The Islamia University of Bahawalpur

TENDER NOTICE

INVITATION FOR BIDS

The Islamia University of Bahawalpur invites sealed bids/tenders from GST & Income Tax registered Manufacturer/Firms or their Authorized Distributors/Dealers/General Order Suppliers for Supply of **Misc Items for Different Departments,** for Islamia University of Bahawalpur on FOR basis as per detail given below:-

Sr-No.	Category (Specifications in Tender Documents)	Lot Description	Estimated Cost	2% Bid Security
A	IT Items for HEC NRPU Project of History Department	Lot-1	Rs. 3,967,650/-	Rs.79,353/-
B	IT Items for Examination Branch	Lot-2	Rs.8,900,000/-	Rs.178,000/-
C	Stationery Items for Examination Branch	Lot-3	Rs.9,353,500/-	Rs.187,070/-

1. Interested bidders can download the Tender Documents containing detailed specifications, terms and conditions from the IUB Website www.iub.edu.pk or PPRA website www.ppra.punjab.gov.pk as well as on E-Procurement.
2. The bidder shall upload unhidden photocopy of **2% bid security in favour of Treasurer IUB on E-Procurement and also submitted before one day of closing date in original/ hard form at Procurement Section Accounts Department, Abbasia Campus The Islamia University of Bahawalpur**.
3. **Single Stage – Single Envelope** bidding procedure will be adopted as per PPRA Rules**.**
4. The rates should be quoted inclusive all taxes. Copy of paid bank challan Professional tax also be Provided.
5. The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any bidder, the grounds for rejection of all bids or proposals, but shall not be required to justify those grounds.
6. Tender must be submitted on or before **02-12-2026** by **11:00 A.M.** on E-Procurement. Tender will be opened at **11:30 AM on E-Procurement**.
7. The bidder must bid for entire /total quantity in lot basis partial quantity will stat away rejected.
8. All prevailing taxes will be applicable as per Govt. Rules & Regulations, i.e. (income tax, Sales tax, etc).
9. The offered rates shall be valid upto 90-days from the date of opening of the tender.
10. In case of closed/forced holidays, tender opening time/date will be considered as the next working day.

Treasurer
The Islamia University of Bahawalpur
Abbasia Campus, Bahawalpur.
Phone: 062-9250245,
Fax No: 062-9250255

The Islamia University of Bahawalpur

BIDDING DOCUMENTS TENDER NOTICE

FOR THE

Purchase of Misc Items for Different Departments

The Islamia University of Bahawalpur

Bid Reference No:	
Package Name:	Misc Items
Procurement Procedure & Method	Single Stage Single Envelope.
Last Date & Time of Receipt of Bids	As per Advertisement/Tender Notice
Bid Opening Date & Time:	As per Advertisement/Tender Notice

Signature of bidder with official stamp

Section I Instructions to Bidders (ITB)

10.1. Introduction

10.1.1 Scope of Bid

i) Provision of goods/services as specified in bidding documents. The successful bidders will be expected to deliver, install/ commissioning) the goods within the specified period and timeline(s) as stated in the BDS.

10.1.2 Source of Funds

i) The budget will be charges from Own sources/ govtfunds / recurring grants from HEC.

10.1.3 Eligible Bidders

i) The Invitation to Bids is open to all suppliers i.e. association of firms/companies/sole proprietor/ general order suppliers/ JVs, registered with relevantRegistration Authorities and Tax Departments/ Authorities (Income Tax, Sales Tax & Punjab Sales Tax etc.

ii) Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by theProcuring Agency to provide consultancy services for thepreparation of the design, specifications, and other documents to be used for the procurement of the goods/services to be purchased under this Invitation to Bids.

iii) Government-owned enterprises may participate only if they are duly/legally authorized in this regard by the respective/relevant competent forum/authority.

iv) Bidders shall not be under a declaration of blacklisting byany Government department/other Procuring Agency or by Punjab Procurement Regulatory Authority (PPRA). During the Procurement Process / execution of the Contract, if the firm/

bidder is blacklisted by any Government department/other Procuring Agency or by Punjab Procurement Regulatory Authority (PPRA), if such blacklisted bidder wants to execute the contract awarded after its blacklisting, the bidder/ firm shall provide 100% Bank Guarantee against the awarded Contract value andin case the bidder regret to do so then the Procuring Agency may proceed with second lowest evaluated bidder.

v) In the case of a Joint Venture, Consortium, or Association, all members shall be jointly and severally liable for the execution of the Contract in accordance with the terms and conditions of the Contract. The Joint Venture, Consortium, or Association shall nominate aLead Member as nominated in the BDS, who shall have the authority to conduct all business for and on behalf of any and all the members of the joint venture, consortium, or association during the Bidding process, and in case of award of contract, during the execution of contract.

vi) The appointment of Lead Member in the Joint Venture, Consortium, or Association shall be confirmed by submission of a valid JV or Consortium agreement to the Procuring Agency.

vii) Any agreement that form a Joint Venture, Consortium or Association shall be required to be submitted as part of the Bid and shall be attested.

viii) Any bid submitted by the Joint Venture, Consortium or Association shall indicate the part of proposed contract to be performed by each party and each party shall be evaluated or post qualified with respect to its contributiononly and the responsibilities of each party and shall not be substantially altered without prior written approval of the Procuring Agency and in line with any instructions issued by the Authority.

ix) The invitation for Bids is open to all prospective Supplier, Manufacturers or Authorized Agents/Dealers/Distributorssubject to any provisions or licensing /regulatory requirements issued by the respective National Provincial

Signature of bidder with official

Professional Statutory Body established for thatparticular trade or business as mentioned in bid datasheet.

x) A Bidder shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be Non- Responsive. A Bidder may be considered to have a conflict of interest with one or more parties in this biddingprocess, if they:

a) Are associated or have been associated for the procurement of the goods to be purchased under this Invitation for Bids, directly or indirectly with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consulting services for the preparation of the design, specifications and other documents to be used.

b) Have controlling shareholders in common; or

c) Receive or have received any direct or indirect subsidy from any of them; or

d) Have the same legal representative for purposes of this Bid; or

e) Have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the Procuring Agency regardingthis Bidding process; or

xii) A Bidder may be ineligible if –

(a) The Bidder is declared bankrupt or, in the case of company or firm, insolvent;

(b) Payments in favor of the Bidder is suspended in accordance with the judgment of a court of law other than a judgment declaring bankruptcy and resulting, in accordance with the national laws, in the total or partial loss of the right to administer an dispose of its property;

(c) Legal proceedings are established against such Bidder involving an order suspending payments andwhich may

result, in accordance with the national laws, in a declaration of bankruptcy or in any other situation entailing the total or partial loss of the right to administer and dispose of the property;

(d) The Bidder is convicted, by a final judgment, of any offence involving professional conduct;

(e) The Bidder is debarred and blacklisted due to involvement in corrupt and fraudulent practices in accordance with the provision of section 17A of PPRA Act, 2009 and Rule-21, read with Schedule appended with, Punjab Procurement Rules, 2014.

(f) The Bidder is debarred and blacklisted in general (i.e. to the extent of all public procurement) due to consistent performance failure in accordance with the section 17A of PPRA Act, 2009 and Rule-21, read with Schedule appended with, PunjabProcurement Rules, 2014.

(g) The firm, supplier and contractor is blacklisted/ debarred by any international organization.

xiii) Bidders shall provide to the Procuring Agency evidence of their eligibility, proof of compliance with the necessary legal requirements to carry out the contract effectively.

xiv) Bidders shall provide such evidence of their continued eligibility satisfactory to the Procuring Agency, as the Procuring Agency shall reasonably request.

1.1.4. Eligible Goods and Services

i) All goods and related services to be supplied under the Contract shall have their origin in eligible source countries, defined in the *Bid Data Sheet (BDS/ Specification)*, and all expenditures made under the contract will be limited to such goods and related services.

ii) For purposes of this clause, **"origin**‖ means the place where the goods are mined, grown, or produced, or the place from which the related services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially-recognized product is obtained that is substantially different in basic characteristics or in purpose or utility from itscomponents.

iii) The origin of goods and services is distinct from the nationality of the Bidder. *In any case, the requirements of Rules 10 & 26 of PPR-14, shall be followed.*

1.1.5. Cost of Bidding

i) The Bidder shall bear all costs associated with the preparation and submission of its Bid, and the Procuring Agency named in the Bid Data Sheet, hereinafter referred to as —the Procuring Agency,‖ will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Bidding process.

1.1.6. One person one bid

i) As per Rule 36A of Punjab Procurement Rules 2014, a Bidder shall submit only one Bid in the same bidding process, either individually as a Bidder or as a memberin a joint venture or any similar arrangement.

ii) No Bidder can be a sub-contractor while submitting a Bid individually or as a member of a joint venture in the same Bidding process.

iii) A Bidder, if acting in the capacity of sub-contractor in anyBid, shall not submit bid for the same.

10.2. The Bidding Documents

1.2.1. Content of Bidding Documents

i) The goods required, Bidding procedures, and contract terms are prescribed in the Bidding documents. The Bidding documents, inter alia, include:

(a) Invitation to Bids

(b) Instructions to Bidders (ITB)

(c) Bid Data Sheet

(d) General Conditions of Contract (GCC)

(e) Special Conditions of Contract (SCC)

(f) Schedule of Requirements

(g) Bid Form

(h) Manufacturer's Authorization Form

(i) Bidder Profile Form

(j) General Information Form

(k) Affidavit

(l) Bid Security Form

(m) Contract Form

(n) Financial Bid Form / Price Schedule

(o) Performance Guarantee Form (If Required)

(p) Check List

ii) The Bidder is required to examine all instructions, forms, terms, and specifications in the Bidding documents. Failure to furnish all information as required by the Bidding documents or to submit a Bid not responsive to the Bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its Bid.

iii) In case of discrepancies between the Invitation to Bid and the Bidding Documents listed in **ITB 1.2.1 (i)** above, the said Bidding Documents, not in conflict with any provision of PPR-14, will take precedence.

iv) The Procuring Agency is not responsible for the completeness of the Bidding Documents and theiraddenda, if they were not obtained directly from the Procuring Agency or from its website or website of PPRA. Re-confirming from the

Procuring Agency that all pages/ contents have been properly and clearly received is the prime responsibility of the Bidder.

