



**UNIVERSITY OF ENGINEERING AND APPLIED SCIENCES, SWAT**

**INVITATION FOR BIDS FOR FRAMEWORK CONTRACT  
FOR  
STATIONARY, KITCHEN, GROCERY, IT, ELECTRICAL AND  
MISCELLANEOUS ITEMS**

**YEAR 2021-22**

**U-EAS/Framework/2021-22/001**

**Note:** The prospective bidder is expected to examine the Bidding Documents carefully, including all Instructions, Terms & Conditions, and Specifications etc. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.



Reference No: U-EAS/Framework/2021-22/001

Dated: September 01, 2021

**TENDER NOTICE FOR PROCUREMENT OF STATIONARY, KITCHEN, GROCERY, IT,  
ELECTRICAL AND MISCELLANEOUS ITEMS THROUGH FRAMEWORK CONTRACT FOR FINANCIAL  
YEAR 2021-22**

University of Engineering & Applied Sciences (U-EAS), invites sealed bids along with PKR. 30,000/- bid security, in favor of Project Director, University of Engineering and Applied Sciences, Swat from reputed firms/suppliers registered with Income Tax and Sales Tax Departments, Government of Pakistan for supply of Stationary, Kitchen, Grocery, IT, Electrical and Miscellaneous Items Via Framework Contract, at Kabal Campus, University of Engineering & Applied Sciences, Swat.

Interested eligible bidders may download Bidding Documents from the website of [www.suet.edu.pk](http://www.suet.edu.pk) containing detailed specifications of items and other terms and conditions.

Sealed bids should be submitted in single closed envelope (Single Stage Single Envelope) up to **17<sup>th</sup> September, 2021** till **11:00 A.M** in the tender Box of U-EAS, Kabal Swat. Bids will be opened on the same day i.e. **17<sup>th</sup> September, 2021** at **11:30 A.M** at committee room of office Molano Chum, Chinar Stop, Gul Jabba, Tehsil Kabal, in the presence of bidders or their authorized representatives who would like to be present. Tenders received after due date and time will not be considered.

**Procurement Unit**

University of Engineering and Applied Sciences.

Office Molano Chum, Chinar Stop, Gul Jabba, Tehsil Kabal, District Swat,

Tel: 0946-755512-13

## TABLE OF CONTENTS

<b>S #</b>	<b>Contents</b>
1.	Introduction
2.	Instruction To Bidders
3.	Eligible Bidders
4.	General Conditions
5.	Bid Security
6.	Bid Validity
7.	Statement of Requirement with Specification
8.	Blacklistment of Defaulted Bidder/Contractor
9.	Redressing of Grievances
10.	Award of Contract
11.	Payment
12.	Agreement Deed

## 1. INTRODUCTION:

The Government of Khyber Pakhtunkhwa has allocated funds towards the cost of “ESTABLISHMENT OF U-EAS SWAT”. It is intended that part of the proceeds of this allocated fund will be applied to eligible payments under the Frame work for procurement of stationery & miscellaneous items.

University of Engineering and Applied Sciences invites item wise sealed bids from registered reputed firms, for procurement of **Stationary, Kitchen, Grocery, IT, Electrical and Miscellaneous Items** for University through Open Competitive Bidding under rule 6(2) (a) “**Single Stage Single Envelope**” bidding procedures of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules 2014.

<b>Description</b>	<b>Dates</b>
<b>Last Date &amp; Time of Bid submission</b>	<b>17<sup>th</sup> September, 2021 11:00 AM</b>
<b>Bid Opening Date &amp; Time</b>	<b>17<sup>th</sup> September, 2021 11:30 AM</b>
<b>Bid security</b>	<b>Rs. 30,000/-</b>
<b>Tender Process</b>	<b>Single Stage Single Envelope</b>

## 2. INSTRUCTIONS TO BIDDERS:

1. This Bidding procedure will be conducted in light of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Laws, Rules made there under along with Standard Bidding Documents.
2. Any bid received after the deadline for submission of bids shall not be entertained and shall be returned unopened to the Bidder.
3. The bid should be complete in all respect and must be signed by the bidder.
4. All prices quoted must be in Pak Rupees (PKR) and should include all applicable taxes. If not specifically mentioned in the Quotation, it will be presumed that the prices include all the taxes.
5. Bidders are essentially required to provide correct and latest postal/email/web addresses, phone/mobile/fax numbers for actively and timely communication.
6. For any query, clarification regarding Services / Bid Solicitation Documents, the applicants may send a written request at least one day prior to the opening date.
7. The Bidder may after its submission withdraw its bid prior to the expiry of the deadline prescribed for submission of bids. Withdrawn bids will be returned unopened to the Bidders.
8. Any bid not received as per terms and conditions laid down in this document are liable to be ignored. No offer shall be considered if:
  - a. Received without earnest money;
  - b. It is received after the date and time fixed for its receipt;
  - c. The tender document and the bid is unsigned;

