

BIDDING DOCUMENTS

Tender No. 21-18

**TENDER FOR PURCHASE OF COLOR PRINTERS
KING EDWARD MEDICAL UNIVERSITY LAHORE
FINANCIAL YEAR (2017-18)**



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KING EDWARD MEDICAL UNIVERSITY, LAHORE
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TENDER No. 21-18

TENDER FOR PURCHASE OF COLOR PRINTERS FOR KING EDWARD MEDICAL UNIVERSITY LAHORE FINANCIAL YEAR (2017-18)

UNDER PROCEDURE PPRA REVISED RULES 2014 38(1) .

Tender Fee:	Rs 500/-
Last date of Issuance:	28 /10/2017
Receiving Date & Time:	28/10/2017 TILL 10.00 a.m.
Opening date & Time	28/10/2017 at 10.30 a.m.
Venue:	<u>Patiala Block, KEMU, Lahore</u>
Bid Security:	2% of quoted value in the shape of CDR in the name of Vice Chancellor, KEMU, Lahore (with Financial Proposal).

PARTICULARS OF THE PARTICIPATING FIRMS

Name of Firm. -----
Complete Address -----
Office Telephone /Fax No. -----
Name of authorized representative -----
Cell No. (Authorized Representative -----
I.D. Card No. (N.I.C.) (Copy attached)-----
Sales Tax Reg. No. -----
Income Tax No. (N.T.N.) -----
Amount of Tender Fee deposited -----
(Copy Attached)

(CERTIFICATE MUST BE PROVIDED ON STAMP PAPER OF Rs. 20/-)

We M/S -----are not suspended/Black listed/defaulters of any Government/Autonomy Institution at any time. We accept the terms & conditions of the bidding documents. In case of any violation of any of the terms and conditions, our security/call deposit may be forfeited. We further hereby undertake that such an action of the administration shall not be challenged in any court of law.

We also confirm to abide by all the terms and conditions laid down in the tender inquiry or any subsequent amendment made by the KEMU. Maintenance of equipment/General Store Items and replacement of the defective items / parts will be done without any cost during warranty.

**SIGNATURE OF THE BIDDER
STAMP**



KING EDWARD MEDICAL UNIVERSITY, LAHORE

TENDER ENQUIRY

TENDER FOR PURCHASE OF COLOUR PRINTERS FOR KING EDWARD MEDICAL UNIVERSITY LAHORE FINANCIAL YEAR (2017-18) UNDER PPRA RULE 38(1) ON FOR BASIS.

TERMS & CONDITIONS

Sealed offers are invited from all importers/Suppliers/manufacturers/whole sale dealers and their distributors having good repute for the Purchase of -----
-----King Edward Medical University, Lahore on FOR Basis according to attached specifications, as per schedule in this Tender Enquiry. Tender should be addressed in the name of the Vice Chancellor, King Edward Medical University, Lahore along with the following arranged documents:-

1.

S. No.	KNOCK OUT CLAUSES	YES/NO	PAGE#
1	Original receipt for purchase of tender		
2	Acceptance of terms and conditions of tender documents duly signed and stamped by the bidder.		
3	An affidavit on stamp paper of Rs. 20/- regarding acceptance of terms and conditions of the bid/contract, and not being blacklisted as per sample		
4	Attested Copies of National Tax Number and General Sale Tax Number.		
5	Original CDR of bid security (demanded in the tender form in the name of VC KEMU)		
6	Bid with pin binding and all pages numbered with indexing page.		

The bid shall be received under the Punjab Procurement Rules, 2014 as specified below:-
Only that rule will be mentioned under which Tender is being floated.

2. **38(1) single stage one envelope** bidding procedure shall ordinarily be the main open competitive bidding procedure used for the procurement of works and standard goods.