1.2.2. Clarification of Bidding Documents

i) A prospective Bidder requiring any clarification of theBidding documents may notify the Procuring Agency in writing or by email at the Procuring Agency's address indicated in Invitation to Bid/ Tender Notice/ Advertisement. The Procuring Agency will respond in writing to any request for clarification of the Bidding documents which it receives no later than seven (7) days prior to the deadline for the submission of Bids prescribed in the Bid Data Sheet. Written copies of the Procuring Agency's response (including an explanationof the query but without identifying) will be sent to all prospective Bidders that have received the Bidding documents.

ii) A prospective Bidder requiring any clarification of theBidding Documents may notify the Procuring Agency in writing or in electronic form that provides record of the content of communication at the Procuring Agency's address indicated in the **BDS.**

iii) The Procuring Agency will within three (3) working days after receiving the request for clarification, respond inwriting or in electronic form to any request for clarification provided that such request is received not later than seven (7) days prior to the deadline for the submission of Bids. As prescribed in **ITB 1.2.2 (i), above.** However, this clause shall not apply in case of alternate methods of Procurement.

iv) Copies of the Procuring Agency's response will be uploaded on the website of procuring agency on given date, and forwarded to identified Prospective Bidders through an expeditious identified source of communication, e.g.: e-mail etc., including a description

Of theinquiry, but without

1.2.3. Amendment of Bidding Documents

identifying its source.

v) Should the Procuring Agency deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under **ITB 1.2.3.**

vi) If indicated **in the BDS**, the Bidder's designated representative is invited at the Bidder's cost to attend a pre- Bid meeting at the place, date and time mentioned **in the BDS**. During this pre-Bid meeting, prospective Bidders may request clarification of the schedule of requirement, the Evaluation Criteria or any other aspects of the Bidding Documents.

vi) Minutes of the pre-Bid meeting, if applicable, including the text of the questions asked by Bidders, includingthose during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly toall prospective Bidders who have obtained the Bidding Documents and by uploading same on the website of theprocuring agency. Any modification to the Bidding Documents that may become necessary as a result of the pre-Bid meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to ITB 1.2.3. Non-attendance at the pre- Bid meeting will not be a cause for disqualification of a Bidder.

i) At any time prior to the deadline for submission of Bids, but not later than three (3) days before the closing date of the submission of Bid, the Procuring Agency, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the Bidding documents by amendment. Any such change/amendment in the Bidding documents shall be provided in a timely manner, preferably through electronic means also, not later than three
(3) days, and on equal opportunity basis as per Rule- 25(3) OR Rule 25(4) of PPR-14 as the case may be.

ii) In order to allow prospective Bidders reasonable time in which to take an addendum into account in preparing

their

Signature of bidder with official

Bids, the Procuring Agency, at its discretion, may extend the deadline for the submission of Bids, as per rule 29 of PPR-14, in the manner similar to the original advertisements, so as to avoid any inconvenience and to doubly ensure level playing field for all prospective bidders.

10.3. Preparation of Bids

1.3.1. Language of Bid

i) The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the Procuring Agency shall be written in the language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Bidder may be in same language.

1.3.2. Bid Form

i) The Bidder shall complete the Bid Form and the appropriate Price Schedule (Financial Bid) furnished in the Bidding documents, indicating the goods to be supplied, a brief description of the goods, their country of origin, quantity, and prices.

1.3.3. Bid Prices

i) The Bidder shall indicate on form 8.10 the unit prices (where applicable) and total Bid price of the goods it proposes to supply under the contract.

ii) Prices indicated on the Price Schedule shall be item wise/ package wise/lot wise.

iii) The Bidder's separation of price components in accordance with ITB Clause 2.3.3(ii) above will be solely for the purpose of facilitating the comparison of Bids by the Procuring Agency and will not in any way limit the Procuring Agency's right to contract on any of the terms offered.

iv) Prices quoted by the Bidder shall be fixed during the Bidder's

performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. A Bid submitted with an **adjustable price quotation** will be

Signature of bidder with official

treated as non-responsive and may be rejected.

1.3.4. Bid Currencies

i) Prices shall be quoted in **Pak Rupees** for local/DDP items unless otherwise specified in the Bid Data Sheet.

1.3.5. Documents Establishing Bidder's Eligibility and Qualification

i) Pursuant to ITB Clause 1.1.3, the Bidder shall furnish, as part of its Bid, documents establishing the Bidder's eligibility to Bid and its qualifications to perform the contract if its Bid is accepted.

i) The documentary evidence of the Bidder's eligibility to Bid shall establish to the Procuring Agency's satisfaction that the Bidder, at the time of submission of its Bid, is eligible as defined under ITB Clause 1.1.3.

ii) The documentary evidence, of the Bidder's qualifications to perform the contract if its Bid is accepted, shall establish to the Procuring Agency's satisfaction:

(a) that, in the case of a Bidder offering to supply goods/services under the contract which the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the goods' Manufacturer or producer to supply the same in Pakistan;

(b) that the Bidder has the financial, to perform the contract;

(c) that, in the case of a Bidder not doing business within Pakistan, the Bidder is or will be (if awarded the contract) represented by an Agent in that country equipped, and able to carry out the Supplier's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/ Specifications; and

(d) that the Bidder meets the qualification criteria listed inthe Bid Data Sheet.

1.3.6. Documents and Establishing Goods' Eligibility

i) Pursuant to ITB Clause 1.1.4, the Bidder shall furnish, as part of its Bid, documents establishing the eligibility and conformity to the Bidding documents of all goods and related

Conformity toBidding Documents

services which the Bidder proposes to supply under thecontract.

ii) The documentary evidence of the eligibility of the goods and services shall consist of a statement in the Price Schedule/Financial Bid Form of the country of origin of the goods and services offered which shall be confirmed by a **Certificate of Origin** issued at the time of shipment.

ii) The documentary evidence of conformity of the goods and services to the Bidding documents may be in the form of literature, drawings, data and shall consist of:

(a) a list giving full particulars, including availablesources and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods for a period to be specified in the Bid Data Sheet, following commencement of the use of the goods by the Procuring Agency; and

iv) Where a sample(s) is required by a procuring agency,the sample shall be:

(a) submitted as part of the bid, in the quantities, dimensions and other details requested in the **BDS**;
(b) carriage paid;
(c) received on, or before, the closing time and date for the

submission of bids; and

(d) Evaluated to determine compliance with all characteristics listed in the **BDS**.

v) The Procuring Agency may retain the sample(s) of the successful Bidder till the successful delivery of the goods. A Procuring Agency may reject the Bid if thesample(s)-

(a) do(es) not conform to all characteristics prescribedin the bidding documents; and
(b) is/are not submitted within the specified time clearly mentioned in the Bid Data Sheet.

vi) Where it is not possible to avoid using a propriety article as a sample, a Bidder shall make it clear that the propriety article is displayed only as an example of the type or quality of the goods being Bided for, and that competition shall not thereby be limited to the extent of that article only.

vii) Samples made up from materials supplied by a Procuring Agency shall not be returned to a Bidder nor shall a Procuring Agency be liable for the cost of making them.

ix) All samples produced from materials belonging to an unsuccessful Bidder may be kept by the Procuring Agency till thirty (30) days from the date of award of contract or exhaust of all the grievance forums (including those pending at Authority's Level or in some Court of Law).

x) Pursuant to the requirements as indicated in ITB 1.3.6, **the Bidder shall furnish, as part of its Bid, all those documents establishing the eligibility in conformity to the terms and conditions specified in the Bidding Documents for all goods and related services which the Bidder proposes to deliver.**

xi) The Bidder shall also furnish a list giving full particulars, including available sources, spare parts, special tools,

etc., necessary for the proper and continuing functioning of the Goods during the period **specified in the BDS** following

commencement of the use of the goods by the ProcuringAgency.

x**i**) The required documents and other accompanying documents must be in English. In case any other language than English is used the pertinent translation attested by the embassy in country of manufacturer into English shall be attached to the original version.

1.3.7. Bid Security

i) The Bidder shall furnish, as part of its Bid, a Bid security in the amount specified in the Bid Data Sheet.

ii) The Bid security is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture Pursuant to ITB Clause

1.3.8. (vii).

ii) The Bid security shall be in Pakistan Rupees and shallbe in one of the following forms:

(a) Bank Guarantee, Bank call-deposit (CDR), Demand Draft (DD), Pay Order (PO) or Banker's cheque valid for 120 (One hundred and Eighty) Days, beyond the validity of Bid.

iv) Any Bid not secured in accordance with ITB Clauses 2.3.8 (i) and (ii) may be rejected by the Procuring Agency as non-responsive.

v) Unsuccessful Bidders' Bid security will be discharged or returned as promptly as possible but not later than 180 (One hundred and eighty) days after the expiration of theperiod of Bid validity prescribed by the Procuring Agency pursuant to ITB Clause 1.3.8 (ii) or along with unopened financial proposal as per rule 38(2)(a)(vii) of PPR-14, which shall take precedence, and is as under:

*—**38(2)(a)(vii)** the financial proposal of the Bids found shall be retained unopened and shall be returned on the expiry of the grievance period or the decision of the complaint, if any, filed by the non-responsive Bidder, whichever islater:*

provided that the Procuring Agency may return the sealed financial proposal earlier if the disqualified or non-

responsive Bidder, contractororconsultantsubmitsanaffidavit, through

anauthorized representative, to the effect thathe is satisfied with the proceedings of the Procuring Agency".

1.3.9. Format and Signing of

1.3.8. Period of Validity of Bids

dder withdraws its Bid during the period of Bidvalidity specified by the Bidder on the Bid Form; or

b. In the case of a successful Bidder, if the Bidder:

i. Fails to sign the contract in accordance with ITB Clause 1.6.3; **or**

ii. Fails to furnish Performance Guarantee in accordance with ITB Clause 1.6.2; or

iii. If the blacklisting proceedings under Section-17A of PPRA Act, 2009 read with Rule-21 of PPR-14 are initiated and the bidder is declared blacklisted after due process of law.

i) Bids shall remain valid for the period specified in the Bid Data Sheet after the date of Bid opening prescribed by the Procuring Agency. A Bid valid for a shorter period may be rejected by the Procuring Agency as non- responsive.

ii) In exceptional circumstances, the Procuring Agency maysolicit the Bidder's consent to an extension of the period of validity (as per rule-28 of PPR-14). The request and the responses thereto shall be made in writing (or by email). The Bid security provided under ITB Clause 1.3.8shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid security. A Bidder accepting the request will not be required nor permittedto modify its Bid.

Bid

vi) The successful Bidder's Bid security will be discharged upon the Bidder signing the contract, pursuant to ITB Clause 1.6.1, and furnishing the Performance Guarantee, pursuant to ITB Clause 1.6.2.

vi) The Bid security may be forfeited:

a. If a Bi

i) The Bidder shall prepare an original and the number of copies of the Bid indicated in the Bid Data Sheet, clearly marking

each **"ORIGINAL BID"** and **"COPY OF BID,"** as appropriate. In the event of any discrepancy between them, the original shall prevail.

ii) The Bidder shall authorize a person/persons for signing, submission and further correspondence with Procuring Agency on behalf of bidder. Authority letter must be part of bid. However, in case of any issue bidder shall be responsible for all consequences.

iii) The original and the copy or copies of the Bid shall be typed or written in indelible ink and shall be signed bythe Bidder or a person duly authorized to bind the Bidder to the contract. All pages of the Bid, shall be signed and stamped by the authorized person.

iv) Any interlineation, erasures, or overwriting shall be valid only if they are initialed by the authorized person forsigning the Bid.

v) The original and the copy or copies of the Bid shall be typed or written in indelible ink and shall be signed bythe Bidder or a person duly authorized to sign on behalf of the Bidder. This authorization shall consist of a written confirmation as specified in the **BDS** and shall be attached to the Bid. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the Bid, shall be signed and stamped by the authorized person.

vi) Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person or persons signing the Bidder.

vii) The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid and to contract execution if the

Bidder is awarded the contract.

