



University of Swat

Office of the Treasurer/Store and Procurement Section

Main Administration Block , Charbagh Swat

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.

Signature of the Bidder with date and stamp: _____

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.2000/- (Rupees Twenty Thousand only) which shall be deposited in account No. **4044998125** 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.

Signature of the Bidder with date and stamp:_____

24. Which includes delivery / installation, and University of Swat acceptance / inspection thereof.
25. In case of any dispute or grievance, the matter shall be addressed as per PPRA/KPPRA rules.
26. 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.
27. 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.
28. 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.
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 in 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: ____/____/____

Signature of the Bidder with date and stamp:_____

Check List for supporting Documents attached

Sr.No	Item Name	Remarks
(i)	Tender FEE of Rs.2000/- 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:

S. No	Description	Quantity	Specification
01	Increment Borers	01 each (Total 04)	<ul style="list-style-type: none"> • (12"L x 0.169" (4.3mm) Dia.) • (10"L x 0.200" (5.15mm) Dia.) • (18"L x 0.169" (4.3mm) Dia.) • (18"L x 0.200" (5.15mm) Dia.)
02	Diameter Tap	02	<ul style="list-style-type: none"> • 160 cm diameter in cm, mm on one side, 5m linear in m, cm other side. Case dimensions: 3-7/8" x 1-1/8". • 5/8" Wide tape line is synthetic fabric reinforced with thin phosphor brass wires. Claw hook, handcrank rewind.
03	Caliper For Trees	01	<ul style="list-style-type: none"> • Material Size = Alloy Coated Aluminium, non-reflecting • Jaws = Detachable aluminum and steel. • Weight = 1270mm: 1500g/60oz
04	Clinometer	01	<ul style="list-style-type: none"> • Clinometer provides accurate measurement of heights and slopes; Scales for slope in degrees and %; Optical reading of card for higher accuracy. • Clinometer is encased in an aluminum housing which resists water, impact, and corrosion.
05	Outdoor GPS Datalogger	01	<ul style="list-style-type: none"> • CPU = MTK3318 • Channel = 32 • Receiver = L1, 1575.42 MHz • Signal Refresh Rate = 10 Hz
06	Global Positioning System (GPS)	01	<ul style="list-style-type: none"> • Explore confidently with the reliable handheld GPS • 2.2" sunlight-readable color display with 240 x 320 display pixels for improved readability • Preloaded with Topo Active maps with routable roads and trails for cycling and hiking • Support for GPS and GLONASS satellite systems allows for tracking in more challenging environments than GPS alone • 8 GB of internal memory for map downloads plus a micro SD card slot. Battery life: up to 25 hours in GPS mode with 2 AA batteries
07	Chain Saw (Battery)	01	<ul style="list-style-type: none"> • [DYNAMIC BRUSHLESS MOTOR] Designed for long-lasting power and performance so you can tackle any job this season, and for years to come • [QUICK STOP CHAIN BRAKE] Prevents accidental cutting. This saw is fast and powerful, and you're always in control. Chain brake needs to be disengaged before the saw can be used • [SAME BATTERY, EXPANDABLE POWER] Worx Power Share is compatible with all Worx 20v and 40v tools, outdoor power and lifestyle products • [TOOL-FREE CHAIN TIGHTENING] Automated chain tensioning makes for more efficient, quick cuts. You'll always have the right tension and torque for each job, automatically • [AUTOMATED CHAIN LUBRICATION]. Extends the life of the tool, the blade, and the chain

