Name and Address of Bidder: _____

BIDDING DOCUMENTS

FOR

National Competitive Bidding

PROCUREMENT OF SECURITY ITEMS

Bid Reference No:	UOR/DP/2025-26/07
Tender Title:	PROCUREMENT OF SECURITY ITEMS
Procurement Procedure & Method	Single Stage One Envelope (Package)
Last Date & Time of Receipt of Bids	27-01-2026 till 11:00 AM
Bid Opening Date & Time:	27-01-2026 till 11:30 AM

UNIVERSITY OF RASUL MANDI BAHAUDDIN
13km, Sarai Alamgir Road, Mandi Bahauddin
Ph: 0546-553354, Email: pd@putrasul.edu.pk

Signature of bidder with official stamp
Dated:

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UNIVERSITY OF RASUL

Directorate of Purchase and Store
13-km Sarai Alamgir Road, Mandi Bahauddin

Tender Notice

Tenders/ bids are invited via EPADS from the registered firms / companies / corporations / bidders for following Tender on the basis of **Single Stage One Envelope Procedure** in terms of Rule No. **38 (1)** of the Punjab Procurement Rules 2014 (PPRA Rules 2014).

Tender No.	Tender Name	Estimated Cost PKR	Bid Security PKR	QTY	Closing Time and Date	Opening Time and Date
UOR/DP/2025-26/07	**PROCUREMENT OF SECURITY ITEMS**	**900,000**	18,000	Detail in Tender Document	27-01-2026 till 11:00 AM	27-01-2026 at 11:30 AM

- Tender Document will be immediately available after publishing of this Tender Notice under Rule No. 25(1).
- Tender/Bid Document can available on www.putrasul.edu.pk or www.eproc.punjab.gov.pk or E- PADS (e-Pak Acquisition & Disposal System) https://punjab.eprocure.gov.pk free of cost.
- The Bid Security which is equal to 2% of Estimated Cost, in the form of "CDR / Bank Draft / Pay Order" in favor of "Treasurer, University of Rasul" shall be provided by the bidders before the closing time. A scanned copy of the Bid Security must be uploaded in PDF format without which the offer shall be rejected being non -responsive.
- Bids without supporting documents, undertaking, valid documentary evidence, and bids not conforming to terms and conditions given in the Tender Document will be liable for rejection.
- Bids should be submitted thorough E-PADS (e-Pak Acquisition & Disposal System), and the same should be opened online as per mentioned schedule in the presence of Bidders or their representatives. Late bid shall not be accepted by the online system. Bidders shall also submit hard copy of the original bid security in the Directorate of Purchase and Store, University of Rasul before opining the bids.
- The University reserves the right, as per PPRA rules, to modify/ withdraw/ cancel the bids/ tender at any time prior to award of Contract, without assigning any reason or any obligation to inform the Tenderer of the grounds for the Procuring Agency 's action and without thereby incurring any liability to the Tenderer and the decision of the Procuring Agency shall be final.
- In case of any query, guidance can be sought from Imtiaz Ahmad Awan, Procurement Officer of the University. (Tel: +92 (546) 553354, Email: proc@putrasul.edu.pk. For specifications, please contact with Dr. Asif Mahmood: 0319-6507344
- In case the last date of submission of bids falls on closed official days/ holidays, the date for submission and opening of the bids shall be the next working day (Monday to Friday) at the same time.

Note: The URL of the website of the PPRA is (http://eproc.punjab.gov.pk/ViewTender.aspx) and response time shall be calculated exclusively from the date of publication of the advertisement on the website of PPRA.

Convener CPC
Tel: 0546-553354
Email: pd@putrasul.edu.pk

Signature of bidder with official stamp
Dated:

1. Invitation To the Bid

1.1. Bids/Tenders are invited for **PROCUREMENT OF SECURITY ITEMS** from Sales Tax and Income Tax Registered firms.

2. Instructions to the Bidders

2.1. Procurement will be made under Punjab Procurement Rules 2014.

2.2. It will be clearly understood that the Terms and Conditions mentioned in this document are intended to be strictly enforced.

2.3. Bidders must ensure that they submit all the required documents indicated in the Tender / Bidding Documents at the time of opening of Technical Bids and no request for submission of missing documents will be entertained after opening of the Technical Bids.

2.4. Bids without supporting documents, undertaking, valid documentary evidence, and bids not conforming to terms and conditions given in the Tender Document will be liable for rejection. Bids received after due date and time, and bids without Bid Security in shape of Demand Draft, Pay Order, CDR or less than required amount or Bid Security in shape of Cheque or Cross Cheque shall be rejected.

2.5. No supporting document will be accepted which can change context of bidding documents, at all, after opening of the Technical Bids.

2.6. **Mode of Advertisement**:

As per Rule 12(2) of PPRA 2014 amended up to date, the tender has been published in newspaper, on www.putrasul.edu.pk , on the website of PPRA Punjab www.eproc.punjab.gov.pk and E- PADS (e-Pak Acquisition & Disposal System) https://punjab.eprocure.gov.pk.