10.4. Submission of Bids

10.4.1 Sealing and i) As per Rule 24, the Bidder shall seal the original and eachcopy

Marking of Bids

of the Bid in separate envelopes, duly marking the envelopes as **"ORIGINAL"** and **"COPY."** The envelopes shall then be sealed in an outer envelope.

ii) The inner and outer envelopes shall:
   a. be addressed to the Procuring Agency at the address given in the Bid Data Sheet; and
   b. bear the title of procurement Activity indicated in the Bid Data Sheet, the Invitation to Bids (ITB) title and number indicated in the Bid Data Sheet, and a statement: ***"DO NOT OPEN BEFORE"*** (time and date mentioned in the TenderNotice),‖

iii) The inner envelopes shall also indicate the name and address of the Bidder to enable the Bid to be returned unopened in case it is declared ***"late"***.

iv) If the outer envelope is not sealed and marked as required by ITB Clause 1.4.1 (i), the Procuring Agency will assume no responsibility for the Bid's misplacement or premature opening.

v) In case of ―***Single Stage One Envelope Procedure"***, the Bidder shall seal the original and each copy of the Bid in separate envelopes, duly marking the envelopes as ***"ORIGINAL"*** and ***"COPY."*** The envelopes shall then be sealed in an outer envelope securely sealed in such a manner that opening and resealing cannot be achieved undetected.
Note: The envelopes shall be sealed and marked in accordance with the bidding procedure adopted as referred in Rule-38 of PPR-2014, which shall have precedence.

vi) The inner and outer envelopes shall:
   a) Be addressed to the Procuring Agency at the address given in the **BDS**; and
   b) Bear the title of the subject ***procurement or Project name***, as the case may be as indicated in the **BDS**, the

Invitation to Bids (ITB) title and number indicated in the **BDS**, and a statement: ***"DO NOT OPEN BEFORE,"*** to be completed with the time and the

Signature of bidder with official

date specified in the

Signature of bidder with official

BDS, pursuant to **ITB 1.4.2.**

vi) In case of ***Single stage single envelope Procedure***, The Bid shall comprise one envelope submitted simultaneously, one called the ***Financial Proposal***. single envelope called the Bid. Each Bidder shall submit his bid as under:

a) Bidder shall submit his ***FINANCIAL PROPOSAL*** in one envelope and enclosed in a single outer envelope.
b) ORIGINAL and each COPY of the Bid shall be sealed and put in separate envelope.
(c) The envelope containing the ORIGINAL and copies will be put in one sealed envelope and addressed / identified as given in **BDS**.

vii) The inner and outer envelopes shall:

a) be addressed to the Procuring Agency at the address provided in the **BDS**;
b) bear the name and identification number of the contract as defined in the BDS; and provide a warning not to open before the time and date for bid opening, as specified in the BDS, pursuant to ITB 1.4.2;
c) In addition to the identification required in Sub- Clause (b) hereof, the inner envelope shall indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared —late‖ pursuant to ITB 1.4.3.

ix) If all envelopes are not sealed and marked as required by ITB **1.4.1** or incorrectly marked, the Procuring Agency will assume no responsibility for the misplacement or premature opening of Bid.

10.4.2 Deadline for Submission of Bids

i) Bids must be received by the Procuring Agency at the address specified under BDS no later than the time and date specified

in the Bid Data Sheet. Bids received after expiry of time will not be entertained even through

Signature of bidder with official

courier
services.

Signature of bidder with official

ii) The Procuring Agency may, at its discretion and as per rule 29 of PPR-14, extend this deadline for the submission of Bids by amending the Bidding documents in accordance with ITB Clause 1.2.2 & 1.2.3 in which case all rights and obligations of the Procuring Agency and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

iii) Bids shall be received by the Procuring Agency at the address specified under **BDS** no later than the date and time specified in the **BDS.**

1.4.3. Late Bids

i) Any Bid received by the Procuring Agency after the deadline for submission of Bids prescribed by the Procuring Agency pursuant to ITB Clause 1.4.2 will be rejected and returned unopened to the Bidder.

ii) The Procuring Agency shall not consider for evaluation any Bid that arrives after the deadline for submission of Bids.

ii) Any Bid received by the Procuring Agency after the deadline for submission of Bids shall be declared late, recorded, rejected and returned unopened to the Bidder.

1.4.4. Modification and Withdrawal of Bids

i) The Bidder may modify or withdraw its Bid after the Bid's submission, provided that written notice of the modification, including substitution or withdrawal of the Bids, is received by the Procuring Agency prior to the deadline prescribed for submission of Bids.

i) The Bidder's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of Clause (i) A withdrawal notice may also be sent by email, but followed by a signed confirmation copy, postmarked not later than the deadline for submission of Bids.

ii) No Bid may be modified after the deadline for submission of Bids.

iv) No Bid may be withdrawn in the interval between the deadline for submission of Bids and the expiration of the

period of Bid validity specified by the Bidder on the Bid Form. Withdrawal of a Bid during this interval may result in the Bidder's forfeiture of its Bid security (along with other remedies available under PPR-14), pursuant to theITB Clause

1.3.8 (vii).

v) A Bidder may withdraw its Bid after it has been submitted, provided that written notice of the withdrawal of the Bid, is received by the Procuring Agency prior to the deadline for submission of Bids.

vi) Revised bid may be submitted after the withdrawal of the original bid before the deadline for submission of Bids.

10.5. Opening and Evaluation of Bids

1.5.1. Openingof Bids by theProcuring Agency

i) The Procuring Agency will open all Bids, in public, in the presence of Bidders' or their representatives who choose to attend, and other parties with a legitimateinterest in the Bid proceedings at the place, on the date and at the time, specified in the **BDS**. The Bidders' representatives present shall sign a register/attendance sheet as proof of their attendance.

ii) First, envelopes marked **"WITHDRAWAL"** shall be opened and read out and the envelope with the corresponding bid shall not be opened, but returned to the Bidder. No bid withdrawal shall be permitted unless the corresponding Withdrawal Notice contains a valid authorization to request the withdrawal and is read out atbid opening.-

ii) Second, outer envelopes marked **"SUBSTITUTION"** shall be opened. The inner envelopes containing the Substitution Bid shall be exchanged for the corresponding Original Bid being substituted, which is to be returned to the Bidder unopened. No envelope shall be substituted unless the corresponding Substitution Notice contains a valid authorization to request the substitution and is read out and recorded at bid opening.

iv) Next, outer envelopes marked **"MODIFICATION"** shall be opened. No and/or Financial

shall be modified unless the corresponding Modification Notice contains a valid authorization to request the modification and is read out and recorded at the opening of the Bids. Any Modification shall be read out along withthe Original Bid except in case of Single stage single envelope Procedure.

v) In case of Single stage single envelope Procedure, the Financial Proposals will remain unopened and will be held in custody of the Procuring Agency until the specified time of theiropening.

vi) Bidders are advised to send in a representative with the knowledge of the content of the Bid who shall verify the information read out from the submitted documents. Failure to send a representative or to point out any un- read information by the sent Bidder's representative shall indemnify the Procuring Agency against any claim or failure

to read out the correct information contained in the Bidder's
Bid.

ix) No Bid will be rejected at the time of Bid opening except for late Bids which will be returned unopened to the Bidder, pursuant to **1.4.3 (i).**

x) The Procuring Agency shall prepare minutes of the Bid opening. The record of the Bid opening shall include, as a minimum: the name of the Bidder and whether or not there is a withdrawal, substitution or modification, the Bid price if applicable.

xi) The Bidders' representatives who are present shall be requested to sign on the attendance sheet. The omission of a Bidder's signature on the record shall not invalidate the contents and affect the record.

xii) Minutes of the Financial Bid Opening shall be recorded and uploaded by the procuring agency on its website or shared to all bidders through e-mail.
[if Procuring Agency opts for single stage one envelope procedure as per rule 38(1) of PPR-14, clause (vi) to (xiii) should be formulated accordingly by the procuring agency.]

1.5.2. Confidentiality

i) Information relating to the examination, clarification, evaluation and comparison of Bids and recommendation of contract award shall not be disclosed to Bidders or any other persons not officially concerned with such process until the time of the announcement of the respective evaluation report in accordance with the requirements of rule 37 of PPR- 14.

ii) Any effort by a Bidder to influence the Procuring Agency processing of Bids or award decisions may result in the rejection of its Bid.

iii) Notwithstanding **ITB Clause 1.2.2** from the time of Bid opening to the time of contract award, if any Bidder wishes to contact the Procuring Agency on any matter related to the Bidding process, it should do so in writing

or in electronic

Signature of bidder with official

forms that provides record of the content of communication.

1.5.3. Clarification of Bids

i) As per rule 33(2) of PPR-14, to assist in the examination, evaluation and comparison of Bids and post-qualification of the Bidders, the Procuring Agency may, at its discretion, ask any Bidder for a clarification of its Bid including breakdown of prices to determine its reasonability. Any clarification submitted by a Bidder thatis not in response to a request by the Procuring Agency shall not be considered.

ii) The request for clarification and the response shall be in writing or in electronic forms that provide record of the content of communication. In case of Single stage single envelope Procedure, **no change in the prices or substance of the Bid shall be sought, offered, or permitted.** Whereas in case of Single Stage One Envelope Procedure, only the correction of arithmeticerrors discovered by the Procuring Agency in the evaluation of Bids should be sought in accordance with ITB Clause 1.5.6.

iii) The alteration or modification in The Bid which in anyway affect the following parameters will be considered as a change in the substance of a bid:

a) Evaluation & qualification criteria;
b) Required scope of work or specifications;
c) All securities requirements;
d) Tax requirements;
e) Terms and conditions of bidding documents.
f) Change in the ranking of the Bidder

iv) From the time of Bid opening to the time of Contract award if any Bidder wishes to contact the Procuring Agency on any matter related to the Bid it should do so in writing or in electronic forms that provide record of the content of communication.

1.5.4. Preliminary Examination

i) The Procuring Agency will examine the Bids to determine

whether they are complete, whether any computational errors have been made, whether required sureties have been

furnished, whether the documents have been properlysigned, and whether the Bids are generally in order.

ii) Arithmetical errors will be rectified on the following basis:-

a. If there is a discrepancy between the unit priceand the total price that is obtained by multiplying the unit price and quantity, the unit price shallprevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its Bid may be rejected, and its Bid security may be forfeited.

b. If there is a discrepancy between words and figures, the amount in words will prevail.

iii) Prior to the detailed evaluation, the Procuring Agency will determine the responsiveness of each Bid to the Bidding documents, pursuant to ITB Clause 1.5.5. For purposes of these Clauses, a responsive Bid is one which conforms to all the terms and conditions of the Bidding documents without material deviations.Deviations from, or objections or reservations to critical provisions, **such as** those concerning **Bid Security** (ITB Clause 1.3.8), **Applicable Law** (GCC Clause 30), **Taxesand Duties** (GCC Clause 32) & mandatory Registrations/ Renewals will be deemed to be a material deviation. The Procuring Agency's determination of aBid's responsiveness is to be based on the contents of the Bid itself without recourse to extrinsic evidence.

iv) If a Bid is not responsive, it will be rejected by the Procuring Agency and may not subsequently be made responsive by the Bidder by correction of the non- conformity.

v) Prior to the detailed evaluation of Bids, the Procuring Agency will determine whether each Bid:

a) Meets the eligibility criteria defined in **ITB 1.1.3** and **ITB 1.1.4**;

b) Has been prepared as per the format and contents defined by the Procuring Agency in the Bidding

Documents;

c) Has been properly signed;

Signature of bidder with official

d) Is accompanied by the required securities; and
e) Is responsive to the requirements of the Bidding Documents.

The Procuring Agency's determination of a Bid's responsiveness will be based on the contentsof the Bid itself.

a) If there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quanti ty, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the Procuring Agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;
b) If there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and
c) Where there is a discrepancy between the amounts in figures and in words, the amount in words willgovern.
d) Where there is discrepancy between grand total of

price schedule and amount mentioned on the Form of Bid,the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.

