



**SHAHEED BENAZIR BHUTTO UNIVERSITY
SHAHEED BENAZIRABAD**

TENDER DOCUMENTS
FOR
LAB EQUIPMENTS FOR FINE ARTS & DESIGNING
(Graphics and Fashion Designing)

WILL BE ***SUBMITTED*** UPTO

13/05/2022 @ 11:00 Hours

OPENED ON

13/05/2022 @ 11:30 Hours

INSTRUCTIONS TO BIDDERS

1. The Contract resulting from this invitation to tender shall be governed by the SPP Rule 2010.
2. In the event of Tender being submitted by the firm, it must be signed by the Supplier /Manufacturer / Dealer / Supplier thereof, in the event of the absence of any partner it must be signed on his behalf by a person holding a power of attorney authorizing to do so.
3. The amount of earnest money deposited shall be Rs. 2% of the maximum quoted value of all items, earnest money should be paid by the Suppliers through Pay Order / Demand Draft of the scheduled banks in favor of Vice Chancellor, Shaheed Benazir Bhutto University Shaheed Benazirabad **(No other payment will be accepted)**.
4. The procuring Agency reserves the right to call any or all the bidder (s) to give presentation / demonstration for their items/supplies.
5. The proposal of bid shall be opened publicly at the time, date and venue announced and communicated to the bidders in advance.
6. The bidder has to quote the total value of bids in the financial proposal including all taxes.
7. The income tax and all Government taxes shall be deducted at a source on total value of bid.
8. The bidder has to provide the GST registration certificate, NTN and Sindh Revenue Board registration certificate. The Department while making payments to any supplier / Supplier shall deduct according to rule.
9. The Procuring Agency shall have right of rejecting all or any of the tenders as per provisions of SPP Rules 2010.
10. The bidders will supply a sample of the material (if any) for approval (if applicable).

BIDDING DATA

- (a). **Name of Procuring Agency** Shaheed Benazir Bhutto University, SBA
- (b). **Brief Description of Supply's** Supply, Of Lab Equipment for Fine Arts & Designing
(Graphics And Fashion Designing)
- (c). **Procuring Agency's address** SBBU SBA, Sakrand Road Near landhi stop
Nawabshah
- (d). **Estimated Cost: -** 12.25 Million
- (e). **Earnest Money: -** 2% of Contract Supply -
- (f). **Period of Bid Validity (days):-** 90 DAYS
- (g). **Retention Money: -** 5% of Contract Supply
- (h). **Percentage, if any, to be deducted from bills: -** Income Tax, SRB & GST (as per rule)
- (i). **Venue, Time, and Date of Bid Opening: -** Office of the Project Coordinator, SBBU,
SBA – 11:30 am @ 13-05-2022
- (j). **Time for Completion from written order of commence: -** 03-Months
- (k). **Deposit Receipt No: Date: Amount: -----**

Conditions of Contract

Clause – 1: Commencement & Completion Dates of supply

The Supplier shall not enter upon or commence any portion or supply except with the written authority and instructions of The Procuring Agency-in-charge/Project Director/Executive Engineer or of in subordinate-in-charge of the supply. Failing such authority the Supplier shall have no claim to ask for measurements of or payment for supply.

The Supplier shall proceed with the supplies with due expedition and without delay and complete the supplies in the time allowed for carrying out the supply as entered in the tender shall be strictly observed by the Supplier and shall be reckoned from the date on which the order to commence supply is given to the Supplier. And further to ensure good progress during the execution of the work, Supplier shall be bound, in all in which the time allowed for completion of any supply exceeds one month, to achieve progress on the prorated basis.

Clause – 2: Liquidated Damages

The Supplier shall pay liquidated damages to the Procuring Agency at the rate per day stated in the bidding data for each day that the completion date is later than the Intended completion date; the amount of liquidated damage paid by the Supplier to the Procuring Agency shall not exceed 10% of the contract price. Procuring Agency may deduct liquidated damages from payments due to the Supplier. Payment of liquidated damages does not affect the Supplier's liabilities.

