

**Pak-Austria Fachhochschule: Institute of Applied Sciences & Technology, Haripur**

**KHYBER PAKHTUNKHWA**

**Tender Document**

**FOR**

**“Supplyof M.V Switch Gear’s, Transformer, L.T Service Box& Supply of 11 KV 240 MM SQ S/C Cable”**

**Submission of Bids: August 21, 2020 @ 10:00noon**

**Opening of Bids: August 21, 2020@ 10:30 pm**

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## Section 1. Letter of Invitation

The Pak-Austria Fachhochschule: Institute of Applied Sciences & Technology (PAF- IAST), Haripur invites sealed bids from interested firms for the “**Supply of M.V Switch Gear’s, Transformer’s, L.T Service Box & 11KV 240 MM SQ S/C Cable”** ”under the following specifications.

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| **Lot No** | **Description** | **Unit** | **Qty Required** |
| **LOT 01** | Supply of 11kV VCB 630A GRID END PANEL AS PER WAPDA SPECIFICATION (P:44:96) | NOS | 01 |
| SUPPLY OF 11KV VCB 630A INDUSTRIAL METERING & PROTECTION PANEL AS PER WAPDA SPECIFICATION (p-44:96) | NOS | 02 |
| SUPPLY OF 11KV VCB 630A CAPACITIOR CONTROL PANEL | NOS | 01 |
| SUPPLY OF 11KV POWER FACTOR CORRECTION CAPACITOR PANEL  **RATING :800 KVAR** | NOS | 01 |
| **LOT 02** | SUPPLY OF STEP DOWN DISTRIBUTION TRANSFORMER  HRC Fuses at 11 KV SIDE  MCCB’S, AT LT SIDE  **RATING : 400KVA PAD MOUNTED**  **VOLTAGE: 11000/415 VAC** | NOS | 02 |
| SUPPLY OF STEP DOWN DISTRIBUTION TRANSFORMER  HRC Fuses at 11 KV SIDE  MCCB’S, AT LT SIDE  **RATING : 200 KVA PAD MOUNTED**  **VOLTAGE:11000/415 VAC** | NOS | 06 |
| SUPPLY OF STEP DOWN DISTRIBUTION TRANSFORMER  HRC Fuses at 11 KV SIDE  MCCB’S, AT LT SIDE  **RATING : 630 KVA PAD MOUNTED**  **VOLTAGE:11000/415 VAC** | NOS | 02 |
| SUPPLY OF WAPDA L:T SERVICE BOX  **(INCLUDED 300/5A C.TS)** | NOS | 30 |
| SUPPLY OF WAPDA L:T SERVICE BOX  **(INCLUDED 600/5A C.Ts)** | NOS | 02 |
| SUPPLY OF 3-PHASE L.T ENERGY METER | NOS | 10 |
| **Lot#3** | SUPPLY OF 11KV 240MM SQ S/C  AL/XPLE/PVC CABLE | MTR | 12000 |
| SUPPLY OF TERMINATION KIT  **240MM SQ S/C ALUMINUM**  **INDOOR –TYPE** | NOS | 18 |
| SUPPLY OF TERMINATION KIT  **240MM SQ S/C ALUMINUM**  **OUTDOOR TYPE** | NOS | 36 |
| EARTHING PIT WITH ALL ACCESSORIES | JOB | 24 |
| PVC PIPE 8 INCH DIA CLASS B | MTR | 4500 |
| EXCAVATION IN ORDINARY SOIL UPTO 3 FT DEEP | MTR | 4500 |
| MAIN HOLE OF SIZE 2X2X2 FT | NOS | 40 |

**TECHNICAL SPECIFICATION:-**

**THE 11KV VCB (630A) GRID END PANEL AS PER WAPDA SPECIFICATION P: 44:96** will be consisted on the following materials. The followed specification is for subjected work /per VCB Panel.

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| Sr. No | | **ITEM DESCRIPTION** |
|  | | *ONE Vacuum circuit breaker having current capacity 630A, voltage rating 11KV, draw out type, 95KV BIL, Auto/manual operated, with spring operated mechanism, one tripping coil bearing 110V DC, one breaker activation coil 110V DC.* |
|  | | *THREE Potential Transformer (FICO/METELX) Single pole 11000/1.732 / 110 / 1.732 VAC having 100VA burden, accuracy class 0.5, insulation level 12/36/95, for indication of Wapda / generator incoming supply and to activate panel protection.* |
|  | | *THREE Current Transformer (METELX/FICO) for metering having current ratio (as per demand), burden 10VA, accuracy class 0.5 insulation level 12/36/95 KV, for indication of Wapda / generator load on bus bar* |
|  | | *THREE Current Transformer (FICO/METELX) for Protection having current ratio as per demand As per required burden 15VA, accuracy class 5P20, insulation level 12/36/95 KV, for indication of Wapda / generator load on bus bar.* |
|  | | *ONE digital Relay (Approved) for the healthy tripping system in case of earth fault, short circuit and over load with led indicator to show Relay is operated and also having adjustable time delay and no time delay.* |
|  | | *One TOU class 0.5(make: blue star/EQ)* |
|  | | *ONE Moving iron type volt meter (Lumel/Frer) having max-scale 0-15V AC, controlled by volt selector switch for showing incoming supply in panel.* |
|  | | *ONE Moving iron type Ampere meter (Lumel /Frer) having max-scale AC, switch for showing load on bus bar.* |
|  | | *ONE Moving iron type power factor meter (Lumel /Frer) having max-scale AC, switch for showing leg & lag.* |
|  | | *ONE volt selector switch (GGT), current capacity 25A, voltage rating 110/220 VAC, having four position to display red, yellow and blue phase voltage on volt meter.* |
|  | | *ONE Green indication lamp (NHD) 110/220V AC /DC, 2.4W, round shape dia 22mm for panel Off indication.* |
|  | | *ONE Red indication lamp (NHD) 110/220V AC /DC, 2.4W, round shape dia 22mm for panel ON indication.* |
|  | | *One Blue LED light 110/220V AC, 2.4W, round shape dia 22mm for AC healthy indication.* |
|  | | *One Yellow LED light 110/220V DC, 2.4W, round shape dia 22mm for DC healthy indication.* |
|  | | *Magnetic contactor 220VAC 12A WITH NO & NC POINT ACKNOWLEDGE CONTROL WIRING.* |
|  | | *T/P Miniature circuit breaker (SEZ/SCHNEIDER) 6A, 110/220V AC/DC for the protection of complete control wiring and potential transformers in case of any disturbance in control wiring.* |
|  | | *D/P Miniature circuit breaker (SEZ/SCHNEIDERR) 10A, 110/220V AC/DC for the protection of complete control wiring and potential transformers in case of any disturbance in control wiring.* |
|  | *ONE capacitor trip unit 110V DC, three phase, to give strongest tripping in case of lack of voltages.* | |
|  | *ONE Surge Arrestor 12KV* | |
|  | *Cable duct of different size to cover all wiring cables.* | |
|  | *Terminal blocks (CONTA.CLIP/KELEMSAN 4mm, voltage rating 800V, Current rating 16/25A, JXR, IEC 47-7-1 & 6mm terminal block for CT.* | |
|  | *2.5mm cable for complete control wiring & 4mm wire for CT’s wiring.* | |
|  | *SIX APG epoxy risen casting insulator CG2 type, 12KV to provide healthy support to male copper contact points.* | |
|  | *Copper bus bar, current capacity 630A having 99.7% purity, with complete insulation of heat shrilling tube.* | |
|  | *Switchgear Cubical will be fabricated with metal clad sheet and will be fully welded, pad mounted and their dimension will be in standard size (GE)* | |

**TECHNICAL SPECIFICATION:-**

**THE 11KV VCB (630A) Industrial Metering& Protection Panel (as per wapda specification)** will be consisted on the following materials. The followed specification is for subjected work /per VCB Panel.