3. **Evaluation Criteria**

For the purposes of evaluation the word "Product" would mean the specific item included in the bidders bid, the specific make and model the bidder is including in the bid. Marking will be as follows:-

PLS. DONOT FILL THIS FORM, JUST ATTACH THE REQUIRED DOCUMENTS. THIS IS A SAMPLE FOR YOUR INFORMATION

COMPANY / BIDDER EVALUATION CRITERIA:

a) COMPANY PROFILE / QUALIFICATION PARAMETERS

Sr. No.	Parameters	Details	Total Marks	Remarks															
i.	Performance of Last one year Of the Item being quoted. (Attach relevant Purchase / Work orders)	institutions served: <table border="1"> <tr> <td>i</td> <td>No institution served</td> <td>0</td> </tr> <tr> <td>ii</td> <td>1</td> <td>5</td> </tr> <tr> <td>iii</td> <td>2 to 4</td> <td>10</td> </tr> <tr> <td>iv</td> <td>5 to 7</td> <td>15</td> </tr> <tr> <td>v</td> <td>8 and above</td> <td>20</td> </tr> </table>	i	No institution served	0	ii	1	5	iii	2 to 4	10	iv	5 to 7	15	v	8 and above	20	20	Institutions may include Private or Public Organizations, or individuals.
i	No institution served	0																	
ii	1	5																	
iii	2 to 4	10																	
iv	5 to 7	15																	
v	8 and above	20																	
ii.	Market experience / Business experience (Attach supporting documents in proof thereof)	<table border="1"> <tr> <td>i</td> <td>1 - 3 years</td> <td>5</td> </tr> <tr> <td>ii</td> <td>3 - 5 years</td> <td>10</td> </tr> <tr> <td>iii</td> <td>Above 5 years</td> <td>15</td> </tr> </table>	i	1 - 3 years	5	ii	3 - 5 years	10	iii	Above 5 years	15	15	Bidders having less than 1 year market experience are ineligible.						
i	1 - 3 years	5																	
ii	3 - 5 years	10																	
iii	Above 5 years	15																	
iii.	Income tax & sales tax registration along with employees salaries statement	<table border="1"> <tr> <td>i</td> <td>Income tax registered (attach G –Form for salary of Technical staff)</td> <td>10</td> </tr> <tr> <td>ii</td> <td>Sale tax registered</td> <td>5</td> </tr> </table>	i	Income tax registered (attach G –Form for salary of Technical staff)	10	ii	Sale tax registered	5	15	Authorized certificate issued by the concerned Authority is required.									
i	Income tax registered (attach G –Form for salary of Technical staff)	10																	
ii	Sale tax registered	5																	
iv.	Valid Letter of Authorization from the Principal	<table border="1"> <tr> <td>i</td> <td>Valid letter of Authorization from Principal/ sole propriety certificate etc.</td> <td>10</td> </tr> <tr> <td>ii</td> <td>Not attached</td> <td>0</td> </tr> </table>	i	Valid letter of Authorization from Principal/ sole propriety certificate etc.	10	ii	Not attached	0	10										
i	Valid letter of Authorization from Principal/ sole propriety certificate etc.	10																	
ii	Not attached	0																	
v.	Company capacity to provide after sales service. (Attach CVs of Technical Staff, with Salary Statements duly attested)	Warranty will be examined as per following parameters: <table border="1"> <tr> <td>i</td> <td>Good</td> <td>20</td> </tr> <tr> <td>ii</td> <td>Acceptable</td> <td>10</td> </tr> <tr> <td>iii</td> <td>Average</td> <td>5</td> </tr> <tr> <td>iv</td> <td>Un-acceptable</td> <td>0</td> </tr> </table>	i	Good	20	ii	Acceptable	10	iii	Average	5	iv	Un-acceptable	0	20	Marks obtained			
i	Good	20																	
ii	Acceptable	10																	
iii	Average	5																	
iv	Un-acceptable	0																	
vi.	Company's goodwill & reputation. (Market reputation, and KEMU experience)	<table border="1"> <tr> <td>i</td> <td>Good</td> <td>20</td> </tr> <tr> <td>ii</td> <td>Average</td> <td>10</td> </tr> <tr> <td>iii</td> <td>Un-acceptable</td> <td>0</td> </tr> </table>	i	Good	20	ii	Average	10	iii	Un-acceptable	0	20							
i	Good	20																	
ii	Average	10																	
iii	Un-acceptable	0																	

