

**Khawaja Fareed University of Engineering &  
Information Technology, Rahim Yar Khan**



**Tender Document**

**Misc-196**

**Supply of Furniture Under Revenue Component of PC-I  
Phase-II**

**For**

**Khawaja Fareed University of Engineering  
& Information Technology  
Rahim Yar Khan**

**TENDER DOCUMENT**

**Misc-196**

**Supply of Furniture Under Revenue Component of PC-I  
Phase-II**

TENDER PRICE Rs. 3,000/-

Last date of submission: May 03, 2021

FOR OFFICE USE ONLY

Serial No \_\_\_\_\_

Sold to: M/S \_\_\_\_\_

Date of Sale \_\_\_\_\_

Bank Challan No. \_\_\_\_\_

Date \_\_\_\_\_

## 1. Overview

Khawaja Fareed University of Engineering & Information Technology, Rahim Yar Khan intends to purchase the specified Furniture Items as provided at **Annex 'A'**. The supplier will be responsible for delivery, commissioning of all specified items, wherever required, at the Khawaja Fareed University of Engineering & Information Technology, Rahim Yar Khan. This document provides complete instructions for bidders intending to participate in this Tender.

## 2. Instructions for Bidders

- 2.1. Response to the Tender (Bid) should be submitted in one part which shall include two separately sealed envelopes of **Technical Proposal** and **Financial Proposal** before **12:00 PM** on **03-05-2021**. Technical Proposals will be opened on same day at **12:30 PM** in the presence of representatives of responding bidders, if any, and Financial Proposals will be opened after completion of technical evaluation. The exact time and place for opening of financial proposals will be informed to technically qualified bidders.
- 2.2. Responding bidder shall deliver two sealed copies of the bid. Each copy being physically separate, bound, sealed and labeled. Proposals shall be delivered at the address given below.

**Director Procurement**  
**Khawaja Fareed University of Engineering & Information Technology**  
**(Abu Dhabi Palace Road) Rahim Yar Khan.**

- 2.3. Any queries regarding this proposal should be directed to the designated Technical Contact Person listed below.

**Email: dp@kfueit.edu.pk**

- 2.4. All bids must be submitted by filling the **Annex 'B'**. Same should be enclosed in the financial proposal. Bidder must use the same numbers and labels used in this Request for Proposal.
- 2.5. The original Tender document duly signed and officially sealed by the bidder must be submitted in whole with the proposals. Any conditional, ambiguous, incomplete, supplementary or revised offer after the opening of tender shall not be entertained.

### **3. Technical Proposal Format**

Bidders are required to include the following documents/information in their technical proposals in the order given below:

- i. List of Previous/Current customers of related equipment, with contact person and telephone/fax numbers.
- ii. Detailed product information
- iii. Copy of National Tax Registration Certificate
- iv. Copy of Sales Tax Registration Certificate
- v. Bank letter of financial standing
- vi. An affidavit on Rs. 100/- Stamp Paper that currently they are not black listed or debarred by any Government/Semi-Government Department to participate in bidding and to supply equipment. Failure to submit such affidavit may lead to disqualification.
- vii. Valid Manufacturers authorization letter
- viii. Detailed item specifications corresponding to the BOQ as given at Annex 'A'
- ix. Detailed project implementation schedule which includes the delivery of items mentioned in the BOQ
- x. Signed and stamped Tender document

#### 4. Financial Proposal Format

Financial Proposal must include the following in the order given below:

- i. Furniture item prices duly entered on the form in the attached BOQ
- ii. Validity period of the quoted price
- iii. Any other Terms and Conditions
- iv. Bank Draft of the Earnest Money

