



**GIKI INSTITUTE OF ENGINEERING SCIENCES AND TECHNOLOGY, TOPI**  
**(PROCUREMENT DEPARTMENT)**



**GHULAM ISHAQ KHAN INSTITUTE  
OF ENGINEERING SCIENCES AND TECHNOLOGY**

**TENDER NOTICE FOR SUPPLY OF CONSUMABLE ITEMS**

**Tender # GIKI/PD/FBS-1089/25**

Sealed bids (**Single Stage One Envelope procedure**) are invited from reputed Manufacturers/ Authorized Distributors/ Dealers/Suppliers/Firms registered with relevant tax authorities and who are active taxpayer list on FBR for the supply of consumable items:

<b>Consumable Items</b>	<b>ParaFlix Roll, Beakers, Methanol, DI Water, Platinum Electrodes, Petri Dish, Acetone, Aluminum Foil, and related items.</b>
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Bidding documents containing detailed specifications and terms & conditions can be downloaded from **GIKI website (www.giki.edu.pk)** or collected personally from GIK Admin Block Room # F-12. Tender Fee (Non-Refundable) of Rs. 1,000/- and Sealed bids complete in all respects with all required documents along with 2% earnest money on the total bid cost should reach **on or before 1500 Hours on October 31, 2025**. The proposals will be opened in the presence of available bidders at **1530 Hours on the same day**. The Institute reserves the right to modify/ withdraw/ cancel the bids/ tender at any time before award of the Contract, without assigning any reason or any obligation to inform the Tenderer of the grounds for the Institute's action, and without thereby incurring any liability to the Tenderer, and the decision of the Institute shall be final.

**Assistant Director Procurement, GIK Institute, Topi, Swabi (KP)**  
**Phone# 0938-281026 Ext. 2444, Email: osama.zahid@giki.edu.pk**



Issued by: Assistant Director (Procurement Department)

Signature of the Bidder: \_\_\_\_\_

Stamp of Bidder: \_\_\_\_\_



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**TENDER DOCUMENTS**

**TENDER NOTICE: GIKI/PD/FBS-1089/25**

<b>Name of Firm</b>	
<b>Address &amp; Contact Number</b>	
<b>CNIC/NTN No.</b>	
<b>GST No.</b>	
<b>Tender applied for</b>	
<b>Pay Order / Demand Draft Amount</b>	
<b>Pay Order / Demand Draft No.</b>	

**Issued by: Assistant Director (Procurement Department)**

**Signature of the Bidder:** \_\_\_\_\_

**Stamp of Bidder:** \_\_\_\_\_



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**BIDS SUBMISSION & OPENING DATE AND TIME**

TENDER # GIKI/PD/FBS-1089/25

SUPPLY OF CONSUMABLE ITEMS

<b>Tender No.</b>	<b>Description/Specification</b>	<b>Date of Submission of Bids</b>	<b>Date of Opening of Bids</b>
<b>GIKI/PD/FBS-1089/25</b>	<b>SUPPLY OF CONSUMABLE ITEMS</b> <b>(As per Annexure-I)</b>	<b>1500 Hours on</b> <b>October 31, 2025</b>	<b>1530 Hours on</b> <b>October 31, 2025</b>

Issued By:

**Assistant Director (Procurement Department)**  
GIK Institute, Topi

**Signature of the Bidder:** \_\_\_\_\_

**Stamp of Bidder:** \_\_\_\_\_



## **GIK INSTITUTE OF ENGINEERING SCIENCES AND TECHNOLOGY, TOPI** **(PROCUREMENT DEPARTMENT)**

### **TERMS AND CONDITIONS**

#### **1. QUALIFICATION OF THE VENDOR**

The following interested bidders are eligible to apply and must submit documentary evidence for each requirement listed below.

All supporting documents must be **properly flagged or annexed** and clearly referenced as **Annexure–A, Annexure–B, Annexure–C**, etc., corresponding to each clause.