- d. The offer is ambiguous;
  - e. The offer is conditional/optional i.e. advance payment, or currency fluctuations etc.
  - f. The offer is from blacklisted firm in any Federal / Provincial Govt. dept.
  - g. Hand written bids shall NOT be accepted; it must be typed.
  - h. Only typed tender on original prescribing letter pad, sealed & signed (Every Page) should be submitted. The quoted Price must be preprinted and hand written quoted price will not be acceptable. Optional or double rates for single item is not allowed.
9. Usage of correction fluid & corrections are strictly prohibited unless duly initiated.
  10. Any erasing / cutting etc. appearing on the offer, must be properly signed by the person signing the tender.
  11. Bids will be rejected if the Bid is in some way connected with bids submitted under names different from his own.
  12. In case of Bid Tie, the decision will be taken by making toss/draw/Recall sealed quotation in front of the bidders.
  13. Any direct or indirect effort by a bidding firm to influence this institution during the process of selection of a bidder or award of contract may besides rejection of its bid result into its disqualification from participation in the U-EAS, Swat future bids.

### **3. ELIGIBLE BIDDERS:**

- a. Bidders must give compliance to the below mentioned clauses as these are mandatory to being eligible for the bidding process. Relevant certificates must be attached.
- b. The bidder must be registered with Income / Sales Tax Department, reflected as Active Tax Payer on the list of FBR.NTN and KPK Professional tax. Where Applicable.
- c. The bidder shall provide an undertaking that the bidder has not been declared black listed by any Governmental/ Semi-Governmental institutions.
- d. Bidders shall not be eligible to bid if they are under a declaration of Ineligibility for corrupt and fraudulent practices issued by any government organization in accordance with the Section 44(1) KPPRA Rules 2014.

### **4. GENERAL CONDITIONS:**

1. U-EAS, Swat shall evaluate the proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements.
2. At any time prior to the deadline for submission of bids, U-ES, Swat may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the bidding documents by amendment.
3. If a bid is not substantially responsive, it will be rejected by the Procuring Entity and may not subsequently be made responsive by the Bidder by correction of the nonconformity.
4. U-EAS, Swat may accept or reject any or all of the bids under KPPRA Rules, 2014.
5. Non-Provision of mandatory documents mention in these BSDs shall lead to disqualification of the firm / quoted items.
6. Bid document and required documents must be submitted in Hard Tap binding, Bids in the Clip or box file will not be allowed.
7. The Procuring Agency, at any stage of the procurement proceedings, having credible reasons

for or prima facie evidence of any defect in Supplier's capacities may require the Suppliers to provide information concerning their professional, technical, financial, legal or managerial competence.

8. The Procuring Agency has the right to inspect the premises of bidder to inspect the setups ensuring proper after sales services, documents mentioned in technical bids and any other relevant details. Premises (office/workshop) of bidder shall be insured through ownership/or rent agreement.
9. The Bid security shall be shall be from bank account of the bidder (In form of CDR). Ordinary cheque and Payment Order (PO) in the form of bid security shall result in bid rejection.
10. The Unit price quoted by the bidder shall be **inclusive** of all applicable duties and taxes. All prices shall include relevant taxes & duties, where applicable.
11. Model/ Brand must be mentioned against the offered unit price.
12. Unit Rates of bids will be valid till 30<sup>th</sup> June, 2022.
13. The schedule for supply of goods shall be shall be 10 days from the date of issuance of supply order by the Purchasing Agency.
14. Competent Authority reserves the right to reject any or all the bids as per provisions contained in Rule 47 of KPPRA Rules 2014.
15. Comparison will be made on the basis of lowest quoted items for each individual item. Provided that its samples called before order are acceptable to procuring agency.
16. If any sentence or clause of these bidding document is found ambiguous/unclear, then KPPRA SBDs for small goods, KPPRA Rules 2014 and KPPRA Act 2012, will be applicable.

## **5. BID SECURITY**

Bid security @ 30,000/- in favor of "Project Director, University of Engineering and Applied Sciences," should be kept sealed in the financial proposal.

Bid security of the successful bidder will be released after completion of duration of Agreement Deed.

The bid security may be forfeited:

- i) If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or
- ii) In the case of a successful Bidder, if the Bidder fails to sign the contract.

## **6. BID VALIDITY:**

i) The bids should be valid for a period of 90 days for finalization of its evaluation, however its unit prices must be valid for the whole duration of Framework contract. I-e till 30<sup>th</sup> June, 2022.

ii) In exceptional circumstances, U-EAS, Swat may solicit the Bidder's consent to an extension of the period of validity reasons shall be recorded in writing. The request and the responses there to shall be made in writing. The bid security provided shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in the bidding document.

