



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

Tele # 99261261- 2291, (Ext. 2471) Fax # 99261255, E-mail: [dp@neduet.edu.pk](mailto:dp@neduet.edu.pk)

**“Say NO to Corruption”**

**Director Procurement**

No. PC/NED/SA-126381/ ~~167~~  
Dated: 27.03.2019

**The Director Information Advertisement  
Government of Sindh,  
Information Department  
Directorate of Advertisement  
Karachi.**

*R&I Incharge*  
Advertisement Section  
Information Department  
Govt. of Sindh, Karachi

**SUBJECT: PUBLICATION OF NOTICE INVITING TENDER**

Enclosed kindly find herewith the Notice Inviting Tender (NIT) for publication in three newspapers for job mentioned below:

Notice Inviting Tender	Running of Main Cafeteria on Rental basis at NEDUET Main Campus, Karachi
------------------------	--

Kindly ensure the publication of the aforementioned NIT as under:

S#	Name of Newspapers	Ordinary Page	Date of Publication
1.	Daily "Dawn" - English Daily "Jang" - Urdu Daily "Awami Awaz" - Sindhi	Black & White	On or before 05-04-2019

The aforesaid NIT please be published on or before 05-04-2019. The bill along-with tear sheet of newspapers may be sent to Director Finance of this University for payment.

Copy to DF

*27/03/2019*  
Director Procurement

*8/1/07*



19NED UNIVERSITY OF ENGINEERING & TECHNOLOGY  
PROCUREMENT CELL

Phone # 99261261- 68, (Ext. 2291) Fax # 99261255, e-mail: [dp@neduet.edu.pk](mailto:dp@neduet.edu.pk)

“Say No to Corruption”

Director Procurement

No. DP/CNC-125906/6771/.1671  
March 27, 2019

**NOTICE INVITING TENDER**

Tender on single stage once envelop procedure is invited with the bid validity of 90 days from Contractors / Firms / Parties / Caterers registered with Sales Tax & Income Tax Department & Sindh Revenue Board (whichever applicable) for running of “Main Cafeteria” on Rental basis at NED University as follows:

S#	Number	Tender	Tender Schedule – Date and Time				Tender Fee Rs
			Issue / Sale		Submission	Opening	
			From	To			
1	PC/NED/CSA/ CAFETERIA/ 6773/19	Running of Main Cafeteria on Rental basis at NEDUET Main Campus,	08.04.2019	22.04.2019	23.04.2019 10:00 AM	23.04.2019 10:30 AM	2,000/-

Bid Security of 5% of the first year total rent offered by the bidder in the shape of PO in favor of Director Finance

Tender Documents can be purchased from ADP-II office against PO in favour of Director Finance & shall be opened as per above schedule in same office.

**Eligibility:**

- Registration with FBR and SRB and an Active Taxpayer
- At-least three years experience in the relevant field with documentary evidences
- Valid Professional Tax Certificate
- Financial Statements (Summary) and Income Tax Returns for the last three years
- Annual Turnover of last three years and average of last three years should not be less than Rs 50 million.
- Affidavit confirming that the firm has not been black listed by any Government, Semi Government or Autonomous Bodies on non-judicial Stamp Paper.

**Selection / Evaluation:**

Responsive Bidder who agreed the terms and conditions of the Bidding Documents and also offered highest monthly rent amount, as specified in the said documents

A complete detail including eligibility criteria and specifications of the aforesaid tender can be downloaded from the University website. Procuring Agency may reject all or any bid subject to the provision of relevant Rules of SPPRA. Bidders are requested to give their Best and Final Prices as “No Negotiations” are expected. For further information (if requires) may contact in person or via e-mail to Controller Student Affairs Tel 99261261- 68 (Ext. 2340) e-mail: [csa@neduet.edu.pk](mailto:csa@neduet.edu.pk).

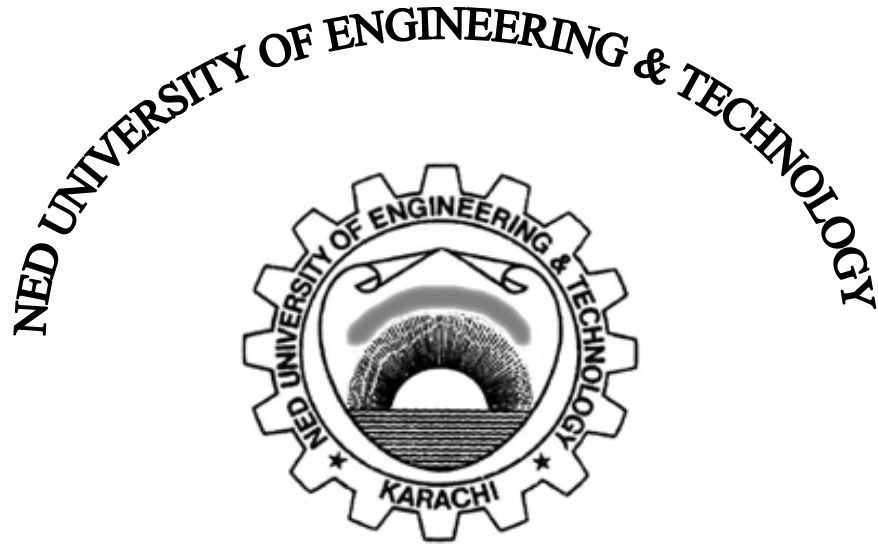
Director Procurement

9/027

27/3/2019

ISSUED ON: \_\_\_\_\_

ISSUED TO: \_\_\_\_\_



**“RUNNING OF MAIN CAFETERIA  
ON RENTAL BASIS  
AT NEDUET MAIN CAMPUS”**

**TENDER NO. PC/NED/CSA/CAFETERIA/6773/19**

**Procurement Cell**

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

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**“Say NO to Corruption”**

**Director Procurement**

No. PC/NED/SA-126381/6773/

Dated: 26.03.2019

**NOTICE INVITING TENDER**

Tender on single stage once envelop procedure is invited with the bid validity of 90 days from Contractors / Firms / Parties / Caterers registered with Sales Tax & Income Tax Department & Sindh Revenue Board (whichever applicable) for running of “Main Cafeteria” on Rental basis at NED University as follows:

S#	Number	Tender	Tender Schedule – Date and Time				Tender Fee Rs
			Issue / Sale		Submission	Opening	
			From	To			
1	PC/NED/CSA/ CAFETERIA/ 6773/19	Running of Main Cafeteria on Rental basis at NEDUET Main Campus,	08.04.2019	22.04.2019	23.04.2019 10:00 AM	23.04.2019 10:30 AM	2,000/-

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**Director Procurement**

## Terms and Conditions

1. Contractor shall incur cost for upgrading and renovation of the “Main Cafeteria” at Main Campus NEDUET as per Drawings and BOQ given at Annex. “A” and “B” respectively. The Contractor will adjust the cost incurred by him in the monthly rent to NEDUET during the Contract Period, as specified at Page 16 of the Bidding Documents. However, all kind of utilities bills shall be paid by the Contractor on actual basis. The total Contract Period will be ten years, subject to fulfilment of other conditions, as laid down in the bidding documents..
2. The Bidders are advised to visit and examine the Site of Works and its surroundings and obtain for themselves on their own responsibility all information that may be necessary for preparing the bid and entering into a contract against this tender. Site visit will be organized by the Director Works and Services along-with Controller of Student Affairs (CSA) of this University. The prospective Contractors will coordinate, in advance of the date of Site visit, with employer for time and place of gathering and other arrangements before proceeding to the Site. All costs in respect of Site Visit shall be at the Contractors own expense. The Contractor shall, before submitting his/her Bid, satisfy him/herself in all respects.
3. The Bidder shall make his/her own investigations, enquiries and assessments, on all matters, of all conditions of existing constructions at the site and its vicinity, to his/her satisfaction before submitting his/her Bid.
4. The Contractor shall insure against liability and shall continue such insurance during the whole of the time that any persons are employed by him on the Works. The Contractor shall, without limiting his or the Employer’s obligation and responsibilities and the Employer against liabilities for death of or injury to any person or loss of or damage to any property (other than the works) arising out of the performance of the Contract. The Contractor shall produce Third Party Insurance Policy including Employer’s Property to the NEDUET, when required, such policy of insurance and the receipt for the payment of the current premium. The rating of the Insurance Company should be at least A by PACRA / JCR-VIS.