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| **Sr. No** | | **ITEM DESCRIPTION** | |
|  | | *ONE Vacuum circuit breaker having current capacity 630A 25KA, voltage rating 11KV, draw out type, 95KV BIL, manual operated, with spring operated mechanism, one tripping coil bearing 110V DC, auxiliary contacts for controlling circuits.* | |
|  | | *THREE Potential Transformer (METELX/FICO) single pole 11000/1.732 / 110 / 1.732 VAC having 100VA burden, accuracy class 0.5, insulation level 12/36/95, for indication of Wapda / generator incoming supply and to activate panel protection.* | |
|  | | *THREE Current Transformer (METELX/FICO) for protection having current ratio (as per demand), burden 15VA, accuracy class 5P20, insulation level 12/36/95 KV, for indication of Wapda / generator load on bus bar.* | |
|  | | *THREE Current Transformer (METELX/FICO) for metering having current ratio (as per demand), burden 10VA, accuracy class 0.5 insulation level 12/36/95 KV, for indication of Wapda / generator metering.* | |
|  | | *ONE digital Relay (Approved ) for the healthy tripping system in case of earth fault, short circuit and over load with led indicator to show Relay is operated and also having adjustable time delay and no time delay.* | |
|  | | *ONE Moving iron type volt meter (Lumel/Frer) having max-scale 0-15V AC, controlled by volt selector switch for showing voltage rating incoming supply in panel.* | |
|  | | *ONE Moving iron type Ampere meter (Lumel /Frer) having max-scale (as per demand) AC, switch for showing load on bus bar.* | |
|  | | *ONE volt selector switch (GGT), current capacity 25A, voltage rating 110/220 VAC, having four position to display red, yellow and blue phase voltage on volt meter.* | |
|  | | *ONE Green indication lamp (GGT) 110/220V AC /DC, 2.4W, round shape dia 22mm for panel Off indication.* | |
|  | | *ONE Red indication lamp (GGT) 110/220V AC /DC, 2.4W, round shape dia 22mm for panel ON indication.* | |
|  | | *ONE T/P Miniature circuit breaker (SEZ/SCHNEIDERR/ABB) 6/10A, 110/220V AC/DC for the protection of complete control wiring and potential transformers in case of any disturbance in control wiring.* | |
|  | | *ONE D/P Miniature circuit breaker (SEZ/SCHNEIDER) 10A, 110/220V AC/DC for the protection of complete DC supply control wiring and potential transformers in case of any disturbance in control wiring.* | |
|  | *ONE capacitor trip unit 110V DC, three phase, to give strongest tripping in case of lack of voltages.* | |
|  | *Cable duct 40 x 60 of different size to cover all wiring cables.* | |
|  | *Terminal blocks (CONTA.CLIP/KELEMSAN 4mm, voltage rating 800V, Current rating 16/25A, JXR, IEC 47-7-1 & 6mm terminal block for CT.* | |
|  | *2.5mm cable for complete control wiring & 4mm wire for CT’s wiring.* | |
|  | *SIX APG epoxy risen casting insulator CG2 type, 12KV to provide healthy support to male copper contact points.* | |
|  | *Copper bus bar, current capacity 630A having 99.7% purity, with complete insulation of heat shrilling tube.* | |
|  | *Sets of automatic safety shutters, equipped with locking devices – one marked “Bus-bar” and the other “cable”.* | |
|  | *Switchgear Cubical will be fabricated with metal clad sheet and will be fully welded, pad mounted and their dimension will be in standard size (GE)* | |

**TECHNICAL SPECIFICATION:-**

**THE 11KV VCB (630A) Capacitor Control Panel** will be consisted on the following materials. The followed specification is for subjected work /per VCB Panel.

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| **Sr. No** | | **ITEM DESCRIPTION** | |
|  | | *ONE Vacuum circuit breaker having current capacity 630A 25KA, voltage rating 11KV, cassette type, 95KV BIL, Auto/manual operated, with spring operated mechanism, one tripping coil bearing 110V DC, auxiliary contacts for controlling circuits.* | |
|  | | *THREE Potential Transformer (METELX/FICO) single pole 11000/1.732 / 110 / 1.732 VAC having 100VA burden, accuracy class 0.5, insulation level 12/36/95, for indication of Wapda / generator incoming supply and to activate panel protection.* | |
|  | | *THREE Current Transformer (METELX/FICO) for protection& metering having current ratio (as per demand), burden 15VA,& 10VA accuracy class 5P20,& 0.5 insulation level 12/36/95 KV, for indication of Wapda / generator load on bus bar.* | |
|  | | *ONE digital Relay for the healthy tripping system in case of earth fault, short circuit and over load with led indicator to show Relay is operated and also having adjustable time delay and no time delay.* | |
|  | | *ONE Moving iron type volt meter (Lumel/Frer) having max-scale 0-15V AC, controlled by volt selector switch for showing voltage rating incoming supply in panel.* | |
|  | | *ONE Moving iron type Ampere meter (Lumel /Frer) having max-scale (as per demand) AC, switch for showing load on bus bar.* | |
|  | | *ONE volt selector switch (GGT), current capacity 25A, voltage rating 110/220 VAC, having four position to display red, yellow and blue phase voltage on volt meter.* | |
|  | | *ONE Green indication lamp (GGT) 110/220V AC /DC, 2.4W, round shape dia 22mm for panel Off indication.* | |
|  | | *ONE Red indication lamp (GGT) 110/220V AC /DC, 2.4W, round shape dia 22mm for panel ON indication.* | |
|  | | *ONE T/P Miniature circuit breaker (SEZ/SCHNEIDERR/ABB) 6/10A, 110/220V AC/DC for the protection of complete control wiring and potential transformers in case of any disturbance in control wiring.* | |
|  | | *ONE D/P Miniature circuit breaker (SEZ/SCHNEIDER) 10A, 110/220V AC/DC for the protection of complete DC supply control wiring and potential transformers in case of any disturbance in control wiring.* | |
|  | *ONE capacitor trip unit 110V DC, three phase, to give strongest tripping in case of lack of voltages.* | |
|  | *Cable duct 40 x 60 of different size to cover all wiring cables.* | |
|  | *Terminal blocks (CONTA.CLIP/KELEMSAN 4mm, voltage rating 800V, Current rating 16/25A, JXR, IEC 47-7-1 & 6mm terminal block for CT.* | |
|  | *2.5mm cable for complete control wiring & 4mm wire for CT’s wiring.* | |
|  | *SIX APG epoxy risen casting insulator CG2 type, 12KV to provide healthy support to male copper contact points.* | |
|  | *Copper bus bar, current capacity 630A having 99.7% purity, with complete insulation of heat shrilling tube.* | |
|  | *Sets of automatic safety shutters, equipped with locking devices – one marked “Bus-bar” and the other “cable”.* | |
|  | *Switchgear Cubical will be fabricated with metal clad sheet and will be fully welded, pad mounted and their dimension will be in standard size (GE)* | |

**TECHNICAL SPECIFICATION:-**

**THE 11KV VACUUM CONTACTOR POWER FACTOR CONTROL PANEL 800KVAR**will be consisted on the following materials. The followed specification is for such Panel.

