



Mirpur University of Science and Technology **(MUST)**

TENDER DOCUMENT

FOR

50kW On-Grid Solar PV Project for the Administration Block Building of
MUST, Jari-kas Campus

(TENDER NO: AT/P/1606/2021)

Last Date for Submission: 06 October 2021 at 2:00 PM

Bid Opening Date: 06 October 2021 at 2:30 PM

**Tender Fee (Rs.2000-) in favor of Treasurer MUST Mirpur AJK
(Mandatory)**

**MIRPUR UNIVERSITY OF SCIENCE &
TECHNOLOGY (MUST), Mirpur**

Websites: www.must.edu.pk

Tel no. 05827-961046, Fax no. 05827-961046

Email: dy.treasurer@must.edu.pk

List of Equipment for 50kW On-Grid Solar System

Sr. No.	Item Name	Quantity	Manufacturer	Unit Rate (Inclusive all taxes)	Total Cost (Inclusive all taxes)
1	Tier-1 quality Mono Perc solar panels (Power output = 535W or 540 W) with fixtures for total 50kW capacity	As per requirement	“TRINA, JINKO, LONGI, JA, Canadian Solar” or Equivalent		
2	Grid Tie Invertor Pure Sine Wave (50 KVA , 3 Phase) (with charge controller built in)	01 No.	Goodwe or Solis or Knox or Equivalent		
3	AC Wire 10 mm with Thimble and Fittings From Inverter to Distribution Box	As per requirement	Siemens or Schneider or Sun Tree or Equivalent		
4	AC DB Box, AC Breaker 4 Pol				
5	AC DB Box, AC Breaker 4 Pol				
6	AC SPD 3 Phase 4 Pol				
7	DC DB Box and Combiner Box, DC SPD	03 Nos.			
8	DC Breaker 1000V 32 Amps 2 Pol	07 Nos.			
9	DC Fuse 1000V 32 Amps with Fuse Holder	14 Nos.			
10	Double Insulation High Voltage D/C Copper Wires 6mm with Conduit Pipe Approximate	600 meters			
11	MC4 Connectors	100 Nos.			
12	Smart Meter Zero Export Device	01 No.	Knox, Solis or GoodWe or Equivalent		
13	Earthing, Earth Pit or Bore 8 Feet	02 Nos.			
14	Copper Plate 12” x 12” x 14 Gauge, Bare Copper Wire 4 to 5 mm Dia 6 Meter and Earthing Powder 8 Bags	As per requirement			
15	Lightning Arrester, Copper Ball With Fingers and 5 Feet Height Copper Plated Rod	06 Nos.			
16	10mm Single Flexible Copper Wire from Earth to Inverter and SPD and from Earthing Point to Roof Top etc.	30 meter			

17	Bare Earth Copper Wire 4.5 mm for Panel to Panel and Lightning Arrester	Approximate 200 meter			
18	Installation, Labor and Transportation				
	Total				

Terms & Conditions:

1. INTRODUCTION

Mirpur University of Science and Technology (MUST), Mirpur is chartered with Government of Azad Jammu and Kashmir through ordinance XVIII of 2008 on 15th day of August 2008. The objective laid down in ordinance is “To enhance facilities for higher education and research in the State of Azad Jammu & Kashmir”. MUST is committed to the development of human resource by imparting quality education to masses as well as inculcating in them human values of the highest level to promote a peaceful and harmonious society for a global fraternity capable of facing the future challenges. MUST aims at producing human resource capable of transforming the society into a technologically advanced nation.

- To nurture talent and create the environment conducive to higher learning.
- To produce hardworking, committed, dedicated and national professionals.
- To develop collaboration with other renowned local and foreign institutions/ research organizations.

We are equipping our laboratories with modern apparatus so that we may be able to slake the thirst of our students. The MUST is determined to produce such material as to prove the grist to the mill of the nation and not the fake one at all. Enhancement of standard is our pivotal goal and we are doing our best to make the MUST worthy by all standards. It will touch the bliss of eminence in a short span of time.

