

**Purchase of Furniture Items
(March 2024)**



**Purchase Section
(Services Division)**

Higher Education Commission

H-9 Islamabad

Telephone: + 92-51-9040 1516 Fax: +92- 51- 9040 1502

Email: mghiyas@hec.gov.pk URL: <http://www.hec.gov.pk>

Tender for Purchase of Furniture

CHECKLIST FOR ENCLOSURES

(Bidders may fill up YES or NO and attach the required Documents)

S #	Bid Enclosures	Yes	No
1.	Whether the <u>Bid is submitted in sealed cover / envelope</u>		
2.	Whether the <u>Bid is uploaded on e-pad</u> as well		
2.	<u>Earnest Money</u> amount as specified in the RFP Document, <u>enclosed in a separate envelope</u> , is accompanied with the bid		
3.	An affidavit to the effect that the firm has not been blacklisted by any Organization / Department Private or Public sector etc.		
4.	Registration (No. / Certificate) with Income Tax department		
5.	General Sales Tax (GST) (No. / Certificate) with Sales Tax department		
6.	Write address on envelope of the bid: Dy. Director (Purchase), HEC, H-9, Islamabad bearing words "CONFIDENTIAL" and Tender for Purchase & installation of Workstation and Furniture items.		

Our National Tax No. (NTN): _____

Our GST No: _____

Signature of Supplier with Stamp

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1. Invitation to Bid

The Higher Education Commission, Pakistan invites bids for procurement of Office, Guest House furniture & Workstation items as described in schedule of requirement at Annex-A from well reputed local (Islamabad / Rawalpindi based) firms.

2. Instructions to bidders

2.1 General Instructions:

- a. The vendor shall be responsible to provide required items as per specification defined in the Tender Document within stipulated time of each purchase order.
- b. The Bidder shall be deemed to have satisfied itself fully before Bid as to the correctness and sufficiency of its Bids for the contract and price/ cost quoted in the Bid to cover all obligations under this Bid Process.
- c. It must be clearly understood that the Terms and Conditions and Specifications are intended to be strictly enforced. No escalation of cost will be permitted throughout the period of completion of the contract.

2.2 Language:

The Bid prepared by the Bidder as well as all correspondence and documents relating to the Bid shall be in English only.

2.3 Bid Currency:

Price/ Cost of each item of the bid should be quoted in Pakistan Rupees only.

2.4 Bids submission requirements:

The objective of bid submission requirement is to provide bidders the information to submit their bid in response of this RFP according to the specifications defined in this RFP and in order/sequence as set forth in this document. Bidders must pursue the following requirements for their proposals/bids.

- a. For this tender PPRA's Rule number 36(a) 'Single stage - single Envelope' procedure of open competitive bidding shall be adopted. The Least Cost Selection method shall be adopted and lowest rate against each item will be considered and awarded to vendor concerned (on confirmation of specification as laid down in the Tender Document Annex- A)
- b. Bids shall comprise of envelope(s) containing (I) Financial Proposals along with (II) Earnest Money amounting Rs. 100,000/- enclosed in a separate envelope, and clearly may be labeled with the name, address and contact number of the bidding company, and the Title of the Tender for which the bid is being submitted.

2.5 Mode of Submission of Bids:

- a. The sealed Bids should be dropped in HEC Purchase Section (Room # 1-B6), Executive Block Basement, H-9/4 Islamabad before the due date and time in the presence of the officer/ official deputed by the HEC and acknowledgement thereof should be obtained otherwise no claim of the submission of the Bid shall be entertained.
- b. It is mandatory to upload the same Bids in soft form on E-Pad.
- c. Any proposal not uploaded on E-pad and received by HEC after the deadline for submission of proposal prescribed in these documents will be returned unopened to bidder concerned. Delays in

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the mail or courier, delays of person in transit, or delivery of a proposal to the wrong office shall not be accepted as an excuse for failure to deliver a proposal at the proper place and time. It shall be the bidder's responsibility to determine the way for timely delivery of his proposal will be accomplished either in person, by messenger or by mail.