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| **Sr. No** | | **ITEM DESCRIPTION** | |
|  | | Four Vacuum contactor having current capacity 400A, **(Drosseln)** voltage rating 11KV, fixed type, 75KV BIL, Auto operated, with spring operated mechanism. | |
|  | | 11kv 3-Phase Power Capacitor 180KVAR (Total: 200\*4=800KVAR)**(Drosseln/Equ)** | |
|  | | One Auto/manual selector switch (GGT), current capacity 25A, voltage rating 110/220 VAC | |
|  | | One Reactive Power control Relay (6/12-step) | |
|  | | One Moving iron type volt meter (Lumel/Frer) having max-scale 0-15kV AC. | |
|  | | One Moving iron type Ampere meter (Lumel /Frer) having max-scale (as per demand) A. | |
|  | | One volt selector switch (GGT), current capacity 25A, voltage rating 110/220 VAC | |
|  | | One Amp selector switch (GGT), current capacity 25A, voltage rating 110/220 VAC | |
|  | | Two Green indication lamp (GGT) 110/220V AC /DC, 2.4W, round shape dia 22mm for panel Off indication. | |
|  | | Two Red indication lamp (GGT) 110/220V AC /DC, 2.4W, round shape dia 22mm for panel ON indication. | |
|  | | Two Green Push button (GGT) 110/220V AC /DC, 2.4W, round shape dia 25mm for panel OFF. | |
|  | | Two Red Push button (GGT) 110/220V AC /DC, 2.4W, round shape dia 25mm for panel ON. | |
|  | | Exhaust Fan 8-Inch as per required. | |
|  | | One Panels Hitter100 watts110-220VAC Control with Thermostat auxiliary voltage 220VAC. | |
|  | | One tube light with limit switch | |
|  | | One T/P Miniature circuit breaker (SEZ/SCHNEIDERR) 2A, 110/220V AC/DC for the protection of complete control wiring and potential transformers in case of any disturbance in control wiring .as per required | |
|  | | Three D/P Miniature circuit breaker (SEZ/SCHNEIDER) 10A, 110/220V AC/DC for the protection of complete control wiring and potential transformers in case of any disturbance in control wiring. as per required | |
|  | Cable duct 40 x 60 of different size to cover all wiring cables. as per required | |
|  | Terminal blocks (CONTA.CLIP/KELEMSAN 4mm, voltage rating 800V, Current rating 16/25A, JXR, IEC 47-7-1 & 6mm terminal block for CT. | |
|  | Nine APG epoxy risen casting insulator CG2 type, 12KV to provide healthy support to male copper contact points. | |
|  | Copper bus bar, current capacity 400A having 99.7% purity, with complete insulation of heat shrilling tube. | |
|  | Switchgear Cubical will be fabricated with metal clad sheet and will be fully welded, pad mounted and their dimension will be in standard size (GE) | |

The bidder must be registered and duly recognized in Pakistan, and be registered with FBR; possess Manufacturer’s status or Distributor/ Dealer status with authorization from Manufacturer/ Principal specific for this tender, with sufficient financial, technical and human resources to take up the task assigned and complete the same within prescribed time limit on the finalization of contract with PAF- IAST.

Tender document containing instructions to bidders covering definitions, introduction/ background of the Project, scope of work, general terms and conditions, and special terms, procedure for submission of bids, opening of bid, evaluation criteria, and other related information, can be obtained against a written request on company’s letterhead, fromPak-Austria Fachhochschule: Institute of Applied Sciences & Technology, Haripur – Pakistan. Cost of the document is Rs. 300/- Non-refundable (Stationery charges). Tender document can also be downloaded from<http://www.paf-iast.edu.pk/> free of cost, however, interested bidders will be required to have registered copy purchased from PAF-IAST, in order to participate in tender process.

Bidder(s) interested in participating in the tender process are advised to submit their Bid Proposal(s), along with the Earnest Money amounting 2% of their Bid Value in the shape of CDR, in accordance with the instructions in this tender document. Bid Proposal(s) must reach PAF-IAST, Haripur on the August 21, 2020 by1000 hrs. Any late Bid(s) shall not be accepted and returned unopened. Accepted Bids will be opened on the same day at 1030hrs, in presence of bidders who chose to attend. In case of sudden holiday on bid opening day, bids will be opened on next working day. The Tender shall be executed in accordance with KPPRA Rule 6 (2)(a)**“Single Stage, One Envelope Procedure”.**

This advertisement is also available on PAF: IAST and PPRA websites <http://www.paf-iast.edu.pk/>&<http://www.kppra.org.pk>.

**Project Director**

**Pak-Austria Fachhochschule: Institute of Applied Sciences & Technology (PAF-IAST)**

**Hairpur – Khyber Pakhtunkhwa**

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## Section 2. Instruction to Bidders (ITB)

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| 1. GENERAL TERMS | | |
| 1.Introduction | | 1.1 Bidders shall adhere to all the requirements of this ITB, including any amendments made in writing by PAF-IAST. This ITB will be governed under Clause 6 (2)(a) “Single Stage, One Envelope Procedure” of Khyber Pakhtunkhwa Public Procurement Rules, 2014, as amended from time to time and instructions of the Government of Khyber Pakhtunkhwa received during the completion of the project.  1.2 Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by PAF-IAST. The Institute is under no obligation to award a contract to any Bidder as a result of this ITB.  1.3 PAF-IAST reserves the right to cancel the procurement process at any stage without any liability of any kind for PAF-IAST, upon notice to the bidders or publication of cancellation notice on PAF- IAST website. |
| 2.Fraud & Corruption, Gifts and Hospitality | | 2.1 PAF-IAST strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of PAF-IAST vendors and requires all bidders/ vendors observe the highest standard of ethics during the procurement process and contract implementation.  2.2 Bidders/ vendors shall not offer gifts or hospitality of any kind to PAF-IAST staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches or dinners.  2.3 In pursuance of this policy, PAF-IAST:  (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question;  (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a PAF- IAST contract; or counseling or canvassing staff or elected representatives; or engaging in collusion with other bidders. |
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| 3.Eligibility | | 3.1 A Bidder should not be suspended, debarred, or otherwise identified as ineligible by any Government/ Semi-government/ or any other international Organization. Bidders are therefore required to disclose to PAF-IAST whether they are subject to any sanction or temporary suspension imposed by these organizations.  3.2 It is the Bidder’s responsibility to ensure that its employees, sub-contractors, service providers, suppliers and/ or their employees meet the eligibility requirements as established by PAF-IAST. |
| 4. | General Terms | 4.1 The Bidder should be registered with Sales Tax and Income Tax Department and approved manufacturers of NTDC/PEPCO  4.2 The Bidder should have not been blacklisted by any Government/ semi Government organization.  4.3 There should be no litigation against the bidder/ firm. |