			<ul style="list-style-type: none"> • [TWICE THE POWER] Two 20V PowerShare batteries give you 40V of power to tackle any project. • [BATTERY LEVEL INDICATOR] So you know precisely how much charge is left, and approximately how many logs you can chop up before making a pit stop back at the shed • 2x20V 14" Chainsaw, Chain, (2) 20V 2.0Ah Batteries, Chain Bar, Blade Protection Cover, 20V Dual Charger
08	Chain Saw (Petrol)	01	<ul style="list-style-type: none"> • 4 stroke Brush Cutter GX35 Engine model: GX35 • Engine type: air-cooled,four-stroke,single cylinder gasoline • Engine power: 0.85kw/6500r/min • Displacement: 35cc • Carburetor:pump-filmttype Carsoline/2-cycle • oil mixing ratio:Gasoline Idling speed: 2600-2800r/min • Fuel tank capacity:1000ml • Pipe diameter: 26mm • Engine N.M.: 4.7kg • Machine weight: 7.8kg • Ext.dimension: 1850*520*400mm
09	Sanding Machine 550CV Orbital	02	<ul style="list-style-type: none"> • Voltage = 110 Volts • Power Source = Air Powered • AC Adapter Current = 3 Amps • Maximum Rotational Speed = 12000 RPM
10	Belt & Disc Sander	02	<ul style="list-style-type: none"> • Belt Size = 4" x 36" • Disc Diameter = 6 „ • Horsepower = ½ • Volt/Amp = 120V/4.3Amp • RPM = 3600 • Dust Port Dia = 2-1/4" • Base Dimensions = 10" x 17"
11	Canon EOS 1300D	01	<ul style="list-style-type: none"> • Form Factor = DSLR • Effective Still Resolution = 18MP • Optical Zoom = 3 x • Color = Black • Screen Size = 3 Inches • Photo Sensor Size = APS-C • Shooting Modes = Program AE; Shutter-Priority AE; Aperture-Priority AE; Manual Exposure; Scene Intelligent Auto; Flash Off; Creative Auto; Portrait; Landscape
12	Binocular stereozoom microscopes; magnification from 10x to 40x; universal stand type; 230V	01	<ul style="list-style-type: none"> • Material = Metal • Color = Grey • Real Angle of View = 45 Degrees • Magnification Maximum = 45 x • Item Weight = 58 Pounds • Objective lens Description = Achromatic • Power Source = Corded Electric • Stand= Single Boom • Magnification = 6.5 X to 45 X
13	Tally counter	4	<ul style="list-style-type: none"> • Heavy duty hand held tally counter • 4 digits • Finger ring • Light weight 3.5oz • Good as inventory counter, people counter, traffic counter, etc
14	Hypsometer	01	<ul style="list-style-type: none"> • Measurement range: 7.5-1,600m/8-1,750 yd./25-5,250 ft.

			<ul style="list-style-type: none"> • Color = Yellow, Black • Item weight = 0.95 pounds • Item dimensions L x W x H = 9.1 x 9.1 x 9.1 inches
15	Bark Guage	02	<ul style="list-style-type: none"> • Measures 0 to 2 in increments of 1/10 • Press against bark until wood is reached and read the scale to determine bark thickness. • Spring in handle pushes scale back over bit as it's pulled from tree to protect bit and to safely carry. • Gauge is aluminum with steel recessed tip. • ABS plastic handle.
16	Densitometer	02	<ul style="list-style-type: none"> • Angled sighting mirror and offset leveling vials allow you to vertically sample forest canopies for a variety of coverage characteristics (e.g. canopy structure, coverage by tree size and species, and percentage of conifer/hardwood). • Use to determine non-tree characteristics of sample areas (e.g. percentage of shrub/herbaceous coverage and the ground's condition/soil type).
17	Desktop PC Core I7	01	<ul style="list-style-type: none"> • Processor = i7 • Processor speed = 3.6 GHz • Ram size = 8GB • Hard drive size = 1 TB • Operating system (primary) = DOS • HDMI = yes • 32/64 bits OS = 64 bits
18	LaserJet Pro M404dn	01	<ul style="list-style-type: none"> • Functions = Print • Print Speed black (Iso, A4) = upto 38 Pages Per Minutes • Duplex Printing = Automatic • Duty Cycle = Upto 80,000 pages • Processor Speed = 1200 MHz • Maximum memory = 256 mb
19	Laptop I3	01	<ul style="list-style-type: none"> • Processor = Core i3 • Installed RAM = 4GB • Screen Size = 15.6 inches • Operating System = DOS • Memory = 1TB • Type = HDD