



TENDER DOCUMENT

FOR

“Procurement of Laboratory Equipments, Laptop, Printer and Other Office Accessories”

For Swabi Chamber of Commerce & Industry, District Swabi

Swabi Chamber of Commerce & Industry

1-B near EZDMC Office, Gadoon Amazai Industrial Estate -23454, District Swabi


Phone: (0938) 270396 | Email: scii.swabi@swabichamber.org.pk

TENDER NOTICE

Procurement of Laboratory Equipments, Laptop, Printer and Other Office Accessories

Swabi Chamber of Commerce & Industry, invites sealed bids from the original manufacturers / authorized distributors / suppliers, registered with Income Tax and Sales Tax Departments for "Procurement of Laboratory Equipments, Laptop, Printer and Other Office Accessories" as per details and specification given in "Bill Of Quantity".

1. Bidding documents, containing detailed terms and conditions along with the list of items and equipments required are available for the interested bidders at the address given below upon the payment of Rs.1000/- (Non-Refundable) through pay order in favor of joint Account Titled "Trade and Development Authority of Pakistan and Swabi Chamber of Commerce and Industry" Account No. "PK36NBPA0406004172942988" National Bank of Pakistan main branch Swabi for this project. Bidding document may also be downloaded from <http://swabichamber.org.pk/> and <https://www.uoswabi.edu.pk/>
2. Bid Security equivalent to 2% of total bid value in the form of Pay Order/ Demand Draft/ Banker's Cheque in favor of Accounts Officer Swabi Chamber of Commerce and industry, Swabi shall be submitted with the sealed proposal. Bids without the Bid Security will be non-responsive.
3. The sealed bids, prepared in accordance with the instructions in the bidding documents, and complete in all respects must reach at the address given below within 15 days after publishing this advertisement in newspaper. The bids will be opened on the same date at 11.30 am. This advertisement is also available on PPRA website at www.ppra.org.pk and www.kppra.gov.pk


Muhammad Babar Hamayun

President

**PRESIDENT
SWABI CHAMBER OF COMMERCE
AND INDUSTRY SWABI**

Swabi Chamber of Commerce & Industry

1-B near EZDMC Office, Gadoon Amazai Industrial Estate -23454, District Swabi
Phone: (0938) 270396 | Email: scci.swabi@swabichamber.org.pk

1. BACKGROUND:-

Swabi Chamber of Commerce & Industry, invites sealed bids from the original manufacturers / authorized distributors / suppliers, registered with Income Tax and Sales Tax Departments for "Procurement of Laboratory Equipments, Laptop, Printer and Other Office Accessories" as per details and specification given in "Bill Of Quantity".

2. SCOPE OF SERVICES

The successful bidder (s) will be required to provide the items and equipments along with accessories as per specifications and requirement detailed in BOQs at the premises of University of Swabi (main campus), located at Anbaar, District Swabi, Khyber Pakhtunkhwa.

3. INSTRUCTIONS TO THE BIDDER:-

The bids may be submitted along with the following documents:

1. The bidder (s) will submit the bids along with tender application form as per **Annex-I**.
2. The bidder (s) will submit their profile containing name of firm, its status, address, telephone number (s), fax number and other relevant information as per **Annex-II**.
3. The bids will be considered as non-responsive in case of non-completion or misdeclaration.
4. Bidders will furnish the information regarding experience of similar work over last one year with major clients.
5. An affidavit to the effect that the firm is not blacklisted and is not in litigation with any organization / department, private or public may also be furnished.
6. Copy of STN & NTN Certificates may be enclosed with the bid.
7. The list of Clients both from public and private sectors may be attached.
8. Undertaking on company letterhead duly attested, that the items supplied will be in **Original Equipment Manufacturing "OEM"** packing and no tempering has been made.
9. Proof of Authorization/Dealership with OEM
10. "**Bill of Quantity**" duly filled and attested may be attached.
11. Swabi Chamber of Commerce and Industry reserves the right to accept or reject any bid or to annul the bidding process and reject all bids at any time prior to Contract award as per PPRA rules, without thereby incurring any liability to the Bidders

12. The Bidders are hereby informed that the Swabi Chamber of Commerce & Industry shall deduct Income Tax & Sales Tax at the rate prescribed under the tax laws of Pakistan, from all payments of successful Bidder.
13. The price quoted should be in Pak Rupees inclusive of all applicable taxes. The price quoted in this tender will be treated as final and must be valid for ninety (90) days.
14. Rates should be quoted on the FCS basis (Free delivery at Consignee's Store).
15. In case of supply of sub-standard / expired items / goods, the performance guarantee along with items supplied will be confiscated.

