

**TENDER NOTICE FOR PROCUREMENT OF
OFFICE EQUIPMENT FOR NESPAK SITE OFFICES**

National Engineering Services Pakistan (Pvt.) Limited (NESPAK) (hereinafter referred to as the "Purchaser") requires office Equipment for its site offices located in various districts of Punjab. Sealed bids are invited from authorized distributors/manufacturers/general Supplier for the procurement of the office Equipment, under the project titled, containing following lots against one contract.

Lot 01 - Construction Supervision for "Punjab Development Program (WASA Part)"

Lot 02 - Resident Supervision of Punjab Development Program (South Package-26 Cities)

Lot 03 - Resident Supervision of Punjab Development Program (North Package-26 Cities)

PROCUREMENT METHOD:

- Single stage one envelope method

Qualification Requirements:

1. Copy of valid NTN & GST certificate and Active Tax Payer Status of both Income Tax and Sales Tax.
2. Supplier must not be blacklisted from PPRA/Procuring agency — Undertaking of no black-listing to be provided on non-judicial stamp paper of appropriate value.
3. Supplier must have at-least three (03) years of experience of supply of similar items as requisitioned in the bidding documents. Supplier must provide copies of at least five (05) valid purchase orders/contract agreements against the supply of similar Equipment items in the last five (05) years to establish the required experience.
4. The Supplier must have proper Business Location/Outlet with landline telephone facility.
5. The Supplier must be registered as Supplier/seller of Equipment with relevant forum.
6. Supplier must provide valid copies of purchase orders/contract agreements against the supply of similar items worth of Rupees Twenty-Five (25) Million in last 05 years.

Criteria for Quotation Evaluation:

Offers determined to be substantially responsive to the eligibility Criteria and technical specifications, will be evaluated by comparison of their prices. The Purchaser may ignore any trivial variations, if it does not have any impact on the objective of Procurement. The award will be made to the responsive Supplier based on overall value of lowest evaluated cost of the responsive bid & delivery at site basis, which best meets the required standards/ specifications of technical capabilities along with complying/ providing all the requisite information and documentation.

Bid Security:

- 1 Supplier must provide Bid Security of Rs. 1 million in shape of a Bank Draft/Pay Order/Demand Draft from nationalized/Scheduled Bank in Pakistan in the name of **National Engineering Services Pakistan (Pvt.) Limited (NESPAK)**
- 2 The bids found without Bid Security shall be rejected.
- 3 The bids found deficient of the Bid Security amount shall be rejected.
- 4 No personal cheques shall be acceptable at any cost.
- 5 Any previous bid security shall not be considered or carried forward.
- 6 The bid security to the unsuccessful Bidder shall be returned immediately after issuance of Purchase Order to the lowest evaluated responsive Bidder and in case of successful Bidder, bid security will be released upon expiry of warranty period.

General Terms and Conditions:

1. The Supplier will complete the purchase order within 10 days after issuance of purchase order.
2. The Supplier will safely keep undelivered Equipment items in his warehouse without extra cost until the final delivery.
3. The Supplier will arrange final inspection of overall supply order at his outlet/warehouse house prior to consign the Equipment to respective site offices (list of cities attached/lot).
4. Evaluation will be done for complete 100% required quantity & Delivered Duty Paid (DDP) Price basis i.e. inclusive of all taxes, installation fees, transportation to respective site offices and costs.
5. The bidder should quote only one rate for each item as per specifications. One Supplier will offer only one bid.
6. The prices charged for the Goods supplied shall not be adjustable.
7. The quotations must be submitted in sealed envelope according to the attached BOQ and must be completed in all respect.
8. All Applicable Taxes will be deducted at source.
9. In case of any difference in unit cost and total cost, unit rate shall prevail. In case of difference in amount in words and figures, calculations from unit rate shall prevail.
10. Incomplete quotations shall be rejected.
11. Bids must be signed by authorized representative and stamped with company stamp.
12. Supply, Transportation and installation of Equipment items at the respective site offices must be completed within 10 days of issuance of Purchase Order/Notification of Award.
13. The Prices indicated in the Price Schedule shall be delivered duty paid (DDP).
14. Prices shall be fixed and bid price should be in Pak Rupees.
15. The Purchaser shall not reimburse any expenses incurred in preparation and submission of Bid.
16. The Supplier is requested to give their best and final prices as no negotiations are expected.
17. Bids shall be valid for a period of 90 days from the last date of submission.
18. Full Payment against each site office/city shall be made after submission of successful job completion/ delivered goods, acceptance certificate/s duly signed by the concerned officer's incharge at site/countersigned by the authorized representative of NESPAK along with the original bill and sales tax invoice. Partial payment shall not be made in any case.
19. Sample of each item must be provided within 03 days issuance of purchase order by the Supplier for the approval of management/concerned section. In case provided sample is not conforming to specifications, the Purchaser may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Purchaser within next 03 days and there shall be no extension in time in the original specified delivery period on these grounds.
20. Bids shall be rejected, if documents and/or literature submitted by the bidder with the bid is found to be tampered at any stage. Also, bidder engaged in corrupt or fraudulent practices (including collusion / polling) shall be declared ineligible either indefinitely or for a stated period of time.
21. The Purchaser reserves the right at the time of issuance of Purchase Order/Notification of award to increase by 15%, the quantity of goods and services originally specified in the BOQ without any change in unit price or other terms and conditions.
22. The Purchaser reserves the right to accept or reject any quotation, and to annul the procurement process and reject all quotations at any time prior to issuance of Purchaser Order/Notification of award, without thereby incurring any liability to the affected Bidder or any obligation to inform the affected Bidder of the grounds for the Purchaser's action.
23. The item shall be quoted strictly in accordance with the brand specified in the BOQ, using the same description. The responsibility for compliance rests entirely with the Supplier, and no substitution or variation will be accepted once the contract is awarded.



