

# UNIVERSITY OF ENGINEERING & TECHNOLOGY, LAHORE



## TENDER DOCUMENT

FOR THE PURCHASE OF

LAB EQUIPMENT  
ON C&F BASE

For

CENTER FOR NANOTECHNOLOGY AND ADVANCED MATERIALS  
RESEARCH  
UNIVERSITY OF ENGINEERING & TECHNOLOGY, GT  
ROAD, LAHORE

A. P. Malik

## **REQUEST FOR PROPOSAL-2019**

**TENDER PRICE:** Rs. 3,000/-

**Issue date:**  / / 2020

**Last date of submission:** 15 / 06 / 2020 till 10:00 AM

**FOR OFFICE USE ONLY**

Serial No. _____		
Sold to: - M/S _____		
_____		
Date of Sale _____	Bank Challan No. _____	Date _____

**CENTER FOR NANOTECHNOLOGY AND ADVANCED MATERIALS  
RESEARCH  
UNIVERSITY OF ENGINEERING & TECHNOLOGY, GT ROAD,  
LAHORE**

*A. Hafiz*

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## 1 Invitation to Bid:

University of Engineering and Technology (UET), Lahore intends to purchase & deploy the equipment in the “**Center for Nanotechnology and Advanced Materials Research**”. UET invites the bids for the equipment from registered companies/firms, sole/authorized dealers or suppliers for delivery & installation of equipment at university of Engineering and Technology, Lahore according to the given specifications:

- |    |   |              |
|----|---|--------------|
| 1: | Chemical Vapor Deposition (CVD) Equipment | (Annexure A) |
| 2: | Thermal Evaporator with Glove Box         | (Annexure B) |

- i). The Single Stage – Two Envelope Bidding Procedure shall be followed.
- ii). Responding organizations shall deliver sealed envelopes of the “FINANCIAL & TECHNICAL PROPOSALS” before or on **15-06-2020 at 10:00 AM and will be opened by the Central Procurement Cell (CPC), UET, Lahore at 10:30 AM.** The Proposals after the due date & time will not be accepted. The proposal shall be delivered to UET, Lahore before time.
- iii). The procedure for single stage two envelopes shall be as follows:
  - a) The bid shall be a single package consisting of two separate sealed and packed envelopes, clearly labeled as Technical Bid & Financial Bid.
  - b) In the first instance, the “**Technical Proposal**” shall be opened and the envelope marked as “Financial Proposal” shall be retained unopened in the custody of the CPC, UET, Lahore.
  - c) The Central Procurement Cell (CPC), UET, Lahore shall evaluate the technical proposal in the manner prescribed in the bidding document, without reference to the price and may reject any proposal, which does not conform to the specified requirements.
  - d) During the technical evaluation, no amendments in the technical proposal shall be permitted by CPC, UET, Lahore.
  - e) After the evaluation and approval of the technical proposals, the CPC, UET, Lahore shall open the financial proposal of the technically accepted bids, publically at a time, date and venue announced and communicated to the bidders in advance.
  - f) The financial bids of the bidders found technically non-responsive shall be returned unopened to the respective bidders; against a written request by the technically disqualified bidder and adopting the following procedure:
    - If technically disqualified bidder states that he is agreed with the decision of CPC, UET, Lahore and disqualified bidder is not filing any grievance against the decision of CPC, UET, Lahore.
    - If the bidder files grievance petition and the same is rejected by the UET, Lahore’s grievance redressal committee.
    - The time for filing the grievance has lapsed.

A. Raheem

- The contract has been signed by UET, Lahore with the lowest evaluated bidder.
- iv). Bids for single or more than one equipment may be submitted. However, the bid for separate items from a lot will not be acceptable.

## 2 Instructions to Bidders:

- i). It is a sole responsibility of the bidder to examine the Tender Document, reading all instructions and terms and conditions carefully.
- ii). A tender must be accompanied by **2%** of the **estimated cost as Earnest Money** in the shape of Deposit-at-call in the name of Treasurer, University of Engineering and Technology, Lahore without which Financial Bid will not be entertained. No Bank Guarantee or any other document will be accepted.
- iii). Queries of the Bidders (if any) for seeking clarifications regarding the bidding documents of the equipment must be received in writing to the university till **05-06-2020** during office hours. Any query received after said date will not be entertained.
- iv). The Bidder should be fully and completely responsible for all the deliveries and deliverables to the University.
- v). The Primary & Secondary Contact for all correspondence in relation to this bid is as follows:

**Primary Contact:**

Name: Prof. Dr. Anwar Latif  
E-Mail: [anwarlatif@uet.edu.pk](mailto:anwarlatif@uet.edu.pk)  
Phone # : **042-99029204**

