

# **INSTITUTE OF MANAGEMENT SCIENCES | PESHAWAR**

## **Tender Notice for Procurement of Dry Batteries and Vehicle Batteries**

The Institute of Management Sciences (IMSciences) is an autonomous body established under the auspices of the Government of the Khyber Pakhtunkhwa. Institute of Management Sciences (IMSciences) is a leading educational institute of the country and has been ranked as one of the best business schools of Pakistan.

Sealed bids are invited from well-established/reputed firms registered with the relevant provincial & federal tax authorities of the Government of Pakistan for the subject procurement. Tender documents containing bidding procedure terms & conditions, scope of work and items specifications can be obtained from the undersigned or downloaded from the KPPPRA or Institute's websites.

Sealed bids should be submitted latest by January 30, 2020 at 11:00 A.M along-with earnest money of 2% of total value of the bid amount in the form of bank draft/Call deposit in favor of Director, Institute of Management Sciences, Peshawar.

Bids will be opened on the same day at 11:45 A.M. in the presence of interested bidders or their authorized representatives, if any, in the Basement, Committee Room, Research & Seminar Building of the Institute of Management Sciences (IMSciences), 1-A, Sector E-5, Phase-VII, Hayatabad, Peshawar on the above noted date and time.

Clarification/information (if any) may be obtained on any working day during office hours. No query will be entertained at the time of bid opening.

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### **Procurement Officer**

Institute of Management Sciences, Peshawar  
Plot No: 1-A, E-5, Phase-7, Hayatabad,  
Peshawar.  
Tel: 091-5861024-25

# Institute of Management Sciences Peshawar

## Check List

Name of the Firm  Address  (Telephone, Fax & E-mail)	
Year of Establishment	
National/Income Tax No.  (Annual Turnover supported by Income Tax Return)	
Banker's Name & Contact Details	
Earnest Money @ 2% as Bank Pay Order/Draft is attached with the Pre-qualification Proposal	Yes_____ No._____
Affidavit  (that the firm has not been blacklisted by private, Govt., Semi Govt. and Autonomous Body)	
Contact Person   Name & Designation_____	_____ Authorized Signature & Stamp

**TENDER DOCUMENTS FORPROCUREMENT OF DRY BATTERIES & VEHICLE  
BATTERIES**

**January 16, 2020**

**INSTITUTE OF MANAGEMENT SCIENCES  
PESHAWAR**

## **Tender Notice for Procurement of Dry Batteries and Vehicle Batteries**

### **Introduction**

The Institute of Management Sciences (IMSciences) is an autonomous body established under the auspices of the Government of the Khyber Pakhtunkhwa. Institute of Management Sciences is working towards promotion of management and IT education. IMSciences is planning to procure of dry batteries & vehicle batteries vehicles & IT equipments. Details of specifications and quantity of gym equipments are mentioned in *annexure I*.

### **TERMS AND CONDITIONS OF TENDER**

Bidders are requested to read carefully the following terms and conditions and sign every page of the Tender Form in token of having understood and accepted the same in all respects. Any of the provisions/terms can be altered, initiated, admitted or included in the terms & condition by the procurement committee; however this can only be done with prior intimation and before the opening of bids.

Tenders which are incomplete or which do not fulfill the requirements given hereinafter may be rendered disqualified.

### **Qualification of the Company/Firm**

The following firms/companies are eligible to apply for the tender:

1. The firms/companies registered with relevant government tax authorities & Khyber Pakhtunkhwa Revenue Authority.
2. The firm/company which has never been black listed by any Government agency or authority.
3. Interested bidders can't apply in Consortium or Joint Venture capacity.
4. Bidders shall submit complete profile of the firm/company and items in the technical proposal.
5. The bidder must have at least three years of experience in the relevant business.

