



TENDER APPLICATION FORM

1. Registered Name of the Firm (Block Letters) _____																				
2. Name of CEO (Block Letters) _____																				
CNIC <table border="1" style="display: inline-table;"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table>																				
3. Contact Information :																				
i. Head Office: _____																				
ii. Franchise/Outlet: _____																				
iii. Postal Address: _____																				
iv. Office No: _____ Cell No: _____ Email: _____																				
4. STRN: _____																				
5. National Tax Non (NTN): _____																				
6. Aggregate of the total quoted price _____																				
7. Amount of CDR (@2% of the total Amount _____																				

TERMS & CONDITIONS

Terms & Conditions

1. Rates should be quoted against each item desired for bid.
2. *The Audio Conference Hall sound system shall be provided on turnkey basis.*
3. Call deposit at the rate of 02% (two percent) earnest money shall be attached.
4. Income Tax and Sale Tax shall be deducted at source.
5. In case of non-supply of required item(s) mentioned in the Tender documents, CDR will be forfeited in favor of the University.
6. 0.067 % penalty per day would be imposed Maximum up to 10 % of the total amount, if the supply is not completed in specified time
7. The number of items can be increased or decreased with the approval of the Competent Authority.
8. For electrical / IT / laboratory equipment the warranty period of at least 01 (one) year is mandatory to be mentioned in the quotations & for the Expendables of the items will be one months from issuance of completion certificate.
9. Retention money will be deducted from running bill @10% and will be released after successful completion of the Defect Liability Period (and after issuance of completion certificate/End User Certificate).
10. No tender or bid shall be entertained without deposition of the CDR @ 2%.

Signature of the Bidder

11. No tender or bid shall be entertained without deposition of Tender fee @ Rs.2000/- (Rupees One Thousand only) which shall be deposited in account No. 4581-2 National Bank of Pakistan (NBP) Main Branch Saidu Sharif Swat.
12. The firms must write on the corner of envelop the name of the items/equipment applied for.
13. Provision of sample is obligatory for the firms in due course of time, if mentioned in supply order, and if the firm fails to provide the sample, then the firm will be excluded from the tender.
14. No alternate rate shall be entertained for the items/equipment.
15. Your bid proposal should be inclusive of freight and all other taxes and to be delivered at University of Swat's premises.
16. All pages of the bidding documents are mandatory to be signed, stamped meaning thereby bidder agrees to our terms and conditions, mentioned herein, failing which the bid may be liable to rejection.
17. If the vendor fails to deliver the goods / services to University of Swat, within the given deadline, any of the following can be opted by University of Swat on the recommendation of the end user and approval of the authority.
 - a. An extension in the delivery period may be granted in case a valid reason/justification with necessary documentary evidence is provided by the vendor supporting the reason for delay.
 - b. A penalty up to 10% of the invoice value may be charged.
 - c. Purchase order may be cancelled along with confiscation of earnest money if the vendor fails to deliver the goods / services after the initial or extended delivery time, as the case may be.
18. The Competent Authority reserves the right to accept or reject any or all of tenders processed by assigning any reason(s) (as per PPRA & KPPRA Rules).
19. If the delivered goods / services are not according to the required quality standards / specifications, the same shall be liable to be rejected after inspection. The vendor would be required to supply as per requirements mentioned in our BoQs, otherwise the purchase / work order will be cancelled after due date with confiscation of earnest money.
20. Purchase order (s) will be awarded to the Most Advantageous or technically recommended bidder (s) on the basis of item wise / subtotal wise / grand total wise according to the nature of BoQs.
21. No overwriting / cutting / corrections or interpolation will be allowed in the BOQ's/Quotations/bids, if any.
22. Any bids received after the prescribed date & time for submission of bids shall be returned unopened.
23. All prices should be valid for at least 120 days from the date of Tender opening, Withdrawal or any modification of the original offer within the validity period shall entitle University of Swat to forfeit the earnest money in favor of the University of Swat and put a ban on such vendor participation in University of Swat Tenders / works.
24. Payment will be made on submission of Invoice in the name of "University of Swat" with a copy of delivery challan (s) after the complete order has been supplied, inspected and accepted which includes delivery / installation, and University of Swat acceptance / inspection thereof.
25. All the bids will be scrutinized by the committee. Incomplete and conditional bids shall not be acceptable; However, the Committee may allow based on nature and suitability (on case-to-case basis) in best interest of the University.
26. In case of any dispute or grievance, the matter shall be addressed as per PPRA/KPPRA rules.
27. Product Qualification Criteria: If the product offered by vendor, failed to meet the specifications / standards mentioned in the BOQ, it will be rejected straightaway and no further consideration will be given. Also, if the offered product has better specifications than the requirement of BOQ it will be accepted.