Signature of bidder with official

ii) The amount stated in the Bid will, be adjusted by the Procuring Agency in accordance with the above procedure for the correction of errors. The concurrence of the Bidder shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, its Bid will then be rejected, and the Bid Security may be forfeited or the Bid Securing Declarationmay be executed in accordance with **ITB 1.3.8.**

i) As per rule 32(2) of PPR-14, to facilitate evaluation and comparison, the Procuring Agency will convert all Bid prices expressed in the amounts in various currencies in which the Bid prices as follows:

1.5.5. Conversion to Single Currency

For the purposes of comparison of bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate, prevailing on the date of opening of bids specified in the bidding documents, as notified by the State Bank of Pakistan on that day, in case of holiday in State Bankof Pakistan on the day of opening financial bids, then previous working day's ex-change rates will prevail.

i) In the absence of **prequalification**, the Procuring Agency will determine to its satisfaction whether the Bidder is qualified to perform the contract satisfactorily, in accordance with the evaluation criteria listed in BDS & pursuant to ITB Clause 1.1.3.

ii) The determination will take into account the Bidder's financial, and production/ supplying capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 1.3.6, as well as such other information required for eligibility/qualification expressed in Bid Data Sheet as the Procuring Agency deems necessary and appropriate.

1.5.6. Post-Qualification & Evaluation of Bids

required.

iv) The **financial evaluation** of a Bid will be on the basis of form of Price Schedules/ Financial Bid Form 8.10 to be decided by the Procuring Agency which must includeclear cut instruction regarding item wise or package wiseevaluation inclusive of prevailing taxes, duties, fees etc.

1.5.7. Contacting the Procuring Agency

i) Subject to ITB Clause 1.5.3, no Bidder shall contact the Procuring Agency on any matter relating to its Bid, from the time of the Bid opening to the time the evaluation report is made public i.e. 10 days before the contract is awarded. If the Bidder wishes to bring additional information or has grievance to the notice of the Procuring Agency, it should do so in writing.

ii) Any effort by a Bidder to influence the Procuring Agency during Bid evaluation, or Bid comparison may result in the rejection of the Bidder's Bid.

1.5.8. Grievance Redressal

i) As per Rule-67 of PPR-14, Procuring Agency shall constitute a Grievance Redressed Committee (GRC) comprising of odd number of persons with proper powers and authorization to address the complaints. The GRC shall not have any of the members of the Procurement Evaluation Committee. The Committee may preferably have one subject specialist depending upon the nature of the procurement in addition to one person with legal background as per their availability to the Procuring Agency.

ii) Any Bidder feeling aggrieved can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the Bidding documents found contrary to provision of Rule 33, and the same shall be addressed by the Procuring Agency well before the proposal submission deadline.

ii) Any party can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the bidding documents found contrary to provision of Rule 34

Signature of bidder with official

and the same shall be addressed by the Procuring Agency well before the proposal submission deadline.

iv) Any Bidder feeling aggrieved by any act of the Procuring Agency after the submission of his Bid may lodge a written complaint concerning his grievances not later than ten days after the announcement of the Final evaluation reports. In case of single stage – single envelope bidding procedure

v) The GRC shall investigate and decide upon the complaint within fifteen days of the receipt of the complaint. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

10.6. Award of Contract

1.6.1. Notification of Award

i) Prior to the expiration of the period of Bid validity, the Procuring Agency will notify the successful Bidder in writing by registered letter and by email to be confirmed in writing by registered letter, that its Bid has been accepted.

ii) The notification of award will constitute the formation of the Contract.

iii) Upon the successful Bidder's furnishing of the Performance Guarantee pursuant to ITB Clause 2.6.2 (i),

the Procuring Agency will promptly notify each unsuccessful Bidder and will

discharge its Bid security, pursuant to ITB Clause 2.3.8 (v).

1.6.2. Performance Guarantee

i) Within fifteen (15) days of the receipt of notification of award from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in accordance with the Conditions of Contract, in the Performance Guarantee Form provided in the Bidding documents, or in another form acceptable to the Procuring Agency.

ii) Failure of the successful Bidder to comply with the requirement of ITB Clause (i) above or ITB Clause 1.6.3 shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid security along with other remedies available under PPR-14. After that, the Procuring Agency may decide to award the contract to the next lowest evaluated Bidder, keeping in view the Bid validity time, or call for new Bids keeping in view the concept of value for money as defined under rule-2(ae) read with Principles of Procurement as enunciated inrule-4 of PPR-14.

1.6.3. Signing of Contract/ Issuance of Purchase Order

1.6.4. Award Criteria

i) At the same time as the Procuring Agency notifies the successful Bidder that its Bid has been accepted, the Procuring Agency will send the Bidder the Contract Form provided in the Bidding documents, incorporating all agreements between the parties or will issue the purchase order.

ii) Under rule-63 of PPR-14, where the Procuring Agency requires formal signing of contract, within seven (07) days of receipt of the Contract Form, the successful Bidder shall sign and mention date of the contract and return it to the Procuring Agency.

ii) Where no such formal signing is required by the procuring agency, the procuring agency shall issue purchase order after the receipt of required performance guarantee, as per rule 55 of PPR-14.

i) Subject to ITB Clause 1.6.2, under rule-55 of PPR-14,the Procuring Agency will award the contract to the successful

Signature of bidder with official

Bidder whose Bid has been determined to be responsive and has been determined to be the lowest evaluated Bid, provided that the Bidder has been determined to be qualified to perform the contract satisfactorily.

1.6.5. Procuring Agency's Rightto Vary Quantities at Time of Award

i) The Procuring Agency reserves the right at the time of contract award to increase or decrease the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions, on the analogy of rule-59 (c)(iv) of PPR-14 (not more than 15%).

1.6.6. Procuring Agency's Right to Accept or Reject All Bids

i) As per rule 35 of PPR-14, the Procuring Agency reserves the right to accept or reject all Bids or proposals (and to annul the Bidding process) at any time prior to the acceptance of any Bid or proposal, without thereby incurring any liability towards the Bidders.

ii) The Bidders shall be promptly informed about the rejection of the Bids, if any

ii) The Procuring Agency shall upon request communicate to any Bidder, the grounds for its rejection of all Bids or proposals, but shall not be required to justify those grounds.

1.6.7. Re-Bidding

i) If the Procuring Agency rejects all the Bids under rule 35, it may proceed with the process of fresh Bidding but before doing that it shall assess the reasons for rejection and may, if necessary, revise specifications, evaluation criteria or any other condition for Bidders.

1.6.8. Corrupt or Fraudulent Practices

i) The Procuring Agency Bidders, Suppliers, and Contractors observe the highest standard of ethics during the procurement and execution of contracts.

—Corrupt practices‖ in respect of procurement process, shall be as given in S-2 (d) of PPRA, Act, 2009, which is as follows:

"(d) "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, bidder or Contractor in the procurement process or in Contract execution to the detriment of the procuring agency; or misrepresentation of facts in order to influence a procurement process or the execution of a Contract, collusivepracticesamongbidders(priortoorafter bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the procuring agency of the benefits of free and open competition and any request for, orsolicitation of anything ofvalue byany public official in the course of the exercise of his duty; it may include any of thefollowing:

i. Coercive practice byimpairing orharming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
ii. Collusive practice by arrangement between two or more parties to the procurement process or Contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;
iii. Offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party forwrongful gain;
iv. Any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
v. Obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence

their participation in a procurement process, or affect the

execution of a Contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassingorintimidatinganypartyto prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit process."

ii) Blacklisting S Debarment:

Blacklisted Consultants and those found involved in —CorruptPractices‖ are not allowed to participate in bidding.

Requirements S Procedure for Blacklisting S Debarment:

As per S-17A of PPRA, Act, 2009:

"*17A. Blacklisting*.– *(1) A procuring agency may, for a specified period and in the prescribed manner, debar a bidder or Contractor from participating in any public procurement process of the procuring agency, if the bidder or Contractor indulges in corrupt practice or any other prescribed practice.*

(2) The Managing Director may, in the prescribed manner, debar a bidder or Contractor from participating in anypublicprocurementprocessofallor someoftheprocuringagenciesforaspecifiedperiod.

(3) Any person, aggrieved from a decision of a procuring agency, may withinprescribed period prefer arepresentation before the Managing Director.

(4) A procuring agency or any other person, aggrieved from a decision of the Managing Director, may within prescribed period prefer a representation before the Chairperson whose decision on

suchrepresentationshall be final.]

As per rule 21 of PPR-14:

Signature of bidder with official

***21. Blacklisting**.–(1) A procuring agency may, for a specified period, debar a bidder or Contractor from participating in any public procurement process of the procuring agency, if the bidder or Contractor has:*

(a) acted in a manner detrimental to the public interest or goodpractices;

(b) consistentlyfailed to performhisobligationunder the Contract;

(c) not performed the Contract up to the mark; or

(d) indulged in any corrupt practice.

(2) If a procuring agency debars a bidder or Contractor undersub-rule (1), the procuring agency:

(a) shall forward the decision to the Authority for publication on the website of the Authority; and

(b) may request the Authority to debar the bidder or Contractor for procurement of all procuring agencies.

(3) The Managing Directormaydebarabidderor Contractor of any procuring agency from participating in any public procurement process of all or some of the procuring agencies for such period as theManaging Director maydetermine.

(4) Any person aggrieved by a declaration made under rule 20 or a decision under sub-rule (1) of this rule may, within thirty daysfrom the date of the publication of the information on the website of the Authority, file a representation before the Managing Director and the Managing Director may pass such order on the representation as he may deemfit.

(5) Any person or procuring agency aggrieved by an order under sub-rule (3) or (4) may, within thirty days of the order, file a representation before the Chairperson and the Chairperson may pass suchorderonthe representationashemaydeemappropriate.

(6) The mechanism or process for barring a bidder or Contractor from participating in procurement process of a procuring agency, procuring agencies and a representation under this rule isspecified in the Schedule appended to these rules.

As per Schedule appended with PPR-14:

SCHEDULE

see sub-rule (6) of rule 21

BLACKLISTING MECHANISM OR PROCESS

1. *The procuring agency may, on information received from any resource, issue show cause notice to a bidder or Contractor.*
2. *The show cause notice shall contain:*
   - *(a) precise allegation, against the bidder or Contractor;*
   - *(b) the maximum period for which the procuring agency proposes to debar the bidder or Contractor from participating in any public procurement of the procuring agency; and*
   - *(c) the statement, if needed, about the intention of the procuring agency to make a request to the Authority for debarring the bidder or Contractor from participating in public procurements of all the procuring agencies.*
3. *The procuring agency shall give minimum of seven days to the bidder or Contractor for submission of written reply of theshow cause notice.*
4. *In case, the bidder or Contractor fails to submit written reply within the requisite time, the procuring agency may issue notice for personal hearing to the bidder or Contractor/ authorize representative of the bidder or Contractorand the procuring agency shall decide the matter on the basis of available record and personal hearing, if availed.*
5. *In case the bidder or Contractor submits written reply of the show cause notice, the procuring agency may decide to file the matter or direct issuance of a notice to the bidder or Contractor for personalhearing.*
6. *The procuring agency shall give minimum of seven days to the bidder or Contractor for appearance before the specified officer of the procuring agency for personal hearing.*
7. *Theprocuringagencyshalldecidethematter on thebasisof the available record and personal hearing of the bidder or Contractor, if availed.*
8. *The procuring agency shall decide the matter within fifteen*

days from the date of personal hearing unless the personal hearing is adjourned to a next date and in

Signature of bidder with official

such an eventuality, the period of personal hearing shall be reckoned from the last date of personal hearing.