#### 5. Terms & Conditions

- 5.1. All prices should be quoted in Pak Rupees and inclusive of all Government Taxes & Levies.
- 5.2. A bank draft equal to 2% of the Tender value should accompany the Tender as **Earnest Money** drawn in favor of **KFUEIT Rahim Yar Khan**. The Tender shall not be considered without Earnest Money. Bank guarantee will not be accepted. Bank draft for Earnest Money should be placed with the financial proposal.
- 5.3. The Selected Bidder will sign a contract with the University and **5%** of contract amount will be deducted as **Performance Guarantee** (The amount already submitted as Earnest Money will be treated as part of Performance Guarantee). The Performance Guarantee will be released after successful completion of Defect /Liability/Warranty period, after removing the defects in the Furniture/replacement found during the warranty
- 5.4. Earnest Money for bidders not selected will be returned a minimum of two weeks after announcement of award. If the selected bidder fails to sign the contract within stipulated time, Earnest Money will be forfeited.
- 5.5. Bidders are required to submit their bid for every item in the Bid Form. Partial offer for supply or installation will not be accepted and the bid will be rejected.
- 5.6. KFUEIT Rahim Yar Khan reserves the right to accept / reject any or all proposals without assigning any reason thereof.
- 5.7. The quantity of an order may vary depending on the quoted prices and the allocated funds.
- 5.8. The decision of the KFUEIT Central Purchase Committee will be binding on all concerned and will in no case be challenged in any forum.

- 5.9. KFUEIT Rahim Yar Khan reserves the right to modify the conditions / specifications of the Tender Document with written intimation to all the participants who have purchased the Tender Document.
- 5.10. Delivery period will be 30 days from the date of issuance of purchase order/supply order.
- 5.11. Delivery shall be completed according to the agreed upon schedule.
- 5.12. In case the selected bidder fails to execute the contract strictly in accordance with the terms and conditions laid down in the contract, the Performance Guarantee shall be forfeited.
- 5.13. The University will get the item inspected at KFUEIT Rahim Yar Khan and reject the item, if not found according to the stated specifications.
- 5.14. The University reserves the right to claim compensation for the losses caused by delay in the delivery of furniture item.
- 5.15. It is the sole responsibility of the bidder to comply with local, national and international laws.
- 5.16. In case any supplies/material is found not in conformity with the specifications provided in the tender, either on account of inferior quality, defective workmanship, faulty design, faulty packing or is short supplied, or wrongly supplied, the supplier will replace the same free of charges or pay the full cost of replacement.
- 5.17. All the proposals submitted will become the property of the University.
- 5.18. All prices should be valid for at least 60 days. Withdrawal or any modification of the original offer within the validity period shall entitle the KFUEIT Rahim Yar Khan to forfeit the Earnest Money in favor of the KFUEIT Rahim Yar Khan and/or putting a ban on the future inquires or taking any other suitable action against the bidder.
- 5.19. Delivery of the items will be free of charge at Khawaja Fareed University of Engineering & Information Technology, Rahim Yar Khan during the office hours with a copy of Delivery Challan.
- 5.20. Items being ordered should be brand-new and according to order specification from the current production and covered under normal warranty/guarantee etc. as mentioned in the quote. Brochures mentioned and product details must be attached.

**6. Tender Evaluation Criteria**

All bids shall be evaluated on technical and financial merit. The Company Evaluation Criteria is attached at **Annex ‘C’** for reference. Minimum Score of 60 is required for a bidder to qualify in Technical Evaluation. Technical evaluation process may include, but not limited to the consideration of the following with respect to the functional requirements given ahead:

- a. Technical specifications of proposed item
- b. Company Profile
  - i. Age of the company
  - ii. Financial strength of the bidder

Financial Evaluation process will be based on the consideration of the quoted price.

**7. Undertaking**

On behalf of the company, it is certified that we agree to the all the Instructions and Terms & Conditions given in this Tender Document

Name of bidder.....

Authorized person.....

Authorized signature.....

Stamp.....

Office Address.....

Tel No .....

Fax No .....

