

Quaid-i-Azam University



Tender No.

Invitation to Bids

1. Sealed tender on item rate F.O.R. Quaid-i-Azam University (QAU) is invited from well reputed firms registered with the FBR (NTN and GST) for the **Proposals through Framework Contract for the provision of Diesel for the Generator of CNC** in accordance with Public Procurement Rules 2004; 16 (a).
2. Tender will be issued only to those firms who will have valid active registration with PPRA for procurement on EPADS. Tender documents can be obtained from office of undersigned till 17.04.2024 on payment of Rs.3000/- (through Bank Challan from University) as tender cost, during office hours, except holidays on written request from the firm concern on a letter head of the firm. Details of the job can be viewed on EPADS and PPRA also.
3. The interested bidders are requested to submit their bids / proposals online through EPADS at <https://eprocure.gov.pk> before opening date, and original bids / proposal must be submitted at Quaid-i-Azam University, Islamabad on or before 11:00 AM on 18.04.2024 and will be opened on the same day at 11:30 AM in the Committee Room of the University in the presence of suppliers / contractors or their authorized agents.
4. The rates must be quoted strictly in accordance with specification mentioned in the document and valid for one year.
5. The University reserves the right to accept / reject the tender (s) by conveying the reasons on request of bidders. The decision of the University on all matter relating to this tender shall be final.

Purchase & Store Section
Quaid-i-Azam University, Islamabad
Ph: 051-90644011

1. Introduction

Quaid-i-Azam University was established in July 1967 under the Act of National Assembly and started teaching and research programs for PhD and M.Phil degrees. It was, however, gradually and later decided to offer Master's, graduate and now undergraduate's programmes. Quaid-i-Azam University consists of four faculties and nine other teaching and research institutes, Centre and Schools. Overall, the University's academic programmes have an enrollment of over 11,000 students. Quaid-i-Azam University Islamabad is inviting Expression of Interest (EOI) for the provision of diesel for the generator of the CNC Department on the basis of framework contract for the period of one year.

2. Services Required

Quaid-i-Azam University, Islamabad, invites bids for supply of Diesel to the Generators of the CNC Department. The range of the diesel which was used during shutdown of the electricity was approximately 600-1000 liters.

3. The following are the mandatory requirement to apply for this framework contract

1. Valid license of Oil & Gas Regulator Authority (OGRA)
2. Registered with FBR(NTN/STRN)
3. CNIC of owner and bidder
4. An Affidavit / Undertaking on Stamp Paper of Rs.100 (**Annex-A**).
5. Company profile (**Annex-B**).
6. Demand Draft/Pay Order/CDR to amount of Rs. 150,000/ in favour of Treasurer, Quaid-i-Azam University and bid security and will be treated as performance security
7. Inspection reports by authorized department.
8. Authorization / Registration certificate by OGRA.
9. Authorization letter of POL from the company.
10. Certificate for operation in Islamabad/Rawalpindi.
11. Audited Statements for last 2 years.
12. Last 2 years income tax returns
13. Certificates of being company operated (COCO) (If applicable).
14. Affidavit of Sole proprietorship (If applicable).
15. Certificate showing experience (No. of years in field of POL)
16. Bank Statements of at least last 1 years
17. Contracts/ enlistments with organizations / departments

Technical Proposal

Sr. No.	Product	Brand Name	Whether as per OGRA / Set Standards	
1	Petrol			
	a) Super		Yes	No
	b) Hi-Octane		Yes	No
2	Diesel			
	a) Light		Yes	No
	b) High Speed		Yes	No

4. Other Terms & Condition

- a) The bidder must be liable to provide the Petrol/ Diesel at the locality of the CNC Generators at their own cost as per agreed schedule. However, the scope of work may be increased or decreased in future as per actual requirements.
- b) The successful bidder should supply the diesel within 24hours after intimation of the focal person of CNC.
- c) The contractor shall coordinate the matters/affairs only with the authorized officer of CNC Department regularly.
- d) Contractor will supply the diesel as per rates of Oil & Gas Regulatory Authority (OGRA), Government of Pakistan notified from time to time
- e) Maintain on-site as well as off-site record (e.g. log book) of all re-fueling activity (Generator readings, quantity delivered at each supply, flow meter reading etc.)
- f) That contractor will not charge the extra rate like service, travelling or carriage charges etc.
- g) The contract duration shall be for a period of ONE (01) year and it may be renewed for further periods on the Terms and Conditions of the contract
- h) Bid(s) received after due date shall not be entertained and will be returned to the bidder(s)
- i) Quaid-i-Azam University Islamabad, has right to increase or decrease scope of work as per PPRA rules.
- j) If the acceptance of tender issued during the validity period of the offer is not accepted by the bidder, the earnest Money shall be forfeited along with any other penalty deems fit by the procuring Authority.

5. Mode of payment

1. The payment shall be made on weekly / Fortnightly / Monthly basis or as per agreed terms of the contract agreement.
2. The contractor shall submit an Application for Payment of dues to the Quaid-i-Azam University Islamabad. The application for payment shall be accompanied by such verified invoices receipts or other documentary evidence as the tracking firm may require; state the amount claimed: and set forth in detail.
3. Quaid-i-Azam University, Islamabad shall pay the dues as per Government Policy, in Pak. Rupees, through cross cheque as per terms & condition of contract.

6. OPENING OF THE TENDER

The bid shall be opened on the same date of in the presence of the vendors as per provisions of PPRA 2014. In case, the last date of Expression of Interest submission falls in/within the official holidays, the last date for submission of the Expression of Interest shall be the next working.

7. **BLACKLISTING**

If any firm / company are indulged in following activities it will be blacklisted adopting the mechanism laid down in PPR 2004.

- 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.
- e) Blacklisting Mechanism or process will be followed as per PPRA Rules\

8. **AWARD OF CONTRACT**

The successful bidder will have to sign an Agreement on stamp paper after fulfillment of the mandatory requirements. If the bidder may offer any facility then the preference will be given. The decision of the Purchase Committee shall be final.

Undertaking for blacklisting

The firm has not been blacklisted in the past on any ground by any Government (Federal, Provincial), a local body or a public sector organization and no litigation is underway on account of blacklisting process. In case the bidder has been disqualified or blacklisted earlier in the past by any public sector organization, detail concerning the period of such disqualification/ blacklisting, cause of such embargo and eventual result/ latest status shall be mentioned by the bidder. On account of submission of false statement or concealment of fact, the Bidder shall be disqualified forthwith, if contract has not been executed and blacklisted, if the contract has been executed.

COMPANY PROFILE

Sr. No.	Particulars	Details
1	Name of company/participant	
2	Mailing Address	
3	Telephone, Fax and Mobile No.	
4	E-mail	
5	Company License No. / Authority Letter (if any) etc.	
6	Company History	