2. SCOPE OF WORK

The scope of the project is to design, supply, Installation and commissioning of 50kW solar PV system (including civil works, earthing of system/equipment, electrical line diagram, necessary wiring and other accessories) at the new secretariat/Administration block building of Mirpur University of Science & Technology at Jari-kas campus (Mirpur AJ&K).

Following requirements define the scope of work of this tender.

- 1.1 The Selected Bidder will be responsible for the supply, installation, Integration, testing, commissioning, and for providing necessary spare parts/service for an agreed period.

- 1.2 Selected Bidder must ensure that the supplied equipment is as per standards and is fully operational, new and performs properly.
- 1.3. The Bidders are advised to visit and examine the site of the works and its surroundings and to obtain for itself on their own responsibility, all information that may be necessary for preparing the bid and entering into a Contract Agreement. The costs incurred in visiting the site shall be at the Bidder's own expense. The PV system will be installed on roof top, however bidder will have to examine the existing electrical wiring in the building and the location of the switch room. For the visit purpose, the bidders can contact **Engr. Dr. Khuram Pervez** (Chairperson, Department of Mechanical Engineering, MUST, Mirpur) at his mobile number: 03415964460 or email: khuram.pervez@must.edu.pk.
- 1.4. The scope of supply should also include essential spares necessary for operation, routine maintenance and testing of equipment supplied for the agreed time period.
- 1.5. The equipment offered should conform in all respects to high standards of engineering, design and workmanship and should be capable of performing in the site conditions.
- 1.6. All the works, fittings and accessories that might not have been mentioned specifically in the scope/specification but are necessary for equipment's of the plant, should be identified during the site visit by the bidder and deemed to be included in the scope/specification.
- 1.7. The selected bidder will be responsible to provide a detailed electrical line diagram of the system showing all its connections.
18. As net-metering is currently not available in the AJ&K, therefore, the bidder must ensure that the installed system should have flexibility to adopt net-metering option in future.

3. GENERAL TECHNICAL SPECIFICATIONS

Details of Required Solar Photovoltaic System

Sr. No	Particular	Requirement
1	Location	The new secretariat/administration block building of MUST at Jari-kas campus
2	Size of Solar PV Array	Minimum 50kW
	PV Module type, "TRINA, JINKO, LONGI, JA, Canadian Solar"	Tier-1 Mono-Perc, 535 or 540W The Solar Panels shall meet the requirement set in IEC 61215:2000, IEC61730, IEC TS 62941. All the supportive valid, genuine and traceable documents must be provided. Strict action will be taken in case of fake documents.

4	Grid tie Inverter Pure Sine Wave with charge controller built in	50 KVA (Qty:01) , 3 Phase, Goodwe, or Solis or Knox
5	Cables	General Test and Measuring Method PVC insulated cables for working voltage up to and including 1100 V and UV resistant for outdoor installation (IEC 60502)
6	Switches/Circuit Breakers /Connectors	A.C. /D.C (IEC 60947 part I,II, III)
7	Junction Boxes /Enclosures for Inverters/Charge Controllers/Luminaries	IP 54(for outdoor)/ IP 21(for indoor) as per IEC 529

Note:

- In case if the Charge controller is in-built in the inverter, no separate IEC 62093 test is required.
- Various components of Solar PV System must additionally conform to the relevant national/international Electrical Safety Standards wherever applicable.

3.1 MODULE MOUNTING STRUCTURE

- Modules will be connected in series and will be mounted on a non-corrosive support structures towards due South West and at a suitable inclination (33° for Mirpur City) to maximize annual energy output. Support structure design and foundation or fixation mounting arrangements should withstand horizontal wind speed up to 120 km/ hr.
- Support structures shall be manufactured with galvanized steel angles & channels. All fasteners shall be of Stainless steel -SS 304.
- The foundation for Module Mounting structures shall be 1:2:4 PCC Construction. There shall be minimum necessary clearance between ground level and bottom edge of SPV modules.
- Shading shall be avoided all over the year (around) from 30 minutes after the sunrise to 30 minutes before sunset (For installation purpose only).
- To allow regular cleaning of the solar modules, they should be easily accessible for personnel (For installation purpose only) and have enough space to roam about.
- Each panel frame structure shall be so fabricated as to be grouted using rawl bolts in cement concrete foundation with steel frame structure at the site.
- Foundation/mounting structure will be fabricated and installed to achieve full life of 25 years under the local climatic conditions.