## Supply of Furniture Under Revenue Component PC-I Phase-II

S. No.	Description	Specification	Qty.
<b>For Student Hostels</b>			
<b>Student Room</b>			
1	Steel Beds with Niwar	Standard size single bed 3.5' x 6.5' steel frame with niwar	1,000
2	Study Chairs	Standard steel/alloy chair with wooden base and back	1,000
3	Study Tables	Steel/alloy table frame with wooden top 4' x 3'	1,000
4	Steel Almirah	20-gauge steel, two doors with lock, furnished with silver paint 3' x 1.5' x 7'	1,000
<b>Common Room</b>			
1	Chairs	Standard wooden chairs with wooden back and cushioned base	400
2	Central Tables	Wooden table with glass top cornered in wooden frame 5' x 2'	16
3	TV Set Color	40" LCD with wifi connectivity and wall mounting frame (Pakistan brands only with maximum warranty period)	16
4	Newspaper Stand	5' tall wooden stand with wooden base and wooden top (top size 2' x 2')	16
5	Water Coolers	Electric water chillers (Gujranwala made with maximum warranty preferably DC powered)	40
<b>Dining Hall</b>			
1	Dining Table	Wooden table with wooden top decorated with fancy & easy to clean plywood/farmica 10' x 4'	120
2	Chairs	Standard wooden chairs with wooden back and cushioned base	1,000
<b>RT Office</b>			
1	Beds	Standard size single bed 3.5' x 6.5' steel frame with niwar	8
2	Visitors Chairs	Steel frame with arms and cushion on back and base	12
3	Steel Almirah	20-gauge steel, two doors with lock, furnished with silver paint 3' x 1.5' x 7'	8
4	Sofa Set	02x two-seater, 02x single-seater in black and green poshish cushioned with molty foam	4



S. No.	Description	Specification	Qty.
5	Central Table	Wooden table with 12mm glass top 4'x2'	4
6	Office Table	Wooden table with lamination top 5'x3'	8
7	Office Chairs	Revolving chair with cushion back and base	8
<b>Reception / Visitors Room</b>			
1	Counter	Wooden standing table 5' tall and 3' wide	4
2	Reception Chair	Steel frame with arms and cushion	4
3	Visitor Chair	Steel frame with arms and cushion on back and base	8
4	Notice Board	Chipboard covered in green cloth mounted in a glass frame 4'x4'	8
5	Soft Board	White board mounted in wooden frame 4'x4'	8
6	Two-Seater Sofas	Standard sofa in green poshish cushion with molty foam	4
7	Single Seater Sofas	Standard sofa in green poshish cushion with molty foam	4
8	Centre Table	Wooden table with 12mm glass top 4'x2'	4
<b>Guard Room</b>			
1	Beds	Standard size single bed 3.5' x 6.5' steel frame with niwar	16
2	Steel Almirah	20-gauge steel, two doors with lock, furnished with silver paint 3' x 1.5' x 7'	16
3	Visitor Chair	Steel frame with arms and cushion	16
<b>For Faculty Hostel</b>			
1	Built in Wooden Almirah	two doors with lock, furnished with fancy lamination 3' x 1.5' x 7'	8
2	Dressing Table	Standing mirror 5'x3' with wooden base of single drawer at 3' height	8
3	Sofa Set (Five-Seater)	3+2 Standard sofa in green poshish cushion with molty foam	8
4	Centre Table	Wooden table with 12mm glass top 4'x2'	8
5	Reception Counter	Wooden standing table 5' tall and 3' wide	8
6	Dining Table (6x8)	Wooden table with 12mm glass top	8

