

Tender Document No.: 122022024-1

**PROCUREMENT OF FURNITURE & FIXTURES AND RENOVATION SERVICES
INCLUDING SUPPLY AND INSTALLATION OF ELECTRICAL & IT EQUIPMENT
AT e-EARN INNOVATION-HUB BUILDING,
CHAMAN ZAR ROAD RAWALPINDI**

EGOV - 09



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Section-I: Invitation to Bids

BIDDING DOCUMENTS FOR THE PROCUREMENT OF FURNITURE & FIXTURES AND RENOVATION SERVICES INCLUDING SUPPLY AND INSTALLATION OF ELECTRICAL & IT EQUIPMENT AT e-EARN INNOVATION-HUB BUILDING, CHAMAN ZAR ROAD RAWALPINDI (EGOV – 09)

1. E-Bids on Lot basis are invited for PROCUREMENT OF FURNITURE & FIXTURES AND RENOVATION SERVICES INCLUDING SUPPLY AND INSTALLATION OF ELECTRICAL & IT EQUIPMENT AT e-EARN INNOVATION-HUB BUILDING, CHAMAN ZAR ROAD RAWALPINDI (EGOV – 09) from Bidders i.e., firms/companies/sole proprietor/ general order Service Providers/ (JVs, if applicable) etc. engaged in trading, registered with relevant Registration Authorities and Tax Departments/ Authorities (Income Tax, Sales Tax & Punjab Sales Tax etc.). The bidders should submit bids against each Lot separately, as contracts will be awarded separately for each Lot. The e-Bids shall be received as per single stage two envelope procedures.

Lot No.	Description	Estimated Cost	Site Location QR	Bid Security (Fixed)
1	FURNITURE & FIXTURES FOR e-EARN INNOVATION - HUB BUILDING, RAWALPINDI	44,500,000		890,000
2	RENOVATION SERVICES INCLUDING ELECTRICAL, IT EQUIPMENT SUPPLY, INSTALLATION & CIVIL WORKS AT e-EARN INNOVATION-HUB BUILDING, RAWALPINDI	45,500,000		910,000

2. All e-Bids must be accompanied by a Bid Security of the estimated price, as mentioned in the Table above, in the name of “Punjab Information Technology Board “and in the form of CDR/Bank Guarantee / Demand Draft / Pay Order. Late e-Bids shall be rejected.
3. The complete E-bids must be submitted online on e-Procurement System (EPADS) website i.e., <https://punjab.eprocure.gov.pk> as per the following schedule:

Site Visit Date & Time	27 February, 2024 (10:00 AM to 16:00 PM)
Pre-Bid Meeting Date, Time & Place	29 February, 2024 @ 11:00 AM 13 th Floor, Arfa Software Technology Park (ASTP), 346-B, Ferozpur Road, Lahore.
e-Bid Submission Date & Time	11th March, 2024 @ 12:00 PM
e-Bid Opening Date & Time	11th March, 2024 @ 12:30 PM

4. Original Bid Security Instrument must be submitted in an envelope clearly marked with the Bidding Document Number and Title, before the E-bid Submission deadline at:

Procurement Office
13th Floor, Arfa Software Technology Park (ASTP), 346-B, Ferozpur Road, Lahore.




حکومت پنجاب

پنجاب پروکیورمنٹ ریگولیشن اتھارٹی
فری رجسٹریشن پیپرا ای پروکیورمنٹ سسٹم

پبلک نوٹس

ای پروکیورمنٹ سسٹم میں مفت اندراج

پنجاب PPRA نے پروکیورمنٹ کے عمل کو مکمل طور پر منظم کرنے کیلئے ایک جامع سافٹ ویئر تیار کیا ہے جسے (EPADS) ای پاک ایکویزیشن ڈسپوزل سسٹم کہا جاتا ہے۔ اس نظام کے تحت منصوبہ بندی سے لے کر معاہدہ کے اختتام تک کے عمل کو احسن طریقے سے مکمل کیا جاسکتا ہے۔ یہ سافٹ ویئر پنجاب میں بہت جلد لاگو کر دیا جائے گا۔ اس نظام میں شمولیت اختیار کرنے کیلئے تمام بڈرز، وینڈرز، سپلائرز، انفرادی کنسلٹنٹ، فرمز کو مطلع کیا جاتا ہے کہ وہ اپنی رجسٹریشن کے عمل کو دیے گئے لنک (www.punjab.eprocure.gov.pk) پر مکمل کریں۔ رجسٹریشن کے مراحل کے بارے میں معلومات کے لیے پیپرا پنجاب کی ویب سائٹ (ppra.punjab.gov.pk/e-procurement) اور یوٹیوب چینل (http://tiny.cc/punjabppra) سے رہنمائی حاصل کریں۔ رجسٹریشن کے دوران دشواری کی صورت میں پیرتا جمعہ 10:00am سے 04:00pm تک درج ذیل ای میل ایڈریس اور نمبرز پر رابطہ کیا جاسکتا ہے۔

ای میل: info.eprocurement@pitb.gov.pk
 رابطہ نمبر: 0300-5970303، 051-9205728، 042-99202491
 پنجاب پروکیورمنٹ ریگولیشن اتھارٹی، 304-T قمر ڈھلورا الفلاح بلڈنگ دی مال روڈ لاہور۔

5. Bidding Documents are immediately available after date of publication. Punjab Information Technology Board will not be responsible for any cost or expense incurred by Bidders in connection with the preparation or delivery of e-Bid. In case of official holiday on the day of submission, next day will be treated as closing date. The Bidding document carrying all details can also be downloaded from Punjab Information Technology Board's website <https://pitb.gov.pk/tendernotices>, and website of Punjab Procurement Regulatory Authority <http://ppra.punjab.gov.pk>.

Section-II: Instructions to Bidders (ITB)

Note: - All the procurement procedures shall be conducted in accordance with Punjab Procurement Authority Act-2009 and Punjab Procurement Rules-2014. In case of any conflict between the provision of this document and PPRA Act-2009/ PPRA Rules-2014, the later shall prevail.

2.1. Introduction

- 2.1.1 Scope of Bid**
- i) The Procuring Agency (PA), as indicated in the Bid Data Sheet (BDS) invites Bids for the provision of PROCUREMENT OF FURNITURE & FIXTURES AND RENOVATION SERVICES INCLUDING SUPPLY AND INSTALLATION OF ELECTRICAL & IT EQUIPMENT AT e-EARN INNOVATION-HUB BUILDING, CHAMAN ZAR ROAD RAWALPINDI, as specified in the Section-IV Bid Data Sheet (BDS) and Section VII- Schedule of Requirements. The successful Bidders will be expected to provide the services for the specified period and timeline(s) as stated in the BDS.
- 2.1.2 Source of Funds**
- i) The Procuring Agency named in the Bid Data Sheet has received budget from the Government of Punjab. The Procuring Agency intends to apply the provided funds/ a portion of this budget to make eligible payments under the contract for which the Invitation to bids has been issued.
- 2.1.3 Eligible Bidders**
- i) The Invitation to Bids is open to all suppliers i.e., **association of firms/companies/sole proprietor/ general order suppliers / (JV, if applicable)**, registered with relevant Registration Authorities and Tax Departments/ Authorities (Income Tax, Sales Tax & Punjab Sales Tax etc.), and registered on e-Procurement System (EPADS), except as provided hereinafter.
 - ii) Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consultancy services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods/services to be purchased under this Invitation to Bids (if applicable).
 - iii) Government-owned enterprises may participate only if they are duly/legally authorized in this regard by the respective/relevant competent forum/authority.

- iv) Bidders shall not be under a declaration of blacklisting by Procuring Agency or by Punjab Procurement Regulatory Authority (PPRA).
- v) In the case of a joint venture, consortium, or association, all members shall be jointly and severally liable for the execution of the Contract in accordance with the terms and conditions of the Contract. The joint venture, consortium, or association shall nominate a Lead Member as nominated in the BDS, who shall have the authority to conduct all business for and on behalf of any and all the members of the joint venture, consortium, or association during the Bidding process, and in case of award of contract, during the execution of contract.

[It is upon procuring agency to decide the participation of Bidders in J.V mode. The limit on the number of members of JV or Consortium or Association and extent of their role shall be prescribed in BDS, in accordance with the guidelines issued by the PPRA].

- vi) The appointment of Lead Member in the joint venture, consortium, or association shall be confirmed by submission of a valid JV or Consortium agreement to the Procuring Agency.
- vii) Any agreement that forms a joint venture, consortium or association shall be required to be submitted as part of the e-Bid and shall be attested.
- viii) Any e-Bid submitted by the joint venture, consortium or association shall indicate the part of proposed contract to be performed by each party and each party shall be evaluated or post qualified with respect to its contribution only and the responsibilities of each party and shall not be substantially altered without prior written approval of the Procuring Agency and in line with any instructions issued by the Authority.
- ix) The invitation for Bids is open to all prospective bidder/service provider subject to any provisions or licensing/regulatory requirements issued by the respective national/ provincial professional statutory body established for that particular trade or business as mentioned in bid data sheet.
- x) A Bidder shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be disqualified. A Bidder may be considered to have a conflict of interest with one or more parties in this Bidding process, if they:

- a) are associated or have been associated in the past, directly or indirectly with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consulting services for the preparation of the design, specifications and other documents to be used for the procurement of the services to be purchased under this Invitation for Bids.
 - b) have controlling shareholders in common; or
 - c) receive or have received any direct or indirect subsidy from any of them; or
 - d) have the same legal representative for purposes of this e-Bid; or
 - e) have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the Procuring Agency regarding this Bidding process; or
- xi) A Bidder may be ineligible if –
- (a) the Bidder is declared bankrupt or, in the case of company or firm, insolvent;
 - (b) payments in favor of the Bidder is suspended in accordance with the judgment of a court of law other than a judgment declaring bankruptcy and resulting, in accordance with the national laws, in the total or partial loss of the right to administer and dispose of its property;
 - (c) Legal proceedings are established against such Bidder involving an order suspending payments and which may result, in accordance with the national laws, in a declaration of bankruptcy or in any other situation entailing the total or partial loss of the right to administer and dispose of the property;
 - (d) the Bidder is convicted, by a final judgment, of any offence involving professional conduct;
 - (e) The Bidder is debarred and blacklisted due to involvement in corrupt and fraudulent practices in accordance with the provision of section 17A of PPRA Act, 2009 and Rule-21, read with Schedule appended with, Punjab Procurement Rules, 2014.
 - (f) The Bidder is debarred and blacklisted in general (i.e. to the extent of all public procurement) due to consistent

performance failure in accordance with the section 17A of PPRA Act, 2009 and Rule-21, read with Schedule appended with, Punjab Procurement Rules, 2014.

(g) The firm, Service Provider and contractor is blacklisted/ debarred by any international organization.

- xii) Bidders shall provide to the Procuring Agency evidence of their eligibility, proof of compliance with the necessary legal requirements to carry out the contract effectively.
- xiii) Bidders shall provide such evidence of their continued eligibility satisfactory to the Procuring Agency, as the Procuring Agency shall reasonably request.
- xiv) Bidders shall submit proposals relating to the nature, conditions and modalities of sub-contracting wherever the sub-contracting of any elements of the contract amounting to more than ten percent of the Bid price is envisaged.

2.1.4. Eligible Goods and Services

- i) All goods and related services to be supplied under the Contract shall have their origin in eligible source countries, defined in the *Bid Data Sheet (BDS/Technical Specification)*, and all expenditures made under the contract will be limited to such goods and related services.
- ii) For purposes of this clause, “origin” means the place where the goods are mined, grown, or produced, or the place from which the related services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially-recognized product is obtained that is substantially different in basic characteristics or in purpose or utility from its components.
- iii) The origin of goods and services is distinct from the nationality of the Bidder. *In any case, the requirements of Rules 10 & 26 of PPR-14, shall be followed.*

2.1.5. Cost of Bidding

- i) The Bidder shall bear all costs associated with the preparation and submission of its e-Bid, and the Procuring Agency named in the Bid Data Sheet, hereinafter referred to as “the Procuring Agency,” will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Bidding process-

2.1.6. One person one bid

- i) As per Rule 36A of Punjab Procurement Rules 2014, a Bidder shall submit only one Bid in the same bidding process, either

individually as a Bidder or as a member in a joint venture or any similar arrangement.

- ii) No Bidder can be a sub-contractor while submitting a Bid individually or as a member of a joint venture in the same Bidding process.
- iii) A Bidder, if acting in the capacity of sub-contractor in any Bid, shall not submit bid for the same.

2.1.7. Work Plan/Deputation Plan

- i) The Bidder shall be responsible for the provision of bids as per work plan/deputation plan formulated by the procuring agency and procuring agency may also, from time to time amend the same as per its requirement.

2.2. The Bidding Documents

2.2.1. Content of Bidding Documents

- i) The goods/services required, Bidding procedures, and contract terms are prescribed in the Bidding documents. The Bidding documents, inter alia, include:
 - (a) Invitation to Bids
 - (b) Instructions to Bidders (ITB)
 - (c) Technical Specifications
 - (d) Bid Data Sheet
 - (e) General Conditions of Contract (GCC)
 - (f) Special Conditions of Contract (SCC)
 - (g) Schedule of Requirements
 - (h) Bid Form
 - (i) Bidder Profile Form
 - (j) General Information Form
 - (k) Affidavit
 - (l) Bid Security Form
 - (m) Technical Bid Form
 - (n) Contract Form

- (o) Financial Bid Form / Price Schedule
 - (p) Performance Guarantee Form
 - (q) Check List
- ii) The Bidder is required to examine all instructions, forms, terms, and specifications in the Bidding documents. Failure to furnish all information as required by the Bidding documents or to submit a Bid not substantially responsive to the Bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its Bid.
 - iii) In case of discrepancies between the Invitation to Bid and the Bidding Documents listed in **ITB 2.2.1 (i)** above, the said Bidding Documents, not in conflict with any provision of PPR-14, will take precedence.
 - iv) The Procuring Agency is not responsible for the completeness of the Bidding Documents and their addenda, if they were not obtained directly from the Procuring Agency or from its website or website of PPRA. Re-confirming from the Procuring Agency that all pages / contents have been properly and clearly received is the prime responsibility of the Bidder.

2.2.2. Clarification of Bidding Documents

- i) A prospective Bidder requiring any clarification of the Bidding documents may notify the Procuring Agency in writing or by email at the Procuring Agency's address indicated in Invitation to Bid/ Tender Notice/ Advertisement or on the e-Procurement System (EPADS). The Procuring Agency will respond in writing to any request for clarification of the Bidding documents which it receives no later than seven (7) days prior to the deadline for the submission of Bids prescribed in the Bid Data Sheet. The Procuring Agency's response (including an explanation of the query but without identifying) will be uploaded on the e-Procurement System (EPADS) for clarity of bidders.
- ii) A prospective Bidder requiring any clarification of the Bidding Documents may notify the Procuring Agency through e-Procurement System (EPADS).
- iii) The Procuring Agency will within three (3) working days after receiving the request for clarification, respond in writing or in electronic form to any request for clarification provided that such request is received not later than seven (7) days prior to the deadline for the submission of Bids. As prescribed in ITB 2.2.2 (i), above. However, this clause shall not apply in case of alternate methods of Procurement.

- iv) Copies of the Procuring Agency's response will be uploaded on the e-Procurement System (EPADS), including a description of the inquiry, but without identifying its source.
- v) Should the Procuring Agency deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under ITB 2.2.3.
- vi) If indicated in the BDS, the Bidder's designated representative is invited at the Bidder's cost to attend a pre-Bid meeting at the place, date and time mentioned in the BDS. During this pre-Bid meeting, prospective Bidders may request clarification of the schedule of requirement, the Evaluation Criteria or any other aspects of the Bidding Documents.
- vii) Minutes of the pre-Bid meeting, if applicable, including the text of the questions asked by Bidders, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly to all prospective Bidders by uploading same on the e-Procurement System (EPADS). Any modification to the Bidding Documents that may become necessary as a result of the pre-Bid meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to ITB 2.2.3. Non-attendance at the pre-Bid meeting will not be a cause for disqualification of a Bidder.

2.2.3. Amendment of Bidding Documents

- i) At any time prior to the deadline for submission of Bids, but not later than three (3) days before the closing date of the submission of Bid, the Procuring Agency, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the Bidding documents by amendment. Any such change/amendment in the Bidding documents shall be provided in a timely manner, through e-Procurement System (EPADS), not later than three (3) days, and on equal opportunity basis as per Rule-25(3) OR Rule 25(4) of PPR-14 as the case may be.
- ii) Before the deadline for submission of Bids, the Procuring Agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder or pre-Bid meeting may modify the Bidding Documents by issuing addenda.
- iii) Any addendum issued including the notice of any extension of the deadline shall be part of the Bidding Documents and shall be communicated in writing or in any identified electronic

form, e.g. email that secures record of the content of subject communication.

- iv) In order to allow prospective Bidders reasonable time in which to take an addendum into account in preparing their Bids, the Procuring Agency, at its discretion, may extend the deadline for the submission of Bids, as per rule 29 of PPR-14, in the manner similar to the original advertisements, so as to avoid any inconvenience and to doubly ensure level playing field for all prospective bidders.

2.3. Preparation of Bids

2.3.1. Language of Bid

- i) The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the Procuring Agency shall be written in the language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Bidder may be in same language.

2.3.2. Bid Form

- i) The Bidder shall complete the Bid Form lot-wise and the appropriate Price Schedule (Financial Bid) furnished in the Bidding documents, indicating the goods to be supplied, a brief description of the goods/services, their country of origin, quantity, and prices.

2.3.3. Bid Prices

- i) The Bidder shall indicate on form 8.10 the unit prices (where applicable) and total Bid price of the goods it proposes to supply under the contract.
- ii) Prices indicated on the Price Schedule shall be **item wise and lot wise.**
- iii) The Bidder's separation of price components in accordance with ITB Clause 2.3.4(i) above will be solely for the purpose of facilitating the comparison of Bids by the Procuring Agency and will not in any way limit the Procuring Agency's right to contract on any of the terms offered.
- iv) Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. A e-Bid submitted with an adjustable price quotation will be treated as non-responsive and may be rejected.

2.3.4. Bid Currencies

- i) Prices shall be quoted in **Pak Rupees** unless otherwise specified in the Bid Data Sheet.

- ii) The Bidders must adhere to the minimum wage rate (notified by Labour & Human Resource Department) and all applicable taxes (imposed by FBR/PRA/any other government organization) while preparing financial bid.

2.3.5. Documents Establishing Bidder's Eligibility and Qualification

- i) Pursuant to ITB Clause 2.1.3, the Bidder shall furnish, as part of its e-Bid, documents establishing the Bidder's eligibility to Bid and its qualifications to perform the contract if its e-Bid is accepted.
- ii) The documentary evidence of the Bidder's eligibility to Bid shall establish to the Procuring Agency's satisfaction that the Bidder, at the time of submission of its e-Bid, is eligible as defined under ITB Clause 2.1.3.
- iii) The documentary evidence, of the Bidder's qualifications to perform the contract if its e-Bid is accepted, shall establish to the Procuring Agency's satisfaction:
 - (a) that, in the case of a Bidder offering to supply goods under the contract which the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the goods' Manufacturer [*Manufacturer's Authorization form No. 8.3*] or producer to supply the same in Pakistan
 - (b) that the Bidder has the financial, technical capability necessary to perform the contract;
 - (c) that, in the case of a Bidder not doing business within Pakistan, the Bidder is or will be (if awarded the contract) represented by an Agent in that country equipped, and able to carry out the Supplier's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications; and
 - (d) That the Bidder meets the qualification criteria listed in the Bid Data Sheet.

2.3.6. Documents Establishing Goods' Eligibility and Conformity to Bidding Documents

- i) Pursuant to ITB Clause 2.1.4, the Bidder shall furnish, as part of its E-bid, documents establishing the eligibility and conformity to the Bidding documents of all goods and related services which the Bidder proposes to supply under the contract.
- ii) The documentary evidence of the eligibility of the goods and services shall consist of a statement in the Price Schedule/Financial Bid Form of the country of origin of the goods and services offered which shall be confirmed by a Certificate of Origin issued at the time of shipment.

- iii) The documentary evidence of conformity of the goods and services to the Bidding documents may be in the form of literature, drawings, data and shall consist of:
 - (a) a detailed description of the essential technical and performance characteristics of the goods;
 - (b) a list giving full particulars, including available sources and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods for a period to be specified in the Bid Data Sheet, following commencement of the use of the goods by the Procuring Agency; and
 - (c) an item-by-item commentary on the Procuring Agency's Technical Specifications demonstrating responsiveness of the goods and services to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications.

- iv) For purposes of the commentary to be furnished, the Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Procuring Agency in its Technical Specifications, are intended to be descriptive only and not restrictive.

- v) Where a sample(s) is required by a procuring agency, the sample shall be:
 - (a) submitted as part of the E-bid, in the quantities, dimensions and other details requested in the BDS;
 - (b) carriage paid;
 - (c) received on, or before, the closing time and date for the submission of E-bids; and
 - (d) Evaluated to determine compliance with all characteristics listed in the BDS.

{However, the procuring agency may also opt to ask for samples after submission of technical bids (where required)}

- vi) The Procuring Agency may retain the sample(s) of the successful Bidder till the successful delivery of the goods. A Procuring Agency may reject the E-bid if the sample(s)-
 - (a) do(es) not conform to all characteristics prescribed in the bidding documents; and
 - (b) is/are not submitted within the specified time clearly mentioned in the Bid Data Sheet.

- vii) Where it is not possible to avoid using a propriety article as a sample, a Bidder shall make it clear that the propriety article is displayed only as an example of the type or quality of the

goods being Bided for, and that competition shall not thereby be limited to the extent of that article only.

