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TENDER NOTICE #19/2023-24 (PROJECT)

Sealed Tenders are invited from the GST & Income Tax registered Firms/Distributors/Dealers/Suppliers for the Govt. Sadiq College Women University Bahawalpur as per detail given below for the Financial Year (2023-24) which may reach the office of the under-signed on or before **15-07-2024** (Monday) till **11:00 A.M.** and the opening of the bid(s) will be at the same day at **11:30 A.M.** in the presence of the representative of the competitive firms in the office of Chairperson Purchase Committee. Rates should be quoted on FOR basis.

Sr. #	Category/Item NAME [FRAMEWORK CONTRACT]	Estimated Cost (Rupee)	5% Security on Estimated Cost (Rs.)
A	LIBRARY JOURNALS (Specifications/Quantity/detail of items are in bidding document)	=961,890/-	=48,095/-

1. Sealed tenders/bids shall be accepted only against on tender document to be collected from office on payment of Rs.1000/- through Call Deposit/Challan as tender fee (Non-Refundable) OR can be downloaded from the GSCWU website www.gscwu.edu.pk or PPRA website www.ppra.punjab.gov.pk.
2. Bidding Document, in the English language, can be purchased by the interested Bidders on the submission of a written application to the addressee below.
3. (a) Security amount must be deposited equal to 5% of the estimated price of the tender in form "Call Deposit Receipt" in favor of Treasurer, GSCWU as earnest money which will be refunded to the un-successful parties. The CDR will be detained of the successful parties till the completion of the contract.
(b) The payment of the bill will be made 80% of the quoted price to the successful bidder in advance after deducting **20% amount as security** from the total value of the bill which will be released after one month of receiving all the issues of subscribed journals and CDR equivalent to 80% of that advance amount will be deposited by the lowest evaluated bidder as "Security Deposit" and advance amount will be paid after the confirmation of the CDR from the concerned bank.
4. Late offers will not be considered. Cutting/overwriting is not allowed.
5. Single stage/two envelopes bidding procedure will be adopted as per PPRA Rules 38-2(a). The envelope shall be marked as "TECHNICAL PROPOSAL & FINANCIAL PROPOSAL" in legible letters. The financial proposal of the bids found technically non-responsive shall be returned unopened and shall be returned on the expiry of grievance period or the decision of the complaint, if any, filed by the non-responsive bidder, whichever is later.
6. Conditional bids may be liable for rejection. Offers with incomplete documentation will be rejected.
7. The bidders will attach their respective copies of NTN, sales tax registration certificate and copy of valid NIC and copy of CDR in technical bid. Copy of paid professional tax also be provided. Taxes will be applicable as per Govt. Rules and Regulations.
8. Sealed tenders duly completed in all respect must reach the undersigned by courier service/by hand during office hours 08:30 A.M. to 04:30 P.M. except Saturday and Sunday till the closing date and time as mentioned above.
9. The GSCWU reserves the right to cancel/reject all tenders/bids at any time prior to the acceptance of bid or proposal in accordance with rule 35 of Punjab Procurement Rules, 2014. However, the procuring agency shall upon request communicate to any bidder, the grounds for its rejection of all bids proposals, but shall not be required to justify those grounds.
10. The Procuring Agency will not be responsible for any cost or expense incurred by Bidders in connection with the preparation or delivery of Bids etc. In case of closed/forced holidays, tender opening time/date will be considered as the next working day.
11. All terms and conditions given in bidding documents will be applicable.


Treasurer



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**TENDER DOCUMENT
FOR PROCURMENT OF LIBRARY JOURNALS
FOR FINANCIAL YEAR 2023-24**



The Govt. Sadiq College Women University Bahawalpur

Note: Please read carefully this Tender document and sign & stamp each page.



