

UNIVERSITY OF GUJRAT

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INVITATION FOR BIDS

PROCUREMENT NAME:	PROCUREMENT OF LAB EQUIPMENT FOR HEC (NRPU) FUNDED PROJECT NO. 8498 ENTITLED "CARBOHYDRATE BASED NATURAL POLYMERS AND THEIR NANOPARTICLES FOR DEVELOPMENT OF SUTURES FOR WOUND DRESSING" HAFIZ HAYAT CAMPUS, UNIVERSITY OF GUJRAT, GUJRAT.
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No. 8498/Punjab/NRPU/R&D/HEC/2017

University of Gujrat invites bids from reputed firms, registered with Sales Tax & Income Tax departments with active taxpayer profile and having adequate past experience and financial capabilities, for supply of above mentioned item(s). Bids shall be processed on **Single Stage Two Envelope Bidding Procedure**. Bidding documents can be obtained w.e.f. the date of its publication on submission of a written request on company's letter head from the office of the Director Purchase University of Gujrat. Request must be accompanied with **Bid Fee of Rs. 1,000/-** in form of Pay Order/Demand Draft/or cash deposit voucher in UOG Misc. Fee A/C # 6510031945600024, Bank of Punjab, UOG Branch Gujrat. Bidding documents can also be **downloaded from PPRA's website** and Pay Order/Demand Draft of bid fee must be attached along with technical bid submitted. **Technical Proposal must contain Bid Security in the form of CDR/Demand Draft/Pay Order in favor of Treasurer, University of Gujrat (Bid security @ 2% of Estimated Cost as given in tender documents)**. Sealed bids in conformity with bidding documents should reach in the office of the Director Purchase UOG, not later than **11:00 AM on 17.02.2022**. Sealed proposals shall be opened on same day **at 11:30 AM** in the presence of bidders or their representatives having valid authority letter from their respective organization. University shall not be responsible for delays & non delivery caused by courier firms/post office etc. regarding issuance & receiving of bidding document/proposals etc. Bids which are incomplete, unsigned & unstamped on bid form, unsealed, without bid security and late by specified time shall not be considered. The University Management may reject all bids at any time prior to acceptance of a bid, as provided under Rule-35 of Punjab Procurement Rules-2014.

**DR. HIRA MUNIR
PRINCIPLE INVESTIGATOR
DEPARTMENT OF BIOCHEMISTRY,
HAFIZ HAYAT CAMPUS
UNIVERSITY OF GUJRAT**

INSTRUCTIONS FOR BIDDERS

1. Bidders are requested to read each & every clause of bidding documents carefully including instructions for bidder part.
2. Organization must be registered with Federal Board of Revenue for Income & Sales Tax Purposes with active tax payer profile.
3. Bidding documents can be obtained on submission of a written request on company's letter head from office of the Principal Investigator, University of Gujrat. Request must be accompanied with **Bid Document Fee as prescribed in tender notice**, in form of Pay Order/Demand Draft/ in favor of "Treasurer University of Gujrat" or cash deposit voucher in UOG Misc. Fee. A/C# 6510031945600024, Bank of Punjab UOG Branch Gujrat. Bidding documents can also be **downloaded from PPRA's website** and Pay Order/Demand Draft of bid fee must be attached along with technical bid submitted.
4. Technical Proposal must contain **2% Bid Security** in the form of **CDR/Demand Draft/Pay Order** in favor of **Treasurer, University of Gujrat** (Bid security @ 2% of Estimated Cost as given in tender documents).
5. Bidding procedure of **single stage two envelope** shall be applicable under Punjab Procurement Rule 38 (1) which implies; -
 - i. The UOG officials before award of the contract may seek. The bid shall be submitted in a single package consisting of two separate envelopes, containing separately the financial and the technical proposals;
 - ii. The envelopes shall be marked as, "Financial Proposal" and "Technical Proposal";
 - iii. In the first instance, the "Technical Proposal" shall be opened and the envelop marked as "Financial Proposal" shall be retained unopened in the custody of University;
 - iv. University shall evaluate the technical proposal and shall have right to reject proposals which does not conform to specified requirements;
 - v. After the evaluation and approval of technical proposals University shall open the financial proposals of technically acceptable bids for which time, date and venue shall be communicated to bidders in advance;
 - vi. The financial bids found technically not acceptable shall be returned unopened to the respective bidders and;
 - vii. The lowest evaluated bidder shall be awarded contract within the original or extended bid validity period;
6. **Sealed bids** in conformity with bidding documents should reach in the office of the Principal Investigator, not later than date & time as prescribed in tender notice. Proposals shall be opened on same **day & time as prescribed in tender notice** in the presence of bidders or their authorized representatives.
7. University shall not be responsible for delays & non delivery caused by courier firms/post office etc. regarding issuance & receiving of bidding document/proposals.
8. **In case of holiday** or unforeseen situation resulting closure of University on the date of opening, bids shall be submitted/opened on next working day at the same time & venue.
9. Bids which are incomplete, without signatures & stamp, unsealed, without bid security and late by specified time shall not be considered.
10. Bids proposing substandard, low quality or refurbished items shall be rejected. Documentary evidence showing genuineness of brand name, model and country of origin of the product so offered should also be attached, if required.