5. Work “Upgrading and Renovation” of the Main Cafeteria shall be monitored by the Works & Services Department of this University to ensure the completion of said work in six months as per Drawings and BOQs given at Annex. “A” and “B” respectively. In this respect, all internal and external correspondence shall be made by the Directorate of Works and Services. However, after completion of the said work, all internal and correspondence shall be made by the Controller of Student Affairs.
6. Contractor shall arrange completion of said work with the company / firm who must have PEC registration in the relevant category, and his / her PEC license should be valid for the Current calendar year.
7. The completion period of said work shall be first six months of the contract and during this period no monthly rent shall be charged to the Contractor but Contractor has to pay all utilities as per actual. If case of breach / termination of contract, contractor shall not claim any amount from NED University on account of Construction / Renovation.
8. After upgrading and renovation work, Contractor shall run the Canteen with all necessary facilities including Deep Freezer Refrigerator, Cooking Range, Microwave Oven, Chips fryer machine with chips cutter, glass showcase for display items, crockery and cutlery or any other facility not mentioned above.
9. Canteen will be kept open from 08:00 AM to 4.30 PM whole week except Saturday & Sunday as per University policy. However, the canteen may be opened for facilitating food services on any special event / activity on weekends and public holidays with prior approval of the Competent Authority.
10. Bids shall remain valid for the 90 Days after the Date of Bid Opening. In exceptional circumstances, prior to expiry of the original bid validity period, the NEDUET may request that the bidders extend the period of validity which shall in no case be more than the original bid validity period. The request and the responses

thereto shall be made in writing. A bidder may refuse the request without forfeiting his Bid Security. A bidder agreeing to the request will not be required or permitted to modify his bid, but will be required to extend the validity of his Bid Security for the period of the extension.

- 11.** Each bidder shall furnish, as part of bid, Bid Security which should be equivalent to 5% of the first year total rent offered by the bidder in the form of Pay order / Bank Draft / Banker's cheque in Pak Rupees or an equivalent amount in a freely convertible currency. The Bid Security shall be, at the option of the bidder, in the form of Deposit at Call / Pay Order or a Bank Guarantee issued by a Scheduled Bank (A Rated) in Pakistan or from a foreign bank duly counter guaranteed by a Scheduled Bank (A Rated) in Pakistan in favour of the **“Director Finance, NEDUET, Karachi”** valid for a period 28 days beyond the Bid Validity date. Any bid not accompanied by an acceptable Bid Security shall be rejected by the NEDUET as non -responsive. The bid securities of unsuccessful bidders will be returned as promptly as possible, but not later than 28 days after the expiration of the period of Bid Validity. The Bid Security of the successful bidder will be returned when the bidder has furnished the required Performance Security and signed the Contract Agreement.
- 12.** The Bid Security may be forfeited: (a) if the bidder withdraws his bid (b) if the bidder does not accept the correction of his Bid Price or (c) In the case of successful bidder, if he fails within the specified time limit to furnish the required Performance Security; or (ii) sign the Contract Agreement.
- 13.** Alternate proposals by Bidders are not invited; Bidders will only have to complete the said work for the design / drawings, as provided in the Bidding Documents within six months.
- 14.** Any bid received by the NEDUET after the deadline for submission of bids will be returned unopened to such bidder. (b) Delays in the mail, delays of person in transit, or delivery of a bid to the wrong office shall not be accepted as an excuse for failure to deliver a bid at the proper place and time. It shall be the bidder's responsibility to

determine the manner in which timely delivery of his bid will be accomplished either in person, by messenger or by mail.

- 15.** The Procuring Agency (NEDUET) will award the Contract to the bidder who has offered the highest monthly rent and agreed to perform the work upgrading and renovation of the “Main Cafeteria” at Main Campus NEDUET as per BOQ and Drawings given at Annex. “A” and “B” respectively with own cost.
- 16.** The Procuring Agency (NEDUET) reserves the right to accept or reject any Bid, and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected bidders or any obligation.
- 17.** No Negotiation with the bidder having evaluated as highest responsive or any other bidder shall be permitted, however, NEDUET may have clarification meetings to get clarify any item in the bid evaluation report.
- 18.** The Performance Security / Security Deposit shall be 10% of the contract price such Security shall be in the form of unconditional, irrevocable Bank Guarantee from any Scheduled Bank of Pakistan acceptable to the Employer unconditional, irrevocable Bank Guarantee from a Bank located outside Pakistan duly counter - guaranteed by a Scheduled Bank of Pakistan, in favour of Employer, valid for a period (upto the completion of the Contract). Failure of the successful bidder to comply with the requirements shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security. Besides, cost incurred in the work of upgrading and renovation by the Contractor shall also not be refunded, in case of failure of successful bidder.
- 19.** Within 14 days from the date of furnishing of acceptable Performance Security under the Conditions of Contract, the NEDUET will send the successful bidder the Contract Agreement in the form provided in the Bidding Documents, incorporating all agreements between the parties. The formal Agreement between the Registrar, NEDUET and the successful bidder shall be executed within 14 days of the receipt

of the duly completed Contract Agreement by the successful bidder from the NEDUET.

- 20.** The contractor will maintain quality of food and services up-to the satisfaction of the Canteen Management Committee [CMC] of the University. However, a penalty up-to minimum Rs. 3,000 and maximum Rs 5,000 per complaint can be imposed subject to the verification by the Canteen Management Committee. The CMC will perform periodically visits to monitor the same; these visits can be surprised and/or informed. The possible Check List of CMC is enclosed at Page 17.
- 21.** Contractor will be responsible for cleaning, dusting and washing of entire cafeteria / canteen and the surrounding areas of canteen keep neat and clean. All staff of the Contractor shall be in neat and clean uniform and badge name. The University's Canteen Management Committee shall visit periodically to check and inspect the hygiene of kitchen quality, quality of food ingredients; edible oil, environment of sitting area including Air Conditioning facilities etc. and Contractor shall be bound to follow the recommendations and guidance provided by the said Committee. The Contractor will not be allowed to sublet the work to any other entity or person. The Contractor will provide the list of staff along-with their attested copies of CNIC to the office of the CSA.
- 22.** NEDUET shall not be responsible in any way for the safety of the articles belonging to the Contractor. In case of proven students / employee act, the damages shall be responsibility of Contractor. That any shortage or loss found at any later stage of checking shall be made good by the Contractor or in case of revocation of this act before its expiry all fittings shall be handed back by the Contractor to the NEDUET in good condition, consideration being given only to genuine wear and tear.
- 23.** Except where otherwise provided in this contract all queries, and disputes relating to the interpretation of the contract or any other questions, matters or things arising out of the terms of the contract or after the expiry or termination of the contract due to some other reason, shall be referred to the Vice Chancellor of the NEDUET,

Karachi, for arbitration the in the manner provided by the law relating to arbitration for the time being enforce. After such investigation as the Vice Chancellor deems fit, he shall deliver his award which shall be final, conclusive and shall be binding on the parties hereto.

- 24.** The Contractor shall be exempted from payment of rent during the period of long vacation (more than 15 days) and Holy month of Ramadhan when the canteen will remain closed for business. However the same period shall be counted towards the contract period. The Contractor shall not use the canteen space and infrastructure for marketing of any product without getting approval from NEDUET.
- 25.** The Contractor shall report immediately to Registrar of the University about any political and religious activities i.e. Poster, Panaflex etc. in the Canteen. The Contract is liable to get the University pass made for him/her and canteen staff renewable after the period specified by the Registrar. The Contractor will abide all the clauses of the terms and conditions, agreement & the instruction, which will be issued from time to time by the NEDUET, in case of the failure / violation, the minor / major penalty may be imposed accordingly.
- 26.** The NEDUET shall not be liable for or in respect of any damages or compensation payable according to the provision of the Workmen’s Compensation Act 1923 and any other laws in force in respect or in consequence of any accident, injury or death arising in connection with this contract to any workman or other person in the employment of the Contractor or any sub -contractor and the Contractor shall indemnify the NEDUET against all such damages, compensation, claims, demands, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto.
- 27.** The Contractor shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For purposes of this clause, “Force

Majeure” means an event beyond the control of the Supplier and not involving the Contractor’s fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Procuring Agency (NEDUET) in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

- 28.** Contractor shall be entirely responsible for all taxes, duties (including stamp duty), license fees, etc., incurred until delivery of the contracted Services to the Procuring agency.
- 29.** In case of conflict or primacy of interpretation the provisions of SPP Rules 2010 (amended 2013) shall have an overriding effect notwithstanding anything to the contrary contained in these bidding documents.
- 30.** The Government of Sindh requires that Procuring agency’s (including beneficiaries of donor agencies’ loans), as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the SPPRA, in accordance with the SPP Act, 2009 and Rules shall be applicable.

