TENDER DOCUMENT
(IT/42/2013-14)

INSTALATTION OF FIBER OPTIC CABLE INCLUDING SUPPLY OF MATERIAL AS PER REQUIREMENT & PROFESSIONAL SERVICES ON TURN KEY BASIS.
TERMS AND CONDITIONS

1. GENERAL

Note: Prices should be quoted item wise and section-wise separately. Both A & B sections of Annexure-II must be provided on turn key basis.

Bidders are requested to read carefully the following terms and conditions and sign the Tender Form in token of having understood and accepted the same in all respects. All or any of the provisions of the terms and conditions may be changed/altered/modified/deleted/added or amended by the University as and when deemed suitable/necessary.

i. Any tender without 2% earnest money/bid security will be out-rightly rejected.

ii. Conditional / incomplete tenders will not be accepted.

iii. Any bidder interested in bidding for one or more items separately, is allowed to do so. However, preference will be given to bidder offering several items together.

iv. Quotations must be in **Duplicate** and prices must be valid for at least 90 days from the date of tender opening.

v. The bidders should be either established firm or sole distributor / authorized agent of the manufacturer having after sale service facilities.

vi. The payment of equipment is coupled with installation / commissioning of equipment; therefore, supplier should make sure that bid is complete in all respects including consumables etc.

vii. Telephonic / telexed / faxed / telegraphic quotation will not be entertained.

viii. The bidders must enclose original Proforma Invoice / Quotation from their Principals or authorization certification of the Principal, failing which their offers will be ignored.

ix. Bidders should have office and workshop facilities in Karachi.

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Vendor/ Supplier Initial/Signature
x. Bidders must have trained engineers to provide after sales service. Copy of Training Certificate should be submitted along with their offer, failing which their offer will not be considered.

xi. The bidders must submit following documents along with their offer, failing which their offer will be rejected:

- Manufacturer Authorization Certificate.
- List of Technical / Engineering staff stationed in Karachi.
- List of reference installation in Pakistan for similar equipment.
- Non-Black List Certificate (confirming that bidder has never been blacklisted by any Government / Semi Government organization.

xii. All the electric/electronic appliances supplied by firms should run on 220 volts.

2. **SCOPE OF SUPPLY**

The bidder shall supply/deploy equipment/items, of the specifications given in the attached Annexure-I, II. The bidder shall also be responsible for their installation, calibration, free service and the supplier at least one year from the date the equipment makes warranty functional. All equipment should be accompanied by service manual separately in English.

3. **BID PRICE**

The bidder shall indicate in his offer, list of equipment with specifications, standard accessories, make and country of origin, the unit price and total bid price of the goods. Price of optional accessories should be quoted separately. The price of the goods quoted shall be final price. *Taxes levied by the Government and freight charges, if any, shall be paid by the bidder and must be included in the quoted prices.*

4. **CURRENCIES OF BID**

The prices shall be quoted in Pakistani rupees and payment to the successful firm will be made in the same currency.

5. **BID VALIDITY**

The bid shall remain valid and open for acceptance of the purchaser *for a period of 90 days from the specified date of opening.*
6. **BID SECURITY/ EARNEST MONEY**

The bidder shall furnish, as part of his bid, earnest money equal to 2% of quoted price with their offer in the form of demand draft/ pay order in favour of Director Finance, Institute of Business Administration, Karachi. The earnest money shall be denominated in Pak rupees and shall be in the form of Demand Draft, Pay Order or Call Deposit issued by a Pakistani scheduled Bank or branch of a Foreign Bank, acceptable in favour of the Institute of Business Administration, Karachi. In case of alternate prices, earnest money will be based on the maximum quoted price of the same item. The Demand Draft shall be returned to unsuccessful bidders. The Earnest Money will be forfeited if a bidder withdraws his bid during the period of his bid validity or fails to supply the machinery / equipment ordered by the university.

7. **SIGNING OF BIDS**

The person signing the bid shall initial all the pages of the bid, where entries are made.

8. **DEADLINE FOR SUBMISSION OF BIDS**

All bids must reach and be received by the Purchaser in sealed envelope on or before the **prescribed deadline i.e. 26/Aug/2013 up to 03:00 PM.** The tenders would be opened on the same day at 03:30 PM, in Institute of Business Administration, Karachi, in front of bidders or their nominees, who are present on the occasion.

9. **LATE BIDS**

Any bid received by the Procurement after the prescribed deadline for submission of bids shall not be entertained.

10. **PURCHASER’S RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS**

The Institute of Business Administration (Purchase Committee) reserves the right to reduce or increase the quantity, accept or reject any bid and to stop the bidding process and reject all bids, at any time prior to award of supply order without incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidders of the ground for such actions.
11. CONVENCING

Unsolicited advice/clarification and any personal approaches at any stage of evaluations/purchase process are strictly prohibited and may lead to disqualification.

