

BALUCHISTAN UNIVERSITY OF
ENGINEERING AND TECHNOLOGY,
KHUZDAR

Issue to M/s _____

Dated:- _____

Tender Cost:- 1500/ (Non-refundable) Rupees One thousand five hundred only.



BILL OF QUANTITIES,

stationery

SUPPLY OF STATIONERY, ITEMS FOR BUET, KHUZDAR

BALUCHISTAN UNIVERSITY OF ENGINEERING AND TECHNOLOGY, KHUZDAR

TERMS AND CONDITIONS

TECHNICAL:

The following information / documents shall be furnished along with applications addressed to the Treasurer on or before the fixed date and time.

1. Literature/broachers/catalogue/ of product, user manual and technical documents must be attached.
2. Income tax (NTN), sales tax Registration Certificate must be attached with the technical documents.
3. The supplier/firm/company/organization shall be an active taxpayer, as per Federal Board of Revenue (FBR)'s database i.e. Active Taxpayers List (ATL) (Ref. BPPRA S.R.O. 1093(I) 2015.2)
4. Detail of similar work under taken/in hand.
 - (a) Year of establishment of firm.
 - (b) No. of project of similar nature.
 - (c) Financial outlay amount of similar/specialized.
5. Affidavit on Stamp paper of Rs. 100/- that firm has not been black listed in any Government Organization is not provided and not involved in any litigation

6. Under the following conditions Bid will be rejected:
- Conditional and telegraphic bids/tenders.
 - Bids not accompanied by bid security & tender fee as mentioned above.
 - Bids received after specified date and time.

Read and Accepted

Seal & Signature of
Firm / Supplier

Technical Bid Evaluation Criteria

Name of the Company: _____

Mandatory Requirements

S. No.	Attributes	Requirements
	Off-the shelf solution of National/International repute	Literature/broachers/catalogue/ of product, user manual and technical documents
	Details of Litigation/Sub-judice cases (If any)	Certificate/letter
	Income tax (NTN), sales tax Registration Certificate	Provide certificates

A. Business Profile

S. No.	Attributes	Max Score	Score Distribution	Score Obtained	Requirements
1.	Manufacturer/Authorized Product Dealer/Partner	10	10		Manufacturer directly participated
			07		Authorized Product Dealer/Partner

2.	Financial Strength	8	08	More than or equal to 50 million
			06	20-40 million
			04	10-20 million
3.	Company Established	6	06	5 or more years
			04	3-4 years
4.	Location of Offices	6	06	Offices in KHI-QUT
			04	ISB-LHR
Total		30		

B. Experience

S. No.	Attributes	Max Score	Score Distribution	Score Obtained	Requirements
1.	Successful implementations in other organization	10	10		Implementation in HEI
			07		Govt. Sector
			05		Private Sector
2.	Size of the Projects Completed	10	10		10 million or more
			07		06 million or more
			05		05 million or more
3.	Number of Reference able implementations	10	10		100 or more implementations
			07		50 or more implementations
			05		25 or more implementations
Total		30			

C. Product Detail

S. No.	Attributes	Max Score	Score Distribution	Score Obtained	Requirements
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1.	Compliance of Product with Functional Requirements of RFP	10	10		100% compliance (all modules) Provide details
			07		90 % compliance
2.	Warranty period and Conditions	10	10		Free for 2 years
			07		Free for 1 years
3.	Maintenance and operational Support	10	10		Free for 2 years
			07		Free for 1 years
4.	Max. time required for complete implementation from date of award of contract	10	10		2-4 weeks
			07		5-10 weeks
Total		40			

Cumulative Score A+B+C: _____

BALUCHISTAN UNIVERSITY OF
ENGINEERING AND TECHNOLOGY,
KHUZDAR

TERMS AND CONDITIONS

FINANCIAL

1. The firm/ supplier desirous of purchasing tender documents or seeking any clarification may contact Treasurer Office Baluchistan University of Engineering and Technology, Khuzdar. **Phone No. 0848-413508**
2. Supplier will provide all related document viz Warranty, guarantee and Authenticity certificates of original Company for a specified period.
3. All the expenditures such as loading, unloading, taxes, wear and tear etc. will be borne by the firm/ Supplier.
4. The erasing or alteration, if any, in the tender shall be authenticated by the bidder by his full signature.
5. Cable/ Telegraphic quotations or Tenders will not be considered.
6. The rates should be quoted in F.O.R and C&F Khuzdar basis.
7. Ambiguous and incorrect answers or incorrect filling up of documents will render the tender liable to rejection payment.
8. Payment will be made after the satisfied installations and fulfilling laid down terms and conditions. No advance will be made.
9. The bidder whose tender is accepted will be required to enter into an agreement before supplying the items.
10. Supplier will not sublet or transfer the contract in whole or in part to other party without prior permission or written consent of purchasing party.