- viii) Samples made up from materials supplied by a Procuring Agency shall not be returned to a Bidder nor shall a Procuring Agency be liable for the cost of making them.
- ix) All samples produced from materials belonging to an unsuccessful Bidder may be kept by the Procuring Agency till **thirty (30) days** from the date of award of contract or exhaust of all the grievance forums (including those pending at Authority's Level or in some Court of Law).
- x) Pursuant to the requirements as indicated in ITB 2.3.6, the Bidder shall furnish, as part of its E-bid, all those documents establishing the eligibility in conformity to the terms and conditions specified in the Bidding Documents for all goods and related services which the Bidder proposes to deliver.
- xi) The Bidder shall also furnish a list giving full particulars, including available sources and current prices of goods, spare parts, special tools, etc., necessary for the proper and continuing functioning of the Goods during the period specified in the BDS following commencement of the use of the goods by the Procuring Agency.
- xii) The required documents and other accompanying documents must be in English. In case any other language than English is used the pertinent translation attested by the embassy in country of manufacturer into English shall be attached to the original version.

2.3.7. Bid Security

- i) The Bidder shall furnish, as part of its e-Bid, a Bid security in the amount specified in the Bid Data Sheet.
- ii) The Bid security is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture Pursuant to ITB Clause 2.3.7. (vii).
- iii) The Bid security shall be in Pakistan Rupees and shall be in one of the following forms:
 - (a) Bank Guarantee, Bank call-deposit (CDR), Demand Draft (DD), Pay Order (PO) or Banker's cheque valid for**
 - Thirty (30) Days, beyond the validity of Bid, or until furnishing of the Performance Security, whichever is later.**
- iv) Any Bid not secured in accordance with ITB Clauses 2.3.7 (i) and (iii) may be rejected by the Procuring Agency as non-responsive.

- v) Unsuccessful Bidders' Bid security will be discharged or returned as promptly as possible but not later than Thirty (30) days after the expiration of the period of Bid validity prescribed by the Procuring Agency pursuant to ITB Clause 2.3.7 (iii) (a) or along with unopened financial proposal as per rule 38(2)(a)(vii) of PPR-14, which shall take precedence, and is as under:

“38(2)(a)(vii) the financial proposal of the Bids found technically non-responsive shall be retained unopened and shall be returned on the expiry of the grievance period or the decision of the complaint, if any, filed by the non-responsive Bidder, whichever is later:

provided that the Procuring Agency may return the sealed financial proposal earlier if the disqualified or non-responsive Bidder, contractor or consultant submits an affidavit, through an authorized representative, to the effect that he is satisfied with the proceedings of the Procuring Agency”.

- vi) The successful Bidder's Bid security will be discharged upon the Bidder signing the contract, pursuant to ITB Clause 2.6.1, and furnishing the Performance Guarantee, pursuant to ITB Clause 2.6.2.
- vii) The Bid security may be forfeited:
 - a. if a Bidder withdraws its Bid during the period of Bid validity specified by the Bidder on the Bid Form; or
 - b. in the case of a successful Bidder, if the Bidder:
 - i. fails to sign the contract in accordance with ITB Clause 2.6.3; **or**
 - ii. fails to furnish Performance Guarantee in accordance with ITB Clause 2.6.2; or
 - iii. is blacklisted under relevant provisions of PPRA Act, 2009 and PPR-14.

2.3.8. Period of Validity of Bids

- i) Bids shall remain valid for the period specified in the Bid Data Sheet after the date of Bid opening prescribed by the Procuring Agency. A Bid valid for a shorter period may be rejected by the Procuring Agency as non-responsive.
- ii) In exceptional circumstances, the Procuring Agency may solicit the Bidder's consent to an extension of the period of validity (as per rule-28 of PPR-14). The request and the responses thereto shall be made in writing (or by email). The Bid security

provided under ITB Clause 2.3.7 shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid security. A Bidder accepting the request will not be required nor permitted to modify its Bid.

2.3.9. Format and Signing of Bid

- i) The Bidder shall prepare E-bid of the scanned documents in the form of PDF file and as per requirements in tender document.
- ii) The Bidder shall authorize a person/ persons for signing, submission and further correspondence with Procuring Agency on behalf of bidder. Authority letter must be part of bid. However, in case of any issue bidder shall be responsible for all consequences.
- iii) All scanned pages of the E-Bid, shall be signed and stamped by the authorized person before scanning.
- iv) Any interlineation, erasures, or overwriting shall be valid only if they are initialed by the authorized person for signing the E-Bid.
- v) The name and position held by each person signing the authorization must be typed or printed below the signature. All scanned pages of the E-Bid, shall be signed and stamped by the authorized person before scanning.
- vi) Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person or persons signing the Bidder.
- vii) The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid and to contract execution if the Bidder is awarded the contract.

2.4. Submission of Bids

2.4.1 Sealing and Marking of Bids

- i) N/A
The complete Bids must be submitted online on e-Procurement System (EPADS) website i.e., <https://punjab.eprocure.gov.pk>

2.4.2 Deadline for Submission of Bids

- i) E-Bids must be submitted on the e-Procurement System (EPADS) no later than the time and date specified in the Bid Data Sheet. Physical Bids received through courier services or delivered by the bidder, shall not be accepted.

- ii) The Procuring Agency may, at its discretion and as per rule 29 of PPR-14, extend this deadline for the submission of Bids by amending the Bidding documents in accordance with ITB Clause 2.2.2 & 2.2.3 in which case all rights and obligations of the Procuring Agency and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
- iii) E-Bids must be submitted on the e-Procurement System (EPADS) no later than the date and time specified in the **BDS**.

2.4.3. Late Bids

- i) E-Bids will not be accepted on the e-Procurement System (EPADS), after closing time. However, if any E-bid is submitted on the system after closing time due to some technical glitch in the e-Procurement System (EPADS), in that case bid shall be declared late and rejected.
- ii) The Procuring Agency shall not consider for evaluation any Bid that is submitted after the deadline for submission of E-Bids.
- iii) Any Bid received by the Procuring Agency after the deadline for submission of E-Bids shall be declared late, recorded, rejected and returned unopened to the Bidder.

2.4.4. Modification and Withdrawal of e-Bids

- i) The Bidder's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of Clause (i) A withdrawal notice may also be sent by email, but followed by a signed confirmation copy, postmarked no later than the deadline for submission of E-bids.
- ii) No E-bid may be modified after the deadline for submission of E-bids.
- iii) No E-bid may be withdrawn in the interval between the deadline for submission of E-bids and the expiration of the period of Bid validity specified by the Bidder on the Bid Form. Withdrawal of a E-bid during this interval may result in the Bidder's forfeiture of its Bid security (along with other remedies available under PPR-14), pursuant to the ITB Clause 2.3.8 (vii).
- iv) A Bidder may withdraw its Bid after it has been submitted, provided that written notice of the withdrawal of the Bid, is received by the Procuring Agency prior to the deadline for submission of Bids.
- v) Revised e-bid may be submitted after the withdrawal of the original bid before the deadline for submission of e-Bids.

2.5. Opening and Evaluation of e-Bids

2.5.1. Opening of e-Bids by the Procuring Agency

- i) The Procuring Agency will open all e-Bids, in public, in the presence of Bidders' or their representatives who choose to attend, and other parties with a legitimate interest in the Bid proceedings at the place, on the date and at the time, specified in the **BDS**. The Bidders' representatives present shall sign a register/attendance sheet as proof of their attendance.
- ii) E-Bids shall be opened on the e-Procurement System (EPADS) one at a time, in case of Single Stage One Envelope Procedure, the Bidders names, the Bid prices, the total amount of each E-Bid, the presence or absence of Bid Security, Bid Securing Declaration and such other details as the Procuring Agency may consider appropriate, will be announced by the Procurement Evaluation Committee.
- iii) In case of Single Stage Two Envelope Procedure, the Procuring Agency will open on the e-Procurement System (EPADS) the Technical Proposals in public at the address, date and time specified in the **BDS** in the presence of Bidders' designated representatives who choose to attend and other parties with a legitimate interest in the Bid proceedings. The Financial Proposals will remain unopened on the e-Procurement System (EPADS) until the specified time of their opening.
- iv) Technical e-bids shall be opened one at a time, and the following read out and recorded: (a) the name of the Bidder; (b) the presence of a Bid Security, if required; and (c) Any other details as the Procuring Agency may consider appropriate.
- v) Bidders are advised to send in a representative with the knowledge of the content of the e-Bid who shall verify the information read out from the submitted documents. Failure to send a representative or to point out any un-read information by the sent Bidder's representative shall indemnify the Procuring Agency against any claim or failure to read out the correct information contained in the Bidder's e-Bid.
- vi) No e-Bid will be rejected at the time of Bid opening except for late Bids (if any, submitted on system due to technical glitch), pursuant to 2.4.3 (i).
- vii) The Procuring Agency shall prepare minutes of the Bid opening. The record of the Bid opening shall include, as a minimum: the name of the Bidder and whether or not there is a late bid, the Bid price if applicable.

- viii) The Bidders' representatives who are present shall be requested to sign on the attendance sheet. The omission of a Bidder's signature on the record shall not invalidate the contents and affect the record.
- ix) Minutes of the Financial Bid Opening shall be recorded and uploaded by the procuring agency on its website or shared to all bidders through on the e-Procurement System (EPADS).

[if Procuring Agency opts for single stage one envelope procedure as per rule 38(1) of PPR-14, clause (vi) to (xiii) should be formulated accordingly by the procuring agency.]

2.5.2. Confidentiality

- i) Information relating to the examination, clarification, evaluation and comparison of Bids and recommendation of contract award shall not be disclosed to Bidders or any other persons not officially concerned with such process until the time of the announcement of the respective evaluation report in accordance with the requirements of rule 37 of PPR-14.
- ii) Any effort by a Bidder to influence the Procuring Agency processing of e-Bids or award decisions may result in the rejection of its e-Bid.
- iii) Notwithstanding **ITB Clause 2.2.2** from the time of Bid opening to the time of contract award, if any Bidder wishes to contact the Procuring Agency on any matter related to the Bidding process, it should do so in writing on e-Procurement System (EPADS).

2.5.3. Clarification of e-Bids

- i) As per rule 33(2) of PPR-14, to assist in the examination, evaluation and comparison of e-Bids and post-qualification of the Bidders, the Procuring Agency may, at its discretion, ask any Bidder for a clarification of its e-Bid including breakdown of prices to determine its reasonability. Any clarification submitted by a Bidder that is not in response to a request by the Procuring Agency shall not be considered.
- ii) The request for clarification and the response shall be in writing or in electronic forms that provide record of the content of communication. In case of Single Stage Two Envelope Procedure, no change in the prices or substance of the Bid shall be sought, offered, or permitted. Whereas in case of Single Stage One Envelope Procedure, only the correction of arithmetic errors discovered by the Procuring Agency in the

evaluation of Bids should be sought in accordance with ITB Clause 2.5.6.

- iii) The alteration or modification in The Bid which in any way affect the following parameters will be considered as a change in the substance of a bid:
 - a) evaluation & qualification criteria;
 - b) required scope of PROCUREMENT OF FURNITURE & FIXTURES AND RENOVATION SERVICES INCLUDING SUPPLY AND INSTALLATION OF ELECTRICAL & IT EQUIPMENT AT e-EARN INNOVATION-HUB BUILDING, CHAMAN ZAR ROAD RAWALPINDI.
 - c) all securities requirements;
 - d) tax requirements;
 - e) Terms and conditions of bidding documents.
 - f) change in the ranking of the Bidder
- iv) From the time of e-Bid opening to the time of Contract award if any Bidder wishes to contact the Procuring Agency on any matter related to the Bid it should do so on the e-Procurement System (EPADS) in electronic forms that provide record of the content of communication.

2.5.4. Preliminary Examination

- i) The Procuring Agency will examine the Bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the Bids are generally in order.
- ii) Arithmetical errors will be rectified on the following basis: -
 - a. 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 Service Provider does not accept the correction of the errors, its Bid may be rejected, and its Bid security may be forfeited.
 - b. If there is a discrepancy between words and figures, the amount in words will prevail.
- iii) Prior to the detailed evaluation, the Procuring Agency will determine the substantial responsiveness of each Bid to the Bidding documents, pursuant to ITB Clause 2.5.5. For purposes of these Clauses, a responsive Bid is one which conforms to all the terms and conditions of the Bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, **such as** those concerning

Bid Security (ITB Clause 2.3.7), **Applicable Law** (GCC Clause 30), **Taxes and Duties** (GCC Clause 32) & mandatory Registrations/ Renewals will be deemed to be a material deviation. The Procuring Agency's determination of a Bid's responsiveness is to be based on the contents of the Bid itself without recourse to extrinsic evidence.

- iv) If a Bid is not responsive, it will be rejected by the Procuring Agency and may not subsequently be made responsive by the Bidder by correction of the non-conformity.
- v) Prior to the detailed evaluation of Bids, the Procuring Agency will determine whether each Bid:
 - a) meets the eligibility criteria defined in **ITB 2.1.3** and **ITB 2.1.4**;
 - b) has been prepared as per the format and contents defined by the Procuring Agency in the Bidding Documents;
 - c) has been properly signed;
 - d) is accompanied by the required securities; and
 - e) Is responsive to the requirements of the Bidding Documents.

The Procuring Agency's determination of a Bid's responsiveness will be based on the contents of the Bid itself.

2.5.5. Examination of Terms and Conditions; Technical Evaluation

- i) The Procuring Agency shall examine the Bid to confirm that all terms and conditions specified in the **GCC** and the **SCC** have been accepted by the Bidder without any material deviation or reservation.
- ii) The Procuring Agency shall evaluate the technical aspects of the Bid submitted to confirm that all requirements specified in **Section III – Scope of Services / Specifications, Section VII – Schedule of Requirements, and Evaluation Criteria as provided in BDS**, have been met without material deviation or reservation.
- iii) If after the examination of the terms and conditions and the technical evaluation, the Procuring Agency determines that the Bid is not responsive in accordance, it shall reject the Bid.

2.5.6. Correction of Errors

- i) Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: -
 - a) if there is a discrepancy between unit prices 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, unless in the opinion of the Procuring Agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;

- b) if there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and
 - c) Where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.
 - d) Where there is discrepancy between grand total of price schedule and amount mentioned on the Form of Bid, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.
- ii) The amount stated in the Bid will, be adjusted by the Procuring Agency in accordance with the above procedure for the correction of errors. The concurrence of the Bidder shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, its Bid will then be rejected, and the Bid Security may be forfeited or the Bid Securing Declaration may be executed in accordance with **ITB 2.3.7**.

2.5.7. Conversion to Single Currency

- i) As per rule 32(2) of PPR-14, to facilitate evaluation and comparison, the Procuring Agency will convert all Bid prices expressed in the amounts in various currencies as follows (if applicable):
- For the purposes of comparison of bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate, prevailing on the date of opening of bids specified in the bidding documents, as notified by the State Bank of Pakistan on that day, in case of holiday in State Bank of Pakistan on the day of opening financial bids, then previous working day's ex-change rates will prevail.

2.5.8. Post-Qualification & Evaluation of Bids

- i) In the absence of prequalification, the Procuring Agency will determine to its satisfaction whether the Bidder is qualified to perform the contract satisfactorily, in accordance with the evaluation criteria listed in BDS & pursuant to ITB Clause 2.1.3.
- ii) The determination will take into account the Bidder's financial, technical, and production/ supplying capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 2.3.6, as well as such other information required for eligibility/qualification expressed in Bid Data Sheet as the Procuring Agency deems necessary and appropriate.

- iii) The Procuring Agency will **technically evaluate** and compare the Bids which have been determined to be responsive, pursuant to ITB Clause 2.5.5, as per Technical Specifications required.
- iv) The **financial evaluation** of a Bid will be on the basis of form of Price Schedules/ Financial Bid Form 8.10 to be decided by the Procuring Agency which must include clear cut instruction regarding item wise or lot wise evaluation inclusive of all prevailing taxes, duties, fees along with observance of minimum wages etc.

2.5.9. Contacting the Procuring Agency

- i) Subject to ITB Clause 2.5.3, no Bidder shall contact the Procuring Agency on any matter relating to its Bid, from the time of the Bid opening to the time the evaluation report is made public i.e. 10 days before the contract is awarded. If the Bidder wishes to bring additional information or has grievance to the notice of the Procuring Agency, it should do so on the e-Procurement System (EPADS).
- ii) Any effort by a Bidder to influence the Procuring Agency during Bid evaluation, or Bid comparison may result in the rejection of the Bidder's Bid.

2.5.10. Grievance Redressal

- i) As per Rule-67 of PPR-14, Procuring Agency shall constitute a Grievance Redressed Committee (GRC) comprising of odd number of persons with proper powers and authorization to address the complaints. The GRC shall not have any of the members of the Procurement Evaluation Committee. The Committee may preferably have one subject specialist depending upon the nature of the procurement in addition to one person with legal background as per their availability to the Procuring Agency.
- ii) Any Bidder feeling aggrieved can file its complaint on the e-Procurement System (EPADS), against the eligibility parameters or any other terms and conditions prescribed in the Bidding documents found contrary to provision of Rule 33, and the same shall be addressed by the Procuring Agency well before the proposal submission deadline.
- iii) Any party can file its complaint on the e-Procurement System (EPADS), against the eligibility parameters or any other terms and conditions prescribed in the bidding documents found contrary to provision of Rule 34 and the same shall be addressed by the GRC well before the proposal submission deadline.

- iv) Any Bidder feeling aggrieved by any act of the Procuring Agency after the submission of his e-Bid may lodge a complaint on the e-Procurement System (EPADS), concerning his grievances **not later than ten (10) days after the announcement of the Final evaluation reports**. In case of single stage - two envelope bidding procedure any bidder feeling aggrieved from technical evaluation may file a grievance **within five (05) days of announcement of the technical evaluation report**. After completion of the technical evaluation process, the procuring agency shall immediately upload the technical evaluation report on the website of PPRA and Procuring Agency for obtaining/ receiving grievance petitions from the prospective bidders (if any).
- v) In case, the complaint/grievances is filed after the issuance of the final evaluation report, the complainant cannot raise any objection on technical evaluation of the report. Provided that the complainant may raise the objection on any part of the final evaluation report in case where single stage one envelop bidding procedure is adopted.
- vi) The GRC shall investigate and decide upon the complaint within fifteen (15) days of the receipt of the complaint. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

2.6. Award of Contract

2.6.1. Notification of Award

- i) Prior to the expiration of the period of Bid validity, the Procuring Agency will notify the successful Bidder in writing by registered letter or through e-Procurement System (EPADS), that its e-Bid has been accepted.
- ii) The notification of award will constitute the formation of the Contract.
- iii) Upon the successful Bidder's furnishing of the Performance Guarantee pursuant to ITB Clause 2.6.2 (i), the Procuring Agency will promptly notify each unsuccessful Bidder and will discharge its Bid security, pursuant to ITB Clause 2.3.7 (v).

2.6.2. Performance Guarantee

- i) **Within fifteen (15) days of the issuance of notification of award / Letter of Intent (LOI)** from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in accordance with the Conditions of Contract, in the Performance Guarantee Form provided in the Bidding

documents, or in another form acceptable to the Procuring Agency.

- ii) Penalty Charges on Late Submission of Performance Security: If the Contractor delays provision of Performance Security fifteen (15) days of the issuance of notification of award / Letter of Intent (LOI) from the Procuring Agency, a sum of money @0.25% of the total Performance Security, for every day beyond fifteen (15) days of the issuance of notification of award / Letter of Intent (LOI) from the Procuring Agency, will be deducted as Penalty Charges. Provided that total amount of Penalty Charges so deducted shall not exceed, an amount equal to the value of Bid Security.
- iii) Failure of the successful Bidder to comply with the requirement of ITB Clause (i) above or ITB Clause 2.6.3 shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid security along with other remedies available under PPR-14. After that, the Procuring Agency may decide to retain the amount equivalent to the percentage of Performance Security from the Contractor's payment, may terminate the Contract and award the contract to the next lowest evaluated Bidder, keeping in view the Bid validity time, or call for new e-Bids keeping in view the concept of value for money as defined under rule-2(ae) read with Principles of Procurement as enunciated in rule-4 of PPR-14.

2.6.3. Signing of Contract/ Issuance of work Order

- i) At the same time as the Procuring Agency notifies the successful Bidder that its e-Bid has been accepted, the Procuring Agency will send the Bidder the Contract Form provided in the Bidding documents, incorporating all agreements between the parties or will issue the purchase order *[as the case may be]*.
- ii) Under rule-63 of PPR-14, where the Procuring Agency requires formal signing of contract, **within fifteen (15) days of the issuance of notification of award/Letter of Intent (LOI)**, the successful Bidder shall sign and mention date of the contract and return it to the Procuring Agency.
- iii) Where no such formal signing is required by the procuring agency, the procuring agency shall issue purchase order after the receipt of required performance guarantee, as per rule 55 of PPR-14.

2.6.4. Award Criteria

- i) Subject to ITB Clause 2.6.2, under rule-55 of PPR-14, the Procuring Agency will award the contract to the successful Bidder whose e-Bid has been determined to be responsive and

has been determined to be the lowest evaluated e-Bid, provided that the Bidder has been determined to be qualified to perform the contract satisfactorily.

2.6.5. Procuring Agency's Right to Vary Quantities at Time of Award

- i) The Procuring Agency reserves the right at the time of contract award to increase or decrease the quantity of PROCUREMENT OF FURNITURE & FIXTURES AND RENOVATION SERVICES INCLUDING SUPPLY AND INSTALLATION OF ELECTRICAL & IT EQUIPMENT AT e-EARN INNOVATION-HUB BUILDING, CHAMAN ZAR ROAD RAWALPINDI etc. originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions, on the analogy of rule-59 (c-iv) of PPR-14 (not more than 15%).

2.6.6. Procuring Agency's Right to Accept or Reject All e-Bids

- i) As per rule 35 of PPR-14, the Procuring Agency reserves the right to accept or reject all e-Bids or proposals (and to annul the e-Bidding process) at any time prior to the acceptance of any e-Bid or proposal, without thereby incurring any liability towards the Bidders.
- ii) The Bidders shall be promptly informed about the rejection of the e-Bids, if any
- iii) The Procuring Agency shall upon request communicate to any Bidder, the grounds for its rejection of all Bids or proposals, but shall not be required to justify those grounds.

2.6.7. Re-Bidding

- i) If the Procuring Agency rejects all the e-Bids under rule 35, it may proceed with the process of fresh Bidding but before doing that it shall assess the reasons for rejection and may, if necessary, revise specifications, evaluation criteria or any other condition for Bidders.