Clause – 3: Termination of the Contract

(A) Procuring Agency/Project Director may terminate the contract if either of the following conditions exist:-

- (i) Supplier causes a breach of any clause of the Contract;
- (ii) The progress of any particular portion of the supply is unsatisfactory and notice of 10 days has expired;
- (iii) In the case of abandonment of the supply owing to the serious illness or death of the Supplier or any other cause.
- (iv) Supplier can also request for termination of contract if a payment certified by The Procuring Agency is not paid to the Supplier within 45 days of the date of the submission of the bill;

(B) The Procuring Agency has power to adopt any of the following courses as may deem fit:-

- (i) To forfeit the security deposit available except conditions mentioned at a (iii) and (iv) above;
- (ii) To finalize the supply as per the adopted procedure.

(C) In the event of any of the above courses being adopted by the Project Director/Executive Engineer/Procuring Agency, the Supplier shall have:-

- (i) No claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials, or entered into any engagements, or made any advances on account of, or with a view to the execution of the supply or the performance of the contract,
- (ii) However, the Supplier can claim in writing regarding the performance of such supply and has not been paid.
Procuring Agency/Engineer may invite fresh bids for remaining supply.

Clause 4: JOINT VENTURE (FORM A-5)

The Supplier can form a Joint Venture (JV) to strengthen their technical & financial capabilities. In case of JV all information regarding both partners shall be given in relevant forms. JV agreement should be attached for information. Marking for Joint Venture Firms will be Cumulative.

Joint Venture must comply with the following minimum requirements: -

- a. The lead partner shall meet not less than 50 percent of all qualifying criteria given in Para's 3.1 and 3.7 heretofore.
- b. Each of the partners shall meet not less than 25 percent of all the qualifying criteria given in Para's 3.1 and 3.7 heretofore.
- c. The joint venture must collectively satisfy the criteria of Para's 3, 4 and 5, for which purpose the relevant figures for each of the partners shall be added together to arrive at the JV's total capacity. Individual members must satisfy each of the requirements of Para's 3.5 and 3.6 heretofore.
- d. Any change in a JV after qualification shall not be allowed.
- e. Already qualified firm or partner of any JV, cannot form JV with any other firm.
- f. Bid shall be signed by all members in the JV so as to legally bind all partners, jointly and severally, and any bid shall be submitted with a copy of the JV agreement duly incorporating the joint and several liabilities with respect to the contract.
- g. The prequalification of a JV does not necessarily prequalify any of its partners individually or as a partner in any other JV or association.

Clause 5: Possession of the site and claims for compensation for delay

The Procuring Agency shall give possession of all parts of the site to the **Supplier**. If possession of site is not given by the date stated in the contract data, no compensation shall be allowed for any delay caused in starting of the supply on account of any acquisition of land, water standing in borrow pits/ compartments or in according sanction to estimates. In such case, either date of commencement will be changed or period of completion is to be extended accordingly.

Clause –5: Extension of Intended Completion Date

The Procuring Agency either at its own initiatives before the date of completion or on desire of the Supplier may extend the intended completion date, if an event (which hinders the execution of contract) occurs or a variation order is issued which makes it impossible to complete the supply by the intended completion date for such period as he may think necessary or proper. The decision of the Executive Engineer in this matter shall be final; where time has been extended under this or any other clause of this agreement, the date for completion of the supply shall be the date fixed by the order giving the extension or by the aggregate of all such orders, made under this agreement.

When time has been extended as aforesaid, it shall continue to be the essence of the contract and all clauses of the contract shall continue to be operative during the extended period.

Clause –6: Specifications

The Supplier shall execute the whole and every part of the supply in the most substantial and supply-man-like manner and both as regards materials and all other matters in strict accordance with the specifications lodged in the office of the Executive Engineer and initialed by the parties, the said specification being a part of the contract. The Supplier shall also confirm exactly, fully and faithfully to the designs, drawing, and instructions in writing relating to the supply signed by The Procuring Agency-in-charge and lodge in his office and to which the Supplier shall be entitled to have access at such office or on the site of supply for the purpose of inspection during office hours and the Supplier shall, if he so requires, be entitled at his own expense to make or cause to be made copies of the specifications, and of all such designs, drawings, and instructions as aforesaid.