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Specifications

Sr.#	Title of Journal	Frequency	Total Duration	Edition/Publication Year	Volume No./Issue No.
CATEGORY (A)					
1	IEEE Networks	06/ year	01 years		
2	Applied Mathematics and Computation	12/ year	01 years		
3	Nature Genetics	12/ year	01 years		
4	The Nucleus	02/ year	01 years		



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S.N.	Bid Data Sheet
1.	Name of Procuring Agency: [The Govt. Sadiq College Women University Bwp] Period for delivery of goods: [up to 01 year or the time period given by the bidder in its Technical Bid]
2.	Financial year for the operations of the Procuring Agency: FY: 2023-24 Name of Project: STRENGTHENING OF EXISTING FACILITIES, THE GOVT. SADIQ COLLEGE WOMEN UNIVERSITY, BAHAWALPUR
Bidding Documents	
4.	The address for clarification of Bidding Documents is <u>[The Treasurer, The Govt. Sadiq College Women University, Bahawalpur Phone No: 062-2284809, Email: purchase@gscwu.edu.pk]</u>
5.	The contractor shall sign and stamp each and every page of the bidding document and will attach it in Technical Bid.
Bid Price, Currency, Language and Country of Origin	
6.	The price quoted shall be in Pakistan Rupee (PKR) The price shall be quoted on FOR basis inclusive all taxes. The price shall be fixed.
7.	Make in: mentioned with specifications
Preparation and Submission of Bids	
8.	The firm shall be responsible for 01 (one) Month period after the Delivery.
9.	Bid shall be submitted to: [Convener Purchase Committee] "Office of the Purchase, The Govt Sadiq College Women University, Bahawalpur"
10.	The deadline for Bid submission is a) Day: Monday b) Date: [15-07-2024] c) Time: [11:00 AM]
11.	Bid Opening: ----- @ 11:30 AM, in the Office of the Purchase.
12.	Amount of Security is: 5% (Five Percent) of the contract price. (Contract amount is usually the Bid price of lowest evaluated Bidder against which a contract is awarded to the lowest evaluated bidder)
13.	Estimated Price is: Rs: =961,890/- Amount of 5% Bid security is: Rs: 48,095/- (fixed amount)
Opening and Evaluation of Bids	
14.	The Bid opening shall take place at: Purchase Office, The Govt. Sadiq College Women University Bwp Time : [11:30 AM]
Evaluation Criteria	
15.	Criteria to Bid evaluation. [As per rule-31 of PPR-14, a Procuring Agency is required to formulate evaluation criteria listing all the relevant information against which a Bid is to be evaluated.] The Technical bid(s) will be evaluated at the first stage by the Purchase Committee on the basis of the Mandatory requirement and terms and conditions of the bidding document The evaluated bids shall be forwarded to the concerned Technical Evaluation Committee which will evaluate the Technical Bids on the basis of the specified specifications. The Technical evaluation report will be uploaded at PPRA and university website. The contractors will also intimate regarding its technical qualification and disqualification. The financial bids shall be opened of the technically qualified bidders and Bid Evaluation Report shall be uploaded at PPRA website and university website as well and the work order(s) may be issued to the lowest evaluated of bidder(s).



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Evaluation Criteria is as under:-

MANDATORY REQUIREMENTS FOR EVALUATION

Category	Description	Points
Mandatory Requirements	Proof of registration of business, Professional Tax Certificate	Mandatory
	Valid Income Tax Registration (Status = Active with FBR)	Mandatory
	Valid General Sales Tax Registration (Status = Active with FBR)	Mandatory
	Submission of undertaking (Annex-A at firm original letter head) and (Annex-B at Stamp paper of Rs.100) and Annex-C at stamp paper in the favor of GSCWU BWP Rs:100/-	Mandatory
	Technical /Financial proposal on the company letter head duly signed/stamped along with detailed specification.	Mandatory
	Supply order(s) of related item(s) must be attached with technical offer.	Mandatory



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(Annex-A)

CERTIFICATE

(ON ORIGINAL LETTER PAD OF THE FIRM DULY SIGNED & STAMPED)

(To be attached in Technical Bid)

1. We do hereby affirm that we have read carefully the terms and conditions of tender documents for the purchase of items. We shall abide by all the terms and conditions/Instructions, rules and regulations of Government & GSCWU, Bahawalpur which are and to be applicable.
2. Our firm is not black listed on any ground by any Government (Federal/Provincial/District), on account of submission of false statement and failure to abide by the terms and conditions. In case of false statement, GSCWU may take legal action against contractor.
3. Certified that the prices quoted are not more than the prices charged from any other Government/Purchasing agencies. If prices are found higher or in case of any discrepancy, the bidder hereby undertakes to refund the price charged in excess.
4. Certified that the prices quoted by our firm are inclusive of all taxes and charges of transportation/handling/fixing etc. (as the case may be) and no extra charges will be claimed.
5. Certified that the stock is available of the quoted items in the bid and firm is bound to supply in the prescribed period.
6. Certified that the firm will be responsible for the free replacement of items on his own expenses, if the same is found substandard and or at variance with the specifications given in the tender

