



NFC INSTITUTE OF ENGINEERING & FERTILIZER RESEARCH
Jaranwala Road, Faisalabad (Postal Code-38090) Pakistan.
☎: +92-41-9220355-57 [http: www.iefr.edu.pk](http://www.iefr.edu.pk)
Ministry of Federal Education and Professional Training, Government of Pakistan



SAY NO TO CORRUPTION



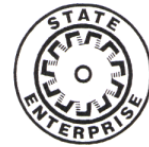
NFC INSTITUTE OF ENGINEERING & FERTILIZER RESEARCH (PVT.) LIMITED, FAISALABAD

TENDER NOTICE

- Sealed quotations are invited from the reputed suppliers for the procurement of Study Chairs, Furniture, Digital Boards, Air-conditioners, Printers and Photocopier. Single stage - two envelopes procedure will be used for the procurement.
- Tender Document along-with terms & conditions can be obtained from Accounts Department, NFC-IE&FR, Faisalabad on cash payment of Rs.2,000/- (non-refundable) or through courier by sending a Demand Draft / Pay Order of Rs. 2,250/- (non-refundable) in favor of NFC Institute of Engineering & Fertilizer Research, Faisalabad during the working days (Monday to Friday) from 08:00 AM to 04:00 PM on written request by the supplier. Tender Document is also available on NFC-IE&FR website www.iefr.edu.pk, PPRA website www.ppra.org.pk & EPADS website <https://eprocure.gov.pk> for information only.
- Last date for the submission of Quotations (complete in all respect) is **03.06.2025 up to 1100 hours**. Quotations must be submitted electronically via E-Pak Acquisition and Disposal System (EPADS); **only manual submissions will not be accepted**. The Quotations will be opened on the same day at 1130 Hours in the office of the undersigned in the presence of suppliers or their representatives who wish to participate.
- The Management of NFC-IE&FR reserves the right to accept or reject any or all the quotations as per PPRA rules.



REGISTRAR / HEAD (PERSONNEL & ADMINISTRATION)
NFC Institute of Engineering & Fertilizer Research (Pvt.)
Limited, Jaranwala Road, Faisalabad.
Tel: (041) 9220355 – 57



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TENDER DOCUMENT
FOR PURCHASE OF
STUDY CHAIRS, FURNITURE & FIXTURE, DIGITAL BOARDS,
AIR-CONDITIONERS, PRINTERS & PHOTOCOPIER

FOR THE PROJECT TITLED
“ESTABLISHMENT OF NATIONAL COLLEGE OF COMMERCE & SCIENCES AT
NFC-IE&FR, FAISALABAD”

Tender No. IEFR/Commercial/Tender/2025/01

Last Date for Quotation Submission: 03.06.2025 at 1100 Hours



TERMS AND CONDITIONS

1. GENERAL:

- i. Single stage - Two envelopes bidding procedure shall be applied:-

The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the **Financial Proposal** and the **Technical Proposal**;

The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion;

- a) Initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened. The envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of Purchaser without being opened;
 - b) The Committee of NFC Institute of Engineering & Fertilizer Research (NFC-IE&FR), Faisalabad, shall evaluate the technical proposal, without reference to the price and reject any proposal which does not confirm to the specified requirements;
 - c) During the technical evaluation no amendments in the technical proposal shall be permitted;
 - d) The financial proposals of bids shall be opened publicly at a time, date and venue, which will be announced and communicated to the Bidders in advance;
 - e) After the evaluation and approval of the technical proposal, the committee shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only.
 - f) The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective Bidders.
- ii. The hardcopy of bids, prepared in accordance with the instructions in the bidding documents, must reach to Convener, Procurement Committee, NFC-IE&FR, Jaranwala Road, Faisalabad and electronic copy of the bids is required



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to be submitted online **PPRA e-Procurement Portal - EPADS** at **www.eprocure.gov.pk** by Reputed Tax registered firms.