3.2 DC DISTRIBUTION BOARD (DCDB)

- A DCDB shall be provided in between PCU and Solar Array. It shall have MCCB of Suitable rating for connection and disconnection of array section. It shall have meters for measuring Array voltage and Array current.

3.3 WARRANTY

- The mechanical structures, electrical works including Power conditioner/ inverter/ distribution boards/ digital meter, etc. and workmanship of the SPV system must be warranted against any manufacturing/ design/ installation defects for a minimum period of 5 years.
- The Warrantee Card to be supplied with the Solar PV System must contain the details of the system supplied. The tenderers can provide additional information about the system.

3.4 OPERATION MANUAL

- An Operation, Instruction and Maintenance Manual, in English should be provided with the Solar PV System. The detailed diagram (s) of wiring and connection diagrams (line diagram) should also be provided with the manual.

4. SCOPE OF WORK

The work shall include Design, Supply, Installation, Testing & Commissioning of Mono-Perc Solar PV on-grid System of 50 kW Capacity, at the new secretariat building of Mirpur University of Science and Technology situated in the Jari-kas campus on turnkey basis. Scope of works shall include:

A. All works required for proper installation of Solar PV System including necessary civil works for mounting structures of solar module, shall be done by the contractor. The entire work shall be performed on turnkey basis. All the works related to the proper installation and functioning of the systems shall have to be carried out by the contractor in the prices offered by him.

B. The generated electricity from the Solar PV System will be utilized in place of grid power. Necessary electric cable/connection shall be supplied/made by the bidder as per the requirement at site.

C. All the wiring required to energize the proposed load shall have to be done by the contractor including supply of all required materials. The wiring shall have to be done in concealed conduits.

D. All necessary electrical wiring from existing electrical distribution box up to PCU of Solar PV System and back from PCU to distribution box shall have to be done by the contractor including supply of all required materials.

E. After completion of the proposed works, clearances of all temporary works/ materials shall be the sole responsibility of the contractor and this shall be removed immediately after the requirement of such temporary work is completed.

F. General Aesthetics & cleanliness in regard to the installation of various systems shall have to be maintained in accordance with the aesthetics of the site.

G. Arrangement of proper earthing mechanism and lightening arresters should be done at site as per the requirements of the Solar System.

H. The complete Solar PV System shall be warranted and maintained by the contractor against any manufacturing/ design/ installation defects for an agreed period from the date of handing over to the University.

I. Warrantee, operation and Maintenance period will include rectification /replacement of all the defective and consumable components/items. However, all the non-functional parts/ materials/ items replaced during the Warrantee, operation and Maintenance period shall be the property of the contractor.

J. After commissioning of the plant, the contractor will conduct one on-site training of the purchaser's/user's personnel regarding assembly, start-up, operation, maintenance and repairs of the Solar PV System. Proper labelling should be provided on change over switches.

K. During the Warrantee period, operation & maintenance period, the contractor will have to make all necessary arrangements including training of University's manpower at site for satisfactory operation, maintenance and performance of the PV System.

L. Rectification of all the defects developed in the Solar PV System during Warrantee, operation and Maintenance period shall have to be done by the contractor promptly, at the most within 7 days from the date of receipt of compliant.

M. During the Warrantee, operation and Maintenance period, MUST users will have all the rights to cross check the performance of the Solar PV System. MUST may randomly pick up its components to get them tested at Government approved any test center. If during such tests any part is not found as per the specified technical parameters, MUST will take the necessary action to recover the losses and to black list the firm and the same may be communicated to PPRA and other nodal agencies. The decision of MUST in this regard will be final and binding on the tenderer.