Total marks: 100

Qualifying marks: 70%

SIGNATURES OF THE TECHNICAL EVALUATION COMMITTEE (TEC)

i. End User / Indenter _____

ii. _____

iii. _____

iv. _____

v. _____

vi. _____

4. General Terms

1. It is mandatory to get 70% marks in the technical evaluation criteria, otherwise bid will be rejected.
2. No bidder shall be allowed to alter or modify his bid after the bids have been opened. However the procuring agency may seek and accept clarifications to the bid that do not change the substance of the bid.
3. The bidder shall complete the bid form indicating the goods to be supplied, a brief description of the goods, their packing, quantity, price schedule with unit price and total bid price of the goods.
4. Alternate offers without separate tenders will not be considered.
5. The bidder is required to offer competitive price. All prices must include the General Sales Taxes and other taxes/ duties, where applicable. If there is no mention of taxes, the offered/ quoted price shall be considered as inclusive of all prevailing taxes/ duties. The benefit of exemption from or reduction in the GST or other taxes shall be passed on to the procuring agency.
6. Prices shall be in Pak Rupee
7. Bids shall remain valid for period of (180) days after opening of Technical bid. The bid validity will be extendable equal to the period of the original bid validity with mutual consent of the parties. A bid valid for a shorter period shall be rejected as non-responsive.
8. If the acceptance of the bid issued during the validity period is not accepted by the bidder, the bid security will be forfeited.
9. The successful bidder shall furnish a Performance Security equal to 5% of the bid value in the shape of Pay Order / CDR in the name of VC KEMU.
10. Performance Security has to be deposited before final order.
11. No interest shall be payable by the procuring agency on the securities.
12. The KEMU authorities, at any stage of the procurement proceedings, may require the supplier or contractors to provide information concerning their professional, Technical, Financial, legal or managerial competence whether already pre-qualified or not.
13. Failure to submit the tender in the manner prescribed in the invitation to tender will not be accepted
14. The authority reserves the right of accepting the full or part quantity offers (subject to technical scrutiny).
15. The offer should be strictly as per specifications of the tender.

No offer will be considered if it:

- i. Is received after the date and time fixed for its receipt.
- ii. Is unsigned.
- iii. Is conditional.
- iv. Is given by a firm black listed, suspended or removed from any institution Public or Private in the Country.

- v. Is received with a validity period shorter than that required in the tender inquiry.
- vi. Does not conform to the general conditions of the tender inquiry.
- vii. Is received without earnest money as specified in the tender.

6. SPECIAL TERMS

1. The tender documents should be signed by the authorized representative of the firm.

2. **LIQUIDATED DAMAGES.**

The delivery period is the essence of the contract, if the contractor fails to adhere to the delivery schedule and intends to seek extension thereof, it will be the sole discretion of Purchase Officer either to grant or refuse extension in Delivery Period. If granted shall be subject to liquidate damages @ of 0.1% per day & not exceeding 10% of the cost of contract will be deducted from the final payment

3. **MANUFACTURER/SUPPLIER'S GUARANTEE CERTIFICATE.**

Manufacturer/Supplier will provide Guarantee Certificate at the time of delivery clearly stating that the stores being supplied by them are brand new, of latest approved model, absolutely free from material and manufacturing defects and are in accordance with the specifications given with the tender.

4. **EXECUTION OF WARRANTY.**

The manufacturer/Supplier have undertaken to supply the specified model, appropriate material for a comprehensive warranty period of Three Years (03 Years) from the date of Installation / commissioning etc. If the item is faulty, the supplier would have to replace it at his cost. Downtime would not be permissible more than 12 hours.