2.6.8. Corrupt or Fraudulent Practices

- i) The Procuring Agency requires that Bidders, Service Providers, and Contractors observe the highest standard of ethics during the procurement and execution of contracts.

"Corrupt practices" in respect of procurement process, shall be as given in S-2 (d) of PPRA, Act, 2009, which is as follows:

"(d) "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, bidder or Contractor in the procurement process or in Contract execution to the detriment of the procuring agency; or misrepresentation of facts in order to influence a procurement process or the execution of a Contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the procuring agency of the benefits of

free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following:

- i. coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;*
- ii. collusive practice by arrangement between two or more parties to the procurement process or Contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;*
- iii. offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;*
- iv. any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;*
- v. obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a Contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit process.”*

ii) Blacklisting & Debarment:

Blacklisted Consultants and those found involved in “Corrupt Practices” are not allowed to participate in bidding.

Substantial Requirements & Procedure for Blacklisting & Debarment:

As per S-17A of PPRA, Act, 2009:

“17A. Blacklisting.– (1) A procuring agency may, for a specified period and in the prescribed manner, debar a bidder or Contractor from participating in any public procurement process of the

procuring agency, if the bidder or Contractor indulges in corrupt practice or any other prescribed practice.

(2) The Managing Director may, in the prescribed manner, debar a bidder or Contractor from participating in any public procurement process of all or some of the procuring agencies for a specified period.

(3) Any person, aggrieved from a decision of a procuring agency, may within prescribed period prefer a representation before the Managing Director.

(4) A procuring agency or any other person, aggrieved from a decision of the Managing Director, may within prescribed period prefer a representation before the Chairperson whose decision on such representation shall be final.]

As per rule 21 of PPR-14:

21. Blacklisting.—*(1) A procuring agency 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.

(2) If a procuring agency debars a bidder or Contractor under sub-rule (1), the procuring agency:

(a) shall forward the decision to the Authority for publication on the website of the Authority; and

(b) may request the Authority to debar the bidder or Contractor for procurement of all procuring agencies.

(3) The Managing Director may debar a bidder or Contractor of any procuring agency from participating in any public procurement process of all or some of the procuring agencies for such period as the Managing Director may determine.

(4) Any person aggrieved by a declaration made under rule 20 or a decision under sub-rule (1) of this rule may, within thirty days from the date of the publication of the information on the website of the Authority, file a representation before the Managing Director and the Managing Director may pass such order on the representation as he may deem fit.

(5) Any person or procuring agency aggrieved by an order under sub-rule (3) or (4) may, within thirty days of the order, file a

representation before the Chairperson and the Chairperson may pass such order on the representation as he may deem appropriate.

(6) The mechanism or process for barring a bidder or Contractor from participating in procurement process of a procuring agency, procuring agencies and a representation under this rule is specified in the Schedule appended to these rules.

As per Schedule appended with PPR-14:

SCHEDULE

see sub-rule (6) of rule 21

BLACKLISTING MECHANISM OR PROCESS

- 1. The procuring agency may, on information received from any resource, issue show cause notice to a bidder or Contractor.*
- 2. The show cause notice shall contain:*
 - (a) precise allegation, against the bidder or Contractor;*
 - (b) the maximum period for which the procuring agency proposes to debar the bidder or Contractor from participating in any public procurement of the procuring agency; and*
 - (c) the statement, if needed, about the intention of the procuring agency to make a request to the Authority for debarring the bidder or Contractor from participating in public procurements of all the procuring agencies.*
- 3. The procuring agency shall give minimum of seven days to the bidder or Contractor for submission of written reply of the show cause notice.*
- 4. In case, the bidder or Contractor fails to submit written reply within the requisite time, the procuring agency may issue notice for personal hearing to the bidder or Contractor/ authorize representative of the bidder or Contractor and the procuring agency shall decide the matter on the basis of available record and personal hearing, if availed.*
- 5. In case the bidder or Contractor submits written reply of the show cause notice, the procuring agency may decide to file the matter or direct issuance of a notice to the bidder or Contractor for personal hearing.*
- 6. The procuring agency shall give minimum of seven days to the bidder or Contractor for appearance before the specified officer of the procuring agency for personal hearing.*
- 7. The procuring agency shall decide the matter on the basis of the available record and personal hearing of the bidder or Contractor, if availed.*
- 8. The procuring agency shall decide the matter within fifteen days from the date of personal hearing unless the personal hearing is adjourned to a next date and in such an*

eventuality, the period of personal hearing shall be reckoned from the last date of personal hearing.

9. *The procuring agency shall communicate to the bidder or Contractor the order of debarring the bidder or Contractor from participating in any public procurement with a statement that the bidder or Contractor may, within thirty days, prefer a representation against the order before the Managing Director of the Authority.*
 10. *The procuring agency shall, as soon as possible, communicate the order of blacklisting to the Authority with the request to upload the information on its website.*
 11. *If the procuring agency wants the Authority to debar the bidder or Contractor from participating in any public procurement of all procuring agencies, the procuring agency shall specify reasons for such dispensation.*
 12. *The Authority shall immediately publish the information and decision of blacklisting on its website.*
 13. *In case of request of a procuring agency under para 11 or representation of any aggrieved person under rule 21, the Managing Director shall issue a notice for personal hearing to the parties and call for record of proceedings of blacklisting. The parties may file written statements and documents in support of their contentions.*
 14. *In case of representation of any aggrieved person or procuring agency under rule 21, the Chairperson shall issue a notice for personal hearing to the parties and may call for the record of the proceedings. The parties may file written statements and documents in support of their contentions.*
 15. *In every order of blacklisting under rule 21, the procuring agency shall record reasons of blacklisting and also reasons for short, long or medium period of blacklisting.*
 16. *The Authority shall upload all the decisions under rule 21, available with it, on its website. But the name of a bidder or Contractor shall immediately be removed from the list of blacklisted persons on expiry of period of blacklisting or order of the competent authority to that effect, whichever is earlier.*
 17. *An effort shall be made for electronic communication of all the notices and other documents pursuant to this mechanism or process.”*
- iii) Furthermore, Bidders must keep themselves aware of the provision stated in clause 5.4 and clause 24.1 of the General Conditions of Contract.

2.6.9. Quantity and volume of the goods to be considered in mind


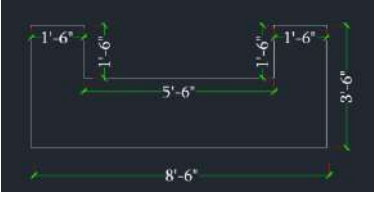


[Framework Contract Modality]



- i) While quoting the rate in a framework contract, the Bidder must consider the following facts:
 - a. Certain volume and quantity of the goods/services as prescribed in Bid Data Sheet.
 - b. The Bidder have to maintain the rates of the goods/services for the whole financial year.
- ii) The Bidder should quote the rate as per Price Schedule/ Financial Bid form. In case of non-observance of prescribed format, Financial Bid may be rejected.






Section-III. Technical Specifications & Scope of Services





3.1. Technical Specifications





LOT-1





LOT-1 – FURNITURE & FIXTURE					
Sr. No	Description	Reference Picture	Qty	UOM	Size per Unit/Job
GROUND FLOOR					
A RECEPTION					
1	RECEPTION TABLE: Overall made of 16mm first grade LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. All edges are banding with plastic PVC tape, glue, table top 32mm (LMDF sheet), supporting fins made in mild steel dully Black powder coated finish. Plastic glides for floor safety. Including 02 Mobile Drawer Pedestals Complete in all aspects with necessary hardware (Electrical Sockets) and fixing arrangements as per approved image/Design.		1	Pcs	
2	BACK PANEL: Overall made of 16mm first grade LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Combination with wood/PVC panels for design and purpose as per drawing requirement.		1	Pcs	8'-6" Lx12'-0" H
3	EXECUTIVE TWO SEATED SOFA: Providing & Laying fully Upholstered sofa with high density, Environmental friendly, harmless sponge & polyester wadding sheet with modern stitched smooth & curved design for a seamless comfortable sitting experience & covered with superlative Fabric to give a lavish look. Approved polyvinyl chloride-coated fabrics with modern stitched smooth rounded edges design. Inner structure made of plywood & eucalyptus wood durable framing. Uses high quality elastic webbing to support seat & back cushions. Outer Structure made in solid Mahogany wood and must be processed with termite treatment to eliminate & resist in future termite		2	Pcs	Standard Size





	<p>infestations. Complete finished with high quality Polish and lacquers for a long lasting shine using automated / semi-automated polish processing unit. Polish should be 2 base coats and 1 upper coat for ultimate smooth surface and non-yellowing characteristics. Complete in all respects with necessary hardware and fixing arrangements as per approved image/Design.</p>				
4	<p>EXECUTIVE SINGLE SEATED SOFA: Providing & Laying fully Upholstered sofa with high density, Environmental friendly, harmless sponge & polyester wadding sheet with modern stitched smooth & curved design for a seamless comfortable sitting experience & covered with superlative Fabric to give a lavish look. Approved polyvinyl chloride-coated fabrics with modern stitched smooth rounded edges design. Inner structure made of plywood & eucalyptus wood durable framing. Uses high quality elastic webbing to support seat & back cushions. Outer Structure made in solid Mahogany wood and must be processed with termite treatment to eliminate & resist in future termite infestations. Complete finished with high quality Polish and lacquers for a long lasting shine using automated / semi-automated polish processing unit. Polish should be 2 base coats and 1 upper coat for ultimate smooth surface and non-yellowing characteristics. Complete in all respects with necessary hardware and fixing arrangements as per approved image/Design.</p>		2	Pcs	Standard Size
5	<p>SIDE TABLES: Top made of 32mm first grade LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. All edges are banding with plastic PVC tape, glue, Base frame made in 18 SWG mild steel Pipe dully Black powder coted finish. The Plastic glides for floor safety. Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.</p>		2	Pcs	22"W X 22"D X 22"H
6	<p>EXECUTIVE CENTER TABLE SIZE (Feet): 4'.0" W x 2'.0" D x 1'.6"H: Top made of 32mm first grade LMDF (Laminated Medium</p>		2	Pcs	4'.0" W x 2'.0"D x 1'.6"H






	Density Fiber) Board having scratch resistant surface. All edges are banding with plastic PVC tape, glue, Base frame made in 18 SWG mild steel Pipe dully Black powder coted finish. The Plastic glides for floor safety. Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.				
7	EXECUTIVE CHAIRS HIGH BACK NECK SUPPORT: Seat & back made of bend plywood shell upholstery with 100% Duralene Olefin fabrics / Best Quality Leatherite in approved Color. Inside high density, Environmental friendly, harmless sponge sheet. Durable soft padded arms, Heavy duty five stars S.S base with caster wheels. Adjustable height and tilt able backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.		2	Pcs	Standard Size
B	IT ROOM				
1	WORKSTATION: Overall made of first grade 16mm Thick LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Workstation thickness should be 32mm. All edges are banding with plastic PVC tape 2MM. Gourmet holes with cap for wiring and Technology Box (data & Power sockets). Complete in all aspects with necessary hardware (Electrical Sockets (Schneider, Clipsal or equivalent) and fixing arrangements as per approved image/Design with MS 18 SWG dully powered coated and provision of fabric partition if required .		2	Pcs	3'6"W X 2'D X 30"H
2	DRAWER TROLLY: Overall made of first grade 16mm Thick LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. All edges are banding with plastic PVC tape 2MM. With portions (lock & Keys) and Wheels.		2	Pcs	2'W X 2'D X 26"H
3	EXECUTIVE CHAIRS HIGH BACK NECK SUPPORT: Seat & back made of bend plywood shell upholstery with 100% Duralene Olefin fabrics / Best Quality Leatherite in approved Color. Inside high density, Environmental friendly, harmless sponge sheet. Durable soft padded arms, Heavy duty five stars S.S base		2	Pcs	Standard Size



	with caster wheels. Adjustable height and tilt able backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.				
4	VISITOR'S CHAIRS HIGH BACK: Seat & back made of bend plywood shell upholstery with 100% Duralene Olefin fabrics / Best Quality Leatherite in Brown Color. Inside high density, Environmental friendly, harmless sponge sheet. Durable soft padded arms, Heavy duty five-star S.S base without caster wheels. Adjustable height and tilt able backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.		4	Pcs	Standard Size
C ADMINISTRATION OFFICE					
1	OFFICE TABLE: Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Table thickness should be 32mm. All edges are banding with plastic PVC tape 2MM, Gourmet holes with cap for wiring and Technology Box (data & Power sockets). Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.		1	Pcs	6'W X 3'D X 30"H
2	SIDE RACK: Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Table top and sides thickness should be 32mm. All edges are banding with plastic PVC tape 2MM, Gourmet holes with cap for wiring and Technology Box. (data & Power sockets). Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design and attached with office table.		1	Pcs	3'6"W X 1'8"D X 30"H
3	FILE RACK: Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Worktop thickness should be 32mm. Front with Drawers and open shelves combination. All edges are banding with plastic PVC tape 2MM, fixing arrangements as per approved image/Design.		1	Pcs	5'W X 20"D X 30"H


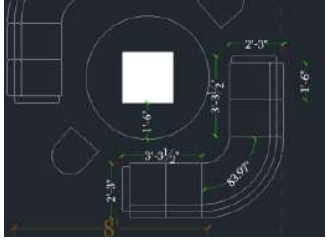


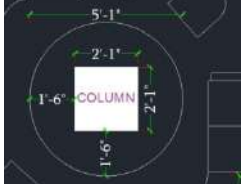
4	<p>EXECUTIVE CHAIRS HIGH BACK NECK SUPPORT: Seat & back made of bend plywood shell upholstery with 100% Duralene Olefin fabrics / Best Quality Leatherite in approved Color. Inside high density, Environmental friendly, harmless sponge sheet. Durable soft padded arms, Heavy duty five stars S.S base with caster wheels. Adjustable height and tilt able backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.</p>		1	Pcs	Standard Size
5	<p>VISITOR'S CHAIRS HIGH BACK: Seat & back made of bend plywood shell upholstery with 100% Duralene Olefin fabrics / Best Quality Leatherite in Brown Color. Inside high density, Environmental friendly, harmless sponge sheet. Durable soft padded arms, Heavy duty five-star S.S base without caster wheels. Adjustable height and tilt able backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.</p>		2	Pcs	Standard Size
6	<p>Filing Cabinet (Open middle section) Size: H=6'-6" X W=3'-0" X D=1'-3" Double level Box File Cabinet having 4 shelves with one vertical dividers and 5 sections of equal sizes: Structure made of Imported melamine coated laminated board having thickness of 16mm used for overall structure. Exposed edges covered with 1mm thick imported PVC edging. Two lockable panels for upper section and two lockable panels for lower section with best quality hinges, handles and locks (Middle section of the cabinet is without shutter and divider). Back of the cabinet made of ¼" MDF laminated board with two side lamination. 2mm thick 70mm high heavy chrome legs. Hinges must be 6.6 feet on both sides (top to bottom).</p>		2	Pcs	H=6'-6" X W=3'-0" X D=1'-3"
D CONFERENCE ROOM					
1	<p>EXECUTIVE CONFERENCE TABLE: Overall made of 16 mm first grade LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Table top and sides thickness should be 32mm. All edges are banding with plastic PVC tape 2MM, glue, Base</p>		1	Pcs	4'D X 13'W X 30"H






	frame Leg Pedestals made in 18 SWG mild steel Pipe dully Black powder coted finish. Plastic glides for floor safety. Including Multifunctional Sockets (as demanded). Gourmet holes with cap for wiring and Technology Box Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.				
2	CONFERENCE CHAIRS: Seat & back made of bend plywood shell upholstery with 100% Duralene Olefin fabrics / Best Quality Leatherite in approved Color. Inside high density, Environmental friendly, harmless sponge sheet. Durable soft padded arms, Heavy duty five stars S.S base with caster wheels. Adjustable height and tilt able backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.		13	Pcs	STANDARD SIZE
3	OFFICE CREDENZA: Overall made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Worktop thickness should be 32mm. All edges are banding with plastic PVC tape 2MM, table top supporting frame made in 18 SWG mild steel Pipe dully Black powder coted finish. Plastic glides for floor safety. Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.		2	Pcs	6'w x 20'd x 36"h
4	BACK PANEL: Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. All edges are banding with plastic PVC tape 2MM, Gourmet holes with cap for wiring and Technology Box. Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.		1	Pcs	4'W X 8'H
E	SOFTWARE HOUSE OFFICE				
1	OFFICE TABLE Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Table thickness should be 32mm. All edges are banding with plastic PVC tape 2MM, Gourmet holes with cap for wiring and Technology Box (data & Power sockets). Complete in all aspects with necessary hardware and fixing		1	Pcs	6'W X 3'D X 30"H





	arrangements as per approved image/Design.				
2	<p>SIDE RACK: Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Worktop thickness should be 32mm. All edges are banding with plastic PVC tape 2MM, table top supporting frame made in 18 SWG mild steel Pipe duly Black powder coted finish. Plastic glides for floor safety. Mobile Drawer Pedestals Gourmet holes with cap for wiring and Technology Box. Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.</p>		1	Pcs	3'6"W X 1'8"D X 30"H
3	<p>EXECUTIVE CHAIRS HIGH BACK NECK SUPPORT: Seat & back made of bend plywood shell upholstery with 100% Duralene Olefin fabrics / Best Quality Leatherite in approved Color. Inside high density, Environmental friendly, harmless sponge sheet. Durable soft padded arms, Heavy duty five stars S.S base with caster wheels. Adjustable height and tilt able backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.</p>		1	Pcs	4'D X 12'W X 30"H
4	<p>WORKSTATIONS: Overall made of first grade 16mm Thick LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Workstation thickness should be 32mm. All edges are banding with plastic PVC tape 2MM. Gourmet holes with cap for wiring and Technology Box (data & Power sockets). Complete in all aspects with necessary hardware (Electrical Sockets (Schneider, Clipsal or equivalent) and fixing arrangements as per approved image/Design with MS 18 SWG duly powered coated and provision of fabric partition if required .</p>		8	Pcs	3'6"W X 2'D X 30"H
5	<p>DRAWER TROLLY: Overall made of first grade 16mm Thick LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. All edges are banding with plastic PVC tape 2MM. With portions (lock & Keys) and Wheels.</p>		8	Pcs	STANDARD SIZE





6	<p>MANAGER CHAIR HIGH BACK Seat & back made of imported quality PU shell upholstery with 100% Duralene Olefin fabrics / Best Quality Mesh Fabric. Inside high density, Environmental friendly, harmless sponge sheet. Durable PU arms, Heavy duty five-star S.S base with caster wheels. Adjustable height and reclining backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.</p>		8	Pcs	STANDARD SIZE
F MAIN HALL (Ground Floor)					
1	<p>WORKSTATIONS (LINEAR & HEXAGONAL COMBINATION PATTERN): Overall made of first grade 16mm Thick LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Workstation thickness should be 32mm. All edges are banding with plastic PVC tape 2MM. Gourmet holes with cap for wiring and Technology Box (data & Power sockets). Complete in all aspects with necessary hardware (Electrical Sockets (Schneider, Clipsal or equivalent) and fixing arrangements as per approved image/Design with MS 18 SWG duly powered coated and provision of fabric partition if required .</p>		88	Pcs	4'W X 2'D X 30"H
2	<p>DRAWER TROLLY: Overall made of first grade 16mm Thick LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. All edges are banding with plastic PVC tape 2MM. With portions (lock & Keys) and Wheels.</p>		88	Pcs	Standard Size
3	<p>Work Station Chairs: Seat & back made of imported quality PU shell upholstery with 100% Duralene Olefin fabrics / Best Quality Mesh Fabric. Inside high density, Environmental friendly, harmless sponge sheet. Durable PU arms, Heavy duty five-star S.S base with caster wheels. Adjustable height and reclining backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.</p>		88	Pcs	Standard Size
4	<p>Working Meeting Table for (08- person): Overall made of 32 mm first grade LMDF (Laminated Medium Density Fiber) Board having scratch</p>		1	SETS	Standard Size/As per design Layout





	resistant surface. All edges are banding with plastic PVC tape 2MM, glue, Base frame Leg Pedestals made in 18 SWG mild steel Pipe dully Black powder coted finish. Plastic glides for floor safety. Including Multifunctional Sockets (as demanded). Gourmet holes with cap for wiring and Technology Box Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.				
5	Chairs (Different Colors as per design): Seat & back made of imported quality PU shell upholstery with 100% Duralene Olefin fabrics / Best Quality Mesh Fabric. Inside high density, Environmental friendly, harmless sponge sheet. Durable PU arms, Heavy duty five-star S.S base with caster wheels. Adjustable height and reclining backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.		8	Pcs	Standard Size
6	Working Meeting Table for (04- person): Overall made of 32 mm first grade LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. All edges are banding with plastic PVC tape 2MM, glue, Base frame Leg Pedestals made in 18 SWG mild steel Pipe dully Black powder coted finish. Plastic glides for floor safety. Including Multifunctional Sockets (as demanded). Gourmet holes with cap for wiring and Technology Box Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.	As per design/layout	2	SETS	Standard Size/As per design Layout
7	Chairs (Different Colors as per design): Seat & back made of imported quality PU shell upholstery with 100% Duralene Olefin fabrics / Best Quality Mesh Fabric. Inside high density, Environmental friendly, harmless sponge sheet. Durable PU arms, Heavy duty five-star S.S base with caster wheels. Adjustable height and reclining backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.		8	Pcs	Standard Size





8	Smart sittings bench with pillars:	as per design/layout	6	pcs	Sizes as per approved design/layout
9	SECTIONAL SOFA-4 PERSON SITTING: Providing & Laying fully Upholstered sofa with high density, Environmental friendly, harmless sponge & polyester wadding sheet with modern stitched smooth & curved design for a seamless comfortable sitting experience & covered with superlative Fabric to give a lavish look. Approved polyvinyl chloride-coated fabrics with modern stitched smooth rounded edges design. Inner structure made of plywood & eucalyptus wood durable framing. Uses high quality elastic webbing to support seat & back cushions. Outer Structure made in solid Mahogany wood and must be processed with termite treatment to eliminate & resist in future termite infestations. Complete finished with high quality Polish and lacquers for a long lasting shine using automated / semi-automated polish processing unit. Polish should be 2 base coats and 1 upper coat for ultimate smooth surface and non-yellowing characteristics. Complete in all respects with necessary hardware and fixing arrangements as per approved image/Design.		4	Pcs	
10	SOFA CHAIRS: High quality with high grade materials		4	Pcs	STANDARD SIZE
11	ROUND CENTRE TABLE same as per workstation material sheets in different color pattern/same/mounting job around pillars added in it		2	Pcs	