### **Documents Required**

The firm/companies eligible to apply are required to submit the following documents with their bidding proposal:

- Registration documents with Taxation Authorities. NTN/FTN/KPRA.
- A copy of audited financial statements or Tax Returns of last three years of the firm/Company.
- Affidavit, on judicial stamp paper & duly attested by the Oath Commissioner to the effect that the:
  - a. Firm/company has neither been blacklisted by any agency nor is involved in any subversive activities.
  - b. Firm/company is/was not involved in any litigation/arbitration and that no work

has been rescinded in the past.

- Technical brochure containing detailed specifications must be provided with the technical bid. The bidder must mention brand name, model of each item and country of origin of the offered product/equipment along with documentary evidences.
- Full Address and contact numbers of the offices.

**Method of Procurement:**

Bidding will be conducted through post qualification of “**Open Competitive Bidding**” process, specified in Rules of the Khyber Pakhtunkhwa Public Procurement Goods, Works and Services Rules. Bidding is open to all eligible bidders as defined in the KPPRA Procurement Rules 2014 that meet the minimum qualification criteria and provide required documents. It will be a “Single Stage - Single Envelope” procedure.

**Response Time:**

Sealed bids duly marked as “**Bid/Proposal for Procurement Gymnasium for IMSciences Peshawar**” must reach the office of the Procurement Officer, Peshawar, Plot #1-A, E-5, Phase-VII, Hayatabad, Peshawar on or before 11:00 AM on January 30, 2020.

**Opening of Bids:**

Bids received shall be opened on January 30, 2020 at 11:45 AM in the conference room of the Institute.

All bids shall be opened publicly in the presence of interested bidders or their authorized representatives.

**Bid Price and Validity:**

1. The prices quoted shall be valid for a period of at least 90 days
2. The prices quoted should be inclusive of all taxes, duties, transportation, installation & commissioning charges, etc.
3. Taxes & duties will be recovered as per rules and regulations of the government.

**Evaluation of Bids:**

1. All bids shall be evaluated according to the terms and conditions mentioned before & here after.

**Rejection of bids & dispute:**

1. All bids submitted after the prescribed date and time shall not be entertained.
2. Failure in submission of the required documents will result in the rejection of bid/proposal.
3. Any bid received without earnest money, shall not be entertained.

4. IMSciences reserves the right to reject all bids or proposals at any time prior to the acceptance of a bid or proposal.
5. If the bidder leaves the project incomplete, legal proceeding will be initiated against the company/firm as per law.
6. Any dispute arising during course of completion of assignment will be referred to the Director IMSciences, Peshawar and his decision will be final and binding upon the bidder(s).

#### **Award of Tender and Payment of Bills:**

- Tender will be awarded on the basis of lowest quoted bid.
- The successful bidder will sign a formal contract with the Institute on judicial stamp paper.
- Payment of bills will be made upon successful delivery and satisfactory report by the end user(s).
- No advance amount would be paid.
- Professional Tax Certificate of KP should be provided after award of contract and before payment of bills. In case of failure, the due amount of tax would be deducted from the service provider.

#### **Earnest Money & retention Money**

1. Earnest Money (refundable) @ 2% of the quoted price shall be submitted with the bid in the form of Bank Draft/Call Deposit in favor of the Director IMSciences” without which bid(s) will not be accepted for consideration.
2. Retention Money @ of 10% shall be retained from each bill and shall be released after the expiry of the maintenance period of three months.

#### **Warranty & Maintenance**

1. Equipment(s) must be offered with at least 1 year manufacturer standard warranty but not limited to hours.
2. Warranty period for free supply of parts and free after sales service should be clearly mentioned in the proposal. Procedures for getting such services must be very clearly mentioned for every product in the Proposal.
3. The firm/company will sign a Service/Maintenance Contract to the effect that it will be responsible for the maintenance and supply of part on payment after the expiry of the warranty period whenever required.
4. In case of non-conformity with the desired specification, the equipments shall be replaced by the supplier free of cost.

#### **Other:**

1. Complete import document will be provided for the imported.
2. The firm/company must be sales/income tax registered with Federal Board of Revenue & Khyber Pakhtunkhwa Revenue Authority as per company ordinance.
3. The Bidder must submit the duly filled checklist form annex-II and annex-III given at the end.
4. Each equipment must be offered with number of year's warranty with unlimited hours.
5. The item should be new and the vendor will ensure originality of the procurement channel as well as the item.

