

**NED UNIVERSITY OF ENGINEERING & TECHNOLOGY
PROCUREMENT CELL**

Tele # 99261261- 68, (Ext. 2291) Fax # 99261255, E-mail: dp@neduet.edu.pk

"Say No to Corruption"

Director Procurement

No.DP/COS-119845/ 24
July 17, 2018

Notice Inviting Tender


NEDUET invites sealed tenders from Catering & Decoration and Event Management Service Providers registered with Sindh Sales Tax and Income Tax Departments for following work. The Tender Documents are comprised on "Single Stage One Envelop" procedure.

S#	Tender / Number	Tender Schedule – Date and Time				Tender Fee Rs
		Issue / Sale		Submission	Opening	
		From	To			
1	Arrangement of Seating Tent & Decoration (NEAT & CLEAN) for Pre- Admission Entry Test 2018 – 2019 At Main Campus. NED University of Engineering & Technology Tender No. DOS/Pre-Admission Entry Test/6673/2018-2019/18	19-07-2018	02-08-2018	03-08-2018 10:00 AM	03-08:2018 10:30 AM	1000/-

In case of any unforeseen situation or government holiday resulting in closure of office on the date of opening. Bid shall be submitted / opened on next working day at the given time. Bid Security @ 2.5% of the total bid cost PO / Bank Guarantee in favor of Director Finance.

Tender documents in which complete details are available can be obtained from the office of ADP-II against request letter with Payorder/Bank Draft of the tender fee in favor of Director Finance. Tender documents can also be obtained by post against Pay Order/Bank Draft of Rs-800/- as courier charges in addition of tender fee. Tender documents should be submitted in Tender Box placed in office of ADP-II. NEDUET may reject all or any bid subject to relevant provision of SPP Rules 2010 and may cancel the bidding process at any time prior to acceptance of bid or proposal as per Rule 25(1) of said rules.

Bidders are requested to give their Best and Final Prices as "No Negotiations" is permitted. This Tender Notice and Tender Documents can also be seen on University Website www.neduet.edu.pk and SPPRA Website www.ppms.pprasindh.gov.pk.


Director Procurement
17/7/18

NED UNIVERSITY OF ENGINEERING & TECHNOLOGY



TENDER DOCUMENT

TITLE OF THE WORK

**ARRANGEMENTS OF SEATING, TENTING &
DECORATION (NEAT & CLEAN) FOR PRE-ADMISSION
ENTRY TEST 2018-2019 AT MAIN CAMPUS, NED
UNIVERSITY OF ENGINEERING & TECHNOLOGY**

DOS/Pre-Admission Entry Test/6673/2018-2019/18

NED UNIVERSITY OF ENGINEERING & TECHNOLOGY
Procurement Cell

To,

The Director Procurement
NED University of Engineering & Technology
Karachi

Subject: - **ARRANGEMENTS OF SEATING, TENTING & DECORATION
(NEAT & CLEAN) FOR PRE-ADMISSION ENTRY TEST
2018-2019 AT MAIN CAMPUS, NED UNIVERSITY OF
ENGINEERING & TECHNOLOGY**

1. Having examined the instructions to the tenders, drawings, conditions of contract (General conditions and the conditions of particular application), and specifications, bill of quantities and having visited and inspected the site of the above named works. I/We the undersigned offer to carryout, complete the above works/supplies in conformity with the said instructions to tenders; conditions of work order/contract, specifications, Bill of Quantities, for the following sums or such other sum as may be ascertained in accordance with said conditions.

Rs- _____ /- (Rupees _____)

2. We undertake if my/our tender is accepted, to commence the works immediately or within one week of recognized of the work order.
3. We agree to abide by this tender for a period of 90 days from the date of opening the same and it shall remain binding upon us and may be accepted at any time before the expiration of the said period of 90 days.
4. I/We understand that you are not bound to accept the lowest or any tender you may receive and you may reject any or all tenders without assigning any reason.