5. In case of downtime more than 12 hours 0.1% of the cost of Purchase of equipment/machinery would be deducted per day from the security deposit and the company might be blacklisted.

6. **PANELTY CLAUSE.**

- a. The Inspection Committee of King Edward Medical University, Lahore will conduct inspection of the supplied items, if found substandard and not conforming to the specifications as per provided by the bidder, the same shall be returned for replacement at the cost of supplier.
- b. If the supplier fails to replace the goods rejected by the inspection committee within the stipulated time, the goods thus supplied by him would be usurped, bid security fortified and proceeding for his blacklisting initiated.

7. **TRANSPORTATION.**

- a). The Supplier shall arrange transportation of the goods/equipment to their final destination.
- b). Transportation including loading/unloading of goods shall be arranged and paid for by the supplier.

8. **LATE DELIVERY**

Supply should be done in accordance with the time schedule mentioned in the purchase order. In case of late supply, beyond the stipulated period, penalty @ of 2.0 % Per Month or 0.067% per day of the cost of contract will be deducted from the final payment.

9. The offer rates should be inclusive of all applicable taxes i.e. Income Tax, GST, Stamp Duties etc. No bid will be consider if rates are exclusive of applicable taxes.

10. INCIDENTAL CHARGES.

- a.) The supplier shall be required to provide all the incidental service charges including taxes.
 - b).The procuring agency will not pay any extra amount against any expenditure incurred on it, as the contract shall be construed as fixed amount and includes all costs.
11. A bidder quoting against this Invitation to bids shall be deemed to have read and understood the conditions thereof and the particulars of the stores required by the purchaser and their specification etc.
12. The Supply should be done within 90 days or earlier from the date of receipt of purchase Orders.
13. In case of dispute, decision of the Vice Chancellor, KEMU, Lahore shall be final.



Vice Chancellor

King Edward Medical University,
Lahore



Card Printer Specifications:

Print Method	HDP Dye-Sublimation/ Resin Thermal Transfer
Resolution	300 dpi or Higher
Colors	Up to 16 million or Higher
Print Speed	Up to 25 seconds per card
Accepted Standard Card Sizes	CR-80 (3.370" L x 2.125" W / 85.6 mm L x 54 mm W)
Accepted Card Thickness	.030" (30 mil) to .050" (50 mil) / .762 mm to 1.27 mm
Input Card Cartridge Capacity	100 cards or Higher
Output Hopper Card Capacity	200 cards or Higher
Software Drivers	Windows 10/8.1/8/7/Vista (32bit & 64bit)/Server 2008 & 2003/XP/Mac OS X v10.6/v10.5 & Linux
Print Area	Over-the-edge on CR-80 cards
Accessories	One Ribbon One Film One Printer Cleaning Kit
Warranty	3 Years warranty with parts, from Authorized Dealer/Distributor.

(1)

Specifications of Color Printer:

- Laser Jet A3 Color Printer
- Resolution: 600x600 dpi or Higher
- Processor: 800 MHz or Higher
- Display Screen: 4-Line Color Graphic Display
- Paper Tray: 3 Paper Trays(Standard)
- Mobile Printing Capability: E-Printing
- Connectivity: 2 Hi-Speed USB 2.0 Host, 1 Hi-Speed USB 2.0 Device, 1 Gigabit Ethernet 10/100/1000T Network, 2 Internal USB Host, Wi-Fi
- Monthly Duty Cycle: upto 120,000 pages or Higher
- OS Support: Windows 7(32Bit/64Bit)/Windows 8(32Bit/64Bit)/Windows 10(32Bit/64Bit)
- RAM: 1 GB or Higher
- Hard Disk: 8 GB SSD or Higher
- Print Speed: 30 ppm or Higher
- 3 Years Warranty FROM Authorized Dealer/distributor


MUHAMMAD TARIQ ARIFAN
Engineer (Network & Hardware)
King Edward Medical University
Lahore.