6. The items shall be supplied in packed form and shall only be opened in the presence of the Procurement Committee. Working manuals and other related literature shall accompany the item in original at the time of delivery.
7. The firm will demonstrate the operation/working of the item (s) to the satisfaction of the Procurement Committee.
8. Successful Supplier shall ensure to complete the supply of the equipment(s) at the earliest but not later than 10 days of purchase/supply order.
9. Conditional Bids will not be entertained

**Note:** Tenders, in sealed covers, addressed to the Procurement Officer, IMSciences, Peshawar”, may be sent through registered post/courier service or may be delivered in person.

I have read all the terms and conditions and agree to fully comply and abide by them. Any non-conformity on my part would result in the rejection of the bid.

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Name of the Tenderer  
Signatures& Official Stamp

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Procurement Officer  
Authorized Signatures& Official Stamp

## Institute of Management Sciences, Peshawar

### Detail of Items

#### Section 1: UPS Dry Batteries

S. No	Item	Specification	Qty	Delivery Schedule
1	UPS Dry Batteries	<ul style="list-style-type: none"> <li>• 12 V</li> <li>• 38AH</li> </ul> AGS, Daewoo, Volta, Phonix or equivalent (As per sample)	18 Pieces	The UPS Dry Batteries should be delivered in IMSciences within 7 days after date of issue of work order.

#### Section 2: Vehicle Batteries

S.No	Item	Specification	Qty	Delivery Schedule
1	Vehicle Batteries	<ul style="list-style-type: none"> <li>• 180AMP</li> <li>• Lead Acid Battery</li> <li>• 25 Plates Per Cell</li> <li>• 180 Ah</li> <li>• 06 Months Free Replacement</li> </ul> AGS, Daewoo, Volta, Phonix or equivalent (As per sample)	02 Batteries	The Vehicle Batteries should be delivered in IMSciences within 7 days after date of issue of work order.
2	Vehicle Batteries	<ul style="list-style-type: none"> <li>• 140AMP</li> <li>• Lead Acid Battery</li> <li>• 23 Plates Per Cell</li> <li>• 140 Ah</li> <li>• 06 Months Free Replacement</li> </ul> AGS, Daewoo, Volta, Phonix or equivalent (As per sample)	02 Batteries	The Vehicle Batteries should be delivered in IMSciences within 7 days after date of issue of work order.



3	Vehicle Battery	<ul style="list-style-type: none"> <li>• 60AMP</li> <li>• Lead Acid Battery</li> <li>• 11 Plates Per Cell</li> <li>• 60 Ah</li> <li>• 06 Months Free Replacement</li> </ul> <p>AGS, Daewoo, Volta, Phonix or equivalent (As per sample)</p>	01 Battery	The Vehicle Battery should be delivered in IMSciences within 7 days after date of issue of work order.
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**NOTE:**

- The vendor contact Procurement Section for sample/design.
- Vendor may submit the bid for the whole tender or any section(s).

**Institute of Management Sciences Peshawar**  
**Financial Proposal**  
**Supply of Items to IMSciences**

Name of the firm: \_\_\_\_\_

Address \_\_\_\_\_

**Section 1: UPS Dry Batteries**

S.No	Item	Qty	Unit Rate(Rs.)	GST	Total Amount in Rs.
1	UPS Dry Batteries	18 Pieces			
<b>Total Amount in Rs.</b>					

**Section 2: Vehicle Batteries**

S.No	Item	Qty	Unit Rate(Rs.)	GST	Total Amount in Rs.
1	Vehicle Batteries	02 Batteries			
2	Vehicle Batteries	02 Batteries			
3	Vehicle Battery	01 Battery			
<b>Total Amount in Rs.</b>					
<b>Grand Total In Rs.</b>					

**Name & Designation**

**Authorized Signature & Stamp**