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2.6 Arbitration:

In case of any dispute, the matter will be referred to the Executive Director (HEC) whose decision will be binding on both parties.

2.7 Sudden holiday:

If Government of Pakistan / HEC announced a public holiday on Tender opening date, Tender will be opened on next working day at same time given in the advertisement.

3. Selection Procedure:

3.1 Evaluation of the firms shall be based on information provided in Proposals.

3.2 The Least Cost Selection method shall be adopted and lowest rate against each item will be considered and awarded to vendor concerned (on confirmation of specification as laid down in the Tender Document Annex-A).

4. Earnest Money:

A Bank Draft from any scheduled bank worth Rs. 100,000/- in the name of Director (Accounts) HEC, H-9, Islamabad is to be accompanied with the bid as earnest money, enclosed in a separate envelope. The amount deposited as earnest money by the supplier will be refunded after six (6) months completion of last supply.

5. Bill of Quantities:

5.1 Rates against required items are required to be quoted in the Bill of Quantities (BOQs) in the RFP Document. Comparative Statement of the rates shall be prepared on the basis of offered unit rate against each of the vendor concerned.

5.2 All the Government taxes except GST must be included in the quoted rates. Separate claim in this regard will not be entertained from the Supplier.

5.3 GST will be paid as per Government Rules.

5.4 At least single place of the Bids shall be stamped and signed by the Bidder. However all pages of the BOQs may also be signed / stamped by the bidder.

5.5 Any alterations, deletions or overwriting shall be treated valid only if they are attested by the bidder.

6. Initial Scrutiny:

Initial Bid scrutiny will be held and the Bids will be treated as non-responsive, if:

6.1 Bid is not submitted as specified in Clause 2.4 & 2.5 above in the RFP Document and not signed and stamped on any page of the Bid.

6.2 Bid received without required Earnest Money in shape of Bank Draft enclosed in a separate envelope.

6.3 Bid with incomplete information, subjective, conditional offers and partial offers.

6.4 Bid received without affidavit to the effect that the firm has not been blacklisted by any Organization / Department Private or Public sector etc.

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7. Delivery:

- 7.1 Delivery of material against order issued under this tender is to be completed within 21 days from the date of receipt of purchase order in the HEC premises.
- 7.2 In case of failure to comply with the purchase order, penalty will be imposed on defaulting Supplier as under:-
 - a. 1% of the cost of entire order or of such items as remains unsupplied for every day upto maximum of 10% for 10 days exceeding the delivery period.
 - b. If the material is not supplied even after payment of penalty for 10 consecutive days, the Commission reserves the right to cancel the supply order and to obtain the required items from second lowest vendors at the risk & cost of the defaulting Supplier.
 - c. If the firm failed to supply the required items within extended period of two consecutive Purchase orders, the Commission has right to cancel the Contract and forfeit the amount of earnest money (Security) of vendor concerned.

8. Mode of Payment:

- 8.1 Payment will be made on completion of 100% supply of each order. Rate quoted in financial bid will be accepted. No extra payment in any aspect (on rejection / replacement) etc. will be made to the vendor.
- 8.2 The rates will be inclusive of all taxes except GST.
- 8.3 Income tax will be deducted & GST will be paid as per Government Rules.
- 8.4 All payments shall be made through cross cheque in the Pak Rupees.
- 8.5 The payment will be made in 30 days after receiving of bill against the completed supply of required items.

9. Validity of Rates:

Rates will be valid up to 31/12/2024 without amending specifications.