12	BAR STOOLS (Different color schemes as per design requirement): Providing & Laying fully Upholstered bar stool/chair with high density, Environmental friendly, harmless sponge & polyester wadding sheet with modern stitched smooth & curved design for a seamless comfortable sitting experience & covered with superlative Fabric to give a lavish look with wood stool legs covered with metal.		47	Pcs	Standard Size
13	COUNTER TABLE (Executive quality finished wood Specifications): Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Top thickness should be 32mm. All edges are banding with plastic PVC tape 2MM, table top supporting frame made in 18 SWG mild steel Pipe duly Black powder coted finish. Mobile Drawer Pedestals Gourmet holes with cap for wiring and Technology Box. Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.		1	Job	28'+31'+11'10"+12'6"+12'3"+12'1"+12'7"+12'+9'10" (Around the Inner wall of the hall as design layout)
14	Wooden louvers for portioning & Beautification in hall		8	Pcs	6'W X 10"H or as per design layout
15	HANGING MULTILAYERED RACKS (FOR BUTIFICATION AROUND THE PILLARS)		8	Pcs	6'H X 2'W X 1'D
G	FIRST FLOOR				
1	EXECUTIVE MEETING TABLE: Overall made of 16 mm first grade LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Table top and sides thickness should be 32mm. All edges are banding with plastic PVC tape 2MM, glue, Base frame Leg Pedestals made in 18 SWG mild steel Pipe dully Black powder coted finish. Plastic glides for floor safety. Including Multifunctional Sockets (as demanded). Gourmet holes with cap for wiring and Technology Box Complete in all aspects with		1	Pcs	4'D X 13'W X 30"H



	necessary hardware and fixing arrangements as per approved image/Design.				
2	EXECUTIVE CHAIRS HIGH BACK NECK SUPPORT DIFFERENT COLORS: Seat & back made of bend plywood shell upholstery with 100% Duralene Olefin fabrics / Best Quality Leatherite in approved Color. Inside high density, Environmental friendly, harmless sponge sheet. Durable soft padded arms, Heavy duty five stars S.S base with caster wheels. Adjustable height and tilt able backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.		10	Pcs	STANDARD SIZE
3	BOOTH SEATING (FOUR set having 04-person seating each)		4	sets	As per attached design + layout plan
H	ADMIN OFFICE (FIRST FLOOR)				
1	OFFICE TABLE: Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Table thickness should be 32mm. All edges are banding with plastic PVC tape 2MM, Gourmet holes with cap for wiring and Technology Box (data & Power sockets). Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.		1	Pcs	6'W X 3'D X 30"H
2	SIDE RACK: Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Worktop thickness should be 32mm. All edges are banding with plastic PVC tape 2MM, table top supporting frame made in 18 SWG mild steel Pipe dully Black powder coted finish. Plastic glides for floor safety. Mobile Drawer Pedestals Gourmet holes with cap for wiring and Technology Box. Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.		1	Pcs	3'6"W X 1'8"D X 30"H
3	FILE RACK: Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Worktop thickness should be 32mm. All edges are banding		1	Pcs	5'W X 20"D X 30"H

	with plastic PVC tape 2MM, table top supporting frame made in 18 SWG mild steel Pipe duly Black powder coted finish. Plastic glides for floor safety. Mobile Drawer Pedestals Gourmet holes with cap for wiring and Technology Box. Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.				
4	OFFICE CHAIRS: Seat & back made of imported quality PU shell upholstery with 100% Duralene Olefin fabrics / Best Quality Mesh Fabric. Inside high density, Environmental friendly, harmless sponge sheet. Durable PU arms, Heavy duty five-star S.S base with caster wheels. Adjustable height and reclining backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.		1	Pcs	Standard Size
5	VISITOR'S CHAIRS HIGH BACK: Seat & back made of bend plywood shell upholstery with 100% Duralene Olefin fabrics / Best Quality Leatherite in Brown Color. Inside high density, Environmental friendly, harmless sponge sheet. Durable soft padded arms, Heavy duty five-star S.S base without caster wheels. Adjustable height and tilt able backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.		2	Pcs	Standard Size
I	IT ROOM				
1	WORKSTATION: Overall made of first grade 16mm Thick LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Workstation thickness should be 32mm. All edges are banding with plastic PVC tape 2MM. Gourmet holes with cap for wiring and Technology Box (data & Power sockets). Complete in all aspects with necessary hardware (Electrical Sockets (Schneider, Clipsal or equivalent) and fixing arrangements as per approved image/Design with MS 18 SWG duly powered coated and provision of fabric partition if required .		6	Pcs	3'6"W X 2'D X 30"H

2	<p>DRAWER TROLLY: Overall made of first grade 16mm Thick LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. All edges are banding with plastic PVC tape 2MM. With portions (lock & Keys) and Wheels.</p>		6	Pcs	2'W X 2'D X 26"H
3	<p>OFFICE CHAIRS HIGH BACK: Seat & back made of imported quality PU shell upholstery with 100% Duralene Olefin fabrics / Best Quality Mesh Fabric. Inside high density, Environmental friendly, harmless sponge sheet. Durable PU arms, Heavy duty five-star S.S base with caster wheels. Adjustable height and reclining backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.</p>		6	Pcs	Standard Size
4	<p>VISITOR'S CHAIRS HIGH BACK: Seat & back made of bend plywood shell upholstery with 100% Duralene Olefin fabrics / Best Quality Leatherite in Brown Color. Inside high density, Environmental friendly, harmless sponge sheet. Durable soft padded arms, Heavy duty five-star S.S base without caster wheels. Adjustable height and tilt able backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.</p>		2	Pcs	Standard Size
J SOFTWARE HOUSE OFFICE					
1	<p>OFFICE TABLE: Overall structure made of first grade 32mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Table thickness should be 32mm. All edges are banding with plastic PVC tape 2MM, Gourmet holes with cap for wiring and Technology Box (data & Power sockets). Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.</p>		2	Pcs	6'W X 3'D X 30"H
2	<p>SIDE RACK: Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Worktop thickness should be 32mm. All edges are banding with plastic PVC tape 2MM, table top supporting frame made in 18 SWG mild steel Pipe duly Black powder coted</p>		2	Pcs	3'6"W X 1'8"D X 30"H

	<p>finish. Plastic glides for floor safety. Mobile Drawer Pedestals Gourmet holes with cap for wiring and Technology Box. Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.</p>				
3	<p>OFFICE CHAIR HIGH BACK: Seat & back made of bend plywood shell upholstery with 100% Duralene Olefin fabrics / Best Quality Leatherite in approved Color. Inside high density, Environmental friendly, harmless sponge sheet. Durable soft padded arms, Heavy duty five stars S.S base with caster wheels. Adjustable height and tilt able backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.</p>		2	Pcs	Standard Size
4	<p>WORKSTATIONS: Overall made of first grade 16mm Thick LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Workstation thickness should be 32mm. All edges are banding with plastic PVC tape 2MM. Gourmet holes with cap for wiring and Technology Box (data & Power sockets). Complete in all aspects with necessary hardware (Electrical Sockets (Schneider, Clipsal or equivalent) and fixing arrangements as per approved image/Design with MS 18 SWG duly powered coated and provision of fabric partition if required .</p>		16	Pcs	3'6"W X 2'D X 30"H
5	<p>DRAWER TROLLY: Overall made of first grade 16mm Thick LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. All edges are banding with plastic PVC tape 2MM. With portions (lock & Keys) and Wheels.</p>		16	Pcs	Standard Size

6	<p>OFFICE CHAIRS HIGH BACK: Seat & back made of imported quality PU shell upholstery with 100% Duralene Olefin fabrics / Best Quality Mesh Fabric. Inside high density, Environmental friendly, harmless sponge sheet. Durable PU arms, Heavy duty five-star S.S base with caster wheels. Adjustable height and reclining backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.</p>		16	Pcs	Standard Size
K MAIN HALL (First Floor)					
1	<p>WORKSTATIONS (LINEAR & HEXAGONAL COMBINATION PATTERN): Overall made of first grade 16mm Thick LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Workstation thickness should be 32mm. All edges are banding with plastic PVC tape 2MM. Gourmet holes with cap for wiring and Technology Box (data & Power sockets). Complete in all aspects with necessary hardware (Electrical Sockets (Schneider, Clipsal or equivalent) and fixing arrangements as per approved image/Design with MS 18 SWG duly powered coated and provision of fabric partition if required .</p>		88	Pcs	4'W X 2'D X 30"H
2	<p>DRAWER TROLLY: Overall made of first grade 16mm Thick LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. All edges are banding with plastic PVC tape 2MM. With portions (lock & Keys) and Wheels.</p>		88	Pcs	Standard Size
3	<p>OFFICE CHAIRS HIGH BACK: Seat & back made of imported quality PU shell upholstery with 100% Duralene Olefin fabrics / Best Quality Mesh Fabric. Inside high density, Environmental friendly, harmless sponge sheet. Durable PU arms, Heavy duty five-star S.S base with caster wheels. Adjustable height and reclining backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.</p>		88	Pcs	Standard Size

4	Working Meeting Table for (08- person): Overall made of 32 mm first grade LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. All edges are banding with plastic PVC tape 2MM, glue, Base frame Leg Pedestals made in 18 SWG mild steel Pipe dully Black powder coted finish. Plastic glides for floor safety. Including Multifunctional Sockets (as demanded). Gourmet holes with cap for wiring and Technology Box Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.	As per design/layout	1	SETS	Standard Size/As per design Layout
5	OFFICE CHAIRS HIGH BACK: Seat & back made of imported quality PU shell upholstery with 100% Duralene Olefin fabrics / Best Quality Mesh Fabric. Inside high density, Environmental friendly, harmless sponge sheet. Durable PU arms, Heavy duty five-star S.S base with caster wheels. Adjustable height and reclining backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.		8	Pcs	2'8"D X 4'W X 18"H
6	Working Meeting Table for (04- person) same as per workstation materials	As per design/layout	2	SETS	Standard Size/As per design Layout
7	OFFICE CHAIRS HIGH BACK: Seat & back made of imported quality PU shell upholstery with 100% Duralene Olefin fabrics / Best Quality Mesh Fabric. Inside high density, Environmental friendly, harmless sponge sheet. Durable PU arms, Heavy duty five-star S.S base with caster wheels. Adjustable height and reclining backrest. Complete in all aspects with necessary hardware and fixing arrangements. As per approved image/Design.		8	Pcs	2'8"D X 4'W X 18"H
8	Smart sittings bench with pillars	as per design /layout	6	pcs	Sizes as per layout
9	SECTIONAL SOFA-4 PERSON SITTING: Providing & Laying fully Upholstered sofa with high density, Environmental friendly, harmless sponge & polyester wadding sheet with		4	Pcs	


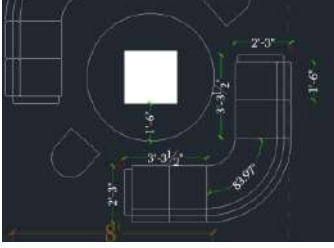


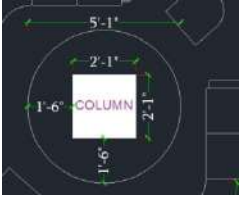


























	<p>modern stitched smooth & curved design for a seamless comfortable sitting experience & covered with superlative Fabric to give a lavish look. Approved polyvinyl chloride-coated fabrics with modern stitched smooth rounded edges design. Inner structure made of plywood & eucalyptus wood durable framing. Uses high quality elastic webbing to support seat & back cushions. Outer Structure made in solid Mahogany wood and must be processed with termite treatment to eliminate & resist in future termite infestations. Complete finished with high quality Polish and lacquers for a long lasting shine using automated / semi-automated polish processing unit. Polish should be 2 base coats and 1 upper coat for ultimate smooth surface and non-yellowing characteristics. Complete in all respects with necessary hardware and fixing arrangements as per approved image/Design.</p>				
10	<p>SOFA CHAIRS: High quality with high grade materials</p>		4	Pcs	STANDARD SIZE
11	<p>ROUND CENTRE TABLE same as per workstation material sheets in different color pattern/same/mounting job around pillars added in it</p>		2	Pcs	
12	<p>BAR STOOLS (Different color schemes as per design requirement): Providing & Laying fully Upholstered bar stool/chair with high density, Environmental friendly, harmless sponge & polyester wadding sheet with modern stitched smooth & curved design for a seamless comfortable sitting experience & covered with superlative Fabric to give a lavish look with wood stool legs edges covered with metal.</p>		49	Pcs	Standard Size
13	<p>COUNTER TABLE (Executive quality finished wood Specifications): Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Thickness should be 32mm. All edges are banding with plastic PVC tape 2MM,</p>		1	Job	<p>33'W+29'10"+31'+12'+13'+13'+12'7"+12'+9'+6'W (Around the Inner wall of the hall as design layout)</p>

	table top supporting frame made in 18 SWG mild steel Pipe duly Black powder coted finish. Mobile Drawer Pedestals Gourmet holes with cap for wiring and Technology Box. Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.				
14	Wooden louvers for portioning & Beautification in hall		8	Pcs	6'W X 10"H or as per design layout
15	HANGING MULTILAYERED RACKS (FOR BUTIFICATION AROUND THE PILLARS)		8	Pcs	6'H X 2'W X 1'D
L	TERRACE-OUTDOOR FURNITURE (FIRST FLOOR)				
1	THREE SEATED SOFA with weather proof fabric foam covers for OUTDOOR will be finalized after sampling		2	Pcs	Standard Size
2	SINGLE SEATED SOFA with weather proof fabric foam covers for OUTDOOR will be finalized after sampling		2	Pcs	Standard Size
3	CENTRE TABLE for OUTDOOR with weather proof fabric foam covers for OUTDOOR will be finalized after sampling		1	Pcs	Standard Size
4	SIDE TABLES for OUTDOOR with weather proof fabric foam covers for OUTDOOR will be finalized after sampling		2	Pcs	Standard Size
M	Gaming Area				
1	POOL TABLES: High quality material with Standard Size		1	Pcs	10'W X 5'D X 31"H
2	FOOSE BALL TABLES: High quality materials with Standard Size		1	Pcs	2'6"D X 4'6"W X 36"H
3	ROUND SITTING TABLES for OUTDOOR with weather proof fabric foam covers for OUTDOOR will be finalized after sampling		4	Pcs	4'DIA
4	CHAIRS for OUTDOOR with weather proof fabric foam covers for OUTDOOR will be finalized after sampling		16	Pcs	Standard Size
N	CAFETERIA (GROUND FLOOR)				

1	CURVE SITTING: As per design requirement		2	Sets	
2	RESTAURANT CHAIRS: will be finalized after sampling		4	PCS	STANDARD SIZE
3	ROUND TABLE: Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Thickness should be 32mm. All edges are banding with plastic PVC tape 2MM. Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.		2	PCS	4'DIA X 30"H
4	4 PERSON DINNING SET FOR CAFÉ: Wood Chairs with foam and cloths covering		1	Sets	4'DIA X 30"H
5	4 PERSON RECTANGULAR SET: Wood Chairs with foam and cloths covering		2	Sets	4'W X4'D X 30"H
6	CAFÉ CHAIRS: Wood Chairs with foam and cloths covering		12	PCS	STANDARD SIZE
7	SITTING BENCH for Cafe: Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Thickness should be 32mm. All edges are banding with plastic PVC tape 2MM. Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.		1	PCS	8'W X 2'D
8	CENTRE TABLE: Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Thickness should be 32mm. All edges are banding with plastic PVC tape 2MM. Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.		1	PCS	4'W X 2'8"D X 30"H
9	CAFÉ CHAIRS to be finalized after sampling		6	PCS	Standard Size

10	2 PERSON SITTING TABLE: Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Thickness should be 32mm. All edges are banding with plastic PVC tape 2MM. Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.		3	PCS	4'W X 2'D X 30"H
11	2 PERSON SITTING BENCH: Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Thickness should be 32mm. All edges are banding with plastic PVC tape 2MM. Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.		6	PCS	Standard Size
12	WOODEN LOUVERS: Overall structure made of first grade 16mm LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. All edges are banding with plastic PVC tape 2MM. Complete in all aspects with necessary hardware and fixing arrangements as per approved image/Design.		1	JOB	20'W X 8'H X 5'D / as per approved design layout
O	Other job @ 2nd floor				
1	02-Bed Room display roof top: 02-single Bed with side tables +01-mattress sheets + 02-chairs+center table+01-curtains set + bed linene +bath linen set+rugs + 02 lamps etc. + WOODEN FLOOR + wallpaper	Standard Bed Rooms	2	Job materials +	As per attached design + layout plan
P	GROUND FLOOR OUTDOOR AREA				
1	FOUR PERSON SITTING (Table & Chairs): with weather proof fabric foam covers for OUTDOOR will be finalized after sampling		4	SETS	Standard Size
2	WOODEN BENCH SITTING: Overall made of first grade 16mm Thick LMDF (Laminated Medium Density Fiber) Board having scratch resistant surface. Worktop thickness should be 32mm. All edges are banding with plastic PVC tape 2MM and fixing arrangements as per approved image/Design.	as per submitted design requirement	2	Pcs	Standard Size/as per design layout
3	OUTDOOR FIREPIT	as per submitted design requirement	2	Pcs	Standard Size/as per design layout
Q	ACCESSORIES/FIXTURES & RENOVATION				

1	WOODEN FLOORING, 08mm thick Laminate flooring with 3R Tap & Go locking technology, Complete in all aspects with under layer and necessary hardware and fixing arrangements as per approved drawings/layout plan.	For reception area on ground floor as per final design layout	3,000	Sft	For reception area on ground floor & 1 st floor as per final design layout
2	Skirting	For reception area on ground floor as per final design layout	1,000	Sft.	For reception area on ground floor as per final design layout
3	Rugs Small	3*5	10	Pcs	As per sitting design layout
4	Rugs Medium	5*7	7	Pcs	As per sitting design layout
5	Rugs Large	7*10	3	Pcs	As per sitting design layout
6	Bean Bags	Standard Size	30	Pcs	Standard Size
7	Sunscreen roller up blinds to reduce daytime glare, block UV rays, and retain the view, without losing the light & view entirely.	As per each window size in the halls (ground floor and first floor) and cafeteria	1,500	Sft.	As per each window size in the halls (ground floor and first floor) and cafeteria

Note:

- i. Any brand names mentioned in the BOQ are for reference purposes only to understand the required specifications, and the bidders can quote the equivalent item that meets required specification.
- ii. The measurement and quantities are based on the best estimate for comparison purposes, and the actual measurement and quantities may differ at the time of installation.
- iii. The Purchaser is in no way bound to order the measurement and quantities as mentioned in the BOQ.
- iv. Payment for the items whereby the unit of measurement is in square feet, shall be made as per actual.

IMPORTANT:

- i. Unit Prices and Total Price must be quoted item-wise for each line item of the BOQs (in financial bids).
- ii. The award shall be for BOQ above (for complete LOT), and the Contractor shall be responsible for Supply and Installation of all items under the BOQ.
- iii. Bidders must visit the site before Pre-Bid Meeting for clarifications, if any.
- iv. The interior design and arrangements shall be approved by the project team of the Purchaser.
- v. Before supply and installation, the successful Contractor shall provide samples of the items for approval by the Purchaser.
- vi. 01 Year Warranty will be provided by the Contractor for Furniture & Fixture, accessories etc.