<b>Company’s Official Stamp</b>	<b>Name &amp; Signature</b>

# **BIDDING DATA**

## **BIDDING DATA**

**a. Name and address of the Procuring Agency:**

The Procuring Agency is NED University of Engineering & Technology, Karachi-75270. Phone: (9221) 9926-1261-8 Ext: 2259

Fax No: (9221) 992 6-1255

**b. Time Limit for Clarification**

The NEDUET will respond to any request for clarification which he receives earlier than 07 (Seven) Days prior to the deadline for submission of bids.

**c. Language of Bid**

The bid and all correspondence and documents related to the bid exchanged by a bidder and the Employer shall be in the English language

**d. Currency of Bid and Payment**

The monthly rent shall be quoted by the Bidder entirely in Pak Rupees. The NEDUET shall receive monthly rent only in Pak Rupees and no foreign currency payments are admissible. A Bidder expecting to incur expenditure in other currencies for inputs to the works supplied from outside the country shall bear all costs and risks for arranging the requirements of such currencies through his own resources.

**e. Bid Validity**

Bids shall remain valid for the 90 Days after the Date of Bid Opening.

## **BIDDING DATA**

**f. Bid Security**

Bid Security of which should be equivalent to 5% of the first year total rent offered by the bidder in the form of Payorder / Bank Draft, as defined in the terms and conditions of the bidding documents.

**g. Deadline for Submission of Bid**

As notified in the NIT

**h. Venue, Time and Date of Bid opening:**

As notified in the NIT

**i. Eligibility Criteria**

- i. Registration with FBR and SRB
- ii. Active Taxpayer
- iii. At-least three years experience in the relevant field with documentary evidences. Bidders should provide the copy of Contracts signed by him.
- iv. Valid Professional Tax Certificate
- v. Financial Statements (Summary) and Income Tax Returns for the last three years
- vi. Average Annual Turnover for last three (3) years should not be less than Rs 50. Million.
- vii. Affidavit confirming that the firm has not been black listed by any Government, Semi Government or Autonomous Bodies on non-judicial stamp paper. The template is available at Page 34.

## **BIDDING DATA**

**j. Selection Criteria**

Responsive Bidder who agreed the terms and conditions of the Bidding Documents and also offered highest monthly rent amount, as specified in the said documents.

**k. Performance Guarantee**

The Performance Security / Security Deposit shall be 10% of the contract price as specified in the terms and conditions of the bidding documents.

**l. Others**

- i. 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.
- ii. Tender documents can also be obtained by post against Payorder / Bank Draft of Rs 800/- as courier charges in addition of tender fee.
- iii. NEDUET may reject all or any bid subject to relevant provision of SPP Rules and may cancel the bidding process at any time prior to acceptance of bid or proposal as per relevant SPP Rules.
- iv. Incomplete, conditional and tender without required bid security as specified in the bidding documents, shall be rejected. Each page of bidding documents should be signed and stamped.
- v. Bidders are advised that before filling the bidding documents all pages of bidding documents should carefully be rechecked. If any page(s) / paper(s) of bidding documents are missing that can be downloaded from the official website of this University and also can be obtained from the office of the ADP-2 in Procurement Cell, NEDUET. Bid with incomplete bidding documents will straightaway be rejected.

- vi. The quantity and quality of food shall be periodically examined by a Committee notified by the University. The same Committee shall review and fix the rate at which food items and other articles shall be sold.
- vii. Contractors shall be responsible to provide constructions / Shop drawings and layout of the kitchen. The fixtures and accessories of kitchen shall have to comply with standards of commercial kitchens as prescribed by Consumers Regulatory Authorities.
- viii. In matters related to management and development of the Main Cafeteria, directives of the University shall final and binding for all parties concerned.
- ix. Each paper of the bidding documents should be signed and stamped by the bidder.
- x. Bidder should be agreed to incur cost for upgrading and renovation of “Main Cafeteria” as per terms and conditions and drawings given in the bidding documents.

**Proforma to be filled by the Contractor**

**Name of the Company / Contractor:** \_\_\_\_\_

**Date of Establishment:** \_\_\_\_\_

**Corporate Status:** \_\_\_\_\_

**Owner / Proprietor / MD / CE  
Name:** \_\_\_\_\_

**CNIC No.** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

\_\_\_\_\_

**Contact No (s).** \_\_\_\_\_

**Cell No(s).** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**NTN No.** \_\_\_\_\_

**GST No./SST No.** \_\_\_\_\_

**Bank Name & Account No.  
(for which statement is enclosed)** \_\_\_\_\_

<b>Company's Stamp</b>	<b>Signature</b>

## Rent Offered by the Bidder

[As per terms and conditions of the bidding documents, the Contract Period is Ten Years]

S#	Period	Annual Rent Adjusted & Paid by Contractor			Remarks
		Adjustment Against Cost Incurred	To be paid to NEDUET	TOTAL	
1.	Year 1				Rent shall be increased annually @ 10% per annum on amount last year paid. Contractor shall pay rent to NEDUET on monthly basis through Payorder in favor of "Director Finance, NEDUET, Karachi" on or before day 5 <sup>th</sup> of each month in advance according to English Calendar.
2.	Year 2				
3.	Year 3				
4.	Year 4				
5.	Year 5				
6.	Year 6				
7.	Year 7				
8.	Year 8				
9.	Year 9				
10.	Year 10				
<b>TOTAL</b>					

### Other Information:

- a. Component of adjustment of annual rent on account of cost incurred by Contractor should not be more than 60% of the total annual rent. Responsive Bidder who agreed the terms and conditions of the Bidding Documents and also offered highest monthly rent amount, as specified in the said documents.
- b. CSA will raise the monthly bill for collection of rent amount from Contractor and will deposit with the Finance Department whereas Services Department will recover the utilities bills.
- c. Finance Department will maintain the Monthly Rent and Utilities Recovery Accounts and will intimate outstanding amount to CSA and DWS for recovery of the same.
- d. All provincial and federal government taxes and duties etc shall be borne by the Contractor in addition to the monthly rent amount.

<b>Company's Official Stamp</b>	<b>Name and Signature</b>

## CERTIFICATE TO BE FILLED BY THE BIDDER

1. We guarantee to provide the requisite services exactly in accordance with the requirement / specification in the invitation to this tender.
  
2. We accept the terms and conditions of the contract as well as general provision applicable to government contracts.

Signature \_\_\_\_\_

Name of Official \_\_\_\_\_

C.N.I.C. No. \_\_\_\_\_

Designation \_\_\_\_\_

Company Name \_\_\_\_\_

Company Address: \_\_\_\_\_

\_\_\_\_\_

Contact No.: \_\_\_\_\_

e-mail ID.: \_\_\_\_\_

**DETAILS OF WORK FOR UPGRADING AND RENOVATION OF THE  
“MAIN CAFETERIA” AT MAIN CAMPUS NEDUET TO BE  
PERFORMED BY THE CONTRACTOR WITH OWN COST THAT COST  
SHALL BE RECOVERED AND ADJUSTED ON ACCOUNT OF RENT  
FOR THE PERIOD OF FIRST SIX YEARS OF THE CONTRACT**