Clause –7: Payments

- (A) **Interim/Running Bill.** Interim Payment will be released as recommended by the concerned officer after inspection in terms of material delivery.
- (B) **The Final Bill.** A bill shall be submitted by the Supplier within ten days of the date fixed for the completion of the supply otherwise Engineer-in-charge's certificate of the measurements and of the total amount payable for the supplies shall be final and binding on all parties.

Clause – 8: Reduced Rates

In cases where the items of supply are not accepted as so completed, The Procuring Agency-in-charge may make payment on account of such items at such reduced rates as he may consider reasonable in the preparation of final or on running account bills with reasons recorded in writing.

Clause – 9: Issuance of Variation and Repeat Orders

- (A) Procuring Agency may issue a Variation Order for procurement of supplies, physical services from the original Supplier to cover any increase or decrease in quantities, including the introduction of new supply items that are either due to change of plans, design or alignment to suit actual field conditions, within the general scope and physical boundaries of the contract.
- (B) Supplier shall not perform a variation until the Procuring Agency has authorized the variation in writing subject to the limit not exceeding the contract cost by of 15% on the same conditions in all respects on which he agreed to do them in the supply, and at the same rates, as are specified in the tender for the main supply. The Supplier has no right to claim for compensation by reason of alterations or curtailment of the supply.
- (C) In case the nature of the supply in the variation does not correspond with items in the Bill of Quantities, the quotation by the Supplier is to be in the form of new rates for the relevant items of supply, and if The Procuring Agency-in-charge is satisfied that the rate quoted is within the rate supplied out by him on detailed rate analysis, and then only he shall allow him that rate after approval from higher authority.
- (D) The time for the completion of the supply shall be extended in the proportion that the additional supply bear to the original contract supply.
- (D) In case of quantities of supply executed result the Initial Contract Price to be exceeded by more than 15%, and then Engineer can adjust the rates for those quantities causing excess the cost of contract beyond 15% after approval of Superintending Engineer/Authority.

- (F) **Repeat Order:** Any cumulative variation, beyond the 15% of initial contract amount, shall be subject of another contract to be tendered out if the supplies are separable from the original contract.

Clause-10: Quality Control.

- (A) **Identifying Defects:** If at any time before the security deposit is refunded to the Supplier/during defect liability period mentioned in bid data, The Procuring Agency-in-charge or his subordinate-in-charge of the supply may instruct the Supplier to uncover and test any part of the supplies which he considers may have a defect due to use of unsound materials or unskillful supplymanship and the Supplier has to carry out a test at his own cost irrespective of supply already approved or paid.
- (B) **Correction of Defects:** The Supplier shall be bound forthwith to rectify or remove and reconstruct the supply so specified in whole or in part, as the case may require. The Supplier shall correct the notified defect within the Defects Correction Period mentioned in notice.
- (C) **Uncorrected Defects:**
- (i) In the case of any such failure, the Engineer-in-charge shall give the Supplier at least 14 days notice of his intention to use a third party to correct a defect. He may rectify or remove, and re-execute the supply or remove and replace the materials or articles complained of as the case may be at the risk and expense in all respects of the Supplier.
 - (ii) If The Procuring Agency considers that rectification/correction of a defect is not essential and it may be accepted or made use of; it shall be within his discretion to accept the same at such reduced rates as he may fix therefore.

Clause – 11: Inspection

- (A) **Inspection of Operations.** The Engineer and his subordinates, shall at all reasonable times have access to the site for supervision and inspection of supplies under or in course of execution in pursuance of the contract and the Supplier shall afford every facility for and every assistance in obtaining the right to such access.
- (B) **Dates for Inspection and Testing.** The Procuring Agency shall give the Supplier reasonable notice of the intention of The Procuring Agency-in-charge or his subordinate to visit the supply shall have been given to the Supplier, then he either himself be present to receive orders and instructions, or have a responsible agent duly accredited in writing present for that purpose, orders given to the Supplier's

duly authorized agent shall be considered to have the same force and effect as if they had been given to the Supplier himself.

Clause – 12: Examination of supply before covering up

- (A) No part of the supplies shall be covered up or put out of view/beyond the reach without giving notice of not less than five days to The Procuring Agency whenever any such part of the supplies or foundations is or are ready or about to be ready for examination and The Procuring Agency shall, without delay, unless he considers it unnecessary and advises the Supplier accordingly, attend for the purpose of examining and measuring such part of the supplies or of examining such foundations;
- (B) If any supply is covered up or placed beyond the reach of measurement without such notice having been given, the same shall be uncovered at the Supplier's expense, and in default thereof no payment or allowance shall be made for such supply, or for the materials with which the same was executed.