10. Clarifications

Queries regarding this RFP shall be submitted in writing to:

Qayyum Azam
Dy. Director (Purchase)
Higher Education Commission,
H – 9, Islamabad
Phone: +92-51-90401509
Email: gazam@hec.gov.pk




Malik Ghiyas Asghar
Assistant Director (Purchase)
Higher Education Commission,
H-9, Islamabad
Phone: +92-51-90401516
Email: mghiyas@hec.gov.pk

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11. General Terms & Conditions for agreement:

1. The supplier shall supply the items as per approved tender specifications / sample as per delivery time. Rates will be valid upto 31/12/2024 without amending specifications. The agreement may be extended for further six months (mutely agreed) on same terms & conditions and rates.
2. Delivery of material against order issued under this tender is to be completed within 21 days from the date of receipt of purchase order in the HEC premises.
3. In case of failure to comply with the purchase order, penalty will be imposed on defaulting Supplier as under:-
 - a. 1% of the cost of entire order or of such items as remains unsupplied for every day upto maximum of 10% for 10 days exceeding the delivery period.
 - b. If the material is not supplied even after payment of penalty for 10 consecutive days, the Commission reserves the right to cancel the supply order and to obtain the required items from second lowest vendors at the risk & cost of the defaulting Supplier.
 - c. If the firm failed to supply the required items within extended period of two consecutive Purchase orders, the Commission has right to cancel the Contract and forfeit the amount of earnest money (Security) of vendor concerned, for which no appeal will be entertained.
4. The bidder is bound to deliver items at HEC premises Islamabad at his own expenses.
5. All goods supplied under purchase order must be brand new and are without defects. In case of any fault / defect the rejected items shall be replaced with new one without any claim / cost.
6. The Commission reserves the right to increase or decrease the quantity or may cancel any or all items shown in the schedule of requirement under PPRA Rules.
7. A formal agreement on stamped paper worth Rs. 50/- shall be executed between the Commission and the Supplier before supply.
8. A draft from any scheduled bank worth Rs. 100,000/- in the name of Director (Accounts) HEC, H-9, Islamabad is to be accompanied with the bid as earnest money in a separate envelope. The amount deposited as earnest money by the supplier will be refunded after six (6) months completion of the last supply.
9. All the Government taxes except GST must be included in the quoted rates. Separate claim in this regard will not be entertained from the Supplier.
10. Income tax will be deducted & GST will be paid as per Government Rules.
11. Approved samples of required items from successful bidders will be remained in the custody of Quality Control Committee and supply will be expected according to the samples throughout bid validity period.
12. In case of any dispute between the two parties in any matter arising out of this agreement. The case shall be referred to the Executive Director, HEC whose decision shall be final and binding on both the parties.
13. M/s _____ also warrant that all goods supplied under purchase order are brand new and are without defect arising from design, material on workmanship or from any act of omission of the undersigned/manufacturer. In case of any fault/defect the rejected items shall be replaced with the items meeting specifications of tender documents without any claim/cost.




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Annex - A						
S #	Item (Description)	Picture (Specification)	Acc/ Unit	Estimated Qty.	Unit Rate (without GST)	Total Cost (Without GST)
01	Manager Desk with Side Rack made of laminate MDF sheet	 <ul style="list-style-type: none"> Table size 54 x 30 x 30 inches made of 16 mm thick Laminated MDF (Medium Density Fiber board). Three Drawers (with locks) on left side of table. With footrest. Side Rack size 30 x 16 x 30 inches. PVC lipping on the edges. 	Each Table Set	15 Nos.		
02	Manager Desk with Side Rack made of High Gloss Sheet	 <ul style="list-style-type: none"> Table size 54 x 30 x 30 inches made of 16 mm thick High Gloss Elite. Three Drawers (with locks) on left side of table. With footrest. Side Rack size 30 x 16 x 30. PVC lipping on the edges. 	Each Table Set	15 Nos.		
03	Manager Desk with Side Rack made of Veneer MDF sheet & Polish	 <ul style="list-style-type: none"> Table size 54 x 30 x 30 inches made of 16 mm thick Veneer MDF. Three Drawers (with locks) on left side of table. With footrest. Side Rack size 30 x 16 x 30 inches. Lacer Polish color as required. 	Each Table Set	15 Nos.		