Sr. No.	PWD Schedule Code	Description of Item	Qty.	Rate (Rs.)	Amount (Rs.)
<b>A- Civil Works (Schedule Items)</b>					
01	Code-110 Item # 44	Providing and laying 1:3:6 cement concrete solid block masonry 4 to 6 inches (102mm to 152 mm) thick using graded screened bajri ¾" inch (19mm) and down gauge set in lime cement mortar 1:1:6 including scaffolding, raking out joints and curing etc. complete in ground floor superstructure.	930 Cft	146.67	136,403.10
02	Code-122 Item # 03	½" (13mm) thick cement plaster 1:3 on walls and columns etc. in basement plinth, mezzanine and ground floor including making edges, corners and curing etc. complete.	2000 Sft	20.83	41,660.00
03	Code-122 Item # 151	Distempering with vinyl distemper (ICI) Dulux Paintex of approved make and shade in two coats over and including the cost of one priming coat of lime wash including sand papering, dusting and filling the holes, cracks and inequalities, if any at any height in any floor.	2148 Sft	10.53	22,618.44
04	Code-122 Item # 172	Painting three coats with weather shield paint deluxe (ICI) make of approved shade on plaster surface (External) and including the cost of cleaning the surface, sand papering etc. complete at any height in any floor.	6528 Sft	14.06	91,783.68
05	Code-127 Item # 23	Supplying and laying for sub-base, soling coat, 4" to 3" (102mm to 76 mm) gauge stone boulders to required grade and camber including packing with spawls, chips and consolidating with power roller with all lead and lift	1000 Cft	45.50	45,500.00
<b>Total</b>					<b>337,965.22</b>
Add Premium					
<b>Total Amount of "A"</b>					
<b>B- Civil Works (Non-Schedule Items)</b>					
01	-	<b>Demolition Work</b> Dismantling of existing windows doors and filling it with masonry plaster and paint or new door and windows as per drawings and approved by the Architect.	01 Job		
1.1	-	Dismantling of existing chajjas as required as per drawings and approved.	01 Job		

Sr. No.	PWD Schedule Code	Description of Item	Qty.	Rate (Rs.)	Amount (Rs.)
1.2	-	Cleaning of site as required for external works and prepare ground for the new works.	01 Job		
1.3	-	Removal of external plaster and internal plaster as required to prepare for final finishes as shown in the drawings and disposal of debris complete in all respects.	01 Job		
1.4	-	Removal of existing furniture and leveling, repairing and making the floor as per drawings complete in all respects	01 Job		
1.5	-	Dismantling of external platform and steps and prepare ground for new proposal.	01 Job		
02	-	<b>Construction of tile Batten roof Building for Kitchen Area.</b> Provide and construct tile batten roof building as per drawing finished in all respect as approved by the Architect.	215 Sft		
03	-	<b>Construction of Metal Roof for Verandah</b> Provide and construct metal roof verandah as per drawing finished in all respect as approved by the Architect.	962 Sft		
04	-	<b>Plaster</b> Provide and lay plaster with cement sand mortar on masonry and concrete surfaces at any height as shown on the drawings with 8" wide G.I expanded metal of 18SWG at the interfaces of structures of different materials, plaster stopper, corner beads channels for making grooves and drip course etc. where required or directed by the Architect including hacking, staging and curing complete in all respect at any height.	-		
		a) ¾" thick plain plaster on external specified surface with 1:4 cement sand mortar including cost of grooves as shown on drawings and or as directed by the Engineer.	2000 Sft		
		b) ¾" thick color crete internal/external on specified surface with 1:4 cement sand mortar including cost of grooves as shown on drawings and or as directed by the Engineer.	9000 Sft		
05	-	1:4:8 conc	2000 Sft		
06	-	<b>Tile Flooring</b> Provide and fixing porcelain tiles of approved samples complete in all respects.	1684 Sft		
07	-	Provide and fixing ceramic tiles of approved samples complete in all respect.	1116 Sft		
08	-	Provide and fix vitrified clay tiles of approved size, and design complete in all respects.	1244 Sft		

Sr. No.	PWD Schedule Code	Description of Item	Qty.	Rate (Rs.)	Amount (Rs.)
09	-	Conc tiles	4000 Sft		
101	-	<b><u>Skirting / Dado</u></b> Providing and laying skirting and dado of approved height as shown in drawings and approved by the Architect.	10078 Sft		
11	-	<b><u>Carpentry and Joinery</u></b> All wood work to be treated for termite proofing.  Provide and fix in position 1 <sup>st</sup> class solid core commercial veneer painted on both sides flush door leveled shutter 1½" thick with steel frame of section 5" x 2" section with 6nos. 6" long M.S hold fast and approved quality hardware fitting etc. including polish complete in all respect as per drawing and specifications.  D-5 Size: 2'-6" x 6'-6" D-4 Size: 5'-6" x 7'-0"	04 Nos. 01 No.		
12	-	<b><u>Metal Works</u></b> Metal Door  Provide and fix steel frames of size 5"x2" for doors with rounding of edges by 1/8", hold fasts including 03 coats of matt enamel paint (ICI/Berger) finish over a coat of solignum complete in all respect as approved by Project Architect.  D3 Size: 2'-6" x 6'-6" V2 Size: 10'-0" x 1'-6"	02 Nos. 03 Nos.		
13	-	<b><u>Aluminum Works</u></b> Windows  Provide and install white anodized aluminum windows with minimum 4" wide and minimum 2mm thick sections of approved sample as per details shown in drawings including glass 5mm thick with weather proof gaskets etc. complete in all respects.  D1 Size: 8'-0" x 8'-6" D2 Size: 8'-0" x 8'-6" W1 Size: 10'-4" x 5'-6" W2 Size: 5'-6" x 4'-0" W3 Size: 2'-0" x 4'-0" V1 Size: 2'-0" x 1'-6"	01 No. 02 Nos. 08 Nos. 01 No. 02 Nos. 04 Nos.		
14	-	<b><u>Railing</u></b> Provide and fix 3" dia gauge steel pipe handrail as per design and 2" dia 16 gauge stainless steel baluster and ¼" dia solid MS rails grouted on treads as shown in drawings and approved sample all complete and	59 Rft		

Sr. No.	PWD Schedule Code	Description of Item	Qty.	Rate (Rs.)	Amount (Rs.)
		finish according to architects satisfaction.			
15	-	<b><u>Plastic Emulsion with Textured Finish</u></b> provide and apply 03 coats of approved quality and shade plastic emulsion paint (ICI/Berger) including rubbing with carborandum stone, filling, primer coat (ICI/Berger) including lifting, tools scaffolding, wastage etc. complete as per drawings and specifications and approval of the Project Architect.	2838 Sft		
16	-	<b><u>Plastic Emulsion Matt Finish</u></b> Provide and apply 03 coats of approved quality and shade matt enamel paint (ICI/Berger) including rubbing with carborandum stone, filling, primer coat (ICI/Berger) including lifting, tools scaffolding wastage etc. complete as per drawings and specifications and approval of the Project Architect.	3506 Sft		
17	-	<b><u>Miscellaneous Items</u></b> False Ceiling  Provide and fixing of acoustic gypsum board ceiling 3/4" thick metal suspension system consisting of galvanized steel furring channels, splices, hanger adjustment clips etc. excluding painting. The suspenders shall be fixed to the slab/beam soffit with nylon anchors 1 1/2" x no. 12 round head steel screws and washers complete in all respects.	1306 Sft		
18	-	<b><u>Portal and Tower</u></b>  Aluminum panels of approved quality fixed to masonry of approved color as shown on drawings and approved by the Architect complete in all respects.	800 Sft		
19	-	<b><u>Awning</u></b>  Providing and fixing fabric covered steel framed awnings	01 No.		
20	-	<b><u>Signage</u></b>  Providing signage as shown in drawings and as approved by Architect.	02 Nos.		
21	-	<b><u>Counters</u></b>  Providing and fixing granite counters complete in all respects.	77 Rft		
22		Art works	01 Job		
23	-	<b><u>External Development</u></b>  Front Platform	01 Job		
	-	Ramps and Steps			

Sr. No.	PWD Schedule Code	Description of Item	Qty.	Rate (Rs.)	Amount (Rs.)
	-	Plantation			
24	-	Plumbing works including fixtures	01 Job		
25	-	Electrical works including light fixtures and fans	01 Job		
26	-	Kitchen installations	01 Job		
27	-	Furnishings	01 Job		
<b>Total Amount</b>					

### Summary

A- Total Amount of Civil Works (Schedule Items) Rs: \_\_\_\_\_

B- Total Amount of Civil, Plumbing & Electrical Works (Non-Schedule Items) Rs: \_\_\_\_\_

**GROSS AMOUNT OF A + B** **Rs:** \_\_\_\_\_

**DETAILS OF WORK FOR UPGRADING AND RENOVATION OF THE  
“MAIN CAFETERIA” AT MAIN CAMPUS NEDUET TO BE  
PERFORMED BY THE CONTRACTOR WITH OWN COST THAT COST  
SHALL BE RECOVERED AND ADJUSTED ON ACCOUNT OF RENT  
FOR THE PERIOD OF FIRST SIX YEARS OF THE CONTRACT**

**DRAWING(S)**

**As per Annexure ‘A’**

## ARTICLES OF AGREEMENT

This **Agreement** made this \_\_\_\_\_ day of \_\_\_\_\_ 2018, by and between the Vice Chancellor, NED University of Engineering and Technology, Karachi, including his successors in office and Assignees/ Agents, acting through the Registrar, hereinafter called the **“University”** of the one part.