1	Name of Firm	
2	Address	
3	Income Tax No.	
4	Sales Tax No.	
5	Name of bidder	
6	CNIC No.	
7	Signature of bidder	
8	Company/Firm Stamp	
9	Registration Year	
10	Year of paid professional tax	
11	Contact #	
12	E-mail	



(STAMP PAPER FOR RS.100 DULY SIGNED & STAMPED) (ANNEX-B)

(To be attached in Technical Bid)

Price Reasonability Certificate

(On letter pad of the firm duly signed & stamped)

I M/S ----- do solemnly declare that "the prices quoted to The Govt. Sadiq College Women University, Bahawalpur are not more than the prices charged from any other Government/Purchasing agencies. If prices are found higher or in case of any discrepancy, the bidder hereby undertakes to refund the price charged in excess".

Certificate of Availability of Stock Quoted

(On letter pad of the firm duly signed & stamped)

I M/S-----do solemnly declare that "the stock is available of the quoted items in the bid and firm is bound to supply in the prescribed period"

Certificate of Physical Features of Quoted Items

(On letter pad of the firm duly signed & stamped)

I M/S ----- do solemnly declare that "the physical features of quoted products/ items mentioned in the Technical Bid are same as in Financial Bid and Firm is bound to supply without change"

Certificate of Inclusion of all Taxes and Others

(On letter pad of the firm duly signed & stamped)

I M/S ----- do solemnly declare that "the prices quoted by our firm are inclusive of all taxes and charges of transportation/handling/fixing etc. (as the case may be) and no extra charges will be claimed"

Certificate of Free Replacement of Items

(On letter pad of the firm duly signed & stamped)

I M/S -----do solemnly declare that "the firm will be responsible for the free replacement of items on his own expenses, if the same is found substandard/non-genuine/refurbished/pirated and or at variance with the specifications given in the tender during holding up the duration of CDR by the Procuring Agency".

Certificate of Non-concealment of Information

(On letter pad of the firm duly signed & stamped)

I M/S -----do solemnly declare that "the information furnished herein and as per the document submitted is true and correct and nothing has been concealed or tempered with. I have gone through all the conditions of tender and is liable to any punitive action for furnishing false information/document".



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Bid Form

[To be signed & stamped by the Service Provider/contractor and reproduced on the original letter head. To be attached with the **Financial Bid**, in case of Single Stage Two Envelope Procedure]

Date: _____

To:

The Treasurer, GSCWU Bwp

Having examined the Bidding documents, the receipt of which is hereby duly acknowledged, we, the undersigned, in conformity with the said Bidding documents for the sum of [total Bid amount in words and figures _____] or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain /DD in a sum equivalent to 5% percent of the Contract Price for the due performance of the Contract, in the form prescribed by the Procuring Agency.

We agree to a Bid by this Bid for a period of 180 days from the date fixed to Bid opening, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

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

**Name of Contractor/Firm
Stamp**



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Affidavit

(Annex-C)

*[To be printed on PKR 100 Stamp Paper, in favor of Treasurer GSCWU Bwp. To be attached with
Technical Bid]*

Name: _____ (Applicant)

I, the undersigned, do hereby certify that all the statements made in the Bidding document and in the supporting documents are true, correct and valid to the best of my knowledge and belief and may be verified by employer if the Employer, at any time, deems it necessary.

The undersigned hereby authorize and request the bank, person, company or corporation or any govt. institution to furnish any additional information requested by the [GSCWU, Bwp] of the Punjab deemed necessary to verify this statement regarding my (our) competence and general reputation.

The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the [GSCWU, Bwp]. The undersigned further affirms on behalf of the firm that:

- (i) The firm has not been blacklisted by any Department.
- (ii) The documents/photocopies provided with Bid are authentic. In case, any fake/bogus document was found at any stage, the firm shall be blacklisted as per Law/ Rules.
- (iii) Affidavit for correctness of information.
- (iv) Contractor/firm is not blacklisted or subject to any pending litigation with any Government or Public Department

[Name of the Contractor/ Bidder/ Service Provider] undertakes to treat all information provided as confidential.