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| 1. PREPARATION OF BIDS | | |
| 5. | General  Considerations | 5.1 In preparing the Bid, the Bidder is expected to examine the ITB in detail. Material deficiencies in providing the information requested in the ITB may result in rejection of the Bid.  5.2 The Bidder will not be permitted to take advantage of any errors or omissions in the ITB. Should such errors or omissions be discovered, the Bidder must notify the Project Director, PAF-IAST accordingly. |
| 6.Cost of Preparation of Bid | | 6.1 The Bidder shall bear all costs related to the preparation and/ or submission of the Bid, regardless of whether its Bid is selected or not. PAF-IAST shall not be responsible or liable for those costs, regardless of the conduct or outcome of the procurement process. |
| 7.Language | | 7.1 The Bid, as well as any, and all related correspondence exchanged by the Bidder and PAF- IAST, shall be written in the language(s) specified in the BDS. |
| 8.Documents Comprising the Bid | | 8.1 The Bid shall comprise of the following documents and related forms of which details are provided in the BDS. All pages of the Bid shall be signed, stamped and properly paginated.   1. Returnable Forms as referred in Section 6 shall be properly filled in Ink or Typed. Forms filled in using a pencil shall not be considered and substantiate the annulment of the Bid Proposal. 2. Documents Establishing the Eligibility and Qualifications of the Bidder; 3. Bid covering Technical Specifications in detail, and covering Price Schedule; 4. Bid Security, if required by BDS; 5. Any attachments and/or appendices to the Bid. |
| 9.Documents Establishing the Eligibility and Qualifications | | 9.1 The Bidder shall furnish documentary evidence of its status as an eligible and qualified supplier, using the Forms provided under Section 6 and providing documents required in those forms. In order to award a contract to a Bidder, its qualifications must be documented to PAF-IAST’s satisfaction. |
| 10.Technical Bid Format and Content | | 10.1 The Bidder is required to submit a Bid using the Standard Forms and templates provided in Section 6 of the ITB.  10.2 Samples of items, when required as per Section 5, shall be provided within the time specified and unless otherwise specified by the Purchaser, at no expense to the Institute. If not destroyed by testing, samples will be returned at Bidder’s request and expense, unless otherwise specified.  10.3 When applicable and required in Section 5, the Bidder shall describe the necessary training program available for the maintenance and operation of the equipment offered as well as the cost to the Institute. Unless otherwise specified, such training as well as training materials shall be provided in the language of the Bid as specified in the BDS.  10.4 When applicable and required in Section 5, the Bidder shall certify the availability of spare parts for a period of at least five (5) years from date of delivery, or as otherwise specified in this ITB. |
|  | |
| 11.Price Schedule | | 11.1 The Price Schedule shall be prepared using the Forms provided in Section 6 of the ITB and taking into consideration the requirements in the ITB.  11.2 Any requirement described in this ITB but not priced in the Price Schedule, shall be assumed to have been included in the prices of other activities or items, as well as in the final total price. |
| 12.Bid Security | | 12.1 A Bid Security shall be provided in the amount and form indicated in the BDS. The Bid Security shall be valid for the duration as referred in BDS.  12.2 The Bid Security shall be included along with the Bid. If Bid Security not found in the Bid, the Bid shall be rejected.  12.3 If the Bid Security amount or its validity period is found to be less than what is required, PAF-IAST shall reject the Bid.  12.4 In the event an electronic submission is allowed in the BDS, Bidders shall include a copy of the Bid Security in their bid and the original of the Bid Security must be sent via courier or hand delivery as per the instructions in BDS.  12.5 The Bid Security will be forfeited by PAF-IAST, and the Bid rejected, in the event of any, or combination, of the following conditions:   1. If the Bidder withdraws its offer during the period of the Bid Validity specified in the BDS, or; 2. In the event the successful Bidder fails:    1. to sign the Contract after PAF-IAST has issued an award; or    2. To furnish the Performance Security, insurances, or other documents that PAF-IAST may require as a condition precedent to the effectivity of the contract that may be awarded to the Bidder. |
|  | |
| 13.Currencies | | 13.1 All prices shall be quoted in the currency indicated in the BDS. Where pricesare quoted in different currencies, for the purposes of comparison:   1. PAF-IAST will convert the currency quoted into the currency indicated in BDS, in accordance with the prevailing Inter Bank rate of exchange on the last day of submission of Bids; and 2. In the event that PAF-IAST selects a Bid for award that is quoted in a currency different from the preferred currency in the BDS, PAF-IAST shall reserve the right to award the contract in the currency of PAF-IAST’s preference, using the conversion method specified above. |
| 14.Joint Venture, Consortium or  Association | | 14.1 If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by an intent letter or an Agreement among the legal entities duly notarized, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between PAF-IAST and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture.  14.2 After the Deadline for Submission of Bid, the lead entity identified to represent the JV, Consortium or Association Or any change in the constitution of the JV, Consortium or Association shall not be altered without the prior written consent of PAF-IAST/ Procurement Committee.  14.3 The lead entity and the member entities of the JV, Consortium or Association shall abide by the provisions of Clause 15 herein in respect of submitting only one Bid.  14.4 The description of the organization of the JV, Consortium or Association must clearly define the expected role of each of the entities in the joint venture in delivering the requirements of the ITB, both in the Bid and the JV, Consortium or Association Agreement or Intent Letter. All entities that comprise the JV, Consortium or Association shall be cumulatively subject to the eligibility and technical qualification assessment by PAF-IAST as defined in Section 4: Evaluation Criteria.  14.5 A JV, Consortium or Association in presenting its track record and experience should clearly differentiate between:   1. Those that were undertaken together by the JV, Consortium or Association; and 2. Those that were undertaken by the individual entities of the JV, Consortium or Association.   14.6 Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the JV, Consortium or Association or those of its members, but should only be claimed by the individual experts themselves in their presentation of their individual credentials. |
| 15.Only One Bid | | 15.1 The Bidder (including the individual members of any Joint Venture) shall submit only one Bid, either in its own name or as part of a Joint Venture.  15.2 Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:   1. they have at least one controlling partner, director or shareholder in common; or 2. any one of them receive or have received any direct or indirect subsidy from the other/s; or 3. they have the same legal representative for purposes of this ITB; or 4. they are subcontractors to each other’s Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this ITB process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid. |
| 16.Bid Validity Period | | 16.1 Bids shall remain valid for the period specified in the BDS, commencing on the Deadline for Submission of Bids. A Bid valid for a shorter period may be rejected by PAF-IAST and rendered non-responsive.  16.2 During the Bid validity period, the Bidder shall maintain its original Bid without any change, including the availability of the Key Personnel. |
| 17.Extension of Bid Validity Period | | 17.1 In exceptional circumstances, prior to the expiration of the Bid validity period, PAF-IAST may request Bidders to extend the period of validity of their Bids. The request and the responses shall be made in writing and shall be considered integral to the Bid.  17.2 If the Bidder agrees to extend the validity of its Bid, it shall be done without any change to the original Bid.  17.3 The Bidder has the right to refuse to extend the validity of its Bid, in which case, the Bid shall not be further evaluated. |
| 18.Clarification on ITB  (from the Bidders) | | 18.1 Bidders may request clarifications on any of the ITB documents no later than the date indicated in the BDS. Any request for clarification must be sent in writing in the manner indicated in the BDS. If inquiries are sent other than specified channel, even if they are sent to a PAF-IAST staff member, PAF-IAST shall have no obligation to respond or confirm that the query was officially received.  18.2 PAF-IAST will provide the responses to clarifications through the method specified in the BDS.  18.3 PAF-IAST shall endeavor to provide responses to clarifications in an expeditious manner, but any delay in such response shall not cause an obligation on the part of PAF-IAST to extend the submission date of the Bids, unless PAF-IAST deems that such an extension is justified and necessary. |
| 19.Amendment in ITB | | 19.1 At any time prior to the deadline of Bid submission, PAF-IAST may for any reason, such as in response to a clarification requested by a Bidder, modify the ITB in the form of an amendment to the ITB. Amendments will be made available to all prospective bidders.  19.2 If the amendment is substantial, PAF-IAST may extend the Deadline for submission of Bid to give the Bidders reasonable time to incorporate the amendment into their Bids. |
| 20.Alternative Bids | | 20.1 Unless otherwise specified in the BDS, alternative Bids shall not be considered. If submission of alternative Bid is allowed by BDS, a Bidder may submit an alternative Bid, but only if it also submits a Bid conforming to the ITB requirements. Where the conditions for its acceptance are met, or justifications are clearly established, PAF-IAST reserves the right to award a contract based on an alternative Bid.  20.2 If multiple/ alternative bids are being submitted, they must be clearly marked as “Main Bid” and “Alternative Bid” |
| 21.Pre-Bid Conference | | 21.1 When appropriate, a pre-bid conference may be conducted at the date, time and location specified in the BDS. All Bidders are encouraged to attend. Nonattendance, however, shall not result in disqualification of an interested Bidder. Minutes of the Bidder’s conference will be disseminated on the procurement website and/ or shared by email as specified in the BDS. No verbal statement made during the conference shall modify the terms and conditions of the ITB, unless specifically incorporated in the Minutes of the Bidder’s Conference or issued/ posted as an amendment to ITB. |
| 1. SUBMISSION AND OPENING OF BIDS | | |
| 22.Bid Proposal Submission | | 22.1 The Bidder shall submit a duly signed and numbered all pages of the complete Bid in an Envelope sealed and marked as per ITB 22.6, and in accordance with **KPPRA Rule 6 (2)(a)**.  22.2 The Envelope should contain all the **Returnable Forms (A – D)**along with **Technical Specifications** meeting or exceeding the requirements as stipulated in this ITB, and **supporting documents** in accordance with requirements in the BDS.  22.3 The Bid Security as referred in BDS must be placed in the Bid Envelope.  22.4 Bid can be delivered either personally, or by courier as specified in the BDS.  22.5 The Bid shall be signed by the Bidder or person(s) duly authorized to commit the Bidder. The authorization shall be communicated through a document evidencing such authorization issued by the legal representative of the bidding entity, or a Power of Attorney, accompanying the Bid. There should not be errors and/ or over-writings. Corrections (if any) should be made clearly and initialed with dates.  22.6 Bidders must be aware that the mere act of submission of a Bid, in and of itself, implies that the Bidder fully accepts the General Contract Terms and Conditions.  22.7 Hard copy submission by courier or hand delivery allowed or specified in the BDS shall be governed as follows:  a) The signed Bid shall be marked “Original”, and its copies marked “Copy” as appropriate. The number of copies is indicated in the BDS. All copies shall be made from the signed original only. If there are discrepancies between the original and the copies, the original shall prevail.  (b) The Bid Proposals must be sealed and submitted in an envelope, which shall:   1. Bear the name of the Bidder; 2. Be addressed to PAF - IAST as specified in the BDS; and 3. Bear a warning not to open before the time and date for Bid opening as specified in the BDS.   If the envelope with the Bid is not sealed and marked as required, PAF-IAST shall assume no responsibility for the misplacement, loss, or premature opening of the Bid. |
| 23.Deadline for Submission of Bids and Late Bids | | 23.1Complete Bids must be received by PAF-IAST in the manner, and no later than the date and time, specified in the BDS. PAF-IAST shall only recognize the actual date and time that the bid was received by PAF-IAST.  23.2PAF-IAST shall not consider any Bid that is received after the deadline for the submission of Bids. |