And \_\_\_\_\_ of  
(Name and signature authorized person)  
\_\_\_\_\_, located at  
\_\_\_\_\_, hereinafter called the  
**“Contractor”** which expression shall include their successors, local representatives of the second part.

Whereas the NED University intends to rent-out the Main Cafeteria Boys Canteen, at Main Campus, and whereas the Contractor has agreed to perform/provide said services for the period of \_\_\_\_\_ years, subject to the terms and conditions set forth in the bidding documents of the University’s Tender No. \_\_\_\_\_, hereinafter, which have been accepted by the Contractor.

Now this Agreement witnesses as follows:

1. In this agreement words and expressions shall have the same meaning as are respectively to them in the Conditions of Contract herein after referred to.
2. The following documents which, for the purpose of identification, have been signed by \_\_\_\_\_ on behalf of the Contractor, any by \_\_\_\_\_ on behalf of the University, all of which (name and designation of the authorized person) shall be deemed to form and be read constructed as a part of this Agreement viz.:
  - a) Articles of Agreement
  - b) Instructions of Tenderers / Terms and Conditions
  - c) Conditions of Contract:
  - d) Contractor’s Offer including the relevant correspondence prior to signing of this Agreement with all duly filled in:
  - e) The specifications of items; and
  - f) Bill of Quantity with prices.
3. In consideration of the payment to be made to the Contractor hereby covenants with the University to provide services in conformity in all respect of the Contract & the order form No. \_\_\_\_\_.
4. The University hereby covenants to pay Contractor in consideration of the supply, and services the contract price in the manner prescribed by the Contract and approved by the University.

In witness thereof the parties have hereunto set their respective hands and seals, the day, month and year first above written.

WITNESSES:

University Registrar \_\_\_\_\_

Contractor \_\_\_\_\_

Witness No. 1 \_\_\_\_\_

Witness No. 1 \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: CSA \_\_\_\_\_

Designation: \_\_\_\_\_

## CONTRACT PERFORMANCE BOND

(Bank Guarantee)

Guarantee No. \_\_\_\_\_

Executed on \_\_\_\_\_

Expiry date \_\_\_\_\_

### Letter by the Guarantor (Bank) to the Employer (University)

Name of Guarantor (Bank) with address: \_\_\_\_\_

\_\_\_\_\_

Name of Principal (Tenderer) with address: \_\_\_\_\_

\_\_\_\_\_

Penal sum of Security (Bond), (in figures and words): \_\_\_\_\_

\_\_\_\_\_

Letter of Acceptance No. \_\_\_\_\_ Date \_\_\_\_\_

KNOW ALL MEN BY THESE PRESENT, that in pursuance of the Tender Documents and above said Letter of Acceptance (hereinafter called the Documents) and at the request of the said Principal (Contractor) we, the Guarantor above named, are held and firmly bound unto the Vice Chancellor, NED University of Engineering and Technology, Karachi, acting through the Registrar, NED University {hereinafter called the Employer (University) in the penal sum of amount stated above for the payment of which sum well and truly to be made to the said Employer (University), we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal (Contractor) has accepted the Employer's (University's) the contract regarding Main Cafeteria Boys Canteen on Rental Basis at Main Campus at NED University Engineering and Technology, Karachi.

NOW THEREFORE, if the Principal (Contractor) shall well and truly perform and fulfill all the undertaking, covenants, terms and conditions of the said Documents during the original terms of the said Documents and any extensions thereof that may be granted by the Employer (University), with or without notice to the Guarantor, which notice is hereby waived and shall also well and truly perform and fulfill and the undertaking, covenants, terms and conditions of the Contract and of any and all modification of the said Documents that may hereafter be made, notice of which modifications to the Guarantor being hereby waived, then, this obligation to be void; otherwise to remain in full force and virtue till the expiry of the guaranty period

Our total liability under this Guarantee is limited to the sum stated above and it is a condition of any liability attaching to us under this Guarantee that the claim for payment in writing shall be received by us within the validity period of this Guarantee, failing which we shall be discharged of our liability, if any under this Guarantee.

We, \_\_\_\_\_ (the Guarantor), waiving all objections and defenses under the Contract, do hereby irrevocably and independently guarantee to pay to the employer (University) without delay upon the Employer's (University) to prove or to show grounds or reasons for such demand any sum or sums up to the amount stated above, against the Employer's (University's) written declaration that the Principal (Contractor) has refused or failed to perform the obligations under the Contract which payment will be effected by the Guarantor to the Employer's (University's) designated Bank and Account Number.

PROVIDED ALSO THAT the Employer (University) shall be the sole and final judge for deciding whether the Principal (Contractor) has duly performed his obligations under the Contract or has defaulted in fulfilling the said obligations, and the Guarantor shall pay without objection any sum or sums up to the amount stated above upon first written demand from the

Employer (University) forthwith and without any reference to the Principal (Contractor) or any other person.

IN WITNESS WHEREOF, the above bounden Guarantor has executed this Instrument under its seal on the date indicated above, the name and corporate seal of the Guarantor being, hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

\_\_\_\_\_  
Guarantor (Bank)

**Witness:**

1. \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Name, Title and Address (Seal)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name)

2. \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Name, Title and Address (Seal)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Corporate Guarantor (Seal))

# CANTEEN MAGEMENT COMMITTEE

## CHECK LIST

[ This is the provisional Check List, it can be improved by the CMC]

Supervisor on duty:	Canteen Name:
Inspection done by:	Date of Inspection:
Medical staff (if applicable) present:	Date of Previous Inspection:

A. PERSONAL HYGIENE					
No.	STANDARD	YES	NO	COMMENT	DATE CORRECTED
1	Hair nets are worn				
2	Fingernails are short and clean				
3	Gloves worn by food handlers during preparation of raw and cooked food				
4	Open sores, cuts, or bandages on hands are completely covered while handling food				
5	Adequate hand washing and drying facilities are available				
6	Catering staff demonstrate understanding regarding when to wash hands				
7	No smoking in kitchen or canteen				
8	Is Personal Hygiene training regularly provided (records available )				

B. UTENSILS AND EQUIPMENT					
No.	STANDARD	YES	NO	COMMENT	DATE CORRECTED
1	All small equipment and utensils, including cutting boards, are thoroughly cleaned between uses and sanitized where necessary				
2	Utensils are clean and dry				

3	Work surfaces are clean and sanitized				
4	Are sinks and drains working properly?				
5	Drawers and racks are clean				
6	Utensil are stored in a safe manner				

### C. FOOD HYGIENE

No.	STANDARD	YES	NO	COMMENT	DATE CORRECTED
1	Is food from an approved source (licensed food establishment)? Is food is in sound condition properly labeled?				
2	Is cooked & raw food stored & prepared separately?				
3	Is food stored in clean containers and correctly labeled?				
4	Are all foods, food equipment, and utensils stored a minimum of 15 cm above the floor?				
5	Are Foods dated/stored in a manner that ensures "first in, first out" ?				
6	Utensil are stored in a safe manner				

### D. FOOD PRICE AND QUALITY

No.	STANDARD	YES	NO	COMMENT	DATE CORRECTED
1	Is food provided according to prescribed rate list?				
2	Is food provided according to prescribed quantity mentioned in the rate list?				
3	Is quality of food provided is up to standard?				

### E. CLEANING AND SANITIZING

No.	STANDARD	YES	NO	COMMENT	DATE CORRECTED
1	Routine cleaning schedule are in place for utensil, equipment and premises				
2	Is (deep) cleaning carried out according to cleaning schedule ? Are logs filled in and signed?				
3	Sanitation chemicals used correctly				
4	Separate rags used for floors and work surface cleaning				
5	Cleaning equipment stored appropriately				
6	Dining area is clean and sanitized				

**F. GARBAGE DISPOSAL**

No.	STANDARD	YES	NO	COMMENT	DATE CORRECTED
1	Garbage containers are washed and sanitized				
2	Garbage storage area is protected from insect or rodent infestation				
3	Is solid waste management is according to University's defined procedure?				
4	Are waste food & other waste removed from the kitchen at least once per day?				
5	Is waste cooking oil & fat disposed of correctly?				