11. No tender/ quotation will be accepted unless the earnest money (2% of total quoted cost) in the shape of call deposit of recognized bank is produced in favour of the Director Procurement Balochistan University of Engineering and Technology Khuzdar Tender/ Quotation without earnest money will not accept/ interchanged.
12. Earnest money will be forfeited, if the Supplier fails to complete the required supply or fulfills the terms and conditions laid down in this document.
13. The Supplier will also provide 0.25% no-judicial stamp paper. (If bid approved).
14. Tender will be submitted in seal cover in the office of Treasurer BUET, Khuzdar on date mentioned in the advertisement.
15. No objection will be accepted if the University Authority makes any increase or decrease in the supply order.
16. The submission of tender/ quotation by the firm/ supplier means that he has read this notice and condition of the contract and made himself aware of this scope and specification of the supplies.
17. Income Tax on every payment will be recoverable as per rule.
18. If the supplier fails to complete the work within due date (i.e. **60 days**) then fine will be imposed 0.04% of total value of work per day but not exceeding 10./ of total work amount.
19. **The bidder must provide the sample of supplying items (once the bidder got the tender work).**
20. **All items will be checked by Committee. Items will be supplied after approval of samples by Committee.**
21. The Competent Authority reserves the right to accept or reject all or any of the tender/ quotation with assigning any reason thereof as per BPPRA& PEC Rules.

Read and Accepte

Seal & Signature of Firm / SupplierTotal

Supply of stationery, items for BUETK, main campus

Stationery items day to day 2024

S#	Name of item	Company /Brand	Qty	Rate with including taxes	Amount including with Tax
1	Attendance Register staff	H.B/good q	50 n		
2	Attendance Register students	H.B/Good q	50 n		
3	Ball point	Dollar Note	322 packet		
4	Blenco pen (correction)	Korrex/Good q	50 n		
5	Box File	Cobra imported	488 n		
6	Calculator Large (Casio 12 dijit)	Good quality	23 n		
7	Papper Cutter	Steel	112 n		
8	Cotton tape 2''	Polar Beam	20 n		
10	Duster cloth sabir large	Sabir	36 dzn		
11	Dustbin small 13'' height	Kiwi collection	150 n		
12	Drawing pin	Acent	10 packet		
13	Duster for board	Good quality	200 n		
14	Drawing sheet	Good quality	100 n		
15	Draft pad small	Good quality	300 n		
16	Draft pad Medium	Good quality	224 n		
17	Dispatch register	H.B	20 n		
18	Envelop small	Good quality	8500 n		
19	Envelope Medium 9x4	Good quality	2500 n		
20	Envelope Ax4 10x12	Good quality	2000 n		
21	Envelope legal 11x15	Good quality	3500 n		
22	Envelope Large size 14x18 for question peppers	Good quality	6000 n		

23	Eraser(Rubber)	ZORO	220 pc		
24	File cover Board	Good quality	880 n		
25	File cover VIP	VIP	2180 n		
26	File cover cliper	Salfar	250 n		
27	File lace	Good quality	50 bundle		
28	File Tag	Good quality	50 bundle		
29	File stic(Sticky note) 1''+2'' 3'' each	M&G/Good q	50 packet		
30	Foker soowa	Good quality	25 n		
31	Gum stick medium 20gram	Dollar	450 n		
32	High letter	Dollar	120 n		
33	Ink for white board	Dollar	50 pkt		
34	Ink for stamp pad	Dollar	50 n		
35	Log book 200 pages	H.B/Good q	150 n		
36	Marker white board Blue+ black	Dollar	300 packet of 12 pcs		
37	Marker White	Dollar	10 n		
38	Marker permanent	Dollar	220 n		
39	Note sheet pad green 90grm	Good quality	315 pd		
40	Pencil	Dux/gold fish	80 packet		
41	Paper clip medium	Dux	110packet		
42	Punch Machine	Opal 500	30 n		
43	Peper pin	Merit/good q	60 packet		
44	Pin remove	Polo	40 n		
45	White Peper Ax4 70 gm	PPC	1400 ream		
46	White Peper Fx4 legal 70 gm	PPC/IK	600 ream		
47	Pointer pen	Dux	20 packet		
48	Jell pen Blue+Black+Green Each 100 n	signo	300 n		
49	Color Peper Ax4- 80gm sky blue+ green+ yellow each 10 packet	Good quality	30 packet		
50	Plastic cover Ax4 for binding	Good quality	30 packet		
51	Register blank 200 pages	Royal/good q	100 n		

52	Register blank 400 pages	Royal/Good q	50 n		
53	Stapler pin	Dollar	500 packet		
54	Sharpener	Dux	210 n		
55	Scotch Tap 1''	Airdeer/good q	80 n		
56	Scotch Tap 2''	Airdeer/Good q	116 n		
57	Scale Steel	Good quality	60 n		
58	Stapler machine HP45 Plier type	Fuji	42 n		
59	Stapler Machine Heavy duty	Opal	5 n		
60	Stapler pin Large size foe Heavy duty	Dollar/Equivalent	20 packet		
61	Coding Machin(Stamp type) for coding of answer sheets	Good Quality	5 n		
62	Ink for coding machine	Good quality	10 bottle		
63	Stamp Pad	Crystal	60 n		
64	File cover Plastic	Good quality	30 n		
65	Rexene Tape2'' 20mtr	Excellent	116 n		
66	Table set(crystal plastic)	Good quality	10 set		
67	Rough pepper legal	55 gram	300 ream		
68	Signature pen blue,Black,Green	Uniball	30 packet		
69	Plastic Bag(50 Kg size) بوری	Good quality	500 n		
70	Toner CET 1000 gram) for photocopier machin Task alfa 5500i	CET 1000 gram	6 bag of 3 kg		

Total

Rs= _____

Signature _____