

PAKISTAN MUSEUM OF NATRUAL HISTORY (PMNH)

ISLAMABAD

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TENDER DOCUMENTS FOR PROCUREMENT OF IT EQUIPMENTS

Pakistan Museum of Natural History (PMNH) intends to purchase **ITEquipment** for the project PSF-NSFC. Sealed tenders are invited on FOR basis (in Pak. Rs.) from well reputed firms as per tender schedule, instructions/ conditions given bellow:

SCHEDULE OF INVITATION/ TENDER INQUIRY

Tender EnquiryNo	= IT/PMNH-NFSC-2019-20dated09.07.2020
Tender Closing Date/ timeofreceipt	= 27-07-2020 11:00 AM
Tender OpeningDate/ time	= 27-07-2020 11:30 AM
Earnestmoney	=3% of quoted price in the shape of call deposit receipt/ bank draft in favor of Pakistan Museum of Natural History (PMNH), Islamabad

TENDER INSTRUCTIONS/ CONDITIONS

- i. **Bid Evaluation Criteria:-** Bid(s) shall be evaluated on each item basis subject to total amount of bid offered is higher as the case may be.
- ii. Offer shall remain valid for acceptance for 29 days from the date of opening of the tender.
- iii. Incomplete offer/ offers received after the notified date and time/ offer not fulfilling any condition of the tender will straightway be ignored/ notentertained.
- iv. Rate should be quoted inclusive of taxes (where applicable/attach tax exemption) and on the basis of free delivery at consignee's end/ place of delivery.
- v. The amount of General Sales Tax (GST) as prevailing rates must be shown separately. Each bid should be accompanied by refundable bid security/earnest money @ 3% of estimated price in the shape of call deposit receipt/ bank draft in favor of Pakistan Museum of Natural History (PMNH).
- vi. The bid containing less earnest money shall not beentertained.
- vii. Tendering firm must be registered for Sales Tax and Income Tax Department and must be listed on ATL (GST/Income Tax) and quote their registration number in their quotations along with the address of the concerned office. **Copy of registration certificate of sales tax and income tax should be submitted with theoffer.**
- viii. Tender form for bid must be filled; signed and stamped withoffer
- ix. S.O.R. 660 (1)/ 2007 will be applicable on sales Taxdeduction as amended to date fromnet payment.
- x. The quantity can be increased or decreased according to the budgetary or any technical issue without any information to the tenderer as well as on account of costeffectiveness.
- xi. Anyerasing/cutting/crossingetc.appearingofferdoubtfulshallcancelthesaidoffer.
Moreover, all pages to the tender must be properly signed. Offer with any overwriting shall in no circumstances beaccepted.
- xii. Liquated charges: The delivery period is essence of contract. If the contractor fails to adhere to

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the delivery schedule and attend to seek extension thereof, it will be discretion power of purchaser either to grant or refuse extension of delivery period. However the extension in delivery if granted shall be subject to liquidated charges 3% per month or a partthereof.

Name of consignee/ Place of delivery:

Pakistan Museum of Natural History (PMNH), Garden Avenue, Shakarparian, Islamabad
(44000) Pakistan. www.pmnh.gov.pk

SPECIAL CONDITIONS

- 1) The bidders are required to submit the offer per item including all taxes and mention GST separately.
- 2) Inspection of the store and verification of specification including quality, packing, import documents and quantity will be conducted by notified Technical Committee/representative(s).
- 3) Successful bidder will provide 10% performance security against warranty of his/her offer which will be returned after completion of period warranty period or within 6 months whichever is earlier from the date of delivery made (where applicable).
- 4) The successful supplier shall be responsible for free delivery of the stores at consignee's end in safe and sound conditions. The inspection of the stores shall be carried out at consignee's end.
- 5) The bidding firm shall quote their firm and final rates as there shall be nonnegotiation.
- 6) Certificate to the effect that the firm had not been blacklisted in past by any Government organization. **(Certificate on stamp paper of Rs. 20/- is to be attached).**
- 7) The undersigned reserves the right to accept or reject any tender/ tenders and can delete, increase or decrease the whole quantity or any part or condition of tender without any reason.
- 8) The PPRA rules as amended to-date shall be applicable.

Principal Investigator (PI)
Project PMNH-NSFC
Pakistan Museum of Natural History
Islamabad



TENDER FORM FOR BID

With reference to your tender inquiry we hereby offer to supply the following items at the price quoted against respective items in accordance with the specification, terms and conditions contained in the tender documents. A bank draft/ pay order on account of earnest money (3% of estimated price) is enclosed.

Item#	Qty	Unit Price Exclusive GST (Rs)	Total Price in Pak Rs.
MACRO LENS Canon or Equivalent 100 mm f/2.8L EF IS USM Macro Lens.	01		
APPLE MACBOOK AIR 2019 OR Equivalent Retina display with True Tone 1.6GHz dual-core 8th-generation Intel Core i5 processor with Turbo Boost up to 3.6GHz 8GB 2133MHz LPDDR3 memory 128GB SSD storage Intel UHD Graphics 617 Touch ID Force Touch trackpad Two Thunderbolt 3 ports, external high quality Logitech Speaker	01		
Western Digital My passport Ultra 2 TB OR Equivalent	01		

A	Total Bid Amount	Rs.
B	Sales tax as per applicable Law	Rs.
	Gross bid amount (A+B)	Rs.

Signature _____ Date _____

Name _____ Designation _____

Telephone/Mobile _____ Fax No. _____ +

E-mail _____

GST No. _____ NTN No. _____

Company Seal _____



CERTIFICATE

1. We hereby confirm to have read carefully the description of store and all the terms and conditions of your tender enquiry NoIT/PMNH-NFSC-2019-20 for the supply of IT Equipment in project PSF-NSFC to the office of the Pakistan Museum of Natural History (PMNH), Islamabad in addition to the conditions laid down in tender instructions / conditions from (i) to (x) and special instructions from No 1 to 9 to the said tender enquiry. We agree to abide by all those instructions/ conditions and special terms and conditions
2. We also hereby categorically confirm that the stores offered by us are exactly to the particulars and specifications as laid down in your tender enquiry in all respects.
3. Certified that the firm had not been blacklisted in past by any Government organization.
4. We accept that if required earnest money is not furnished or our offer is found lacking in any of the requirement of your tender enquiry, it shall be ignored & we have no rights to represent against the decision of the competent authority at any forum.
5. We hereby confirm to adhere to the delivery period specified in the tender enquiry which would be the essence of the contract and will be strictly adhere to us. In case of failure we agreed unconditionally to accept the recovery of liquidated charges.
6. Certified that the prices quoted to department against your tender enquiry NoIT/PMNH-NFSC -2019-20 are not more than the prices charged from any other purchase organization in the country and in case of any discrepancy the tenderer hereby undertakes to refund the price charged in excess.

We guarantee to supply exactly in accordance with the requirements specified in the tender documents	
Name of Tenderer: Address	
Signature with date: Seal	



UNDERTAKING

We hereby undertake that @ 3% earnest money and 10% performance security may be forfeited if we fail to supply of equipment according to conditions of the tender. In case if non-genuine equipment are provided at the time of inspection, your authority have right to take any legal action against our firm and we have no right to represent against the decision of the competent authority if our firm blacklisted.

Signature & Stamp

Name : _____

Firm: _____

Address: _____

PTCL & Cell No: _____

Date: _____