1. Valid **National Tax Number (NTN)** and **Sales Tax Registration Number (STRN)** certificates, with the bidder's name appearing on the **Active Taxpayers List (ATL)** of FBR.  
(Proof to be attached at Flag/Annexure–A).
2. **Complete business address**, valid contact numbers, and email address of the firm/company's head office and/or branch office(s).  
(Proof to be attached at Flag/Annexure–B).
3. Documentary evidence of **relevant experience** in the supply of Lab Consumable Items to Government, Semi-Government, or reputed Private Organizations/Educational Institutions. (attach Purchase Orders/Order Completion Certificates)  
(Proof to be attached at Flag/Annexure–C)
4. Evidence of **financial soundness**, such as a recent **bank statement**.  
(Proof to be attached at Flag/Annexure–D)
5. An **Affidavit on Judicial Stamp Paper** confirming that the firm/company has **never been blacklisted** by any Government Department, Semi-Government, or Autonomous Body.  
(Proof to be attached at Flag/Annexure–E).
6. **Warranty/Guarantee Certificate**, wherever applicable, specifying terms for the replacement of defective or substandard items.  
(Proof to be attached at Flag/Annexure–F)
7. **Samples of quoted items** (if required) must be submitted for **technical evaluation and approval** before issuance of the Purchase Order.  
(Undertaking on firm/company letter head to be attached at Flag/Annexure–G)

#### **2. GENERAL**

- i. Sealed Bids must be accompanied by bid security at 2% of Total Bidder's Price in form of Demand Draft / Pay Order in Original in the name of GIK Institute of Engineering Sciences & Technology, Topi.
- ii. Conditional/incomplete tenders will not be accepted.
- iii. Bidders may also apply separately for each category of items / equipment.
- iv. Telephone/telexed/faxed/telegraphic quotations will not be entertained.
- v. Bids submitted without prescribed Tender fee and Earnest Money shall be liable for rejection at the time of Tender opening. Tender fee in shape of DD/Pay Order and Earnest money shall be submitted separately along with Tender. Cheque is not acceptable.
- vi. Bidders are required to include all applicable taxes in their prices/rates.
- vii. For Loading, unloading and transportation will be the supplier responsibility.
- viii. Items rates and amount should be filled in figures as well as in words and should be in accordance with the general directions given in tender documents. Overwriting and cutting will not be acceptable.
- viii. GIK Institute reserves the right to accept/reject any/all tenders/bids as per rules.
- ix. GIK Institute also reserves the right to cancel PO/Contract in case of late deliveries.



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### **(PROCUREMENT DEPARTMENT)**

### **3. METHOD OF PROCUREMENT**

Bidding will be conducted through “**Open Competitive Bidding**” process and bidding is open to all eligible bidders that meet the minimum qualification criteria and required documents. It will be a “**Single Stage – One Envelope Bidding**” procedure.

### **4. SCOPE OF SUPPLY**

The bidder shall supply items as per specifications given in the **attached Annexure-I.**

### **5. CURRENCIES OF BID**

The prices shall be quoted in Pakistani Rupees.

### **6. EARNEST MONEY:**

The bidders shall furnish, as part of his bid, earnest money equal to 2% of total quoted prices with their offer in the form of demand draft/pay order in favor of **GIK Institute, Topi**. The earnest money shall be denominated in Pak rupees and shall be in the form Demand Draft / Pay Order issued by a Pakistani scheduled Bank. The Earnest Money may be forfeited if a bidder withdraws his bid during the period of his bid validity or failed to fulfill the contract agreement / PO.

### **7. LATE BIDS**

Any bid received by the Purchaser after the prescribed deadline for submission of bids shall be returned unopened to the bidder.

### **9. PURCHASER’S RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS:**

The GIK Institute reserves the right to reduce or increase the quantity, accept or reject any/all tenders/ bids as per rules.

### **10. CONVINCING**

Unsolicited advice/clarification and any personal approaches at any stage of Evaluations are strictly prohibited and may lead to disqualification.

### **11. DELIVERY OF ITEMS**

The bidder shall make delivery of goods at his own cost within the specified period from the date of issuance of Purchase Order from the GIK Institute. In case of delay in supply within stipulated time, penalty will be imposed as per following schedule. The delivery of items will be made as per below table after issuance of Purchase Order (without penalty) or as agreed.

MODE OF PENALTY	NO OF DAYS	TOTAL DELIVERY PERIOD
Without Penalty	15-20 Days (In stock)	15-20 Days (In stock)
	40-60 Days ( For Import)	40-60 ( For Import)
Penalty rate @ 0.10 % per day for 10 days, 0.20% per day for 20 days, 0.30% per day for 30 days and above.		



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**12. MODE OF PAYMENT**

Payment will be made after complete delivery, Inspection and acceptance of items subject to deduction of taxes as per Govt law.

**13. AWARD OF CONTRACT:**

The contract will be awarded lowest responsive bid keeping in mind the quality and specifications provided in the bidding document.

