

Bid Solicitation Document (BSD)
**General & Book Store in Main
Campus**
For the year 2022



University of Swat

Office of the Treasurer
Store /Procurement Section
Main Administration Block Charbagh
University of Swat

Package G(General & Book Store
Shop)

Phone: 0946-730528
E.Mail: storeofficer@uswat.edu.pk

Signature & Stamp of CEO/Bidder
Dated: ____/____/____

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Signature & Stamp of CEO/Bidder
Dated: ____/____/____



TENDER APPLICATION FORM
University of Swat
Office of the Treasurer/Procurement Section

1. Registered Name of the Firm (Block Letters) _____														
2. Name of CEO (Block Letters) _____														
3. CNIC Number														
4. Contact Information : _____														
i. Head Office: _____														
ii. Franchise/Outlet: _____														
iii. Postal Address: _____														

iv. Office No: _____ Cell No: _____ Email: _____														
5. Registration with sale Tax (Copy to be attached) _____														
6. National Tax No. (NTN): _____														
8. Security deposit of Rs. _____ attached														

Signature & Stamp of CEO/Bidder
Dated: ___/___/___

GENERAL TERMS & CONDITIONS

1. Tender Fee of Rs.1000/- (Two thousand only - Nonrefundable) shall be deposited in account No. 4044998125, National Bank of Pakistan Main Branch Saidu Sharif Swat for General & Book Store Shop in Main Campus.
2. Security of Rs.10,000/-(Rupees fifty thousand only) for General & Book Store in Main Campus Shall be deposited in account No: . 4044998125 National Bank of Pakistan Main Branch Saidu Sharif Swat (Bank Deposit Slip must be produced with quotation).
3. No Tender /Bid shall be accepted without depositing of Tender Fee, Tender security and Tender application form duly signed /Stamped by the firm.
4. Bidders may associate with other organizations as joint ventures (JV) to enhance their capacity. However, such associations may only take place before the bidding. Once firms are short listed, no such association will be allowed.
5. Collusion/Ring/Cartel between the firms is strictly prohibited. Any firm / group of firms found involved in creating a Ring/cartel or any other collusion arrangement against the interest of University of Swat, will be blacklisted and debarred.
6. No alternate rate shall be entertained for the items/equipment.
7. The Bid Validity Period Shall be 120 days from the date of Tender opening.
8. The suppliers shall appoint a focal person who shall coordinate with procuring entity at all times during the execution of the contract (representing the firm /organization).
9. SUB-LETTING CONTRACT: The supplier shall not sub-let or assign Contract or any part thereof to any other firm. In the event of the Service provider subletting or assigning this Contract or any part thereof, the procuring entity shall be entitled cancel the Contract and forfeit the security.
10. The Procuring Entity or Committee constituted for the purpose shall inspect the relevant as per contract agreement, In the event the inspection report shall entitle the Procuring Entity to cancel the Contract and forfeit the security or otherwise.
11. 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 Entity.
12. 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.”
13. Every page of the Bid Solicitation Document shall be duly stamped and signed failing which the Tender/Quotation shall not be entertained
14. Work order/ Contract shall be awarded to the **Highest Rent Offered for General & Book Store in Main Campus**

Signature & Stamp of CEO/Bidder

Dated: ___/___/___

SPECIAL TERMS & CONDITIONS FOR GENERAL & BOOK STORE SHOP

1. The tender of General & Book Store Shop will be awarded initially for a period of one (01) year
2. An amount of Rs.10,000/-(Refundable) shall be kept/retained as security from the winning firm/contractor.
3. Monthly rent of the whole package shall be charged as Rs.4,500/- (Base Value) per month for the 1st year, The contract shall initially be awarded for a period of one year and may be renewed with enhancement of rent not below 10% of existing rent. The renewal of contract shall always be subjected to satisfactory performance of contractor as well as his/her acceptance of revised terms and conditions.
4. Space shall be provided to the firm however infrastructure shall be the responsibility of the firm/contractor
5. Experienced and well-mannered staff shall be engaged for the services.
6. The utility bills (if any) shall be borne by the firm/contractor for services.
7. Check Meters shall be installed by the contractor in case of not having an independent service provider connection.
8. Three months prior notice shall be required in case of termination of contract by either party
9. TMA /Govt approved rates and menu will be displayed .
10. The firm must ensure the approved rates of TMA/Govt.
11. In Case any point/dispute not covered by this BSD then KPPRA rules/KPPRA Act/KPPRA SBDs/PPRA rules shall prevail.

The Above Terms and conditions have been read, learned and accepted

Signature & Stamp of CEO/Bidder
Dated: ____/____/____

BSD for General & Book Store Shop in Main Campus, UoS