| 24. Withdrawal, Substitution, and  Modification of Bids | | 24.1 A Bidder may withdraw, substitute or modify its Bid after it has been submitted at any time prior to the deadline for submission.  24.2 A bidder may withdraw, substitute or modify its Bid by sending a written notice to PAF- IAST, duly signed by an authorized representative, including a Power of Attorney. The corresponding substitution or modification of the Bid, must accompany the respective written notice. All notices must be submitted in the same manner as specified for submission of Bids, by clearly marking them as “WITHDRAWAL” “SUBSTITUTION,” or “MODIFICATION”  24.3 Bids requested to be withdrawn shall be returned unopened to the Bidders, except if the bid is withdrawn after the bid has been opened. |
| 25.Bid Opening | | 25.1 The Procurement Committee of PAF-IASTwill open the Bid in the presence of Bidders’ representative(s) who choose to attend.  25.2 The Bidders’ names, modifications, withdrawals, the condition of the envelope labels/ seals, the number of folders/ files and all other such other details as PAF-IAST may consider appropriate, will be announced at the opening. No Bid shall be rejected at the opening stage, except for late submissions, in which case, the Bid shall be returned unopened to the Bidders.  25.3 In case of public holiday on bid opening day, bids will be opened on next working day. |
| 1. EVALUATION OF BIDS | | |
| 26.Confidentiality | | 26.1 Information relating to the examination, evaluation, and comparison of Bids, and the recommendation of contract award, shall not be disclosed to Bidders, even after publication of the contract award.  26.2 Any effort by a Bidder to influence PAF-IAST in the examination, evaluation and comparison of the Bids or contract award decisions may, at PAF-IAST’s decision, result in the rejection of its Bid and may subsequently be subject to consequences. |
| 27.Preliminary  Examination | | 27.1 PAF-IAST shall examine the Bids to determine whether they are complete with respect to minimum documentary requirements, whether the documents have been properly signed, and whether the Bids are generally in order, among other indicators that may be used at this stage. PAF-IAST reserves the right to reject any Bid at this stage. |
| 28.Evaluation of Eligibility and Technical  Qualification | | 28.1 Eligibility and Technical Qualification of the Bidder will be evaluated against the Minimum Eligibility/ Qualification requirements specified in the Section 4: Evaluation Criteria.  28.2 In general terms, Bidders that meet the following criteria may be considered qualified:   1. They are not included in the list of blacklisted or barred companies published on KPPRA website, any federal or provincial government department; 2. They have a good financial standing and have access to adequate financial resources to perform the contract and all existing commercial commitments, 3. They have the necessary experience, technical expertise, production capacity, quality certifications, quality assurance procedures and other resources applicable to the supply of goods and/ or services required; 4. They are able to comply fully with the General Terms and Conditions of Contract; 5. They do not have a consistent history of court/ arbitral award decisions against the Bidder; and 6. They have a record of timely and satisfactory performance with their clients. |
| 29. Evaluation of Bid Proposals | | 29.1 The evaluation team shall review and evaluate the Bids on the basis of their responsiveness to the Schedule of Requirements and Technical Specifications and other documentation provided, applying the procedure indicated in the BDS and other ITB documents. When necessary, and if stated in the BDS, PAF- IAST may invite technically responsive bidders for a presentation related to their Bids. The conditions for the presentation shall be provided in the bid document where required. |
| 30.Due diligence | | 30.1 PAF- IAST reserves the right to undertake a due diligence exercise, aimed at determining to its satisfaction, the validity of the information provided by the Bidder. Such exercise shall be fully documented and may include, but need not be limited to, all or any combination of the following:   1. Verification of accuracy, correctness and authenticity of information provided by the Bidder; 2. Validation of extent of compliance to the ITB requirements and evaluation criteria based on what has so far been found by the evaluation team; 3. Inquiry and reference checking with Government entities with jurisdiction on the Bidder, or with previous clients, or any other entity that may have done business with the Bidder; 4. Inquiry and reference checking with previous clients on the performance on on-going or completed contracts, including physical inspections of previous works, as deemed necessary; 5. Physical inspection of the Bidder’s offices, branches or other places where business transpires, with or without notice to the Bidder; 6. Other means that PAF-IAST may deem appropriate, at any stage within the selection process, prior to declaring the Bidder as Qualified. |
| 31.Clarification of Bids | | 31.1 To assist in the examination, evaluation and comparison of Bids, PAF- IAST may, at its discretion, request any Bidder for a clarification of its Bid.  31.2 PAF- IAST’s request for clarification and the response shall be in writing and no change in the prices or substance of the Bid shall be sought, offered, or permitted, except to provide clarification, and confirm the correction of any arithmetic errors discovered by PAF-IAST in the evaluation of the Bids in accordance with the ITB.  31.3 Any unsolicited clarification submitted by a Bidder in respect to its Bid, which is not a response to a request by PAF-IAST, may not be considered during the review and evaluation of the Bids. |
| 32.Responsiveness of Bid | | 32.1 PAF-IAST’s determination of a Bid’s responsiveness will be based on the contents of the bid itself. A substantially responsive Bid is one that conforms to all the terms, conditions, specifications and other requirements of the ITB without material deviation, reservation, or omission.  32.2 If a bid is not substantially responsive, it may be rejected by PAF-IAST and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation, or omission. |
| 33.Right to Accept, Reject, Any or All  Bids | | 33.1 PAF-IAST reserves the right to accept or reject any proposal in response to the ITB, to render any or all of the proposals as non-responsive, and to reject all Proposals in response to the ITB at any time prior to award of contract, while assigning the reason(s) thereof.  33.2 PAF- IAST shall not be obliged to award the contract to the lowest priced offer. |
| 34.Nonconformities, Reparable Errors and  Omissions | | 34.1 Provided that a Bid is substantially responsive, PAF-IAST may waive any nonconformities or omissions in the Bid that, in the opinion of PAF-IAST, do not constitute a material deviation.  34.2 PAF-IAST may request the Bidder to submit the necessary information or documentation, within a reasonable period, to rectify nonmaterial nonconformities or omissions in the Bid related to documentation requirements. Such omission shall not be related to any aspect of the price. Failure of the Bidder to comply with the request may result in the rejection of its Bid.  34.3 For the Price Schedule that are submitted, PAF-IAST shall check and correct arithmetical errors as follows:   1. if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of PAF-IAST there is an obvious misplacement of the decimal point in the unit price; in which case, the line item total as quoted shall govern and the unit price shall be corrected; 2. if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and 3. if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail.   34.4 If the Bidder does not accept the correction of errors made by PAF- IAST, its Bid shall be rejected. |
| 35.Bidder Grievance | | 35.1 PAF- IAST’s grievance readdress procedure provides an opportunity for appeal to those persons or firms not awarded a contract through a competitive procurement process. In the event that a Bidder believes that it was not treated fairly, the Bidder may lodge a complaint to the PAF-IAST’s Grievance Readdress Committee. |
| 1. AWARD OF CONTRACT | | |
| 36.Evaluation | | 36.1 PAF-IAST will conduct the evaluation solely on the basis of response to this tender received from the firms.  36.2 Evaluation shall be undertaken in the following steps:   1. Preliminary Examination including Technical Specifications and other compliances 2. Arithmetical check and ranking of bidders who passed preliminary examination by price. 3. Evaluation of prices   36.3 Price comparison shall be based on the landed price, including transportation, insurance and the total cost of ownership (including spare parts, consumption, installation, commissioning, training, special packaging, etc., where applicable) |
| 37. Integrity Pact | | 37.1 Bidders will also be required to submit a signed Integrity Pact on a stamp paper of appropriate value as part of their response, as per KPPRA Rules. The text of Integrity Pact is available at Annex – I. |
| 38.Award Criteria | | 38.1 Prior to expiration of the period of Proposal validity, PAF-IAST shall award the contract to the Bidder that is found to be responsive to the requirements of the Technical Specifications and has offered the lowest price.  38.2 PAF-IAST shall not be obliged to award the contract to the lowest priced offer, if the response is found deficient to the Technical Specifications and other compliances.  38.3 In case of tie in Financial Bid Value, the Contract will be awarded to the bidder having closest match to the Technical Specifications. |
| 39. Contract Signing | | 39.1 After the approval of any Work Award, a Contract Agreement on the stamp paper of appropriate value, shall be executed by PAF-IAST with Selected Bidder (i.e. Contractor) within 15 days from the date of issuance of LoI (Letter of Intent)/ Work Order.  39.2 Failure to signing of Contract Agreement by the selected Bidder Firm with PAF-IAST within the stipulated time may constitute sufficient grounds for the annulment of the award, and forfeiture of the Bid Security, if any, and on which event, PAF- IAST may award the Contract to the Second highest rated or call for new Proposals. |
| 40.Right to Vary quantity at the  Time of Award | | 40.1 At the time of award of Contract, PAF-IAST reserves the right to vary the quantity of goods and/ or services, without any change in the unit price or other terms and conditions. |
| 41. Sample draft Contract | | 41.1 A sample draft Contract to be signed, containing applicable General Terms and Conditions can be found at Annex – II. |
| 42.Performance Security | | 42.1 A performance security, if required in the BDS, shall be provided in the amount specified in BDS, well prior to the Contract signing by both parties. Where a performance security is required, the receipt of the performance security by PAF-IAST shall be a condition for rendering the contract effective. |
| 43.Bank Guarantee for Advanced Payment | | 43.1 No Payment will be released in advance. |
| 44.Liquidated Damages | | 44.1 PAF-IAST shall apply Liquidated Damages for the damages and/ or risks caused to PAF-IAST resulting from the Contractor’s delays or breach of its obligations as per Contract.   1. In case of delay, the Procurement Committee, PAF-IAST reserves the right to impose a penalty not exceeding 10% of the total amount of the Contract Value at the rate as referred in the Sample Contract at Annexure –II. 2. If the Contractor fails to complete work as per PAF-IAST requirement, the Rector, PAF-IAST reserves the right to reject it altogether or impose a penalty not exceeding 50% of the total amount of the Contract. 3. If the Contractor fails to provide supplies/services as per PAF-IAST requirements, PAF-IAST may forfeit his earnest money as well as Performance Security, and the work will be done at the risk and cost of Contractor. 4. In case of any dispute, matter will be referred to Rector, PAF-IAST whose decision will be binding on both the parties. |
| 45. Force Majeure | | 45.1 “Force Majeure” means an event which is beyond the reasonable control of a party and which makes a party’s performance of its obligations under the Purchase Order/Work Order/Contract impossible or so impractical as to be considered impossible under the circumstances, and includes, but is not limited to, War, Riots, Storm, Flood or other industrial actions (except where such strikes, lockouts or other industrial issues are within the power of the party invoking Force Majeure), confiscation or any other action by Government agencies. In all disputes between the parties as to matters arising pursuant to this Purchase Order/ Work Order/ Contract, the dispute will be referred to Project Director, PAF-IAST whose decision will be final. |
| 46. Delivery of Goods | | 46.1 Contractor will be required to deliver the goods as per the Delivery Schedule referred in BDS without claiming any additional cost to the PAF-IAST at the designated site(s) and in quantities as referred in the Contract. |
| 47.Payment Provisions | | 47.1 Payment will be made only upon PAF- IAST's acceptance of the goods and/ or services performed. The terms of payment shall be within thirty (30) days, after receipt of invoice, and certification of acceptance of goods and/ or services issued by the proper authority in PAF: IAST. Payment will be affected by bank transfer in the currency of the contract.  47.2 The Contractor shall provide all necessary supporting documents along with GST invoice, delivery challan, certificates required by PESCO and any other relevant documents as required by the PAF- IAST. |