N. University will provide space to the contractor for the storage of equipment/parts during the installation phase till handing over of the project.

5. BIDS SUBMISSION REQUIREMENTS

5.1 Single stage – two Envelope Procedure-

5.2 The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;

5.3 The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion;

5.4 Initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened;

- 5.5 The envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of the MUST without being opened;
- 5.6 The University shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements;
- 5.7 During the technical evaluation, no amendments in the technical proposal shall be permitted.
- 5.8 The financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
- 5.9 After the evaluation and approval of the technical proposal, the MUST, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders; and
- 5.10 The bid found to be the lowest evaluated bid shall be accepted.
- 5.11 The bidder is required to submit Bid in Single Package with Technical & Financial Envelopes. Envelope should also be labeled with the name, address and contact number of the bidding company.
- 5.12 Bidders shall submit Technical Proposals along with brochures/data sheets explaining of the items quoted.
- 5.13 Bidders shall also submit a signed letter with Official stamp affixed on it as a cover letter to the Bid/Proposal. Bids/Proposals submitted without this **cover letter may not be accepted and bids will likely to be rejected straightaway.**
- 5.14 Bidders shall provide Company profile, Authorization & relationship with principal firm(s), location of branch offices, company experience in related field, technical staff details (branch-wise), project completed, major clients' list. NTN –GS and Registration under companies’ ordinance 1984.
- 5.15 Equipment's technical details (brochures, data sheets etc.) mentioning compliance and properly highlighting all the compliance specification as requested/ Exceeded using florescent highlighter of quoted hardware/equipment and material with their make, model, part number, etc.
- 5.16 Bidders are required to **fill and sign all pages of submitted proposal**, and submit it as Financial Proposal.

5.17 Each vendor has to participate for the whole SLOT (turnkey basis) of the equipment for various labs. The bids will be rejected in case any vendor missed one or more equipment against any slot.

5.18 Each quoted item in bid will be labeled separately and item wise price should be included.

5.19 Rates quoted in the **Bid should be containing all the applicable taxes in PKR** as well as vendor can optionally give the price in US Dollar. But Pak Rupees price is mandatory.

5.20 A bank draft equal to 2% of the Total Bid Value should accompany the bid as earnest money drawn in favor of Treasurer, Mirpur University of Science & Technology, Mirpur AJ&K. The bid shall not be considered without earnest money.

5.21 Tender fee will be Rs. 2000/- which may be attached with tender documents at the time of submission.

6. TECHNICAL EVALUATION CRITERIA

Pre-qualification for the advertised TENDER NOTICE AT/P/1606/2021 for a 50kW solar PV project will be based on all the criteria as shown below regarding the Applicant's Financial Soundness, Experience Record, Personnel Capabilities, Equipment Capabilities and Domestic Content Requirements as demonstrated by the Applicant's responses. Subcontractor's experience and resources shall not be taken into account in determining the Applicant's compliance with the qualifying criteria. However, Joint Venture (JV) experience and resources shall be considered. Consortium or Association of firms will be considered for similar treatment as in case of JV. Failure of an Applicant to provide essential information may result in disqualification. Only qualified firms as per PPRA rules may bid for the project.

The following criteria is evolved keeping in view the complexity of the project

Sr. No.	Category	Weightage/Marks
1.	General Experience	20
2.	Technical Approach for the Project	05
3.	Personnel Capabilities	20
4.	Equipment Capabilities	20
5.	Professional/Technical/Training Material	05
6.	Financial Soundness	20

7.	Logistics and Project Management Capacities	10
	Total:	100

Note: Prequalification status shall be decided on the basis of Pass/Fail basis. The applicant must secure at least 65% overall score and at least 50% score in category No. 6 (i.e. Financial Soundness). The applicant must pass the criteria 1c (General Experience) for prequalification.

i- GENERAL EXPERIENCE

Marks for experience shall be awarded on the basis of following qualifications:

