



NED UNIVERSITY OF ENGINEERING & TECHNOLOGY
PROCUREMENT CELL
 BY REGISTERED A.D./COURIER SERVICE.
CONTRACT SCHEDULE



1. Contract No: PC/NED/ AR/Paper Copier/6987/2021 **13613** Dated: 16.04.2021
 2. Name & Address of Contractor: **M/s. Office Automation Group (OAG)**
 3. Contractor's Tender No.: Nil
 4. Indenter's Name & Address: Chairperson, Architecture & Planning Deptt.
 5. Indenter's Indent No & Date: 13185/190919/AR, 19-09-2019
 6. Particulars of stores: **As below.**

BOQ Item No.	Description of Store	Acctg Unit	Price per A/U	Total Qty Req.	Total Value
01	<u>Digital Plain Paper Copier:-</u> Konica Minolta Digital Photocopier Machine Copier Bizhub 306i Speed: 30cpm Warm up time: 13 Sec Time of 1 st Copy 5 Sec Memory: 4 GB RAM Print Resolution: 600x600 dpi Copy Resolution 600x600 dpi Multiple / Continuous Copies: 1 to 9999 Zoom Range 25% - 400% (in 1% step) Duplex Function Built-in Network Printer / Scanner Built-in Interface 10/100/1000 Base TX/USB 2.0 Copy Size A3 to A6 Legal Scanning Speed (A4) 55 ipm Reverse Automatic Feeder Standard Duplex Unit Standard	No.	318,000	01	318,000
Total (inclusive all federal and provincial taxes and duties)		318,000/-

INSTRUCTIONS:

- Store must be delivered to Central Store in due period which will be issued by the Central Store to the Indenter.
- A copy of Delivery Challan must be delivered to Purchase Officer on same day after delivery of Store.
- Bill should be submitted Assistant Director Procurement-II along with GST Invoice.
- Inspection Certificate may be issued by Indenting Department.

GRAND TOTAL (Value in Words) Three Hundred Eighteen Thousand, only

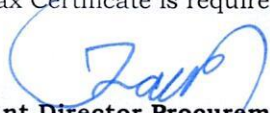
7. Date of Delivery: On or before 30 days; (if goods not delivered within stipulated time; please immediately intimate to the procurement cell).
8. Place of Delivery: NED University Campus/Consignee.
9. Name & Address of Consignee: Mr. Shamim Akhter, PA to Chairperson, Architecture & Planning Deptt.
10. Performance Security equivalent to 5% of Contract Schedule is required at the earliest.
11. Contract Agreement on Stamp papers value equivalent to rate as specified in Stamp Act.
12. Dispatch Instruction. Stores should be delivered at firm's premises/free to the consignee at NED University of Engineering and Technology.
13. Inspecting Officer. The consignee/ Indenting officer or his authorized representative.
At firms premises/ Consignee's end.
14. Place at which to be inspected.
 - i. 100% payment to be made on the proof of inspection and Consignee's receipt certificate during year 2020-2021.
15. Payment.
 - ii. ___% Payment in advance along with contract/and balance after complete delivery and in proof of consignee's receipt during the year 2020 – 2021.
 - iii. If the supply is not according to the specifications or unsatisfactory, the contract will be rejected and cancelled at the risk and cost of firm.
 - iv. If the firm fails to execute the contract/supply order as per condition action will be taken against them which may be their black listing and E.M.S.D. will be forfeited.
 - v. In Case of late delivery L.D. charges @ 0.1% per day will be imposed. Part payment against part supply is/ not allowed.
 - vi. Valid Professional Tax Certificate is required for payment.

NOTE

1. The firms may send the Inspection call with-in delivery period under intimation to the Assistant Director Procurement in writing.
2. The Bill in duplicate along with Inspection certificates on form F/QSP 09/10/00 may be sent to the P.O for payment.

Copy to

1. Resident Auditor
2. Indenting Officer
3. Manager Central Store
4. Master File
5. Case File


Assistant Director Procurement-II
For & on behalf of Vice Chancellor
NED University of Engg. Tech.