Liquidated Damages:

1. In case of delay, liquidated damage shall be applied on the supplier @ 0.5% per day and the maximum amount shall not exceed 10% of the total contract/award price.
2. If the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the purchase order, the Purchaser shall, without prejudice to its other remedies under the purchase order, deduct from the purchase order price, as liquidated damages, a sum equivalent to the percentage specified above of the delivered price of the delayed goods for each day or part thereof of delay until actual delivery, up to a maximum deduction of the percentage specified above.

Payment Terms:

Hundred (100) percent payment shall be made in PKR within forty-five (45) days of presentation of invoice along with supporting documents indicating acceptance of all items & on time delivery of supplies at site offices.

Following supporting documents are required with the bill/payment invoice:

- a. Sales tax invoice
- b. Exemption certificate (if applicable)
- c. Delivery Challan indicating date, quantity and specification of delivered items
- d. Certificate that items provided are new/unused and with warranty.

Warranty Terms:

1. Supplier shall provide (minimum 01-year warranty or as provided by the manufacturer) of items supplied from the manufacturer.
2. Warranty shall cover all parts of the appliances, including components, accessories, and control systems, as applicable.
3. During warranty period, Supplier undertakes that any fault shall be replaced within 7-10 days of issue without any cost.

The Bidder's must comply the above stated terms & conditions in all respects otherwise their Bids shall not be considered.



Summary of Cost

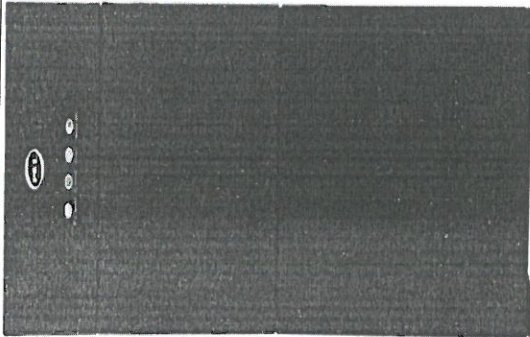
Lots	Total Amount: PKR (DDP)	
	In figure	In words
Lot-01		
Lot-02		
Lot-03		
Total amount in figures:		
Total amount in words:		

Designation:

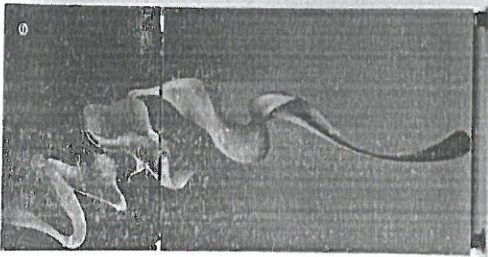
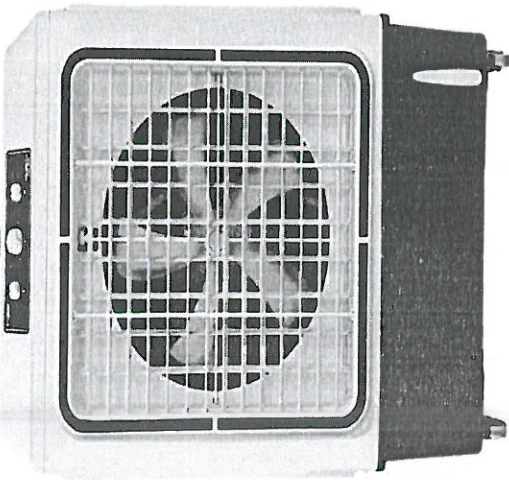
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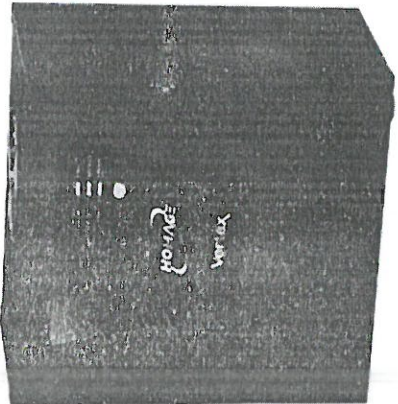
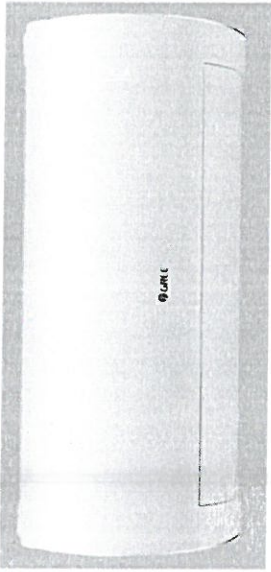
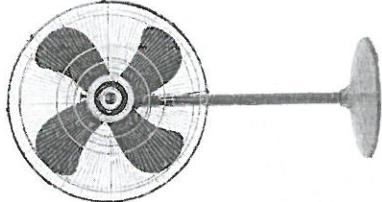
SUMMARY OF COST
BILL OF QUANTITIES (BOQ) AS PER LOT'S

Sr No.	Item Description	Specification	Picture	LOT-01 WASA Part	LOT-02 PDP South	LOT-03 PDP North	TOTAL	Unit Rate inclusive of all taxes (PKR) (DDP)	Total amount inclusive of all taxes (PKR) (DDP)
1	Water Dispenser, Haier/PEL/Dawlance / Canon Or Equivalent Well-known Brand	Glass Door Water Dispenser (3-Tap Type) Glass Door Water Dispenser Floor standing water dispenser with three taps (hot, cold and normal) and built-in glass door refrigerator cabinet of minimum 18 liters capacity. Outer body finished in durable corrosion-resistant coating, complete in all respects with standard accessories.		24	52	52	128		

Handwritten signature

2	Refrigerator 16 Cft, Haier/ PEL/Dawlance/ Kenwood Or Well-known Equivalent Brand	Refrigerator double door Inverter Refrigerator double door Inverter Minimum 16 CFT capacity, manufactured by Haier /PEL / Dawlance / Kenwood or equivalent well-known brand. Unit equipped with inverter technology for energy efficiency and consistent cooling, curved glass door for modern appearance, manual defrost system, complete in all respects with standard accessories		12	27	26	65		
3	Air Cooler, Boss/ Canon/ Super Asia Or Equivalent Well-known Brand	Air cooler evaporative type of adequate cooling capacity, manufactured by Boss / Canon / Super Asia or equivalent well-known brand. Body made of high-quality durable plastic material with corrosion-resistant fittings suitable for long service life. Unit equipped with honeycomb pads and large water tank for extended cooling performance complete in all respects with all standard accessories.		24	52	52	128		

(Signature)

4	UPS 3kVA (with two batteries of minimum 150 AH) Homage/Inverex/Delux Or Equivalent Well-known Brand	UPS of minimum 3kVA, 24 Volt/ VDC capacity, pure sine wave, made with all safety protocols. manufactured by Homage / Inverex / Delux or well-known equivalent brand. UPS shall be supplied complete with two (02) maintenance-free batteries of minimum 150AH capacity along with all standard accessories.		12	26	26	64		
5	Air Conditioner 1.5 Ton Kenwood /Haier/ Gree Or Equivalent Well-known Brand	Air Conditioner of 1.5 Ton capacity (18,000 BTU), DC inverter type, cooling and heating capacity manufactured by Kenwood / Haier / Gree or equivalent well-known brand with all standard installation accessories.		36	78	78	192		
6	Pedestal Fans Pak Fans/ Royal Fans/ GFC or Equivalent Well-known Brand	Pedestal fan of 24 Inch size, manufactured by Pak Fans / Royal Fans / GFC or equivalent well-known brand. Fan shall be heavy-duty type with high-quality metalblades, adjustable height stand, oscillation function and multi-speed control for efficient air circulation. Fan shall be complete with base stand, and all standard accessories.		0	35	26	61		