**14. Taxes:** All Government Taxes i.e. Income Tax, GST etc. will be deducted.

**15. Bid Validity**

All offers shall remain valid for 60 days from the date of opening of bids, until any further extension required by the GIK Institute.



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**Annexure - I**

**SPECIFICATIONS**

**PRICE SCHEDULE FOR THE GOODS IN PAK RUPEES:**

Name of Bidder: \_\_\_\_\_

Address: \_\_\_\_\_

**Tender No: GIKI/PD/FBS-1089/25**

**SUPPLY OF CONSUMABLE ITEMS- tabulated as under:**

S#	Item	Quantity
1.	Paraflix roll USA	2
2.	Micropipette 200uL high quality	5
3.	Beaker 50ml	10
4.	100 pcs Vials Sample 13-425 15ml Clear Glass W/pp cap & Septa	3
5.	Beaker 100ml	10
6.	Methanol (2.5 L) 99.9% Honeywell	3
7.	Acetone (2.5 L) 99.9% synthesis grade Honeywell	3
8.	2-propanol (2.5 L) 99.9% synthesis grade Honeywell	3
9.	Acetone (2.5 L) 98% for cleaning Honeywell	4
10.	Tissue Roll (pack of 10)	3
11.	Dye(N719) 500mg	1
12.	DI Water 5L	10
13.	100 pcs Vials 13-425 10ml Clear Glass W/pp cap	3
14.	Iodolyte Hi-30 (20 mL)	1
15.	Ethanol (2.5 L) High Grade Honeywell 99.9%	2
16.	Platinum Electrodes, drilled, 16 pcs. Gaskets, 60 pcs.	1
17.	Triple cation perovskite precursor ink	5 mL
18.	Gold Chloride AuCl <sub>3</sub> (99%) (from Sigma Aldrich)	1 g
19.	Gold flakes 1g for metal contacts 99.9% pure	1
20.	FTO substrates (pack of 100)	2
21.	Sulphur(9.99% pure)sigma Aldrich for synthesis 10g	1
22.	3M Scotch 810 Single Sided Transparent Magic Tape 3/4" × 36 yards	20
23.	Compact TiO <sub>2</sub> paste Ti-Nanoxide BL150/SP 10 g	1
24.	Petri dish plastic 150mm pack of 50	1
25.	Beurer Infrared Lamp with bulb	1
26.	4 Inch Silicon Wafer with Single Sided Polish - P100 Grade, 1-10Ω Resistance	5



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27.	Nir Near Infrared Polarizer 400-1200nm Metal Wire Grid Polarizer Polarizing Film Polarizing Filter	1
28.	Micropipettetips(200 µl) tips pack of 1000 pcs	2
29.	Aluminum Foil	10
30.	Zr-Nanoxide ZT/SP paste for perovskites (10 g)	1
31.	Acetylacetone 99.9% for synthesis Honeywell	2
32.	Lead sulfide StremDots™ quantum dot (PbS core - ~3nm), 10 mg/mL in toluene, 1000nm peak emission 2mL	1

**Instructions to Bidders**

1. The brand name must be mentioned for each quoted item (where applicable).
2. Bidders are strictly not allowed to alter the given specifications. Any deviation from the required specifications will result in disqualification.
3. However, if a specific required item is not available in the market, bidders may propose an equivalent or compatible alternative by mentioning the word “OR” alongside the unavailable item. The bidder must then provide detailed specifications of the proposed alternative and quote the price accordingly.
4. **The GIK Institute reserves the right to award the contract/order either on a LOT basis or on an item-wise basis. Therefore, bidders are advised to quote their prices accordingly.**
5. In case of any ambiguity, confusion, or need for clarification regarding any item or specification, bidders are advised to contact the undersigned through email at [osama.zahid@giki.edu.pk](mailto:osama.zahid@giki.edu.pk) for further information or justification before submitting their bids.

**Note:**

- If GIK Institute feels that items are not up to the specified standards in quality or specifications, the sub-standard material / equipment will be returned. Decision of replacement or deduction from bill will be determined by the Institute as per requirement.
- In case of Replacement, the delivery must be made within a MAXIMUM of one week -time with no extra cost. If the delivery is not made in one week, the delivery will be rejected, and no excuse will be accepted, and deduction will be made from the bill or EM will be forfeited.

**Issued by:**

Assistant Director (Procurement Department)

Signature of the Bidder: \_\_\_\_\_

Stamp of Bidder: \_\_\_\_\_