## Section 3. Bid Data Sheet

The following data for the goods and/or services to be procured shall complement, supplement, or amend the provisions in the Invitation to Bid. In the case of a conflict between the Instructions to Bidders, the Bid Data Sheet, and other annexes or references attached to the Bid Data Sheet, the provisions in the Bid Data Sheet shall prevail**.**

|  |  |  |  |
| --- | --- | --- | --- |
| **BDS No.** | **Ref. to Section.2** | **Data** | **Specific Instructions / Requirements** |
|  |  | Background of the Project | Pak-Austria Fachhochschule: Institute of Applied Sciences and Technology (PAF: IAST) is novel in its content and holistic in approach. The project concept is based on the slogan of “Skilling Pakistan” to create a high-quality technical education infrastructure. This unique educational institution in Pakistan will closely collaborate with several institutions in Austria and China and award multiple foreign degrees. This is a historic and visionary initiative as it is probably the first time that an institution will be established in Pakistan with many foreign universities giving degrees to students who study in it. |
|  |  | Objective | The main objective of this Tender is to facilitation to campus community and easing the campus life, providing enabling environment to the staff and faculty to perform their academic and research work in a conducive and productive environment and deliver beyond the expectations. |
|  |  | Scope of Work | The supplier is expected to supply high quality products meeting the specification as stipulated in this ITB, which conforms to the internationalquality standards. The time specified for delivery, Installation and Commissioning in the tender form shall be deemed to be the essence of the contract and the Successful Bidder shall arrange within the specified period.  **Post-Delivery Warranty and Support Services**  It is required thatManufacturer’s Warranty and Post-delivery Bidder’s Support Services for at least One (01) year from the date of delivery to PAF-IAST be provided by the Supplier within the quoted cost of items.  Moreover, additional Warranty and Support Services for next Three (03) years should be quoted separately by the Bidder on annual payment basis. However, it will be at sole discretion of PAF-IAST to avail additional Warranty and Support Services in subsequent year(s) or otherwise. |
|  | 7 | Language of the Bid | English |
|  | 22, 23, 27 | Submitting Bids for Parts or subparts of the Schedule of Requirements (partial bids) | The Purchase Committee shall consider the Bids as per specifications and special requirements as referred in Section – 5. |
|  | 20 | Alternative Bids | **Not Allowed.** |
|  | 21 | Pre-Bid conference | N/A |
|  | 16 | Bid Validity Period | **90 days** |
|  | 13 | Bid Security/ Earnest Money  (Refundable) | Required in the amount of:**2% of the Bid Value.** In case of options, earnest money shall be based on the maximum quoted price of the same items.  Acceptable Forms of Bid Security: Denominated in Pak Rupees duly issued by a Pakistani Bank or branch of a Foreign Bank, in the form of **CDR**in favor of the **Project Director, PAF-IAST** |
|  | 42 | Liquidated Damages | Will be imposed as follows:  **Percentage of contract price per day of delay: as referred in Draft ContractSample in Annexure – II.** |
|  | 40 | Performance Security | Within one week of issuance of LoI/ Purchase Order and well prior to the signing of Contract, as**10% of the Contract value**for the duration of Warranty period referred in RFP. |
|  | 12 | Currency of Bid | Pakistani Rupees(PKR) |
|  | 31 | Deadline for submitting requests for clarifications/ questions | **5 days** before the submission deadline |
|  | 31 | Contact Details for submitting clarifications/questions | Focal Person inPAF: IAST:  **Engr. Attaullah Khan**  **kattaullah32@gmail.com** |
|  | 18, 19and 21 | Manner of Disseminating  Supplemental Information to the ITB and responses/clarifications to queries | Direct communication to prospective Bidders by email and/ or Posting on the PAF: IAST website:  <http://www.paf-iast.edu.pk/> |
|  | 23 | Deadline for Submission | **Friday the 21st August, 2020 on or before 10:00 noon (PST)** |
|  | 22 | Number of Set(s) of Bid | **Bid Proposal(s)**   * One (01) Original * One (01) Copy |
|  | 22 | Allowable Manner of Submitting  Bids | ☒ Courier/Hand Delivery |
|  | 22 | Bid Submission Address | ☒**By Courier / Hand Delivery:**  Convener Procurement Committee,  PAF- IAST, Mang, Haripur |
|  | 22 | Electronic submission (email) requirements | Not Allowed |
|  | 25 | Date, time and venue for the opening of bid | Date and Time: 10:00 noon on August 21 ,2020  Venue: **Conference Room, PAF-IAST, Mang, Haripur** |
|  | 27,  36 | Evaluation Method | Eligible and qualified bids meeting the PAF- IAST requirements and technically responsive as stipulated in this ITB |
|  |  | Evaluation Method for the Award of Contract | Lowest priced technically responsive. |
|  |  | Expected date for commencement of Contract | **Aug 2020** |
|  |  | Maximum expected duration of Contract | **03 months** |
|  | 35 | PAF: IAST will award the contract to: | On lot wise |
|  | 39 | Type and Contract Terms and  Conditions that will apply | PAF-IAST General Terms and Conditions for Contracts for Goods and/ or Services as per Sample at Annex – II. |
|  | 46 | Delivery, Installation and Testing/ Training | |  |  |  | | --- | --- | --- | | Delivery | Installation | Testing/ Training | | 2 weeks | 1 weeks | 1 week | |