Clause – 13: Risks Management

The Supplier shall be responsible for all risks of **loss of or damage to physical property or facilities or related services at the premises and of personal injury and death which arise during and in consequence of its performance of the contract.** If any damage is caused while the supply is in progress or become apparent within **three months** of the grant of the certificate of completion, final or otherwise, the Supplier shall make good the same at his own expense, or in default The Procuring Agency may cause the same to be made good by other supply men, and deduct the expenses from retention money lying with The Procuring Agency.

Clause-14: Measures for prevention of fire and safety measures

The Supplier shall not set fire to any standing jungle, trees, bush-wood or grass without a written permit from the Executive Engineer. When such permit is given, and also in all cases when destroying, cutting or uprooting trees, bush-wood, grass, etc by fire, the Supplier shall take necessary measures to prevent such fire spreading to or otherwise damaging surrounding property. The Supplier is responsible for the safety of all its activities including protection of the environment on and off the site. Compensation of all damage done intentionally or unintentionally on or off the site by the Supplier's labor shall be paid by him.

Clause – 15: Disputes

All disputes arising in connection with the present contract, and which cannot be amicably settled between the parties, the decision of the Superintending Engineer of the circle/officer/one grade higher to awarding authority shall be final, conclusive and binding on all parties to the contract upon all questions relating to the meaning of the specifications, designs drawings, and instructions, hereinbefore mentioned and as to the quality of supply Manship, or materials used on the supply or as to any other questions, claim, right, matter, or thing whatsoever in any way arising out of, or relating to the contract design, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the supplies, or the execution, of failure to execute the same, whether arising, during the progress of the supply, or after the completion or abandonment thereof.

Clause –16: Site Clearance if Satisfactory approved by Engineer.

Clause –17: Financial Assistance /Advance Payment

(A) **Mobilization advance:** No Mobilization

Clause –18: Refund of Security Deposit/Retention Money

The security shall be refunded after six months of complete supply (Completion Certificate) and ensuring removal of all defects.

Supplier

Executive Engineer/Procuring Agency

Sr. No:	Items	Description	Quantity	Unit Rate	Total Amount
Part-I	List of Equipment for Fine Arts with Furniture & Fixtures				
1	Caballo Art Bench	Wooden. Caballo Art Bench -Holds canvas or Drawing Board size 24"x36" Bench height 18",30" / length 36"/width 12"/Thickness of wood 1.5"	40		
2	Easel (Wooden/Metal)	WOODEN or METAL EASEL 5 FEET AND 6FEET / 145/170 CM- Ideal Height for painting, sketching and display. BOTH incline and canvas area can be adjusted. The easel stand can be completely disassembled for easy carrying. HIGH QUALITY- Rounded corners.	20		
3	Sculpture (Top Rotating Stools)	Iron/Meatal /Square Pipe wooden top with rotating system Reliable for long term use	20		
4	Wooden Miniature Tables	Wooden With Draz size 18"x24"	20		
5	Cution with Molty Foam 24"x24"	Polyester Ball Fiber Cushions Size 24"x 24" White Cushion Cover(Zip) Total Weight 1.2 kg Approx. Soft, comfortable, give neck pain relief relaxsit cushion	20		
6	Carpet	Room carpeting Size 12'x30' with installation	2		
7	Working Tables with darz	Laminated Engineered Wood , Color: as per choice, Lock in every door,	8		
8	Cupboards	Cupboards with 3 ft. and high 5 ft., Laminated	6		
9	Chair	Revolving Chair Relax Back support office chair, More than 250 lb. weight capacity.	30		
10	Lookers Unit each	Height 72inch width 44inch Depth 18inch STEEL SHEET	6		
11	Tracing Table(light fitted)	Illumination TFT LED technology Flicker free - Bluish uniform light - Table made of laminated - Standard Dimension w24" xh36"xl26".	5		
12	Wooden Stools	Wooden Stools Solid wood is a hardwearing natural material. Hand-hole in the top step makes the step stool easy to move. Solid wood is a hardwearing natural material.	30		
Part-II	List of required Equipment for Fashion Design, Textile and Computer Graphics				
1	Hand Loom (Large Size)	Hand Loom, Heddles , head Rolle, beater, treadles, take-up motion handle or complete Handloom (large size)	1		
2	Hand Loom	WILLOWDALE 48.0"H x 30.0"W Weaving Loom with Stand Wooden Multi-Craft Weaving Loom Arts & Crafts, Extra-Large Frame, Develops Creativity	8		