S. No.	Description	Specification	Qty.
7	Dining Chairs	Standard wooden chairs with wooden back and cushioned base	8
8	Refrigerator 18 C.ft	Dawlance DC powered	8
9	Deep Freezer (Large Size)	Dawlance DC powered	8
10	Air Conditioners	Dawlance/Haier/Orient 1.5ton DC inverter	8
11	Cooking Range	Canon/Super Asia with 2 stoves	8
12	Heaters	Super Asia gas heaters single burner	8
13	Geysers	Super Asia geysers jumbo size	8
14	Crockery and Utensils	<ul style="list-style-type: none"> <li>• Dinner Set 75 pieces bone (Qty: 01)</li> <li>• Water Set (Qty: 02)</li> <li>• Coffee &amp; Tea Set (Qty: 02)</li> <li>• Cutlery Set (Qty: 02)</li> <li>• Hot Pot Sets (Qty: 02)</li> <li>• Thermos Set (Qty:01)</li> </ul>	-
15	Blankets, Bed sheets and Towels etc.	<ul style="list-style-type: none"> <li>• Blanket for single bed (Qty: 16)</li> <li>• Bed Sheet Set for single bed 8 Pcs with Quilt, Pillow and Cushions Covers (Qty: 16)</li> <li>• Towels set (Qty: 16)</li> </ul>	-
16	Visitors Chair	Steel frame with arms and cushion	8
17	TV Set Color	40" LCD with wifi connectivity and wall mounting frame (Pakistan brands only with maximum warranty period)	8
18	Window Coverings	Window blinds in white/beige color	8
19	Beds	Standard size single bed 3' x 6' wooden frame and plywood in center base with molty foam mattress	8
<b>For Community Centre</b>			
<b>Executyve Room with Lounge</b>			
1	Executive Bed Set (King size bed, two bed side tables, chest of drawers, mirror, rest sofa)	Wooden made with molty foam mattress for bed and sofa cushioned with molty foam	5
2	Lounge sofa set (single seater sofa, two-seater sofa, center table,	2x single seater sofa, 1x two-seater sofa, 1x center table with 12mm glass top 4'x3', 1x storage shelf	5

S. No.	Description	Specification	Qty.
	storage shelf)		
3	Side table for lounge	Wooden 3'x3'x1.5'	5
4	Led Tv	40" LCD with wifi connectivity and wall mounting frame (Pakistan brands only with maximum warranty period)	5
5	Tv Cabinet	Wooden 5'x3'x2'	5
6	Wardrobe for bedroom	two doors with lock, furnished with fancy lamination 4' x 1.5' x 7'	5
7	Rugs for Bed room	5'x3' Olympia carpet rug	5
8	Water Dispenser	Orient with heat and cool option	5
9	Clock, Lamps, Flowers, Room Painting and Textile items for room		5
10	Air Conditioners	Dawlance/Haier/Orient 1.5ton DC inverter	5
11	Window Coverings	Window blinds in white/beige color	10
<b>Common Room / Lounge</b>			
1	Sofa Set	02-seater Standard sofa in green poshish cushion with molty foam	15
2	Central Tables	Wooden table with 8mm glass top 4'x2'	15
3	LED TV	40" LCD with wifi connectivity and wall mounting frame (Pakistan brands only with maximum warranty period)	3
4	Newspaper Stand	5' tall wooden stand with wooden base and wooden top (top size 2' x 2')	4
5	Water Dispensers	Orient with heat and cool option	3
<b>Dining Hall</b>			
1	Dining Table	Wooden frame with 12mm glass top 10' x 4'	50
2	Chairs	Standard wooden chairs with wooden back and cushioned base	300
<b>Office</b>			
1	Beds	Wooden bed 6'x3' with molty foam mattress	4

