

TENDER DOCUMENTS 2018-19



PROCUREMENT OF “LIVERIES ITEMS FOR SECURITY STAFF, PURCHASE OF SPORTS ITEMS, UNIFORM AND GYM ITEMS”.

HAZARA UNIVERSITY, MANSEHRA



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OFFICE OF THE PROCUREMENT OFFICER

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1. GENERAL

- i. Any bid without CDR amounting to Rs.50, 000/- will not be entertained.
- ii. Conditional/incomplete/overwritten bid will not be entertained.
- iii. The prices quoted must be valid for at least 90 days from the date of tender opening for the evaluation of tender. The quoted prices once approved will remain valid for the whole financial year i.e upto June 30, 2019.
- iv. The successful bidders will be required to supply the items up-to the end of financial year 2018-2019. The bid can be extended for further period as per KPPRA rules, if both the parties agree.
- v. Telephonic/telexed/faxed/telegraphic quotations will not be entertained.
- vi. The bid must accompany the following:
 - a. Firm Registration Certificate with the Federal/Provincial Government.
 - b. National Tax Number
 - c. Sales Tax Registration Certificate Number.
 - d. Certificate to the effect that they have never been blacklisted by any Government/ Semi Government Organization.
 - e. Dealership Certificate from original manufacturer for Pakistan (where required)
 - f. All bids must be properly sealed.
 - g. The provision of quoted rate in soft form is also required.

2. SCOPE OF SUPPLY

The bidder shall supply the items according to the prescribed specifications. Any deviation will cause rejection of the supply order.

3. BID PRICE

The bidder shall indicate in his offer, list of items with prescribed specifications, the unit price and total bid prices of the items. Taxes levied by the Government, if any, shall be recoverable from the bidder as per rules. Specimen bid form is attached herewith.

4. CURRENCY OF BID

The Price should be quoted in Pakistani Rupees.

5. BID VALIDITY

The bid should remain valid and open for acceptance of purchase for 90 days from the date of opening of bids

6. PERFORMANCE GUARANTEE

The successful bidder shall deposit Rs. 50,000/- as performance guarantee, which will be retained by Hazara University till expiry of contract period i.e 30-06-2019. The period of guarantee will start from the date of delivery / satisfactory inspection of items.

7. BIDS PROPOSAL

The bid should comprise a single package containing two separate envelopes. Each envelop should contain separately the financial proposal and technical proposal. The envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold letters. Initially the technical proposal will be opened whereas the financial proposal will be retained in the custody without being opened.

The committee will evaluate the technical proposals. The Technical proposal not confirming to the requirements of the university will be rejected, the financial proposal of bids found technically non-responsive will be returned un-opened to the respective bidders. Financial proposals of the technically responsive bids will be opened publicly at the time, date and venue which will be communicated well in time to the respective bidders.

The above stated standard evaluation criteria will be binding upon the bidders and will have no liability, on the University.

8. SIGNING OF BIDS

The person signing the bid shall sign and stamp all the pages of the bid, where entries are made.

9. DEADLINE FOR SUBMISSION OF BIDS

All bids must reach and be received by the University on or before Thursday, June 21, 2018 at 1330 hours. The bids will be opened at 1430 hours on the same day in the conference room, Hazara University in presence of the bidders or their authorized representatives, who wish to be present.

10. LATE BIDS

Any bid received in the university after the prescribed deadline shall not be entertained.

11. UNIVERSITY'S RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS

The University reserves the right to accept or reject any or all tenders fully or partially on the recommendation of technical committee/ purchase committee.

12. CANVASSING

Unsolicited advice / clarifications and any personal approached at any stage of evaluations of bids are strictly prohibited and may lead to disqualification.

13. DELIVERY

The bidders shall make delivery of the items within 30 days from the date of issuance of supply order. A penalty of 1% of the item price per day subject to the maximum of 10% of the total amount would be charged after expiry of the delivery time till the supply of the items.

14. MODE OF PAYMENT

No advance payment will be made as per Government rules. The payment will be made to the supplier after inspection of supplied items by a committee of experts constituted by the University. If found in order in all respects after the successful and complete supply, installation and functioning of the items the performance guarantee will be released after 08 months from the date of satisfactory supply of the items.

15. PRICE

The price of items will be inclusive of transportation and all taxes etc. No separate payment will be made by the University on this account.

16. TAXES

All Government taxes shall be deducted at source according to the relevant rules.