12. DELIVERY OF EQUIPMENT / ITEMS

The bidders shall make delivery of the goods:

i. **In Case of Ex-stock Delivery**: Within two months from the date of issuance of Purchase Order by the Institute of Business Administration, a penalty of 0.5% of the equipment price per day will be charged after expiry of delivery up to the maximum period of 30 days, failing which supply order will be treated as cancelled and 2% earnest money shall stand forfeited.

ii. **In case of Import**: Within three months from the date of issuance of Purchase Order by the Institute of Business Administration, a penalty of 0.5% of the equipment price per day will be charged after expiry of delivery up to the maximum period of 60 days, failing which supply order will be treated as cancelled and 2% earnest money shall stand forfeited. The supply of equipment/ item, unless extended by the competent authority on valid reasons.

The delivery of equipment shall be made at Institute of Business Administration.

13. PERFORMANCE SECURITY

Within one week of issuance of the purchase order for C&F equipment only, the successful bidders shall furnish to Institute of Business Administration the performance security bond as per Annexure-I, equivalent to 10% of the bid price in the form of a bank guarantee, before opening of LC. The performance security shall be payable to the Institute of Business Administration as compensation for any loss resulting from the supplier’s failure to complete its obligation. The performance security will be discharged by the Institute of Business Administration and returned to the supplier after completion of the supplier’s performance obligations under the contract. The security will be retained for one year starting from the date of successful installation and operation of the machinery / equipment.

14. MODE OF PAYMENT

Under FOR, payment shall be made in the form of cheques, which shall be issued, after receipt of equipment, inspection, installation and operation according to the following schedule
90% Payment at the time of successful installation and operation.
10% after three months from the date of installation and successful operation and for payment of this amount, the supplier will provide 10% performance bond in form of bank guarantee which will be withheld for a period of one year.

Note: All taxes, insurance etc will be deducted from bills as per government rules.
The mode of payment may be changed and will be reflected in supply order.

15. PRICES

Prices charged by the supplier for goods delivered and services performed under the contract shall not exceed the prices quoted by the supplier in its bids.

16. STANDARD

The goods with standard accessories supplied under this contract shall conform to the standards mentioned in the technical specifications along with a set of operational and maintenance manuals. It will be the responsibility of supplier to quote equipment in complete package.

17. CALIBRATION OF EQUIPMENT

It will be the responsibility of supplier to arrange standards/ consumables required for the calibration of the equipment.

18. GUARANTEE / WARRANTY

The supplier shall furnish one year after sales service guarantee/ warranty for successful operation of equipment / items from the date of installation. In case of Malfunctioning / defect in any equipment / item, the supplier shall replace them free of cost within 30 days; otherwise the supplier will return the entire paid amount to Institute of Business Administration immediately.
**SCOPE OF WORK**

**Annexure - A**

Technical Specifications for lying of structured OF cable between Existing Hostel to Visiting Faculty Hostel and New Girls Hostel sites at Main Campus:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Item Description</th>
<th>Qty</th>
<th>Cost (PKR)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Unit</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Total</td>
</tr>
<tr>
<td>1.</td>
<td>8 core, 9/125 μm, single mode, outside plant, armoured OF cable between IBA Existing Girls hostel to New Girls’ Hostel</td>
<td></td>
<td>At actual</td>
</tr>
<tr>
<td>2.</td>
<td>6 core, 9/125 μm, single mode, outside plant, armoured OF cable between IBA Existing Girls hostel to Visiting Faculty Hostel</td>
<td></td>
<td>At actual</td>
</tr>
<tr>
<td>3.</td>
<td>SC-LC patch cord 9/125 μm, duplex</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>ODF/OF Patch Panel with complete in all expect accessories,(coupler, pigtails, SC-SC cables, etc.)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>All digging work and relevant things (PVC Conduit, etc.) required for this project will be the responsibility of Vendor includes complete fibre laying, required splicing and testing</td>
<td></td>
<td>At actual</td>
</tr>
<tr>
<td>6.</td>
<td>PDU 6 way Flat Pin</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>2X2 RCC manhole using sulphate resistant cement of specified size comprising earth work plain plain &amp; reinforced cement work steel reinforcement bars and cast iron (heavy duty) cover with frame water proof pudlo cement (1:4) plaster Complete in all respect</td>
<td></td>
<td>As per Drawing</td>
</tr>
<tr>
<td>8.</td>
<td></td>
<td></td>
<td>Total (Rs.)</td>
</tr>
<tr>
<td>8.</td>
<td></td>
<td></td>
<td>GST</td>
</tr>
<tr>
<td>9.</td>
<td></td>
<td></td>
<td>Grand Total (Rs.)</td>
</tr>
</tbody>
</table>

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Tender Document: Terms Conditions/Technical Specification

Vendor/ Supplier Initial/Signature__________________
Cable Route for Girls Hostel

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Tender Document: Terms Conditions/Technical Specification

Vendor/ Supplier Initial/Signature_________________
Cable Route for Visiting Faculty Hostel

Depth 2'-6"
Need PVC Conduit