**Secondary Contact:**

Name: Dr. Adnan Maqbool  
E-Mail: [adnanmaqbool@uet.edu.pk](mailto:adnanmaqbool@uet.edu.pk)  
Phone # : **042-99029207**

- vi). Bidders should communicate with the Primary Contact via email only. In the case of an urgent situation where the Primary Contact cannot be contacted, the bidder may alternatively direct their enquiries via email to the Secondary Contact.
- vii). Bidders are also required to clearly mention the below in their proposals:
- a) The name & designation of the authorized representative with whom all correspondence will be carried out.
- b) Contact Details (landline, mobile, fax, email).
- viii). Bidders should **clearly indicate the Name and Full Address of their Principals** in favor of which L.C. shall be opened. Also a certificate in original is required showing that bidder is an authorized dealer (preferably sole agent) for the bidding equipment.
- ix). The bidders must submit Performa invoice in original form/shape from their principals duly signed and clearly indicating:
- a) The complete specifications of each item as per tender document,
- b) The name of the manufacturer and country of origin along-with a certificate (as

under) authorizing them to quote on their behalf.

***“This is to certify that M/s \_\_\_\_\_ have obtained quotation from us against invitation to tender due on \_\_\_\_\_ and we have agreed to supply/manufacture the equipment strictly in accordance with the specifications laid down in the said invitation to tender”.***

- x). Bidders must attach attested **Photocopies of their NTN, GST and other related certificates** with the tender.
- xi). The tenders received through fax/courier and e-mail shall not be acceptable.
- xii). Country of Origin, Model, and date of manufacturing and launching / assembly of all equipment should be mentioned.
- xiii). The equipment quoted must be from indicated country of origin, having operational as well as instructional manuals and technical drawings in English, etc.
- xiv). Bidders must provide the list of references for installations in Pakistan / out of Pakistan for similar equipment (contact details: telephone number, email id etc.)
- xv). UET reserves the rights to confirm the performance of supplier independently from the references in Pakistan and in the region.
- xvi). Pre-bid meeting (if required) will be scheduled and communicated to bidders.
- xvii). Successful Bidders will provide following items:
  - a) Supplier’s signed invoice should show separate value of each item duly signed in ink bearing the Bidder’s stamp.
  - b) Signed & stamped packing list should show measurement, quantity and weight of packages & their numbers.
  - c) Freight memo.

### **3 Terms and Conditions:**

- i). All procurements shall be governed by the PPRA Rule, 2014 (amended up to 2018).
- ii). Bidders are advised not to quote different options for a single item (only one option is to be quoted).
- iii). Letter of Credit will be arranged by the UET, Lahore. Insurance for transportation from the Lahore Dry Port to UET, Lahore premises will be arranged by UET, Lahore.
- iv). The prices should be coated in foreign currency on C&F base dry port Lahore. Exchange rates will be considered for evaluation as on the date of opening of the tenders.
- v). Custom Duties and other taxes, if any, levied by the Govt. of Pakistan shall be paid by the UET, Lahore and should not be included in the quoted prices.
- vi). The equipment must be **Brand New and Complete** with respect to all aspects bearing original packing of manufacturer, strictly conforming to the given specifications. Bidders are required to submit the following certificate along with their offer.

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***“It is certified that the prices quoted in the tender are final and are not in excess to the printed price list of the manufacturer. In case of any discrepancy noticed subsequently, bidder hereby undertakes to make compensation to the UET, Lahore.”***

