

TENDER DOCUMENT

UPS Dry Battery (12V 100Ah)

REQUEST FOR PROPOSALS

TERMS AND CONDITIONS

For Procurement of “UPS Dry Battery (12V 100Ah)” for University of Engineering & Technology Lahore.

COMPUTER CELL, RESEARCH CENTER
UNIVERSITY OF ENGINEERING AND TECHNOLOGY LAHORE.
PHONE: **(042) - 99029101**

REQUEST FOR PROPOSAL-2020

TENDER PRICE:

Rs. 1,000/-

Issue date:

20 / 10 / 2020

Last date of submission:

09 / 11 / 2020 till 10:00 AM

FOR OFFICE USE ONLY

Serial No. _____

Sold to: - M/S _____

Date of Sale _____ **Bank Challan No.** _____ **Date** _____

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OVERVIEW

University of Engineering and Technology (UET), Lahore intends to purchase the specified “UPS Dry Battery (12V 100Ah)”. The **Firms/suppliers** will be responsible for delivery, installation and connectivity with the UPS in the data center for UPS backups.

1. Proposal Instructions (for BOQs on FOR Basis)

- 1.1 Single stage/two envelope bidding procedure shall be applied in response to the RFP (Request for proposal). The envelopes shall be marked as “TECHNICAL PROPOSAL” and “FINANCIAL PROPSAL” separately plus “legible documents”. The financial proposal of bids found technically nonresponsive shall be returned unopened to the respective bidder. Technically responsive bidders shall be informed, and their financial bids shall be opened in the next Central Procurement Committee (CPC) meeting after informing the technically responsive bidders.
- 1.2 Responding organizations shall deliver sealed proposal of the “FINANCIAL & TECHNICAL PROPOSALS” before or on **09, 11, 2020** at **10:00 AM**.
- 1.3 The Proposals will not be accepted after the due date & time. proposal shall be delivered at the address given below before time. The TECHNICAL PROPOSALS shall be opened on the same day **09, 11, 2020** at **10:30 AM** in the presence of bidders or the representatives of the responding organizations.
- 1.4 Bidders are advised not to quote different options for each item (only one option is to be quoted).
- 1.5 Price should be mentioned on FOR basis and in Pak Rupee.
- 1.6 All BOQs submitted by the bidder must use the numbers and labels used in this Request for proposal.
- 1.7 The original Request for Proposal documents duly signed and officially sealed by the bidder must be submitted in whole with the proposals. Any conditional, ambiguous, incomplete, supplementary or revised offer after the opening of tender shall not be entertained.
- 1.8 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 & stamped. Offer with any overwriting/use of Blanco shall not be accepted in any circumstance.
- 1.9 Warranty for UPS Dry Battery (12V 100Ah) as approved by the manufacturers/suppliers, but not less than six months replacement of Parts, Labor & Service on site must be covered for after sales and services (labor and parts) for a period of six months from the date of delivery.

- 1.10 A call at deposit equal to 2% (Rs. 12,543) of estimated cost (Rs. 627,120) should accompany the Tender as **Earnest Money** drawn in favor of **The Treasurer, UET, Lahore**. Tender shall not be considered without Earnest Money. Bank guarantee will not be accepted.
- 1.11 10% of the contract amount shall be deducted as security at the time of bill process. The deducted amount as security will be returned after successful completion of Defect Liability / Warranty Period, after repairing the defects in the equipment / replacement found during the warranty period.
- 1.12 The Successful Bidder will deposit blank stamp papers of value of 0.25% of the total offer / contract amount, purchased in the name of **Treasurer University of Engineering & Technology (UET), Lahore.**
- 1.13 The quantity of an order may vary depending on the quoted price and the allocated funds.
- 1.14 The decision of the committee will be a binding on all concerned and will in no case be challenged on any forum.
- 1.15 The **TECHNICAL COMMITTEE** reserves the rights to modify the conditions / specifications with written intimation to all the participants those who have purchased the Tender Documents.
- 1.16 Delivery period for import items will be **8 – 12 weeks** from the date of issuance of purchase/supply order.
- 1.17 Delivery & Installation (wherever mentioned) be completed according to the agreed upon schedule of works and time.
- 1.18 In case the tenderer fails to execute the contract strictly in accordance with the terms and conditions laid down in the contract, the Security Deposit shall be forfeited.
- 1.19 The **TECHNICAL COMMITTEE** will get the equipments inspected at UET Lahore and will have the right to reject the equipment if not found according to the stated specifications.
- 1.20 UET Lahore reserves the right to claim compensation for the losses so caused by delay in the delivery of equipment by deducting 1% of the total amount payable to the supplier/contractor as penalty.
- 1.21 It is the sole responsibility of the vendor to comply with local, national and international laws.
- 1.22 In case any supply / material is found not in conformity with the specifications provided in the tender, either on account of inferior quality, defective workmanship, faulty design, faulty packing or is short supplied, or wrongly supplied, the supplier shall replace the same free of charges.
- 1.23 All the proposals submitted will become the property of the University.