- iii. Bids which are received through **PPRA e-Procurement portal EPADS** will be considered only. Any bid not submitted through EPADS shall stand rejected as per PPRA rules.
- iv. Tender will only be issued to the owner of the firm or his/her authorized representative having authority letter on firm's letterhead.
- v. Conditional, incomplete and overwriting in bids without initials will not be accepted. A bidder can offer/quote price for item wise and contract will be awarded to lowest bidder on item wise base.
- vi. Telephonic / telexed / faxed / telegraphic/mailed quotations will not be entertained.
- vii. The Bidder should quote the price according to the technical specifications as provided in the bidding document. The specifications of item, different from demand of enquiry, will straightaway be rejected.
- viii. The Bidder is required to offer competitive price. The prices should be including all Taxes/General Sales Tax (GST) which are applicable under Rules.
- ix. Price offered should be for the entire quantity of each item demanded; partial quantity offers shall straightaway be rejected. Conditional/optional offers will also be considered as non-responsive bidder.
- x. Any bid received by the purchaser after the specified bid submission date and time will be rejected.
- xi. A bid once opened in accordance with the prescribed procedure shall be subject to only those Rules, Regulations and Policies that are in force at the time of issuance of Tender Notice.
- xii. The purchaser will disqualify a bidder if it finds at any time that the information submitted by him concerning his quotation as supplier was false and/or misstated.



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- xiii. The bidder shall submit a certificate of financial stability from its bankers with regards to the ability to successfully meet obligations under this procurement. (Attach Bank Statement for last one year).
- xiv. The Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid, and the conformity to the bidding documents shall furnish, as part of its Bid, a bid security/earnest money @ 2% should be submitted in the envelope containing the technical proposal. The bidders must quote their NTN/GST along with their offer and will be checked on the active taxpayer list of FBR, failing which their offer will be rejected. The purchaser may ask for a performance warranty/guarantee in the shape of irrevocable bank guarantee, pay order, or demand draft up to @10% of the total bid amount.
 - a. Bid Security shall be in Pak. Rupees and be in the shape of CDR, Pay Order or Banker's Cheque in the name of "Director, NFC Institute of Engineering & Fertilizer Research, Jaranwala Road, Faisalabad (NFC-IE&FR)" issued by any scheduled bank of Pakistan.
 - b. It should be valid for ninety (90) days beyond the validity of the Bid.
 - c. The Security of unsuccessful bidders will be discharged or returned as promptly as possible on the request of the bidder.
 - d. The successful bidder's bid security will be discharged upon signing the contract.
 - e. If a bidder withdraws its bid during the period of bid validity and if a bidder not accept the arithmetic correction to its bid price; or in the case of a successful Bidder fails to sign the contract or fails to provide the services within the delivery timeline, his bid security may be forfeited.
- xv. The bid security deposited along with bid will be refunded to all unsuccessful bidders within 10 days of contract award. Whereas the performance warranty/guarantee will be returned after the expiry of warranty period i.e. one year after the confirmation/verification/inspection by the purchase committee.



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- xvi. The successful bidder will have to supply all items/equipment within one month of the issue date of supply order.
- xvii. Price negotiation as per existing PPRA rules is not allowed.
- xviii. Joint venture will not be preferred.
- xix. Firm(s) should have its/their own manufacturing plant/workshop or their authorized dealers for furniture, plant & machinery items, to ensure supply of all furniture and plant & machinery items, within given time frame.
- xx. The Committee of NFC-IE&FR reserves the right to visit the Site/Factory to judge the quality assurance of the material and will check/visit sites from time to time as no compromise will be made on quality of the items on any account.
- xxi. The payment of items is coupled with inspection / commissioning of items; therefore, supplier should make sure that bid is complete in all respects including consumables and incidentals etc.
- xxii. Suppliers have to provide samples of each item before opening of financial bids so that the samples be evaluated for adherence to specification as well to qualify technically. The authorized officer(s)/Procurement Committee will approve the samples by signing on each approved sample. All subsequent supplies should be in conformity with the approved samples placed at **NFC-IE&FR** under safe custody.
- xxiii. In case of non-supply/incomplete supply of the item(s) as per contract or required standard or if the supplier is unable to rectify the deficiency within 15 days, the security will stand forfeited,
- xxiv. The estimated quantity of the items has been mentioned in the bid documents. However, the quantity of any item may increase or decrease, depending on the requirement and circumstances of each case.
- xxv. The rate of all the items should be separately quoted along with the total price of item wise for eligibility. The tender will be awarded on item wise lowest base.
- xxvi. All the electric / electronic appliances to be supplied by firms should run on 220



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volts.

xxvii. All items as per attached list must be provided as per attached specifications.

xxviii. On late delivery the vendor will have to face the penalty as per PPRA rules.

