



# University of Swat

Office of the Treasurer/Store and Procurement Section

Main Administration Block , Charbagh Swat

[www.uswat.edu.pk](http://www.uswat.edu.pk)

Phone: 0946-730528

Email: Storeofficer@uswat.edu.pk

## TENDER APPLICATION FORM

1. Registered Name of the Firm (Block Letters) _____																		
2. Name of CEO (Block Letters) _____																		
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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. Call deposit at the rate of 02% (two percent) earnest money shall be attached.
3. Income Tax and Sale Tax shall be deducted at source.
4. In case of non-supply of required item(s) mentioned in the Tender documents, CDR will be forfeited in favor of the University.
5. After approval of final proof, the successful bidder should be bound to supply the whole lot to Main University Store in stipulated time (mentioned in the supply order) otherwise 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
6. The number of items can be increased or decreased with the approval of the Competent Authority.
7. 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.
8. 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).
9. No tender or bid shall be entertained without deposition of the CDR @ 2%.

10. No tender or bid shall be entertained without deposition of Tender fee @ Rs.1000/- (Rupees One Thousand only) which shall be deposited in account No. 4581-2 National Bank of Pakistan (NBP) Main Branch Saidu Sharif Swat.
11. The firms must write on the corner of envelop the name of the items/equipment applied for.
12. 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.
13. No alternate rate shall be entertained for the items/equipment.
14. Your bid proposal should be inclusive of freight and all other taxes and to be delivered at University of Swat's premises.
15. 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.
16. 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.
17. 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).
18. 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.
19. 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.
20. No overwriting / cutting / corrections or interpolation will be allowed in the BOQ's/Quotations/bids, if any.
21. Any bids received after the prescribed date & time for submission of bids shall be returned unopened.
22. 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.
23. 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.
24. In case of any dispute or grievance, the matter shall be addressed as per PPRA/KPPRA rules.
25. 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.
26. 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.
27. In case more than one bidder have quoted same rates for an item; the bidder securing more items (in terms of cost) will be awarded the specific item.

28. Refurbished, Grey, used, open box or smuggled products will not be accepted in any case.
29. 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
30. 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.”
31. Non-Black Listing Certificate (Firm shall submit an affidavit to the effect that
- Firm has neither been blacklisted by any agency nor is involved in any subversive activities.
  - 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 supporting Documents attached

Sr.No	Item Name	Remarks
(i)	Tender FEE of Rs.1000/- attached	
(ii)	2% Bid Security attached	
(iii)	FBR active Income Tax Certificate attached	
(iv)	FBR Active Sales Tax Certificate attached	
(v)	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 in any subversive activities. b. Firm is/was not involved in any litigation/Arbitration and that no work is rescinded in the past	
(vi)	Specifications /Price Schedule/quotations	

# Specifications/ Price Schedule/quotations

(Shall be Printed on Bidders Letter Head & duly stamped and signed)

S. No.	Name of Chemical by User	Details or their Equivalent	Our Qty	Unit Price without GST	17%GST	Total Price (PKR)
<b>Lab Equipments</b>						
1	Temporary Immersion Bioreactor (For Plant Cell Cultures)	Capacity: up to 1 L Inlet and outlet filters Pore size: 1 µm, Manifold, Air pump, Autoclavable	5			
2	Laminar flow cabinet (Horizontal)	LCD Display, Average of 0.3~0.5m/s velocity, HEPA Filter with 99.995% efficiency at 0.3µm, Adjustable base stand	1			
<b>Expendables</b>						
1.	Sucrose	Grade I, suitable for plant cell culture	500 g			
2.	Ethanol	Absolute, 99.5%	5 L			
3.	Folin-Ciocalteus reagent	Suitable for determination of total protein by Lowry method, 2 N	100 mL			
4.	Gallic acid	3,4,5-Trihydroxybenzoic acid, standard	250 mg			
5.	Aluminum chloride	Reagent grade, 98%	100 g			
6.	Acetic acid	Reagent, ≥99.7%	200 mL			
7.	Rutin	Phytochemical standard	50 mg			
8.	2,2-Diphenyl-1-Picryl Hydrazyl (DPPH)		1 g			
9.	Stevioside	HPLC standard, 99%	20 mg			
10.	Rebaudioside A	≥96% (HPLC)	100 mg			
11.	Dulcoside A	HPLC standard	10 mg			
12.	Steviol glycosides Kit	HPLC standard	50 mg			
13.	6-Benzylaminopurine	6-BAP, BA, N6-Benzyladenine; suitable for plant cell culture	2 g			

14.	1-Naphthaleneacetic acid	BioReagent, suitable for plant cell culture, ≥95%, crystalline	25 g			
15.	3-Indoleacetic acid	Suitable for plant cell culture, crystalline	5 g			
16.						
17.	Thidiazuron	Suitable for plant cell culture, BioReagent	25 mg			
18.	Agar	Suitable for plant cell culture, powder	200 g			
19.	Murashige and Skoog Media	Suitable for plant cell culture, powder	200 g			
20.	Multichannel micropipette	12 channel, with 1 ml capacity in each channel	1			
21.	Micropipette	volume 100-1000 µL	1			
22.	96 well plates	Flat bottom, 300 µl capacity in each well	100			
23.	Micropipette Tips	capacity 1000 µL, blue, pkg of 5x1000tips/cs	1 pkg			
24.	Micropipette Tip Boxes for 1000 µl tips		5			
25.	Falcon tubes;	15 mL high-clarity polypropylene (PP) conical centrifuge tubes	200			
26.	Falcon tubes racks; for 15 ml tubes	Steel or plastic made	5			
27.	Falcon tubes; 50 ml each	50 mL high-clarity polypropylene (PP) conical centrifuge tubes	200			
28.	Centrifuge tubes	1.5 mL each, high-clarity polypropylene (PP) conical centrifuge tubes	300			
29.	Centrifuge tubes racks;	For 1.5 ml tubes	10			
30.	Erlenmeyer flask	250 mL	20			
31.	Erlenmeyer flask	100 mL	20			
32.	Erlenmeyer flask	1000 mL	10			
33.	Erlenmeyer flask	100 mL	100			
34.	Erlenmeyer flask	500 mL	10			
35.	Syringe filters	0.45 µm pore size, acrylic copolymer housing cellulose acetate membrane (surfactant-free)	100			
36.	Aluminium Foil rolls		10			
37.	Cotton roll		10			
38.	Filter Paper	Whatman qualitative filter paper, Grade 1, circles, diam. 15 mm, pack of 500	2			
39.	Paraffilm rolls		3			
40.	Gloves	Disposable Latex packets	4			
41.	Surgical Blades		100			
42.	Face masks packs		5			