## 7. Statement of Requirement with Specification/Price Breakdown Schedule

### 1. Stationary Items:

**Please Note: kindly Also mention the no of items available per Packet.**

Sr	Item Name	Qty	Unit	Brand/Model	Unit Price
1	Stick Note Pad (Large size) 3x5	01	PKT		
2	Stick Note Pad (Small size) 2x3	01	PKT		
3	Stick Note Pad (Small size) 3x3	01	PKT		
4	Stick Flag/Note	01	PKT		
5	Paper Ream A4- Double-A imported-70gm	01	Ream		
6	Paper Ream Legal- Double-A Imported-70gm	01	Ream		
7	Paper Ream A3- Double-A imported-70gm	01	Ream		
8	Paper Ream A4- Double-A imported-80gm	01	Ream		
9	Paper Ream Legal- Double-A Imported-80gm	01	Ream		
10	Paper Ream A3- Double-A 80gm	01	Ream		
11	Paper Ream A-4 (70gm) Copymate/Navigator	01	Ream		
12	Paper Ream Legal (70gm) Copymate/Navigator	01	Ream		
13	Paper Ream A-3 (70gm) Copymate/Navigator	01	Ream		
14	Paper Ream A-4 (80gm) Copymate/Navigator	01	Ream		
15	Paper Ream Legal (80gm) Copymate/Navigator	01	Ream		
16	Paper Ream A-3 (80gm) Copymate/Navigator	01	Ream		
17	Writing pad spiral small A5 (Exclusive note book)	01	No		
18	Writing pad spiral small A5 (alflah-1241-A/5)	01	No		
19	Writing pad Spiral A4 Medium	01	No		
20	Writing Pad Spiral A5 Large F-4	01	No		
21	Box file (Uni) 3"	01	No		

22	Box file (Uni) 2"	01	No		
23	VIP Office File	01	No		
24	Highlighters (snowman/Pilikan/Dollar)	01	PKT		
25	Board Marker Black Black/Blue/Red (Dollar)	01	PKT		
26	Permanent Marker Black/Blue/Red (Dollar)	01	PKT		
27	Binder Clips (51mm Diamond)	01	PKT		
28	Binder Clips (41 mm Diamond)	01	PKT		
29	Binder Clips (32 mm Diamond)	01	PKT		
30	Binder Clips (25 mm Diamond)	01	PKT		
31	Binder Clips (19 mm Diamond)	01	PKT		
32	Correction Pen (UNI/Picaso)	01	PKT		
33	Stapler Machine Rapid (FM-20)	01	No		
34	Stapler Machine Large 24/6 (Deli/Eagle)	01	No		
35	Stapler Extra Large (Heavy Duty) (Deli-0395)	01	No		
36	Stapler Pin (24/6) Dollar	01	PKT		
37	Stapler Pin (23/ 8) -heavy duty	01	PKT		
38	Stapler Pin (23/17) -heavy duty	01	PKT		
39	Envelops 9*4 White	01	No		
40	U-EAS Logo and Address Envelops 9*4 White	01	No		
41	Envelops A4 White	01	No		
42	U-EAS Logo and Address Envelops A4 White	01	No		
43	Envelops A5 White	01	No		
44	Envelops A3 White	01	No		
45	Envelops legal White	01	No		
46	Plain Envelope Brown (File Size)	01	No		
47	Plain Envelope Brown (A 4 Size)	01	No		
48	Plain Envelope Brown (9*4 Size)	01	No		
49	Glue Stick -UHU (Amos-1.23oz/35g)	01	PKT		



50	Separators Card Type	01	PKT		
51	Separators Plastic Type	01	PKT		
52	Separators Plastic Type pre numbered	01	PKT		
53	Masking tape 2"ABRO	01	Roll		
54	Masking tape 1"ABRO	01	Roll		
55	Piano Ball Point Crystal	01	PKT		
56	Uniball (Deluxe)	01	PKT		
57	Uniball (Signo 0.7)	01	PKT		
58	Gell Crystal Pen (Blue/Black)	01	PKT		
59	Cliper Pen	01	PKT		
60	Staple remover	01	No		
61	Medium size Scissors	01	No		
62	paper cutter blades	01	No		
63	Steel Rulers 1 feet	01	No		
64	Steel Rulers 2 feet	01	No		
65	Pencils deer	01	PKT		
66	Erasers (Pelikan)	01	PKT		
67	Pencils sharpener (dux)	01	PKT		
68	Scotch tape 1"	1	No		
70	Scotch tape 2"	1	No		
71	Scotch Tape dispenser	01	No		
72	2 Hole Punch Machine (Extra Large) Heavy Duty (Deli/Eagle)	01	No		
73	2 Hole Punch Machine (Large) (Deli/Eagle)	01	No		
74	2 Tier Document Tray (Organize It All)	01	No		
75	3 Tier Document Tray (Organize It All)	01	No		
76	Calculators Casio (DJ220D)	01	No		
77	Calculator Casio (MJ-120B)	01	No		
78	Ring Binding sheet hard Cards	01	PKT		
79	Ring Binding sheet Plastic	01	PKT		
80	Binding Ring size 6 to 8 mm	01	PKT		
81	Binding Ring size 10 to 12 mm	01	PKT		