**Signature of Contractor/Seal of Firm
Authorised Representative of Firm**

NED UNIVERSITY OF ENGINEERING & TECHNOLOGY

Procurement Cell

INSTRUCTIONS TO TENDERERS

- a) Director Procurement, NED University of Engineering & Technology, calls tenders for the "Arrangements of Seating, Tenting & Decoration (Neat & Clean) For Pre-Admission Entry Test 2018-2019" in accordance with the Bill of Quantities attached here to be submitted by or before **02:30 p.m.** on __-__-2018. Tenders cost will not be reimbursed for any cost of any kind whatsoever incurred in connection with the preparations and submission of their tenders.
- b) The tender for each work should be in the sealed envelope bearing name of the work/contractor/firm clearly marked and addressed to Director Procurement, NED University of Engineering & Technology, Karachi.
- c) The tender may be delivered in person or sent by registered mail so as to reach on or before the date & time stated above. Any tender received after the stipulated time will not be considered of the cause of delay.
- d) All tenderers are invited to present for the opening of the tender on ___-__-2018 at **02:30 p.m.** The name of each firm submitting tender and the total contract price only will be read aloud and recorded.
- e) Any tender/tenders without earnest money will not be entertained. Earnest money of the awarding firm may be returned after successful completion of work. If the firm fails to commence or complete the awarded work within the stipulated time his/her work order will be cancelled as per rule and earnest money shall also be forfeited.
- f) Detailed particulars of the work/works can be seen in the Procurement Cell on any working day during the office hours.
- g) Tenders shall be made in the form supplied therefore, with all items and blanks properly filled in. All data and figures and the signature of persons signing the tender shall be in ink.

The completed forms should be without interlineations, alterations or erasures but if these are necessary to correct errors made by the tenderer, person(s) signing the tender shall initial them. Conditional tenders will not be accepted.
- h) All unit prices filled in the schedule of quantities shall be firm. The unit prices against each item of work and estimate amount and all other data called for shall be given.
- i) All prices quoted shall be deemed to include all costs of performing the works, including labour, materials, income tax, duties, octroi charges, royalties permit etc. and no claim whatsoever shall be accepted in case of escalation any or all prices entered in rate of bid.

NED UNIVERSITY OF ENGINEERING & TECHNOLOGY
Procurement Cell

- j) The actual sum to be paid to the contractor whose tender is accepted shall be determined by measuring/counting the work actually done or supplying/repairing the actual number of items in accordance with the work order and valuing it at the rates or prices by the contractor in the tender.
- k) "Incase of a discrepancy between the unit price and amount entered for any item in the schedule of quantities, the unit price will be taken as correct and the amount will be adjusted accordingly when the tender is being examined".
- l) The tender must be signed on each and every page by a person(s) authorized to do so.
- m) Inspection: *Nominated Inspection Committee will make Inspection of SEATING, TENTING & DECORATION ARRANGEMENTS*, in case of any unsatisfactorily report, the penalty should be imposed.
- n) Quantities shown in B.O.Q. are approximate and no claim shall be entertained for quantities of executed being 15% more or less than those entered in the B.O.Q.
- o) No subletting of all or any part of work will be allowed at any cost / reasons.
- p) If the supply is not found according to the specification and samples provided, it will be rejected at risk and cost of the supplier and in case the supplier fails to supply the order, the firm will be black listed.
- q) The actual sum to be paid shall be determined by quantify/measurements of items actually supplied valuing it at the rates/prices quoted in the bid.

Director Procurement

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BIDDING DATA

- | | |
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| (a) Name & Address of Procuring Agency | NED University of Engineering & Technology,
Main Campus Road, Karachi |
| (b) Brief description of works | ARRANGEMENTS OF SEATING, TENTING & DECORATION (NEAT & CLEAN) FOR PRE-ADMISSION ENTRY TEST 2018-2019 AT MAIN CAMPUS, NED UNIVERSITY OF ENGINEERING & TECHNOLOGY |
| (c) Amount of bid security | 2.5% amount of bid in shape of payorder in favour of Director Finance NEDUT, Karachi |
| (d) Period of bid validity (days) | 90 days |
| (e) Time of completion | Whole arrangement should be completed in all respect at the evening of 16-8-18 |
| (f) Period of commencement | Immediately after issuance of work order |
| (g) Deadline for submission of bids alongwith time | As per schedule given in NIT |
| (h) Performance security | 5% amount of work order in shape of payorder |
| (i) liquidity damages | 10% of contract amount per day for the remains uncommenced and uncompleted work |
| (j) Eligibility | <ul style="list-style-type: none"> - Registration with FBR for Income Tax, Sales Tax in case of procurement of goods, registration with Sindh Revenue Board in case of Procurement of Works and services and may not be blacklisted in any procuring agency or authority - At least three years relevant experience - At least three years turnover details |

Director Procurement

NED UNIVERSITY OF ENGINEERING & TECHNOLOGY

(Directorate of Services)

Subject: B.O.Q FOR ENTRY TEST 2018-2019

The Entry Test 2018-2019 of NED University of Engineering & Technology has been scheduled to be held on 18-08-2018. In this connection tender are invited for the arrangement of tenting, decoration, tables & chairs etc. including laying, fixing/setting and all taxes which should be completed in all respect by the evening of 16-08-2018 positively:

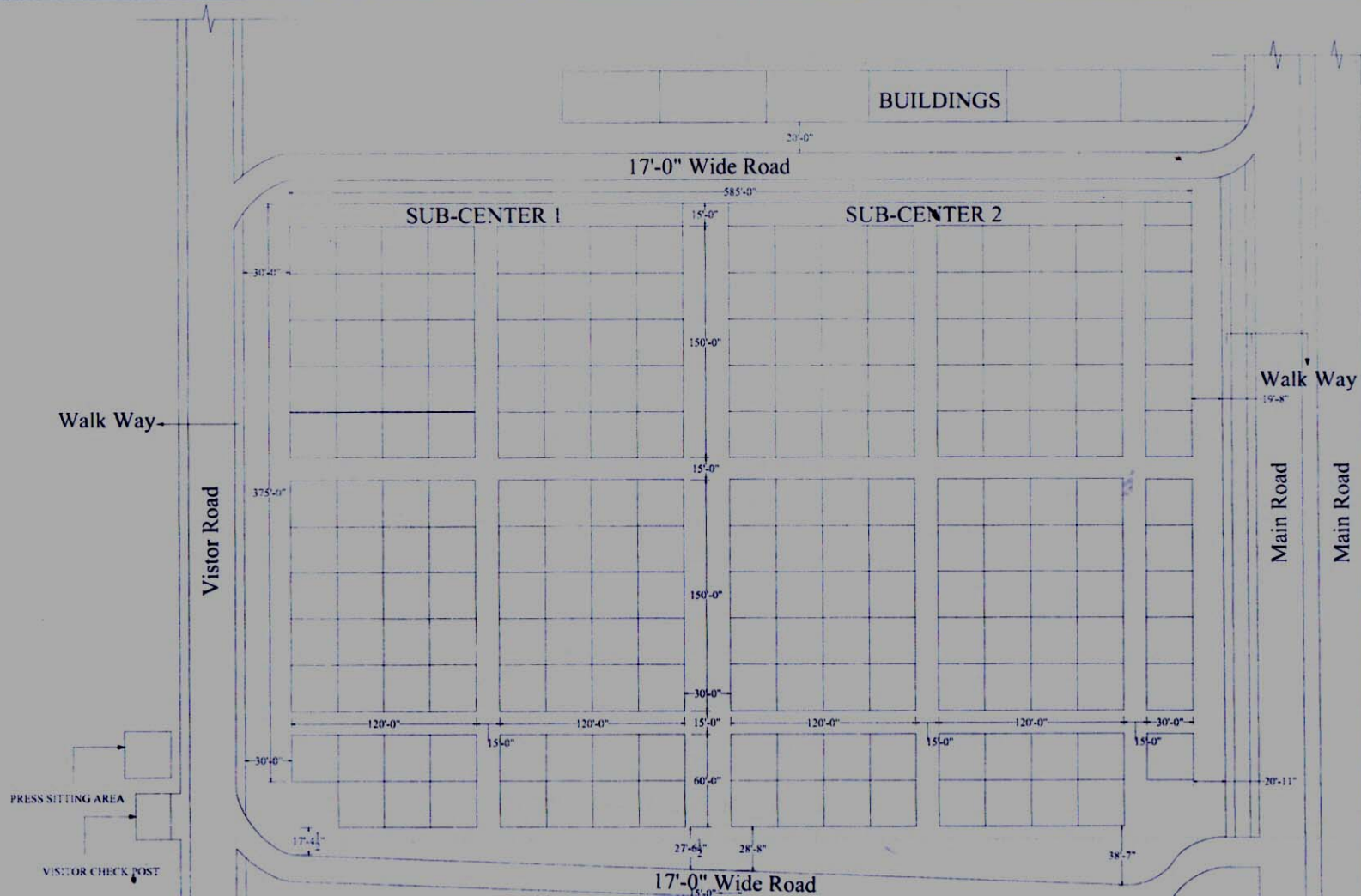
SR. No.	DESCRIPTION OF ITEMS	Qty. in Nos.	Rate in Rupees	Total Amount in Rupees
1	Tents 15'x30' Good Quality [Neat & Clean] (Preferable White Cloth which retain sun light and height of bamboos should not be less than 12 feet)	850		
2	Qanat Good Quality [Neat & Clean]	550		
3	Folding type Test Table Good Quality smooth top 2'-0" 1-6" size (Wooden)	10000		
4	Foam Chairs Good Quality [Neat & Clean] Standard Size	12500		
5	Wooden Table 4'x2' Good Quality	125		
6	Water Tank with Stand	75		
7	Jug Steel	75		
8	Glass	200		
9	Takhat for Stage	50		
10	Carpet Endimbra	40		
11	Table Cover	125		
12	Boarder	125		
13	Steps with Covering	08		
Total Amount (inclusive with all taxes)				-