LOT-2

BOQ – ELECTRICAL & IT WORK:

(Item-I)

Item No.	Description	Unit	Brand or Equivalent	QTY
A	PVC Cables & Pipes			
1	PVC Pipe 2"	Length	Popular/GM	24
2	PVC Bend 2"	Nos	Popular/GM	12
3	PVC Socket 2"	Nos	Popular/GM	12
4	PVC Pipe 1" (including accessories)	RFT	Popular/GM	5500
5	Steel Screw 1(1/2)	Box	Local	3
6	PVC Gatti 12 No (each pack of 100)	Packet	Local	3
7	PVC Socket 1"	Nos	Popular	300
8	PVC Bend 1"	Nos	Popular	400
9	Solution	Nos	Popular	5
10	PVC wall junction box 1"	Box	Popular	120
11	3/.29 cable (Standard Pack - 90 meters) Single Core	Coil	Pakistan/Fast	30
12	7/.29 cable (Standard Pack - 90 meters) Single Core	Coil	Pakistan/Fast	50
13	4mm sq. Single Core	Coil	Pakistan/Fast	15
14	6mm sq. Single Core	Coil	Pakistan/Fast	10
15	PVC ducking 10*25 MM (3 Meter)	Length	Popular/GM or equivalent brand	24
16	PVC ducking 16*16 MM (3 Meter)	Length	Popular/GM or equivalent brand	24
17	PVC ducking 16*25 MM (3 Meter)	Length	Popular/GM or equivalent brand	24
B	Fluorescent / LED Fittings / LCD			
1	Recessed SMD down lighter (6 to 8 inch) (with 15 to 26 W COB)	Nos	DMAX/China	200
2	Cob track light /Linear Light with 48 watt	Nos	DMAX/China	100
3	LED rope light with adopter/supplies (80 Meter coil, Warm up in copper)	Coil	DMAX/China	4
4	Wall Hanging Lights (10-26 W) - SMD	No.	DMAX/China	90
5	Up & Down outdoor Wall Light 10W water proof - SMD	No.	DMAX/China	20
6	Garden Light 10W - SMD	No.	DMAX/China	20
7	Fondant Lights SMD (10 to 15 W)	No.	DMAX/China	8
8	Floor mounted flood lights, water proof (100 W) - SMD	No.	Aplo/Ledvance/DMAX	12
9	Emergency Light, Rechargeable, Power Source: DC / USB : 5 to 10V.	No.	DMAX/China	24
C	Gang Plate Fittings and Back Boxes			
1	13 Amp Multi Light Plugs with PVC box	Nos.	Clipsal	200
2	4 Gang 1 Way Switch with PVC box	Nos.	Clipsal	5
3	6 Gang 1 Way Switch with PVC box	Nos.	Clipsal	12
4	Data Plate with PVC box	Nos.	Clipsal	50
5	15 Amp Power Plug with PVC box	Nos.	Clipsal	20
D	Exhaust Fan/Fan/Insect Killer			
1	Bracket Fans/False ceiling Fans (18-20 inch)	No.	Royal Fan	10
2	Mist Fans (12-16 inch)	No.	Royal Fan	4
3	Air Cutter (4 Feet or as per design requirement)	No.	Local/China	2
4	Supply at site of Exhaust Fan 12" complete in all	Nos.	GFC/Pak Fan	15
5	Insect Killer (Standard Size)	No.	China	2
6	Water proof Exhaust fan (10 to 12 inch)	Nos.	GFC/Pak Fan	3
E	Air Conditioning/HVAC			

Item No.	Description	Unit	Brand or Equivalent	QTY
1	Supply of 1.5 Ton Air Conditioners (Invertor) of approved brand.	Nos	Haier brand or equal	6
2	Supply of 2.0 Ton Air Conditioners (Invertor) of approved brand.	Nos	Haier brand or equal	6
3	Supply of 2.0 Ton Air Conditioners (Invertor) floor standing of approved brand.	Nos	Haier brand or equal	6
4	Supply of 4.0 Ton Air Conditioners (Invertor) floor standing of approved brand.	Nos	Haier brand or equal	8
F	UPS for Short Backup with batteries			
1	Supply, Installation & Testing & Commissioning of UPS 30 kVA online series with dry batteries. Double Conversion On-Line UPS, 30 KVA / 30 KW. Complete deployment in all respects including all cabling etc.	Nos	AEC or equivalent	1
G	Main Cable for Generator/UPS and other connections			
1	16 mm 4 Core Copper	Mtr	Pakistan Cable/GM/Fast	50
2	16 mm 1 Core Copper	Mtr	Pakistan Cable	50
H	CCTV Cameras/LED TV			
1	LED Smart TVs with Chrome Cast 65' (Standard and curve LCD)	No.	TCL or equal brand	4
2	LED Smart TVs with Chrome Cast 55'	No.	TCL or equal brand	4
3	LED Smart TVs with Chrome Cast 43'	No.	TCL or equal brand	4
4	5MP Analog Cameras with complete solution: 2.8 to 3.6 mm Fixed Lens , up to 20 IR LED, Switchable	No.	Dahua or equivalent	32
I	FIRE ALARM SYSTEM			
1	Supply conventional of 4 zone fire alarm control panel (FACP)	No.	China	1
2	Supply of conventional type smoke detector	No.	China	60
3	Supply of conventional type manual break glass station, including m.s. back box	No.	China	6
4	Supply of electronic sounder, including m.s. back box.	No.	China	6
5	Supply of wiring from FACP to devices wired with 2.5 sq.mm two cores PVC/PVC fire retardant shielded cable in 25mm dia. PVC pipe	coil	Fast cable / equivalent	10
6	Supply Fire extinguisher dry type use for fire A,B,C 5KG	No.& Job	China	16
7	Exit Lights with long lasting LED, universal mounting, battery over charged protection etc.			12
J	ELECTRICAL & IT WORK			
1	Wi-Fi Router Minimum Specifications: Standards Wi-Fi 6 IEEE 802.11ax/ac/n/a 5 GHz IEEE 802.11ax/n/b/g 2.4 GHz 5 GHz: 1100 Mbps (802.11ax) or higher 2.4 GHz: 500 Mbps (802.11ax) or higher 4x Fixed High-Performance Antennas	No.	TP-LINK/Net gear or equivalent	8

Item No.	Description	Unit	Brand or Equivalent	QTY
2	Access Switch 24 Port POE+ Switch must have minimum: <ul style="list-style-type: none"> 24x 1G RJ45 Ports 2x 1G SPF Ports (Installed with modules) (Optional) Console port RJ45/USB or equivalent 240W PoE+ power or Higher. Switch should support following Capacities: <ul style="list-style-type: none"> 90 Gbps switching Capacity or Higher. 40 Mbps Forwarding Capacity or Higher. Support 4k MAC address entries, VLANs, Spanning Tree Protocols Status LEDs, Form factor should be 1U Rack-mountable	No.	Linksys/Cisco/Huawei or equivalent	15
3	Biometric Attendance Machine Minimum Specifications: Communication through: USB, TCP/IP, WIFI Screen size:4.3 Inch TFT or higher Recognition speed: ≤ 1 sec Finger Prints: 5000 or higher log capacity: 200K or higher	No.	ZK Teco or equivalent	1
4	Face Access Terminal Control Attendance Machine Minimum Specifications: Face Recognition Distance 0.2 m to 1.5 m Camera 2 MP WDR Display 3.5 inch touch screen or higher Communication: RJ45, Wi-Fi Faces capacity 1000 or higher Log capacity 100,000 or higher	No.	HiKvision or equivalent	1
5	Patch Panel Minimum Specifications: Rack mountable patch panel, loaded with CAT6 I/O's	No.	Black copper or equivalent	15
6	Data Cabinet Minimum Specifications: 12U data wall-mountable data cabinet, with door, lock and fan	No.	Black copper or equivalent	8
7	1.0 KVA UPS Minimum Specifications: 1.0 KVA with dry batteries. (For emergency lighting)	No.	SOHO, Crown, Homage or equivalent	2
8	1.0 KVA UPS Minimum Specifications: 1.0 KVA with dry batteries, Surge protection, Processor control, Line Interactive Technology, Backup: 5 minutes or higher, Recharge Time: 6-8 hours or lower, Features: Serial/USB Port, Plug and Play, with other standard features. 1 Year warranty including all parts.	No.	SOHO or equivalent	8
9	Ethernet Router Minimum Specifications: CPU Count 4, 7 or higher Gigabit Ethernet ports, USB 3.0, 1GB RAM, Serial Console Port	No.	TP Link/Microtik or equivalent	1
10	Cat - 6 Cable	Coil	3M/Dahua Or Equivalent Brand	50
11	Cat - 6 (with connectors machined punched at both sides) (3Meter) as per design requirement	Nos	3M/Dahua Or Equivalent Brand	300
12	Cat - 6 (with connectors machined punched at both sides) (1Meter as per design requirement	Nos	3M/Dahua Or Equivalent Brand	100
K	Labor Rates/Installation/Fixing			
1	IT Work Labor Rate, Installations etc.	Job		1
2	Electrical Work Labor Rate and Installation, UPS installation and AC Installation with copper wiring and accessories etc.	Job		1
3	Fire alarm system installation etc.	Job		1
4	Testing & Commissioning of DBs	Job		1
5	Supply and installation of Electric Fence (Barbed wire 110 Volt)	RFT	Nentek or equivalent	650

Item No.	Description	Unit	Brand or Equivalent	QTY
6	Testing and commissioning of fire alarm system by authorized local representative of the manufacturer with coordination of project / building team.	Job		1
7	Preparation of As-built drawings, labeling, numbering schemes, schematic, color coding for civil, electrical and furniture fixture etc., 3 sets of soft & hard copies are to be submitted to consultant / owner (project team) within 1 week after issuance of notification of award.	Job		1

Note:

- Any brand names mentioned in the BOQ are for reference purposes only to understand the required specifications, and the bidders can quote the equivalent item that meets required specification.
- The measurement and quantities are based on the best estimate for comparison purposes, and the actual measurement and quantities may differ at the time of installation.
- The Purchaser is in no way bound to order the measurement and quantities as mentioned in the BOQ.
- Payment for the items whereby the units of measurement are square feet, running feet, length, and meters, shall be made as per actual.

BOQ CIVIL WORK:

LOT-2 (Item-II)

Sr.#	Description	Unit	Qty
A	FRONT ELEVATION		
1	Removing of existing rock wall where required & applying new rock wall with matching color complete. (Overall building outside elevation and walls from base to top).	Sft	5,000
2	Providing & fixing terrace green wall elevation for logo purpose complete in all aspects as per given design. 	Sft	382
3	Providing & fixing M.S structure parabola roof as per design complete in all aspects as per given design including glass cover on all sides 	Sft	325
4	Providing & fixing terrace floor porcelain tile complete in all aspects as per given design.	Sft	325
B	External Works		
1	Rights side elevation		
	Removing of existing rock wall where required & applying new rock wall with matching colour complete.	Sft	1,500
2	Left side elevation		
	Removing of existing rock wall where required & applying new rock wall with matching colour complete.	Sft	1000
3	Rear side elevation		
	Removing of existing rock wall where required & applying new rock wall with matching colour complete.	Sft	600
4	Adjoining with building side elevation		
	Removing of existing rock wall where required & applying new rock wall with matching colour complete.	Sft	500
5	Rain water pipe leakage treatment with water proof chemical.	Nos	10
6	Main entrance steps construction as per design complete in all aspects.	Job	1
C	Front Boundary Wall		
1	Boundary wall paint including gate (Diamond, Nippon or equivalent)	Sft	1,500
D	Flower Turf as per shown in design		
1	Providing & fixing flower turf including excavation, brick & stone work, plaster, chips, paint complete in all aspects.	Sft	500
2	Providing & fixing of plants (Outdoor) and indoor plants with planters.	Nos	250
E	Left side lawn		
1	Providing & fixing of dhaka grass	Sft	4,200
2	Providing & fixing of concrete slabs steps 4'x1'x2".	Nos	81
3	Existing m.s structure paint & wooden texture floor tiles.	Job	1
F	Internal Works (Ground Floor)		
1	Providing and applying of paint Work Plastic Emulsion 2 x coats of filling and three coats of paint complete in all aspects.	Sft	8,000
2	Providing and applying of Enamel paint Work on stair railing complete in all aspects.	Sft	300
3	Anti-Termite proofing of building	Job	1
4	Dismantling & repair of kitchen partition wall and external counter slab with shifting of debris at suitable place.	Job	1
5	Making of kitchen service counter & close the door as per given design.	Job	1
6	Providing & applying Laquire polish on wooden doors and repairs complete in all aspects.	Sft	824

Sr.#	Description	Unit	Qty
G	Internal Works (1st Floor)		
1	Providing and applying of paint Work Plastic Emulsion 2 x coats of filling and three coats of paint complete in all aspects.	Sft	10,000
2	Providing and applying of Enamel paint Work on stair railing complete in all aspects.	Sft	605
3	West side terrace marble repair & polishing complete in all aspects.	Sft	1,250
4	Front side terrace marble repair & polishing complete in all aspects.	Sft	400
5	Providing & applying Laquire polish on wooden doors and repairs complete in all aspects.	Sft	824
6	Day care attached toilets fitting & fixtures.	Job	1
H	2nd floor (Roof Top)		
1	Polishing & Repair of front terrace marble.	Sft	800
2	Mumty water proofing with chemical coating.	Sft	650
3	Providing and applying of paint Work Plastic Emulsion 2 x coats of filling and three coats of paint complete in all aspects.(walls + ceiling)	Sft	2,150
4	Roof removing of existing marble & shift the debris at suitable place complete in all aspects.	Sft	800
5	Providing and fixing of Marble with cement plaster, Grout, Including the cost of 1.5"-Average Base plaster .	Sft	800
6	Roof marble repair & polishing complete in all aspects.	Sft	4,200

Note:

- i. Any brand names mentioned in the BOQ are for reference purposes only to understand the required specifications, and the bidders can quote the equivalent item that meets required specification.
- ii. The measurement and quantities are based on the best estimate for comparison purposes, and the actual measurement and quantities may differ at the time of installation.
- iii. The Purchaser is in no way bound to order the measurement and quantities as mentioned in the BOQ.
- iv. Payment for the items whereby the units of measurement are square feet, running feet, length, and meters, shall be made as per actual.
- v. Any damages and repair done for the required installations and job will be managed by the vendor.

IMPORTANT:

- i. Unit Prices and Total Price must be quoted item-wise for each line item of the BOQs (in financial bids).
- ii. The award shall be for all BOQs above (for complete LOT), and the Contractor shall be responsible for Supply, Installation, Configuration, Testing and Commissioning of all items under the BOQs.
- iii. Bidders must visit the site before Pre-Bid Meeting for clarifications, if any.
- iv. The interior design and arrangements shall be approved by the project team of the Purchaser.
- v. Before supply and installation, the successful Contractor shall provide samples of the items for approval by the Purchaser.
- vi. 01 Year Warranty will be provided by the Contractor for complete solution including the goods supplied under the Contract such as Electric/IT Equipment, Furniture, UPS, ACs, LCDs, Projector, Switches, Fire Alarm, Fans, Lights etc.

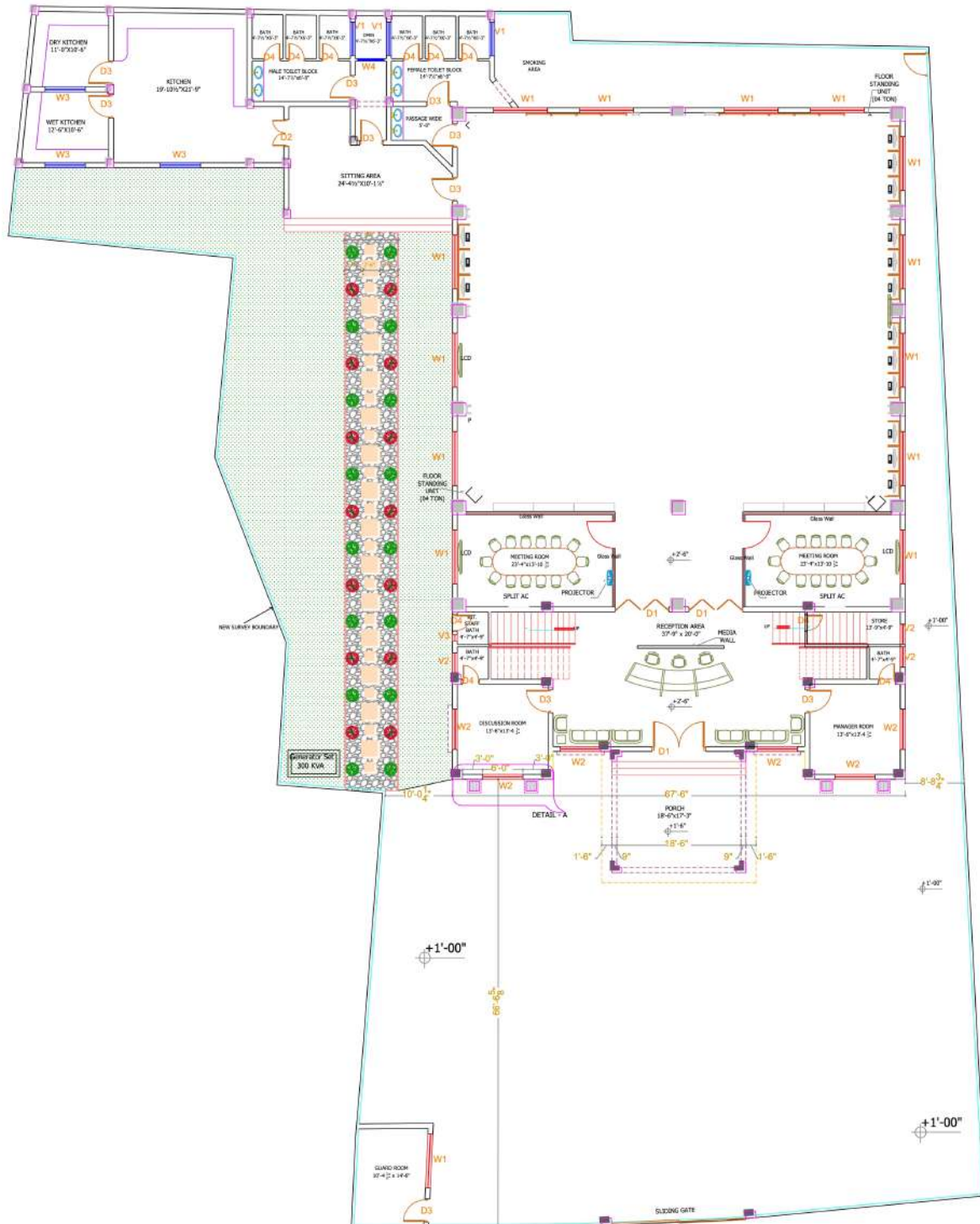
3.2 Scope of Services

The e-Earn innovation hub is a centralized facility in the heart of Rawalpindi at Murree Road near Rawalpindi Medical University (33°36'04.3"N 73°04'01.6"E). The facility is built with a purpose to facilitate the I.T industry in the district. The building covered area is approximately 18,000 sq. feet (ground floor and 1st floor) out of total area of 4 kanal.

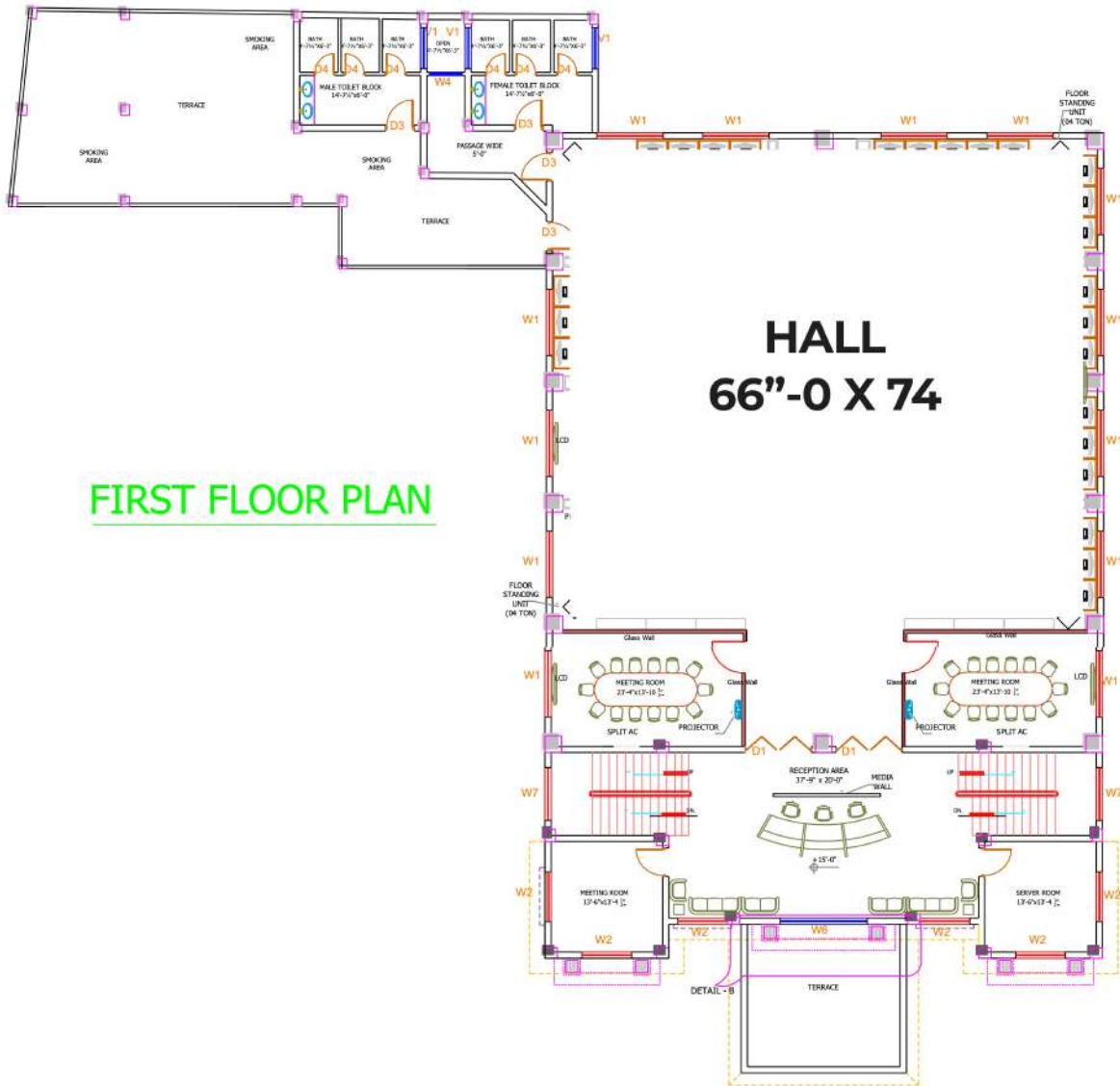
PITB is interested to use the facility as a co-working space for freelancers, startups, SME's, Financial Institutions, IT Companies, Software Houses, Incubation Centers etc. For this purpose, the tender is floated in order to renovate, furnish and make the facility ready to use for 400 people on ground and first floor. Besides a sitting facility for cafeteria (45 people), administration team (10 people) and outdoor area (20 people).