7

7	Ceiling Fans Pak Fans/ Royal Fans/ GFC or Equivalent Well-known brand	Inverter ceiling fan of standard size (56-inch sweep), manufactured by Pak Fans / Royal Fans / GFC or equivalent well-known brand. The fan shall be equipped with a high-efficiency BLDC inverter motor, and electronic speed control for optimum performance and energy savings. The fan shall be complete with all standard fittings required for installation.		0	100	52	152		
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BILL OF QUANTITIES (BOQ) AS PER LOT - 01

CONSTRUCTION SUPERVISION FOR "PUNJAB DEVELOPMENT PROGRAM (WASA PART)"

Sr. No.	Item Name	Total Quantity	Jhang 1	Jhelum 2	DG Khan & Hafizabad 3	Sargodha & Okara 4	Gujrat 5	Nankana Sahib 6	Sheikhupura 7	Sahiwal 8	Sialkot 9	Rawalpindi 10
1	Water Dispenser PEL/ Dawlance / Canon Or Equivalent Well-known brand	24	2	2	4	4	2	2	2	2	2	2
2	Refrigerator 16 Cft PEL/ Dawlance / Kenwood Or Equivalent Well-known brand	12	1	1	2	2	1	1	1	1	1	1
3	Air Cooler Boss/ Canon/ Super Asia Or Equivalent Well-known brand	24	2	2	4	4	2	2	2	2	2	2
4	UPS 3kVA (with two batteries of minimum 150 AH) Homage/Inverex/Delux Or Equivalent Well-known Brand	12	1	1	2	2	1	1	1	1	1	1
5	Air Conditioner 1.5 Tonn Kenwood / Haier/ Gree Or Equivalent Well-known brand	36	3	3	6	6	3	3	3	3	3	3

Note: Complete addresses of site offices may be sought from E&PHE Division, Nespak Head Office, Lahore.

BILL OF QUANTITIES (BOQ) AS PER LOT – 02

Resident Supervision of Punjab Development Program (South Package)

Sr. No.	Item Name	Total Quantity	Head Office	Chic haw atni	Ve har i	Mail si	Khanew al	Burewala	Layya h	Lodhran	Kot Addu	Hasilpu r	Bahawal nagar	Gojra	Jaranwala	Toba Tek Singh
1	Water Dispenser PEL/ Dawlance / Canon Or Equivalent Well-known brand	52	0	2	2	2	2	2	2	2	2	2	2	2	2	2
2	Refrigerator 16 Cft PEL / Dawlance / Kenwood Or Equivalent Well-known brand	27	1	1	1	1	1	1	1	1	1	1	1	1	1	1
3	Air Cooler Boss/ Canon/ Super Asia Or Equivalent Well-known brand	52	0	2	2	2	2	2	2	2	2	2	2	2	2	2
4	UPS 3kVA (with two batteries of minimum 150 AH) Homage/Inverex/Delux Or Equivalent Well-known Brand	26	0	1	1	1	1	1	1	1	1	1	1	1	1	1
5	Air Conditioner 1.5 Tonn Kenwood / Haier/ Gree Or Equivalent Well-known brand	78	0	3	3	3	3	3	3	3	3	3	3	3	3	3
6	Ceiling Fans Super Asia / Royal Fans / GFC Or Equivalent Well-known brand	100	0	5	2	4	4	5	3	5	5	0	5	5	5	5
7	Pedestal Fans Pak Fans/ Royal Fans/ GFC Or Equivalent Well-known brand	35	0	1	1	2	1	0	1	1	2	2	2	2	1	2

Note: Complete addresses of site offices may be sought from E&PHE Division, Nespak Head Office, Lahore.

BILL OF QUANTITIES (BOQ) AS PER LOT – 02

Resident Supervision of Punjab Development Program (South Package)