81	Binding Ring size 14 to 16 mm	01	PKT		
82	Binding Ring size 18 to 20 mm	01	PKT		
83	Binding Ring size 22 to 24 mm	01	PKT		
84	Binding Ring size 28 to 32 mm	01	PKT		
85	Binding Ring size 45 to 52 mm	01	PKT		
86	Flip Chart (20 sheets )	01	Roll		
87	Flip Chart Board with stand	01	No		
88	White Board (Size 3*4 ft ) with Stand	01	No		
89	White Board (Size 4* 6 ft ) with Stand	01	No		
90	White Board (Size 4* 8 ft ) with Stand	01	No		
91	White Board (Size 3*4 ft ) without Stand	01	No		
92	White Board (Size 4* 6 ft ) without Stand	01	No		
93	White Board (Size 4* 8 ft ) without Stand	01	No		
94	Glass Board for teaching (Size 3*4 ft )	01	No		
95	Glass Board for teaching (Size 4*6 ft )	01	No		
96	Glass Board for teaching (Size 4*8 ft )	01	No		
97	Energizer Cell (AA)	01	No		
98	Energizer Cell (AAA)	01	No		
99	Ring File	01	No		
100	Binding File -Plastic	01	No		
101	Thumb pin	01	PKT		
102	Green board Size (3*4 )	01	No		
103	Pata fix -UHU	01	PKT		
104	Paper Clips (Multicolor )	01	Pkt		
105	Pen holder	01	No		
106	Card Holding Jacket	01	No		
107	Planner (new year )	01	No		
108	Duster	01	No		
109	Inch Tape 25 ft	01	No		
110	Notice Board 2'X3'	01	No		
111	Notice Board 3'X4'	01	No		
112	Notice Board 30"x15"	01	No		
113	Fluid pen (Kita)	01	No		
114	Correction Pen Uni	01	No		
115	Ink Medium size (blue/black/red) (Dollar)	01	No		

## 2. Kitchen Items and Grocery Items:

Sr	Item Name	Qty	Also mention the no of items per Packet Unit	Brand/Model	Unit Price
1	Everyday milk powder (1kg pack)	01	Pack		
2	Milk pack- 1kg	01	Pack		
3	Olper Milk pack- 250 ml	01	Carton		
4	Lipton tea bag	01	box		
5	Lipton jar	01	Unit		
6	Green tea bag	01	box		
7	Sugar- 1KG	01	Unit		
8	Nestle classic Coffee- bottle	01	bottle		
9	Nestle Coffee 3 in1	01	Box		
10	Tissue box- Rose petal	01	Box		
11	Tissue roll- Pack of 10	01	Pack		
12	Biscuit's half rolls	01	Box		
13	Max Liquid- 01 bottle	01	Bottle		
14	Scottch bright	01	Unit		
15	Bin Garbage bag	01	Pack		
16	Air freshener	01	Unit		
17	Wiper small	01	Unit		
18	Broom- Good Quality	01	Unit		
20	Towel large	01	Unit		
21	Towel Small	01	Unit		
22	Surf -01 KG express power	01	Unit		
23	Harpic- 01 small bottle	01	Unit		

24	Soap – Safeguard-large	01	Unit		
25	Hand wash 500 ml	01	Unit		
26	Dettol surface cleaner	01	Bottle		
27	Fernail	01	Unit		
28	Wet mop / Wet mop Duster	01	Unit		
29	Dry mop / Dry mop Duster	01	Unit		
30	Hygiene Tissue	01	Pack		
31	Cardamom Elaichi 100gm	01	Pack		
32	Kitchen Roll	01	Pack		
33	Max Liquid- bottle	01	Unit		
34	Half Roll Biscuit	01	No		
35	Nestle mineral water 500ml (cotton)	01	Carton		
36	Digestive Biscuit	01	Unit		
37	Lemon Max Lemon Dishwash Bar - 335gm	01	No		
38	Nestle milk pack 250 ml (carton)	01	Carton		
39	Scotch Brite Sponge Cloth	01	No		
40	Cofee 100gm	01	No		
41	Black Tea 1kg	01	No		

### 3. Miscellaneous Items:

Sr	Item Name	Qty	Also mention the no of items per Packet Unit	Brand/Model	Unit Price
1	Blank RFID Card For Employees	01	No		
2	Sanitizer 500 ml	01	No		
3	Dustbin 30 liter	01	No		
4	Dustbin with Bucket cover 30 Liters	01	No		