## Section 4. Evaluation Criteria

Preliminary Examination Criteria

Bids will be examined to determine whether they are complete and submitted in accordance with ITB requirements as per below criteria on a Yes/No basis:

* Appropriate signatures
* Power of Attorney
* Minimum Bid documents provided
* Bid Validity
* Bid Security submitted as per ITB requirements with compliant validity period

Minimum Eligibility Criteria

Eligibility will be evaluated on a Pass/ Fail basis. If the Bid is submitted as a Joint Venture, there should be no more than two (02) companies in the Joint Venture and each company should meet the minimum criteria, unless otherwise specified.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **ELIGIBILITY** | | |
| **S. #** | **Subject** | **Criteria** | **Reference Returnable Form(s)** |
|  | **Bidder’s Status** | Participating as  □Individual Company  □JV/ Consortium | Form B: Joint Venture/ Consortium/ Association Information Form |
|  | **Legal Status** | Bidder is a legally registered entity in Pakistan. Bidder is/ are also registered with **FBR for Income Tax and Sales Tax** | Form C: Bidder  Information Form |
|  | **Principal’s Authorization** | Bidder or at least one member of JV/ Consortium/ Association must be Authorized Partner/ Reseller/ Dealer for the supply and services of quoted goods/ services. | Form C: Bidder  Information Form |
|  | **Company in Operation** | Bidder (Lead Bidder) is in operation: **At least Ten (10) years.** | Form C: Bidder Information Form |
|  | **Financial Strength** | Average annual turnover over last 3 years: **No less than Rs. 100 million**  *(For JV/Consortium/Association, all Parties cumulatively should meet requirement).* | Form C: Bidder Information Form |
|  | **Relevant Experience** | Minimum No. of Projects of similar nature, value, and complexity in last 3 years: **At least Ten(10) projects/ installations** within Pakistan.  *(For JV/Consortium/Association, all Parties cumulatively should meet requirement).* | Form C: Bidder Information Form |
|  | **Eligibility** | Bidder(s)is not suspended, nor debarred, nor otherwise identified as ineligible by any Government/ Semi-government/ Autonomous organization in Pakistan, in accordance with ITB clause 3. Non-Blacklisting certificate will be required. | Form A: Bid  Submission Form |
|  | **Bankruptcy** | Bidder(s) has not declared bankruptcy, is not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future. | Form A: Bid  Submission Form |

## 

## Section 5: Returnable Bidding Forms / Checklist

This section serves as a checklist for preparation of your Bid. Please complete the Returnable Bidding Forms in accordance with the instructions in the forms and return them as part of your Bid submission. No alteration to format of forms shall be permitted and no substitution shall be accepted.

Before submitting your Bid, please ensure compliance with the Bid Submission instructions of the BDS 22.

**Bid Proposal:**

|  |  |
| --- | --- |
| **Have you duly completed all the Returnable Bidding Forms?** |  |
| ▪ Form A: Bid Submission Form | ☐ |
| ▪ Form B: Joint Venture/Consortium/ Association Information Form | ☐ |
| ▪ Form C: Bidder Information Form | ☐ |
| ▪ Form D: Price Schedule Form | ☐ |
| **Have you provided the required documents to establish compliance with the evaluation criteria in Section 4?** | ☐ |

### Form A: Bid Submission Form

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Bidder: | [Insert Name of Bidder] | Date: | Select date |
| ITB reference: |  |  |  |

We, the undersigned, submit our Bid for the award of contract to supply the goods and related services required for [Insert Title of goods and services] in accordance with your Invitation to Bid No. [Insert ITB Reference Number]. We hereby submit our Bid, which includes this Bid proposal.

We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium/Association members or subcontractors or suppliers for any part of the contract:

1. is not under procurement prohibition by any of the Government/ Semi-government/ Autonomous organization;
2. have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any

Organization in Pakistan;

1. have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against us that could impair our operations in the foreseeable future;
2. undertake not to engage in proscribed practices, including but not limited to corruption, fraud, coercion, collusion, obstruction, or any other unethical practice, with the PAF: IAST, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the PAF: IAST.

We declare that all the information and statements made in this Bid are true and we accept that any misinterpretation or misrepresentation contained in this Bid may lead to our disqualification and/or sanctioning by the PAF-IAST.

We offer to supply the goods and related services in conformity with the Bidding documents, including the PAF-IAST General Conditions of Contract and in accordance with the Schedule of Requirements and Specifications.

Our Bid shall be valid and remain binding upon us for the period specified in the Bid Data Sheet.

We understand and recognize that you are not bound to accept any Bid you receive.

I, the undersigned, certify that I am duly authorized by [Insert Name of Bidder] to sign this Bid and bind it should PAF- IAST accept this Bid.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[*Stamp with official stamp of the Bidder*]

### Form B: Joint Venture/ Consortium/ Association Information Form

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Bidder: | [Insert Name of Bidder] | Date: | Select date |
| ITB reference: |  |  |  |

To be completed and returned with your Bid if the Bid is submitted as a Joint Venture/Consortium/Association.

|  |  |  |
| --- | --- | --- |
| **No** | **Name of Partner and contact information** *(address, telephone numbers, fax numbers, e-mail address)* | **Proposed proportion of responsibilities (in**  **%) and type of goods and/or services to be performed** |
| 1 | [Complete] | [Complete] |
| 2 | [Complete] | [Complete] |
| 3 | [Complete] | [Complete] |

|  |  |
| --- | --- |
| **Name of leading partner**  (with authority to bind the JV, Consortium, Association during the ITB process and, in the event a Contract is awarded, during contract execution) | [Complete] |

We have attached a copy of the below referenced document signed by every partner, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture:

☐Letter of intent to form a joint venture ***OR*** ☐JV/Consortium/Association agreement

We hereby confirm that if the contract is awarded, all parties of the Joint Venture/Consortium/Association shall be jointly and severally liable to PAF: IAST for the fulfillment of the provisions of the Contract.