9. *The procuring agency shall communicate to the bidder or Contractor the order of debarring the bidder or Contractor from participating in any public procurement with a statement that the bidder or Contractor may, within thirty days, prefer a representation against the order beforethe Managing Director of the Authority.*
10. *Theprocuringagencyshall, assoonaspossible, communicate the order of blacklisting to the Authority with the request toupload the information on its website.*
11. *If the procuring agency wants the Authority to debar the bidder or Contractor from participating in any public procurement of all procuring agencies, the procuring agency shall specify reasons for such dispensation.*
12. *The Authority shall immediatelypublishthe information and decision of blacklisting on its website.*
13. *In case of request of a procuring agency under para 11 or representation of any aggrieved person under rule 21, the Managing Director shall issue a notice for personal hearing to the parties and call for record of proceedings of blacklisting. The parties may file written statements and documents insupport of theircontentions.*
14. *In case of representation of any aggrieved person or procuring agency under rule 21, the Chairperson shall issue a noticeforpersonalhearingtothepartiesandmaycallforthe record of the proceedings. The parties may file written statementsanddocuments in supportoftheircontentions.*
15. *In every order of blacklisting under rule 21, the procuring agency shall record reasons of blacklisting and also reasons for short, long or medium period of blacklisting.*
16. *The Authority shall upload all the decisions under rule 21, available with it, on its website. But the name of a bidder or Contractor shall immediately be removed from the list of blacklisted persons on expiry of period of blacklisting or order ofthecompetentauthoritytothateffect, whichever is earlier.*

17. *An effort shall be made for electronic communication of all the notices and other documents pursuant to this mechanism*

or process."

ii) Furthermore, Bidders must keep themselves aware of the provision stated in clause 5.4 and clause 24.1 of the General Conditions of Contract.

1.6.9. **Quantity and volume of the goods to be considered in mind** *[Framework Contract Modality]*

i) While quoting the rate in a framework contract, the Bidder must consider the following facts:

a. Certain volume and quantity of the goods as prescribed in Bid Data Sheet.
b. The Bidder have to maintain the rates of the goodsfor the whole financial year.
c. The Bidder should quote the rate as per Price Schedule/ Financial Bid form. In case of non- observance of prescribed format, Financial Bid may be rejected.

G. Award of Contract

1.6.5	Percentage for quantity increase or decrease is: Upto 15%
1.6.2	The Performance Guarantee shall be: Upto 10% of Contract Amount
1.6.2	The Performance Security (or guarantee) shall be in the form of: *CDR / Bank Guarantee / Demand Draft*

Section-III: General Conditions of Contract

Following are the General Conditions of the Contract

1. Definitions

1.1 In this Contract, the following terms shall be interpreted as indicated:

(a) —The Contract‖ means the agreement entered into between The Islamia University of

(b) Bahawalpur and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

(b) —The Contract Price‖ means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.

(c) —The Goods / Services‖ means all of the equipment, machinery, and/or other materials (Food, CateringServices etc.) which the Supplier is required to supply to the Procuring Agency under the Contract.

(d) —The Services‖ means those services ancillary and related to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning.

(e) —GCC‖ means the General Conditions of Contract contained in this section.

(f) —SCC‖ means the Special Conditions of Contract.

(g) —The Procuring Agency‖ means the Islamia University of Bahawalpur purchasing the Goods & Services, as named in SCC.

(h) —The Procuring Agency's country‖ is the Islamic Republic of Pakistan.

(i) —The Supplier‖ means the Bidder or firm supplying the Goods and Services under this Contract.

(j) —The Project Site,‖ The Islamia University Bahawalpur or its campuses or sub campuses as mentioned in thesupply order.

(k) —Day‖ means calendar day.

2. Application

2.1. These General Conditions shall apply to the extent that theyare not superseded by provisions of other parts of the Contract.

3. Country of Origin

[where applicable]

3.1. All Goods and Services supplied under the Contract shall have their origin in the countries and territories eligible under therules, as further elaborated in the SCC.

3.2. For purposes of this Clause, —origin‖ means the place where the Goods were mined, grown, or produced, or from where the Services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized new product is obtained that is substantially different in basic characteristics or in purpose or utility from its components.

3.3. The origin of Goods and Services is distinct from the nationality of the Supplier. In any case, the requirements of rules 10 & 26, PPR-14, shall be followed.

4. Standards

4.1. The Goods supplied under this Contract shall conform to the standards mentioned in the Specifications, and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods' country of origin. Such standards shall be the latest issued by the concerned institution.

5. Use of Contract Documents and Information;

5.1. The Supplier shall not, without the Procuring Agency's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information

Inspection and Audit by the procuring agency.

furnished by or on behalf of the Procuring Agency in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

5.2. The Supplier shall not, without the Procuring Agency's prior written consent, make use of any document or information enumerated in GCC Clause 5.1 except for purposes of executing the Contract.

5.3. Any document, other than the Contract itself, enumerated in GCC Clause 5.1 shall remain the property of the Procuring Agency and shall be returned (all copies) to the Procuring Agency on completion of the Supplier's performance under the Contract if so required by the Procuring Agency.

5.4. The Supplier shall permit the Procuring Agency to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the donors, if so required by the donors.

6. Patent Rights

6.1. The Supplier shall indemnify the Procuring Agency against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any partthereof in the Procuring Agency's country.

7. Performance Guarantee

7.1. Within fifteen (15) days of receipt of the notification of Contract award, the successful Bidder shall furnish to the Procuring Agency the Performance Guarantee in the amount specified in SCC/Bid Data Sheet & clause 1.6.2 of ITB.

7.2. The proceeds of the Performance Guarantee shall be payable to the Procuring Agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

7.3. As per Rule-56 of PPR-14, the performance guarantee shall be

denominated in the currency of the Contract acceptable to the Procuring Agency and shall be in one of the following forms:

(a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the Procuring Agency's country, in the form provided in the Bidding documents or another form acceptable to the Procuring Agency; or

(b) a Bank Guarantee, Bank call-deposit (CDR), Demand Draft (DD), Pay Order (PO).

7.4. The performance guarantee will be discharged by the Procuring Agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC.

8. Inspections and Tests

8.1. The Procuring Agency or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Agency. SCC and the Specifications shall specify what inspections and tests the Procuring Agency requires and where they are to be conducted. The Procuring Agency shall notify the Supplier in a timely manner, of the identity of any representatives nominated for these purposes.

8.2. The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the Goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s) (if so allowed by the Procuring Agency), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring Agency.

8.3. Should any inspected or tested Goods fail to conform tothe Specifications, the Procuring Agency may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Procuring Agency.

8.4. The Procuring Agency's right to inspect, test and, where

necessary, reject the Goods after the Goods' arrival in the Procuring Agency's country shall in no way be limited or waived by reason of

the Goods having previously been inspected, tested, and passed by the Procuring Agency or its representative prior to thegoods' shipment from the country of origin.

8.5. Nothing in GCC Clause 8 shall in any way release the Supplier from any warranty or other obligations under this Contract.

9. Packing 9.1. The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2. The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the ProcuringAgency.

10. Delivery and Documents

[in case of Framework Modalitythe Procuring Agency may amendthese condition as per its requirements]

10.1. Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in the Schedule ofRequirements. The details of shipping and/or other documents to be furnished by the Supplier are specified in SCC.

10.2. Upon delivery, the Procuring Agency shall give receiving certificate to the supplier. with the statement that, —completion certificate along with satisfactory report shall be issued after due inspection as per clause-8 of GCC, which will enable the supplier to put up the bill‖.

10.3. Documents to be submitted by the Supplier are specified in SCC.

11. Insurance

11.1. The Goods supplied under the Contract shall be delivered*[form of content to be decided by the Procuring Agency]* duty form paid

under which risk is transferred to the buyer after having been delivered, hence *[details coverage to be decided by the Procuring Agency]* is sellers responsibility.

12. Transportation

12.1. The Supplier is required under the Contract to transport the Goods to a specified place of destination within the Procuring Agency's country, including insurance and storage, as shall be specified in the Contract, and related costs shall be included in the Contract Price/Bid Price.

13. Incidental Services

13.1. The Supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:

(a) satisfactory performance for specified time/ quantity on-site and/or supervision of on-site assembly and/or start-up of the supplied Goods;

(b) furnishing of tools required for assembly and/or maintenance of the supplied Goods;

(c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;

(d) performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and

(e) training of the Procuring Agency's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.

13.2. Prices charged by the Supplier for incidental services shallbe

included in the Contract Price for the Goods and shall not exceed:

her parties by theSupplier for similar services; and

(ii) original price of goods.

(i) the prevailing rates charged for or

Signature of bidder with official

14. Spare Parts 14.1. As specified in SCC, the Supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributedby the Supplier:

(a) such spare parts as the Procuring Agency may choose to purchase from the Supplier, provided that this choice shall not relieve the Supplier of any warranty obligations under the Contract; and

(b) in the event of termination of production of the spare parts:

(i) advance notification to the Procuring Agency of the pending termination, in sufficient time to permit the Procuring Agency to procure needed requirements; and

(**i**) following such termination, furnishing at no cost to the Procuring Agency, the blueprints, drawings, and specifications of the spare parts, ifrequested.

15. Warranty 15.1. The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models selected by the Procuring Agency, and that they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the Procuring Agency's specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.

15.2. This warranty shall remain valid initially for one year otherwise will be decided accordingly after the Goods, or any portion thereof as

the case may be, have been delivered to and accepted at the final destination indicated in the Contract.

15.3. The Procuring Agency shall promptly notify the Supplier in

writing of any claims arising under this warranty.

15.4. Upon receipt of such notice, the Supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective Goods or parts thereof, without costs to the Procuring Agency.

15.5. If the Supplier, having been notified, fails to rectify thedefect(s) within the period specified in SCC, within a reasonable period, the Procuring Agency may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Procuring Agency may have against the Supplier under the Contract/relevant provision of PPR-14 including Blacklisting.

16. Payment 16.1. The method and conditions of payment to be made to the Supplier under this Contract shall be specified in SCC.

16.2. The Supplier's request(s) for payment shall be made to the Procuring Agency in writing, accompanied by an invoicedescribing, as appropriate, the Goods delivered and Services performed, and by documents submitted pursuant to GCC Clause 10, and upon fulfillment of other obligations stipulated in the Contract.

16.3. As per rule-62 of PPR-14, payments shall be made promptly by the Procuring Agency, but in no case later than thirty (30) days after submission of an invoice or claim by the Supplier, provided the work is satisfactory.

16.4. The currency of payment will be Pak Rupee.

17. Prices 17.1. Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted

by the Supplier in its Bid, with the exception of any price adjustments authorized in SCC.

18. Change Orders

18.1. The Procuring Agency may at any time, by a written order given to the Supplier pursuant make changes within the general scope of

the Contract, only if required for the successful completion of thejob, in any one or more of the following:

(a) drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Procuring Agency;

(b) the method of shipment or packing;

(c) the place of delivery; and/or

(d) the Services to be provided by the Supplier.

18.2. If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from the date of the Supplier's receipt of the Procuring Agency's change order. But, in no case, the overall impact of the change should exceed 15% of the contract cost and no provisions of PPR-14 should be violated.

19. Contract Amendments

19.1. Subject to GCC Clause 18, no variation in or modification of the terms of the Contract shall be made except by the mutual consent through written amendment signed by the parties. No variation in finalized brands/ makes/models shall be allowed except in special conditions where the manufacturer hasstopped producing or suspended that model or the latest model of similar series or version has been launched by the manufacturer or non-availability due to international mergers of the manufacturers or similar unavoidable constraints.

20. Assignment

20.1. The Supplier shall not assign the whole of contract to anybody else. However, some parts of contract or its obligations may be assigned to sub-contractors with the prior written approval of the procuring agency.