Sr. No.	Salient Feature	Maximum Marks
1.	General Experience (Total Marks 20)	
a)	Projects of similar nature completed over last ten (10) years (Evidence should be provided) Marks distribution Three installed projects of at least 50kW	10
b)	Projects of similar nature in hand (Evidence should be provided) Marks distribution 1 project of similar nature within Pakistan OR abroad.	10
c)	Status of enlistment with Government Organizations and other agencies within Pakistan and abroad.	Pass/Fail

ii- TECHNICAL APPROACH

Marks for Technical approach shall be awarded on the basis of following:

Sr. No.	Salient Feature	Maximum Marks
2.	Technical Approach for the Project (Total Marks 05)	
a)	Timelines of Activities for completion of the Project Evidences of any similar completed project to be provided.	02

b)	Overall Management Plan of the Project (From Award of Contract to handing over of Project) Evidences of any similar completed project to be provided.	03
	Sub-Total	05

iii- PERSONNEL CAPABILITIES

Marks shall be awarded under this category using the following criteria:

Sr. No.	Salient Feature	Maximum Marks
3.	Personnel Capabilities (Total Marks 20) (<i>Attach copies of CVs</i>)	
i)	Qualified Graduate Engineers registered with PEC RE/PE. PE will be counted as equivalent to 05 RE.	
(a)	Number of PEC registered Engineers Marks distribution <ul style="list-style-type: none"> • 5 marks will be given if the total No. of Engineers are 05 Nos. or above. • For less than 05 Nos. of Engineers, marks will be given as per following formulas: = (A/5) × A A = No. of Engineers BSc Engineer registered with PEC with min One (01) Year Experience 	05
(b)	Experience of Engineers in number of years Marks distribution <ul style="list-style-type: none"> • 5 marks will be given if the Applicant has at least five (5) Engineers graduates having at least 1 relevant reference in installation of structures or electrical system in Pakistan or outside the country, and must have good command of English language. • For less than 5 No. of Engineers having at least 1 relevant reference in installation of structures or electrical system in Pakistan or outside the country, and must have good command of English language, • A = No. of Engineers having at least 1 relevant reference installation of structures or electrical system in Pakistan or outside the country, and must have good command of and English language. 	05
ii)	Number of diploma engineers/ technicians in employment of the firm	

(a)	Number of diploma engineers/technicians /B.Tech Marks distribution <ul style="list-style-type: none"> 5 marks will be given if the total No. of Diploma of Associate Engineers (DAE)/B.Tech are 5 nos. or above. For less than 5No. of Diploma of Associate Engineers, A = No. of DAEs 	05
(b)	Experience of diploma engineers/ technicians/B.Tech in number of years. Marks distribution <ul style="list-style-type: none"> 5 marks will be given if the individual experience of at least 5 No. of DAEs is equal to 4 years or above. For less than 5 No. of DAEs having individual experience of 4 years, A = No. of DAEs having individual experience of 4 years or above 	05
	Sub-Total	20

iv- EQUIPMENT CAPABILITIES

Marks shall be granted on the basis of the following criteria for various kinds of equipment relevant for the Project:

Sr. No.	Salient Feature	Maximum Marks
4.	Equipment Capability (Total Marks 20)	
a)	PV Panel – Specifications/documentation	05
b)	Inverter- Specifications/documentation	05
c)	AC / DC / Lightning Arrester Earthing - Specifications/documentation	04
d)	Cabinet & Mounting Structure specifications/documentation	02
e)	Protection devices / breakers / cables specifications/documentation	04
	Sub-Total	20

V- PROFESSIONAL/TECHNICAL/TRAINING MATERIAL

Marks shall be awarded on the basis of the following criteria:

Sr. No.	Salient Feature	Maximum Marks
5.	Professional/Technical/Training Material (Total Marks 05)	
a)	Comprehensive catalogs of lead firm covering all system components either locally manufactured or Imported	02
b)	Operators manual in English	01
c)	Training material in English	01
d)	Training infrastructure available with the company	01
	Sub-Total	05