2. REQUIRED DOCUMENTS:

Application should be accompanied with the following documents:

- i. Company Profile with list of its recent clients.
- ii. Attested Copy of CNIC.
- iii. Copy of NTN Certificate of the Firm.
- iv. Proof of Financial capability and experience.
- v. Affidavit declaring himself/herself sole proprietor of the Firm.
- vi. Clear identification with address of After Sale Service Centre,
- vii. Verified Bank Statement of the Bidder i.e. Financial Year 2023-24 & 2024-25.

3. TAXES:

- i. The rates quoted should be inclusive of all applicable taxes.
- ii. The bidder shall provide the Income Tax and Sales Tax Registration Certificates.
- iii. The Institute will deduct the taxes at source, as per prevailing rules/regulations of the Government.
- iv. In case the supplies are exempted from levy of any tax, the bidder shall provide an exemption certificate (SRO) to this effect, otherwise taxes will be deducted.

4. BIDDING:

- i. Rates should be quoted with delivery/commissioning at the site NFC-IE&FR, Faisalabad.
- ii. The bidders should quote final rates both in words as well as in figures.



- iii. Bidding document must also be filled in, stamped and signed by authorized representative of the bidder.
- iv. The bidder shall provide the technical literature of the equipment, if applicable.
- v. Any erasing/cutting/crossing etc. appearing in the offer, must be properly signed by the person signing the tender. Moreover, all pages of the tender must also be properly signed. Offers with any overwriting, not authenticated with signatures of authorized person, shall in no circumstances be accepted.
- vi. The bidder must be the authorized dealer/reseller of the quoted product.

5. BID EVALUATION:

- i. The bids shall be evaluated in accordance with terms & conditions of this tender documents.
- ii. Ability of the firm.
- iii. Quoted as per the prescribed specifications or very close to prescribed specification.
- iv. Rates offered by the firms.
- v. Supply time, and maintenance of warranty period. Minimum threshold for technical evaluation will be 60% i.e. Bidders must score 60% against technical evaluation criteria to be considered as Qualified for Financial Evaluation.

6. SCOPE OF SUPPLY:

The Firm will provide/place one item of each component as specimen/sample to the Procurement Committee at NFC-IE&FR, Faisalabad within time limit of 30-working days from date of issuance of Purchase Order. The bidder shall supply/deploy equipment/items, of the attached specifications. The bidder shall also be responsible for their supply along-with installation, fixing, commissioning at the institution/site. The bidder is required to indicate their own guarantee date by which the items should be supplied positively in brand new original condition with sufficient packing.



7. CLARIFICATION OF BIDDING DOCUMENT:

The bidder requiring, any further clarification or information of the bidding document may notify by contacting Convener Procurement Committee, NFC-IE&FR, Faisalabad. The Convener Procurement Committee will respond to any request for information or clarification of the bidding documents which received not later than (02) two days prior to the deadline for the submission of bid in written shape.

8. SIGNING OF BIDS:

The authorized person signing the bid shall initial all the pages of the bid, where entries are made.

9. RIGHT WITHIN PROVISION OF PPRA RULES:

- i. The Procurement Committee of NFC-IE&FR reserves the right to reduce or increase the quantity, accept or reject any bid and to stop the bidding process and reject all bids, at any time prior to award of supply order without incurring any liability toward the bidders. The grounds for rejection of bid(s) shall be provided upon request of the bidder(s) but not bound to justify as per rule 33 of PPRA Rules.
- ii. The Procurement Committee of NFC-IE&FR has the right to increase/decrease in the quantity.
- iii. The Procurement Committee of NFC-IE&FR reserves the right to claim compensation for the loss caused by the delay, or any other damage pointed out at the time of delivery.

