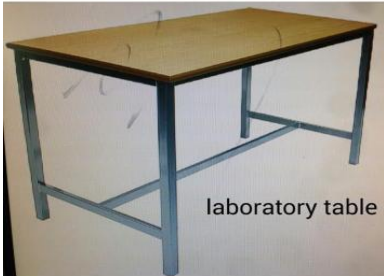
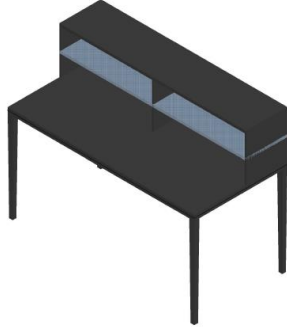
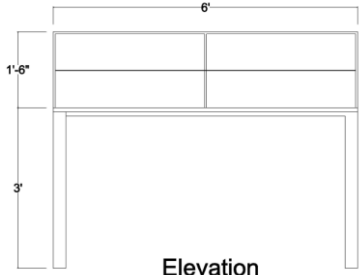

Tel No

Fax No






Supply and Installation of Furniture at KFUEIT, RYK






Sr. No.	Item Name	Specifications	Qty.	Sample Image
01	Office Table for Techers	<p>High Quality MDF Melamine in Matt finish Dura lime Laminate Imported PVC edges Imported Gliders Export Quality 18-gauge MS Powder Coated Leg Frame High quality Hardware and fixtures Export Quality 18-gauge MS Powder Coated Leg Frame Size: 60"x30"x30" Design/Quality: Interwood mobil, Profine, torch equivalent or better</p>	85	
02	Mobile Pedestal Drawer Unit	<p>High Quality MDF Melamine in Matt finish Dura lime Laminate Imported PVC edges High quality Hardware and fixtures High Quality locks Zinc Alloy Brushed Furnished Handles High Quality Imported Hydraulic Hinges Size: W17''xD21''xH24'' Design/Quality: Interwood mobil, Profine, torch equivalent or better</p>	85	
03	Office Table for Teacher/ Officers	<p>Table Size: Length x Width x Height = 4"x2"x2.5" ft Top structure, through back & drawer boxes made of high density chipboard, pressed with both side shisham veneer board, 1 drawers running on imported three step 1.2 mm thick ball railing with soft closing effect Upper/Top drawer lockable with sliding tray in centre space Finished with nitrocellulose (NC) lacquer</p>	40	






		Quality Design: Samad, Fine, equivalent or better		
04	Tables for Seminar Room	Size 24" D x 72" L x 30" H Made of 1.75" high quality sheeshum wood with base support. Polished and finished with lacquer. S.S. Monogram of University embossed on front side. Quality/ Design: Tevta, Samad, Fine, equivalent or better	34	
05	Office Chairs for Teacher/Officer	Revolving Chair with arms Adjustable lumbar support Instant seat height adjustment. Seat/back cushioned with best quality orthopedic foam with best quality raxine cushioning, Back Rest etc. Revolving, Reclining and Hydraulic Lift System With 320mm five-pronged S.S. Base with twin disc castors and hydraulic Pedestal. Perfect symmetric design synchronized, responsive mechanism Comfortable headrest High quality urethane seat Design/Quality: Interwood mobil, Profine, torch equivalent or better	150	
06	Office Chair for Staff	Lumbar support, Backrest: Mesh Seat: Fabric Swivel Tilt Mechanism Class 3 gas lift, Size: 645 (L) x 475 (D) x 1015 (H)-mm as per standard. Quality/Design: Interwood Mobil, profine, master equivalent or better.	285	
07	Steel Almirah	Steel Almirah of the size 78"x36"x18" 2 steel doors for the files/books/library, four shelves making five compartments, 20 gauges over all with locking arrangement and complete in all respect. Quality/Design: Alfalah, Tevta, Samad, equivalent or better	175	

08	Computer Tables	Customizable as per requirement of the respective department. Made of high density chipboard, Size, dimension and design may vary depending upon the space and requirement of individual department.	400	
09	Laboratory Tables	Size: 8x4 ft. Top high-density chipboard pressed with one side formica and other side veneer Structure made of 38x38mm 18 gauge pipe Finished with NC silver paint. Quality/ Design: Tevta, Samad, Fine, equivalent or better	55	
10	Laboratory Tables	Size: 8x4 ft. Top high-density chipboard polished with NC Lacquer pressed with one side formica and other side veneer Structure made of 38x38mm 18-gauge pipe Finished with NC silver paint.	20	  <p style="text-align: center;">Elevation</p>
11	Computer Chair	Seat/back arms cushion with best quality foam and dark blue color with best quality tapestry cloth, Back Rest etc. Fixed on 5-star revolving & tilting hydraulic pedestal having imported wheels. Quality/ Design: Boss, Toyo, Master, Profine equivalent or better	200	