21. Sub-contracts 21.1. The Supplier shall notify the Procuring Agency in the Bid of all subcontracts to be assigned under this Contract. Such notification, in

the original Bid or later, shall not relieve the Supplier from anyliability or obligation under the Contract.

21.2. Subcontracts must comply with the provisions of GCC Clause 20.

22. Delays in the Supplier's Performance

22.1. Delivery of the Goods and performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring Agency in the Schedule of Requirements in supply order.

22.2. If at any time during performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Procuring Agency in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Procuring Agency shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.

22.3. Except as provided under GCC Clause 25, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 23, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the imposition of liquidated damages.

23. Liquidated Damages

23.1. Subject to GCC Clause 25, if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring Agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in SCC. Once the maximum is reached, the Procuring Agency may consider termination of the Contract pursuant to GCC Clause 24 along with other remedies available under PPR-14.

24. Termination for Default

24.1. The Procuring Agency, without prejudice to any other remedy for breach of Contract, by written notice of default sentto the

Supplier, may terminate this Contract in whole or in part:

(a) if the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring Agency pursuant to GCC Clause 22;

(b) if the Supplier fails to perform any other obligation(s) under the Contract; or

(c) if the Supplier, in the judgment of the Procuring Agency has engaged in corrupt practices in competing for or in executing the Contract. For the purpose of this clause, corrupt practices will be defined as per Section-2 (d) of The PPRA Act, 2009.

"Corrupt practices" in respect of procurement process, shallbe as given in S-2 (d) of PPRA, Act, 2009:

(d) "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, bidder or Contractor in the procurement process or in Contract execution to the detriment of the procuring agency; or misrepresentation of facts in order to influence a procurement process or the execution of a Contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the procuring agencyofthebenefitsoffreeandopencompetitionandanyrequest for, or solicitation of anything of value by any public official in the courseoftheexerciseofhisduty; it mayincludeany of thefollowing:

vi. coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;

vii. collusive practice by arrangement between two or more parties to the procurement process or Contract execution, designed to achieve with or without the knowledge of the

procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;

viii. *offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for*

wrongful gain;

ix. *any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;*

x. *obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a Contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassingorintimidatinganypartyto prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit process*

24.2. In the event the Procuring Agency terminates the Contract in whole or in part, pursuant to GCC Clause 24.1, the Procuring Agency may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Procuring Agency for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.

25. Force Majeure

25.1. Notwithstanding the provisions of GCC Clauses 22, 23, and 24, the Supplier shall not be liable for forfeiture of its Performance Guarantee, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

25.2. For purposes of this clause, ―Force Majeure‖ means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Procuring Agency in its sovereign

ocuring Agency and the Supplier, may agree to exclude certain widespread conditions e.g:

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epidemics, pandemics, quarantine restrictions etc from thepurview of —Force Majeure‖.

25.3. If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring Agency in writing of such conditionand the cause thereof. Unless otherwise directed by the Procuring Agency in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. Any difference of opinion concerning —Force Majeure‖ may be decided through means given herein below.

26. Termination for Insolvency

26.1. The Procuring Agency may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring Agency.

27. Termination for Convenience

27.1. The Procuring Agency, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring Agency's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

27.2. The Goods that are complete and ready for shipment (if applicable) within thirty (30) days after the Supplier's receipt of notice of termination shall be accepted by the Procuring Agency on the Contract terms and prices. For the remaining Goods, the Procuring Agency may choose:

(a) to have any portion completed and delivered at the Contract terms and prices; and/or

(b) to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Services and for materials and parts previouslyprocured by the Supplier.

28. Resolution of Disputes

28.1. After signing the contract or issuance of purchase order, The Procuring Agency and the Supplier shall make every effort to resolve

amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with theContract.

28.2. If, after thirty (30) days from the commencement of such informal negotiations, the Procuring Agency and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms specified in SCC. These mechanisms may include, but are not restricted to, conciliation mediated by athird party, adjudication in an agreed and/or arbitration as per rule 68 of PPR-14 and in accordance with Arbitration Act-1940.

29. Governing Language

29.1. The Contract shall be written in the language specified in SCC. Subject to GCC Clause 30, the version of the Contract written in the specified language shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.

30. Applicable Law

30.1. The Contract shall be interpreted in accordance with the laws ofPunjab (Pakistan) unless otherwise specified in SCC.

31. Notices

31.1. Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by any information technology mean for the time being in use and acceptable in ordinary course of business to the other party's address specified in SCC.

31.2. A notice shall be effective when delivered or on the notice'seffective date, whichever is later.

32. Taxes and Duties

32.1. Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods & Services to the Procuring Agency. In case of imposition ofnew taxes/duties or concession thereof after the deadlines for the submission of bids the effect thereof shall be borne or availed by the procuring agency as the case may be.

Section-IV: Special Conditions of Contract

The following are the Special Conditions of Contract of Islamia University of Bahawalpur. Thecorresponding clause number of the GCC is indicated in parentheses.

1. Definitions (GCC Clause 1)

GCC 1.1 (g)—The Procuring Agency is: The Islamia University ofBahawalpur

GCC 1.1 (h)—The Procuring Agency's country is: Pakistan

GCC 1.1 (i)— —The Supplier‖ means the Bidder or firm supplying the Goods andServices under this Contract.

Sample Provision

GCC 1.1 (j)—The Project Site is: *The Islamia University of Bahawalpurits Campuses or subcampuses (As indicated in the Letter/Supply Order/Bidding Documents)*

2. Country of Origin (GCC Clause 3)

All Goods and Services supplied under the Contract shall have their origin in thecountries and territories eligible under the rules.

3. Performance Guarantee (GCC Clause 7)

GCC 7.1—As per rule 56 of PPR-14, the amount of Performance Guarantee, as apercentage of the Contract Price, shall be: *Upto 10% of the Contract Amount.*

[The following provision should be used in the case of Goods having warranty obligations.]

GCC 7.4—the Performance Guarantee shall be retained for to cover the Supplier's warranty obligations or defect liability period in accordance with ClauseGCC 15.2

Signature of bidder with official

4. Inspections and Tests (GCC Clause 8)

GCC 8.6—Inspection and tests prior to shipment of Goods and at final acceptance areas mentioned in GCC.

5. Packing (GCC Clause 9)

GCC 9.2—As mentioned in GCC.

6. Delivery and Documents

(GCC Clause 10) *[format of contract is to be decided by the Procuring Agency, however, a model provision for DDP is as follows]*

Sample provision (DDP terms)

GCC 10.3—Upon shipment, the Supplier shall notify the Procuring Agency the full details of the shipment, including Contract number, description of Goods, quantity and usual transport document. The Supplier shall mail the following documents to the Procuring Agency: (as and when required)

(i) copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;
(ii) original and two copies of the usual transport document (for example, anegotiable bill of lading, a non-negotiable sea waybill, an inland waterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document) which the buyer may require totake the goods;
(iii) copies of the packing list identifying contents of each package;
(iv) Insurance certificate;
(v) Manufacturer's or Supplier's warranty certificate;
(vi) Where applicable (Pre shipment/ port/ Procuring Agency Delivery site, inspection certificate), issued by the Procuring Agency nominated inspection agency, and the Supplier's factory inspection report (Inspection type depends on the nature of procurement and volume of procurement); and
(vii) Certificate of origin.

[Other similar documents should be listed, depending upon the Incoterm provisions.]

7. Insurance

(GCC Clause 11) [where applicable]

GCC 11.1— The Goods supplied under the Contract shall be delivered duty paid (DDP) under which risk is transferred to the buyer after having been delivered, hence insurance

coverage is sellers' responsibility. Since the Insurance is sellers' responsibility, they may arrange appropriate coverage.

8. Incidental Services (GCC Clause 13)

GCC 13.1—Incidental services to be provided are:

[Selected services covered under GCC Clause 13 and/or other should be specified with the desired features. The price quoted in the Bid price or agreed with the selected Supplier shall be included in the Contract Price.]

9. Spare Parts

(GCC Clause 14) [where applicable]

GCC 14.1—Additional spare parts requirements are:

Sample provision

GCC 14.1—Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the Goods. Other spare parts and components shall be supplied as promptly as possible, but in any case within six (6) months of placing the order and opening the letter of credit.

10. Warranty

(GCC Clause 15) *[may be modified by the Procuring Agency as per its requirements]*

Sample provision

GCC 15.2— This warranty shall remain valid initially for one year otherwise will bedecided accordingly after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract. The Supplier shall pay liquidated damages to the Procuring Agency in case of failure to meet the contractual guarantees. The rate of these liquidated damages shall be 10%.

Signature of bidder with official

GCC 15.4 & 15.5—The period for correction of defects in the warranty period isfifteen working days.

11. Payment (GCC Clause 16)

Sample provision

GCC 16.1—The method and conditions of payment to be made to the Supplier underthis Contract shall be as follows:

Payment for Goods supplied: *[to be decided by the Procuring Agency as per rule-*

62 of PPR-14]

Payment may be made in Pak. Rupees in the following manner: *(to be decided by theProcuring Agency)*

(i) L.C Modality.

(ii) Running Bill modality.

(iii) Lump sum modality.

12. Prices (GCC Clause 17)

Sample provision

GCC 17.1—Prices shall be fixed and shall not be adjusted.

13. Liquidated Damages (GCC Clause 23)

GCC 23.1—Applicable rate:

Maximum deduction:

[Applicable rate shall not exceed one-half (0.5) percent per week, and the maximum shall not exceed ten (10) percent of the Contract Price after that Procuring Agency may proceed for the termination of contract along- with other remedies available under PPR-14.]

14. Resolution of Disputes (GCC Clause 28)

GCC 28.2—The dispute resolution mechanism to be applied pursuant to GCC Clause 28.2 shall be as follows:

As per rule-68 of PPR-14, in the case of a dispute between the Procuring Agency and the Supplier, the dispute shall be referred for arbitration in accordance with the Arbitration Act 1940.

15. Governing Language (GCC Clause 29)

GCC 29.1—The Governing Language shall be: English/Urdu.

16. Applicable Law (GCC Clause 30)

GCC 30.1-The Contract shall be interpreted in accordance with the laws applicable in the jurisdiction of the province of Punjab (Pakistan):

17. Notices (GCC Clause 31)

GCC 31.1—Procuring Agency's address for notice purposes:

Office of the Treasurer, Abbasia Campus, The Islamia University of Bahawalpur.

—Supplier's address for notice purposes: (Will be provided by the supplier)

Section-V: Schedule of Requirements

[The Procuring Agency should formulate Schedule of requirement in accordance with PPR-14 keeping in view its requirements, nature of procurement i.e. Bulk/Framework, itemwise/package wise and form of contract to be adopted (i.e. DDP, CIF, C&F, FOR, FOP etc. ifapplicable). However, for a standard procurement/contract, contents of schedule of requirement may be as follows.]

The delivery schedule expressed as weeks/months stipulates a delivery date which is the date at which delivery is required.

Number **Description** **Quantity Delivery schedule** (shipment) **in weeks/months from** [1] _____

In order to determine the correct date of delivery hereafter specified, the Procuring Agency has taken into account the additional time that will be needed for international ornational transit to the Project Site or to another common place.

Number	Description	Quantity	Delivery schedule (shipment) in weeks

Signature of bidder with official

Note: [The Procuring Agency should provide clear cut instructions and methodology regarding the delivery schedule in case of framework contract].

[1] The Procuring Agency must specify here the date from which the delivery schedule will start. That date should be either the date of contract award, or the date of contract signature, or the date of opening of letter of credit, or the date of confirmation of the Letter of Credit, as appropriate. The Bid Form should include only a cross-reference to this Schedule.