		Weaving Frame Loom with Stand			
3	Yarn Spinning wheel	Single Drive Single Treadle Lazy Kate4 Bobbins Threading Hook Wheel diameter: 22" (56cm) Orifice Diameter: 3/8" (1cm) Orifice Height: 27.25" (69cm) Weight: 17.5 lb. (8kg) Bobbin Capacity: 3 - 4 oz. (100gm) Single Drive Ratios: 7, 9, 12, 17:1	1		
4	Yarns (cons) for weft	Yarns (cons) for weft	75		
5	Shuttles	Shuttles	20		
6	Bobbins	Bobbins	40		
7	Digital fabric printing machine	1.0m(3.0 feet) printing width Auto-height measurement system Auto clean & Auto capping system, Media Type Vinyl, Flex Banner, Mesh, One Way Vision, Paper, Textile, Wall paper, Coated Banner, Photo Paper etc.,	1		
8	Iron	Iron	2		
9	Burner/stoves for dyeing	Burner/stoves for dyeing	2		
10	Computer	i7-10700, 1x 4GB UDIMM DDR4-2933, 1TB HDD 7200rpm 3.5", Integrated Intel UHD Graphics 630, DVD±RW, Integrated 100/1000M, RTL8822CE 11ac, 2x2 + BT5.0, Serial Port, Parallel Port, Internal Speaker, USB Calliope Keyboard, Black, English (UK), USB Calliope Mouse, Black, No OS, 3 Year Carry-in, Think Vision S22e-20, 21.5inch, HDMI, VGA, 3-year ,Windows 10 Pro .	10		
11	Graphic Tablets	Wacom Intuos Art Creative Graphics Pen & Touch Tab CTH-690/K0-CX Type Pressure-sensitive, cordless, battery-free Model Number Medium: CTH690AK (Black) Active Area Medium: 216 x 135 mm (8.5 x 5.3 in) ExpressKeys™ : Yes, 4 with application specific settings Multi-Touch: Yes Pressure Levels: 1024 Wireless Support : Yes (Sold separately) Weight Small: 480 ±50g Resolution: 2540 Ipi Reading Speed (pen): 133pps Pen Intuos Pen Cables Included: Yes Product Type Pen tablet Technology Patented electromagnetic resonance method pen USB cable Replacement pen nibs Software download instructions and code Quick start guide Installation CD Additional Accessories Wireless Accessory Kit Wireless Accessory Kit Battery Standard Black Pen Nibs (5 pack) Pen Set Specification numbers like active area, tablet size or weight are	5		
12	Etching Press	Etching Press with Blankets 4" SS Roller iron Bed Plates, Engliron Stand 32"x60"	1		
13	Eching Tub	S.S Eching Tub 24"x36"	1		

14	Wooden Resin	Wooden Resin Box x39"	1		
15	Hot Plate Electric	Hot Plate Electric 24"x30" each	1		
16	Buffing Machine	Fully-automatic 2 HP 3 Phase Buffing Machine	1		
17	Rubber Roller	Rubber Roller Roller 28x4"x6"each construction adhesive seam roller rubber tape Rubber Brayer	1		
18	Rubber ink Roller	8x12 C+P Rubber Chandler ROLLER for the letterpress printing press	2		
19	Exposing Unit	Exposing Unit 24"x36"	1		
20	Tracing Table 24"x36"lighting fitted	24"x36" LED light box drawing tracing board giving you a clearer and brighter view in stenciling sketching tattooing drawing diamond painting X-ray viewing etc. Eye-protecting non-flicking & even light. Long press the power button then you can sleeplessly adjust brightness find optimal light degree easily. Smart brightness memory function after turning on the brightness will automatically enter into the same as your last use.	2		
21	Zink plate	Zink plate 24x36" standard size	2		
22	copper plate	Copper plate 24"x36" 16 gage	2		
23	printmaking	Printmaking Tools for woodcut each set Wood Carving Tool Set for Artists	2		
24	Lonocut Tool	Lonocut Tools, each set	2		
25	Spot light	Spot light with stand	1		
26	Digital Camera DSLR	6.2MP DX format CMOS sensor 11 point AF system (with 3D tracking) 4 frames per second continuous shooting 1080p HD video 14 bit Raw shooting 3.0 inch side articulated LCD with 920,000 dots ISO 100 6400, expandable to 25600 Full time AF in live view In camera effects	1		
Total Amount Including All Taxes					