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04	<p>Staff Table with Side Rack made of MDF laminated Sheet</p>	 <ul style="list-style-type: none"> • Table size 48 x 30 x 30 inches made of 16 mm thick Laminated MDF (Medium Density Fiber) • 2 drawers (with locks) & with footrest. • Side Rack size 30 x 16 x 30 inches. • PVC lipping on the edges. 	Each Table Set	15 Nos.		
05	<p>Staff Table with Side Rack made of High Gloss Sheet</p>	 <ul style="list-style-type: none"> • Table size 48 x 30 x 30 inches made of 16 mm thick High Gloss Sheet • 2 drawers (with locks) & with footrest. • Side Rack size 30 x 16 x 30 inches. • PVC lipping on the edges. 				
06	<p>Computer Table</p>	 <ul style="list-style-type: none"> • Table size 36 x 24 x 30 inches made of 16 mm thick laminated MDF (Medium Density Fiber Board). • One Drawer and one door Shelf with locks on right side of the table. • Footrest. 	Each Table	15 Nos.		




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S #	Item (Description)	Picture (Specification)	Acc/ Unit	Estimated Qty.	Unit Rate (without GST)	Total Cost (Without GST)
07	Officer Table (Imported China)	 <p>Table with computer table with side mobile unit lock (imported Chinese Paper finished) Each Table 1.6 Meter in Length (with 8 mm Table Glass)</p>	Each Table	03 No.		
08	Officer Table (Imported China)	 <p>Table with computer table with side mobile unit lock (imported Chinese melamine scratch less sheet) Each Table 1.6 Meter in Length</p>	Each Table	03 Nos.		
09	Officer Table 3x5 ft wooden with Polish (with side rack 3x2x2.5 ft)	 <p>Made of walnut wood with quality polish color as required by concerned office</p>	Each Table	03 Nos.		

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S #	Item (Description)	Picture (Specification)	Acc/ Unit	Estimated Qty.	Unit Rate (without GST)	Total Cost (Without GST)
10	Wooden Storage Almirah (Large size) with installation charges	 <p>84" H x 36" W x 15" D Two Shelves in each Almirah (48") upper side, swing wooden Doors, lower side 36" with wooden doors made of 16 mm thick High Gloss Sheet with PVC Lipping on Edges, High Quality Lock</p>	Each	03 Nos.		
		<p>84" H x 36" W x 15" D Two Shelves in each Almirah (48") upper side, swing wooden Doors, lower side 36" with wooden doors made of 16 mm thick Laminated MDF (Medium Density Fiber) with PVC Lipping on Edges, High Quality Lock</p>	Each			
11	Hanging Wall Cabinet Doors @ Per Square Ft (with installation charges) Size: Length 96" x Depth 24"x Height 42" Storage, with swing Doors and High Quality Lock and Handles. Two shelves cabinet.	 <p>Made of High Gloss 16 mm thick Sheet with PVC Lipping on Edges, with quality handle and lock</p>	Per Square foot	1000 Sq. feet		
		<p>Made of Lamination MDF 16 mm Sheet with PVC Lipping on Edges, with quality handle and lock</p>	Per Square foot	1000 Sq. feet		

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S #	Item (Description)	Picture (Specification)	Acc/ Unit	Estimated Qty.	Unit Rate (without GST)	Total Cost (Without GST)
12	Wooden Hanging Cabinet (installed with Wall or Floor) @ Per Square ft.	 <p>Size: Depth 18"x Height 21" Storage made of High Gloss MDF Lamination Sheet with PVC Lipping on Edges, Four Swing Doors with High Quality Hinges/ Doors Lock and Handles.</p>	Per Square foot	500 Sq. feet		
		<p>Size: Depth 18"x Height 21" Storage Made of Patex ordinary Lamination wood grain Sheet with PVC Lipping on Edges, Four Swing Doors with High Quality Hinges/, Doors Lock and Handles.</p>	Per Square foot	500 Sq. feet		
13	Wooden Hanging open Cabinet (installed with Wall or Floor) @ Per Square ft.	 <p>Size: Depth 18"x Height 21" Storage made of High Gloss MDF Lamination Sheet with PVC Lipping on Edges, with High Quality Hinges</p>	Per Square foot	500 Sq. feet		
		<p>Size: Depth 18"x Height 21" Storage Made of Patex ordinary Lamination wood grain Sheet with PVC Lipping on Edges, with High Quality Hinges</p>	Per Square foot	500 Sq. feet		
14	Coat Hanger 48" x 20 " Made of solid sheesham or equivalent wood		Each	10 Nos.		