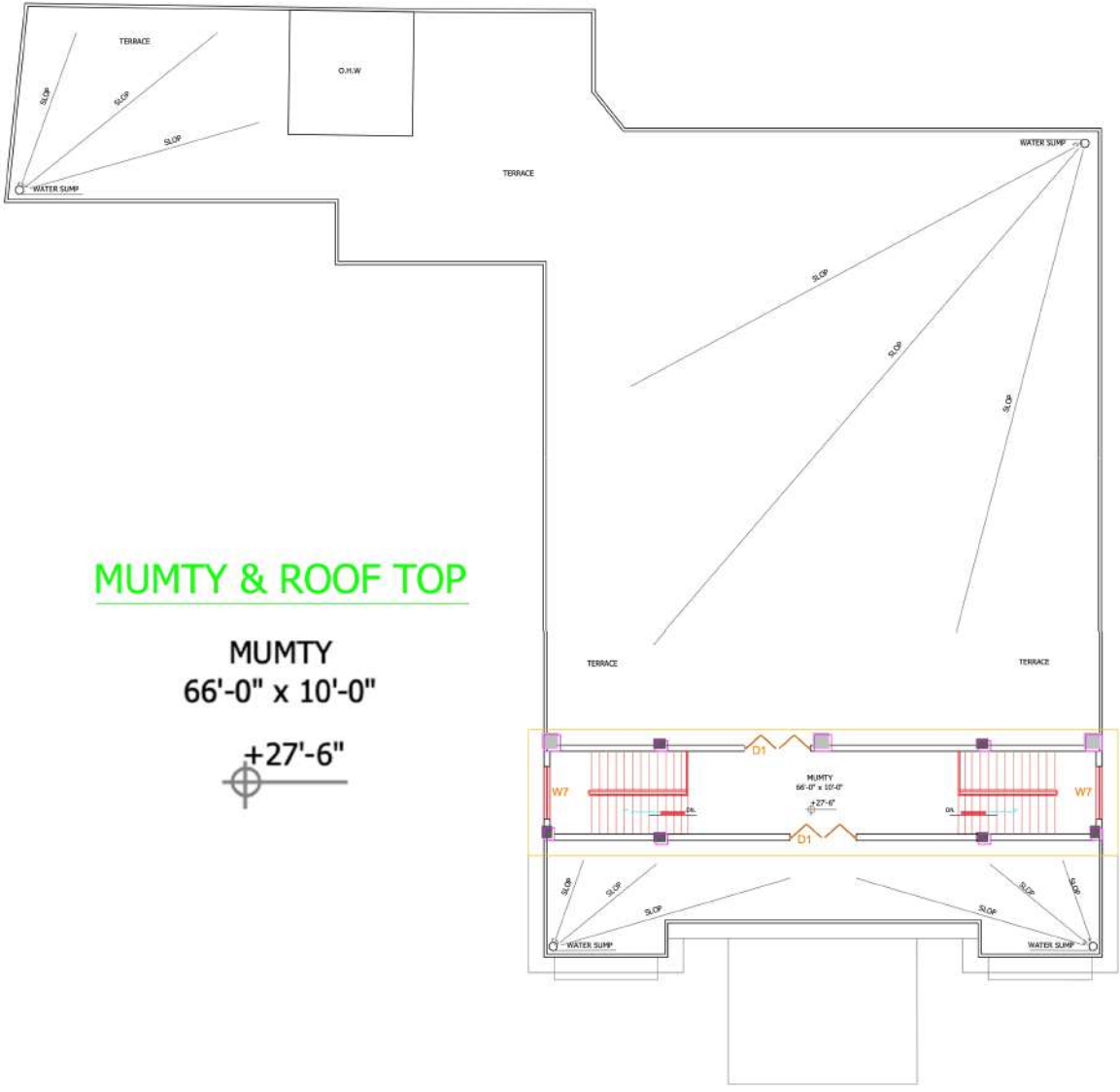
As per attached layout design of the building, the respective LOT bidders are responsible for office, cafeteria and outdoor sitting arrangement along with all necessary furniture, equipment and supplies including table, chairs, work stations, sofas, outdoor sittings etc. and design, supplies, renovations, IT infrastructure installation, security cameras, paint work, repair work (any type), electrical and IT infrastructure work and electrical fencing in respective LOTs. The scope of work also includes beautification of the building indoor and outdoor (landscape area). The tender is floated on LOT basis in order to prepare the said facility to carryout business plan as described.

3.3 Floor Diagram GROUND FLOOR



FIRST FLOOR





MUMTY & ROOF TOP

MUMTY
66'-0" x 10'-0"

+27'-6"
⊕

Section-IV: Bid Data Sheet

The following specific data for the goods/services to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Section-II. Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

A. Introduction		
BDS Clause Number	ITB Number	Amendments of, and Supplements to, Clauses in the Instruction to Bidders
1.	2.1.1	<p>Name of Procuring Agency: PUNJAB INFORMATION TECHNOLOGY BOARD</p> <p>The subject of procurement is: <u>PROCUREMENT OF FURNITURE & FIXTURES AND RENOVATION SERVICES INCLUDING SUPPLY AND INSTALLATION OF ELECTRICAL & IT EQUIPMENT AT e-EARN INNOVATION-HUB BUILDING, CHAMAN ZAR ROAD RAWALPINDI (EGOV – 09)</u></p> <p>Commencement date for Start of delivery of goods / Services: Within one (01) Week after issuance of Notification of Award</p> <p>Completion date for Scope of Services: Within Twelve (12) Weeks for LOT-01 after issuance of Notification of Award, and Within Ten (10) Weeks for LOT-02 after issuance of Notification of Award</p>
2.	2.1.2	<p>Financial year for the operations of the Procuring Agency: 2023-24</p> <p>Name of Project/ Grant (Development or Non-Development): Non-Development, PITB</p> <p>Name of financing institution: Non-Development</p> <p>Name and identification number of the Contract: N/A</p>
3.	2.1.3 (v)	<p>Maximum number of members in the joint venture, consortium or association shall be: [<i>insert the number</i>]. J.V. form 8.2 should be followed. (NOT APPLICABLE)</p>
B. Bidding Documents		
4.	2.2.2	<p>The address for clarification of Bidding Documents is: <u>PRIMARY CONTACT</u></p> <p>Umair Ali</p> <p>Sr. Program Manager (CCC)</p> <p>Email: umair.ali@pitb.gov.pk</p>

		<p>13th Floor, Arfa Software Technology Park, 346-B, Ferozepur Road, Lahore, Pakistan.</p> <p>Hafiz Syed M. Suleman Programme Manager Design & Strategist (CCC) Email: syed.suleman@pitb.gov.pk</p> <p>13th Floor, Arfa Software Technology Park, 346-B, Ferozepur Road, Lahore, Pakistan.</p> <p><u>SECONDARY CONTACT</u> M. Jahanzaib Khan Joint Director (e-Procurement) Email: jahanzaib.khan@pitb.gov.pk 13th Floor, Arfa Software Technology Park, 346-B, Ferozepur Road, Lahore, Pakistan</p>
5.	2.2.2	<p>Pre-Bid Meeting: DATE & TIME: 29 February, 2024 @ 11:00 AM VENUE: 13th FLOOR, ARFA SOFTWARE TECHNOLOGY PARK (ASTP), 346-B, FEROEZPUR ROAD, LAHORE.</p>
6.	2.3.9	The number of e-bid for each lot separately, to be upload on EPADS is one original.
C. Bid Price, Currency, Language and Country of Origin		
7.	2.3.1	<i>Language of the Bid: English</i>
8.	2.3.4	The price quoted shall be in PAK RUPEES inclusive of all applicable taxes and duties.
9.	2.3.4 & 2.3.9	<p>The price quoted shall be fixed in PAK RUPEES inclusive of all applicable taxes and duties.</p> <p>The Bidders must adhere to the minimum wage rate (notified by Labour & Human Resource Department) and all applicable taxes (imposed by FBR/PRA/any other government organization) while preparing financial bid.</p>
D. Preparation and Submission of Bids		
10.	2.2.2	<p>The complete Bids must be submitted online on e-Procurement System (EPADS) website i.e., https://punjab.eprocure.gov.pk</p>
11.	2.4.2	<p>The deadline for E-bid submission is: 11th March, 2024 @ 12:00 PM</p>
12.	2.5.1	<p>Time, date/ Month/ Year, and place for E-bid opening. 11th March, 2024 @ 12:30 PM PUNJAB INFORMATION TECHNOLOGY BOARD (PITB) 13TH FLOOR, ARFA SOFTWARE TECHNOLOGY PARK (ASTP), 346-B, FEROEZPUR ROAD, LAHORE, PAKISTAN PHONE: (+ 92) (42) (99000000), FAX: (+92) (42) (99232123) URL: WWW.PITB.GOV.PK</p>

13.	2.6.2	Amount of Performance Guarantee is: <u>5% OF THE CONTRACT AMOUNT</u>
14.	2.3.7	Bid validity period after opening of the Bid is: <u>NINETY (90) DAYS.</u>
15.	2.3.6	The samples (if demanded) of the items provided by the bidders will be evaluated in conjunction with the specification provided in SECTION – III and approved by the evaluation committee of the procuring agency. The awardee will be required to deliver the items as per approved sample.
E. Opening and Evaluation of Bids		
16.	2.5.1	The Bid opening shall take place at: 11th March, 2024 @ 12:30 PM PUNJAB INFORMATION TECHNOLOGY BOARD (PITB) 13 TH FLOOR, ARFA SOFTWARE TECHNOLOGY PARK (ASTP), 346-B, FERAZEPUR ROAD, LAHORE, PAKISTAN PHONE: (+ 92) (42) (99000000), FAX: (+92) (42) (99232123) URL: WWW.PITB.GOV.PK
17.	2.3.4	The currency that shall be used for Bid evaluation is: PAK RUPEES
F. Bid Evaluation Criteria		
17.	2.5.8	Criteria to Bid evaluation is presented below:

EVALUATION CRITERIA:

Category	Description	Requirement
Legal (Mandatory)	Copy of Active Registration with Income Tax Authorities (National Tax Number NTN) – Registered for at least last Three (03) Years	Required
	For Lot # 1: Copy of Active GST Registration with Sales Tax Authorities (STRN)	
	For Lot # 2: Copy of Active GST Registration with Sales Tax Authorities (STRN) and Active PST Registration with relevant Authorities	
	Affidavit (as per form 8.6) on non-judicial Stamp Paper of Rs. 100/- or Official Letter-head:	
	(i) The firm is not blacklisted from any Department.	
(ii) The documents/photocopies provided with Bid are authentic. In case of any fake/bogus document found at any stage. They shall be black listed as per Rules / Laws.		
(iii) Affidavit for correctness of information.		
(iv) Contractor/firm is not blacklisted or subject to any pending litigation in this regard, with any Government or Public Department.		
(v) The firm comply with Section – III “Technical Specifications”, and Section – VII “Schedule of Requirements” of the Bidding Document.		

Category	Description	Requirement
Technical (Mandatory)	Original of bid security instrument, in the manner as prescribed on the bid security form.	Required
	Product technical Brochure that should include specific make and model with clarity of offered specifications are enclosed with the bid (where applicable).	
Past Experience (Mandatory)	<p><u>Relevant Experience & Value of Projects (Last 03 Years)</u></p> <p><u>For Lot # 1:</u> Value of projects/assignments either completed or in-process for last 03 years, which are similar in nature i.e. sales / supply of furniture and fixtures etc. amounting to PKR 20 million or above. (Verifiable through relevant purchase orders / contracts)</p> <p><u>For Lot # 2:</u> Value of projects/assignments either completed or in-process for last 03 years, which are similar in nature i.e. renovation, refurbishment of building, civil works including electrical works, partitioning etc. amounting to PKR 20 million or above. (Verifiable through relevant purchase orders / contracts)</p>	Required

G. Award of Contract

2.6.5	Percentage for quantity increase or decrease is: <u>FIFTEEN (15%) PERCENT.</u> However, increase or decrease in quantities beyond 15% will be mutually agreed between the Procuring Agency and the Awardee prior to the <u>Contract.</u>
2.6.2	The Performance Guarantee shall be: <u>5% OF THE CONTRACT AMOUNT</u>
2.6.2	<p>The Performance Security (or guarantee) shall be in the form of: Bank Guarantee, Bank call-deposit (CDR), Demand Draft (DD), Pay Order (PO) or Banker’s cheque;</p> <p>Performance Guarantee must have a minimum validity period until the date of expiry of warranty period, support period or termination of services, or fulfillment of all obligations under the contract, whichever is later. Performance security shall not be acceptable with any validity less than the prescribed time period.</p> <p>The Contractor shall cause the validity period of the performance security to be extended for such period(s) as the contract performance may be extended.</p> <p><u>Penalty Charges on Late Submission of Performance Security:</u> If the Contractor delays provision of Performance Security fifteen (15) days of the issuance of notification of award / Letter of Intent (LOI) from the Procuring Agency, a sum of money @0.25% of the total Performance Security, for every day beyond fifteen (15) days of the issuance of notification of award / Letter of Intent (LOI) from the Procuring Agency, will be deducted as Penalty Charges. Provided that total amount of Penalty Charges so deducted shall not exceed, an amount equal to the value of Bid Security.</p>

Section-V: General Conditions of Contract

1. Definitions

1.1 In this Contract, the following terms shall be interpreted as indicated:

- (a) "The Contract" means the agreement entered into between the Procuring Agency and the Supplier/Service Provider, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- (b) "The Contract Price" means the price payable to the Supplier / Service Provider under the Contract for the full and proper performance of its contractual obligations.
- (c) "The Goods" means all of the equipment, machinery, and/or other materials which the Service Provider is required to supply to the Procuring Agency under the Contract.
- (d) "The Services" means those services *RENOVATION SERVICES INCLUDING SUPPLY AND INSTALLATION OF EQUIPMENT* and other such obligations of the Service Provider covered under the Contract.
- (e) "GCC" means the General Conditions of Contract contained in this section.
- (f) "SCC" means the Special Conditions of Contract.
- (g) "The Procuring Agency" means the organization purchasing the Goods/Services, as named in SCC.
- (h) "The Procuring Agency's country" is the country named in SCC.
- (i) "The Service Provider" means the Bidder or firm supplying the Goods/Services under this Contract.
- (j) "The Project Site," where applicable, means the place or places named in SCC.
- (k) "Day" means calendar day.

- (i) “e-Bid” means electronic bids (separate financial and technical) to be submitted by bidders on e-Procurement System (EPADS)

2. Application

2.1. These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.

3. Country of Origin

[where applicable]

3.1. All Goods and Services supplied under the Contract shall have their origin in the countries and territories eligible under the rules, as further elaborated in the SCC.

3.2. For purposes of this Clause, “origin” means the place where the Goods were mined, grown, or produced, or from where the Services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized new product is obtained that is substantially different in basic characteristics or in purpose or utility from its components.

3.3. The origin of Goods and Services is distinct from the nationality of the Supplier. In any case, the requirements of rules 10 & 26, PPR-14, shall be followed

4. Standards

4.1. The Goods/services supplied under this Contract shall conform to the standards mentioned in the Technical Specifications/work plan/deputation plan.

5. Use of Contract Documents and Information; Inspection and Audit by the procuring agency.

5.1. The Supplier/Service Provider shall not, without the Procuring Agency’s prior written consent, disclose the Contract, or any provision thereof, or information furnished by or on behalf of the Procuring Agency in connection therewith, to any person other than a person employed by the Supplier / Service Provider in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

5.2. The Supplier / Service Provider shall not, without the Procuring Agency’s prior written consent, make use of any document or information enumerated in GCC Clause 5.1 except for purposes of executing the Contract.

5.3. Any document, other than the Contract itself, enumerated in GCC Clause 5.1 shall remain the property of the Procuring Agency and shall be returned (all copies) to the Procuring Agency on completion of the Supplier’s / Service Provider’s performance under the Contract if so required by the Procuring Agency.

5.4. The Supplier's /Service Provider shall permit the Procuring Agency to inspect the Service Provider's accounts and records relating to the performance of the Service Provider and to have them audited by auditors appointed by the donors, if so required by the donors.

6. Performance Guarantee

6.1. Within fifteen (15) days of issuance of the notification of Contract award/Letter of Intent (LOI), the successful Bidder shall furnish to the Procuring Agency the Performance Guarantee in the amount specified in SCC/Bid Data Sheet & clause 2.6.2 of ITB. Performance Guarantee must have a minimum validity period until the date of expiry of warranty period, support period or termination of services, or fulfillment of all obligations under the contract, whichever is later. Performance security shall not be acceptable with any validity less than the prescribed time period.

Penalty Charges on Late Submission of Performance Security:

If the Contractor delays provision of Performance Security fifteen (15) days of the issuance of notification of award / Letter of Intent (LOI) from the Procuring Agency, a sum of money @0.25% of the total Performance Security, for every day beyond fifteen (15) days of the issuance of notification of award / Letter of Intent (LOI) from the Procuring Agency, will be deducted as Penalty Charges. Provided that total amount of Penalty Charges so deducted shall not exceed, an amount equal to the value of Bid Security.

6.2. The proceeds of the Performance Guarantee shall be payable to the Procuring Agency as compensation for any loss resulting from the Supplier's /Service Provider's failure to complete its obligations under the Contract.

6.3. As per Rule-56 of PPR-14, the performance guarantee shall be denominated in the currency of the Contract acceptable to the Procuring Agency and shall be in one of the following forms:

- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the Procuring Agency's country, in the form provided in the Bidding documents or another form acceptable to the Procuring Agency; or**
- (b) Bank call-deposit (CDR), Demand Draft (DD), Pay Order (PO) or Banker's cheque.**

6.4. The performance guarantee will be discharged by the Procuring Agency and returned to the Supplier's /Service Provider not later than thirty (30) days following the date of completion of the Supplier's /Service Provider's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC.

The Contractor shall cause the validity period of the performance security to be extended for such period(s) as the contract performance may be extended.

7. Incidental material

7.1. The Service Provider may be required to provide any of the incidental material if any, specified in SCC:

[If required and decided by the Procuring Agency]

8. Payment

8.1. The method and conditions of payment to be made to the Supplier's /Service Provider under this Contract shall be specified in SCC.

8.2. The Supplier's /Service Provider's request(s) for payment shall be made to the Procuring Agency in writing, accompanied by an invoice describing, as appropriate, the goods delivered and Services performed, and by documents submitted and upon fulfillment of other obligations stipulated in the Contract.

8.3. As per rule-62 of PPR-14, payments shall be made promptly by the Procuring Agency, but in no case later than thirty (30) days after submission of an invoice or claim by the Supplier's /Service Provider, provided the work is satisfactory.

8.4. The currency of payment is **PAK RUPEES**.

9. Prices

9.1. Prices charged by the Supplier for goods and Services performed by Service Provider under the Contract shall not vary from the prices quoted by the Supplier's /Service Provider in its Bid, with the exception of any price adjustments authorized in SCC {mechanism and formula to be decided by the procuring agency}.

10. Change Orders

10.1. The Procuring Agency may at any time, by a written order given to the Supplier's /Service Provider pursuant to GCC Clause 11, make changes within the general scope of the Contract, only if required for the successful completion of the job.

10.2. If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's / Service Provider's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price, or both, and the Contract shall accordingly be amended. Any claims by the Supplier's / Service Provider for adjustment under this clause must be asserted within thirty (30) days from the date of the Service Provider's receipt

of the Procuring Agency's change order. But, in no case, the overall impact of the change should exceed **15% of the contract cost** and no provisions of PPR-14 should be violated.

11. Contract Amendments 11.1. Subject to GCC Clause 10, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.

12. Assignment 12.1. The Service Provider shall not assign the whole of contract to anybody else. However, some parts of contract or its obligations may be assigned to sub-contractors with the prior written approval of the procuring agency.

13. Sub-contracts 13.1. The Service Provider shall notify the Procuring Agency in the Bid of all subcontracts to be assigned under this Contract. Such notification, in the original Bid or later, shall not relieve the Service Provider from any liability or obligation under the Contract.

13.2. Subcontracts must comply with the provisions of GCC Clause 12.

14. Delays in the Supplier's /Service Provider's Performance 14.1. Performance of Services shall be made by the Supplier's /Service Provider in accordance with the Schedule of Requirements/Work Plan/Deputation Plan as prescribed by the Procuring Agency in Section VII.

14.2. If at any time during performance of the Contract, the Supplier's /Service Provider or its subcontractor(s) should encounter conditions impeding timely delivery of goods and performance of Services, the Supplier's /Service Provider shall promptly notify the Procuring Agency in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's /Service Provider's notice, the Procuring Agency shall evaluate the situation and may at its discretion extend the Supplier's /Service Provider's—time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.

14.3. Except as provided under GCC Clause 17, a delay by the Service Provider in the performance of its delivery obligations shall render the Service Provider liable to the imposition of liquidated damages.

15. Liquidated Damages 15.1. Subject to GCC Clause 17, if the Supplier's / Service Provider fails to provide the Goods / Services as per requirement/ within the period(s) specified in the Contract, the Procuring Agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the

percentage specified in SCC. Once the maximum is reached, the Procuring Agency may consider termination of the Contract pursuant to GCC Clause 16 along with other remedies available under PPR-14.

16. Termination for Default

16.1. The Procuring Agency, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier's /Service Provider, may terminate this Contract in whole or in part:

- (a) if the Supplier's /Service Provider fails to deliver any or all of the service within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring Agency pursuant to GCC Clause 14;
- (b) if the Supplier's /Service Provider fails to perform any other obligation(s) under the Contract; or
- (c) if the Supplier's /Service Provider, in the judgment of the Procuring Agency has engaged in corrupt practices in competing for or in executing the Contract. For the purpose of this clause, corrupt practices will be defined as per Section-2 (d) of The PPRA Act, 2009.

"Corrupt practices" in respect of procurement process, shall be as given in S-2 (d) of PPRA, Act, 2009:

(d) "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, bidder or Contractor in the procurement process or in Contract execution to the detriment of the procuring agency; or misrepresentation of facts in order to influence a procurement process or the execution of a Contract, collusive practices among bidders (prior to or after ebid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the procuring agency of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following:

- i. coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
- ii. collusive practice by arrangement between two or more parties to the procurement process or Contract execution, designed to achieve with or without the knowledge of the procuring agency to

- establish prices at artificial, noncompetitive levels for any wrongful gain;
- iii. offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
- iv. any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- v. obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a Contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit process

16.2. In the event the Procuring Agency terminates the Contract in whole or in part, pursuant to GCC Clause 16.1, the Procuring Agency may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier's /Service Provider shall be liable to the Procuring Agency for any excess costs for such similar Goods / Services. However, the Supplier /Service Provider shall continue performance of the Contract to the extent not terminated.

17. Force Majeure

17.1. Notwithstanding the provisions of GCC Clauses 14, 15, and 16, the Supplier /Service Provider shall not be liable for forfeiture of its Performance Guarantee, 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.

17.2. For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier's /Service Provider and not involving the Supplier's /Service Provider's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Procuring Agency in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes. Both, the Procuring Agency and the Service Provider, may

agree to exclude certain widespread conditions e.g: epidemics, pandemics, quarantine restrictions etc from the purview of "Force Majeure".

25.3. If a Force Majeure situation arises, the Supplier /Service Provider shall promptly notify the Procuring Agency in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring Agency in writing, the Supplier /Service Provider shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. Any difference of opinion concerning "Force Majeure" may be decided through means given herein below.

18. Termination for Insolvency

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

19. Termination for Convenience

19.1. The Procuring Agency, by written notice sent to the Supplier /Service Provider, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring Agency's convenience, the extent to which performance of the Supplier /Service Provider under the Contract is terminated, and the date upon which such termination becomes effective.