S. No.	Description	Specification	Qty.
2	Visitors Chairs	Steel frame with arms and cushion on back and base	12
3	Steel Almirah	20-gauge steel, two doors with lock, furnished with silver paint 3' x 1.5' x 7'	4
4	Sofa Set	02-seater Standard sofa in green/black poshish cushion with molty foam	2
5	Central Table	Wooden table with 8mm glass top 4'x2'	2
6	Office Table	Wooden table with lamination top 5'x3'	4
7	Office Chairs	Revolving chair with arms and cushion back and base	4
<b>Reception</b>			
1	Counter	Wooden standing table 5' tall and 3' wide	2
2	Reception Chair	Revolving chair with arms and cushion back and base	2
3	Visitor Chair	Steel frame with arms and cushion on back and base	4
4	Notice Board	Chipboard covered in green cloth mounted in a glass frame 4'x4'	2
5	Soft Board	White board mounted in wooden frame 4'x4'	2
6	Two-Seater Sofas	02-seater Standard sofa in green/black poshish cushion with molty foam	2
7	Single Seater Sofas	Standard sofa in green/black poshish cushion with molty foam	2
8	Centre Table	Wooden table with 8mm glass top 4'x2'	2
<b>For Masjid</b>			
1	Minbar (Wooden)	Wooden and rugged, stair design, 7' tall on last step	1
2	Small stools or seats for Ablution area	Steel stools 1.5' x 1.5' x 1.5' with nylon base	100
3	Wooden Shoe Shelves	Wooden racks 10' x 1' x 5'	10
4	large prayer carpets (Jainamaz Saaf) 24 ft length	By Olympia carpets	100
5	Smaller prayer rugs	By Olympia carpets	5
6	Muslim Prayer Chair (Steel and Wood)	Standard steel frames chairs with cushion base	20

S. No.	Description	Specification	Qty.
7	Rahle (lectern) for reading Quran	Wooden	20
8	Plastic Benches/Desk for Reading Quran	Plastic rack tilted 1'x 1'x 1'	20
9	Janaza Carrier	Wooden frame with plywood in base for body	1
10	Air Conditioners (Chillers 2 Ton)	Dawlance/Orient/Haier DC Inverters	5

## Supply of Furniture Under PC-I Phase-II

S. No.	Description	Qty.	Unit Rate (inclusive all taxes)	Total (inclusive all taxes)
<b>For Student Hostels</b>				
<b>Student Room</b>				
1	Steel Beds with Niwar	1,000		
2	Study Chairs	1,000		
3	Study Tables	1,000		
4	Steel Almirah	1,000		
<b>Common Room</b>				
1	Chairs	400		
2	Central Tables	16		
3	TV Set Color	16		
4	Newspaper Stand	16		
5	Water Coolers	40		
<b>Dining Hall</b>				
1	Dining Table	120		
2	Chairs	1,000		
<b>RT Office</b>				
1	Beds	8		
2	Visitors Chairs	12		
3	Steel Almirah	8		
4	Sofa Set	4		
5	Central Table	4		
6	Office Table	8		
7	Office Chairs	8		
<b>Reception / Visitors Room</b>				
1	Counter	4		
2	Reception Chair	4		
3	Visitor Chair	8		
4	Notice Board	8		
5	Soft Board	8		
6	Two-Seater Sofas	4		
7	Single Seater Sofas	4		
8	Centre Table	4		
<b>Guard Room</b>				
1	Beds	8		
2	Steel Almirah	8		
3	Visitor Chair	8		

<b>For Faculty Hostel</b>				
1	Built in Wooden Almirah	8		
2	Dressing Table	8		
3	Sofa Set (Five-Seater)	8		
4	Centre Table	8		
5	Reception Counter	8		
6	Dining Table (6x8)	8		
7	Dining Chairs	8		
8	Refrigerator 18 C.ft	8		
9	Deep Freezer (Large Size)	8		
10	Air Conditioners	8		
11	Cooking Range	8		
12	Heaters	8		
13	Geysers	8		
14	Crockery and Untensils	-		
15	Blankets, Bed sheets andTowels etc.	-		
16	Visitors Chair	8		
17	TV Set Color	8		
18	Window Coverings	8		
19	Beds	8		
<b>For Community Centre</b>				
<b>Executive Room with Lounge</b>				
1	Executive Bed Set (King size bed, two bed side tables, chest of drawers, mirror, rest sofa)	5		
2	Lounge sofa set (single seater sofa, two-seater sofa, center table, storage shelf)	5		
3	Side table for lounge	5		
4	Led Tv	5		
5	Tv Cabinet	5		
6	Wardrobe for bedroom	5		
7	Rugs for Bed room	5		
8	Water Dispenser	5		
9	Clock, Lamps, Flowers, Room Painting and Textile items for room	5		
10	Air Conditioners	5		
11	Window Coverings	10		
<b>Common Room / Lounge</b>				
1	Sofa Set	15		
2	Central Tables	15		
3	LED TV	3		
4	Newspaper Stand	4		
5	Water Dispensers	3		