2.7. **Type of Open Competitive Bidding**

As per Rule No. 38(1), single stage one envelope procedure shall be followed with details given below:

2.7.1. Proposals from interested bidders must be submitted through e-PADS in accordance with the prescribed policy/rule/ procedure set forth in the PPRA 2014 (as amended to date), ensuring compliance with all codal formalities and terms and conditions outlined in the bidding documents.

2.7.2. The Procuring Agency shall evaluate the proposals under **PPRA Rule # 32** and in a manner prescribed in this document, without reference to the price during preliminary examination and reject any proposal which does not conform to the specified requirements as listed in said sections. Final evaluation of only responsive bidders will be performed.

2.7.3. The financial part of bids found technically non-responsive shall be rejected or responded through e-PADS automatically to the respective bidders.

2.8. **Bid Data Sheet (Information for the Bidders)**

1	Procuring Agency	University of Rasul
2	Tender Number	UOR/DP/2025-26/07
3	Name of Tender	**PROCUREMENT OF SECURITY ITEMS**
4	Tender Document available place	Tender/Bid Document can downloaded from www.putrasul.edu.pk or www.eproc.punjab.gov.pk or E- PADS (e-Pak Acquisition & Disposal System) https://punjab.eprocure.gov.pk.
5	Bid Security	Amount mentioned in Clause No. 9 of the Tender Document in shape of CDR, Pay Order, Bank Draft etc., in favor of Treasurer University of Rasul
6	Performance Guarantee	10% of Contract Value after acceptance of Intimation online through e-PADS etc.
7	Tender Addressed to	Directorate of Purchase & Store (P&S), University of Rasul.

8	Contact Number	Ph. 0546-553354
9	Due date, time and place of submission of Tender Document	**27-01-2026 till 11:00 AM** Through E-PADS (e-Pak Acquisition & Disposal System) https://punjab.eprocure.gov.pk.
10	Date, time and place of Bid Opening	**27-01-2026 till 11:30 AM** **at Project Director,** University of Rasul Mandi Bahauddin through E-PADS (e- Pak Acquisition & Disposal System) https://punjab.eprocure.gov.pk.

Terms and Conditions of the Tender

3. Definitions

3.1. "Procuring Agency" means the procuring agency i.e. University of Rasul.

3.2. "UOR" means University of Rasul.

3.3. "Bidder/Tenderer" means the Firm/Company/Supplier/Distributer that may provide or provides the Goods and related services to any of the public sector organization under the contract and have registered for the relevant business thereof.

3.4. "Contract" means the agreement entered into between the Procuring Agency and the Contractor, in form of Supply Order or as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.

3.5. "Contractor/The Successful Bidder" means the person whose Tender has been accepted and awarded letter of Acceptance followed by the Supply Order or Contract by the Procuring Agency.

3.6. "Contract Value" means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract which is properly apportion-able to the Goods or Services in question.

3.7. "Goods" means equipment, machinery, chemical, glassware, books, and/or other materials/items which the Contractor is required to supply to the Procuring Agency under the Contract.

3.8. "Services" means installation, configuration, deployment, commissioning, testing, training, support, after sale service, etc. of Goods and other such obligations which the Contractor is required to provide to the Procuring Agency under the Contract.

3.9. "PPRA" means Punjab Procurement Regulatory Authority.

3.10. "E-PADS" means e-Pak Acquisition & Disposal System.

4. Responsiveness of Bid and Tender Eligibility.

4.1. Conforms to the clause of "Responsiveness of Bid" given in this tender document.

4.2 Eligible Bidder/ Tenderer is a Bidder/ Tenderer who:

i. Is Active Taxpayer?

ii. Has valid National Tax Number (NTN) and Registered for Sales Tax purposes?

iii. Whose quoted goods/items meet the given detailed specifications?

5. Examination of the Tender Document

The bidder/Tenderer is expected to examine the Tender Document, including all terms and conditions.

6. Amendment of the Tender Document

6.1. The Purchase Committee of University of Rasul at any stage prior to the deadline for submission of the Tender, at its own initiative or in response to a clarification requested by the Bidder(s), amend the Tender Document, on any account, for any reason. All amendment(s) shall be part of the Tender Document and binding on the Bidder(s).

6.2. The Procuring Agency shall notify the amendment(s) in writing/ EPADS to the prospective Tenderers/Bidders.

6.3. The Procuring Agency may, at its exclusive discretion, amend the Tender Document to extend the deadline for the submission of the Tender, in which case all rights and obligations of the Procuring Agency and the Tenderers previously subject to the deadline shall thereafter be subject to the deadline as extended.

7. Bid Currency

Bidder should quote price in Pak Rupees only and payments shall also be made in Pakistan Rupees only.

8. Validity Period of the Bid

8.1. Validity period of the bids shall be **90 days**.

8.2. In exceptional circumstances, University of Rasul may ask the Bidders for an extension of the period of validity. The request and the responses shall be made in writing. A bidder accepting the request will not be required nor permitted to modify its tender.

9. Bid Security

9.1. Bidder will submit Bid Security drawn in the name of **Treasurer University of Rasul** in the shape and amount as per tender Notice

9.2. Cheque or Cross Cheque shall not be accepted at all.

9.3. The amount submitted as Bid Security shall be refunded to the unsuccessful bidders after the decision for the award of the said tender.