Signature of the Bidder

28. Please submit bid (rates) on our prescribed BoQs Form and clearly mention the quoted model / brands, with complete terms and conditions signed, stamped with bids, otherwise your bid (s) may be rejected.
29. Refurbished, Grey, used, open box or smuggled products will not be accepted in any case.
30. As per Notification No. KPPRA/M&E/SBDs/1-1/2015, Dated Peshawar the May 03, 2016, Clause No: 32.2 reproduced as “Within thirty (30) days of receipt of the Contract Form/Supply Order, the successful Bidder shall sign and date the contract/Supply Order and return it to the Procuring agency
31. As per Notification No. KPPRA/M&E/SBDs/1-1/2015 , Dated Peshawar the May 03, 2016 clause No: 33.2, Reproduced as “ Failure of the successful Bidder to comply with the requirement of ITB Clause 32 or ITB Clause 33.1 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Procuring agency may make the award to the next lowest evaluated Bidder or call for new bids.”
32. Non-Black Listing Certificate (Firm shall submit an affidavit to the effect that
 - a. Firm has neither been blacklisted by any agency nor is involved an any subversive activities.
 - b. Firm is/was not involved in any litigation/Arbitration and that no work is rescinded in the past

Undertaking

It is certified that the above terms & conditions have been read, learned and accepted.

Signature of CEO/Bidder

Dated: ___/___/___

Check List for Technical Proposal and Financial Proposal

Sr.No	Item Name	Status	Remarks
Technical Proposal			
(i)	Tender FEE of Rs.2000/-	Mandatory	
(ii)	Affidavit of 2% Bid Security	Mandatory	
(iii)	Copy FBR active Income Tax Certificate	Mandatory	
(iv)	Copy of FBR Operative Sales Tax Certificate	Mandatory	
(v)	Compliance Sheet	Mandatory	
(vi)	Experience of at least one installation of the same nature	Mandatory	
(Vii)	Balance Sheet of the year 2022 from an Audit Firm showing Current Assets more than One Million	Mandatory	
(viii)	Non-Black Listing Certificate (Firm shall submit an affidavit to the effect that <ol style="list-style-type: none"> a. Firm has neither been blacklisted by any agency nor is involved an any subversive activities. b. Firm is/was not involved in any litigation/Arbitration and that no work is rescinded in the past 	Mandatory	
Financial Proposal			
(viii)	Price Schedule/quotations	Mandatory	