12	Study Chairs	<p>Right hand P-Tablet Arm made of seasoned pure sheshum wood, Frame made of 16-gauge Mild Steel Pipe, Powder coating, Seating and back support made of High Quality Plastic Non- Recycle. Sample available at KFUEIT for actual measurement dimensions and material used in making</p>	658	
13	Side Rack for Workshop	<p>High Quality MDF Melamine in Matt finish Dura lime Laminate Imported PVC edges High quality Hardware and fixtures High Quality locks Zinc Alloy Brushed Furnished Handles High Quality Imported Hydraulic Hinges Size: W36''xD16''xH26'' Design/Quality: Profine, interwood equivalent or better</p>	05	
14	Tool Box for Workshop	<p>Size: L=8.63", W=4.5", H=7.5", Weight = 14.7 lb. miniature hacksaw, hammer, mallet and other tools in the top section. Height gages, calipers and punches are also modeled. The aluminum drawers are lined with felt. Items that can be seen include are a machinist's vise, angle blocks, step blocks, a square, jacks, thread gage and a tap handle.</p>	15	
15	Working Table	<p>Size: 8x4 ft.Top high-density sheeshum wood 1.5 inch thickness polished with fine quality NC lacquer, Structure made of 38x38mm 18 gauge pipe Finished with NC silver paint. Quality/ Design: Tevta, Samad, Fine, equivalent or better</p>	06	
16	Study Chair (Library)	<p>Made of solid wood & upholstered with best quality foam & leatherite/fabric Dimensions(mm): W:615, D:600 H:890, Standard size, Beach wood, Blue color fabric project, Natural finish polish, Quality/Design: Interwood Mobil, Profine, Master equivalent or better.</p>	900	

17	Book Shelves Adjustable Double Side	Full height book stack double sided, Top bottom and central shelf fix and four adjustable shelves, Size: 914 (w) x 534 (D) x 2207 (H)-mm. Structure: Made of M.S 18. S.W. G. pipe & rod. Shelf: White lamination 101 texture sheet 18 (sg) with matching PVC edging. Powder coat: white powder coat 55 % gloss as drawing.	300	
18	Internet Section workstation (Library)	Size: 800 (L) x 550 (D) x 1162 (H)-mm. Board Structure: Made of imported cherry # 331 color laminated board with matching PVC edging. Sliding Channel: Micro sliding. Wood: beech, Polish: Matching with cherry. Footing: M.S pipe 18 S.W.G (As per standard). Powder Coat: Charcoal grey.	45	
19	Revolving Chair for Internet Stations	Lumbar support, Backrest: Mesh Seat: Fabric Swivel Tilt Mechanism Class 3 gas lift, Size: 645 (L) x 475 (D) x 1015 (H)-mm as per standard. Brand: Interwood Mobel equivalent or better.	45	
20	Study Carrel	Size: 800 (L) x 550 (D) x 1162 (H)-mm. Board Structure: Made of imported cherry # 331 color laminated board with matching PVC edging. Sliding Channel: Micro sliding. Woode: Beech. Polish: Marching with cherry. Footing: M.S Pipe 18 S.W.G. (As per standard). Powder coat: Charcoal grey. As per drawing/image attached	45	
21	Study Carrel Chairs	Made of solid wood & upholstered with best quality foam & leatherite/fabric Dimensions(mm): W:615, D:600 H:890, Standard size, Beach wood, Blue color fabric project, Natural finish polish Quality/Design: Interwood Mobel, Profine, Master equivalent or better.	45	