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S #	Item (Description)	Picture (Specification)	Acc/ Unit	Estimated Quantity	Unit Rate (without GST)	Total Cost (Without GST)
015	Revolving Chair High Back <ul style="list-style-type: none"> • Genuine leather options • High density foam • Plastic Arms • Tilting mechanism • Gas lift, grade 3 • 680MM solid plastic base weight capacity 1134KGS • 2.5 inch SGS quality standard caster 		Each	15 Nos.		
016	Revolving Chair Low / Medium Back <ul style="list-style-type: none"> • Fabric Padded Back & Seat • Tilt Locking at multiple levels • Torsion Bar Synchronized Tilting Mechanism • Height Adjustable (Gas Lift) 360 Rotation Nylon Base 	 <p style="text-align: center;">Master Aura Low Back</p>	Each	25 Nos.		
		 <p style="text-align: center;">Manager Medium Back Chair</p>	Each	25 Nos.		
		Or Equivalent Chair	Each	25 Nos.		

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S #	Item (Description)	Picture (Specification)	Acc/ Unit	Estimated Quantity	Unit Rate (without GST)	Total Cost (Without GST)
017	Officer / Manager Chair Revolving <ul style="list-style-type: none"> • Fabric Padded Back & Seat • Tilt Locking at multiple levels • Torsion Bar Synchronized Tilting Mechanism • Height Adjustable (Gas Lift) • 360 Rotation • Nylon Base high quality • Size minimum: 560 W x 534 D x 915 H mm • Master Cres Eco, Torch RK110, Interwood or Equivalent Chair 	 <p>Master Cres Eco</p>	Each	15 Nos.		
		 <p>Torch RK 110</p>	Each	15 Nos.		
		 <p>Interwood Manager H.B. Chair</p>	Each	15 Nos.		
		Or Equivalent Chair	Each	15 Nos.		


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S #	Item (Description)	Picture (Specification)	Acc/ Unit	Estimated Quantity	Unit Rate (without GST)	Total Cost (Without GST)
018	<p>Revolving Chair Low Back</p> <ul style="list-style-type: none"> • 180o Reclining Designed in PU leather. • Height Adjustable (Gas Lift) Tilting Mechanism with Position Lock • Chromed Base • 360 Rotation • Lumbar Back Support • Nylon wheels (Noise Free) 	 <p style="text-align: center;">Interwood Smart Chair Millennium</p>	Each	15 Nos.		
		 <p style="text-align: center;">Dishi Chair</p>	Each	15 Nos.		
		 <p style="text-align: center;">Torch Simon Manager Chair</p>	Each	15 Nos.		
		Or Equivalent Chair	Each	15 Nos.		






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S #	Item (Description)	Picture (Specification)	Acc/ Unit	Estimated Quantity	Unit Rate (without GST)	Total Cost (Without GST)
019	<p>Visitor Chair Steel Frame with loop arms: Sleek and stylish armrests. Upholstery fabric, and net back. High frequency compression process on multi-layered veneer shell, anatomically designed for posture support.</p>		Each	25 Nos.		
020	<p>Visitor Chair Steel Frame with loop arms: Sleek and stylish armrests. Fully cushioned, quality foam High frequency compression process on multi-layered</p>		Each	25 Nos.		
021	<p>Visitor Chair wooden: Made of solid wood Stylish armrests. Fully cushioned, quality foam High frequency compression process on multi-layered</p>		Each	30 Nos.		
022	<p>Visitor Chair wooden:</p> <ul style="list-style-type: none"> • Leatherette Padded Seat & back (Green) • Base in Mahogany Wood • Repro Mahogany Polish Finish • 625 W x 560 D x 950 H (mm) • Conte Visitor Chair or Equivalent 	 Interwood Conte Visitor Chair	Each	10 Nos.		
		Or Equivalent Chair	Each	10 Nos.		