5	Dustbin with Bucket cover 50 Liters	01	No		
6	Dustbin with Bucket cover 70 Liters	01	No		
7	Prayer Mate	01	No		
8	Bin Garbage bag	01	No		
9	Dustbin 70 liter	01	No		
10	Surf -01 KG express power	01	No		
11	Wet mop / Wet mop Duster	01	No		
12	Hygiene Tissue	01	No		
13	Plant Cutting Scissor	01	No		
14	Plastic Lota	01	No		
15	Belcha with handle	01	No		
16	Gentree with handle	01	No		
17	Electric Geysers 10 Gallons	01	No		
18	Electric Geysers 15 Gallons	01	No		
19	Instant Electric Geysers 10 Liter-Boss or Equivalent	01	No		
20	Gas Geyser 30 Gallon	01	No		
21	Gas Geyser 50 Gallon	01	No		
22	Refrigerator 12Cft	01	No		
23	Refrigerator 14Cft	01	No		
24	Refrigerator 18Cft	01	No		
25	Face mask (Disposable)	01	50/Box		
26	Office call bell	01	No		
27	Microwave Oven	01	No		
28	Wheel Barrow	01	No		
29	Electric Water Cooler 45 Litters with Filter	01	No		
30	Electric Water Cooler 65 Litters with Filter	01	No		

31	Thermal Gun	01	No		
32	Toshiba Batteries (Cells) (AA)	01	No		
33	Toshiba Batteries (Cells) (AAA)	01	No		
34	Steel Safe locker 3 feet	01	No		
35	Steel Safe locker 2.5 feet	01	No		
36	Steel file Cabinets (Height 4 feet , width 2 feet )- 4 drawers	01	No		
37	Plastic slippers-All Sizes	01	pair		
38	Simple Iron for clothes (Original National/Panasonic or equivalent)	01	No		
39	Charming Outdoor Garden Benches for 3 seating persons. Made of Wood and corrosion resistant Metal.	01	No		

#### 4. IT and Electrical Items/Accessories

Sr	Item Name	Qty	Also mention the no of items per Packet Unit	Brand/Model	Unit Price
1	HILTI TE2 Hammer drill with Hilti TE-CX(6) M1 or equivalent	01	No		
2	HILTI SF 6H-A22 (02) CORDLESS HAMMER DRILL DRIVER or equivalent	01	No		
3	HILTI hammer drill set, 6-piece	01	No		
4	Lenovo ThinkBook 15-III charger 65W	01	No		
5	64 GB USB Drives	01	No		
6	2 Pair Cable Roll, Telephone Jumpier wire best quality i-e 3M / Clipsal / Panduit or higher	01	Roll		
7	Cat 6e Cable Roll, Best Quality	01	Roll		
8	L-Key Set, 12 Pieces, (1-95-094), i-e Stanley or higher quality	01	No		
9	Hex Key Set, (69-213), i-e Stanley or higher quality	01	No		
10	Screwdriver, Tank Thru Blade Tip (6 mm x 150 mm), (65-249-1) i-e Stanley or higher quality	01	No		

	Screwdriver, Tank Thru (2 x 150 mm), (65-252-1) i-e Stanley or higher quality	01	No		
	Screwdriver, Insert Bits Set 33PC, (68-072) i-e Stanley or higher quality or higher quality	01	No		
	Screwdriver, 6 Way 3 in 1 Repairing Interchangeable Precise Screwdriver Tool Set Kit with Magnetic Holder (Yellow and Black), (STHT68012-8), i-e Stanley or higher quality or higher quality	01	No		
	Screwdrivers, Electrical VDE - 7 Piece Set (65-980), i-e Stanley or higher quality	01	No		
	Tank Thru Screw Driver +, (65-252-1), i-e Stanley or higher quality	01	No		
	Tank Thru Screw Driver -, (65-252-1), i-e Stanley or higher quality	01	No		
11	RJ 45 Connectors	01	No		
12	RJ 11 Connectors	01	No		
13	Speaker Logitech S150 USB Stereo Speakers or equivalent	01	No		
14	Toners for HP Laserjet M227fdw	01	No		
	HP Laserjet Pro MFP M26a	01	No		
	HP Laserjet Pro MFP M426fdw	01	No		
	HP Laser MFP 135w	01	No		
	HP Color Laserjet Pro MFP M181fw	01	No		
	HP Color Laserjet M454dw	01	No		
	Toshiba e.studio6518A	01	No		
15	Split AC for server Room 1.5 Ton	01	No		
16	Telephone Sets	01	No		