9.4. The Bid Security of Successful Bidder(s) may be converted as part of the Performance Guarantee for successful execution of the work.

9.5. Subject to the award of contract, the Bid Security in form of CDR, Demand Draft, Pay Order shall be returned to successful bidder against submission of Performance Guarantee

9.6. If the Bid Security is found less than the required amount then the bid will be rejected irrespective of the rates and the stage of the bid process.

9.7. The Bid Security may be forfeited if a Bidder:

a) Refuses to accept Letter of Acceptance of the Bid; or

b) Fails to furnish Performance Security**.**

10. Bid Preparation and Submission of e-bids

10.1 An e-bid or proposal shall be submitted on the e-PADS in the manner or method as specified in the advertisement before, closing date for submission, such e-bid or proposal.

10.2 The bidder shall be allowed to alter or modify his e-bid or proposal before the closing date for submission of the e-bid or proposal if facility available on EPADS.

10.3 The bidder shall complete and authenticate his e-bid or, proposal and submit It within time. In case e-bid or proposal including entries and record submitted on the e- PADS found corrupt, un-readable or contains virus the e-bid or proposal shall be rejected.

10.4 The bidder shall submit hard copy of the financial Instrument in addition to the soft copy uploaded on the e-PADS as bid security in pdf format. The bid security shall only be released upon the hard copy.

10.5 The Tender shall be filed in / accompanied by the prescribed Forms, Annexes, Schedules, Drawings, Documents, Brochures, Literature, etc. which shall be completely filled in, stamped and signed by the Tenderer or his Authorized Representative. In case of copies, photocopies may be attested.

10.6 The Bids/Tenders should be submitted in one part through e-PADS.

11. Bid/ Proposal

11.1. The Bid/ Proposal will enable the Purchase/Technical Committee to evaluate whether the bidder is responsive &technically competent and capable of executing the order and the specifications offered by the bidder meet the ones given in the Tender/Bid Documents.

11.2. The forms as given in the Bid/Tender Document shall be filled, signed and stamped in all pages. The Purchase Committee will not be responsible for the errors committed in the bids by the bidders.

11.3. The Bidder should quote only one brand/model/make of each item.

11.4. **Detail and Order of Documents to be furnished with the proposal (through e-PADS in pdf format):**

11.5. The Financial part of Bid of bidders who have been declared as non-responsive will not be processed.

The documents attached with the Bid must be signed and stamped by the Authorized Representative of the Bidder. The documents attached must be numbered and attached/annexed in the following order:

11.5.1. Covering letter ***(Annexure-A)*** duly signed and stamped by authorized representative.

11.5.2. Copy of Income Tax Registration Certificate ***(Annexure-B).***

11.5.3. Copy of Sales Tax Registration Certificate ***(Annexure-C).***

11.5.4. Copy of Professional Tax Challan ***(Annexure-D).***

11.5.5. Detailed specification of items ***(Annexure-E).***

11.5.6. Affidavit/Undertaking on Stamp Paper ***(Annexure-F).***

11.5.7. Bid Security CDR.

11.6. The Financial Part of the bidder shall also include the price break up of taxes/duties. All taxes/duties as applicable shall be responsibility of the bidders. It should be signed and stamped.

11.7. The cost quoted by the bidder shall be kept firm and unchanged for a period specified in the Bid/Tender Documents from the date of opening of the bids. The bidder shall keep the price firm/unchanged during the period of Contract including during the period of extension of time if any.

11.8. The Bid is liable for rejection if Financial Part contains conditional offer.

11.9. Mode of Submission of Bids

The Bid should be addressed to "Convener CPC, University of Rasul". The Bids must be submitted through the mode of E-PADS (e-Pak Acquisition & Disposal System) https://punjab.eprocure.gov.pk

12. Modification/Withdrawal of the Tender

12.1. The bidder shall be allowed to alter or modify his e-bid or proposal before the closing date 'for submission of the e-bid or proposal. No Bid may be modified after the deadline for submission of Bids through e-PADS.

12.2. The Tender, withdrawn after the deadline for submission of the Tender and prior to the expiration of the period of the Tender validity, shall result in forfeiture of the Bid Security.

13. Bid Opening

13.1. Technical Proposal Opening

The bids will be opened by the CPC of University of Rasul on the date and time as specified in the Tender Notice /Bid Data Sheet through online system of e-PADS. The bids will be opened in the presence of the bidders who choose to be present. A maximum of two representatives for each bidder would be allowed to attend the Bid Opening.

13.2. Suppression of facts and misleading information

13.2.1. During the bid evaluation , if any suppression or misrepresentation of information is brought to the notice of the CPC, the Committee shall have the right to reject the Bid and if it happens so after selection of the Bidder, the CPC may terminate the Contract or award of the Contract or further processing of the Bid as the case may be and that will be without any compensation to the Bidder and the Bid Security/Performance Guarantee, as the case may be, shall be forfeited.