22	Newspapers Stand	<p>Size: 700 (W) x 420 (D) x 1250 (H)-mm. Structure: Imported Lamination cherry # 331 with matching PVC edging. Hanging Rod. S.S. Round Pipe Dia. 3/4 inch 18.S.W.G. Wood: Beech. Polish: Matching with cherry. Footing: M.S Pipe 18 S.W.G (As per Standard). Powder Coat: Charcoal grey. As per drawing image attached</p> <p>Laminate wood construction hold up to 8 sticks Include 5 solid wood newspaper stick (additional sticks sold separately) 5 extra shelves for old issues storage.</p>	15	
23	Stands for Journals	<p>Good resistance to high temperature, High durability, High corrosion resistance, Mild steel structure</p>	60	
24	Reading Tables for Library	<p>Size: 8x4 ft.Top high-density chipboard pressed with one side formica and other side veneer Structure made of 38x38mm 18 gauge pipe Finished with NC brown paint. Quality/Design: Interwood Mobil, Profine, Master equivalent or better.</p>	900	
25	Steel Bed with Niwar	<p>Rust resistance Robustness Exclusive design Long lasting nature Highly comfortable Bedding made of Good Quality niwar</p>	150	
26	Chairs for Hostel Common Room	<p>Structure made of Solid seasoned shishem wood, Seat back cushion with green leatherate, Finished with N.C. Lacquer Quality/Design: Fine, Samad, equivalent or better.</p>	100	

27	Central Tables for Hostel Common Room	Size: 1200 x 600 x 450 mm H Structure made of solid seasoned shisham wood, finished with NC lacquer, 5 mm thick tented glass on top, One shelf underneath top surface made of 5 mm thick tented glass Quality/Design: Fine, Samad, equivalent or better.	10	
28	Dining Tables	Dining table for six-person, 1500 W x 900 D x 750 H, 4.9 W x 2.9 D x 2.5 H (ft) Black finishing with Metal frame, Mirror top, Quality/Design: Interwood Mobil, Profine, Master equivalent or better.	100	
29	Chairs for Dining Hall	420 W x 510 D, Full height 970, Seat height 470, Black finishing, Design & Quality: Interwood, \Profine, Torch Equivalent or better	200	
30	Beds for RT office	971 W, 2036 D, 771 H, Marinus Walnut finishing, Quality/Design: Interwood Mobil, Profine, Master equivalent or better.	02	
31	Sofa Set for RT Office	Size: Single Seat: 22" * 30" * 31" Double Seat: 44" * 30" * 31" Triple Seat: 66" * 30" * 31" Black or brown color, 1st Quality seat & back foam Premium Quality leatherette/ fabric upholstery Solid wood and plywood Durable structure, springs & belts	02	

32	Central Table for RT Office	Size: 1200 x 600 x 450 mm H Structure made of solid seasoned shisham wood, finished with NC lacquer, 5 mm thick tented glass on top, One shelf underneath top surface made of 5 mm thick tented glass	02	
33	Dressing Table for Faculty Hostel	Made to Order Product Color: Brown Made of Malaysian MDF High Quality Finishing on Every Single Edge Modern design Dimensions: 72" H x 36"W x 16" D	15	
34	Sofa Set five seaters for Faculty Hostel	Size: Single Seat: 22" * 30" * 31" Double Seat: 44" * 30" * 31" Triple Seat: 66" * 30" * 31" Black or brown color, 1st Quality seat & back foam Premium Quality leatherette/ fabric upholstery Solid wood and plywood Durable structure, springs & belts	15	
35	Centre Table for Faculty Hostel	Size: 1200 x 600 x 450 mm H Structure made of solid seasoned shisham wood, finished with NC lacquer, 5 mm thick tented glass on top, One shelf underneath top surface made of 5 mm thick tented glass	10	
36	Reception Counter for Faculty Hostel	High Quality MDF Melamine in Matt finish Dura lime Laminate Imported PVC edge High quality Hardware and fixtures Size L48"x W24"x H 30" + 18" Design & Quality: Interwood, Profine, torch, master equivalent or better	15	

37	Dining Table for Faculty Hostel	"750 W x 1200 D x 750 H (mm) 2'4" W x 3'9" D x 2'4" H (ft)", Structure made of good quality wood black color, top made of good quality wood, Design & Quality: Interwood mobil or equivalent better	08	
38	Dining Chairs for Faculty Hostel	540 W x 432 D, Full height 855, Seat Height 470, Seat Charm, frame black painted. Made of good quality wood. Design & Quality: Interwood mobil, profine, equivalent or better	20	

Note:

- It is mandatory to submit the Sample of each item by the Supplier free of cost in the premises of the University.
- The University will get the sample item inspected at KFUEIT Rahim Yar Khan and reject the item, if not found according to the stated specifications.
- The quantity of any item may vary depending on the quoted prices and the allocated funds.