17	Telephone Exchange(PABX)- 32 Lines	01	No		
18	Cable Mouse (Lenovo/Dell)- Best Quality	01	No		
19	Cable Keyboard (Lenovo/Dell)- Best Quality	01	No		
20	Cramping Tool – Good quality	01	No		
21	Monitor 22 inch FHD	01	No		
22	Printer Cable (USB)15 meter	01	No		
23	1 TB Hard drive (WD)	01	No		
24	Electrical Extension Boards-Best quality, with at least 5 meter powerful cable and having USB charging Ports.	01	No		
25	Barcode Label Printer-TSC Model TE200 or Equivalent	01	No		
26	Ribbon for Barcode Label Printer Ribbon capacity: 300 m long, max. OD 67 mm, 1" core (ink coated outside) or 110 m long, max. OD 40 mm, 0.5" core (ink coated outside) Ribbon width: 40 mm ~ 110 mm (1.6" ~ 4.3") Media type: Continuous, die-cut, black mark, fan-fold, notched (outside wound) Media width: 20 ~ 112 mm (0.8" ~ 4.4") Media thickness: 0.06 ~ 0.19 mm (2.36 ~ 7.48 mil) Media core diameter: 25.4 ~ 38 mm (1" ~ 1.5") Media length: 5 ~ 2,794 mm (0.2" ~ 110") Media roll capacity: 127 mm (5") OD Or Equivalent and match able with above quoted Barcode Printer	01	Roll		
27	logitech wireless mouse or Equivalent	01	No		
28	keyboard MK295 or Equivalent	01	No		
29	ZXP SERIES 9 CARD PRINTER with Laminator and with 2 sets of color ribbons	01	No		
30	Windows 10 Professional Edition (Original) <ul style="list-style-type: none"><li>• Single User</li><li>• Multiple Users</li></ul>	01	No		
31	Microsoft Office <ul style="list-style-type: none"><li>• Single User</li><li>• Multiple User</li></ul>	01	No		
32	Windows Server 2019 (Original)	01	No		
33	HDMI Cable 15 meter	01	No		
34	Printer USB Cable 10/15 Meter	01	No		



35	PC Cleaning Spray (Good quality)	01	No		
36	Monitor Screen Cleaning Spray (Good Quality)	01	No		
37	PVC Single Core Cable a. 3/0.029" b. 7/0.029" c. 7/0.036" d. 7/0.044"	01	Coil		
38	Bracket Fan 16" (Copper winding)	01	No		
39	Ceiling Fan 56" (Copper winding)	01	No		
40	Flexible Cable Twin Core a. 23/0.076 b. 40/0.076 c. 70/0.076	01	Coil		
41	PVC Four Core Copper Cable a. 10 mm b. 16 mm c. 25mm d. 50 mm e. 70 mm f. 95mm	01	Meter		
42	Pedestal Fan Standard Size-GFC, PAK FAN or Equivalent	01	No		

**Note:**

1. Bid must be quoted in above format, by mentioning the unit and Brand/Model No. If not submitted as above, then its bid against item/items should be considered as non-Responsive.
2. If bidder quotes unit cost in rate of Box/Pack, the bidder must mention the number of items per Box/Pack, also.

3. Sample will be called at the time of selection/issuance of PO, if required. U-EAS reserve the right to ignore the lowest bidder and move to next bidder, if their samples were not as per standard quality.

## **8. BLACKLISTMENT OF DEFAULTED BIDDER/CONTRACTOR**

### **Conditions for Blacklisting of Defaulted Bidder/Contractor under rule 44 of KPPRA Rules 2014**

The following are the events which would lead to initiate (Rule 44 of KPPRA Rules 2014) blacklisting/debarment process;

- a. Consistent failure to provide satisfactory performances.
- b. Found involved in corrupt/fraudulent practices.
- c. Abandoned the place of work permanently.

### **Conditions for debarment of Defaulted Bidder/Contractor**

- I. Failure or refusal to;
- II. Accept Purchases Order / Services order terms;
- III. Make supplies as per specifications agreed:
- IV. Fulfill contractual obligations as per contract
- V. Non execution of work as per terms & condition of contract.
- VI. Any unethical or unlawful professional or business behavior detrimental to good conduct and integrity of the public procurement process.
- VII. Persistent and intentional violation of important conditions of contract.
- VIII. Non-adherence to quality specifications despite being importunately pointed out.
- IX. Security consideration of the State i.e., any action that jeopardizes the security of the State or good repute of the Peshawar Institute of Cardiology Peshawar.

### **Procedure for blacklisting and debarment**

1. Competent authority of Peshawar Institute of Cardiology may on information, or on its own motion, issue show cause notice to the bidder.
2. The show because notice shall contain the statement of allegation against the Bidder.
3. The bidder will be given maximum of seven days to submit the written reply of the show cause notice.
4. In case the bidder fails to submit written reply within the requisite time, the competent authority may proceed forth with ex-parte against the bidder.
5. Direct to issue notice of personal hearing to the bidder/ authorized representative of the bidder and the competent authority shall decide the matter on the basis of available record and personal hearing, if availed.
6. The competent authority shall decide the matter within thirty days from the initiation of proceedings.
7. The order of competent authority shall be communicated to the bidder by indicating reasons.