13.2.2. It is the Bidder's responsibility to prove the Bidder's requisite qualification, experience and capacity to undertake the project to the entire satisfaction of the Purchase Committee failing which the Bid may be rejected.

14. Preliminary Examination

14.1. The Procuring Agency shall examine the bids to determine whether they are complete, whether any computational errors have been made, whether the required documents have been furnished and properly signed, and whether the bids are generally in order.

14.2. In the financial part the arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Bidders/Suppliers do not accept the correction of the errors, its bid shall be rejected. If there is a discrepancy between words and figures, the amount in words shall prevail.

15. Determination of Responsiveness of the Bid

15.1. The Procuring Agency shall determine the substantial responsiveness of the Tender to the Tender Document, prior to the Tender evaluation on the basis of the contents of the Tender itself without recourse to extrinsic evidence. A substantially responsive Bid is one which:

- **15.1.1.** meets eligibility criteria for the Bidder / the Goods / the Services;
- **15.1.2.** meets all the mandatory requirements of the evaluation criteria;
- **15.1.3.** meets the Technical Specifications for the Goods / the Services;
- **15.1.4.** meets the delivery period / point for the Goods / the Services;
- **15.1.5.** is accompanied by the required Bid Security;
- **15.1.6.** is otherwise complete and generally in order;
- **15.1.7.** Conforms to all terms and conditions of the Tender Document, without material deviation or reservation;
- **15.1.8.** which offers one Brand/Model/Make for each item (which does not contain any option);

15.2. A material deviation or reservation is one which affects the scope, quality or performance of the Goods or limits the Procuring Agency 's rights or the Bidder's obligations under the Contract.

15.3. The Tender determined as not substantially responsive shall not subsequently be made responsive by the Tenderer by correction or withdrawal of the material deviation or reservation. However, the Procuring Agency may waive off any minor non-conformity or inconsistency or informality or irregularity in the Tender.

16. Evaluation Criteria

Under PPRA Rules # 31, Bids will be evaluated on the basis of following criteria.

Qualification Criteria	Requirement
Sales Tax Registration Certificate	**Mandatory**
Income Tax Registration Certificate	**Mandatory**
Professional Tax Certificate (2024-25)	**Mandatory**
Conformance to the required specification of items given in Schedule of Requirement	**Mandatory**
Affidavit /Bidder's Undertaking on judicial stamp paper that the firm/company is not involved in any fraudulent practices and is not currently black listed under section-17A of PPRA Act, 2009 read with Rule-21 of PPR-14 etc.	**Mandatory**

The bidder must provide Verifiable documentary proof against all the mandatory requirement along with the evaluation criteria and no document will be received or considered after opening of the Bids through e-PADS.

The evaluation Committee may ask for physical Demonstration or samples of any item given in the Tender Document for confirmation of specifications if needed.

16.1. Financial part evaluation will be conducted under the Punjab Procurement Rules, 2014 amended up to date. The Price evaluation will include all duties, taxes, freight, carriage and expenses etc. In case of any exemption of duties and taxes made by the Government in favor of the Procuring Agency, the

contractor shall be bound to adjust the same in the Financial Proposal with documented proof.

16.2. Financial part will be evaluated on the basis of One person One Bid in terms of Rule 36A (PPRA Rules 2014). No serial # or item name will be changed in the financial proposal. The bidder will quote per unit rate with GST and Total amount with GST as per given serial number/item name in the bidding documents. The bidder will follow the bidding documents in letter and spirit.

17. Rejection and Acceptance of the Tender/Bid

17.1. The Procuring Agency shall have the right, to increase / decrease the quantity of any or all item(s), under PPRA Rules 2014 without any change in unit prices or other terms and conditions, accept a Tender, reject any or all tender(s), cancel / annul the Tendering process at any time prior to award of Contract, without assigning any reason or any obligation to inform the Tenderer of the grounds for the Procuring Agency 's action, and without thereby incurring any liability to the Tenderer and the decision of the Procuring Agency shall be final.

17.2. The Tender / bid shall be rejected if:

17.2.1. It is substantially non-responsive; or

17.2.2. The bidder does not meet any of the mandatory criteria mentioned in Clause No. 16; or

17.2.3. It does not contain the documentary proof against any of the mandatory criteria mentioned in Clause No. 16; or

17.2.4. The bid is incomplete, conditional, alternative, late; or

17.2.5. the bidder does not attach Bid Security in Shape of Demand Draft, Pay Order, CDR; or

17.2.6. the bid security is not attached or it is less than the required amount; or

17.2.7. the Bidder submits more than one Bids against one Tender; or

17.2.8. the Bidder tries to influence the Purchase Committee / Contract award; or

17.2.9. the Bidder engages in corrupt or fraudulent practices in competing for the Contract award; or

17.2.10. there is any discrepancy between bidding documents and bidder's proposal i.e. any non-conformity or inconsistency or informality or irregularity in the submitted bid; or

17.2.11. the Bidder submits any financial conditions as part of its bid which are not in conformity with tender document. No conditional offer will be accepted. Conditional offer can be rejected at any stage of the tender/process etc.