Vi- FINANCIAL POSITION

Marks shall be awarded on the basis of the following criteria:

Sr. No.	Salient Feature	Maximum Marks
6.	Financial Position (Total Marks 20)	
i)	Working Capital = Current Assets – Current Liabilities (Average of Certified Audit Reports of Last 3 years)	
	Marks distribution <ul style="list-style-type: none">• 3 marks will be given if the available average working capital for last three years or available bank credit line limit is equal to PKR 50.000 Million.• For limit, less than PKR 50.000 Million, following weightage will be applied $3 \times (A/5)$• For the limit, more than PKR 50.000 Million but less than PKR 10 million following weightage will be applied $3 + (A/10) \times 2$ A= Average working capital for last three years OR Available Bank Credit Line Limit Full marks will be given in case of Working Capital OR the Credit line limit is PKR 100 million or more.	05

ii)	Annual Turnover (Certified Audit Reports of Last 3 years)	
	<p>Marks distribution</p> <ul style="list-style-type: none"> 3 marks are given if the available average annual turnover for last three years is equal to PKR 50.00 Million. For the turnover, less than PKR 50.00 million following weightage will be applied $3 \times (A/50)$ For the turnover, more than PKR 50.00 million but less than PKR 100.000 million following weightage will be applied $3 + (A/100) \times 2$ A= Average Annual Turnover in last three (03) years <p>Full marks will be given in case of limit is PKR 100 million or more.</p>	05
iii)	Net Bid Capacity	
	<p>Marks distribution</p> <ul style="list-style-type: none"> 3 marks are given if the net bid capacity is equal to PKR 50.000 Million. For the bid capacity, less than 50.000 million following weightage will be applied $3 \times (A/20)$ For the capital, more than 50.000 million but less than 100 million following weightage will be applied $3 + (A/100) \times 2$ A= Net Bid Capacity = Available Capital - 20% of the cost of all balance works in hand Available Capital = Available Bank credit line + Average working capital of last three years as per annual audit reports <p>Full marks will be given in case of limit is PKR 100 million or more.</p>	10
	Sub-Total	20

Vii- LOGISTICS AND PROJECT MANAGEMENT CAPACITIES

Marks shall be awarded on the basis of the following criteria:

Sr. No.	Salient Feature	Maximum Marks
5.	Logistics and Project Management Capacities (Total Marks 10)	

a)	Strong Logistics Capacities 2 CVs of certified Project Management Leaders and Logistic Team Leaders (Masters in Supply Chain) and deputies working on the program with an experience of at least 10 years in Pakistan and 2 projects with similar nature.	05
b)	Logistics plans of 2 executed projects of similar nature.	05
	Sub-Total	10

7. SELECTION PROCEDURE:

7.1. To award Contract/Purchase order two step procedure shall be used.

7.2. MUST's intent in issuing this Tender Document is to award a contract to the lowest evaluated and best responsive bidder who meets specifications as laid out in Technical Information Form I and who fulfill all Mandatory Requirements mentioned in General Terms and Conditions. If any of the requirements or equipment specifications is not met by the bidder, the bid will be considered as non-responsive, and the bid of the next lowest bidder will be considered.

7.3. Final Evaluation shall be made 70% on Technical and 30 % financial basis. The technical evaluation will also include marks for.

- Specifications of each quoted item.
- Country of origin.
- Similar projects completed for major clients in Pakistan
- Similar Equipment supplied to universities (Client list/ Purchase order/Satisfaction Letter required, MUST Committee may visit any).
- Total Experience as well as experience against the quoted equipment.
- Companies offices in number of cities in Pakistan.
- Company association with the product principal.
- Guarantee and Backup support services / SLA of the equipment.
- Training for the MUST staff members for the quoted items.
- Quoted product certified support staff.
- Delivery period.
- Financial evaluation will be done on PAK Rupee basis. Firm meet minimum technical requirement and lowest over all rates will get maximum marks (Formula for Financial Marks, Financial Marks= Lowest quoted rate/ All Firm rate * 30)

7.4. After the approval of contract award, as per The Stamp Act 1899 Article 22-A as mentioned below a contract agreement on the stamp paper shall be executed by the firm with

selected bidder within 15 days from the date of issuance of Letter of acceptance / supply order.