19.2. The Goods / Services that are complete and ready for shipment (if applicable) within thirty (30) days after the Supplier's /Service Provider's receipt of notice of termination shall be accepted by the Procuring Agency on the Contract terms and prices. For the remaining Goods/ Services, the Procuring Agency may choose:

- (a) to have any portion completed and delivered at the Contract terms and prices; and/or
- (b) to cancel the remainder and pay to the Supplier /Service Provider-an agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Supplier /Service Provider.

20. Resolution of Disputes

20.1. After signing the contract or issuance of purchase order, The Procuring Agency and the Supplier /Service Provider shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

20.2. If, after thirty (30) days from the commencement of such informal negotiations, the Procuring Agency and the Supplier /Service Provider have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms specified in SCC. These mechanisms may include, but are not restricted to, conciliation mediated by a third party, adjudication in an agreed and/or arbitration as per rule 68 of PPR-14 and in accordance with Arbitration Act-1940.

21. Governing Language

21.1. The Contract shall be written in the language specified in SCC. Subject to GCC Clause 30, the version of the Contract written in the specified language shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.

22. Applicable Law

22.1. The Contract shall be interpreted in accordance with the laws of Punjab (Pakistan) unless otherwise specified in SCC.

23. Notices

23.1. Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by any information technology mean for the time being in use and acceptable in ordinary course of business to the other party's address specified in SCC.

23.2. A notice shall be effective when delivered or on the notice's effective date, whichever is later.

24. Taxes and Duties

24.1. Supplier /Service Provider shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods and Services to the Procuring Agency. In case of imposition of new taxes/duties or concession thereof after the deadlines for the submission of bids the effect thereof shall be borne or availed by the procuring agency as the case may be.

24.2 The Supplier /Service Provider shall maintain ACTIVE taxpayer status with Punjab Revenue Authority (PRA) throughout the contract period.

25. Change in minimum wage rate

25.1. If during the continuation of the service contract, minimum wage rate is revised by the competent authorized forum, then the ongoing contract shall be revised as per percentage increased in minimum wages declared for such category, by the competent authority, but with mutual consent of the procuring agency and the Contractor

**26. Contract
Period and
Extension in
Contract period**

A fixed price contract will be signed for the period of **one (01) year**. Extension in the contact agreement shall be the discretion of the procuring agency and the contractor has no right to claim further extension as a matter of right in the contract.

Section-VI. Special Conditions of Contract

Special Conditions of Contract

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. Definitions (GCC Clause 1)

GCC 1.1 (g)—The Procuring Agency is: **PUNJAB INFORMATION TECHNOLOGY BOARD**

GCC 1.1 (h)—The Procuring Agency's country is: **PAKISTAN**

GCC 1.1 (i)—The Supplier is: **AWARDEE**

2. Performance Guarantee (GCC Clause 6)

GCC 7.1—As per rule 56 of PPR-14, the amount of Performance Guarantee, as a percentage of the Contract Price, shall be: **5% OF THE CONTRACT AMOUNT**

Performance Guarantee must have a minimum validity period until the date of expiry of warranty period, support period or termination of services, or fulfillment of all obligations under the contract, whichever is later. Performance security shall not be acceptable with any validity less than the prescribed time period.

The Contractor shall cause the validity period of the performance security to be extended for such period(s) as the contract performance may be extended.

Penalty Charges on Late Submission of Performance Security:

If the Contractor delays provision of Performance Security fifteen (15) days of the issuance of notification of award / Letter of Intent (LOI) from the Procuring Agency, a sum of money @0.25% of the total Performance Security, for every day beyond fifteen (15) days of the issuance of notification of award / Letter of Intent (LOI) from the Procuring Agency, will be deducted as Penalty Charges. Provided that total amount of Penalty Charges so deducted shall not exceed, an amount equal to the value of Bid Security.

3. Incidental Materials (GCC Clause 7)

GCC 7.1—Incidental materials to be provided are:

[Selected material covered under GCC Clause 7 and/or other should be specified with the desired features. The price quoted in the Bid price or agreed with the selected Service Provider shall be included in the Contract Price.]

4. Payment (GCC Clause 8)

GCC 8.1—The method and conditions of payment to be made to the Service Provider under this Contract shall be as follows:

Payment for Services provided: *[to be decided by the Procuring Agency as per rule-62 of PPR-14]*

- **For LOT No. 1:** 100% Payment shall be made after complete delivery, installing & commissioning of all items in the Lot, and subsequent inspection and issuance of Acceptance Certificate by the Purchaser.
- **For LOT No. 2:** Subject to the approval of the Purchaser, partial payment under the contract will be allowed only for completion of a whole component i.e. Civil and Electric /IT Work, as given in SECTION - III. Partial payment for partial completion/delivery of items under any specific BOQ is not allowed.

Payment may be made in Pak. Rupees in the following manner: *(to be decided by the Procuring Agency)*

(i) **Running Bill modality,**

(ii) **Cross Cheque**

5. Prices (GCC Clause 9)

GCC 9.1—Prices shall be fixed and shall not be adjusted.

6. Liquidated Damages (GCC Clause 15)

GCC 15.1—Applicable rate: **one-half (0.5) percent per week**

Maximum deduction: **ten (10) percent of the Contract Price**

7. Resolution of Disputes (GCC Clause 20)

GCC 20.2—The dispute resolution mechanism to be applied pursuant to GCC Clause 20.2 shall be as follows:

As per rule-68 of PPR-14, in the case of a dispute between the Procuring Agency and the Service Provider, the dispute shall be referred for arbitration in accordance with the Arbitration Act 1940.

8. Governing Language (GCC Clause 21)

GCC 21.1—The Governing Language shall be: **ENGLISH**

9. Applicable Law (GCC Clause 22)

GCC 22.1-The Contract shall be interpreted in accordance with the laws applicable in the jurisdiction of the province of Punjab (Pakistan):

10. Insurance Coverage

The PITB will not be liable for any damage/loss to assets, resources and manpower deployed by the Contractor. The Contractor shall procure all insurance policies to include requisite insurance coverage as applicable including but not limited to Comprehensive general liability insurance and / or third-party accident insurance to safeguard any eventuality while the employees of the Contractors are on duty.

11. Indemnity

The Contractor agrees fully and effectually to indemnify, defend and hold harmless the PITB and its officers, directors, employees, representatives, agents, and assigns (“Indemnified”) at its own expenses against the Losses suffered or incurred by the PITB as a direct result of any negligent or fraudulent act or omission by it and its employees, in breach of any of its obligations contained or referred to in the Contract. In addition, the Contractor hereby also agree to indemnify and hold harmless the PITB against the Losses claimed, made or incurred against the PITB arising out of or in connection with the performance or discharge of Contractor’s obligations and duties under the Contract or in respect of any Losses sustained or suffered by any third party, otherwise than by the PITB’s gross negligence or willful misconduct. The Contractor understands, acknowledge and agree that this provision is the essence of the contract and consequently, Contractor’s desire to provide the PITB (being indemnified) with specific contractual assurance of each Indemnifier’s rights to full indemnification against any proceedings.

12. Notices (GCC Clause 23)

GCC 23.1—Procuring Agency’s address for notice purposes: **PROCURING AGENCY ADDRESS**

—Supplier’s address for notice purposes: **AWARDEE’s ADDRESS**

Section-VII. Schedule of Requirements/Work Plan/ Deputation Plan

The bidder shall provide detailed implementation plan in compliance with the delivery schedule below:

LOT	Description	Quantity	Delivery Schedule (Weeks)
1	SUPPLY OF FURNITURE & FIXTURE AT e-EARN INNOVATION-HUB BUILDING, RAWALPINDI	Multiple	Within twelve (12) Weeks after issuance of Notification of Award
2	RENOVATION SERVICES INCLUDING ELECTRICAL, IT EQUIPMENT SUPPLY, INSTALLATION & CIVIL WORKS AT e-EARN INNOVATION-HUB BUILDING, RAWALPINDI	Multiple	Within ten (10) Weeks after issuance of Notification of Award

Section-VIII: Sample Forms

8.1 Bid Form

(For each Lot separately)

- *To be reproduced on the letter head, signed & stamped by the Bidder.*
- *To be attached with the Technical Bid, in case of Single Stage Two Envelope Procedure.*

Date: _____

To: *[name and address of Procuring Agency]*

Gentlemen and/or Ladies:

Having examined the Bidding documents including Addenda Nos. *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver *[description of goods and services]* in conformity with the said Bidding documents.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to **05%** percent of the Contract Price for the due performance of the Contract, in the form prescribed by the Procuring Agency.

We agree to a Bid by this Bid for a period of *[number]* days from the date fixed to Bid opening under Clause 2.3.9 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed *(if required)*, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

[In case of single stage one envelope bidding procedure]

The Composition of our Bid is:

- a) Original Bid form (as per **form 8.1 of** Bidding documents) on letter head of the firm, duly signed and stamped.
- b) All the forms relevant to the technical and financial bids (clearly indicated on each form)
- c) Original Bid security instrument.
- d) All the required documents establishing eligibility of bidders/goods shall be made part of the bid.

- e) Any other document required by the procuring agency not inconsistent with PPR-14.

[In case of single stage two envelope bidding procedure],

The Composition of our bid consists on separate Technical and financial bids, detail of which is as follows:

Technical bid includes the following:-

- a) Original Bid form (as per **form 8.1 of** Bidding documents) on letter head of the firm, duly signed and stamped.
- b) All the forms relevant to the technical bid, to be reproduced on the letter head of the bidder as indicated on each individual form.
- c) Original Bid security instrument.
- d) Any other document required by the procuring agency not inconsistent with PPR-14.

Financial bid includes the following: -

- a) Price schedule / financial form (as per **form 8.9**) to be reproduced on the letter head of the bidder duly signed and stamped.
- b) Original Bid Security Form along with Copy of Bid Security instrument
- c) *Any other document required by the procuring agency not inconsistent with PPR-14.*

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of service provider	Amount and Currency
_____	_____
_____	_____
_____	_____

(if none, state "none")

We understand that you are not bound to accept the lowest or any Bid you may receive.

Dated this _____ day of _____ 20_____.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Currency	Purpose of Commission or gratuity
_____	_____	_____
_____	_____	_____
_____	_____	_____

(if none, state "none")

We understand that you are not bound to accept the lowest or any Bid you may receive.

Dated this _____ day of _____ 20_____.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

8.2 Bidder's JV Members Information Form (if applicable)

(For each Lot separately)

- To be reproduced and signed & stamped by the lead partner and all JV members on their letter Pad,
- To be attached with Technical Bid in addition to the JV agreement

{The Bidder / Service Provider shall fill in this Form in accordance with the instructions indicated below. The following table shall be filled in for the Bidder / Service Provider and for each member of a Joint Venture}.

Date: [insert date (as day, month and year) of Bid submission]

RFB No.: [insert number of RFB process]

Alternative No.: [insert identification No if this is a Bid for an alternative]

Page _____ of _____ pages

1. Bidder's Name: [insert Bidder's legal name]
2. Bidder's JV Member's name: [insert JV's Member legal name]
3. Bidder's JV Member's country of registration: [insert JV's Member country of registration]
4. Bidder's JV Member's year of registration: [insert JV's Member year of registration]
5. Bidder's JV Member's legal address in country of registration: [insert JV's Member legal address in country of registration]
6. Bidder's JV Member's authorized representative information Name: [insert name of JV's Member authorized representative] Address: [insert address of JV's Member authorized representative] Telephone/Fax numbers: [insert telephone/fax numbers of JV's Member authorized representative] Email Address: [insert email address of JV's Member authorized representative]
7. Attached are copies of original documents of [check the box(es) of the attached original documents] <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with ITB 4.4. <input type="checkbox"/> In case of a state-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and that they are not under the supervision of the Purchaser, in accordance with ITB 4.6.
8. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

8.3. Bidder Profile Form

(For each Lot Separately)

- To be reproduced on the letter head, signed & stamped by the Bidder.
- To be attached with Technical Bid

Sr.#	Particulars
1.	Name of the company:
2.	Registered Office:
Address:	
Office Telephone Number:	
Fax Number:	
3.	Contact Person:
Name:	
Personal Telephone Number:	
Email Address:	
4.	Local office if any:
Address:	
Office Telephone Number:	
Fax Number:	
5.	Registration Details:

a) Audited Financial Statement Attachment/Income Tax Return (Last 03 years) – or as applicable per the evaluation criteria

Yes	No
-----	----

b) Details of Experience (Last 03 Years) – or as applicable per the evaluation criteria

(i)	Similar Project (Agency/Department)	Item Name
(ii)	Value of total Projects/Tenders/POs	Amount

c) Staff Detail and last month Payroll – If applicable per the evaluation criteria

Yes	No
-----	----

8.4. General Information Form

(For each Lot separately)

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Technical Bid]

	Particulars			
Company Name				
Abbreviated Name				
National Tax No.			Sales Tax Registration No	
PRA Tax No.				
No. of Employees			Company's Date of	
			Formation	

*Please attach copies of NTN, GST Registration, PRA Status, Professional Tax Certificate

Registered Office Address		State/Province	
City/Town		Postal Code	
Phone		Fax	
Email Address		Website Address	

8.5. Affidavit

(For each Lot separately)

- *To be printed on PKR 100 Stamp Paper, duly attested by oath commissioner or on the Official Letter-head.*
- *To be attached with Technical Bid*

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 Employer, 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 *[name of Procuring Agency]* 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 *[name of Procuring Agency]*. The undersigned further affirms on behalf of the firm that:

- (i) The firm is not blacklisted from any Department.
- (ii) The documents/photocopies provided with Bid are authentic. In case of any fake/bogus document found at any stage. They shall be black listed as per Rules / Laws.
- (iii) Affidavit for correctness of information.
- (iv) Contractor/firm is not blacklisted or subject to any pending litigation in this regard, with any Government or Public Department.
- (v) The firm comply with Section – III “Technical Specifications”, and Section – VII “Schedule of Requirements” of the Bidding Document.
- (vi) Compliance to the technical specifications of Electronics / Furniture / IT Equipment (all items) / Services to be procured mentioned vide Section – III “Technical Specifications/Scope of Services”, and Section – VII “Schedule of Requirements” of the Bidding Document

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

Signed by an authorized Officer of the company

Title of Officer: _____

Name of Company: _____

Date: _____

8.6. Performance Guarantee Form
(For each Lot separately)

To,
[name and address of the Procuring Agency]

WHEREAS (Name of the Contractor/ Service Provider) _____ hereinafter called "the Contractor" has undertaken, in pursuance of "INVITATION TO BID FOR THE **"PROVISION OF _____"** procurement of the following:

1. [*Please insert details*].

(Here in after called "the Contract").

AND WHEREAS it has been stipulated by you in the Contract that the Contractor shall furnish you with a bank guarantee by a scheduled bank for the sum specified therein as security for compliance with the Contractor's performance obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor a Guarantee;

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total of _____ (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums as specified by you, within the limits of _____ (Amount of Guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

[NAME OF GUARANTOR]

Signature _____

Name _____

Title _____

Address _____

Seal _____

Date _____

8.7. Technical Bid Form

(For each Lot separately)

- *Item names and quantities must be reproduced from Section – III (Technical Specifications/Scope of Services). The bidder must include detailed implementation plan and relevant technical documentation such as brochures, designs, drawings etc as per SECTION VII. If any deviations are needed, it must be mentioned/quoted, separately in the Technical Proposal.*
- *Brand names of the quoted items must be clearly mentioned against each item in the BOQs.*
- *To be reproduced on the letter head, signed & stamped by the Bidder.*
- *To be attached with Technical Bid.*

MUST BE PREPARED FOR EACH LOT SEPARATELY

Sr. No.	Description	Quantity	Quoted Brand	Offered Specifications	Item

Stamp & Signature of Bidder _____

8.8. Contract Form
(For each Lot separately)

THIS AGREEMENT made on the _____ day of _____ 20____ between [name of Procuring Agency] of [country of Procuring Agency] (hereinafter called “the Procuring Agency”) on the one part and [name of Supplier / Service Provider] Of [city and country of Service Provider] (hereinafter called “the Supplier / Service Provider”) on the other part:

WHEREAS the Procuring Agency invited Bids for certain services, viz., [brief description of services] and has accepted a Bid by the Supplier / Service Provider for the supply of those services in the sum of [contract price in words and figures] (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH 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 Bid Form and the Price Schedule submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Scope of Services/Technical Specifications;
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and
 - (f) the Procuring Agency’s Notification of Award.
 - (g) Contract agreement
 - (h) Complete Bid document
3. In consideration of the payments to be made by the Procuring Agency to the Supplier / Service Provider as hereinafter mentioned, the Supplier / Service Provider hereby covenants with the Procuring Agency to provide the services in accordance with the provisions of the Contract and as required under Section III – Scope of Services / Specifications, and Section VII Schedule of Requirements/Work Plan/ Deputation Plan.
4. The Procuring Agency hereby covenants to pay the Supplier / Service Provider in consideration of the provision of 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.

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.

Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Signed, sealed, delivered by _____ the _____ (for the Supplier / Service Provider)

8.9. Financial Bid Form/Price Schedule
(MUST BE PREPARED FOR EACH LOT SEPARATELY)

- Item names and quantities must be reproduced from Section – III (Technical Specifications/Scope of Services). If any deviations are needed, it must be mentioned/quoted, separately in the Financial Proposal.
- Brand names of the quoted items must be clearly mentioned against each item in the BOQs.
- To be reproduced on the letter head, signed & stamped by the Bidder.
- To be attached with Financial Bid.

Lot # 1

LOT-1 – FURNITURE & FIXTURE						
Sr. No.	Item name	QTY (A)	UOM	Dimensions	Unit price (inclusive of all taxes & duties etc.) (B)	Total price (inclusive of all applicable taxes & duties etc.) (C=A*B)
GROUND FLOOR						
A	RECEPTION					
1	RECEPTION TABLE	1	Pcs	8'-6" Lx3'-6" Wx4'H		
2	BACK PANEL	1	Pcs	8'-6" Lx12'-0" H		
3	EXECUTIVE TWO SEATED SOFA	2	Pcs	Standard Size		
4	EXECUTIVE SINGLE SEATED SOFA	2	Pcs	Standard Size		
5	SIDE TABLES	2	Pcs	22"W X 22"D X 22"H		
6	EXECUTIVE CENTER TABLE SIZE	2	Pcs	4'.0" W × 2'.0"D × 1'.6"H		
7	EXECUTIVE CHAIRS HIGH BACK NECK SUPPORT	2	Pcs	Standard Size		
B	IT ROOM					
1	WORKSTATION	2	Pcs	3'6"W X 2'D X 30"H		
2	DRAWER TROLLEY	2	Pcs	2'W X 2'D X 26"H		
3	EXECUTIVE CHAIRS HIGH BACK NECK SUPPORT	2	Pcs	Standard Size		
4	VISITOR'S CHAIRS HIGH BACK	4	Pcs	Standard Size		
C	ADMINISTRATION OFFICE					
1	OFFICE TABLE	1	Pcs	6'W X 3'D X 30"H		
2	SIDE RACK	1	Pcs	3'6"W X 1'8"D X 30"H		
3	FILE RACK	1	Pcs	5'W X 20"D X 30"H		
4	EXECUTIVE CHAIRS HIGH BACK NECK SUPPORT	1	Pcs	Standard Size		
5	VISITOR'S CHAIRS HIGH BACK	2	Pcs	Standard Size		
6	Filing Cabinet (Open middle section)	2	Pcs	H=6'-6" X W=3'-0" X D=1'-3"		
D	CONFERENCE ROOM					
1	EXECUTIVE CONFERENCE TABLE	1	Pcs	4'D X 13'W X 30"H		

2	CONFERENCE CHAIRS	13	Pcs	STANDARD SIZE		
4	OFFICE CREDENZA	2	Pcs	6'w x 20"d x 36"h		
5	BACK PANEL	1	Pcs	4'W X 8'H		
E	SOFTWARE HOUSE OFFICE					
1	OFFICE TABLE	1	Pcs	6'W X 3'D X 30"H		
2	SIDE RACK	1	Pcs	3'6"W X 1'8"D X 30"H		
3	EXECUTIVE CHAIRS HIGH BACK NECK SUPPORT	1	Pcs	4'D X 12'W X 30"H		
4	WORKSTATIONS	8	Pcs	3'6"W X 2'D X 30"H		
5	DRAWER TROLLY	8	Pcs	STANDARD SIZE		
6	MANAGER CHAIR HIGH BACK	8	Pcs	STANDARD SIZE		
F	MAIN HALL (Ground Floor)					
1	WORKSTATIONS (LINEAR & HEXAGONAL COMBINATION PATTERN)	88	Pcs	4'W X 2'D X 30"H		
2	DRAWER TROLLY	88	Pcs	Standard Size		
3	Work Station Chairs	88	Pcs	Standard Size		
4	Working Meeting Table for (08- person)	1	Sets	Standard Size/As per design Layout		
5	Chairs (Different Colors as per design)	8	Pcs	Standard Size		
6	Working Meeting Table for (04- person)	2	Sets	Standard Size/As per design Layout		
7	Chairs (Different Colors as per design)	8	Pcs	Standard Size		
8	Smart sittings bench with pillars	6	Pcs	Sizes as per approved design/layout		
9	SECTIONAL SOFA-4 PERSON SITTING	4	Pcs			
10	SOFA CHAIRS	4	Pcs	STANDARD SIZE		
11	ROUND CENTRE TABLE	2	Pcs	Sizes as per approved design/layout		
12	BAR STOOLS (Different color schemes as per design requirement)	47	Pcs	Standard Size		
13	COUNTER TABLE	1	Job	28'+31'+11'10"+12'6"+12'3" "+12'1"+1+2'7"+12'+9'10" (Around the Inner Wall of the hall on ground floor		
14	Wooden louvers for portioning & Beautification in hall	8	Pcs	6'W X 10"H or as per design layout		
15	HANGING MULTILAYERED RACKS	8	Pcs	6'H X 2'W X 1'D		
G	FIRST FLOOR					
1	EXECUTIVE MEETING TABLE	1	Pcs	4'D X 13'W X 30"H		
2	EXECUTIVE CHAIRS HIGH BACK NECK SUPPORT DIFFERENT COLORS	10	Pcs	STANDARD SIZE		
3	BOOTH SEATING (FOUR set having 04-person seating each)	4	Sets	As per attached design		
H	ADMIN OFFICE (FIRST FLOOR)					
1	OFFICE TABLE	1	Pcs	6'W X 3'D X 30"H		