17.2.12. If the bidder not obey the process of e-PADS as per PPRA.

18. Contacting the Procuring Agency

18.1. No Bidder shall contact the Purchase Committee or Evaluation Committee of UOR on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded.

18.2. Any effort by a Bidder to influence the Procuring Agency in its decisions on bid evaluation, bid comparison, or Contract Award will disqualify the bidder and rejection of the bid. Canvassing by any Bidder at any stage of the Tender evaluation is strictly prohibited.

19. Announcement of Evaluation Reports

The Procuring Agency shall announce the results of bid evaluation in the form of a report giving justification for acceptance or rejection of bids at least ten days prior to the award of Contract. The report shall be made available on PPRA website and E- PADS (e-Pak Acquisition & Disposal System) and all the bidders shall be informed of this.

20. Award of Contract

The Tender will be awarded to the Lowest Evaluated Bidder in item wise who have been declared Qualified after completion of codal and legal formalities as per rule/law etc.

21. Letter Of Acceptance (LOA)

After acceptance of the Bids by the EC, Letter of Acceptance (LOA)/Letter of intent will be issued only to the Successful Bidder(s) through E-PADS (e-Pak Acquisition & Disposal System).

22. Payment of Performance Guarantee (PG)

22.1. The Successful Bidder(s) will be required to submit the Performance Guarantee equivalent to 10% of the value of the contract price. The PG should be paid by way of Cash Deposit Receipt (CDR) or Pay Order or Demand Draft. The PG can also be paid by way of Bank Guarantee (original issued by the authorized bank) with at least **twelve-month** in terms of PPRA Rules in favor of "**Treasurer University of Rasul**" as unconditional Guarantee.

22.2. The Performance Guarantee will be forfeited if the Successful Bidder withdraws the Bid during the period of Bid validity specified in the Bid Documents or if the Bidder(s) fails to sign the contract or complete the contractual obligations.

23. Refund of Bid Security (BS)

The Bid Security (BS) of the Successful Bidder may be adjusted towards Performance Guarantee payable by the firm. If the successful Bidder(s) submits Performance Guarantee for the stipulated value in full by way of Cash Deposit Receipt (CDR), Bank Draft or Bank Guarantee or Pay Order the BS will be refunded. The BS of the unsuccessful Bidder will be refunded on the written request of the Bidder. The Bid Security of the successful bidder shall be released upon his request provided the bidder submits the Performance Guarantee in the shape of Cash Deposit Receipt (CDR) or Bank Draft or Pay Order.

24. Issuance of Supply Order or Signing the Contract

22.1. The procuring agency shall issue Supply Order or sign a Contract with the Successful bidder who has submitted the Performance Guarantee.

22.2. The Successful Bidder will provide the **stamp paper of 0.25% of total order value** for issuance of Supply Order or Signing the Contract as per **THE STAMP ACT, 1899**.

22.3. The procuring agency may increase or decrease quantity in supply order subject to provision of budget in the relevant head in terms of PPRA Rules.

25. Redressal of grievances by the procuring agency

22.4. Any bidder feeling aggrieved by any act of the procuring agency after the submission of his bid may lodge a written complaint concerning his grievances not later than 10 days after the announcement of the bid evaluation report in terms of rule 67 of PPRA 2014 amended up to date.

22.5. The committee shall investigate and decide upon the complaint within fifteen days of the receipt of the complaint.

22.6. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

22.7. Any bidder not satisfied with the decision of the committee of the procuring agency may lodge an appeal in the relevant court of jurisdiction.

General Conditions of Contract / Supply Order

1. Delivery of Items

1.1. The Supplier will be responsible for **delivery of Items** for **PROCUREMENT OF SECURITY ITEMS** as per quoted specifications. In case of items which requires installation/fixation/demo; the Bidder will be responsible for installation/commissioning of items at **University of Rasul**.

1.2. Delivery Period will be **Thirty (30) days** counted ***after issuance of purchase order.***
Penalty on late delivery will be charged on daily basis as per penalty clause.

1.3. After the delivery of items, the Bidder must have the items inspected by the Expert/ evaluation Committee at the University of Rasul (UoR), Sarai Alamgir Road, Mandi Bahauddin. If the committee identifies any variance from the quoted specifications, the Bidder shall be obligated to amend or replace the items accordingly.

1.4. The supplier will bear all costs associated with the preparation, delivery, amendment, replacing and installation/commissioning of the Items and the Procuring Agency will in no case be responsible or liable for those costs. The supplier will make such arrangements to

1.5. ensure safe delivery of goods as per quoted specifications. Any damage sustained during

transportation / delivery will be rectified by the supplier at his cost.

1.6. The procuring agency may increase or decrease quantity in supply order subject to provision of budget in the relevant head.

2. Liquidated Damages

2.1. When the supplier fails to deliver or install the goods or both within the time period specified in the contract, the Purchase Committee may, without prejudice to any other remedy it may have under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to 0.05% of the price of the delayed goods per day of delay, maximum up to 10% of the price of total value of the contract.

2.2. The Successful Bidder will be responsible to provide the delivery, Delivery Challan and Bill within the delivery period in order to avoid Late Delivery Charges.