10. CONVINCING:

Unsolicited advice/clarification and any personal approaches at any stage of evaluations/purchase process that may lead to influence the process are strictly prohibited and will lead to disqualification.

11. DELIVERY OF EQUIPMENT /ITEMS:

The delivery of equipment / items shall be made at the site / location



within one month of the date of supply order. The bid price should be inclusive of the commissioning, installation, packing (if any) and delivery cost.

The supplier shall provide the items/material as per tender requirements in standard packing, the packing (if required) of the Goods as is required to prevent their damage or deterioration during transit to their final destination.

12. INSPECTION OF EQUIPMENT / ITEMS:

Upon delivery at the specified premises, the equipment/items shall be inspected by an authorized officer(s)/Procurement Committee in the presence of supplier or his/her representative. Equipment/items not in conformity with the purchase order/tender document shall be rejected. The rejected equipment(s) shall be removed by the supplier ' within 7 days at vendor's expenses. A formal delivery Challan shall be prepared against items found as per specification and accepted thereon.

13. MODE OF PAYMENT:

Payment shall be made in the form of Cross Cheque, which shall be issued, after receipt of equipment/items, inspection & verification and installation & operation/commissioning according to schedule. All taxes, insurance etc. will be deducted from bills as per applicable taxation rules.

14. PENALTY:

For failure to comply with agreed delivery schedule, the liquidated damages will be as under:

- i. 1% of the cost of that items mentioned in the purchase order that remain undelivered/un-finished for each day of non-supply up to maximum of twenty (20) days exceeding the job completion/delivery period.
- ii. If the material is not supplied even after payment of penalty for 20 consecutive days, the NFC-IE&FR, Faisalabad, reserves the right to cancel the contract and to get the required job/items from elsewhere at the risk and cost of the defaulting contractor/firm and the equivalent price/amount will be deducted



from the securities deposited by the firm/supplier.

15. PRICE REASONABILITY CERTIFICATE:

The bidder shall certify that the prices quoted are not more than the prices charged from any agency (Government & Private) in Pakistan and in case of any discrepancy, the bidder thereby undertakes to refund the price charged in excess.

16. PRICES:

Prices charged by the supplier for goods delivered and services performed under the contract will be in accordance with the prices quoted by the supplier in its bid and also referred in the contract.

17. EVALUATION CRITERIA:

Compliance to general terms and conditions stated above is must for all bidders. In addition, at least 5 (five) Year experience of firm is compulsory for quality product and conformity with the specification is deemed to qualify technically.

18. ARBITRATION:

In the event of any dispute arising between the bidder and the procuring agency regarding this bid or any other matter ancillary there to whatsoever, the same shall be referred to the sole arbitrator i.e. Grievance/Redressal Committee of NFC-IE&FR, Faisalabad.

The Arbitrator shall give its award within two months from the date on which it enters upon the reference. The provisions of the Arbitration Act, 1940 shall apply to the arbitration proceeding. Reference to arbitration shall be a condition precedent for any other action at law.

19. GUARANTEE / WARRANTY:

The supplier shall furnish one year after sales service guarantee/ warranty for successful operation of equipment / items from the date of installation. In case of malfunctioning / defect in any equipment / item, the supplier shall replace



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them free of cost within 15 days; otherwise the supplier will return the entire paid amount to the department, immediately.

20. BID SUBMISSION UNDERTAKING (TO BE SUBMITTED ON STAMP PAPER)

We undertake and declare that:-

- i. The prices quoted includes all taxes, transportation, installation and cost of delivery etc.
- ii. The quantity of above items can be increased or decreased or curtailed as per choice of purchaser.
- iii. The prices are valid up to 120 days from the date of opening of financial bids.
- iv. All of the products are under company/firm warranty from the date of supply and in case of any defect and malfunction we shall be responsible for repair/replacement as per guarantee/warranty.
- v. The supplier is responsible for arranging replacement/technical support during contract period.