8. The order past as above shall be duly conveyed to the PKPRA and defaulting bidder within three days of passing order.
9. The duration of debarment may vary up to five years depending upon the nature of violation.

#### **9. REDRESSING OF GRIEVANCES**

- a. The purchaser shall constitute a committee comprising of disagreed & notified by the competent authority proper powers and authorizations to address the complaints of bidders that may occur prior to the entry into force of the procurement contract.
- b. Any bidder feeling aggrieved by any act of the purchaser after the submission of his bid may lodge a written complaint concerning his grievances not later than 03 days after the announcement of the bid evaluation report.
- c. The grievance redressed Officer shall investigate and decide upon the complaint within 06 days of the receipt of the complaint. The report along with decision shall be forwarded to the purchaser officer within the prescribed period.
- d. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.
- e. Note: Grievance notified & designated who can invite appropriate official as co-opted member for grievance.

#### **10. AWARD OF CONTRACT:**

Contracts shall be confirmed through a below written agreement signed by the successful bidder and the U-EAS, Swat on Judicial Stamp Papers.

#### **11. PAYMENT:**

- a. No advance payment will be permissible.
- b. The payment will be made after successful supply, installation/inspection and test run of all requisite items.

#### **12. AGREEMENT DEED ON JUDICIAL STAMP PAPER.**

### **AGREEMENT DEED**

**FOR PROCUREMENT STATIONARY, KITCHEN & MISCELLANEOUS ITEMS THROUGH FRAME WORK AGREEMENT**

**THIS AGREEMENT DEED** is made on this day of \_\_\_\_ September in the year 2021 by and between;

**University of Engineering and Applied Sciences, Swat**  
situated at Molano Chum, Chinar Stop, Gul Jabba, Tehsil Kabal, District Swat.

**through its Project Director**

(hereinafter referred to as '**First Party**' which expression shall unless repugnant to the context mean and include its heirs, executors, administrators, successors and assigns)

And  
**M/s [Firm Name]**

(hereinafter referred to as ‘**Second Party**’ which expression shall unless repugnant to the context mean and include its heirs, executors, administrators, successors and assigns).

(both the above hereinafter collectively referred to as ‘**Parties**’)

WHEREAS the Second Party has agreed to supply **Stationary, Kitchen, Grocery, IT, Electrical and Miscellaneous items** (hereinafter referred as ‘Goods’) out of the fresh stock to the First Party on the following terms and conditions:

TERMS AND CONDITIONS:

1. Second Party shall deliver and install the Goods at the premises and precincts of University of Engineering and Applied Sciences, Swat
2. The specification, quality, quantity of goods shall be in conformity to purchase orders, which shall be made part of this Agreement Deed. The Second Party shall include the ancillary Services attached with the items/Goods.
3. The goods supplied under this Agreement Deed shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, it shall conform to the authoritative standards appropriate to the Equipment’s country of origin. Such standards shall be the latest issued by the concerned institution.
4. The Second Party shall be required to provide any or all of the following services, including additional services, if any, specified in contract:
  - i. performance or supervision of on-site assembly and/or start-up of the supplied Goods;
  - ii. furnishing of tools required for assembly and / or maintenance of the supplied Goods;
  - iii. performance or supervision of maintenance and/or repair of the supplied Equipment, for a period of time indicated in purchase order, provided that this service shall not relieve the Second Party of any warranty obligations under this Agreement Deed; and
  - iv. performance or supervision or maintenance and/or repair of the supplied Equipment, for a period of time indicated in purchase order, provided that this service shall not relieve the Second Party of any warranty obligations under this Agreement Deed; and
  - v. Training of the First Party’s personnel, at the Second Party’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.
5. The Second Party will be liable to complete the supply within stipulated time limit i.e. 10 days after the issuance of the Purchase order.
6. The Second Party will liable to complete the supply within stipulated time limit by confirming quality, quantity and timeline up to the entire satisfaction of First Party.
7. The Second Party warrants that the Equipment/Goods supplied under this Agreement Deed are brand new, unused, of the most recent or current models and that they incorporate all recent improvements in design and materials unless provided otherwise in this Agreement Deed. The Second Party further warrants that all goods supplied under this Agreement Deed shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the First Party specifications) or from any act or omission of the Second party, that may develop under normal use of the supplied Equipment in the conditions prevailing in the country of First Party.
8. The First Party shall promptly notify the Second Party in writing of any claims arising under this warranty.
9. The First Party, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Second party, may terminate this Agreement Deed in whole or in part:
  - a. if the Second Party fails to deliver any or all of the goods within the period(s) specified in this Agreement Deed, or within any extension thereof granted by the First Party; or
  - b. if the Second Party fails to perform any other obligation(s) under this Agreement Deed.
  - c. if the Second Party, in the judgment of the First Party has engaged in corrupt or fraudulent practices in competing for or in executing this Agreement Deed.