17. ARBITRATION

The decision of the University in all relevant matters will be final and unchallengeable in any court of law anywhere.

SPECIAL CONDITIONS OF THE CONTRACT

1. Inspection of Equipments/materials.

All Equipments/materials shall be subject to inspection and shall be approved by Hazara University Purchase committee/Technical Committee before the same are fabricated or installed in position. The committee may reject such materials as are considered by him to be below standard specifications, size or quality. The Contractor shall provide all labour at his own expense for handling during inspection. Any materials rejected by the committee shall not be used and shall be removed from site by the Contractor.

2. Work to be opened for inspection.

All supply/works under or during the course of execution in pursuance of the Contractor, whether at site or at Contractor's workshop shall, all times, be opened for inspection and supervision of the Hazara University Purchase committee/Technical Committee at all times during the usual working hours, the contractor should either himself be present to receive the instructions or any responsible agent duly accredited in writing, present for this purpose. Instructions given to the Contractor's agent should be considered to have the same force as if these had been given to the Contractor himself.

3. Responsibility against damages

Before and up to the whole of the Supply/works are completed and have been finally handed over to the University and a proper completion certificate thereof obtained by the Contractor, the Contractor shall be responsible for all and any damage caused to the materials or installed works/equipments thorough accident, improper handling, transport or any other cause whatsoever and shall repair, remove or replace the same and compensate the University against all such losses.

4. Specifications

The work shall comply to the requirement/ specification laid down in the B.O.Q of the tender. Quality of each item should be supreme quality.

5. Laboratory Test

The Hazara University Purchase committee/Technical Committee has the power to order for conducting Equipments/material quality assurance test which he deems necessary and cost of such tests will be borne by the contractor. No claim in this regard will be entertained for payment

S. No	Name of the Equipment	Brand	Quantity	Total Price
	<u>BASKETBALL</u>			
1.	Basketball Poles with fiber glass boards (fix)	Standard size (14mm)	02 Pairs	
2.	Basketballs fine quality	(Molton)	10 Nos	
3.	Basketball Net (nelco)		05 Pairs	
4.	Basketball Ring	Standard size	04 Pairs	
	<u>VOLLEYBALL</u>			
5.	Volleyball (A) quality	Jhaga company	10 Nos	
6.	Volleyball Nets(1st Quality) With antenna strip		04 Nos	
7.	Volleyball Fiber Antennas		03 Pairs	
	<u>HOCKEY</u>			
8.	Portable Goal Posts standard size		01 Pair	
9.	Hockey Stick A quality standard size, Composite stick reinforced with carbon/fiber glass With midihead shape	Grays company	25 Nos	
10	Hockey turf ball (White)	Kookaburra	20 Nos	
11	Hockey Shin guard	Grays/lhsan	L-10, M-10	
12	Hockey goal Net	Standard size A quality	04 Pair	
13	Hockey Goal Keeper Kit	Grays/lhsan	01 Pair	
14	Corner flag		06 Nos	
15	Bibs	Fine quality	30 Nos	
16	Hockey Kit bag	Latest	02 Nos	
	<u>BADMINTON</u>			
17	Badminton Poles Portable (steel along with iron base)		06 Pairs	
18	Badminton shuttle cock(Feather) Fine quality for matches	Yonex	40 DOZ	
19	Badminton shuttle cock for Practices synthetic fine quality)	(Yonex	10 DOZ	
20	Badminton Net Fine quality	(Yonex)	06 Nos	
21	Rackets standard size	duora (10)	06 Pairs	
22	Rackets standard size	Yonex Nanonay 900	06 Pairs	
	<u>FOOTBALL</u>			
23	Football match ball fine quality	Export quality made in Pakistan	16 Nos	
24	Football practice ball	Imported standard size	10 Nos	

25	Portable goal post for football	standard size Pak made	01 Pair	
26	Bib's three different colors	CA	48 Nos	
27	Goal net nylon	(stag)	04 Pair	
28	Stockings three different color	Addidas	48 Nos	
29	Goal keeping gloves	Slazenger	02 Pair	
30	Marking tray	Imported company	01 Nos	
31	Pump		02 Nos	
32	Corner flag pole (fiber)		08 Nos	
33	Corner flag		08 Nos	
34	Knee cap		16 pair	
<u>Handball</u>				
35.	Handball Balls	Imported	10 Nos	
36.	Handball posts	(stag)	02 pair	
37.	Handball net	(stag)	02 pair	