**G. PEST CONTROL**

No.	STANDARD	YES	NO	COMMENT	DATE CORRECTED
1	Screens are on open windows and doors and in good repair				
2	A pest control program is in place				

**H. RECEIVING**

No.	STANDARD	YES	NO	COMMENT	DATE CORRECTED
1	Products are supplied by approved suppliers				
2	Immediately upon receipt, incoming food and supplies are inspected				
3	All food and supplies are promptly moved to proper storage areas				
4	Chillers/freezer content is checked for defrosting or spoiling/damage before unloading				
5	All food is labeled with name and delivery/expiry date				
6	Food is protected from contamination				

**I. STORAGE**

No.	STANDARD	YES	NO	COMMENT	DATE CORRECTED
1	Separation of food and chemicals				
2	Air-conditioned storage				
3	All food are stored off the floor				
4	Unit is clean				

**J. COLD STORAGE**

No.	STANDARD	YES	NO	COMMENT	DATE CORRECTED
1	All food is properly wrapped, labeled and dated				
2	Food is not allowed to be in the "temperature danger zone" (i.e. between 4C°) for more than 2 hours				
3	Segregation of food stuff in chiller and freezer (meat, poultry and veg)				

**K. HOT/COLD HOLDING**

No.	STANDARD	YES	NO	COMMENT	DATE CORRECTED
1	Fridge is clean				
2	Food is heated to 75C° before placing in hot holding				
3	Temperature of food being held is 63C° or above, record is available				
4	Temperature of cold food being held is 4C° or below, record is available				
5	Food is protected from contamination				

**L. HEALTH**

No.	STANDARD	YES	NO	COMMENT	DATE CORRECTED
1	Food handlers' medical certificate up to date.				
2	Is Food Safety training regularly provided (records available)				

**COMMENT SHEET**

No.	CORRECTIVE ACTION	RESPONSIBLE PERSON	DUE DATE
1			
2			
3			
4			
5			
6			
7			
8			
9			

10			
11			
12			
13			
14			
15			

*\*Corrective action should be documented and date corrected column completed.*

Issued by (Print Name): \_\_\_\_\_

Received by (Print Name): \_\_\_\_\_

Contractor's  
Representative

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Position: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

UNDERTAKING / AFFIDAVIT  
(on non-judicial Stamp Paper of Rs 100/-)

**AFFIDAVIT**

I. \_\_\_\_\_ S/O \_\_\_\_\_ Muslim, adult Holding  
CNIC No. \_\_\_\_\_ Resident of

\_\_\_\_\_.

\_\_\_\_\_, do hereby declare on oath and solemnly as under:-

1. That I am the deponent of this affidavit and fully conversant with the facts mentioned herein.
2. That I am the Owner/Partner/Director of \_\_\_\_\_ situated at \_\_\_\_\_, Karachi.
3. That I hereby further declare on oath that my firm never remains black listed with any government authorities/office or in private sector.
4. That my firm is not involve in any dispute, litigation or Arbitration with any person, with any department of Federal/ Provincial or City Government, Agencies, or Organization, in any court of Law.
5. That the firm be registered as per prescribed rules and regulations.
6. That our firm is Technically & Financially strong & is capable to do the tendered work.

That whatever stated above is true and correct of the best of my knowledge and belief.

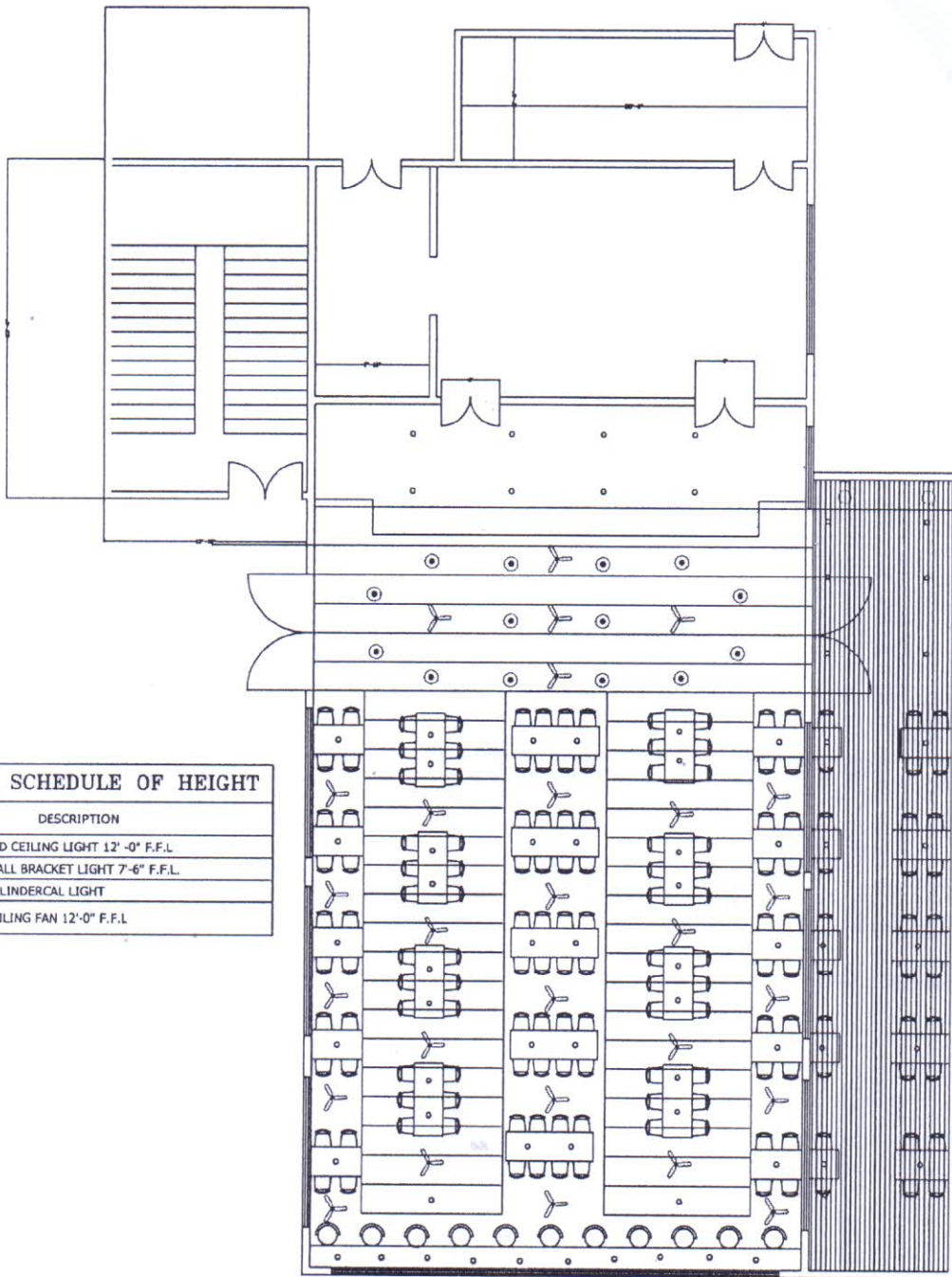
Karachi.

Dated: \_\_\_\_\_

\_\_\_\_\_  
**DEPONENT**

Annexure 'A'