Signed by an authorized Officer of the company

Title of Officer: _____

Name of Company: _____

Date: _____



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Performance Guarantee Form

*[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with
Technical Bid]*

To,
Treasurer, GSCWU, Bwp

WHEREAS (Name of the Contractor/ Service Provider)
_____ hereinafter called "the Contractor" has undertaken, in
pursuance of "INVITATION TO BID FOR THE "PROVISION OF
_____ " procurement of the following:

1. [*Please insert details* _____].
(Here in after called "the Contract").

AND WHEREAS it has been stipulated by you in the Contract that the Contractor shall furnish you with a bank guarantee by a scheduled bank/DD for the sum specified therein as security for compliance with the Contractor's performance obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor a Guarantee;

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total of _____ (Amount of the guarantee/DD in words and figures), and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums as specified by you, within the limits of _____ (Amount of Guarantee/DD) as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

[NAME OF GUARANTOR]

Signature _____

Name _____

Title _____

Address _____

Seal _____

Date _____



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Technical Bid Form*

[To be signed & stamped by the Bidder and reproduced on the Original letter head. To be attached with Technical Bid]

Sr.	Journal name	Brand name/ Country of Publication	Frequency / Quantity	Country of Origin	Total Duration
A	IEEE Networks		06 / Year		01 years
	Applied Mathematics and Computation		12 / Year		01 years
	Nature Genetics		12 / Year		01 years
	The Nucleus		02 / Year		01 years
Note: <ol style="list-style-type: none">1. The Bidder can quote for one or more items but it is mandatory to quote the complete quantity for quoted item.2. The firm shall be bound to deliver genuine/original edition of all the issues and in case, the edition found non-genuine at any stage, blacklisting procedure with the forfeiture of security may be proceeded against the contractor.3. The bidder shall mention its timeline for delivery of each issue to the University					

*the contractor will provide information at this "Technical Bid Form" on its original letter pad.

Stamp & Signature of Bidder _____



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Financial Bid Form

[To be signed & stamped by the Bidder and reproduced on the original letter head. To be attached with Financial Bid]

Sr.	Item name	Brand name Brand name/ Country of Publication	Country of Origin	Frequency / Quantity	Unit Price (inclusive of all taxes and duties etc.)	Total Price (inclusive of all taxes and duties etc.)
1.	IEEE Networks					
	Applied Mathematics and Computation					
	Nature Genetics					
	The Nucleus					

Total Bid value (against which a Bid shall be evaluated) in figure.

Total Bid value (against which a Bid shall be evaluated) in words.

Note:

In case of difference between unit price and total price, unit price shall prevail and total price shall be "final".

In case of difference between amount in "words" and amount in "figures", amount in "words" shall be considered final.

Stamp & Signature of Bidder _____



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CONTRACT FORM (with the lowest evaluated bidder)

To be signed and stamped by the bidder and reproduce it at letterhead and to be attached in Technical Bid.

THIS AGREEMENT made on the ____ day of _____ 20_ between [GSCWU BWP] of (hereinafter called "the Procuring Agency") on the one part and [name of Contractor Provider] of Contractor _____ (hereinafter called "the Contractor _____") on the other part:

WHEREAS the Procuring Agency invited Bids for certain Goods, viz., [brief description of Goods _____] and has accepted a Bid by the Contractor Provider for the supply of those Good in the sum of [contract price in words and figures _____] (hereinafter called "the Contract Price").

TERMS AND CONDITIONS

1. In case of failure to supply the journals to the satisfaction of the Technical Committee/Competent Authority, the securities deposited shall be forfeited.
2. The contract agreement will be made from _____ to _____.
3. The supplier is liable to produce its product as a whole consignment within mentioned time period in its Technical Bid (Partial/by parts supply will not accepted). Further extension may be granted subject to the LD charges @ 1% of each pending issue per day may be imposed. A maximum penalty of 10% of the value of each issue may be imposed.
4. The supplier is liable to supply all the issue(s) of journals as per the frequency within time period mentioned in supply order (as per contractor's Technical Bid) failing which a penalty shall be imposed unless extension is granted by Vice Chancellor.
5. The payment of the bill will be made 80% of the quoted price to the successful bidder (i.e. M/S _____) in advance after deducting 20% amount as security from the total value of the bill which will be released after one month of receiving all the issues of subscribed journals and CDR equivalent to 80% of that advance amount will be deposited by the lowest evaluated bidder as "Security Deposit" and advance amount will be paid after the confirmation of the CDR from the concerned bank.
6. The missing issues of journals will be purchased from the market at risk and cost of the supplier and this amount will be deducted from the security retained. Or the vendor shall have to pay 10% penalty in addition to the quoted price of issue/journal if journal is not available in the market.
7. Security of the supplier shall be refunded after one month of delivering all the issues of the journal.
8. It must be noted that no deviation will be accepted. Supply should be made as per the quoted specifications and approved items.
9. The supplier is liable to pay all taxes/government dues.
10. Whereas the agreement is necessary, the firm will execute it subject to the terms & conditions of the University at stamp paper for Rs. _____ /- If your firm disagrees with any point, please inform within 5 days after the receipt of this work order otherwise it will be supposed that supply order is accepted by the firm with said terms and conditions.
11. The Username and Password shall be provided for online access to subscribed journal free of