3. Procedure of Competitive Bidding

Single Stage – Two envelope procedures, as per rule no. 36 (b) of Public Procurement Rules, 2004, will be followed as per following:

1. The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal.
2. The bid will be evaluated item wise.
3. The envelopes shall be marked as **“FINANCIAL PROPOSAL”** and **“TECHNICAL PROPOSAL”** in bold and legible letters to avoid confusion;
4. Initially, only the envelope marked **“TECHNICAL PROPOSAL”** shall be opened;
5. The envelope marked as **“FINANCIAL PROPOSAL”** shall be retained in the custody of the Swabi Chamber of Commerce & Industry;
6. Swabi Chamber of Commerce and Industry shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements.
7. During the technical evaluation, no amendments in the technical proposal shall be permitted;
8. The financial proposals of bids, who qualify technical evaluation, shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
9. The financial bid found to be the lowest evaluated bid shall be accepted.

4. Submission and opening of Bids

Bidding Document duly filled and complete in all respect along with all the requisite document and information can be submitted within 15days after publishing of this advertisement in newspapers. The bids will be opened on the same date at 11.30 am on the address given in the tender notice as per Rule No. 28 (2) of PPRA 2004.

5. Bid Security

All the Bidders are required to submit 2% bid amount of the actual bid in form of Pay Order/ Demand Draft/ Banker's Cheque and in favor of joint **Account Title "Trade and Development Authority of Pakistan and Swabi Chamber of Commerce and Industry"** **Account No. "PK36NBPA0406004172942988"** with the sealed proposal as per Rule No. 25, Public Procurement Rules, 2004. Bids without bid security will be rejected.

7. Evaluation Procedure

The bids will be evaluated on the basis of criteria, quantity and specifications mentioned in BOQs against each items as per technical evaluation criteria stipulated herein the bidding document. The unit price must be quoted in Pakistan Rupees and should be inclusive of all the taxes applicable.

8. Delivery of items:

The successful bidder will be liable to supply the requisite items within sixty days (60) from the issuance of date of purchase order.

9. Performance Guarantee

The Successful bidders will be required to furnish a performance guarantee of 10% of contract amount. The performance guarantee will be confiscated if the successful bidder (s) fails to provide the goods/ items as per BOQs and timelines. The successful bidder (s) will provide one (01) Year service repair and maintenance warranty for the supplied items/machinery.

10. Payment Schedule

The successful bidder (s) will be required to supply the items for which the work order has been issued as per rates and specification of quotes. After acceptance of the goods/items by the Swabi Chamber of Commerce and Industry and issuance of Work Completion Certificate/ Delivery Challan, the supplier can process his case for payments. The supplier would submit his bill containing the details about Invoice number, date, list of items supplied, rates per unit inclusive of GST/any applicable taxes and total payment due. The payment will be made on actual basis after successful completion of work/ supply of items as assigned and the case regarding partial payment will not be accepted.

TECHNICAL EVALUATION CRITERIA

S.no	Parameters against which technical evaluation shall be done	Scoring brackets	Total points allocated
1	<u>Profile</u>		<u>30</u>
1.1	<u>Company Status:</u>		<u>15</u>
	Retailer of OEM	5	
	Dealer of OEM	10	
	Distributor of OEM	15	
1.2	<u>Similar type of Equipment Sold to Public Sector in last five (05) years.</u>		<u>15</u>
	≥ 1 ≤ 100	05	
	≥ 101 ≤ 200	10	
	≥ 200	15	
2	<u>Relevant Experience of Technical Team</u>		<u>15</u>
	≥ 2 ≤ 4-year experience	05	
	≥ 5 ≤ 8-year experience	10	
	≥ 10 years' experience.	15	
3	<u>Financial Strength of the Firm</u>		<u>10</u>
	Bank statements showing cash flow between Rs. 1 Million and less than Rs. 10 million in the year last five (05) years.	5	
	Bank statements showing cash flow of more than Rs. 10 million in the year last five (05) years.	10	
4.	<u>Technical Specification of Machine quoted</u>		<u>30</u>
	As per Specifications.	10	
	Above Specifications.	30	
5.	<u>Government / Public Sector Clients</u>		<u>15</u>
	≥ 1 ≤ 25	05	
	≥ 26 ≤ 50	10	
	≥ 51 ≤ 100	15	
Total			<u>100</u>

(Passing marks / score = 50%)

(To be separately sealed along with Bid Security)

FINANCIAL BID

Name of the Firm: _____

All prices must be inclusive of all applicable taxes (i.e. GST, Income Tax etc.)