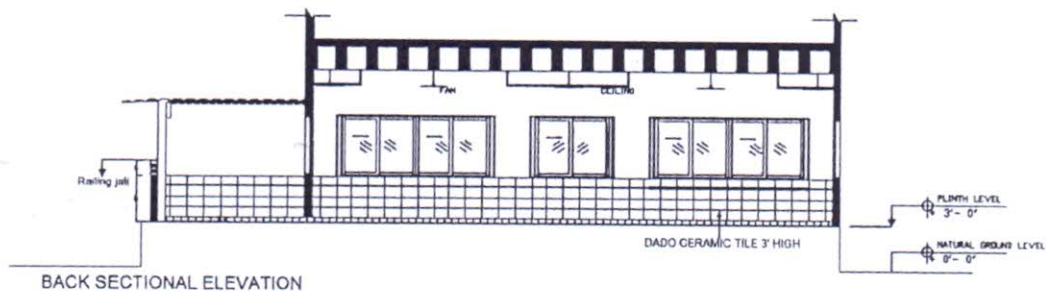
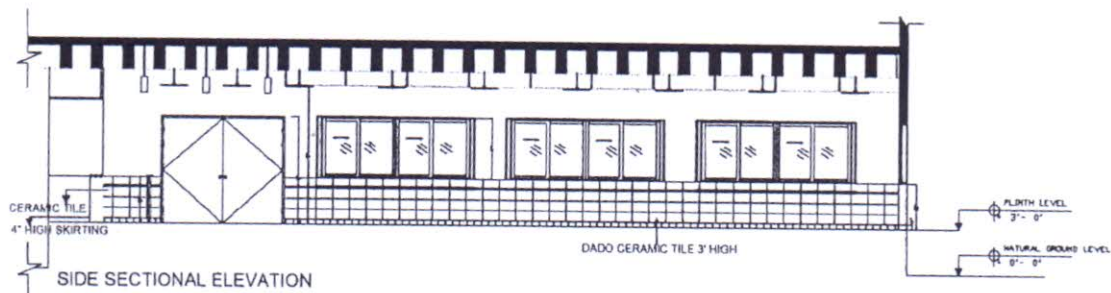
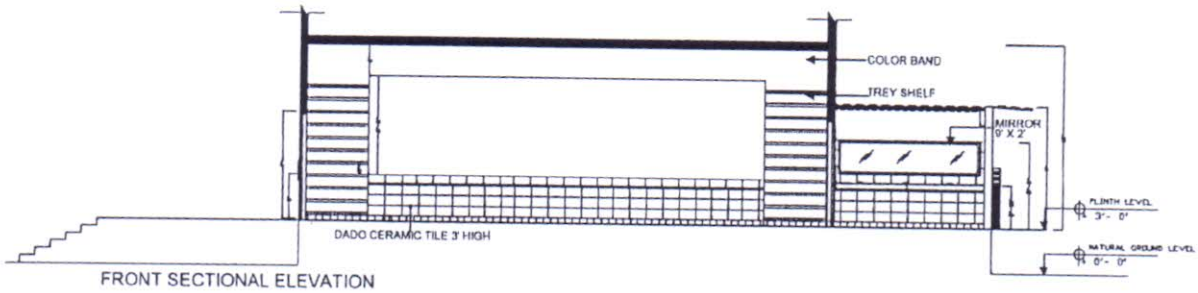
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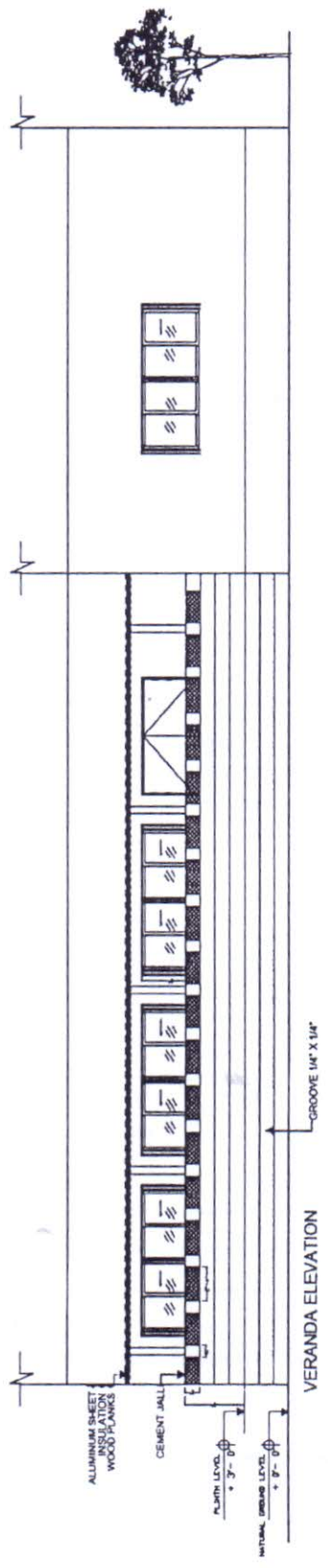
LEGEND & SCHEDULE OF HEIGHT		
S. NO.	SYMBOL	DESCRIPTION
01	◦	LED CEILING LIGHT 12'-0" F.F.L
02	⊖	WALL BRACKET LIGHT 7'-6" F.F.L
03	⊙	CYLINDERCAL LIGHT
04	⋈	CEILING FAN 12'-0" F.F.L