6.3. Affidavit

[To be printed on PKR 100 Stamp Paper, duly attested by oath commissioner. To be attached

Name: _____

(Applicant)

I, the undersigned, do hereby certify that all the statements made in the Bidding document and in the supporting documents are true, correct and valid to the best of my knowledge and belief and may be verified by employer if the Employer, at any time, deems it necessary.

The undersigned hereby authorize and request the bank, person, company or corporation to furnish any additional information requested by The Islamia University of Bahawalpur of the Punjab deemed necessary to verify this statement regarding my (our) competence and general reputation.

The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of The Islamia University of Bahawalpur. The undersigned further affirms on behalf of the firm that:

(i) The firm should not be blacklisted from the Islamia University of Bahawalpur and PPRA.
(ii) The documents/photocopies provided with Bid are authentic. In case, any fake/bogus document was found at any stage, the firm shall be blacklistedas per Law/ Rules.
(iii) Affidavit for correctness of information.
(iv) Contractor/firm is not blacklisted or subject to any pending litigation with any Government or Public Department

[Name of the Contractor/ Bidder/ Supplier] undertakes to treat all information providedas confidential.

Signed by an authorized Officer of the company

Title of Officer: _____

Name of Company: _____

Date: _____

Signature of bidder with official

6.4. Performance Guarantee Form

[To be signed & stamped by the Bidder and reproduced on the letter head.]

To,

The Islamia University of Bahawalpur

WHEREAS (Name of the Contractor/ Supplier) _____ hereinafter called "the Contractor" has undertaken, in pursuance of **"**INVITATION TO BID FOR THE **"PROVISION OF** _____**"** procurement of thefollowing:

1. [***Please insert details***].

(Here in after called —the Contract").

AND WHEREAS it has been stipulated by you in the Contract that the Contractor shall furnish you with a bank guarantee by a scheduled bank for the sum specified therein as security for compliance with the Contractor's performance obligations in accordance withthe Contract;

AND WHEREAS we have agreed to give the Contractor a Guarantee;

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total of_____(Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums as specified by you, within thelimits of___(Amount of Guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until_____day of_____, 20__, or_____[insert number of days] after the rectification of the Defects, whichever islater.

[NAME OF GUARANTOR]

Signature_____

Name_____

Title_____

Address_____

Seal _____

Date _____

Signature of bidder with official

6.5. Contract Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached]

THIS AGREEMENT made on the__day of_____20_between The Islamia University of Bahawalpur of Pakistan (hereinafter called —the Procuring Agency‖) on the one part and *[name of Supplier]* of *[city and country of Supplier]* (hereinafter called —the Supplier‖) on the other part:

WHEREAS the Procuring Agency invited Bids for certain goods and ancillary services, viz., *[brief description of goods and services]* and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of *[contract price in words and figures]* (hereinafter called —the Contract Price‖).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed aspart of this Agreement, viz.:

(a) the Bid Form and the Price Schedule submitted by the Bidder;
(b) the Schedule of Requirements;
(c) the General Conditions of Contract;
(d) the Special Conditions of Contract; and
(e) the Procuring Agency's Notification of Award.
(f) Contract agreement
(g) Complete Bidding document

3. In consideration of the payments to be made by the Procuring Agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring Agency to provide the goods and services and to rectify defects therein in conformity with all respects in accordance with the provisions of the Contract.
4. The Procuring Agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the rectification of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year mentioned above.

Signed, sealed, delivered by_____the_____(for the Procuring Agency)

Signed, sealed, delivered by_____the_____(for the Supplier)

Signature of bidder with official

The Islamia University of Bahawalpur

6.6. Financial Bid Form/Price Schedule

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Financial Bid]

Sr. No.	Item name	Specifications/ dimensions	Country of Origin	Brand name, make & model	Unit price (Inclusive of all taxes & duties etc.)	Quantity	Total price (Inclusive of all taxes & duties etc.)	Total price (In words)
Total price in figures								
Total price in words								

Total Bid value (against which a Bid shall be evaluated) infigure.
Total Bid value (against which a Bid shall be evaluated) in words.

Note:

In case of difference between unit price and total price, unit price shall prevailand total price shall be ―final‖. *(Please refer ITB clause 1.5.6).*

In case of difference between amount in ―words‖ and amount in ―figures‖,amount in ―words‖ shall be considered final.

Stamp & Signature of Bidder _____

Signature of bidder with official

6.7. Bid Security Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Financial Bid]

Whereas *[name of the Bidder]* (hereinafter called —the Bidder‖) has submitted its Bid dated *[date of submission of Bid]* for the supply of *[name and/or description of the goods]* (hereinafter called —the Bid‖).

KNOW ALL PEOPLE by these presents that WE *[name of bank]* of *[name of country]*, having our registered office at *[address of bank]* (hereinafter called —the Bank‖), are bound unto *[name of Procuring Agency]* (hereinafter called —the Procuring Agency‖) in the sum of for which payment well and truly to be made to the said Procuring Agency, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this_____day of

_____20____.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of Bid validity specified by the Bidder on the Bid Form; or

2. If the Bidder, having been notified of the acceptance of its Bid by the Procuring Agency during the period of Bid validity:

   (a) fails or refuses to execute the Contract Form, if required; or
   (b) fails or refuses to furnish the Performance Guarantee, in accordance with the Instructions to Bidders;

we undertake to pay to the Procuring Agency up to the above amount upon receipt of its first written demand, without the Procuring Agency having to substantiate its demand, provided that in its demand the Procuring Agency will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including thirty (30) days after the period of Bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

_____

[Signature of the bank]

Signature of bidder with official

The Islamia University of Bahawalpur

BIDDING DOCUMENTS FOR THE (Lot-01)

PROCUREMENT OF IT ITEMS FOR HEC NRPU PROJECT OF HISTORY DEPARTMENT

TENDER-A FORM

1. Name of Firm: _____
2. Mailing Address: _____
3. Phone No: _____ 4. CDR No. & Amount _____
5. General Sale Tax No: _____ 6. Income Tax No. _____
7. Professional Tax No: _____

S. #	Item	Specification of Equipment/Equivalent	Qty	Item cost with tax	Estimated total cost
01	**Computer System**	Processor, Intel **Core Ultra 5 235 or Higher (24 MB cache, 14 cores, 14 threads, 2.9 GHz to 5.0 GHz, 65W)** **Memory:8GB: 1 x 8 GB, DDR5, 5600 MT/s, non-ECC** Graphics Card Intel Integrated Graphics Storage 256GB SSD TLC M.2 2230 PCIe Gen4 Mouse USB Optical Mouse-MS116 (EPEAT) - Black Keyboard Wired Keyboard - KB216 - US English – Black Ports Front: 1 USB 3.2 Gen 2x2 (20 Gbps) Type-C® port 1 USB 3.2 Gen 2 (10 Gbps) with Power Share port 1 USB 3.2 Gen 2 (10 Gbps) port 1 headset (headphone and microphone combo) port Rear: 1 USB 3.2 Gen 2 (10 Gbps) Type-C® port 2 USB 3.2 Gen 2 (10 Gbps) ports 1 USB 3.2 Gen 1 (5 Gbps) port with Smart Power On 1 USB 3.2 Gen 1 (5 Gbps) port 3 DisplayPort 1.4a (HBR3 support) ports 1 RJ45 (10/100/1000 Mbps) Ethernet port 1 power-adapter port Wireless & Bluetooth Intel(R) Wi-Fi 7 BE200, 2x2, 802.11be, MU-MIMO, Bluetooth(R) 5.4 wireless card Power 180W A/C Adapter, EPEAT4, 7.4MM Barrel, TCO10 Audio, Stero Speaker with realtek AlC3204 Monitor 27" HDMI port (HDCP 1.4),1 Display port 1.2 (HDCP 1.4) Warranty 1 year basic hardware warranty	01		
02	**Laptop**	Processor: Intel Core i7-1355U or Higher (13th Gen, up to 5.0 GHz, 10 cores) Memory: 16 GB DDR5-5600 MHz (upgradable, 1 slots) Storage: 512 GB PCIe NVMe SSD Graphics: GeForce RTX 4050 Display: 15.6" FHD (1920×1080) IPS, anti-glare Connectivity: Wi-Fi, Bluetooth, Gigabit LAN, USB-C, USB-A, HDMI Build: ~1.7 kg, durable aluminum chassis OS: FreeDOS / Windows (varies by model) Other: Fingerprint reader (optional), TPM security, 720p HD camera Battery: 3-cell 51 Wh Li-ion, fast charge support, 1 Year Warranty with carry bag	01		
03	**Drone Camera**	Aircraft- DJI Mavic 3 Enterprise (Mavic 3E) or equivalent professional enterprise drone Main Camera- 4/3 CMOS sensor, 20 MP, 24 mm equivalent lens, adjustable aperture f/2.8–f/11 Mechanical Shutter- Mechanical shutter with shutter speed 8–1/2000	01		

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		s; electronic shutter up to 1/8000 s Flight Time- Upto 45 minutes (maximum flight time under no wind conditions RTK / Positioning- Compatible with RTK module; RTK positioning accuracy: Horizontal ±1 cm + 1 ppm, Vertical ±1.5 cm + 1 ppm GNSS- GPS + Galileo + BeiDou + GLONASS support Surveying Accuracy- RTK-supported horizontal and vertical hovering accuracy approximately ±0.1 m Video Capability- 4K video at 30 fps, FHD at 30 fps; 4K bitrate up to 130 Mbps Operating Capability- Professional enterprise remote-control system; maximum flight distance up to 32 km under specified conditions Flight Performance- Wind resistance up to 12 m/s; operating temperature -10°C to 40°C; maximum take-off altitude 6,000 m without payload Charging system- multi-battery charging hub/charger Memory- 128 GB 4k Video Supported Memory Card Warranty & support- Minimum 1-year warranty and authorized after-sales/service support			
04	**Tool Kits for archaeologist**	INGCO (HKTHP21201) or any equivalent which serve the purpose of this project	**01**		
05	**Measuring Tape**	100m	**4**		
06	**Digger & Trowel**		**3**		
07	**Measure tape**	10m	**5**		
08	**Digital Caliper**	Digital Caliper 150mm/6" Range, 0.1mm Accuracy, Metric/Inch Conversion, 3V Battery Included | Mac Tools, or any equivalent	**2**		
09	**LED writing tablet**	8.5inches	**4**		
10	**Trundle Wheel**	Distance Meter	**1**		
11	**Lino graph Triangle Scale**		**6**		
12	**XDJ Square Triangle Rule Measuring angle 45 CM**	XDJ Square Triangle Rule Measuring angle 45 CM, or any equivalent	**2**		
13	**Leaser Distance Meter**	Leaser Distance Meter UNI-T LM 100A or any Equivalent Range100 m	**2**		
14	**Leaser Range Finder Telescope**	Leaser Range Finder Telescope LM 600 or any Equivalent	**1**		
15	**External SSD Hard Drive 1 TB**	External SSD Hard Drive 1 TB	**2**		
16	**First Aid Kit)**		**2**		
17	**Personal Kit**	Daypack, Water bottle, Sunscreen, Insect repellent, Multitool/Knife, Safety glasses, N 95 Mask, Wide Brimmed Hat, Light, Sun glasses	**3**		
18	**Ziplock bag plastic Pack of 100**		**2**		
19	**Measuring rod**	Graduated measuring rod	**2**		
20	**Magnifier glass**	Magnifier Glass with light	**3**		
21	**Tab**	Model Galaxy A11+ 5G or Equivalent Display- 11-inch LCD/IPS display, resolution 1920 × 1200 Processor- Octa-core processor RAM- 6GB Storage- 128GB Internal Storage expandable Via micro SD GPS- Build in GPS Connectivity- 4/5G Wi-Fi and Bluetooth Battery- 7000 Mah Battery Fast Charging Support Camera- Rear camera minimum 8 MP with autofocus; front camera minimum 5 MP Warranty- 1-year warranty with authorized after-sales service	**1**		