<b>Dining Hall</b>				
1	Dining Table	50		
2	Chairs	300		
<b>Office</b>				
1	Beds	4		
2	Visitors Chairs	12		
3	Steel Almirah	4		
4	Sofa Set	2		
5	Central Table	2		
6	Office Table	4		
7	Office Chairs	4		
<b>Reception</b>				
1	Counter	2		
2	Reception Chair	2		
3	Visitor Chair	4		
4	Notice Board	2		
5	Soft Board	2		
6	Two-Seater Sofas	2		
7	Single Seater Sofas	2		
8	Centre Table	2		
<b>For Masjid</b>				
1	Minbar (Wooden)	1		
2	Small stools or seats for Ablution area	100		
3	Wooden Shoe Shelves	10		
4	large prayer carpets (Jainamaz Saaf) 24 ft length	100		
5	Smaller prayer rugs	5		
6	Muslim Prayer Chair (Steel and Wood)	20		
7	Rahle (lectern) for reading Quran	20		
8	Plastic Benches/Desk for Reading Quran	20		
9	Janaza Carrier	1		
10	Air Conditioners (Chillers 2 Ton)	5		
<b>Total</b>				



## **Company Evaluation Criteria**

### **Basic Evaluation Criteria**

Listed below is checklist to successfully qualify for detailed evaluation. Any shortage in documents ranging from I-X would render disqualification to bidder.

- I. List of Previous/Current customers of related equipment, with contact person and telephone/fax numbers.
- II. Detailed product information
- III. Copy of National Tax Registration Certificate
- IV. Copy of Sales Tax Registration Certificate
- V. Bank letter of financial standing
- VI. An affidavit on Rs. 100/- Stamp Paper that currently they are not black listed or debarred by any Government/Semi-Government Department to participate in bidding and to supply equipment. Failure to submit such affidavit may lead to disqualification.
- VII. Valid Manufacturers authorization letter
- VIII. Detailed item specifications corresponding to the BOQ as given at Annex 'A'
- IX. Detailed project implementation schedule which includes the delivery of items mentioned in the BOQ
- X. Signed and stamped Tender document

## Detailed Evaluation Criteria

Bidder must score minimum 60 marks out of 100 for successful qualification.

Sr. No.	Evaluation Criteria	Max. Marks
1	Work Experience	20
	Year of establishment of firm / 10 years or above, full marks	
	For firms less than 10 years, marks will be awarded proportionately according to number of years.	
2	Bank Statement	20
	Turnover for last one year - 2 times to 50M or more, full marks	
	Turnover less than 100M will be evaluated proportionately	
3	Project Handling	20
	Projects of similar nature (completed)	
	Projects of similar nature (in hand)	
	Each project 5-marks	
	Note: Proof of projects in hand and completed shall be in shape of letter of award and completion certificate respectively.	
4	After Sales Services	20
	Affidavit by the firm to provide at least 6-months after sales services	
	Warehouse facility	
5	Tools & Plants	20
	Wood seasoning / treatment plant	
	Wood carving / turning machine	
	Wood cutting machine	
	Plywood hot press machine	
	Carpenter tools (Nail gun, verma machine etc.)	
<b>Total</b>		100