PROJECT: NED CAFETERIA	DATE: JUNE, 2017	SCALE: 1' = 1/8"
TITLE: REFLECTING CEILING PLAN	ARCHITECT: SHABNAM NIGAR	

BS10/e

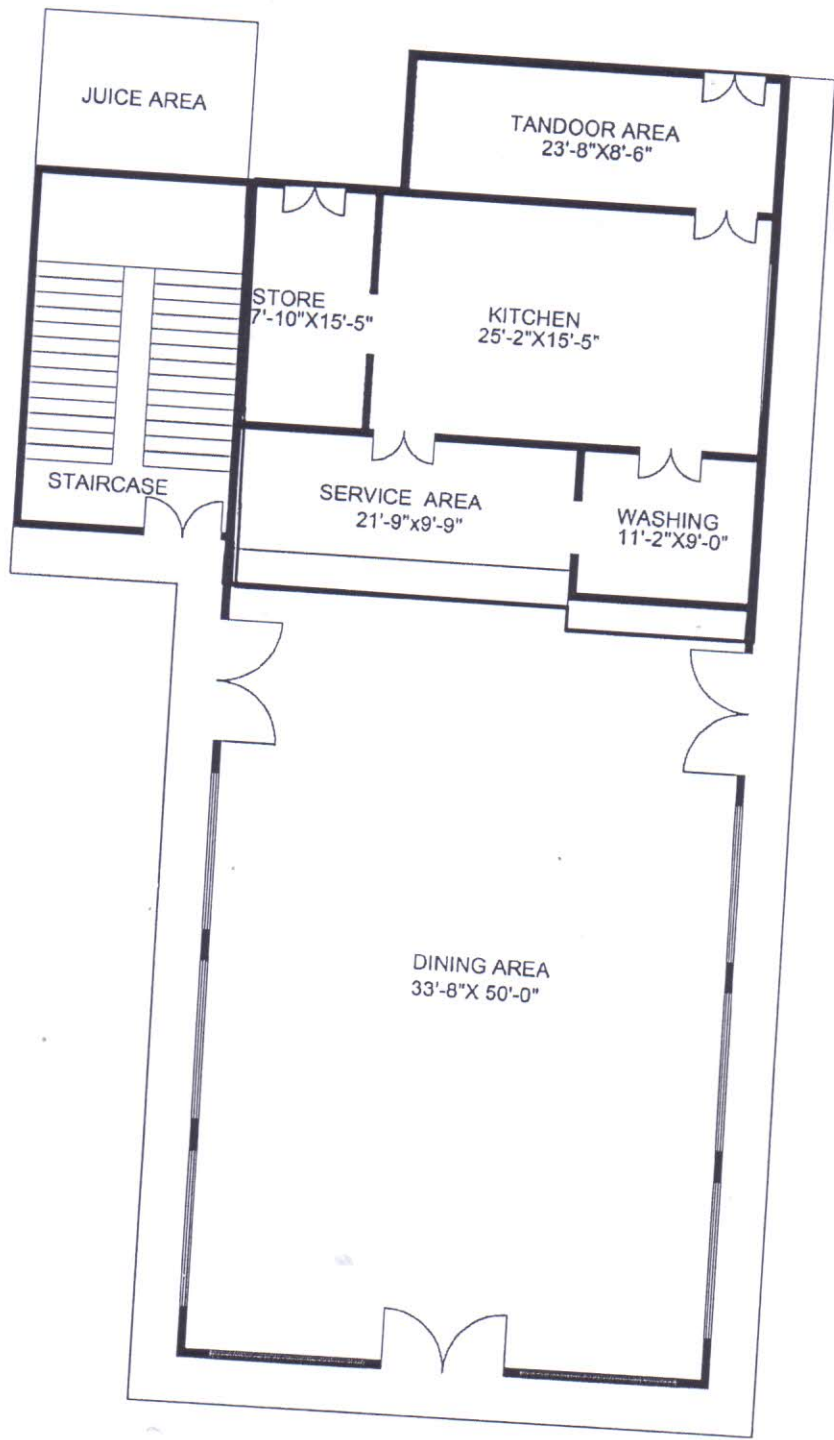


PROJECT: NED CAFETERIA	DATE: JUNE, 2017	SCALE: 1' = 1/8"
TITLE: SECTIONAL ELEVATION	ARCHITECT: SHABNAM NIGAR	



PROJECT: NED CAFETERIA	DATE: JUNE, 2017	SCALE: 1' = 1/8"
TITLE: VERANDHA ELEVATION	ARCHITECT: SHABNAM NIGAR	

08/14



PROJECT: NED CAFETERIA

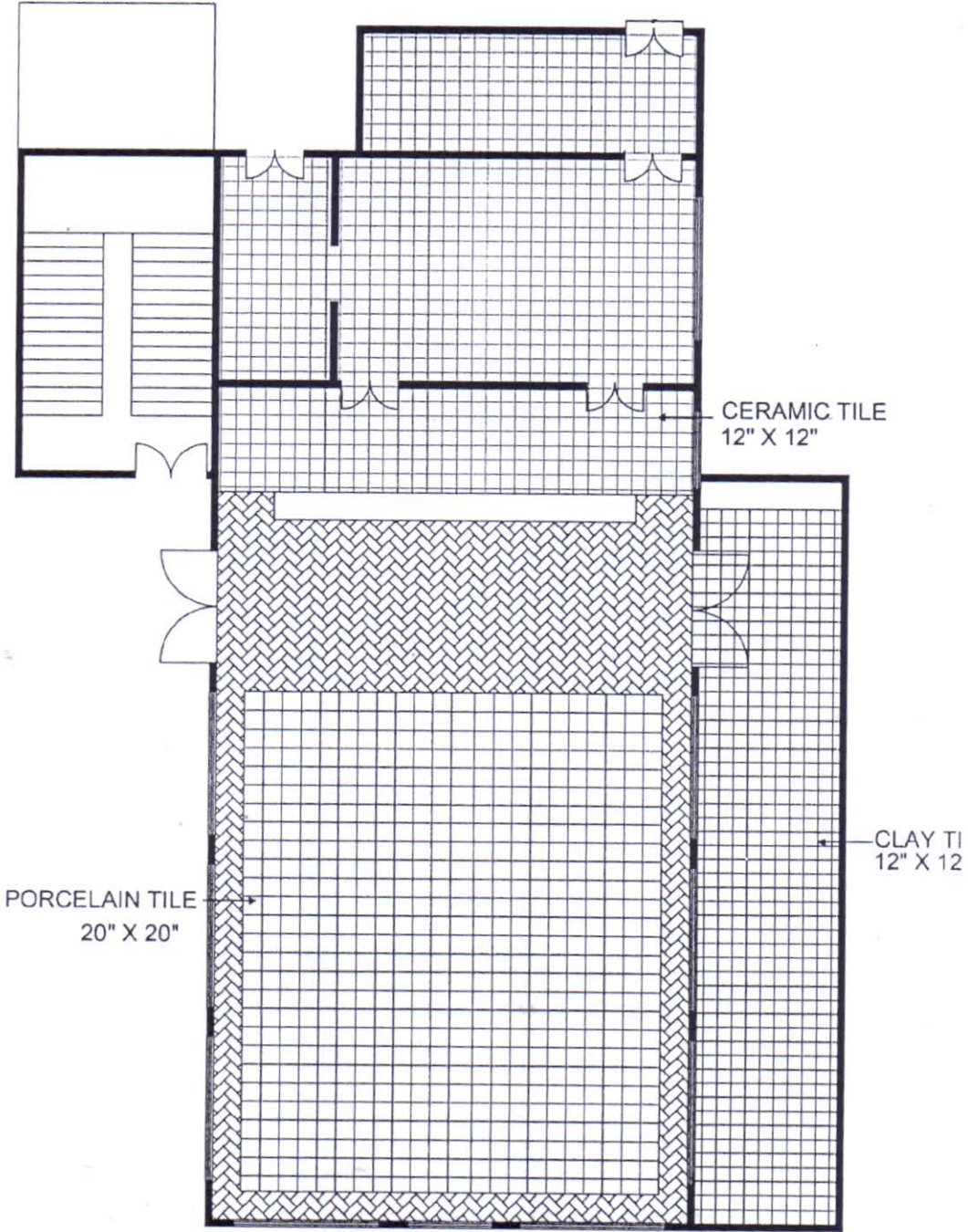
DATE: JUNE, 2017

SCALE: 1' = 1/8"

TITLE: EXISTING PLAN

ARCHITECT: SHABNAM NIGAR

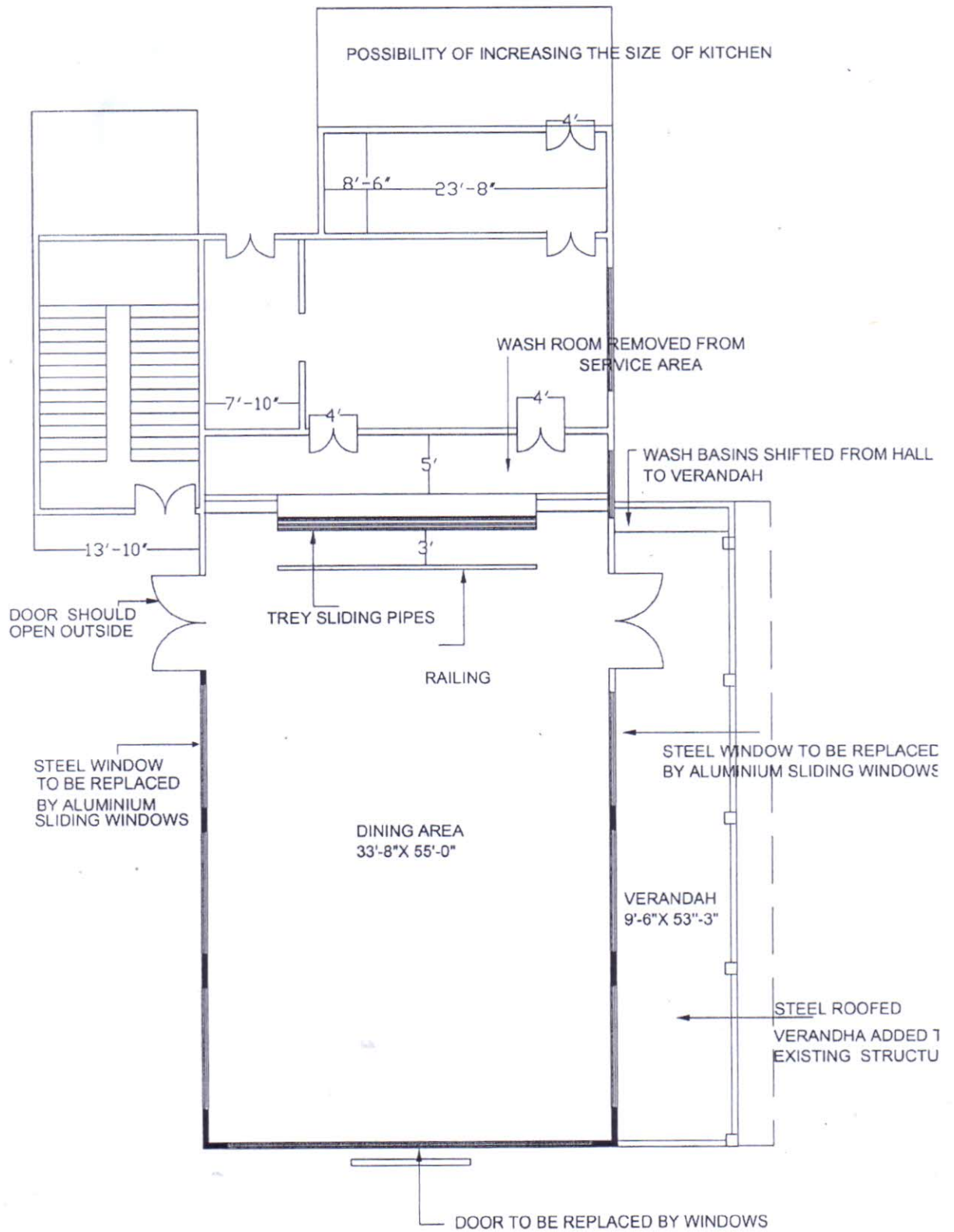
P.71c



PROJECT: NED CAFETERIA	DATE: JUNE, 2017	SCALE: 1' = 1/8"
TITLE: FLOORING PLAN	ARCHITECT: SHABNAM NIGAR	

PACIF-48

26/c



PROJECT: NED CAFETERIA	DATE: JUNE, 2017	SCALE: 1' = 1/8"
TITLE: PROPOSED PLAN	ARCHITECT: SHABNAM NIGAR	

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