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023	Visitor Chair wooden (General)	 <p>Made of Sheesham wood, wooden dowels Light spirit polish with lacquer finish Seat and back cushioned with premier quality foam and leather covering</p>	Each	20 Nos.		
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S #	Item (Description)	Picture (Specification)	Acc/ Unit	Estimated Quantity	Unit Rate (without GST)	Total Cost (Without GST)
024	<p>Sofa Set 5-Seater (3+1+1)</p> <p>Fully cover with black leatherette First quality Master Molty foam in seat and second quality in back with cushioned</p> <p>Size 3 seater: H 698 x W 2337 x D 867 mm, Size single seater: H 698 x W 1067 x D 867 mm</p>		Each Set	05 Nos.		
025	<p>Sofa Set 3 Seater</p> <p>Size: H 698 x W 2337 x D 867 mm, full cushioned in project Fabric</p>		Each	06 Nos.		
026	<p>Sofa Seat Single</p> <p>Size: H 698 x W 1067 x D 867 mm, full cushioned in project Fabric</p>		Each	12 Nos.		
027	<p>Sofa Set 5 Seater</p> <p>Size three seater: H 698 x W 2337 x D 867 mm, Size: H 698 x W 1067 x D 867 mm full cushioned in project Fabric</p>		Each Set	05 No.		
028	<p>Sofa Set 5 Seater</p> <p>Fully cover with black leatherette First quality Master Molty foam in seat and second quality in back with cushioned</p> <p>Size 3 seater: H 698 x W 2337 x D 867 mm, Size single seater: H 698 x W 1067 x D 867 mm</p>		Each Set	05 No.		




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029	Sofa Three Seater		Each	05 Nos.		
		Interwood Sofa Conte three seater Size: 95 W x 38 D x 32 H (Inches) Leatherette Tufted Upholstery, Mahogany wood legs with Polish Finish, Acacia Wood Structure				
	or Equivalent		Each	05 Nos.		
	Sofa Two Seater		Each	05 Nos.		
		Interwood Sofa Conte two seater Size: 73 W x 38 D x 32 H (Inches) Leatherette Tufted Upholstery, Mahogany wood legs with Polish Finish, Acacia Wood Structure				
	or Equivalent		Each	05 Nos.		
Sofa Single Seater		Each	10 Nos.			
	Interwood Sofa Conte single seat Size: 51 W x 38 D x 32 H (Inches) Leatherette Tufted Upholstery, Mahogany wood legs with Polish Finish, Acacia Wood Structure					
or Equivalent		Each	10 Nos.			

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030	Sofa Three Seater		Interwood Traditional 3 Seater Size: 92 W x 33 D x 31 H (Inches) Black Leatherette upholstery, Fixed Foam Cushions, Acacia Wood Structure, Base Acacia Wood with Polish Finish	Each	05 Nos.		
		or Equivalent		Each	05 Nos.		
	Sofa Two Seater		Interwood Traditional 2 Seater Size: 68 W x 33 D x 31 H (Inches) Black Leatherette upholstery, Fixed Foam Cushions, Acacia Wood Structure, Base Acacia Wood with Polish Finish	Each	05 Nos.		
		or Equivalent		Each	05 Nos.		
	Sofa Single Seat		Interwood Traditional 1 Seater Size: 42 W x 33 D x 31 H (Inches) Black Leatherette upholstery, Fixed Foam Cushions, Acacia Wood Structure, Base Acacia Wood with Polish Finish	Each	10 Nos.		
		or Equivalent		Each	10 Nos.		