3. Inspection and Tests

3.1. The Expert Committee of UOR shall inspect and test the Goods supplied, the Services provided, under the Contract/Supply Order, to verify their conformity to the Technical Specifications; quoted in the tender.

3.2. Inspection will be done at University of Rasul.

3.3. Expert Committee may verify the authenticity of items.

3.4. After the inspection or test if the Expert Committee is of the opinion that items do not conform to the specification and the criteria mentioned above, the Inspection Committee may reject them, and the supplier shall either replace the rejected goods or replace or make all alterations necessary to meet the requirements of the quoted specifications free of cost to University of Rasul.

4. Release of Performance Guarantee (PG)

The Performance Guarantee will be refunded/released to the Successful Bidder(s) after one year completion of date of delivery challan and University will be hold the PG for one year or till the completion of warranty/guarantee etc.

5. Contract Amendment

5.1. The Procuring Agency may, at any time, by written notice served on the Contractor, alter, amend, omit, increase, decrease or otherwise change the nature, quality, quantity and scope, of all / any of the Goods / the Services / the Works, in whole or in part.

5.2. No variation in or modification in the Contract shall be made, except by written amendment signed by both the Procuring Agency and the Contractor.

6. Termination for Default

The Purchase Committee of UOR may, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the tenderer, terminate this Contract in whole or in part if:

6.1. the bidder fails to provide services within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring agency.

6.2. the successful bidder fails to deliver goods and services as per its technical specifications offered in the bid

6.3. the successful bidder fails to perform any other obligation(s) under the Contract.

6.4. the bidder, in the judgment of the Purchase Committee has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

7. Blacklisting

The University may, for a specified period, debar a bidder or contractor from participating in any public procurement process of the procuring agency, if the bidder or contractor has: (a) acted in a manner detrimental to the public interest or good practices; (b) consistently failed to perform his obligation under the contract; (c) not performed the contract up to the mark; or (d) indulged in any corrupt practice etc. with due process of law under section 17A of PPRA Act, 2009 read with Rule 21 of PPRA 2014 amended up to date.

8. Force Majeure

Majeure means an act of nature or a situation or an event beyond the control of the Supplier and not involving the Supplier's fault or negligence directly or indirectly purporting to mis- planning, mismanagement and /or lack of ore sight to handle the situation. Such events may include but are not restricted to acts of the Procuring Agency in its sovereign capacity, wars or evolutions, fires, floods, earthquakes, strikes, epidemics, quarantine restrictions, bans and freight embargoes. If a Force Majeure situation arises, the Suppliers shall promptly notify the Procuring Agency in writing with sufficient and valid evidence of such condition and the Expert Committee of UOR, shall examine the pros and cons of the case and all reasonable alternative means for completion of purchase order under the Contract and shall submit its recommendations to the competent authority. However, unless otherwise directed by the Procuring Agency in writing, the Supplier shall continue toper form its obligations under the Contract as far as is reasonably practical and shall seek reasonable alternative means for performance not prevented by the Force Majeure event.

9. Termination for Insolvency

The Procuring Agency may at any time terminate the Contract by giving written notice of 30 days' time to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination shall be without compensation to the Supplier, provided that such termination shall not prejudice or affect any right of action or remedy which has accrued or shall accrue thereafter to the Parties.

10. Forfeiture of Performance Security

10.1. If the Contractor fails / delays in performance of any of the obligations, under the Contract / violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract / Letter of Acceptance, the Procuring Agency may, without prejudice to any other right of action / remedy it may have, forfeit Performance Security of the Contractor.

10.2. Failure to supply required items/services within the specified time period will invoke penalty as recommended by the expert committee as per prescribed terms.

11. Payment

100% payment will be made after withholding applicable taxes by UOR to the Successful Bidder after delivery and installation of goods and on receipt of the following documents:

i. Triplicate Original Delivery Challan.
ii. Triplicate Original Bill/Invoice.
iii. Triplicate General Sales Tax Invoice
iv. Inspection/Satisfactory/Completion report (If applicable).
v. Warranty/Guarantee cards (if any).

12. Warranty

12.1. Warranty of Equipment, Apparatus and instrument/item shall be one year or more as manufacturer provided.

12.2. The Supplier shall confirm that the goods supplied under this contract are new and unused. The Supplier shall further warrant that all goods supplied under this contract shall have no defect arising from design materials or workmanship or from any act or omission of the supplier that may arise under the normal use of the supplied goods in the conditions prevailing in the University.

12.3. The Purchase Committee shall notify the supplier in writing of any claim arising under the warranty. Upon receipt of such notice, the supplier shall repair or replace the defective goods or parts within **15 days**, inclusive of, where applicable, the cost of inland delivery of the repaired or replaced goods or parts from the port of entry to the final destination and their installation.