Signature of the Bidder

Proforma Compliance Sheet

<i>Item Name</i>	<i>QTY Needed</i>	<i>Procuring Entity Specifications</i>	<i>Bidder's Specification</i>	<i>Model offered</i>	<i>Sr.No /Product No</i>	<i>Remarks of the Committee</i>
<i>Turnkey Audio / Note: Vendors have to quote all items as per required item and vendor will be responsible to install and successful completion of Audio Conferencing.</i>						
Wired Conference Microphone System Central Unit	01 Unit	Power Supply AC110V/240V, 50Hz~60Hz Consumption rating 500W T.H.D 75dB Frequency response 100Hz—18kHz Audio output RCA×4, 6.33mm×1 Audio input Φ6.3×2 System Connection 8-PIN DIN×4				
Delegate Units	30 Units	Frequency response: 40-16000Hz. Sensitivity: -42±2dB. Reference: sound receiving distance: 20-120cm. Built-in monitor loudspeaker (1w) for volume regulating. Red indicator light on the MIC. Electric capacity type microphone, equipped with windshield cover, extension pipe optional.				
Chairman Units	01 Unit	Frequency Response: 40-16000Hz. Sensitivity: -42±2dB. Reference sound receiving distance: 20-120cm. Built-in monitor loudspeaker (1w) for volume regulating. Chairman unit could control the whole process of the conference. Red indicator light on the MIC. Electric capacity type microphone, equipped with windshield cover, extension pipe optional.				
Box Wall Mount Speakers 30 W	02 Units	Input 30V/100V/8Ω Wide Freq.Resp.:80Hz-20KHz Max SPL:105±2dB High sensitivity:90±2dB Wall mount type loudspeaker Equipped with hanging holes for mounting convenient				
Extension Cable for Delegates as per requirement	RFT					
Wireless Collar MIC with Complete Accessory	01 Unit					

Signature of the Bidder

Specifications:

Audio Conference Hall Sound System

Turnkey Audio/ NOTE: -

Vendors have to quote all item as per required item and vendor will be responsible to install and successful completion of Audio Conferencing.

Wired Conference Microphone System Technical Features

Central Control Unit qty=01

Power Supply AC110V/240V, 50Hz~60Hz

Consumption rating 500W

T.H.D 75dB

Frequency response 100Hz—18kHz

Audio output RCA×4, 6.33mm×1

Audio input Φ 6.3×2

System Connection 8-PIN DIN×4

Delegate Units QTY= 30 (The bidder should also quote unit price in the bid)

Frequency response: 40-16000Hz.

Sensitivity: $-42\text{A}\pm 2\text{dB}$.

Reference: sound receiving distance: 20-120cm.

Built-in monitor loudspeaker (1w) for volume regulating.

Red indicator light on the MIC.

Electric capacity type microphone, equipped with windshield cover, extension pipe optional.

Chairman Units QTY=01

Frequency Response: 40-16000Hz.

Sensitivity: $-42\text{A}\pm 2\text{dB}$.

Reference sound receiving distance: 20-120cm.

Built-in monitor loudspeaker (1w) for volume regulating.

Chairman unit could control the whole process of the conference.

Red indicator light on the MIC.

Electric capacity type microphone, equipped with windshield cover, extension pipe optional.

Box Wall Mount Speakers 30W

Input 30V/100V/8 Ω

Wide Freq.Resp.:80Hz-20KHz

Max SPL:105 \pm 2dB

High sensitivity:90 \pm 2dB

Wall mount type loudspeaker

Equipped with hanging holes for mounting convenient

Extension Cable for Delegates as per Requirement (RFT) Handtalker

Wireless Collar mic with complete accessory



Handtalker



(To Be printed on Company Letter Head)

Price Schedule/Quotations

<i>Item Name</i>	<i>QTY Needed</i>	<i>Bidder's Specifications</i>	<i>Model and Sr.Number</i>	<i>Unit Price with GST</i>	<i>Total Price with GST</i>
Turnkey Audio / Note: Vendors have to quote all items as per required item and vendor will be responsible to install and successful completion of Audio Conferencing.					
Wired Conference Microphone System Central Unit	01 Unit				
Delegate Units	30 Units				
Chairman Units	01 Unit				
Box Wall Mount Speakers 30 W	02 Units				
Extension Cable for Delegates as per requirement	RFT				
Wireless Collar MIC with Complete Accessory	01 Unit				
Total Price in PKR					

Signature of the Bidder