



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

**TENDER NOTICE FOR SUPPLY OF SPORTS ITEMS**

*Tender No. GIKI/PD/SC-1034/24*

Sealed bids (Single Stage One Envelope Procedure) are invited from well - reputed manufacturers / Authorized dealers / importers / suppliers having relevant experience and registered with relevant tax authorities (GST/NTN) and who are an active taxpayer list of FBR for the procurement of sports items.

<b>SPORTS ITEMS</b>	<ul style="list-style-type: none"> <li>• Cricket Bat, Ball &amp; Gloves, helmet etc</li> <li>• Hard Ball &amp; Wicket</li> <li>• Football keeping Gloves</li> <li>• Volleyball indoor &amp; Net</li> <li>• Badminton Shuttle, basketball etc</li> </ul>
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Detailed bidding documents and other terms and conditions can be downloaded from GIKI website ([www.giki.edu.pk](http://www.giki.edu.pk)). Tender fee (Non-Refundable) of Rs. 2,000/- and sealed bids along with a 2% earnest money on the total bid cost should reach on or before **1400 Hours on October 07, 2024**. The proposals will be opened in the presence of available bidders at **1430 Hours on** the same day.

**Assistant Director Procurement,  
GIKI Institute of Engineering Sciences and Technology, 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:** \_\_\_\_\_



**GIK INSTITUTE OF ENGINEERING SCIENCES AND TECHNOLOGY, TOPI**  
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**TENDER DOCUMENTS**

**TENDER NOTICE: GIKI/PD/SC-1034/24**

<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

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/SC-1034/24

SUPPLY OF SPORTS ITEMS

Tender No.	Description/Specification	Date of Submission of Bids	Date of Opening of Bids
GIKI/PD/SC-1034/24	SUPPLY OF SPORTS ITEMS (As per Annexure-I)	1400 Hours on October 07, 2024	1430 Hours on October 07, 2024

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/KPRA etc.
2. Certificate of Active Taxpayer List
3. Full Address and Contact Numbers of the Office(s).
4. Relevant Experience of the bidder
5. Submit work orders of previous clients.
6. The Firms/Supplier that have Never been blacklisted by any Government Agency or Authority.
7. Warranty / Guarantee Certificate

#### 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. The 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's 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.

#### 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.



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

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

The bidders shall furnish, as part of their 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 the table below after issuance of Purchase Order (without penalty) or as agreed.

MODE OF PENALTY	NO OF DAYS	TOTAL DELIVERY 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, Inspection and acceptance of items subject to deduction of taxes as per Govt law.

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

The contract will be awarded based only on the quality of the products 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 - 1**

**SPECIFICATIONS**

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

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

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

**Tender No: GIKI/PD/SC-1034/24**

SUPPLY OF SPORTS ITEMS- tabulated as under:

S#	Items Descriptions	Qty	Unit A/C
1.	Cricket Baiting pad CA	05	Pairs
2.	Right hand Batting Gloves CA	05	Pairs
3.	Left hand Batting Gloves CA	02	Pairs
4.	English willow Gray Nicolls Bat Cricket	05	No's
5.	Wicket with Iron Stand best Quality	06	Sets
6.	Hard ball white coco Bora match ball	10	Dozen
7.	Cricket keeping Pad CA	02	Pairs
8.	Inner Cricket	30	Pairs
9.	Football keeping Gloves Size 10 # Imported	04	Pairs
10.	Volleyball Indoor Imported best quality	12	No's
11.	Volleyball Net (Rehman Net Maker Sialkot	02	No's
12.	Badminton Shuttle plastic Ghafoor GS gold (yellow)	30	Dozen
13.	Basketball GR7D Molton	10	No's
14.	Badminton Net Rehman Net maker Sialkot	06	No's
15.	Table Tennis Table Imported Best Quality	02	No's
16.	Table Tennis Racket Local Butterfly	24	No's
17.	Table Tennis Ball Double Circle 40	500	No's
18.	Table Tennis Net with Iron Stand	12	No's
19.	Safeguard with Supporter Cricket	24	No's
20.	Cricket Helmet (Masuri)	06	No's
21.	Football Adidas/Nike with Thermal material	36	No's
22.	Marker + Cone	48	No's
23.	Cricket Tennis Ball Wizzel	72	No's
24.	Cricket Tennis Bat Cane handle	06	No's
25.	Whistle fox 40	12	No's
26.	Squash Ball Dunlop single and double dot	60	No's
27.	Lawn Tennis Ball Dunlop Fort	120	No's

**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

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

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