Specifications and schedule of requirements (Within 30 days from issuance of supply order)

S#	Item Name	Specifications and Picture	Qty	Unit
3	**Concrete Barriers (Outer Layer)**	• Reinforced concrete construction • Weight: 250–300 kg each • Length: 4 ft per piece • Height: 1–1.2 meters (approx.) • Reflective tape for night visibility • Weather & impact- resistant. • Supplier to handle shifting and placement during installation	12	Nos.
4	**Movable Iron Barriers (Outer Layer)**	• Heavy-gauge iron construction (hot-dip galvanized under powder coating powder-coated) • Integrated wheels for mobility and quick deployment • Length per barrier: 4 ft • Height: 1–1.2 meters (approx.) • Equipped with reflective tape for night visibility • Weather-resistant and suitable for outdoor usage • Impact-resistant welded structure • Detachable locking mechanism to maintain zig-zag formation • Easily movable by 1–2 security personnel • Wheel locking mechanism must be provided.	12	Nos.
5	**Plastic Road Barriers (Inner Layer)**	• High-density polyethylene (HDPE) with minimum 6 mm wall thickness • Water / sand fillable • Must include waterproof caps for filling point • UV-resistant for outdoor placement • Color: Red/Yellow with reflective strips • Height: 1m approx.	20	Nos.

Note: Package Bidding is allowed only. If the delivered items are not match with the specifications, the delivery shall be rejected. Bids will be evaluated on the basis of One person One Bid in terms of Rule 36A (PPRA Rules 2014). No serial # or item name will be changed in the financial part. The bidder will quote per unit rate with GST and Total amount with GST as per given serial number/item name in the bidding documents and final contract will be awarded as per complete package to the lowest bidder after completion of codal formalities through e-PADS. The bidder will follow the bidding documents in true letter and spirit.

Signature of bidder with official stamp
Dated:

Annexure- A Bid/ Proposal Covering Letter

To

The Convener (CPC)
University of Rasul, Mandi Bahauddin.

Dear Sir,

We are hereby submitting our Proposal, which includes the Technical Part and the Financial Part uploaded on EPADS. We have attached the **Technical Bid Form**, **Check List, Detailed Specifications** and the required **supporting documents** along with our Technical Bid. We have attached the Bid Security of amount Rs. _____ /- (In Words) having CDR, Demand Draft, Pay Order No. along with our Technical Bid.

Yours sincerely,

Authorized Signature

(In full and initials)

Name and Designation of Signatory Name of Firm Address

Annexure- B Check List

The bidder must attach this list/documents along with the Bid

1.1 SUBMISSION AND ARRANGEMENT OF SUPPORTING DOCUMENTS WITH THE TECHICAL BID THROUGH E-PADS.

The Bidder must provide all the Supporting Documents, number all the pages of supporting documents, provide the page information and arrange the documents in the following order:

Enclosures of Bid/ Proposal		**Attached YES/NO**	**Page#**
1	**Covering Letter**		
2	Copy of **Income Tax Registration Certificate**		
3	Copy of **Sales Tax Registration Certificate**		
4	Copy of **Professional Tax Challan**		
5	**Affidavit/Undertaking** on the Stamp Paper		
6	Specifications of quoted items on the Letter Head of the bidder with signs/stamp		
7	Three Supply Orders for supply of relevant items received in the past		
8	The specified **catalogues / brochures** of items quoted by the bidder (where applicable)		
	Financial Part Form duly filled, signed and stamped by the bidder		
	Price Schedule Form duly filled, signed and stamped by the bidder		
	Copy of Bid Security in shape of Bank Draft, Pay Order or CDR.		
Note: All the above documents and any other supporting document must be numbered and page number must be mentioned in the column specified for the purpose.			
Total Number of pages attached with the Technical Bid		**_____Pages**	
9	**Tender Document** duly signed and stamped each page by the bidder must be attached at the end of the Technical Bid but numbering is not required for this document.		

Signature of bidder with official stamp
Dated:

Annexure- C Bid Form

A) Profile of the Bidder:

S#	Particulars	BIDDER
1	Name of the Company	
2	Year of Incorporation	
3	**Registered Office**	
	Address	
	Office Telephone Number	
	Fax Number	
4	**Contact Person**	
	Name of Authorized Representative	
	Personal Telephone Number	
	Email Address	
5	**Registration Detail**	
	NTN Registration Number	
	GST Registration Number	

B) **Bid Security**

S#	Particulars	Please Furnish Details
1	Name of the Bank	
2	Instrument Number and Date	
3	Name of Instrument i.e CDR, Pay Order/Bank Draft etc….	
4	Amount	

We have attached the Bid Security of amount Rs. _____ /- (In Words) having CDR, Demand Draft, Pay Order No. along with our Technical Bid.

Signature of bidder with official stamp
Dated:

Annexure- D AFFIDAVIT/BIDDER'S UNDERTAKING ON THE STAMP PAPER

[To be printed on PKR 300 Stamp Paper, duly attested by oath commissioner. Submitted to PA before closing time]

Ref: **Tender No. UOR/DP/2025-26/07 PROCUREMENT OF SECURITY ITEMS**

Name: _____
(Applicant)

I, the undersigned, do hereby certify that all the statements made in the Bidding document and in the supporting documents are true, correct and valid to the best of my knowledge and belief and may be verified by employer if the procuring agency, at any time, deems it necessary.