Str. No.	Item Name	Sangla Hill 14	Chak Jhumra 15	Tandlianwala 16	Kamalia 17	Mian Channu 18	Abdul Hakeem 19	Kabirwala 20	Kot Radha Kishan 21	Khuddian 22	Phool Nagar 23	Pattoki 24	Renala Khurd 25	Depalpur 26
1	Water Dispenser PEL/ Dawlance / Canon Or Equivalent Well-known brand	2	2	2	2	2	2	2	2	2	2	2	2	2
2	Refrigerator 16 Cft PEL/ Dawlance / Kenwood Or Equivalent Well-known brand	1	1	1	1	1	1	1	1	1	1	1	1	1
3	Air Cooler Boss/ Canon/ Super Asia Or Equivalent Well-known brand	2	2	2	2	2	2	2	2	2	2	2	2	2
4	UPS 3kVA (with two batteries of minimum 150 AH) Homage/Inverex/Delux Or Equivalent Well-known Brand	1	1	1	1	1	1	1	1	1	1	1	1	1
5	Air Conditioner 1.5 Tonn Kenwood / Haier/ Gree Or Equivalent Well-known brand	3	3	3	3	3	3	3	3	3	3	3	3	3
6	Ceiling Fans Super Asia / Royal Fans / GFC Or Equivalent Well-known brand	0	5	3	5	5	4	3	3	5	4	4	4	2
7	Pedestal Fans Pak Fans/ Royal Fans/ GFC Or Equivalent Well-known brand	2	2	2	2	2	0	0	1	2	2	0	0	2

Note: Complete addresses of site offices may be sought from E&PHE Division, Nespak Head Office, Lahore.

BILL OF QUANTITIES (BOQ) AS PER LOT - 03

Resident Supervision of Punjab Development Program (North Package)

Sr. No.	Item Name	Total Quantity	Attock 1	Hazro 2	Kot Abdul Malik 3	Ferozwala 4	Muridke 5	Phalia 6	Lala Musa 7	Jalalpur Jattan 8	Kharian 9	Narowal 10	ShakarGarh 11	Wazirabad 12	Kamoki 13
1	Water Dispenser PEL/ Dawlance / Canon Or Equivalent Well-known brand	52	2	2	2	2	2	2	2	2	2	2	2	2	2
2	Refrigerator 16 Cft PEL / Dawlance / Kenwood Or Equivalent Well-known brand	26	1	1	1	1	1	1	1	1	1	1	1	1	1
3	Air Cooler Boss/ Canon/ Super Asia Or Equivalent Well-known brand	52	2	2	2	2	2	2	2	2	2	2	2	2	2
4	UPS 3kVA (with two batteries of minimum 150 AH) Homage/Inverex/Delux Or Equivalent Well-known Brand	26	1	1	1	1	1	1	1	1	1	1	1	1	1
5	Air Conditioner 1.5 Tonn Kenwood / Haier/ Gree Or Equivalent Well-known brand	78	3	3	3	3	3	3	3	3	3	3	3	3	3
6	Ceiling Fans Super Asia / Royal Fans / GFC Or Equivalent Well-known brand	52	2	2	2	2	2	2	2	2	2	2	2	2	2
7	Pedestal Fans Pak Fans/ Royal Fans/ GFC Or Equivalent Well-known brand	26	1	1	1	1	1	1	1	1	1	1	1	1	1

Note: Complete addresses of site offices may be sought from E&PHE Division, Nespak Head Office, Lahore.

BILL OF QUANTITIES (BOQ) AS PER LOT - 03

Resident Supervision of Punjab Development Program (North Package)

Sr. No.	Item Name	Alipur Chatha 14	Daska 15	Pasrur 16	Sambrial 17	Pindi Bhattian 18	Silanwali 19	Bhaiwal 20	Bhera 21	Sahiwal 22	Mianwali 23	Khushab 24	Bhakar 25	Joharabad 26
1	Water Dispenser PEL/ Dawlance / Canon Or Equivalent Well-known brand	2	2	2	2	2	2	2	2	2	2	2	2	2
2	Refrigerator 16 Cft PEL / Dawlance / Kenwood Or Equivalent Well-known brand	1	1	1	1	1	1	1	1	1	1	1	1	1
3	Air Cooler Boss/ Canon/ Super Asia Or Equivalent Well-known brand	2	2	2	2	2	2	2	2	2	2	2	2	2
4	UPS 3kVA (with two batteries of minimum 150 AH) Homage/Inverex/Delux Or Equivalent Well-known Brand	1	1	1	1	1	1	1	1	1	1	1	1	1
5	Air Conditioner 1.5 Tonn Kenwood / Haier/ Gree Or Equivalent Well-known brand	3	3	3	3	3	3	3	3	3	3	3	3	3
6	Ceiling Fans Super Asia / Royal Fans / GFC Or Equivalent Well-known brand	2	2	2	2	2	2	2	2	2	2	2	2	2
7	Pedestal Fans Pak Fans/ Royal Fans/ GFC Or Equivalent Well-known brand	1	1	1	1	1	1	1	1	1	1	1	1	1

Note: Complete addresses of site offices may be sought from E&PHE Division, Nespak Head Office, Lahore.