The cost is debitable to Head of Account as mentioned in the Sanction order (office order). This issues with the sanction and approval of the Competent Authority of this University.

Contributor for Pakistan

Office Automation Group

OAG

Karachi Office:
810-811 (8th Floor) Caesars Tower,
Shahrah-e-Faisal, Karachi.
Tel: 021-328 02670-71
Fax: 92-21-327 82720
E-mail: karachi@oag.com.pk
Web Site: www.oag.com.pk

Tender # PC/NED/AR/Paper Copier/6987/2021

Procurement of Digital Plain Paper Copier for Department of Architecture and Planning

Director Procurement
NED University of Engineering & Technology
Karachi.

Dated: 24th March, 2021

Ref No.OAGK/999/NED/21

Dear Sir,
We are pleased to offer the Single Stage One Envelope Bid for Konica Minolta Bizhub 306i Digital Copier against tender # PC/NED/AR/Paper Copier/6987/2021 for the Procurement of Digital Plain Paper Copier for Department of Architecture and Planning as per detail mentioned below;

KONICA MINOLTA DITAL PHOTOCOPIER MACHINE COPIER BIZHUB 306i

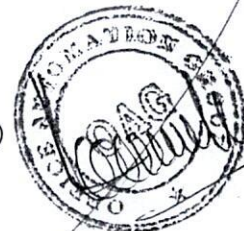
Built in Color Scanner, Built in Network Printer, Built in Duplex, RADF, One Extra Toner

Copy/ Printing speed	30 CPM ①
Warm up time	13 Sec - 6.5
Time of first copy	5 sec
Memory	4 GB - 2GB
Print resolution	600 x 600 dpi / ok
Copy resolution	600 x 600 dpi ok
Multiple/ continuous Copies	1 to 9999, ok
Zoom range	25% -400% (in 1% step) ok
Duplex function	Built-in, ok
Network printer/ Scanner	Built-in ok
Interface	10/100/1000 Base TX/ USB 2.0 ok
Copy size	A3 to A6 & Legal ok
Scanning speed (A4)	55 ipm
Reverse Automatic Feeder	Standard ok
Duplex Unit	Standard

Price Per Unit

: **Rs.318,000/- (Each)**

: (Rs. Three Hundred Eighteen Thousand Only)
: (Prices are inclusive of GST)



OFFICE:
Jinnah Road, Office
Karachi, Lahore-Pakistan
Tel: 3636 2835-38
Fax: 42-3636 2834
E-mail: info@oag.com.pk

ISLAMABAD:
Suit # 1, 2nd Floor, Rala
Mansion Plaza, Fazel-e-Haq
Road, Blue Area, Islamabad
Tel: 051-280 6356-58

PESHAWAR:
Gul Haji Plaza, 19-Ground Floor,
University Road, Peshawar.
Tel: 091-584 5450, 570 1457

FAISALABAD:
Ground Floor, 6-Chanab Market,
Madina Town, Faisalabad

SIALKOT:
31-33 Allama Iqbal Market,
Pir Park Road, Sialkot

MULTAN:
Rashida Abad Chowk.

GUJRANWALA:
Sadd Bazaar, Gujranwala



SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

CONTRACT EVALUATION FORM

TO BE FILLED IN BY ALL PROCURING AGENCIES FOR PUBLIC CONTRACTS OF WORKS, SERVICES & GOODS

- 1) NAME OF THE ORGANIZATION / DEPTT. NED UNIVERSITY
- 2) PROVINCIAL / LOCAL GOVT./ OTHER PROVINCIAL
- 3) TITLE OF CONTRACT Procurement of Digital Plain Paper Copier
- 4) TENDER NUMBER PC/NED/ AR/Paper Copier/6987/2021
- 5) BRIEF DESCRIPTION OF CONTRACT Procurement of Digital Plain Paper Copier
- 6) FORUM THAT APPROVED THE SCHEME Syndicate
- 7) TENDER ESTIMATED VALUE 0.544 MILLION
- 8) ENGINEER'S ESTIMATE
(For civil works only) _____
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 30 days
- 10) TENDER OPENED ON (DATE & TIME) 24-03-2021 AT 11:00
- 11) NUMBER OF TENDER DOCUMENTS SOLD 02
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED 02
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 02
- 14) BID EVALUATION REPORT PROVIDED
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s. Office Automation Group (OAG)
- 16) CONTRACT AWARD PRICE Rs. 318,000/-
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATION BID). Lowest Evaluated Bidder.