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031	<p>Dining Table & Chair Set</p> <p>Table: 45" x 30" Chair: 19" W x 19" D x 40" H</p>	 <p>Table base made of seasoned solid acacia & beach wood. Top made of medium density fiber board with pasting of shisham veneer in diagonal, top covered with 5mm edge polished glass, Chair structure made of solid seasoned Acacia Wood seat upholstered with quality foam, and covered with imported leatherette. Finished in dark brown color with quality lacquer polish Stuman Breakfast Table Chair set by Chen One</p>	Each set of 1 table & 4 chairs	15 sets		
		or Equivalent				
032	<p>Rectangular Dining Table</p> <p>Size: 70" W x 35" D x 29" H</p>	 <p>Made in Mohagany wood with a high-quality walnut polish finish. Colombo Dining Table by Interwood</p>	Each	12 Nos.		
		or Equivalent				
033	<p>Dining Table Metal</p> <p>The base is in metal with a black powder coat, The tabletop is in black tempered glass, Size: 1500 W x 897 D x 753 H (mm)</p>	 <p>Dining Table Elba Interwood or</p>	Each	12 Nos.		
		or Equivalent				

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S #	Item (Description)	Picture (Specification)	Acc/ Unit	Estimated Quantity	Unit Rate (without GST)	Total Cost (Without GST)
034	Dining Chair Wooden / Fabric 19" W x 19" D x 40" H	 <p>Made in Mohagany wood with a high-quality walnut polish finish made by Interwood or</p>	Each	50 Nos		
		or Equivalent	Each	50 Nos.		
035	Dining Chair Wooden / Fabric 19" W x 19" D x 40" H	 <p>Chair structure made of solid seasoned Acacia Wood seat upholstered with quality foam, and covered with imported fabric. Finished in solid black color with quality lacquer polish. Made by Chen one or</p>	Each	50 Nos		
		or Equivalent	Each	50 Nos.		
036	Center Table Large Made of Mahogany Wood with Veneer Polish finished 41" W x 23" D x 19" H	 <p>Conte Table by Interwood or</p>	Each	05 Nos		
		or Equivalent	Each	05 Nos.		

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S #	Item (Description Spec.)	Picture	Acc/ Unit	Estimated Quantity	Unit Rate (without GST)	Total Cost (Without GST)
037	Centre Table Set 1 Large Table with solid wood base with walnut polish finish. Top Glass 12mm thick Size 48"x24"x19" 2 small Tables with solid wood base with walnut polish finish. Top Glass 12mm thickness Size 24"x24"x19"		Each	06 Sets		
038	Centre Table Large Table with solid wood base with walnut polish finish. Top Glass 12mm thickness Size 48"x24"x19"		Each	06 Nos.		
039	Centre Table Large Table with solid wood base with walnut polish finish. Top Glass 12mm thickness Size 48"x24"x19"		Each	06 Nos.		
	Centre Table small Table with solid wood base with walnut polish finish. Top Glass 12mm thickness Size 24"x24"x19"		Each	12 Nos.		
040	Centre Table Large Table with solid wood base with walnut polish finish. Top is made of High Gloss Sheet 16mm thickness Size 48"x24"x19"		Each	10 Nos.		
	Centre Table Small Table with solid wood base with walnut polish finish. Top is made of High Gloss Sheet 16mm thickness Size 24"x24"x19"		Each	15 Nos.		

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		 <p style="text-align: center;">Size 48"x24"x19"</p> <p>Quality twin castor wheels Solid Sheesham/Pine Wood Double top pressed with melamine sheets matching to lamination.</p>	Each	10 Nos.		
041	Centre Table (Large & Small)	 <p style="text-align: center;">Size 24"x24"x19"</p> <p>Solid sheesham/Pine Wood Quality twin castor wheels Double top pressed with melamine sheets matching to lamination.</p>	Each	12 Nos.		




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S #	Item (Description Spec.)	Picture	Acc/ Unit	Estimated Quantity	Unit Rate (without GST)	Total Cost (Without GST)
042	<p>Heavy Duty Steel Shelves</p> <p>With 5 Rack 275kg/R</p> <ul style="list-style-type: none"> • Metal Profiles With Steel Racks • Size: 180x90x45cm, Loading Capacity: 275 Kgs per rack • Thickness of brace: 1.4mm, Thickness of beam :1.5mm • Steel Shelf: 2mm Without Door, covered from all sides with min. 1 mm steel sheet 		Each	20 Nos.		
043	<p>Steel Almirah</p> <p>72" H x 36" W x 18" D Four Shelves High Quality Lock with Steel Gray Spray Paint Steel gage 20-22</p>		Each	05 Nos.		
044	<p>Three Seater Cast Iron Garden Bench</p> <p>Size: L 5 Ft. X W 2Ft. x seat H 1.5 Ft. Made of Cast iron Color as required the office.</p>		Each	10 Nos.		