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- additional cost if it comes free with print subscription. The lowest evaluated bidder (i.e. M/S _____) shall be bound to deliver genuine/original edition of all the issues and in case, the edition found non-genuine at any stage, blacklisting procedure with the forfeiture of security may be proceeded against the contractor.
12. The Bill/Invoice should be submitted with Sales Tax invoice along with copy of valid NIC, delivery challan, current financial year professional tax certificate and copy of supply order. Computerized Sales Tax invoice is not accepted.
 13. Any matter other than provided in the agreement will be dealt as per PPRA rules 2014
 14. Old or imitative supply shall not be accepted by GSCWU Bahawalpur.
 15. The payment shall be subject to the satisfactory inspection report by the concerned committee.
 16. In case of any dispute, the decision of worthy Vice Chancellor shall be final.

_____ (Contractor name and stamp)



Terms and Conditions

1. After the completion of technical evaluation, the GSCWU Bahawalpur shall inform the date, time and location for opening of the financial proposals.
2. The rates validity of tender will be up to 180 days from the date of opening of tender. A Bid valid for a shorter period may be rejected by the Procuring Agency as non-responsive.
3. Prices of individual items must be quoted separately inclusive all taxes.
4. The firm should mention publisher/edition of offering item clearly in its technical bid in accordance with the required specifications.
5. GSCWU will not pay any reimbursement against any visit of vendor to the office. All expenses will be borne by firm.
6. The bid found without bid security shall be rejected and returned to the bidder.
7. The items supplied must fulfill the required specifications as mentioned in the tender document. The quoted solution should be single brand and lowest evaluated bidder will be responsible for the supply, (in all respect).
8. The firm will be responsible for the free replacement of item(s) at his own expenses, if the same is found substandard/non-genuine/refurbished/pirated and or at variance with the specifications given in the tender/bidding document during holding up the duration of CDR by the Procuring Agency and CDR (obtained from lowest evaluated bidder as performance security) will be returned soon after the complete delivery of issues/journals as per issued work order.
9. The contractor may visit the place/university before participation in tender.
10. GSCWU will not pay any reimbursement against any visit of vendor to the office. All expenses will be borne by vendor/contractor.
11. The firm shall provide supply order(s) of relevant work/nature from other government department(s) to show its expertise.
12. GSCWU reserves the right to decrease/increase/withdraw the quantity/item without consultation as and when required as per requirement and available budget.
13. The successful bidder shall execute a written agreement just after the award of the work.
14. GSCWU may ask the lowest bidder for any clarification/providing of documents for satisfactory evaluation of offer.
15. On finding substandard quality or lower specification or missing element as and when noticed during process, the security deposited shall be forfeited in favor of the GSCWU. The purchaser also reserves the right to purchase the material from elsewhere without any notice at the risk and cost of the defaulting contractor.
16. The payment shall be subject to satisfaction of all items duly certified by the inspection committee or user or initiator. Findings of the inspection committee will be binding on the supplier.
17. The payment of the bill will be made 80% of the quoted price after the verification and inspection of