Signature of bidder with official seal

The Islamia University of Bahawalpur

22	**Camera**	Camera Type- Mirrorless interchangeable lens digital camera Image Sensor- APS-C CMOS sensor Resolution- Minimum 24 MP Lens- 16–50 mm zoom lens with optical image stabilization Autofocus- Fast hybrid AF with phase & contrast detection ISO Range- ISO 100–32,000 Continuous Shooting- 10 frames per second Video- 4K UHD video recording Display & Viewfinder- Tilting LCD touchscreen + electronic viewfinder Connectivity & Storage- Wi-Fi/Bluetooth, USB/HDMI, SD/SDHC/SDXC support Battery- 2 × genuine rechargeable batteries Battery Charger Storage- 128 GB SDXC Memory Card Camera Bag Tripod Lens Protection Filter Shoulder Strap Warranty- 1 year Warranty	**1**		
23	**Power Bank**	Besus fast charging Power bank 30000 Mah 650w or Equivalent	**2**		
24	**Headphones**	Ugreen Wireless Noise Cancelling Headphone or any Equivalent	**2**		
25	**Mics**	Dual Channel Wireless Mic System	**1**		
26	**Voice Memo Recorder**	Philips Voice Tracer DVT1170 or equivalent Type- Portable Digital Voice/Audio Recorder Internal Memory- 8 GB Microphone- Built-in 360° high-quality microphone Recording Quality- Minimum 384 kbps and 1536 kbps Recording Time- Minimum 46 hours at 384 kbps and 11 hours at 1536 kbps on internal memory Connectivity- USB Type-C, 3.5 mm headphone & external microphone	**1**		
Total with all Taxes=					

Signature of bidder with official

The Islamia University of Bahawalpur

BIDDING DOCUMENTS FOR THE (Lot-02)

PROCUREMENT OF IT ITEMS FOR EXAMINATION BRANCH

TENDER-B FORM

1. Name of Firm: _____
2. Mailing Address: _____
3. Phone No: _____ 4. CDR No. & Amount _____
5. General Sale Tax No: _____ 6. Income Tax No. _____
7. Professional Tax No: _____

S. #	Item	Specification of Equipment/Equivalent	Qty	Item cost with tax	Estimated total cost
01	**Multifunction Printer**	**Processor Architecture:** High-speed 1.8 GHz Dual-Core Processor or higher. **System Memory (RAM):** Minimum 4.0 GB RAM dedicated to imaging and controller workflows. **Internal Storage:** Minimum 256 GB Solid State Drive (SSD) with hardware-level data encryption. **Control Panel Display:** Minimum 10.1-inch Color TFT LCD WSVGA Touchscreen display with responsive touch navigation and tilt adjustment. **Paper Input Capacity (Standard):** Heavy-duty dual high-capacity decks and paper cassettes with a minimum standard paper feeding capacity of 4,200 sheets (80 g/m²), plus 100-sheet multi-purpose/bypass tray. Expandable to at least 7,700 sheets. **Media Size & Weight Support:** Supports standard sizes from A6R up to SRA3 / A3 (media weights from 52 to 256 g/m² across trays and automatic duplex unit). **Duplex Scanning (DADF):** Single-Pass Duplexing Automatic Document Feeder with minimum 200-sheet capacity, scanning up to 270 ipm (duplex @ 300 dpi). **Connectivity & Network Interfaces:** Gigabit Ethernet (1000Base-T/100Base-TX/10Base-T), High-Speed USB 3.0 a/l USB 2.0 host and device ports; optional Wireless LAN	**01**		

Signature of bidder with official seal

		(IEEE 802.11 b/g/n). **Page Description Languages & Drivers:** Standard PCL 6, PostScript 3, direct native PDF/TIFF/XPS direct printing support. **Security Architecture:** TPM (Trusted Platform Module), SSD Data Encryption, Secure Print, Encrypted PDF, Network TLS 1.3/IPSec, and Department ID / User Authentication. **Duty Cycle & Durability:** Heavy-duty production engine designed for continuous institutional workloads of at least 150,000 to 250,000 pages per month. **Warranty & Maintenance Support:** Minimum 1-Year Comprehensive Manufacturer-Backed Hardware Warranty with complete on-site parts, labor, and certified technician support			
02	**ADF Scanner**	**Scanner Type & Architecture:** Heavy-duty desktop sheet-fed production document scanner utilizing Contact Image Sensor (CIS) technology with RGB LED light source. **Scanning Speed (A4 / Landscape):** Minimum 120 ppm (Simplex) / 240 ipm (Duplex) in Colour, Greyscale, and Black & White at 200/300 dpi. **Scanning Speed (A4 / Portrait):** Minimum 90 ppm (Simplex) / 180 ipm (Duplex) in Colour, Greyscale, and Black & White at 200/300 dpi. **Document Feeding & ADF Capacity:** Automatic Document Feeder (ADF) with minimum 500-sheet capacity (80 g/m²), featuring multi-step height adjustability (100 / 300 / 500 sheets) and manual/continuous feed modes. **Document Size Handling:** Supports widths from 50.8 mm to 305 mm and lengths from 70 mm to 432 mm (supports A3, A4, Legal, Letter, Folio, and cards). Must support Long Document Mode up to a minimum of 5,588 mm. **Media Thickness & Weight Support:** Continuous separation feeding from 20 to 209 g/m²; non-separation feeding support up to 255 g/m². **Optical & Output Resolution:** Optical resolution up to 600 x 600 dpi; selectable output resolutions including	**01**		

		150, 200, 240, 300, 400, and 600 dpi. **Hardware Protection & Reliability:** Integrated Ultrasonic Double-Feed Detection, Advanced Level Staple Detection sensor, and active retard roller separation mechanism. **Connectivity & Interfaces:** Dual connectivity including SuperSpeed USB 3.1 Gen 1 and built-in Gigabit Ethernet (10Base-T/100Base-TX/1000Base-T) for network scanning. **Driver & Software Support:** Standard ISIS and TWAIN compliant drivers; integrated OCR functionality producing Searchable PDF, PDF/A, Multi-page TIFF, JPEG, and PNG formats. **Image Processing Functions:** Deskew, Auto Page Size Detection, Skip Blank Page, Text Orientation Recognition, Punch Hole Removal, Background Smoothing, MultiStream™ (concurrent multi-output), and Color Dropout/Enhancement. **Daily Duty Cycle:** Heavy-duty production workload rating of minimum 50,000 to 100,000 scans per day. **Warranty & Support:** Minimum 1-Year Comprehensive Manufacturer-Backed Hardware Warranty with on-site technical support and parts			
03	**Biometric Devices**	Category: Minimum Technical Requirement Sensor Type & Technology: Capacitive silicon touch sensor technology (touch-style biometric reader) with protective coating rated for high durability (> 2 million touches). Image Quality & Certification: FIPS 201 PIV certified image quality; supports accurate capture across dry, moist, or rough fingerprints. Image Resolution & Capture Area: Minimum 508 DPI image resolution; active capture area minimum 12.8 mm × 18 mm (approx. 256 × 360 pixels array).On-Device Processing: Hardware-level on-board processing for template generation, template matching, and local template storage (minimum 100 templates capacity). Anti-Spoofing & Security: ISO/IEC 30107-3 (Level 1) compliant Presentation Attack Detection (PAD) / liveness detection capability to prevent spoofing with fake fingers. Data Encryption: Hardware-level USB communication encryption supporting up to AES-256 standards. Hardware Durability & Protection: IP65 rated casing against dust and moisture ingress; electrostatic discharge (ESD) protection complying with IEC 61000-4-2	**60**		

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		(minimum 15 kV air / 8 kV contact). Form Factor & Usability: Compact desktop form factor with weighted base for enhanced stability, integrated visual LED feedback for intuitive fingerprint placement and capture confirmation. Connectivity & Interface: USB 2.0 full-speed interface; standard USB Type-A connectivity (minimum 1.5 to 1.8 meter cable length).Driver & SDK Support: Windows Biometric Framework (WBF) compliant drivers; broad software integration via standard biometric SDKs supporting major operating systems (Microsoft Windows 10/11, Linux, and Android). Warranty & Maintenance Support: Minimum 1-Year Comprehensive Manufacturer-Backed Hardware Warranty with complete technical support and replacement coverage			
04	**Computer Systems**	Processor, **Intel Core Ultra 5 235 (24 MB cache, 14 cores, 14 threads, 2.9 GHz to 5.0 GHz, 65W)** **Memory:8GB: 1 x 8 GB, DDR5, 5600 MT/s, non-ECC** Graphics Card Intel Integrated Graphics Storage 256GB SSD TLC M.2 2230 PCIe Gen4 Mouse Dell USB Optical Mouse-MS116 (EPEAT) - Black Keyboard Dell Wired Keyboard - KB216 - US English – Black Ports Front: 1 USB 3.2 Gen 2x2 (20 Gbps) Type-C® port 1 USB 3.2 Gen 2 (10 Gbps) with Power Share port 1 USB 3.2 Gen 2 (10 Gbps) port 1 headset (headphone and microphone combo) port Rear: 1 USB 3.2 Gen 2 (10 Gbps) Type-C® port 2 USB 3.2 Gen 2 (10 Gbps) ports 1 USB 3.2 Gen 1 (5 Gbps) port with Smart Power On 1 USB 3.2 Gen 1 (5 Gbps) port 3 DisplayPort 1.4a (HBR3 support) ports 1 RJ45 (10/100/1000 Mbps) Ethernet port 1 power-adapter port Wireless & Bluetooth Intel(R) Wi-Fi 7 BE200, 2x2, 802.11be, MU-MIMO, Bluetooth(R) 5.4 wireless card Power 180W A/C Adapter, EPEAT4, 7.4MM Barrel, TCO10 Audio, Stero Speaker with realtek AIC3204 Monitor 20” Resolution 1600*900 with HDMI port (HDCP 1.4),1 Display port 1.2 (HDCP 1.4) Warranty 1 year basic hardware warranty	**04**		
Total with all Taxes=					

Signature of bidder with official

The Islamia University of Bahawalpur

BIDDING DOCUMENTS FOR THE (Lot-03)

PROCUREMENT OF STATIONERY ITEMS FOR EXAMINATION BRANCH

TENDER-C FORM

1. Name of Firm: _____
2. Mailing Address: _____
3. Phone No: _____ 4. CDR No. & Amount _____
5. General Sale Tax No: _____ 6. Income Tax No. _____
7. Professional Tax No: _____

S. #	Item Specification of Equipment/Equivalent	Qty	Item cost with tax	Estimated total cost
01	**Paper Legal Size 80 gm** **Double AA, Paper one, or equal**	**3000 Ream**		
02	**Paper A3 Size 80 gm** **Double AA, Paper One or equal**	**100 Ream**		
03	**RISO FII Type Master Roll** **B4 (S-8132) Made in Japan Original**	**60 Nos**		
04	**RISO FII Type Ink** **(S-8113) Made in Japan Original**	**50 Nos**		
05	**Flayer** **(University Design) 14X16+02(110 Micron)**	**10000 Nos**		
Total with all Taxes=				

Signature of bidder with official