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S #	Item (Description)	Picture (Specification)	Acc/ Unit	Estimated Quantity	Unit Rate (without GST)	Total Cost (Without GST)
045	<p>File Cabinet Steel Four Drawers W20"xD22"xH54" Four drawers on three piece fully extendable channels, The drawers should, move swiftly, quietly and be able to sustain heavy load, Unbreakable steel handles, Ever good lock with Steel Gray Spray paint, Steel gage 20-22</p>		Each	50 Nos.		
046	<p>File Cabinet Steel Three Drawers W20"x D 22"x H 42" Three drawers on two piece fully extendable channels. The drawers should move swiftly, quietly and be able to sustain heavy load Unbreakable steel handles Ever good lock with Steel Gray Spray paint Steel gage 20-22</p>		Each	50 Nos.		
047	<p>Wooden Workstation Made of High Gloss laminated sheet 16 mm thick for single Person with wooden panels, Worktop Size: (4' x2') , Panel Height: 60" with drawer & cabinet lock</p>		Each	20 Nos.		

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<p>048</p>	<p>Wooden Workstation</p>	 <p>Original Master OffiSys (Model NF-A55-10) L 8' x W 4' x H 2'-6" A set for 4 persons Cluster with Glass partition Worktop in laminate finish with PVC Lipping on edges. On one side there will be MS powder coated V shape metallic leg and on other side there will be fix drawer unit.</p>	<p>Each Set</p>	<p>25</p>		
<p>049</p>	<p>Aluminum Workstation</p>	 <p>Cluster of 4 Persons with Glass on panels, Worktop Size: (5' x 4') x2', Panel Height: 60"</p>	<p>Each Set</p>	<p>20</p>		
<p>050</p>	<p>Aluminum Workstation (Single with combination of Glass and lamination)</p>	 <p>Single Person Sitting with Partition Worktop Size: (5' + 5') x 2' With Modesty Panel Below the top of table Side Partition Size: L: 8' x H: 5' Front Partition Size: L: 4'-6" x H: 5', Worktop in laminate finish with PVC Lipping on edges. Panel below the worktop in laminate finish and above the worktop in clear/frosted glass or Combination of glass and fabric with tackable board. On one side there will be MS powder coated L shape metallic leg and on other side there will be fix Drawer unit.</p>	<p>Each Set</p>	<p>20</p>		

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51	<p>Nesting Table Set 20" - Wooden</p>		Each Set	10		
		<p>Solid wooden, Brown Color Lacquer Polish finish, Set of 4 Tables with straight legs, Extra Large Table size 20"W x 12"D x 21"H Large Table size 17.5"W x 11"D x 20"H Medium Table size 15"W x 10"D x 19"H Small table size 13"W x 9"D x 18"H</p>				
<p>✓ Sample picture(s) included for reference to the basic composition of furniture items only and may not be mandatory to be copied exactly.</p>						

Tender for Purchase of Furniture

Data Sheet **Information to Vendor**

- (1) The name of the Client is: Higher Education Commission, Islamabad.
- (2) The Tender subject is: Purchase of Furniture
- (3) The name, address and telephone/numbers of the Client's Official is:

Mr. Qayyum Azam
Deputy Director (Purchase Section)
Higher Education Commission (HEC), Sector: H-9/4, Islamabad
Telephone: +92-51-9040 1509 & 1516
Fax: +92-51-9040 1502
Email: qazam@hec.gov.pk
- (4) Bids must be submitted not later than **March 26th, 2024 by 1330 hours.** Bid shall not be accepted after due time.
- (5) The bids will be opened on the same day **March 26th, 2024 at 1400 hours.**