2	SIDE RACK	1	Pcs	3'6"W X 1'8"D X 30"H		
3	FILE RACK	1	Pcs	5'W X 20"D X 30"H		
4	OFFICE CHAIRS	1	Pcs	Standard Size		
5	VISITOR'S CHAIRS HIGH BACK	2	Pcs	Standard Size		
I	IT ROOM					
1	WORKSTATION	6	Pcs	3'6"W X 2'D X 30"H		
2	DRAWER TROLLY	6	Pcs	2'W X 2'D X 26"H		
3	OFFICE CHAIRS HIGH BACK	6	Pcs	Standard Size		
4	VISITOR'S CHAIRS HIGH BACK	2	Pcs	Standard Size		
J	SOFTWARE HOUSE OFFICE					
1	OFFICE TABLE	2	Pcs	6'W X 3'D X 30"H		
2	SIDE RACK	2	Pcs	3'6"W X 1'8"D X 30"H		
3	OFFICE CHAIR HIGH BACK	2	Pcs	Standard Size		
4	WORKSTATIONS	16	Pcs	3'6"W X 2'D X 30"H		
5	DRAWER TROLLY	16	Pcs	Standard Size		
6	OFFICE CHAIRS HIGH BACK	16	Pcs	Standard Size		
K	MAIN HALL (First Floor)					
1	WORKSTATIONS (LINEAR & HEXAGONAL COMBINATION PATTERN)	88	Pcs	4'W X 2'D X 30"H		
2	DRAWER TROLLY	88	Pcs	Standard Size		
3	OFFICE CHAIRS HIGH BACK	88	Pcs	Standard Size		
4	Working Meeting Table for (08-person)	1	Sets	Standard Size/As per design Layout		
5	OFFICE CHAIRS HIGH BACK	8	Pcs	2'8"D X 4'W X 18"H		
6	Working Meeting Table for (04-person) same as per workstation materials	2	Sets	Standard Size/As per design Layout		
7	OFFICE CHAIRS HIGH BACK	8	Pcs	2'8"D X 4'W X 18"H		
8	Smart sittings bench with pillars	6	Pcs	Sizes as per layout		
9	SECTIONAL SOFA-4 PERSON SITTING	4	Pcs			
10	SOFA CHAIRS	4	Pcs	STANDARD SIZE		
11	ROUND CENTRE TABLE	2	Pcs	Standard Size/As per design Layout		
12	BAR STOOLS	49	Pcs	Standard Size		
13	COUNTER TABLE	1	Job	33'W+29'10"+31'+12'+13'+13'+12'7"+12'+9'+6'W (Around the Inner wall of the hall as design layout)		
14	Wooden louvers for portioning & Beautification in hall	8	Pcs	6'W X 10"H or as per design layout		
15	HANGING MULTILAYERED RACKS (FOR BUTIFICATION AROUND THE PILLARS)	8	Pcs	6'H X 2'W X 1'D		
L	TERRACE-OUTDOOR FURNITURE (FIRST FLOOR)					
1	THREE SEATED SOFA	2	Pcs	Standard Size		

2	SINGLE SEATED SOFA	2	Pcs	Standard Size		
3	CENTRE TABLE for OUTDOOR	1	Pcs	Standard Size		
4	SIDE TABLES for OUTDOOR	2	Pcs	Standard Size		
M	Gaming Area					
1	POOL TABLES	1	Pcs	10'W X 5'D X 31"H		
2	FOOSE BALL TABLES	1	Pcs	2'6"D X 4'6"W X 36"H		
3	ROUND SITTING TABLES for OUTDOOR	4	Pcs	4'DIA		
4	CHAIRS for OUTDOOR	16	Pcs	Standard Size		
N	CAFETERIA (GROUND FLOOR)					
1	CURVE SITTING	2	Sets	as per design layout		
2	RESTAURANT CHAIRS	4	Pcs	STANDARD SIZE		
3	ROUND TABLE	2	Pcs	4'DIA X 30"H		
4	4 PERSON DINNING SET FOR CAFÉ	1	Sets	4'DIA X 30"H		
5	4 PERSON RECTANGULAR SET	2	Sets	4'W X4'D X 30"H		
6	CAFÉ CHAIRS	12	Pcs	STANDARD SIZE		
7	SITTING BENCH for Café	1	Pcs	8'W X 2'D		
8	CENTRE TABLE	1	Pcs	4'W X 2'8"D X 30"H		
9	CAFÉ CHAIRS to be finalized after sampling	6	Pcs	Standard Size		
10	2 PERSON SITTING TABLE	3	Pcs	4'W X 2'D X 30"H		
11	2 PERSON SITTING BENCH	6	Pcs	Standard Size		
12	WOODEN LOUVERS	1	Job	20'W X 8'H X 5'D / as per approved design layout		
O	Other job @ 2nd floor					
1	02-Bed Room display roof top, 02-single Bed with side tables, +01-mattress sheets + 02- chairs+center table+01-curtains set + bed linene +bath linen set+rugs + 02 lamps etc. + WOODEN FLOOR + wallpaper	2	Job + materials	As per attached design + layout plan		
P	GROUND FLOOR OUTDOOR AREA					
1	FOUR PERSON SITTING (Table & Chairs)	4	Sets	Standard Size		
2	WOODEN BENCH SITTING	2	Pcs	Standard Size/as per design layout		
3	OUTDOOR FIREPIT	2	Pcs	Standard Size/as per design layout		
Q	ACCESSORIES/FIXTURES & RENOVATION					

1	WOODEN FLOORING	3,000	Sq ft.	For reception area on ground floor & 1 st floor as per final design layout		
2	Skirting	1,000	Sq ft.			
3	Rugs Small	10	Pcs			
4	Rugs Medium	7	Pcs			
5	Rugs Large	3	Pcs			
6	Bean Bags	30	Pcs			
7	Sunscreen roller up blinds	1,500	Sq ft.			
TOTAL COST						

Total Bid value (against which a Bid shall be evaluated) in figure.

Total Bid value (against which a Bid shall be evaluated) in words.

Note:

- (i) 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).
- (ii) In case of difference between amount in “words” and amount in “figures”, amount in “words” shall be considered final.
- (iii) A bid not compliant to minimum wage rate (as notified by the government) or excluding applicable taxes and duties shall straight away be rejected.
- (iv) Price for the Optional Items, where required, should be quoted separately in the Financial Proposal.

Stamp & Signature of Bidder _____

LOT-2**BOQ – ELECTRICAL & IT WORK:****(Item-I)**

Item No.	Description	Unit of Measure	Brand or Equivalent	QTY	Unit price (inclusive of all taxes & duties etc.) (B)	Total price (inclusive of all applicable taxes & duties etc.) (C=A*B)
A						
PVC Cables & Pipes						
1	PVC Pipe 2"	Length		24		
2	PVC Bend 2"	Nos		12		
3	PVC Socket 2"	Nos		12		
4	PVC Pipe 1" (including accessories)	RFT		5500		
5	Steel Screw 1(1/2)	Box		3		
6	PVC Gatti 12 No (each pack of 100)	Packet		3		
7	PVC Socket 1"	Nos		300		
8	PVC Bend 1"	Nos		400		
9	Solution	Nos		5		
10	PVC wall junction box 1"	Box		120		
11	3/.29 cable (Standard Pack - 90 meters) Single Core	Coil		30		
12	7/.29 cable (Standard Pack - 90 meters) Single Core	Coil		50		
13	4mm sq. Single Core	Coil		15		
14	6mm sq. Single Core	Coil		10		
15	PVC ducking 10*25 MM (3 Meter)	Length		24		
16	PVC ducking 16*16 MM (3 Meter)	Length		24		
17	PVC ducking 16*25 MM (3 Meter)	Length		24		
B						
Fluorescent / LED Fittings / LCD						
1	Recessed SMD down lighter (6 to 8 inch) (with 15 to 26 W COB)	Nos		200		
2	Cob track light /Linear Light with 48 watt	Nos		100		
3	LED rope light with adopter/supplies (80 Meter coil, Warm up in copper)	Coil		4		
4	Wall Hanging Lights (10-26 W) - SMD	No.		90		
5	Up & Down outdoor Wall Light 10W water proof - SMD	No.		20		
6	Garden Light 10W - SMD	No.		20		
7	Fondant Lights SMD (10 to 15 W)	No.		8		
8	Floor mounted flood lights, water proof (100 W) - SMD	No.		12		
9	Emergency Light, Rechargeable, Power Source: DC / USB : 5 to 10V.	No.		24		
C						
Gang Plate Fittings and Back Boxes						
1	13 Amp Multi Light Plugs with PVC box	Nos.		200		
2	4 Gang 1 Way Switch with PVC box	Nos.		5		
3	6 Gang 1 Way Switch with PVC box	Nos.		12		
4	Data Plate with PVC box	Nos.		50		
5	15 Amp Power Plug with PVC box	Nos.		20		
D						
Exhaust Fan/Fan/Insect Killer						
1	Bracket Fans/False ceiling Fans (18-20 inch)	No.		10		
2	Mist Fans (12-16 inch)	No.		4		

Item No.	Description	Unit of Measure	Brand or Equivalent	QTY	Unit price (inclusive of all taxes & duties etc.) (B)	Total price (inclusive of all applicable taxes & duties etc.) (C=A*B)
3	Air Cutter (4 Feet or as per design requirement)	No.		2		
4	Supply at site of Exhaust Fan 12" complete in all	Nos.		15		
5	Insect Killer (Standard Size)	No.		2		
6	Water proof Exhaust fan (10 to 12 inch)	Nos.		3		
E	Air Conditioning/HVAC					
1	Supply of 1.5 Ton Air Conditioners (Invertor) of approved brand.	Nos		6		
2	Supply of 2.0 Ton Air Conditioners (Invertor)of approved brand.	Nos		6		
3	Supply of 2.0 Ton Air Conditioners (Invertor) floor standing of approved brand.	Nos		6		
4	Supply of 4.0 Ton Air Conditioners (Invertor) floor standing of approved brand.	Nos		8		
F	UPS for Short Backup with batteries					
1	Supply, Installation & Testing & Commissioning of UPS 30 kVA online series with dry batteries. Double Conversion On-Line UPS, 30 KVA / 30 KW. Complete deployment in all respects including all cabling etc.	Nos		1		
G	Main Cable for Generator/UPS and other connections					
1	16 mm 4 Core Copper	Mtr		50		
2	16 mm 1 Core Copper	Mtr		50		
H	CCTV Cameras/LED TV					
1	LED Smart TVs with Chrome Cast 65' (Standard and curve LCD)	No.		4		
2	LED Smart TVs with Chrome Cast 55'	No.		4		
3	LED Smart TVs with Chrome Cast 43'	No.		4		
4	SMP Analog Cameras with complete solution: 2.8 to 3.6 mm Fixed Lens , up to 20 IR LED, Switchable	No.		32		
I	FIRE ALARM SYSTEM					
1	Supply conventional of 4 zone fire alarm control panel (FACP)	No.		1		
2	Supply of conventional type smoke detector	No.		60		
3	Supply of conventional type manual break glass station, including m.s. back box	No.		6		
4	Supply of electronic sounder, including m.s. back box.	No.		6		
5	Supply of wiring from FACP to devices wired with 2.5 sq.mm two cores PVC/PVC fire retardant shielded cable in 25mm dia. PVC pipe	coil		10		
6	Supply Fire extinguisher dry type use for fire A,B,C 5KG	Nos.& Job		16		
7	Exit Lights with long lasting LED, universal mounting, battery over charged protection etc.	Nos.		12		

Item No.	Description	Unit of Measure	Brand or Equivalent	QTY	Unit price (inclusive of all taxes & duties etc.) (B)	Total price (inclusive of all applicable taxes & duties etc.) (C=A*B)
J	ELECTRICAL & IT WORK					
1	Wi-Fi Router	No.		8		
2	Access Switch 24 Port POE+	No.		15		
3	Biometric Attendance Machine	No.		1		
4	Face Access Terminal Control Attendance Machine	No.		1		
5	Patch Panel	No.		15		
6	Data Cabinet	No.		8		
7	1.0 KVA UPS (For emergency lighting)	No.		2		
8	1.0 KVA UPS	No.		8		
9	Ethernet Router	No.		1		
10	Cat - 6 Cable	Coil		50		
11	Cat - 6 (with connectors machined punched at both sides) (3Meter) as per design requirement	Nos		300		
12	Cat - 6 (with connectors machined punched at both sides) (1Meter as per design requirement	Nos		100		
K	Labor Rates/Installation/Fixing					
1	IT Work Labor Rate, Installations etc.	Job		1		
2	Electrical Work Labor Rate and Installation, UPS installation and AC Installation with copper wiring and accessories etc.	Job		1		
3	Fire alarm system installation etc.	Job		1		
4	Testing & Commissioning of DBs	Job		1		
5	Supply and installation of Electric Fence (Barbed wire 110 Volt)	RFT		650		
6	Testing and commissioning of fire alarm system by authorized local representative of the manufacturer with coordination of project / building team.	Job		1		
7	Preparation of As-built drawings, labeling, numbering schemes, schematic, color coding for civil, electrical and furniture fixture etc., 3 sets of soft & hard copies are to be submitted to consultant / owner (project team) within 1 week after issuance of notification of award.	Job		1		
TOTAL COST (X)						

BOQ CIVIL WORK:**(Item-II)**

Sr.#	Description	Unit of Measure	Quoted Brand	QTY (A)	Unit price (inclusive of all taxes & duties etc.) (B)	Total price (inclusive of all applicable taxes & duties etc.) (C=A*B)
A	FRONT ELEVATION					
1	Removing of existing rock wall where required & applying new rock wall with matching color complete. (Overall building outside elevation and walls from base to top).	Sft		5,000		
2	Providing & fixing terrace green wall elevation for logo purpose complete in all aspects as per given design.	Sft		382		
3	Providing & fixing M.S structure parabola roof as per design complete in all aspects as per given design including glass cover on all sides	Sft		325		
4	Providing & fixing terrace floor porcelain tile complete in all aspects as per given design.	Sft		325		
B	External Works					
1	Rights side elevation					
	Removing of existing rock wall where required & applying new rock wall with matching colour complete.	Sft		1,500		
2	Left side elevation					
	Removing of existing rock wall where required & applying new rock wall with matching colour complete.	Sft		1000		
3	Rear side elevation					
	Removing of existing rock wall where required & applying new rock wall with matching colour complete.	Sft		600		
4	Adjoining with building side elevation					
	Removing of existing rock wall where required & applying new rock wall with matching colour complete.	Sft		500		
5	Rain water pipe leakage treatment with water proof chemical.	Nos		10		
6	Main entrance steps construction as per design complete in all aspects.	Job		1		
C	Front Boundary Wall					
1	Boundary wall paint including gate	Sft		1,500		
D	Flower Turf as per shown in design					
1	Providing & fixing flower tuff including excavation, brick & stone work, plaster, chips, paint complete in all aspects.	Sft		500		
2	Providing & fixing of plants Outdoor and indoor plants with planters.	Nos		250		

E						
Left side lawn						
1	Providing & fixing of Dhaka grass	Sft		4,200		
2	Providing & fixing of concrete slabs steps 4'x1'x2".	Nos		81		
3	Existing m.s structure paint & wooden texture floor tiles.	Job		1		
F						
Internal Works (Ground Floor)						
1	Providing and applying of paint Work Plastic Emulsion 2 x coats of filling and three coats of paint complete in all aspects.	Sft		8,000		
2	Providing and applying of Enamel paint Work on stair railing complete in all aspects.	Sft		300		
3	Anti-Termite proofing of building	Job		1		
4	Dismantling & repair of kitchen partition wall and external counter slab with shifting of debris at suitable place.	Job		1		
5	Making of kitchen service counter & close the door as per given design.	Job		1		
6	Providing & applying Laquire polish on wooden doors and repairs complete in all aspects.	Sft		824		
G						
Internal Works (1st Floor)						
1	Providing and applying of paint Work Plastic Emulsion 2 x coats of filling and three coats of paint complete in all aspects.	Sft		10,000		
2	Providing and applying of Enamel paint Work on stair railing complete in all aspects.	Sft		605		
3	West side terrace marble repair & polishing complete in all aspects.	Sft		1,250		
4	Front side terrace marble repair & polishing complete in all aspects.	Sft		400		
5	Providing & applying Laquire polish on wooden doors and repairs complete in all aspects.	Sft		824		
6	Day care attached toilets fitting & fixtures.	Job		1		
H						
2nd floor (Roof Top)						
1	Polishing & Repair of front terrace marble.	Sft		800		
2	Mumty water proofing with chemical coating.	Sft		650		
3	Providing and applying of paint Work Plastic Emulsion 2 x coats of filling and three coats of paint complete in all aspects.(walls + ceiling)	Sft		2,150		
4	Roof removing of existing marble & shift the debris at suitable place complete in all aspects.	Sft		800		
5	Providing and fixing of Marble with cement plaster, Grout, Including the cost of 1.5"-Average Base plaster .	Sft		800		
6	Roof marble repair & polishing complete in all aspects.	Sft		4,200		
TOTAL COST (Y)						
TOTAL BID COST (Z = X + Y)						

Total Bid value (against which a Bid shall be evaluated) in figure.

Total Bid value (against which a Bid shall be evaluated) in words.

Note:

- (v) 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).
- (vi) In case of difference between amount in “words” and amount in “figures”, amount in “words” shall be considered final.
- (vii) A bid not compliant to minimum wage rate (as notified by the government) or excluding applicable taxes and duties shall straight away be rejected.
- (viii) Price for the Optional Items, where required, should be quoted separately in the Financial Proposal.

Stamp & Signature of Bidder _____

8.10. Bid Security Form

(For each Lot separately)

- *To be reproduced on the letter head, signed & stamped by the Bidder.*
- *Copy of the Bid security instrument must be submitted with the technical proposal,*
- **Original Bid Security Instrument must be submitted in an envelope clearly marked with the Bidding Document Number and Title, before the Bid Submission deadline at:**
Procurement Office
- **13th Floor, Arfa Software Technology Park (ASTP), 346-B, Ferozepur Road, Lahore.**

Whereas *[name of the Bidder]* (hereinafter called "the Bidder") has submitted its Bid dated *[date of submission of Bid]* for the supply of *[name and/or description of the goods / services]* (hereinafter called "the Bid").

KNOW ALL PEOPLE by these presents that WE *[name of bank]* of *[name of country]*, having our registered office at *[address of bank]* (hereinafter called "the Bank"), are bound unto *[name of Procuring Agency]* (hereinafter called "the Procuring Agency") in the sum of for which payment well and truly to be made to the said Procuring Agency, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of _____ 20____.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of Bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its Bid by the Procuring Agency during the period of Bid validity:
 - (a) fails or refuses to execute the Contract Form, if required; or
 - (b) fails or refuses to furnish the Performance Guarantee, in accordance with the Instructions to Bidders;

we undertake to pay to the Procuring Agency up to the above amount upon receipt of its first written demand, without the Procuring Agency having to substantiate its demand, provided that in its demand the Procuring Agency will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including thirty (30) days after the period of Bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

[signature]

Section IX- Check List

(For each Lot separately)

- The provision of this checklist is essential prerequisite along with submission of Bid.
- Please fill (YES, NO, N/A) or “Check Mark” the relevant columns, and attach this Checklist on top of the Technical Proposal.

Sr. No.	Description/Documents	Technical Proposal	Financial Proposal
1	Joint Venture (JV) Agreement and Bidder s JV Member information as per form 8.2 (if applicable)		
2	Original Bid Security Instrument (Bank Guarantee, Bank call-deposit (CDR), Demand Draft (DD), Pay Order (PO) or Banker’s cheque).		
3	Original Bid form (as per form 8.1 of Bidding documents) on letter head of the firm, duly signed and stamped.		
4	Bidder Information Form (as per form 8.3 of Bidding documents) on letter head of the firm, duly signed and stamped.		
5	General Information Form (as per form 8.4 of Bidding documents) on letter head of the firm, duly signed and stamped.		
6	Copy of Registration / Incorporation Certificate		
7	Copy of Active Registration with Income Tax Authorities - National Tax Number (NTN)		
8	Copy of Active Registration with Sales Tax Authorities (STRN)		
9	<p>Affidavit (as per form 8.5) on non-judicial Stamp Paper of Rs. 100/- or Official Letter-head:</p> <p>(i) The firm is not blacklisted from any Department.</p> <p>(ii) The documents/photocopies provided with Bid are authentic. In case of any fake/bogus document found at any stage. They shall be black listed as per Rules / Laws.</p> <p>(iii) Affidavit for correctness of information.</p> <p>(iv) Contractor/firm is not blacklisted or subject to any pending litigation in this regard, with any Government or Public Department.</p> <p>(v) The firm comply with Section – III “Technical Specifications”, and Section – VII “Schedule of Requirements” of the Bidding Document.</p> <p>(vi) Compliance to the technical specifications of Electronics / Furniture / IT Equipment (all items) / Services to be procured mentioned vide Section – III “Technical Specifications/Scope of Services”, and Section – VII “Schedule of Requirements” of the Bidding Document</p>		
10	Technical Bid Form (as per form 8.7of Bidding documents) on letter head of the firm, duly signed and stamped.		
11	Authorization Documents/Certificates/Licenses etc., as per the Evaluation Criteria		
12	Relevant Past Experience Documents, as per the Evaluation Criteria, on letter head of the firm, duly signed and stamped.		
13	All required samples (if demanded) have been submitted to [name of the Procuring Agency/Department/Team] or attached with the Technical Proposal.		
14	Financial Bid Form (as per form 8.9 of Bidding documents) on letter head of the firm, duly signed and stamped.		
15	Bid Security Form (as per form 8.10 of Bidding documents)		
16	Copy of Bid Security Instrument (Bank Guarantee, Bank call-deposit (CDR), Demand Draft (DD), Pay Order (PO) or Banker’s cheque).		

Stamp & Signature of Bidder _____