



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

TENDER NOTICE

SUPPLY OF LED LIGHTS, FALSE CEILING & VENYLE FLOORING

Tender # GIKI/PD/FCSE-935/23

Sealed bids are invited through **Single Stage-One Envelope** procedure from reputed Suppliers/Dealers registered with relevant tax authorities and who are on Active Taxpayer list of FBR for the supply of following items.

Supply of Items	<ul style="list-style-type: none"> • LED Lights • False Ceiling • Venyle Flooring
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Bidding documents should reach to the undersigned office latest by **March 17, 2023 at 1200 Hours** through registered post/ courier services and will be opened on the same day at 1230 Hours in the presence of available bidders. The bidding documents containing detailed terms and conditions can be downloaded from GIK website (www.giki.edu.pk) or collected personally from GIK Admin Block, Room # F-12. Tender processing fee of Rs. 2,000/- (Non-Refundable) along with 2% earnest money of the total bid cost in shape of demand draft/pay order in favor of GIK Institute, Topi must be submitted along with bidding documents. The Institute reserves the right to accept or reject any or all Bids with or without assigning any reason or suffering any liability thereof.

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

Phone# 0938-281026 Ext. 2444, Email: taufeeq@giki.edu.pk



Issued by:

Assistant Director Procurement
GIK Institute

Signature of the Bidder: _____

Stamp of Bidder: _____



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BIDDING DOCUMENTS

Name of Firm	
Address & Contact Number	
CNIC/NTN	
GST No.	
Tender applied for	
Call Deposit Amount	
Call Deposit No.	

Issued by:

Assistant Director Procurement
GIK Institute

Signature of the Bidder: _____

Stamp of Bidder: _____



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(PROCUREMENT DEPARTMENT)**

TENDER BIDS SUBMISSION & OPENING DATE AND TIME

TENDER NOTICE: GIKI/PD/FCSE-935/23

Tender No.	Description/Specification	Date of Submission	Date of Tender Opening
GIKI/PD/FCSE-935/23	SUPPLY OF LED LIGHTS, FALSE CEILING & VENYLE FLOORING (As per Annexure-I)	1200 Hours on March 17, 2023	1230 Hours on March 17, 2023

Assistant Director Procurement
GIK Institute, Topi

Signature of the Bidder: _____

Stamp of Bidder: _____



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TERMS & CONDITIONS FOR SUPPLY OF LED LIGHTS, FALSE CEILING & VENYLE FLOORING

1. Qualification of the Vendor

The following vendors/suppliers are eligible to apply for the tender:

1. Only tax registered firms/suppliers can participate in the tender.
2. The Firms/Supplier have never been blacklisted by any Government Agency or Authority.

2. Documents submission:

The following documents to be submitted with bidding documents.

1. Tax Registration Certificate (NTN/GST)/ Active Tax payer list
2. Non-Blacklisting Certificate
3. General/Relevant Experience, if any.
4. Detailed specifications as per **Annexure-I.**
5. Warranty or Guarantee Certificate must be provided.
6. Tender Fee of Rs. 2,000/-
7. 2% Earnest Money

ii. 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 GIKI 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 charges, supplier will be responsible on his own cost.
- 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 Bidding documents. Overwriting and cutting will not be acceptable
- viii. The Institute reserves the right to accept/reject any/all tenders/bids as per rules.



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4. 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**” procedure.

5. SCOPE OF SUPPLY

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

6. CURRENCIES OF BID

The prices shall be quoted in Pakistani Rupees.

7. BID BONDS/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 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 rejected and returned un-opened 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 then penalty will be imposed as per requirement. The delivery of items will be made in 20-30 days 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 DELIVERY PERIOD
Without Penalty	20-30 days	20-30 days
With Penalty @ 0.10 % per day for 10 days, 0.15% per day for 20 days, 0.20% per day for 30 days, 0.25% per day after 30 days.		



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12. MODE OF PAYMENT

Payment will be made as follows after inspection and acceptance of goods, materials or items etc subject to deduction of taxes as per Govt law.

- Payment after delivery
- Part Delivery Part Payment
- -----% advance payment against Bank Guarantee

13. Issuance of Order / Award of Contract

The award of contract would be based strictly on the specifications provided in the bidding documents and quality of the items based on lowest rates. **Order will be issued Lot Wise.**

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 THE GOODS IN PAK RUPEES:

Name of Bidder: _____

Address: _____

Tender No: GIKI/PD/FCSE-935/23

SUPPLY OF LED LIGHTS, FALSE CEILING & VENYLE FLOORING - tabulated as under:

Specifications

S#	Item Description	A/C Unit	Qty
1	LED Lights Phillips or equivalent 2'x2'	Nos.	26
2	False Ceiling Sheets 2'x2'	Nos.	700
3	Vinyl Floor tiles (Quantity as per actual)	Sq.meter	265

Issued by: Assistant Director Procurement

Signature of the Bidder: _____

Stamp of Bidder: _____



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