S/No	Equipment	Specification
1	HPLC-PDA	<ul style="list-style-type: none">• HPLC System with online Degasser, analytical and prep injection ports, two solvent delivery pumps, an auto-injector, auto fraction collector, column oven, system controller, photo diode array detector PDA with a wavelength range 190 to 800 nm, User friendly software with a compatible computer system, sample vials• Columns (Analytical and Prep C18; different brands).• Fluorescence Detector• Solvent filtration assembly with filters• The instrument must be stable over a long period operation.
2	Trinocular Microscopes Stereo	Trinocular biological digital microscope with camera
3	Freezer	222V
4	Gas Chromatography-Mass Spectrometry (GC-MS)	<p>GC with an auto-sampler, auto-injector both for liquid and gaseous sample (Headspace sampler), column oven, User friendly software with a compatible computer system, sample vials, Syringe filter with filters, Can be connected simultaneously with 2 or more detectors (MS and FID etc.)</p> <ul style="list-style-type: none">• Columns: Capillary columns for analysis of all type of samples (non polar and polar samples)• Mass spectrometer (Triple Quadrupole, Mass range m/z 1 to 2000 or more, high sensitivity, high resolution, high scan speed, EI ionization mode, maximum sample injection heating and Oven temperature ~up to 500 °C).• FID detector• NIST Libraries• Cylinders with carrier gases• The instrument must be stable over a long period of operation.
5	Accessories for GC-MS and HPLC	Accessories compatible to GC –MS and HPLC, Quoted Compatible with GC –MS and HPLC.

6	Distillation assembly	Distillation Apparatus power supply (DAPS) for 2.5ltrs model, Low temperature circulating water bath (Chiller), Working Temperature : -10°C to 100°C , Temperature Accuracy: $\pm 0.1^\circ\text{C}$, Bath Volume : Minimum 5 liter capacity, External water Circulation for continuous operation, User Manual should be provided along with the equipment
7	Cyclones Clevenger	seeds oil press, Automatic, voltage: 220v/ 380v, Warranty of core components:1 Year oil type: Flax Seed Oil, Soybean Oil, Rap seed oil, Tea Seed Oil, Basil oil, SESAME OIL, Peanut oil, sunflower
8	Conventional PCR	<ul style="list-style-type: none"> • System should have Asymmetric independently controllable dual block with total 96 well • Have a block to accommodate PCR tube/ Strips of 0.2ml, 0.5ml. • Have heating and cooling trough Peltier technology. • Gradient Temperature ranging from 30°C to 99°C. • Block Temperature control ranging from 04°C to 99°C. • Have Fast, Standard and safe temperature control modes for operation. • Block Temperature accuracy of minimum or better than $\pm 0.2^\circ\text{C}$. • Block Homogeneity of minimum or better than $\pm 0.4^\circ\text{C}$
9	UV Transilluminator	UV Transilluminator
10	Nano drop	DNA and RNA Purification and Analysis, DNA Quantitation, Nucleic Acid Quantitation
11	Shaker (Horizontal/reciprocatory)	Shaker diameter 200 mm Permissible shaking weight (incl. attachment) 7.5 kg
12	Plant Digestion block	KjelDigester, temperature accuracy ($\pm 10^\circ\text{C}$), temperature scope 400°C , voltage 220 V/50 HZ, power 3000 watt, tube capacity 250 ml, tube capacity 40

13	Power Stabilizer	Universal A-200 Stabilizer
14	Laptop	15" 8GB Ram, 256GB SSD, 11 th generation
15	All-in-one printer	Printing, Scanning, Copier
16	Inverter A/C	1.5 Ton DC Inverter Gold Fin
17	Power Backup	2400 WATTS 60amp OFF Grid MPPT Solar Supported with batteries



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TENDER APPLICATION FORM

Ref No.....

Dated.....

President,

Swabi Chamber of Commerce & Industry

1-B near EZDMC Office Gadoon Amazai Industrial Estate -23454, District Swabi.

Subject: **Tender for Supply of Laboratory Equipments, Laptop, Printer and Other Office Accessories**

1. Name of Applicant / Firm.....
2. Address.....
.....
3. Phone No..... Mobile No Fax No.....
4. Past Experience
5. Income Tax Certificate..... (Copy attached)
6. GST Certificate..... (Copy attached)
7. Certificate of Authorized Vender / Sole Distributor.....
8. Bid Amount
9. Earnest Money @ 2% of the Bid Amount.....
10. Paid By Pay Order No..... Dated..... Bank.....
11. Cost of Tender Application Form (Non Refundable) Rs.1000/- Paid By Pay Order
12. No..... Dated..... Bank.....

Signature of Applicant & Stamp

TECHNICAL EVALUATION SHEET

1. Company Name:

2. Company Profile Establishment

3. Date of Incorporation: _____

4. Location of Head Office: _____

5. Details of Branch Offices across Pakistan:

6. Human Resource Strength/ Work Experience of Technical Staff:

(Provide Organogram & Resumes Separately)

7. Supply of laboratory equipments, IT equipment related Projects, etc. Details:

a. Number of projects so far completed with Public/ Private Organization:

i. Name _____

ii. Year of completion (Most recent first): (with Contact Details):

b. Number of ongoing projects in hand with Public/ Private Organizations:

i. Name _____

ii. Year of acquirement (Most recent first): (with Contact Details):

8. Industry Related Certification (Please Specify)

9. Proof of Distributor / Dealership with OEM

10. Annual turnover from Laboratory equipments, Laptop, Printer and other office accessories