Name of partner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name of partner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of partner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name of partner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Form C: Bidder Information Form

|  |  |  |
| --- | --- | --- |
| **Legal name of Bidder** | [Complete] | |
| **Legal address & Branch Offices** | [Complete] | |
| **Year of registration** | [Complete] | |
| **Bidder’s Authorized Representative**  **Information** | Name and Title: [Complete]  Telephone numbers: [Complete]  Email: [Complete] | |
| **Are you a PAF: IAST registered vendor?** | ☐Yes ☐ No | If yes, [insert PAF- IAST vendor number] |
| **Countries of operation** | [Complete] |  |
| **No. of full-time employees** | [Complete] |  |
| **No. of Technical Staff** |  |  |
| **Quality Assurance Certification (e.g. ISO 9000 or Equivalent)** *(If yes, provide a Copy of the valid Certificate):* | [Complete] |  |
| **Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment?** *(If yes, provide a Copy of the valid Certificate):* | [Complete] |  |
| **Does your Company have a written**  **Statement of its Environmental**  **Policy?** *(If yes, provide a Copy)* | [Complete] |  |
| **Does your organization demonstrates significant commitment to sustainability through some other means, for example internal company policy documents on women**  **empowerment, renewable energies, education, vocational trainings, social responsibility towards people with Special needs, or membership of trade institutions promoting such issues** | [Complete] |  |
| **Contact person that PAF: IAST may contact for requests for clarifications during Bid evaluation (Only Lead Bidder)** | Name and Title: [Complete]  Telephone numbers: [Complete]  Email: [Complete] | |
| **Please attach the following documents:** | 1. Company Profile, which should not exceed fifteen (15) pages, including printed brochures and product catalogues relevant to the goods and/or services being procured. 2. Proposed timetable for delivery, installation and commissioning plan for the required and quoted items to PAF: IAST after the award of Contract. 3. Certificate of Registration of the business. 4. Principal’s Authorization Letter in favor of Bidder to participate in this Tender. 5. A proofing document confirms the offered warranty for at least One (01) year, supported by the manufacturer’s certificates, if applicable. 6. A proofing document confirming supply of same or similar items of this magnitude to various clients/ customers in Pakistan. 7. Proven records of no less than the requiredProjectsof similar nature/ value/ complexity in which delivery and services were extended. 8. Full detailed description of the specifications of the proposed items in addition to catalogues clearly showing the proposed specifications responding to the requirements. 9. Supporting photos of the proposed items, if applicable. 10. Quality certifications: ISO 9001:2015 (if applicable) 11. Latest Audited Financial Statements (Income Statement and Balance Sheet) including Auditor’s Report for the past (3 years). | |

**Note: To be filled in by each partner in case Bid is submitted as a JV/ Consortium/ Association**

Form D: **Price Schedule Form**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Bidder: | [Insert Name of Bidder] | Date: | Select date |
| ITB reference: |  |  |  |

[*The Bidder is required to prepare the Price Schedule following the below format. The Price Schedule must include a detailed cost breakdown of all goods and related services to be provided.*]

We, the <<Name of Bidder>>, hereby submit our Financial Bid for the Supply of Items as below. We assure you of our full compliance to the required specifications, delivery schedule and other terms without any deviation and/or reservations. We reiterate our acceptance to the terms and conditions of the RFP. Our Financial proposal as below is submitted for your kind consideration;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Quoted Items (Lot 01)** | **Quantity**  **(a)** | **Unit Price**  **[inRs.]**  **(b)** | **GST**  **[inRs.]**  **(c)** | **Total Price**  **[inRs.]**  **d=a\*[b+c]** |
| **Supply of 11 Kv Grid end Panel as per WAPDA Specification (p:44:96) VCB** | **01** |  |  |  |
| SUPPLY OF 11KV VCB 630A INDUSTRIAL METERING & PROTECTION PANEL AS PER WAPDA SPECIFICATION (P-44:96)  **VCB** | 02 |  |  |  |
| SUPPLY OF 11KV VCB 630A OUTGOING PANEL | **04** |  |  |  |
| **Supply of 11Kv Power Factor Correction Capacitor Panel Rating: 800 KVAR** | **01** |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Quoted Items (Lot 02)** | **Quantity**  **(a)** | **Unit Price**  **[inRs.]**  **(b)** | **GST**  **[inRs.]**  **(c)** | **Total Price**  **[inRs.]**  **d=a\*[b+c]** |
| **Supply of Step Down Distribution Transformer Rating:400 KVA Voltage:11000/415 VAC (Pad Mounted Type)** | **02** |  |  |  |
| **Supply of Step Down Distribution Transformer Rating:200 KVA Voltage:11000/415 VAC (Pad Mounted)** | **06** |  |  |  |
| **Supply of Step Down Distribution Transformer Rating:630 KVA Voltage:11000/415 VAC (Pad Mounted)** | **02** |  |  |  |
| **Supply of WAPDA L:T Service Box (Included 300/5A C.Ts)** | **30** |  |  |  |
| **Supply of WAPDA L:T Service Box (Included 600/5A C.Ts)** | **02** |  |  |  |
| **Supply of 3-Phase L.T Energy Meter** | **10** |  |  |  |
| **Quoted Items (Lot #03)** | **Quantity**  **(a)** | **Unit Price**  **[inRs.]**  **(b)** | **GST**  **[inRs.]**  **(c)** | **Total Price**  **[inRs.]**  **d=a\*[b+c]** |
| SUPPLY OF 11KV 240MM SQ S/C AL/XPLE/PVC CABLE | **12000 MTR** |  |  |  |
| SUPPLY OF TERMINATION KIT  **240MM SQ S/C ALUMINUM**  **INDOOR -TYPE** | **18** |  |  |  |
| SUPPLY OF TERMINATION KIT  **240MM SQ S/C ALUMINUM**  **OUTDOOR TYPE** | **36** |  |  |  |
| EARTHING PIT WITH ALL ACCESSORIES | **24** |  |  |  |

**Extended Warranty Price (at discretion of PAF-IAST)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Annual Warranty & Support Services beyond Standard Warranty of the Quoted Items** | **2nd Year**  **(in PKR)** | **3rd Year**  **(in PKR)** | **4th Year**  **(in PKR)** | **5th Year**  **(in PKR)** |
| Supply of 11 Kv Grid end Panel as per WAPDA Specification (p:44:96) VCB  SUPPLY OF 11KV VCB 630A INDUSTRIAL METERING & PROTECTION PANEL AS PER WAPDA SPECIFICATION (P-44:96)  VCB  SUPPLY OF 11KV VCB 630A OUTGOING PANEL  Supply of 11Kv Power Factor Correction Capacitor Panel Rating: 800 KVAR |  |  |  |  |
| (01), Supply of Step Down Distribution Transformer rating: 400 KVA Voltage: 11000/415 VAC (Pad Mounted) (02), Supply of Step Down Distribution Transformer Rating: 200 KVA Voltage: 11000/415 VAC (Pad Mounted) (03), Supply of Step Down Distribution Transformer Rating: 630 KVA Voltage: 11000/415 VAC (Pad Mounted) (04), Supply of WAPDA L:T Service Box (Included 300/5A C.Ts) (05), Supply of WAPDA L:T Service Box (Included 600/5A C.Ts) (06), Supply of 3-Phase L.T Energy Meter |  |  |  |  |
| SUPPLY OF 11KV 240MM SQ S/C AL/XPLE/PVC CABLE  SUPPLY OF TERMINATION KIT  240MM SQ S/C ALUMINUM  INDOOR -TYPE  SUPPLY OF TERMINATION KIT  240MM SQ S/C ALUMINUM  OUTDOOR TYPE  EARTHING PIT WITH ALL ACCESSORIES |  |  |  |  |

Total Bid Value in Figures (including Extended Warranty Price): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Bid Value in words (including Extended Warranty Price):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name & Designation of Authorized Person:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Please affix company stamp here)

**Note: Quoted price must be inclusive of all taxes and duties.**