2. Evaluation Criteria

All bids shall be evaluated on technical and financial merit as per **clause 1.1**.

Technical evaluation process may include, but not limited to the consideration of the following with respect to the functional requirements given ahead:

2.1 Technical specifications of proposed equipment's

Financial Evaluation process may include, but not limited to the consideration of the following:

- i. Quoted price

3. Required Information

Bidders are required to include the following documents/information in their technical proposals:

- i. The Name and Address
- ii. Detailed product information/brochures
- iii. Detailed product warranty/guarantee information
- iv. Attested copy of National Tax Registration Certificate
- v. Attested copy of Sales Tax Registration Certificate
- vi. Copy of the valid professional tax certificate
- vii. An Affidavit on Rs.100/- Stamp paper that currently they are not blacklisted or debarred by any Government/Semi Government department to participate in bidding and to supply equipment. Failure to submit such affidavit may lead to disqualification.
- viii. Any additional information the bidder may like to furnish e.g. repair/maintenance workshop owned by supplier and other concerned facility
- ix. Validity period of the quoted price, i.e. 60 days
- x. Educational discounts if available/applied to the quoted price
- xi. Manufacturer Authorized Letter (MAL) should be provided by selected bidder for the verification of equipment from principles.

4. Terms and Conditions (FOR Basis)

- 4.1 All prices should be in PAK Rupees inclusive of all applied Govt. taxes.
- 4.2 All prices should be valid for at least 60 days. Withdrawal or any modification of the original offer within the validity period shall entitle the University to forfeit the earnest money in favour of the University and/or putting a ban/blacklisting on the future inquires or taking any other suitable action against the bidder.

- 4.3 Delivery of the items shall be free of charge at UET Main during the office hours with a copy of delivery challan.
- 4.4 Items being ordered should be brand new and according to the order specifications from the current production and covered under normal warranty/guarantee etc. as mentioned in the proposal. Brochures mentioned and product details must be attached.

Any query regarding this proposal should be directed to the contact no's. Listed below.

**COMPUTER CELL, RESEARCH CENTER
UNIVERSITY OF ENGINEERING AND TECHNOLOGY LAHORE.**

- **042-99029101, 99250226**

SUPPLIERS DATA FORM

1. Name of company _____
Address (Local Office) _____
_____ Telephone _____
Head Office _____
2. Number of years in relevant business (in Pakistan) _____
3. Major clients: (May attach a separate sheet, if necessary) _____
4. Is repair facility available at local office, YES NO
- If yes, please provide the level of repair, maintenance and back-up facilities available at local office:

(Attach separate sheet, if necessary)
5. Biodata of the technical staff available in the local office to provide after-sale service: (Attach details on separate sheet) if necessary
6. Contact person for after-sale and service.

Name: _____

Designation: _____

Phone No: _____ Mobile _____ Fax _____

Email _____

Bid Form

Date: _____

Tender Ref: _____

To: *[name and address of Purchaser]*

Gentlemen and/or Ladies:

Having examined the bidding documents including Addenda Nos. *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver *[description of goods and services]* in conformity with the said bidding documents for the sum of *[total bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we hereby agree that our Bid Security as being provided herewith this "Bid Form" will remain with the Purchaser according to Clause 1.18 of Instructions to Bidders.

We also agree to abide by this Bid for a period of *[number]* days from the date fixed for Bid opening under Clause 4.2 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this _____ day of _____ 20_____.

[Signature] [In the capacity of]

Duly authorized to sign Bid for and on behalf of

Technical Specifications:

The minimum requirements of **UPS Dry Battery (12V 100Ah)** are given below. The quoted system specifications should be equal or higher.

Item No.	Description	Qty.
1.	<p>UPS Dry Battery</p> <p>Voltage: 12V Capacity: 100Ah Temperature Ranges: Temperature range for Storage: -10^o C - 40^oC Operating Temperature range: 0^oC - 40^oC Maximum Charging Current Limit: 30 A Self-Discharge: The residual capacity should be above 90% after 90 days storage at 25 degree. No of Cycles @ 50% DoD: 900 Approx. Lead-calcium-tin alloy: Stable Quality & High Reliability: Maintenance-Free Operation: Low Pressure Venting System: Sealed Construction: Long Service Life: U.L. Component Recognition:</p>	16