8. TERMS OF PAYMENT:

- 8.1. No payment shall be made in advance to the selected bidder/vendor as mobilization advance.
- 8.2. Ninety percent (90%) cost of equipment shall be payable to the Contractor within one month upon successful installation, proper integration, testing & commissioning of all equipment as per requirements of MUST, Mirpur AJ&K. in Case MUST fails to provide necessary space or the staff member for installation of the equipment than payment will be made to the contractor.
- 8.3. Ten Percent (10%) of the payable amount against each invoice/payment will be retained as security/retention money. 10% retained money will be released after successful completion of 1st year warranty Services. A certificate will be issued in this regards by MUST, Mirpur AJ&K.
- 8.4. All payments shall be made through cross cheque in the Pak Rupees.
- 8.5. Taxes will be deducted at source as per government rules at the time of payment irrespective of the date of invoicing.
- 8.6. The 2% earnest money of the successful bidder will be returned after the supply of equipment of the contract within 10 days.
- 8.7. MUST Technical Committee reserves the right to cancel the order, if work progress is not up to the satisfaction of the Committee. If work done by third party selected in accordance with the PPRA rules subject to the condition that if the first party has to pay any amount in excess of the agreed amount, the difference will be recovered from the second party.
- 8.8. Quantity may be increased/decreased at the time of agreement/supply order.

9. LIQUITDATED DAMAGES:

- 9.1. In case of delay, the Technical Committee, of MUST reserves the right to suggest to Competent Authorities for imposing a penalty not exceeding 10% of the total amount of the contract at the rate of 1% of the bill for each week of delay.
- 9.2. If the work is not executed according to the satisfaction of the Technical Committee, of MUST, the Competent Authority reserves the right to reject it altogether or impose a penalty not exceeding 50% of the contract amount.
- 9.3. In case of services delay or unsatisfactory service deliver non-complying the terms of the comprehensive warranty services, vendor performance Retention /withheld Money will be forfeited.

10. GENERAL TERMS AND CONDITIONS:

- 10.1 Income Tax Certificate and GST Certificate with proof of active tax payer.
- 10.2 Authorized Dealer, Partner for all Items quoted.
- 10.3 Location of Offices (Islamabad/Rawalpindi/ Prominent Cities of Pakistan geographically located near Mirpur, Azad Kashmir)
- 10.4 Project Execution Plan (Time Line, Resources, Dedicated Staff, Shared Staff) if required for more than Rs. 1.000 million.
- 10.5. Technical/Purchase Committee may visit vender's facility to check the samples/equipment.
- 10.6. An affidavit to the effect that the firm has not been blacklisted by any Government/Semi Government organization.
- 10.7. The University reserves the right to accept/reject wholly or partially any tender at any stage of the tender process with recorded reasons
- 10.8. Validity period of the bids shall be 4 months (120days).
- 10.9. The decisions of MUST will be binding on all concerned and will in no case be challengeable at any forum or any court of law.
- 10.10. Bids are liable to be rejected if; they are not conforming the terms, conditions and specifications.
- 10.11. During the examination, evaluation and comparison of the bids, the MUST at its sole discretion may ask the bidder for clarifications of its bid.
- 10.12. The request for clarification and the response shall be in writing/email.
- 10.13. Total Bid Value shall cover cost of equipment with one year warranty.
- 10.14. The amount submitted as Earnest Money shall be refunded to the unsuccessful bidders after the decision of "Tender Committee" for the award of said tender.
- 10.15. If there is a discrepancy between unit price and total price in the submitted bid which is obtained by multiplying the unit price and quantity, the unit price shall prevail and total price shall be corrected. If there is a discrepancy between the words and figures, the amount in words shall prevail. If there is a mistake in addition/ totaling, that shall be corrected. If the bidder does not accept the corrected amount of bid, his bid shall be rejected and his bid security forfeited.
- 10.16 Conditional Bids will not be entertained.
- 10.17 For this tender all updates/changes shall be communicated through email and also be posted on MUST website.