Supply and Installation of Furniture at KFUEIT, RYK
(Bid Form)

Sr. No.	Item Name	Qty.	Unit Rate	Total Price (inclusive of all taxes, and Shipment charges)
01	Office Table for Techers	85		
02	Mobile Pedestal Drawer Unit	85		
03	Office Table for Teacher/ Officers	40		
04	Tables for Seminar Room	34		
05	Office Chairs for Teacher/Officer	150		
06	Office Chair for Staff	285		
07	Steel Almirah	175		
08	Computer Tables	400		
09	Laboratory Tables	55		
10	Laboratory Tables	20		
11	Computer Chair	200		
12	Study Chairs	658		
13	Side Rack for Workshop	05		

Sr. No.	Item Name	Qty.	Unit Rate	Total Price (inclusive of all taxes, and Shipment charges)
14	Tool Box for Workshop	15		
15	Working Table	06		
16	Study Chair (Library)	900		
17	Book Shelves Adjustable Double Side	300		
18	Internet Section workstation (Library)	45		
19	Revolving Chair for Internet Stations	45		
20	Study Carrel	45		
21	Study Carrel Chairs	45		
22	Newspapers Stand	15		
23	Stands for Journals	60		
24	Reading Tables for Library	900		
25	Steel Bed with Niwar	150		
26	Chairs for Hostel Common Room	100		
27	Central Tables for Hostel Common Room	10		
28	Dining Tables	100		

Sr. No.	Item Name	Qty.	Unit Rate	Total Price (inclusive of all taxes, and Shipment charges)
29	Chairs for Dining Hall	200		
30	Beds for RT office	02		
31	Sofa Set for RT Office	02		
32	Central Table for RT Office	02		
33	Dressing Table for Faculty Hostel	15		
34	Sofa Set five seaters for Faculty Hostel	15		
35	Centre Table for Faculty Hostel	10		
36	Reception Counter for Faculty Hostel	15		
37	Dining Table for Faculty Hostel	08		
38	Dining Chairs for Faculty Hostel	20		
TOTAL: _____				
Total in Words: _____				

Company Evaluation Criteria

1. Basic Evaluation

- i. Profile of company (Including Financial Profile)
- ii. List of Previous/Current customers of related Supplies, with contact person and telephone/fax numbers.
- iii. Detailed product design information
- iv. Copy of National Tax Registration Certificate
- v. Copy of Sales Tax Registration Certificate
- vi. Bank letter of financial standing
- vii. An affidavit on Rs. 100/- Stamp Paper that currently they are not black listed or debarred by any Government/Semi-Government Department to participate in bidding and to supply equipment. Failure to submit such affidavit may lead to disqualification.
- viii. Detailed item specifications matched corresponding to the BOQ as given at **Annex 'A'**
- ix. Detailed project implementation schedule/Completion Schedule which includes the delivery of items mentioned in the BOQ
- x. Signed and stamped Tender document

2. Detailed Evaluation

(Minimum Passing Score Required is 60 Points)

TECHNICAL EVALUATION CRITERIA FOR TENDER NO# 058 FOR SUPPLY OF FURNITURE ITEMS			
Specifications are available at Annex-A			
Sr. No	Item Name and Description	Marks	Max Marks
1	(Certificate of incorporation/registration under the laws of Pakistan – Documentary proof/evidence required)	--	15
1.1	1 – 3 year	05	--
1.2	4 – 8 year	09	--
1.3	9 – 15 years	12	--
1.4	Above 15 years	15	--
2	Similar Projects Undertaken (Firm’s similar projects of same scope undertaken in Pakistan – Completion certificate/Documentary proof/evidence required)	--	15
2.1	More than 15 projects	15	--
2.2	10-14 projects	12	--
2.3	05-09 projects	09	--
2.4	Less than 05 projects	06	--
3	Financial Position/ Status	--	10
3.1	Last sales tax paid Form	4	--
3.2	Bank Certificate (satisfactory)	2	--
3.3	Statement Worth (Min 05 m)	4	--
4	Company’s own manufacturing facility/factory/plant value with land, building and machinery only	--	10
4.1	Rs. 80 Million and above	10	--
4.2	Rs. 60 Million and above	08	--
4.3	Rs. 40 Million and above	06	--
4.4	Less than Rs. 20 Million	04	--
5	Technical Evaluation of quoted items	--	55
5.1	Specification attached at Annex-A	05	--
5.2	Literature in printed shape attached	2.5	--
5.3	Free Sample Provision and demonstration at KFUEIT	15	--
5.4	Reliability	2.5	--
5.5	Delivery schedule as per need	5	--
5.6	Detail of clients / where furniture delivered	5	--
5.7	Satisfactory letter from clients in favor of such furniture	5	--
5.8	Guarantee / Warranty (as the case may be)	5	--
5.9	Free Service and Maintenance (if required) as per requirement	5	--
Total		--	100