	<u>TABLE TENNIS</u>			
38.	Tables	Gold Star (China)	10 Nos	
39.	Table tennis net superior quality	Gold Star (China)	10 Nos	
40.	Table tennis score board		02 Pair	
41.	Table tennis ball (orange color)	Triple circle	10 Doz	
42.	Table tennis Rackets	(Stag)	10 Pair	
	<u>ATHLETICS</u>			
43.	Shot Put superior quality 04 kg	(Nelco)	04 Nos	
44.	Shot Put superior quality 7.260 kg	(Nelco)	04 Nos	
45.	Javelin bamboo 800 gms superior quality		10 Nos	
46.	Javelin bamboo 600 gms superior quality		10 Nos	
47.	Javelin steel 800gms	Apolo	03 Nos	
48.	Javelin steel 600 gms	Apolo	03 Nos	
49.	Discus Rubber 1 kg	(Nelco)	04 Nos	
50.	Discus Rubber 2 kg	(Nelco)	04 Nos	
51.	Relay battons different color	(Nelco)	12 Nos	
52.	Hammer 7.260 kg practice iron	(Nelco)	01 Nos	
53.	Hammer Gloves	Slazenger	01 Pair	
54.	Hurdles steel		10 Nos	
55.	High Jump bar (Set) superior quality		02 Pair	
56.	High Jump bar (Aluminum Rod) superior quality		02 Nos	
57.	High Jump Metress	Imported standard size	02 Nos	
58.	Long jump take off board	(Nelco)	02 Nos	
59.	Cones	(Nelco)	40 Nos	

60.	Medicine ball (2kg)	(Nelco)	01 Nos	
61.	Stop watch	Casio	06 Nos	
	<u>KARATE/BOXING</u>			
62.	Chest Guard	Puma	08 Pair	
63.	Shin Paid	Puma	08 Pair	
64.	Head Guard	Puma	08 Pair	
65.	Boxing Gloves	Puma	08 Pair	
66.	Boxing Head Guard	Puma	08 Pair	
67.	Boxing Punching Bag solid	Reflex	01 Nos	
68.	Gum shed	Everlast	06 Nos	
69.	Safety guard	CA	08 Nos	
70.	Boxing Shirts (04 Blue + 04 Red with logo)	Speedo/Ihsan	08 Nos	
71.	Boxing shorts (04 Blue + 04 Red)	Speedo/Ihsan	08 Nos	
72.	Speed Ball	Everlast	03 Nos	
73.	Boxing Ring	Everlast		

74.	Cricket Ball	CA/Ihsan/ Kookaburra	50 Nos	
75.	Cricket Bat English Willow superior	CA 10000/MB	05 Nos	
76.	Cricket Bat for practice	CA 8000	05 Nos	
77.	Cricket Thigh Pad	CA	03 left handed 03 Right handed	
78.	Cricket Chest Guard	CA	02 Pair	
79.	Cricket Helmet	CA	06 Pair	
80.	Cricket Kit Bag	CA Ultra bag (With Trolley)	03 Nos	
81.	Cricket Batting Gloves	CA Super lite Pro	08 Pair	
82.	Cricket Elbow Guard	CA	02 Pair	
83.	Cricket Wicket Keeping Gloves	CA fine quality	02 Pair	
84.	Cricket bat protection tap	Imported	10 Pair	
85.	Cricket bat grip fine quality		10 Nos	
86.	Cricket Wicket Keeping Inner Gloves	CA	02 Pair	
87.	Cricket Wicket Keeping Leg Guard	CA Super lite Pro	02 Pair	
88.	Cricket Batting Pad	CA Super lite Pro	04 Pair	
89.	Tennis Ball	Slazenger - Hydro Guard	10 Dzn	
90.	Tennis Bat	Slazenger - Hydro Guard	10 Nos	
91.	Cricket Score Book	Imported	04 Nos	
92.	Cricket Inner Batting	CA	04 Pair	
93.	Cricket Stumps A quality	CA	04 Pair	
94.	Save guard		16 Nos	
95.	Cricket ground boundary rope	Standard size imported quality	pieces yards each)	