The undersigned hereby authorize and request the bank, person, company or corporation to furnish any additional information requested by the University of Rasul of the Punjab deemed necessary to verify this statement regarding my (our) competence and general reputation.

The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the University of Rasul. The undersigned further affirms on behalf of the firm that:

(i) The firm is not currently blacklisted by the Procuring Agency.

(ii) The documents/photocopies provided with Bid are authentic. In case, any fake/bogus document was found at any stage, the firm shall be blacklisted as per Law/ Rules.

(iii) Affidavit for correctness of information.

(iv) We undertake that in case our bid accepted the goods to be supplied under the contract agreement will be genuine, brand new, non-refurbished, un-altered in any way, as per required specification, imported (if any) through proper channel.

(v) We have read all terms & conditions and undertake to abide by all Terms & Conditions mentioned in this bidding document.

(vi) We also hereby categorically confirm that the proposal / bid offered by us complies to particulars and specification as given in the Bidding Documents.

[Name of the Contractor/ Bidder/ Supplier] undertakes to treat all information provided as confidential.

Signed by an authorized Officer of the company
Name of Officer: _____
Title of Officer: _____
Name of Company: _____
Date: _____

Signature of bidder with official stamp
Dated:

Annexure- E Financial Part Form

(to be attached with bid)

To

The Convener (CPC)
University of Rasul, Mandi Bahauddin.

Dear Sir,

With Reference to your Tender No. UOR/DP/2025-26/07 of **PROCUREMENT OF SECURITY ITEMS** Please find attached our Financial Part for the sum of Rs. (insert amount in words and figures). This amount is inclusive of all taxes.

We have attached the copy of Bid Security of amount Rs. _____/- (In Words) having CDR, Demand Draft, Pay Order No. along with our Financial Bid.

Yours sincerely,

Authorized Signature &Stamp

Annexure- F Price Schedule

[To be signed & stamped by the Bidder and reproduced on the letter head. To be uploaded with the Bid, in case of Single Stage One Envelope Procedure and with the Technical Bid, in case of Single Stage Two Envelope Procedure]

To,
Convener, Procurement Committee,
University of Rasul Mandi Bahauddin.

Having examined the bidding documents the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply the following items in conformity with the below mentioned prices at _____.

PROCUREMENT OF SECURITY ITEMS

S#	Item Name	Specifications	Qty	Unit	Rate including GST (Rs.)	Amount including GST (Rs.)
1	Concrete Barriers (Outer Layer)		12	Nos.		
2	Movable Iron Barriers (Outer Layer)		112	Nos.		
3	Plastic Road Barriers (Inner Layer)		20	Nos.		
					Total=	

Amount of Grand total in Words: (_____)

We understand that the Procuring Agency intends to award the contract to the lowest evaluated bidder. We will not claim any additional cost in respect of aforesaid goods due to any price variations till the expiry of warranty period. We undertake, to complete the work / supply within the given time period in case we are declared lowest evaluated bidder.

Note: All applicable taxes at the time of payment will be deducted. Change in the rate of tax announced by the Govt. from time to time will be applicable for the purpose of deduction of tax.

Note:

In case of difference between unit price and total price, unit price shall prevail and total price shall be "final". *(Please refer ITB clause 2.5.6).*

In case of difference between amount in "words" and amount in "figures", amount in "words" shall be considered final.

Stamp & Signature of Bidder _____

Name: _____

Designation: _____

Date: _____

Annexure- G Contract Agreement Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be provided with contract documents]

THIS AGREEMENT made the _____ day of _____ 20_____ between *[name of Procuring Agency]* (hereinafter called "the Procuring Agency") of the one part and *[name of Supplier]* of (hereinafter called "the Supplier") of the other part:

WHEREAS the Procuring Agency invited bids for certain goods and ancillary services, viz., **Tender No.** UOR/DP/2025-26/07**,** PROCUREMENT OF SECURITY ITEMS**.** and has accepted a bid by the Supplier for the supply of those goods and services in the sum of *[contract price in words and figures]* (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSES AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:

(a) the Form of Bid and the Price Schedule submitted by the Bidder;
(b) Schedule of Requirements;
(c) the Technical Specifications;
(d) the General Conditions of Contract;
(e) the Special Conditions of Contract; and
(f) the Procuring Agency's Notification of Award/ Letter of Intent.
(g) Contract agreement
(h) Complete Bidding Document
(i) Performance Guarantee
(j) Letter of Acceptance

3. In consideration of the payments to be made by the Procuring Agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring Agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Procuring Agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.
5. All disputes or differences between the parties in connections with or arising out of this agreement shall be settled through arbitration in accordance with the provisions of Punjab Procurement Rules 2014.The arbitration should be made through mutually agreed single arbitrator under Arbitration Act 1940.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year mentioned above.

Procuring Agency	**Supplier / Contractor**
Signature: _____ Name: _____ Designation: _____ CNIC #: _____ Date: _____	Signature: _____ Name: _____ Designation: _____ CNIC #: _____ Date: _____
Witness 1	**Witness 2**
Signature: _____ Name: _____ CNIC #: _____ Date: _____	Signature: _____ Name: _____ CNIC #: _____ Date: _____