- vii). The University reserves the right at the time of award of contract to increase or decrease the quantity of equipment.
- viii). Any conditional, ambiguous, incomplete, supplementary or revised offer after the opening of tender shall not be entertained.
- ix). Any overwriting / crossing etc. appearing in the offer, may be properly signed by the person signing the tender. All pages of the tender must be properly signed.
- x). The Earnest Money shall be returned to the technically disqualified Bidders with their unopened/ sealed financial bid.
- xi). If the acceptance of tender issued during the validity period of the tender is not accepted by the bidder, the Earnest Money shall be forfeited and the equipment purchased will be at the risk and expense of the bidder.
- xii). In case the offer is withdrawn, amended or revised during the validity period of the tender, the Earnest Money shall be forfeited.
- xiii). In case, the bidder fails to execute the contract strictly in accordance with the terms and conditions laid down in the contract, the security deposited by the bidder shall be forfeited and the equipment purchased will be at bidder's risk and expense.
- xiv). The university will get the equipment inspected at UET, Lahore, through an authorized surveyor and reject the equipment, if not found according to the given specifications.
- xv). **After Sale service and supply** of spare parts must be guaranteed for a **period of five years**.
- xvi). **Delivery period will be three months (90 days)** from the date of establishment of Letter of Credit. Suppliers may however, quote their best delivery period.
- xvii). Bidder shall be bound to provide installation/commissioning **Free of Cost on site (UET, Lahore)**.
- xviii). The technical training of such equipments shall be arranged by the company/bidder free of cost to nominated personals from UET, Lahore, onsite (mandatory) and on manufacturer site/application centre (if required).
- xix). In case of any material is found in non-conformity to the specifications provided in the tender, either on account of inferior quality, defective workmanship, faulty design, faulty packing; or is short supplied, wrongly supplied, the supplier is bound to replace such material free of charge or pay the full cost of replacement.
- xx). UET, Lahore, reserves the right to claim a penalty for compensation of losses caused by delay in the delivery of equipment that will be 0.05% per day of the total ordered cost.
- xxi). Within a week of receipt of contract, the successful bidder shall sign the contract and return it to the UET, Lahore.
- xxii). The shipment against the contract must not take place on Indian or pro-Indian ship (Like Israel, etc.) or those ships which come to Pakistan after touching Israeli/Indian Ports.

#### **4 Bidder's Eligibility and Qualification Criteria:**

- i). Bidders must be Registered/ Incorporated under the laws of Pakistan.
- ii). Bidder's Business experience should be at least three years (Copy of work orders/contracts signed with parties in last three years must be provided).
- iii). Bidders must be registered for Sales Tax purposes and has valid

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- National Tax Number (NTN).
- iv). Provides bank statements/ financial statements of last three years depicting sound financial strength.
  - v). Bidder must submit bid for complete lot of equipment along with relevant bid security.
  - vi). Bidder must not be blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan.
  - vii). A letter from manufacturer or partner must be accompanied with the technical bid mentioning the bidder as sole agent/authorized partner/reseller/distributor of the product.
  - viii). The bidders are required to submit the company profile including:
    - a) Technical and Engineering capabilities of the supplier (Must have trained technical experts/engineers. The supporting documents are required in this regard)
    - b) Managerial capabilities of the supplier
    - c) After-sale service capabilities of the supplier

## **5 Tender Cost:**

The Bidder shall bear all costs/expenses associated with the preparation and submission of the Tender(s) and the UET, Lahore shall in no case be responsible/liable for those costs/ expenses.

## **6 Preparation/Submission of Tender:**

The Tender and all documents relating to the Tender, exchanged between the Bidder and UET, Lahore, shall be in English.

### **Technical Bid shall comprise of the followings:**

- i). Covering letter duly signed in ink and stamped by authorized representative.
- ii). Submission of undertaking on legal valid and attested stamp paper that the firm is not blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan.
- iii). Certificate of Company/ Firm Registration/ Incorporation under the laws of Pakistan. Valid Certificate for Income Tax & General Sales Tax/Provincial Sales Tax
- iv). Evidence of eligibility of the bidders per section 4 above
- v). Performa invoice in original form/shape from their principals duly signed. List of complete specifications in the same order given in the Annexure of the equipment.
- vi). Proof of the 2% of the estimated cost as earnest money in the name of treasurer UET, Lahore must be submitted
- vii). A letter mentioning the country of origin, model, and date of manufacturing and launching / assembly of all equipment.
- viii). **NOTE:**

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- a) A presentation (if required) regarding equipment for which bidder has applied will be given preferably by the company expert.
- b) The compliance must be provided with the submission of tender document regarding fulfillment of general terms and conditions and technical specifications in the same order as given in the Tender Document.

**Financial Bid shall comprise of the followings:**

- i) The prices of the equipment should be quoted in foreign currency on C&F base Lahore. Exchange rates shall be considered for evaluation as on the date of opening of tender.
- ii) The Earnest Money as discussed earlier in **Instructions to Bidders**.
- iii) Firm/Supplier should clearly indicate packing, handling, forwarding, documents charges, air freight etc.

**7 Tender Validity:**

The Tender shall have a minimum validity period of **ninety (90) days from the last date for submission** of the Tender. UET may solicit the Tenderer's consent to an extension of the validity period of the Tender. The request and the response shall be made in writing. If the Tenderer agrees to extension of validity period of the Tender, the validity period of the Bid Security shall also be suitably extended. The Tenderer may refuse extension of validity period of the Tender, without forfeiting the Bid security.

**8 Rejection of the Bid:**

UET may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. UET will upon request communicate to any bidder, the grounds for its rejection of all bids or proposals, but will not be required to justify those grounds. UET shall incur no liability, solely, by virtue of rejection of bidders. However, bidders shall be promptly informed about the rejection of the bids, if any.