Signature & Seal of the Contractor / Firm



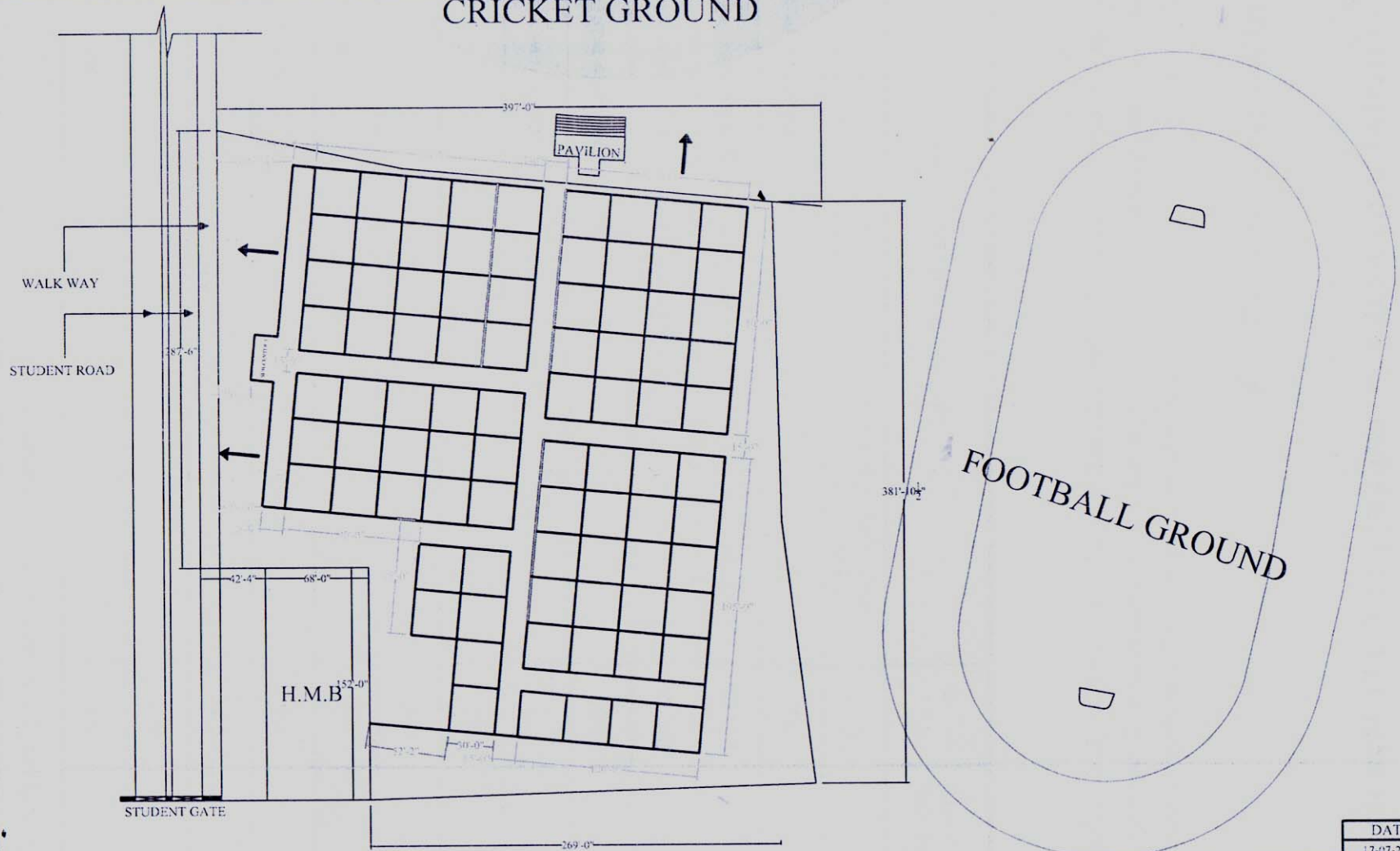
DIRECTORATE OF SERVICES
NED UNIVERSITY OF ENGINEERING & TECHNOLOGY

Handwritten signature



DIRECTORATE OF SERVICES
 NED UNIVERSITY OF ENGINEERING & TECHNOLOGY

CRICKET GROUND



DRG.NO 02

DATE
17-07-2017

TITLE LAYOUT PLAN FOR SETTING ARRANGEMENT, ENTRY TEST 2018-2019 (Pandal-III)

DRAWN BY	CHECKED BY	VERIFIED BY	SCALE
			N.T.S