- 10.18 In case of any dispute between the two parties of any matter arising out of after signing the contract agreement, the case shall be referred to Vice Chancellor, MUST whose decision shall be final and binding on both parties.
- 10.19 Maximum delivery time for all items is 10-12 weeks.
- 10.20 Bids submitted via email or fax will not be entertained.
- 10.21 Bidders indemnify MUST against all third party claims of infringement of patent trade mark, industrial design rights arising from use of the goods of any part thereof in Pakistan.
- 10.22 Number of equipment and its parts may be increased or decreased as per MUST requirement.
- 10.23 Firm may ensure the availability of parts for next 3 Years
- 10.24 For the final award MUST can be opt contract agreement on the basis of FOR or C&F (LC based) by mutually agreed from both the parties.
- 10.25. Mention clear delivery time period as MUST shall not provide extension in delivery period.
- 10.26. The Tender Document can be downloaded from the official web site of the university within two days of the publication of tender notice: www.must.edu.pk
- 10.27. Please indicate the warrantee period and terms & conditions of the warranty for each item clearly.
- 10.28. Please quote unit price for each item with complete installation and training on F.O.R basis MUST MIRPUR basis.
- 10.29. Two percent CDR should be part of Financial Proposal whereas Tender Fee should not be part of Technical or Financial Proposal.

11. MEET OR EXCEED SPECIFICATIONS

Firms cannot quote optional equipment but the specifications provided in this tender are the minimum requirements of MUST. The vendors must meet/ exceed these specifications to meet the actual requirements of MUST and its successful practical implementation. But in such a case additionally proposed or altered specifications should clearly be highlighted to enable MUST to clearly identify modified specifications.

12. CLARIFICATIONS

Queries regarding this tender shall be submitted in writing to:

Additional Treasurer /
Secretary Central Purchase Committee
Ph: 05827-961046; Fax: 05827-961039

dy.treasurer@must.edu.pk

Form 1.

PROPOSAL SUBMISSION FORM

Secretary Purchase Committee

Mirpur University of Science & Technology,

Sir,

_____ We, the undersigned, offer to provide the Services for "Purchase of Items for MUST Office and in accordance with your Request for Proposal (Tender Document) dated _____ and our Proposal. We are hereby submitting our Financial Proposal along with Technical compliance, sealed in envelope.

We understand you are not bound to accept any Proposal you receive and reserves the right to accept or reject any offer and to annul the bidding process and reject all proposals without assigning any reason or having to owe any explanation whatsoever.

The decision of evaluating committee shall be final and cannot be challenged on any ground at any forum and the evaluating committee will not be liable for any loss or damage to any party acting in reliance thereon.

We remain,

Yours' sincerely

Authorized Signature:

Name and Title of Signatory: Name of Firm:

Address:

FORM 2:

To be filled by the bidders

- 1. Name of bidders: -----
- 2. Address: -----
- 3. Phone: ----- Mobile -----
- 4. Fax No. ----- E-mail: -----
- 5. NIC Tax No. ----- Sales Tax No.: -----
- 6. Branches (if any): i. -----
ii. -----
iii. -----
- 7. Type of Business: i. -----
ii. -----
iii. -----
- 8. Facilities: i. List of technical staff with qualification and experience
ii. Authorization of distribution / dealership -----
iii. Any other: -----
- 9. Monthly Turn Over: -----
- 10. Previous Experience (name of organization where said or like equipment supplied/installed/
Commissioned)
i. ----- ii. -----
iii. ----- iv. -----
v. ----- vi. -----
vii. ----- viii. -----

Please enclose any supporting document

Total Bid Value (Rs): _____ Amount of CDR (Rs): _____

Name and signature: - ----- Date: -----