18) METHOD OF PROCUREMENT USED : - (Tick one)

- a) SINGLE STAGE – ONE ENVELOPE PROCEDURE YES ☐ Domestic/ Local
- b) SINGLE STAGE – TWO ENVELOPE PROCEDURE _____ ☐
- c) TWO STAGE BIDDING PROCEDURE _____ ☐
- d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE _____ ☐

PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED i.e.
EMERGENCY, DIRECT CONTRACTING ETC. WITH BRIEF REASONS:

VICE CHANCELLOR (VC)

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT _____

20) WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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21) ADVERTISEMENT :

i) SPPRA Website
(If yes, give date and SPPRA Identification No.)

Yes	T00553-20-0066 DATED 02-03-2021
No	

ii) News Papers
(If yes, give names of newspapers and dates)

Yes	
No	No

22) NATURE OF CONTRACT

Domestic/ Local	<input checked="" type="checkbox"/>	Int.	<input type="checkbox"/>
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23) WHETHER QUALIFICATION CRITERIA
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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24) WHETHER BID EVALUATION CRITERIA
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A
METHOD OTHER THAN OPEN COMPETITIVE BIDDING?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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27) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED
BID / BEST EVALUATED BID (in case of Consultancies)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY
COMPLIANT?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT
THE TIME OF OPENING OF BIDS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF
CONTRACT?
(Attach copy of the bid evaluation report)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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31) ANY COMPLAINTS RECEIVED
(If yes, result thereof)

Yes	
No	NO

32) ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE / DOCUMENTS
(If yes, give details)

Yes	
No	NO

33) WAS THE EXTENSION MADE IN RESPONSE TIME?
(If yes, give reasons)

Yes	
No	NO

34) DEVIATION FROM QUALIFICATION CRITERIA
(If yes, give detailed reasons.)

Yes	
No	NO

35) WAS IT ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRM IS NOT BLACK LISTED?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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36) WAS A VISIT MADE BY ANY OFFICER/OFFICIAL OF THE PROCURING AGENCY TO THE SUPPLIER'S PREMISES IN CONNECTION WITH THE PROCUREMENT? IF SO, DETAILS TO BE ASCERTAINED REGARDING FINANCING OF VISIT, IF ABROAD:
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN THE CONTRACT (BANK GUARANTEE ETC.)?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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38) SPECIAL CONDITIONS, IF ANY
(If yes, give Brief Description)

Yes	
No	NO

Signature & Official Stamp of
Authorized Officer

Zain
Assistant Director Procurement-II
Procurement Cell
NED University of Engg. & Tech
Karachi.

FOR OFFICE USE ONLY

SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi

Tele: 021-9205356; 021-9205369 & Fax: 021-9206291

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Integrity Pact

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS/CONTRACTORS/CONSULTANTS.

Contract Number: PC/NED/AR/Paper Copies Dated: 16-04-21

Contract Value: Rs. 318,000/-

Contract Title: Digital Plain Copies for Dept of Architecture & Planning

Office Automation Group
[Name of Supplier/Contractor/Consultant] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS) through any corrupt business practice.

Without limiting the generality of the foregoing, [Name of Supplier/Contractor/Consultant] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from Procuring Agency (PA), except that which has been expressly declared pursuant hereto.

M/S. OAG
[Name of Supplier/Contractor/Consultant] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

M/S. OAG
[Name of Supplier/Contractor/Consultant] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, [Name of Supplier/Contractor/Consultant] agrees to indemnify PA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [Name of Supplier/Contractor/Consultant] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from PA.

Zain
[Procuring Agency]



[Signature]
[Supplier /Contractor/Consultant]