Tele: 051-9314101-20
Tele: 051-9314101-20
Ext: 25046
Fax: 051-9314210, 051-9271400

POF INSTITUTE OF TECHNOLOGY
TENDER ENQUIRY

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Dear Sirs,

Ref'nce:- **TENDER ENQUIRY No: - 003-Navttc Fund-PUR-POFIT, DT. 24 -10-2026**

You are requested to submit sealed quotation for the item (s) mentioned in the tender. Please note the following instructions for filling the tender.

1. SUBMISSION OF TENDER.

Tender must be reached to this office at 1130 hrs and will be opened at 1200 hrs on the specified time and date. The tender received late will not be entertained. You may witness the opening of the tender if you so desire. If a representative is deputed, he should bring letter of authority from you.

Only one tender shall be included in one envelope. The outside of the envelope shall be inscribed with:

Tender Enquiry No: - **003-Navttc Fund-PUR-POFIT, DT. 24 -10-2026**

Tender to be opened on: - **16 -11-2026**

Address: **Principal,**
POF Institute of Technology,
The Mall, WAH CANTT.
P A K I S T A N.

2. GENERAL INSTRUCTIONS:-

The quotation must remain valid for at least 90 days from the date of tender opening.
The quotation shall hold good for any reduced or enhanced quantity as per unit cost with prior notice.
In the event of non-acceptance of offer, no intimation will be given to the renderer.
Conditional offers or alternative offers are likely to be ignored.
Quotations shall be based on "Free Delivery" at POFIT Wah Cantt.
The competitive supplier shall have to furnish Sales Tax Invoice and Professional Tax Clearance Certificate.

3. SECURITY DEPOSIT:-

The successful bidder shall provide security deposit @ 10% of the total value of contract in favor of POF Institute of Technology, Wah Cantt. The performance bond shall be furnished in the form of "Bank Draft" from any scheduled bank. Security deposit shall be submitted prior to the placement of contract. The security deposit will be returned on satisfactory completion of warranty/guarantee period.

4 **INSPECTION:-**
Supplies shall be subjected to inspection and acceptance by the inspection authority nominated by Principal-POFIT. The inspection shall be carried out at purchaser's or firm's premises. When considered necessary by the purchaser, the store may be obtained on warranty / guarantee subject to Inspection on receipt. Rejected stores shall be removed and replaced with the acceptable store by the supplier at his own expense within a specified time.

5 **ACCEPTANCE OF OFFERS:-**
The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the ground of its rejection of all bids or proposals, but is not required to justify those grounds.

6 **FAILURE TO SUPPLY THE STORES:-**
All deliveries must be completed by the specified date. If firms fail to deliver the stores within the scheduled time should have arisen from "Force Majeure" which the Principal may admit as reasonable ground for further time, he will allow such additional time as he may consider to have been required by the circumstances of the case. Otherwise he will be entitled, at his discretion to cancel the contract, and / or claim liquidated damages up to 2% but not less than 1% of the contract price of each item subject to a maximum of 10% of the total contract value, or to purchase from elsewhere the unsupplied stores at the risk and cost of the supplier.

7. **MATERIAL / STORES:-**
The material / stores shall conform to the specifications are laid down in the schedule to Tender Enquiry.

8. **WARRANTY/GUARANTEE:-**
The stores shall be supplied on Warranty / Guarantee subject to inspection at POFIT, rejected stores shall be removed and replaced with the acceptable stores by the supplier at his own expenses within specified time.

9. **PAYMENT:-**
Payment to the suppliers shall be made by A.M-FINANCE-(POFIT) through cross cheque on Receipt/Acceptance and BOC of store supported by receipt voucher on part/full supply.

10. **SCHEDULE TO THE TENDER ENQUIRY:-**
Please return the "Schedule" to the tender duly signed by the specified date along-with the specifications / drawings.

Yours Faithfully,

PRINCIPAL
POF INSTITUTE OF TECHNOLOGY
WAH CANTT.

21/10/25

POF INSTITUTE OF TECHNOLOGY

SCHEDULE TO TENDER ENQUIRY NO: 002-Navttc Fund-PUR-POFIT, DT. 24 -10-2026

Sr #	Description of Stores	A/U	Qty	Price Per Unit		Delivery Date
				In Fig	In Words	
01	Hikvision or Equivalent Network Video Recorder, 32 Channel 4 MP, 500 GB HDD	No	01			
02	Hikvision / Dahua or Equivalent CCTV (4 MP) Cameras with RJ Connectors = 50 Nos	No	16			
03	Hikvision / Dahua or Equivalent POE Switch 4 Port	No	04			
04	CAT 6 Network (STP) Cable	Mtr	500			
05	Network Switch 24 Port x RJ 45 x 1000 Mbps	No	01			

SPECIAL CONDITION:-

Rate & Sales Tax must be shown separately. Otherwise your quoted rates will be considered inclusive of G.S.T.

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The payment to the registered Person may be linked with the Active Taxpayer status of the supplier as per FBR database. If any registered supplier is not in ATL, his payment should be stopped till his mandatory returns, appears on ATL of FBR.

UNDERTAKING

If our offer is accepted, we hereby undertake to supply the store / render the services contracted. If we do not fulfill the contractual obligations POFIT will have the right to purchase the store / services from elsewhere at our risk & cost.

Place_____

Date_____

Signature of Tender_____

Name_____

Address_____

Income Tax / GIR No._____

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POF INSTITUTE OF TECHNOLOGY
WAH CANTT.

21/10/25

POF INSTITUTE OF TECHNOLOGY

SCHEDULE TO TENDER ENQUIRY NO: 001-Navttc Fund-PUR-POFIT, DT. 24 -10-2026

Sr #	Description of Stores	A/U	Qty	Price Per Unit		Delivery Date
				In Fig	In Words	
01	**Computers** Core i7, 6th Generation, 8 GB Ram, 256 GB SSD, 500 GB Hard Disk. **Branded Tower (Grade-1)** along with following Accessories. i. Mouse Branded (USB Wired) = 20 Nos ii. Keyboard Branded (USB Wired) = 20 Nos iii. Power Cable Branded = 40 Nos iv. DP/HDMI Cable (Display Cable) = 20 Nos	No	20			
02	LED 19" Branded (Grade-1)	No	20			
03	Printer HP Laser Jet M402 DNE or Equivalent **(New),** With Extra Toner = 01 No	No	01			
04	PVC Cable Ramp Protector, 2 Channel	Mtr	20			
05	Network Rack (4U), 19"x24", Wall Mounted,	No	01			

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Place_____

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21/10/25

POF INSTITUTE OF TECHNOLOGY

SCHEDULE TO TENDER ENQUIRY NO: 003-Navttc Fund-PUR-POFIT, DT. 24 -10-2026

Sr #	Description of Stores	A/U	Qty	Price Per Unit		Delivery Date
				In Fig	In Words	
01	**Computer Chairs** Type: Mid-Back / Office Chair Base: 5-Star Steel Chrome Heavy Duty. Weight Cap: 250 lbs (approx.113 kg) Height Adjustable: Gas Lift Class-3 (Heavy Duty) Seat: Mesh + Molded Foam Armrests: Fixed Back Recline: 90 to 120° Tilt with Locking Lumber Support: Yes Wheels: 5 x Nylon Wheels Revolving 360°	No	20			

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Place_____

Date_____

Signature of Tender_____

Name_____

Address_____

Income Tax / GIR No._____