- the journal through the crossed cheque after deducting 20% security from the total value of bill which will be released after one month of receiving all the issues of subscribed journals and CDR equivalent to 80% of that advance amount will be deposited by the lowest evaluated bidder as “Security Deposit” and advance amount will be paid after the confirmation of the CDR from the concerned bank.
17. The supplier is liable to produce its product as a whole consignment within mentioned time period in its Technical Bid(Partial/by parts supply will not accepted). Further extension may be granted subject to the LD charges @ 1% of each pending issue per day may be imposed. A maximum penalty of 10% of the value of each issue may be imposed.
 18. Conditional bids may be liable for rejection. Offers with incomplete documentation will be rejected. No Bid may be modified after the deadline for submission of Bid(s). No Bid may be withdrawn in the interval between the deadline/closing for submission of Bids and the expiration of the period of Bid validity specified by the university/procuring agency. Withdrawal of a Bid during this interval may result in the Bidder’s forfeiture of its Bid security (along with other remedies available under PPR-14).
 19. Where the use of, or a reference to, a brand name or a catalog number is mentioned; such use or reference shall be qualified with the word “OR EQUIVALENT”.
 20. The supplier is liable to supply all the issues of journal(s) as per the frequency within time period mentioned in supply order failing which a penalty shall be imposed unless extension is granted by Vice Chancellor, on the recommendation of purchase committee OR in case of Force Majeure; For purposes of this clause, “Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Procuring Agency in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes. Both, the Procuring Agency and the Supplier, may agree to exclude certain widespread conditions e.g.: epidemics, pandemics, quarantine restrictions etc from the purview of “Force Majeure”. If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring Agency in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring Agency in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
 21. The contractor shall not subcontract or assign its obligations under the contract, in whole or in part. The successful bidder(s) will provide warranty as mention in specification
 22. The Bid security may be forfeited:
 - a. If a Bidder withdraws its Bid during the period of Bid validity i.e. 180 days.
 - b. In the case of a successful Bidder, if the Bidder:
 - i. Fails to sign the contract as per the terms and conditions of the work order and/or If the blacklisting proceedings under Section-17A of PPRA Act, 2009 read with Rule-21 of PPR-14 are initiated and the bidder is declared blacklisted after due process of law.



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23. The bidder should not be insolvent, in receivership, bankrupt or being wound up, not have had their business activities suspended and not be the subject of legal proceeding for any or forgoing.
24. The contractor is advised to observe the safety precautions, any mishap/damage to GSCWU Bwp property due to negligence of contractor or his representative or any of his workers would only be borne by contractor.
25. Procurement shall be governed by the Punjab Procurement Rules, 2014.
26. In case of any dispute, the decision of the Vice Chancellor shall be final
27. Old/non-genuine/pirated issues/editions shall not be accepted by the GSCWU Bahawalpur.



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Check List

[To be signed and stamped and presented on Bidder's letter head pad][To be attached in Technical Bid]

The provision of this checklist is essential prerequisite along with submission of tenders (with technical proposal).

Sr. #	Detail	Responsive	Non-responsive
1	Original receipt for purchase of tender Rs.1000/- Tender Fee		
2	Active Registration with Income Tax Authorities (National Tax Number NTN) at least three years old		
3	Copy of active Registration with Sales Tax Authorities (STRN)		
4	At least _____ of similar nature having similar cost or above have been performed / executed in public organization		
5	Technical Bid Form on letter head of the firm duly signed and stamped.		
6	Bid Form on letter head of the firm, duly signed and stamped.		
7	Original CDR/Bank Draft be attached in Financial Bid and copy CDR/Bank Draft be attached in Technical Bid		
8	Performance Guarantee Form on letter head of the firm, duly signed and stamped.		
9	General Information Form on letter head of the firm duly signed and stamped.		
10	Affidavit on non-judicial Stamp Paper of Rs. 100/- (i) The firm has not been black listed from any Department. (ii) The documents/photocopies provided with Bid are authentic. In case of any fake/bogus document look at any stage. They shall be black listed as per Rules / Laws. (iii) Affidavit for correctness of information. (iv) Contractor/firm is not blacklisted or subject to any pending litigation with any Government or Public Department.		
11	i. Work order / supply order / purchase order of previous relevant experience. ii. Company profile. Staff list along with location and address [where/if applicable]. iii. National tax number Certificate, General Sale Tax Number Certificate		

Stamp & Signature of Bidder _____



BID SECURITY FORM

(attached in Technical Bid at firm's letterhead)

The total bid security amount of Rs. _____ in shape of "Call Deposit Receipt" (original CDR attached in Financial Bid) of the Bank _____ is attached in Sealed Financial Bid. The enclosed CDR No. is _____.

Stamp & Sign of contractor