Supplier

Executive Engineer/Procuring Agency

Mandatory Conditions / Requirements (Component wise):

- Bidder must be Authorized distributor / Partner of the quoted items.
Letter / Certificate of Manufacturer is required.
- All items of BOQ need to be filled.

Bid Evaluation Criteria:

Technical evaluation will be done based on following parameters for eligibility of the Bidder: -

Minimum score required to qualify is 70%

S.N.	Technical Evaluation Criteria	Points	
i.	Experience of supplying similar nature goods during	25	
	last 10 years or above		25
	Last 5 years up to 9 years		20
	Less than 05 years		15
ii.	Experience of supplying similar nature goods to universities/HEIs:	10	
	05 or more projects more than Rs. 5 million worth		10
	03 or 04 projects more than Rs. 05 million worth		7
	Less than 03 projects of worth Rs. 5 million or more		5
iii.	Experience of supplying similar nature goods of worth:	15	
	05 or more projects of worth Rs. 50 million or above each project		15
	03 to 04 projects of worth Rs. 50 million or above each project		10
	Less than 03 projects of worth Rs. 50 million or above each project		8
iv.	The Average Annual Turnover of last three years:	10	
	Above Rs. 50 million		10
	From Rs. 30 million to 50 million		08
	Less than Rs. 30 million		05
v.	Tax returns of Last 05 years (<i>one mark on each year</i>)	5	
vi.	Professional Tax Certificate	05	

vii.	Incorporation of a bidder as:		25
	Private limited/Public Listed	25	
	Partnership/Joint Venture/ Single Member Company	20	
	Sole Proprietor	15	
viii.	The Bidder has offices in Karachi or in interior Sindh:		05
	Yes	05	
	No	0	

Note: The evaluation criteria shall be assessed in the light of provided documentary evidence i.e; The Audited Financial Statement, Supply orders, Completion Certificates, Satisfactory Reports, Incorporation/Registration certificates, Tax Returns etc.

Supplier

Executive Engineer/Procuring Agency

On date of opening of Bid, These List of Documentary Evidence for Determining Eligibility of the Bidders & Evaluation of bid.

Required Documentation	Checklist	Relevant Page	Supporting Documents
(To Be Filled by the Procuring Agency)	(To be initialed by the Bidder against each document)	Page Number in the Bid (To be filled by the Bidder)	(To be filled by the Bidder with name of the documents that are submitted to meet the requirement)
Column:1	Column:2	Column:3	Column:4
NTN Certificate			
GST Certificate			
SRB Certificate			
Chamber of Commerce			
Professional Tax Certificate			
On Active Taxpayers List of FBR (income tax, Sales Tax)			
On Active Taxpayers List of SRB			
Registration/Incorporation/Business Certificate			
Complete Company profile			
Operational offices in Karachi.			
Firm's past performance			
Affidavit to the effect that the respective bidder is not blacklisted and rendered ineligible for corrupt and fraudulent practices by any Government (Federal, Provincial or Local) or a public sector organization.			
Letter of Original Manufacturer's / Distributor's / Partner authorization			
Bid Validity period of 90 days			

Compliance with Schedule of requirement			
Submission of required amount of bid security with Financial Bid			
Compliance with Technical Specifications & scope of supply			
Manufacturer's warranty: Minimum One year and onsite support			
Technical brochures/data sheets			
Original Bidding Documents duly signed/stamped			
Proof document of Rs. 10 million yearly turn over for the last 3 consecutive years.			
Proof document / copies of last 3yrs audited balance sheets			

Supplier

Executive Engineer/Procuring Agency