



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

### **TENDER NOTICE FOR PURCHASE OF LAB ITEMS**

***Tender no. GIKI/PD/FME-915/22***

Sealed bids (Single Stage One Envelope procedure) are invited from reputed manufacturers/firms/suppliers registered with relevant tax authorities for the procurement of following items.

Lab Items	<ul style="list-style-type: none"> <li>Variable Power Supply</li> <li>Oscilloscope</li> <li>Ultrasonic Sensor</li> <li>Rotary Encoder</li> <li>Solenoid</li> </ul>
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Detailed specifications & other terms and conditions can be downloaded from GIKI website ([www.giki.edu.pk](http://www.giki.edu.pk)) or collected personally from GIK Admin Block Room # F12. Tender fee (Non-Refundable) of Rs. 3,000/- and sealed bids along with 2% earnest money on the total bid cost should reach on or before **1500 Hours on December 28, 2022**. The proposals will be opened in the presence of bidders at **1530 Hours** on the same day. No advance payment shall be made to any bidder.

**Assistant Director Procurement, GIK Institute, Topi, Swabi (KP)**

Phone# 0938-281026 Ext. 2444, Email: [taufeeq@giki.edu.pk](mailto:taufeeq@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/FME-915/22**

<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>Call Deposit Amount</b>	
<b>Call Deposit No.</b>	

Issued by: Assistant Director Procurement

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

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



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

**TENDER BIDS SUBMISSION & OPENING DATE AND TIME**

**TENDER NOTICE: GIKI/PD/FME-915/22**

**PROCUREMENT OF LAB EQUIPMENT**

<b>Tender No.</b>	<b>Description/Specification</b>	<b>Date of Submission of Tender Documents</b>	<b>Date Opening of Tender</b>
<b>GIKI/PD/FME-915/22</b>	PROCUREMENT OF LAB EQUIPMENT  (As per Annexure-I)	<b>1500 Hours on December 28, 2022</b>	<b>1530 Hours on December 28, 2022</b>

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 / Authorized Dealers are eligible to submit proposals along with the following documents:

1. Valid Tax registration certificate NTN/FTN/STRN / KPPRA etc.
2. Certificate of Active Taxpayer List
3. Full Address and Contact Numbers of the Office(s).
4. General Experience
5. The Firms/Supplier/contractor that have Never been blacklisted by any Government Agency or Authority.
6. Authorization Letter, if any.
7. Guarantee / Warrantee must be provided.

#### **2. GENERAL**

- i. Sealed Bids must be accompanied by bid security at 2% of Total Bid Price in form of Call Deposit Receipt (CDR) in Original in the name of GIK Institute of Engineering Sciences & Technology, Topi.
- ii. Conditional/incomplete tenders will be not accepted.
- iii. Telephone/telexed/faxed/telegraphic quotations will not be entertained.
- iv. 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 in shape of CDR shall be submitted separately along with Tender and cheque is not acceptable
- v. Bidders are required to include all the taxes in their prices/rates.
- vi. For Loading, unloading and transportation charge of the item's supplier will be responsible.
- vii. 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 reserves the right to cancel PO/ Contract in case of late deliveries.

#### **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 complete delivery / supply as per specifications given in the **attached Annexure-I.**

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

The prices shall be quoted in Pakistani Rupees.

#### **6. BID BONDS/EARNEST MONEY**



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

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 Call Deposit Receipt in favor of **GIK Institute, Topi**. The earnest money shall be denominated in Pak rupees and shall be in the form Call Deposit 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.

### **8. 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 complete supply 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 work within stipulated time then penalty will be imposed as per requirement. The order will be completed as per below table after issuance of purchase order (without penalty) or as agreed and with the prescribed penalty as per following schedule of requirement: -

MODE OF PENALTY	NO OF DAYS	TOTAL COMPLETION PERIOD
Without Penalty	30 Days (In stock)	30 Days (In stock)
	90 days (Imports)	90 days (Imports)
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 subject to inspection of equipment and deduction of taxes as per Govt law.

### **13. AWARD OF CONTRACT:**

The contract will be awarded to lowest responsive bid who meet the specifications provided in the bidding documents.

### **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 - 1**

**PRICE SCHEDULE FOR SUPPLY IN PAK RUPEES:**

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

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

**Tender No: GIKI/PD/FME-915/22**

PROCUREMENT OF LAB EQUIPMENT - tabulated as under:

**Specifications**

S#	Items Descriptions	Qty	Unit A/C
1	Variable Power Supply (GW Instek) 60 volt 5 Ampere.	03	Nos
2	Oscilloscope MCH DS-2100CA	01	Nos
3	Arduino UNO with one meter cable	15	Nos
4	Ultrasonic Sensor HC-SR04	05	Nos
5	Rotary Encoder HEDS-9100 Complete set	03	Nos
6	Solenoid TAU-O837DL	08	Nos

**Note:**

- Interested bidders may also contact if needed further details.
- Rate must be quoted including taxes.
- The Institute reserves the right to increase or decrease the quantity.
- Payment will be made after receiving of satisfactory job completion report from concerned department.
- If GIK Institute feels that work is not up to the specified standards in quality, 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:** \_\_\_\_\_