	<u>TROPHIES</u>			
96.	Trophies	Viva sports trophyes golden color	76 Nos 22" = 24 Nos 24" = 27 Nos 26" = 27 Nos 28" = 12 Nos	
97.	Medals		63 Nos (with dia 3", with university logo) Gold = 21 Nos Silver = 21 Nos Bronze = 21 Nos	
98.	Cups	Viva sports trophyes golden color	20 Cups size 8"	

	<u>SQUASH</u>			
99.	Racket	(Dunlop)	03 Pair	

100.	Ball Box double dot	(Dunlop)	01 Box 12 Balls	
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CRICKET

Tchoukball

101.	Frame with net		04 Pair	
102.	Balls		10 Nos	
103.	Knee Pad		24 pair	

Gym Items

104.	Bench Press	Viva	04 Nos	
105.	Dumbles replaceable	Imported	16 to 50kg	
106.	Butterfly machine	Viva	01 Nos	
107.	Preacher	Viva	01 Nos	
108.	T-bar	Viva	02 Nos	
109.	Pulls over	Viva	02 Nos	
110.	Inclined bench	Viva	02 Nos	
111.	Rod large (Steel)	Viva	04 Nos	
112.	Rod Zigzag for biceps (Steel)	Viva	02 Nos	
113.	Weight plates (Steel)	Viva	5 to 50 kg	
114.	Four station machine (Steel)	Viva	01 Nos	
115.	Leg press	Viva	01 Nos	
116.	Exercise cycle	Apolo	01 Nos	
117.	Treadmill machine (two horse power)	Apolo	01 Nos	
118.	Exercise mat (4x6)	Imported	04 Nos	

	Track Suit	Quantity	Quality	Price
119.	Track Suit Boys	200 M-100, L-70, XI-30	Trenda (with University Logo)	
120.	Track Suit Girls (only Uppers)	130 M-100, L-30	Trenda (with University Logo)	
121.	T-Shirt with four different colors	400 (100 rounded shoulder L) (300 Normal 70-M & 80-L with logo & Number)	Speedo	

LIVERIES ITEMS FOR SECURITY STAFF

S.No	Items	Quantity	Price
1	Black Boots (Winter)	48	
2	Uniform (two pairs each)	96	
3	Berets	48	
4	Belts (Black)	48	
5	Socks (Black) (02 pairs each)	96	
6	Name Plate	48	
7	Title Shoulder	48	
8	Cap Tags	48	
9	Star Supervisor	12	
10	Jackets for winter	48	
11	University Tag	48	
12	Pakistan Flag	48 Small (for chest), 48 Medium (for chest)	
13	Jersey	48	
14	Security No	48	
15	Cap Water Proof	48	
16	Umbrella	20	
17	Shoes/Chapal (Summer)	48	
18	Rubber long shoes for rain	4 Pairs	
19	Belts for weapon	20	
20	Gloves (Silk) for winter	48 (Pairs)	
21	Weapon cleaning oil	05 Liters	
22	Weapon cleaning cloth	20 Meter	

GENERAL INSTRUCTIONS AND CONDITIONS	
i	Pay Order/Call Deposit Receipt/Bank Draft of Rs. _____ bearing No. _____ dated _____ of Bank _____ in the favor of Treasurer Hazara University, Mansehra is attached in original as earnest money. (Cheque not acceptable)
ii	The bid(s) is /are valid upto June 30, 2019.
iii	Offered price(s) inclusive of all Government taxes, transportation and labour charges etc.
iv	Payment will be claimed on completion of 100% supply as per tender specification and approved samples.
v	Successful bidder(s) shall deposit Rs. 60,000/- as performance guarantee in shape of pay Order, Call Deposit Receipt, Bank draft, which will be retained by the department till expiry of contract period i.e 30-06-2019.
vi	A separate agreement shall be executed with successful bidder.
vii	The quantity of item(s) can vary subject to availability of funds and demand of the University.

viii	The delivery / supply shall be completed within the time specified as per agreement not later than 30 days from the date of work order.
ix	All item(s) shall be inspected by the University purchase committee. Only the items of best quality shall be accepted. Item(s) which will not be found according to required specifications / standard shall not be accepted.
x	Item(s) which will not be found according to required specifications/standard shall not be accepted.
xi	In case any of the terms and conditions of the agreement is violated, the responsibility for any loss or damage will lie on the supplier/firm.

Bidder(s) Profile

Name: _____ Address: _____

License No: _____ License valid upto (Date) _____

GST No: _____ NTN _____

Bidder(s) signature and Stamp