We understand that: -

- i. NFC-IE&FR, Faisalabad reserves the right to accept or reject our bid and we undertake not to question the decision, in this regard.
- ii. The earnest money amounting 2% of the Bid Amount, submitted by us is liable to forfeiture in case our firm fails to abide by the terms and conditions given in the bidding document referred to above.
- iii. We are liable to submit performance warranty/guarantee @10% of the purchase order value in shape of irrevocable bank guarantee, pay order, or demand draft with validity of minimum 12 months to NFC-IE&FR, which will be released after successful completion of warranty/guaranty period on request.

I/We _____ hereby confirm that we have read and fully understood the terms and conditions of this bidding document and accept them and will abide by the same faithfully.

Signature: _____

Name of Bidder: _____

Seal: _____

Dated: _____



Item No. 1/IEFR/Tender-1/2025

CLASS ROOM STUDY CHAIRS

| | |
|-------------------------|---|
| Quantity: | 200 Nos. |
| Make: | BOSS, SAAB or equivalent |
| Size: | 31 H, 23 W, 23 D |
| Structure: | Structure made of min. 18 Gauge pipe, powder coated paint with unbreakable plastic writing pad. This pad is likely attached to right side of the chair. |
| Seat & Back: | The seat and backrest are made of durable plastic. |
| Footrest: | Foot rest attached with frame. This footrest provides support and comfort for the person sitting in the chair. |
| Color: | As per choice |
| Sample: | Sample Compulsory Required |





EXECUTIVE CHAIRS

| | | |
|--------------------|---|--|
| Quantity | : | 06 Nos. (5 High Back) |
| Size | : | Standard Dimensions of W26 x D22 x H33 Height 20 Inches (varies minimum and maximum levels) |
| Seat & Back | : | Built for professionals with comfort and durability throughout workday with an ergonomic high-back structure. It should provide full support back, neck, and shoulders, allowing to work efficiently for long hours without discomfort. Must be crafted with high-quality materials and a strong base, making it most reliable and long-lasting options in its category. The seat must have adjustable height and smooth 360-degree swivel add flexibility and freedom of movement. |
| Armrest | : | Armrest likely to be sleek and stylish. |
| Cylinder Mechanism | : | Adjustable seat height-gas lifts type and swivel. |
| Color | : | As per Choice. |
| Sample | : | Compulsory Required. Improved sample will be appreciated. |





EXECUTIVE OFFICE TABLES

Quantity : **08 Nos.**

Structure:

Size : 2 ½ X 5 X 2½ ft
Structure : Structure made of high quality / imported melamine Face
Chip Board MFC of 1.75 inch thick
Drawers : 02 Hanging Drawers right side of the table.
Front : Front elevation as per picture.
Footer : Rubber beens screws would be provided
Color : As per choice

Sample : Raw Sample Compulsory Required without polish.
Improved design will be appreciated.





Item No. 4/IEFR/Tender-1/2025

OFFICE CHAIRS

| | | |
|------------------|---|---|
| Quantity | : | 30 Nos. |
| Size | : | Standard size |
| Structure | : | Made of Sheesham seasoned wood or equivalent 1½" x 1½" legs & armrest and while seat & back frame having 2"x1" sheesham seasoned wood or equivalent with life time warrantee. Seat and back cushioned with "A-grade" foam and upholstered with or sofa cloth. Appropriate leg support with same wood. |
| Front | : | Front elevation of chair looking as per picture |
| Color | : | As per choice |
| Sample | : | Raw Sample Compulsory Required |





Item No. 5/IEFR/Tender-1/2025

PRINTER

Quantity : **05 Nos.**
Make : **HP or equivalent**

Specifications:

Speed : Min. 33 PPM
Print Technology : Laser, both side printing & network printing
Print Resolution : Up to 1200 x 1200 dpi
Memory : Min. 256 MB
Media Sizes : All paper sizes (A4, Letter; Legal, etc.)
Display : LCD graphic display
Color : As per choice





