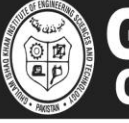




**GIKI INSTITUTE OF ENGINEERING SCIENCES AND TECHNOLOGY, TOPI
(PROCUREMENT DEPARTMENT)**



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

TENDER NOTICE FOR SUPPLY OF IT RELATED ITEMS

Tender # GIKI/PD/SMGS-1107/26

Sealed bids (Single Stage One Envelope procedure) are invited from reputed Manufacturers/firms/suppliers/Authorized dealers registered with tax authorities and who are on Active Taxpayer list of FBR for the Purchase of the following items:

IT Related Items: Projector, Printer, Toner, HDMI Cable, SSD etc.

Detail 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. 2,000/- and sealed bids along with a 2% earnest money on the total bid cost should reach to undersigned office **on or before 1500 Hours on March 30, 2026. The proposals will be opened in the presence of available bidders at 1530 Hours on the same day.** The University reserves the right to increase or decrease quantity / accept or reject any or all the bids without assigning any reason or suffering any liability thereof.

Deputy Director Procurement, GIK Institute, Topi, Swabi (KP)
Phone# 0938-281026 Ext. 2213, Email: farid.wahid@giki.edu.pk



Issued by: Assistant Director (Procurement)

Signature of the Bidder: _____

Stamp of Bidder: _____



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

TENDER DOCUMENTS

TENDER NOTICE: GIKI/PD/SMGS-1107/26

Name of Firm	
Address & Contact Number	
CNIC/NTN No.	
GST No.	
Tender applied for	
Pay Order / Demand Draft Amount	
Pay Order / Demand Draft No.	
Complete Delivery	Maximum within 15 Days after issuance of order

Issued by: Assistant Director (Procurement)

Signature of the Bidder: _____

Stamp of Bidder: _____



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

BIDS SUBMISSION & OPENING DATE AND TIME

TENDER # GIKI/PD/SMGS-1107/26

SUPPLY OF IT RELATED ITEMS

Tender No.	Description/Specification	Date of Submission of Bids	Date of Opening of Bids
GIKI/PD/ISMGS-1107/26	Supply of IT Related Items (As per Annexure-I)	1500 Hours on March 30, 2026	1530 Hours on March 30, 2026

Issued By: **Assistant Director (Procurement)**
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 Firms/Suppliers are eligible to apply and required to submit the following documents with their proposals.

1. Valid Registration Certificate with relevant tax Authority NTN/STRN etc.
2. Certificate of Active Taxpayer List
3. Full Address and Contact Numbers of the Office(s).
4. Relevant Experience of the Bidder (Minimum 3 years for supply and installation of CCTV Cameras)
5. Submit relevant work orders of previous clients
6. Undertaking for 1-year onsite Warranty Certificate with after sale support
7. Undertaking for supply, installation, commissioning and testing of the work
8. Undertaking to complete the work within a 7–10-day period maximum

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 and will forfeit the earnest money.

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.

3. SCOPE OF SUPPLY

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

4. CURRENCIES OF BID

The prices shall be quoted in Pakistani Rupees.



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

5. 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 complete delivery and installation of items will be made as per the table below after issuance of the Purchase Order (without penalty).

MODE OF PENALTY	NO OF DAYS	TOTAL DELIVERY PERIOD
Without Penalty	07 – 10 Days (In stock)	07 – 10 Days (In stock)
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.		

12. MODE OF PAYMENT

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

13. AWARD OF CONTRACT:

The contract will be awarded the lowest responsive bid keeping in mind the quality and specifications provided in the bidding document. The Institute will issue orders on an urgent basis and work will be completed upon priority within a 7 – 10 days period.

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

15. Bid Validity

All offers shall remain valid for 45 days from the date of opening of bids, until any further extension required by the GIK Institute.



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Annexure - 1

SPECIFICATIONS

PRICE SCHEDULE FOR THE GOODS IN PAK RUPEES:

Name of Bidder: _____

Address: _____

Tender No: GIKI/PD/SMGS-1107/26

SUPPLY OF IT RELATED ITEMS- tabulated as under:

S/No.	Item Description	Qty
1	Panasonic PT VMZ71 71 7000 Ansi Lumens WUXGA 4k Projector or equivalent	03
2	HP Laser 107A Printer or equivalent	05
3	Toner 80-A Original	05
4	Toner 85-A Original	02
5	HDMI Cable 4k 20 to 25 Meters	14
6	512GB SSD (SATA)	07
7	Aux to RCA Cable 10 to 15 Meter	06

Note:

- The brand name must be mentioned for each quoted item (where applicable).
- Bidders are strictly not allowed to alter the given specifications. Any deviation from the required specifications will result in disqualification.
- 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.
- 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 for further information or justification before submitting their bids.
- 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)

Signature of the Bidder: _____

Stamp of Bidder: _____