**9 Award Criteria:**

The bidder who is qualified, technically passed will be determined as the lowest evaluated bidder will have to fulfill below conditions as a necessary requisite:

- a) The successful bidder shall have to deposit security, **10% as Performance Guarantee** in the shape of deposit at call of the total offer on acceptance of the tender.
- b) The successful Bidder shall arrange/deposit **Stamp Paper** of value @ 0.25% of issuance of supply order/contract.
- c) The Bid Security shall be returned to the successful Bidder after the completion of warranty period and successful installation. Warranty period will start when the equipment will be fully operational after complete installation.

**10 Redressal of Grievances:**

UET, Lahore has constituted a Grievance Redressal committee comprising of odd number of

persons, with proper powers and authorizations, to address the complaints of bidders. For any grievance please contact Primary Contact, who will be responsible for scheduling the meeting of the Grievance Redressal committee.

**Technical Specifications**

**CHEMICAL VAPOUR DEPOSITION (CVD) EQUIPMENT**

(All operations and functions should be fully PC controlled with software compatible to the Windows latest version)

**Specifications (Equivalent or Better)**

1. Substrate stage linear and azimuthally motion, Substrate heating and temperature control, mount table and touch panel control, Substrate linear motion is manually controlled, substrate rotation is DC motor controlled.
2. Plasma discharge electrode, Plasma discharge electrode linear motion.
3. Base pressure= $10^{-6}$  Pa or high.
4. Substrate heating temperature: RT-1000°C or more.
5. At least three working gas lines with mass flow.
6. Gas path, Gas mixing chamber, gas mass flow meter, needle valves, variable leak valve, cooling water pipe.
7. RF power supply (13.56MHz/500W) with rack and matching box.
8. Top flange can be lifted by motor, Substrate change easy, Viewport.
9. Vacuum pumps are Turbo Molecular Pump and rotary pump, Elbow to connect turbo molecular pump (TMP), Gate valve to connect TMP (CF150), TMP (700l/s), Rotary pump, Side pumping pipe, and Angle valve for side pumping (CF35).
10. Full range vacuum gauge, Leak valve, Solenoid valve, Bellows top pump connection, Vacuum assemblies.
11. One compatible UPS (preferably true sine wave) with back up time.
12. Free installation and onsite technical trainings for operation of CVD equipment
13. Supplier is responsible to provide complete hook up for the required gases which include H<sub>2</sub>, C<sub>2</sub>H<sub>4</sub>O<sub>2</sub> N<sub>2</sub>, Ar for solid source vapor delivery system, CH<sub>4</sub> Ar for water bubbler, gas lines and gas filled cylinders.
14. All the operational/technical drawings and instructions manuals/literature should be in English and provided along with the equipment.
15. Standard warranty (1-2 years) is mandatory and a service contract of 3-5 years should be included as an option. The separate costing choice should be available for service contract for 5 years with parts and without parts. Warranty period will start when the equipment will be fully operational after complete free of cost installation.
16. International standards will be followed & safety measures will be ensured in the laboratory where the equipment will be placed.
17. Consumable items like oil, grease, O-rings and gasses should be provided along with the equipment.

**Estimated Bid Price PKR 25 Million**

**Technical Specifications**

**THERMAL EVAPORATOR WITH GLOVE BOX**

(All operations and functions should be fully PC controlled with software compatible to the Windows latest version)

**Specifications (Equivalent or Better)**

1. The system consists of one thermal evaporator High Vacuum (HV) system and one glove box.
2. Metal or organic film growth is done in the HV system, while the glove box is connected to the HV system to avoid sample exposure to atmosphere.
3. Sample linear and azimuthal rotation. Rotation is motor controlled.
4. Source temperature up to 1000 °C or more.
5. Evaporator boats nos. 6-12.
6. Quartz crystal microbalance for film thickness monitor.
7. TMP and rotary pump, vacuum gauge.
8. Touch panel operation.
9. Vacuum  $10^{-6}$ Pa.
10. The Backup time (UPS preferably true sine wave) for all the equipment should be compatible as per requirements of the equipment.
11. Free installation and onsite technical trainings for operation of Thermal Evaporator with Glove Box.
12. All the operational/technical drawings and instructions manuals/literature should be in English and provided along with the equipment.
13. Standard warranty (1-2 years) is mandatory. Warranty period will start when the equipment will be fully operational after complete free of cost installation.
14. Spare boats and consumable evaporation sources should be provided with the equipment.

**Estimated Bid Price PKR 15.0 Million**

A. Saif