AIR CONDITIONERS 1.5 TON Heat and cool split AC inverter

Quantity: 27 Nos.
Make: GREE, Haier or equivalent

Specification:

| | |
|-------------------------|--|
| Compressor: | T3 |
| Cooling Power in Tons | 1.5 Ton |
| Warranty | 3 YEARS COMPRESSOR, 1 YEAR PARTS & SERVICE |
| Refrigerant | Eco-friendly Refrigerant (R-32 or R-454b) |
| Airflow | 4D Air Flow |
| Cooling effect | Heat & Cool |
| Dehumidification | |
| Energy efficiency class | Up to 75% Electricity Saving |
| Heating | Yes |
| Noise level | Ultra Low Noise Control |
| Voltage | Auto Voltage Adaptation (150-260 V) |
| Type | Wall Mounted |
| Color | As per choice |
| Dimensions: | Standard |
| Display | LED display |
| Remote control | Yes |





Item No. 7/IEFR/Tender-1/2025

PHOTOSTATE MACHINE

Quantity: 01 No.

Specification:

Type: Desktop or Free-standing, (Reader-Printer Combined)
Maximum Original Size: A3
Copy Size: A3, A4, A4R, A5R
Resolution: Reading: 600dpi x 600dpi
Copying: 600dpi x 600 dpi
Printing: 600dpi x 600dpi, 1200dpi x 1200dpi
Copy /Print: A4 image Runner 2545i/2545 : 45ppm (BW)
Speed: A3 image Runner 2545i/2545 : 22pp (BW)
Enlargement/Reduction: Zoom: 25-400% / 25%, 50%, 70%, 100%, 141%, 200% 400%
First copy time: Black and White: 3.9 sec (45/35 ppm model)
Warm up Time: 30 seconds
Multiple Copy/Prints: 1 to 999 sheets
Duplexing: Standard
Paper Capacity: Cassette 1: 550 sheet (80g/m2), (250 sheets for image Runner 2525/I, 2530/I, 2545)
Processor Speed: 400 MHz
Memory: 512 MB
Power Supply: 220-240V AC, 50/60Hz,
Warranty: Min. one year service warranty is required





SMART BOARDS (Digital Boards)

Quantity: 02 Nos.

Specification:

| | |
|-----------------------------|--|
| Screen Size | 55 inch LED Backlight |
| Backlight | DLED |
| Pixel Pitch | 0.143 (H) × 0.430 (V) mm |
| Resolution | 3840 × 2160@60 Hz |
| Brightness | 350 cd/m* |
| Color Depth | 10 bit |
| Contrast Ratio | 1200 : 1 (Typ.) |
| Response time | 6 ms |
| Color Gamut | 90% NTSC (CIE1931) (Typ.) |
| Refresh Rate | 60 Hz |
| Viewing Angle | 178° (H) / 178° (V) |
| Built-in System | Android latest |
| Processor | Latest |
| Memory | 4 GB |
| Built-in Storage | 128 GB |
| Loud speaker | Built-in 2 × 16 W loudspeaker |
| Bluetooth | Built-in BLE (Bluetooth Low Energy) module supports Bluetooth 5.0 and previous version |
| Video and Audio Input | HDMI IN x 2, MAX 4K @30 Hz, LINE IN x 1 |
| Video and Audio Output | HDMIOUT HDMI 2.0 x 1, MAX 4K @60 Hz, LINE OUT x 1 |
| Control Interface | RS-232 x 1, Touch-USB x 1 |
| Network Interface | RJ45 (1000 Mbps port) x 2 |
| Data Transmission Interface | USB-C 1, USB-A x 2 on front panel, USB-A x 2 on rear panel |
| Power Consumption | Standard |
| Product dimension | 1718 × 1046 × 87.5 mm |
| Dimension (W × H × D) | 1927 × 1212 × 254 mm |
| Camera Pixel | 8MP |
| Camera Function | Smart switch between Android system and OPS |
| Field Angle | 120°(diagonal), 110°(horizontal), 66°(vertical) |
| Distortion | <6% |
| Camera Resolution Ratio | Up to 4K |
| Microphone type | Omni-directional 6-array layout |
| Microphone function | Echo reduction and smart noise-cancellation |
| Microphone Voice Distance | 8 m |