11. Flags may be applied putting in order all necessary documents and particulars to these instructions. Page numbers should be written on entire proposal with sign & stamp of authorized officials.
12. Bidding organization is expected to quote **proposal in accordance to bid form**. In case it intends to use its own pattern of bid form then every component offered by bidding organization must be clearly identified about its matching/reference component number given in University's prescribed bid form.
13. Bidding organization should submit an **affidavit about its status about present black listing** by Govt. and its subsidiary organizations/ departments/ autonomous bodies.
14. Rates must be quoted in Pak Rupees including all relevant Taxes and FOR Gujrat basis.
15. **One person/organization/company may submit one bid** and if one person submits more than one bids, the procuring agency shall reject all such bids, as provided under Rule-36a of Punjab Procurement Rules, 2014.
16. Successful bidder shall have to enter into **contract agreement** on stamp paper, of **Rs.1,200/- or 0.25% of ordered value** whichever is greater, on standard terms & conditions of bidding regarding items, technical specifications, their costs, delivery time, removal of defects, warranty, inspection & completion certification of qualitative and quantitative aspects, billing, payments, closing of contract and other necessary terms.
17. **Performance guarantee** in shape of CDR/Bank Draft/unconditional bank guarantee shall be submitted by successful bidder/contractor equivalent to **5% of contract** amount. Insurance guarantees/cheques or third party undertakings shall not acceptable.
18. **Quantity** of items may vary (increase/decrease) at the time of supply order, as per PPRA rules.
19. Proposals shall remain valid for at **least 120 days**, initially, w.e.f. opening date.
20. University Management may reject all bids at any time prior to the acceptance of a bid, as provided under Rule-35 of Punjab Procurement Rules, 2014.
21. Conditional bids, if submitted, shall be rejected at any stage of procurement process by the University of Gujrat.
22. "Under rule 21(1) of Punjab Procurement Rules 2014, University management may, for a specified period, debar a bidder or contractor from participating in any public procurement process, if the bidder or contractor has:
 - I. Acted in a manner detrimental to the public interest or good practices.
 - II. Consistently failed to perform his obligation under the contract.
 - III. Not performed the contract up to the mark.
 - IV. Indulged in any corrupt practice."

1. **EVALUATION CRITERIA:**

The proposals will be evaluated based on the submitted documents as per following criteria.

a. **Technical Evaluation Criteria**

- i. Technical Specifications meets requirements as per tender documents (Mandatory criteria condition)
- ii. **Qualifying marks** are **60** for following criteria

Sr.	Criteria	Marks
1	<u>Specific Experience</u> of undertaking 3 Similar Assignments Work order of 0.2 Million = 10 Points Work order of 0.4 Million = 20 Points Work order of 0.6 Million = 30 Points	30
2	Financial Position (Bank Statement for period 01.09.20 to 28.02.21) at closing balance closing balance 10 marks for bank balance Rs. 0.2 Million 20 marks for bank balance Rs. 0.4 Million 30 marks for bank balance Rs. 0.6 Million	30
3	Authorization/Dealership/ distributor certificate	10
4	After Sale & Service Warranty (1 year = 15 marks, 2 years= 30 marks)	30

- b. **Financial Bid of those bidders will be opened whose technical bids are considered as qualified by the respective committee/office.**