- 10.** The Second Party shall be responsible for the transportation of the Equipment/goods and the transportation charges incurred thereof. The Second Party shall complete the supply and installation of goods within the stipulated period as mentioned in the supply order.
- 11.** The Second Party shall be responsible for any defect in goods or supply of goods. The entire goods will be free of any charges and encumbrance of what so nature and the First Party or its agent will be authorized at all reasonable time to view, check and examine the conditions of the supplied goods.
- 12.** The Second Party 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 Agreement Deed. 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.
- 13.** The First Party will be at liberty, at all times and shall have the right to return the goods, provided/delivered by the Second Party with regard to quality, quantity, value or otherwise fitness for use. Notwithstanding anything contained hereinabove, it is hereby agreed by both Parties that the First Party at all times be at liberty and shall have the right to cancel or reduce the quantity, without assigning any reason.
- 14.** The amount of performance security, as a percentage of the Contract Price, shall Not Be Required. However, the bid securities of Rs. 30,000 /- received at the time of bids submission shall be retained by Peshawar Institute of Cardiology as Performance Security till the end of contract period and will be released back to successful bidders after the expiry of contract period, subject to the condition that all contractual obligations related to supplies are fulfilled.
- 15.** The Second Party shall not be liable for forfeiture of its performance/bid security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under this Agreement Deed is the result of an event of Force Majeure.  
If a Force Majeure situation arises, the Second Party shall promptly notify the First Party in writing of such condition and the cause thereof. Unless otherwise directed by the First Party in writing, the second Party shall continue to perform its obligations under this Agreement Deed as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
- 16.** Any notice given by one party to the other pursuant to this Agreement Deed shall be sent to the other party in writing or by cable, telex, or facsimile and confirmed in writing to the other party's address specified in contract.
- 17.** A notice shall be effective when dispatched on the given address of the Parties in this Agreement Deed via above means.
- 18.** Payment to the Second Party shall be on presenting a bill in the shape of summary duly verified by Finance Department. The bill shall be counter verified from the end using department before clearance. Demand in violation of this clause of agreement may lead to imposition of reasonable amount of fine up to 10% of total amount of award/PO.
- 19.** The Equipment shall be open to inspection at all times during the agreement period. The inspection of Equipment shall be carried out by a representative from purchase, legal, quality control, finance or end using department.
- 20.** Besides the above conditions the Second Party shall be bound to fulfill the defacing if found at any time and for the purpose shall be ready to sign and execute a fresh agreement if needed.
- 21.** Each Clause of this Agreement Deed shall be and remain separate from and independent of and severable from all and any other Clauses herein except where otherwise indicated by the context of this Agreement Deed. The decision or declaration that one or more of the Clauses are null and void shall have no effect on the remaining Clauses of this Agreement Deed.
- 22.** This Agreement Deed may be reviewed at any stage with mutual consultation of both Parties, if required. All amendments or addition to this Agreement Deed must be in writing and signed by both Parties through addendum to

this Agreement. No amendment of any provision of this Agreement Deed shall be valid unless the same shall be in writing and signed by the Parties

**23.** The validity, interpretation, construction and performance of this Agreement Deed shall be governed by the KPPRA Act 2012, KPPRA Rule 2014, KPPRA Standard Bidding Documents and Laws of Khyber Pakhtunkhwa in Pakistan. This Agreement Deed shall be interpreted with all necessary changes in gender and in number as the context may require and shall convey to the benefit of and be binding upon the respective successors and assigns of the parties hereto.

IN WITNESS WHEREOF the Parties mentioned above have carefully pursued the terms and condition embodied in this Agreement Deed and have executed the same, setting their signatures below, on the date and place mentioned above.

\_\_\_\_\_  
**Dr. Najeeb Ullah**  
Project Director  
University of Engineering and Applied Sciences, Swat  
For & On Behalf of First Party

\_\_\_\_\_  
**Name:**  
Owner/Proprietor/C.E.O. etc  
M/s [*Firm Name*]  
For & On Behalf of Second Party

**WITNESSES**

FOR FIRST PARTY

SECOND PARTY

Signature.1. \_\_\_\_\_

Signature 1. \_\_\_\_\_

Name \_\_\_\_\_

Name: \_\_\_\_\_

CNIC No.: \_\_\_\_\_

CNIC No.: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Signature.2. \_\_\_\_\_

Signature.2. \_\_\_\_\_

Name \_\_\_\_\_

Name: \_\_\_\_\_

CNIC No.: \_\_\_\_\_

CNIC No.: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Contact No.: \_\_\_\_\_