Bidder Profile

Firm Name			
Entity of Firm	<input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Company <input type="checkbox"/> Other		
Nature of Business	<input type="checkbox"/> Manufacturer <input type="checkbox"/> Vendor/Supplier		
Addresses / Branches			
Telephone / Fax			
Email			
Date & Place of Registration			
Company's NTN / Sales Tax Reg. No.	NTN_____S.T.N._____		
Owner's Detail	Name:_____CNIC _____ Address_____		
No. of Employees			
Year of Establishment			
Annual Sales	2018-19	2019-20	2020-21
Five Major Clients	i) _____ ii) _____ iii) _____ iv) _____ v) _____		
Bank Details	Bank:_____ A/c # _____		

Check List for Required Documents

Name of Organization: _____

Sr.	Document	Attached Yes / No	Flag
1	Copy of CNIC		
2	2% Bid Security		
3	Copy of Registration with FBR with active tax payer profile		
4	Evidence of Non Black Listing		
5	Authorization Distributor certificate (Mandatory)		

TECHNICAL SPECIFICATIONS

Total Estimated Cost

Rs. 3.4Millions

Sr.	Experiment/ Set Name	Detail of Components	Qty.
1	Fourier Transform Infrared Spectrophotometer (FTIR)	<p>Computer based FTIR System with Smart Orbit Diamond ATR and standard Libraries (20,000) and Software to support Biochemistry & Biotechnology Solid and Liquid applications is required. Spectral Range: 7800 – 350 cm⁻¹ using proprietary KBR beam splitter. Beam splitters :choose between KBr (7800-350 cm⁻¹), :CsI (6400-200 cm⁻¹), or XT-KBr (11000-375 cm⁻¹) Optical resolution : < 0.9 cm⁻¹ resolution or Better Peak-to-peak noise(1 minute scan): 2.2 x 10⁻⁵ Abs. (> 22,000:1) RMS noise (1 minute scan): < 5.5 x 10⁻⁶ Abs. Wavenumber precision: Better than 0.01 cm⁻¹precision at2000 cm⁻¹ Detector: Detectors – a selection of DTGS, TE-cooled DTGS, MCTA detectors. Light transmittance range 2.5 μ m~25 μ m Electronics – high-performance module with 24-bit ADC, 500 KHz A/D speed, and USB 2.0 interface Integrated scan buttons: execute common OMNIC software commands directly at system.</p> <p>Smart Sampling Modules</p> <p>Widest range of accessories for any sampling technique – transmission, single or multibounce ATR, specular or diffuse reflectance, gas analysis, etc. Automatic accessory recognition, performance checks, and experiment selection. Data quality checks can identify potential problems, such as scratched or dirty crystals to ensure data quality. Proprietary Search Expert and QC Compare software features give expert advice. Search Expert feature provides matches and interpretation of results QC Compare allows comparison of collected data with</p>	1 Set

	<p>known standards for pass/fail confirmation</p> <p>Software must be CFR Part 11 Compliance.</p> <p>Spectral Libraries: Polymers, Pharmaceuticals, Chemicals, Biochemistry Biotechnology and more.</p> <p>Removable liquid cell.</p> <p>Spectrometer Dimensions: 50 cm (w) x 58 cm (d) x 23 cm (h) with Smart Accessories; 29 cm (h) with full sample compartment.</p> <p>Complete Computer system.</p> <p>Manual : copy of Service Manual / Copy of Installation Manuals</p> <p>Training: Installation Commissioning at Site, Training at least two users is mandatory.</p> <p>CD/ Technical Literature, Installation guidelines and electrical requirements must be mentioned in the tender bid. USA/GERMANY.</p>	

NOTE: The mentioned prices are inclusive all taxes.

Authorized Person

Name: _____

CNIC No. _____

Phone No. _____

Company Name: _____

Signature: _____

TECHNICAL BID FORM

(To be filled/signed/stamped by the bidder)

Sr.	Offered Item (Brand/Model)	Specification	Quantity
1			
2			
3			

Authorized Person

Name: _____

CNIC No. _____

Contact no. _____

Company Name: _____

Signature: _____

Date & Stamp: _____

FINANCIAL BID FORM

(To be filled/signed/stamped by the bidder)

Sr.	Offered Item (Brand/Model)	Quantity	Unit Price with All Taxes	Total Price with All Taxes
1				
2				
3				

Authorized Person

Name:_____

CNIC No._____

Contact no. _____

Company Name: _____

Signature:_____

Date & Stamp: _____