

# **Tender Document**

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# **PROCUREMENT OF FURNITURE & FIXTURES**

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**Quaid-e-Azam Thermal Power (Pvt) Ltd  
(QATPL)**

First Floor, 7-C-I, Gulberg-III, Lahore.  
Tel: +92-42-35750936-7, Fax: +92-42-35750939

**Quaid-e-Azam Thermal Power (Pvt) Ltd**

First Floor, 7-C-I, Gulberg-III, Lahore.

**Tender Form**

**Note:**

- a. Firm/vender must fill in all the details as required in the form.
- b. Use Capital letters.

Company / Firm Name: \_\_\_\_\_

Date of Registration: \_\_\_\_\_

Name(s) of Owner(s): \_\_\_\_\_

NTN: \_\_\_\_\_ Sales Tax Registration No: \_\_\_\_\_

Business Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Cell No: \_\_\_\_\_ Email: \_\_\_\_\_

Authorized Signature/Stamp

Date \_\_\_\_\_

**Quaid-e-Azam Thermal Power (Pvt) Ltd**

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**Attachments:**

Please tick the documents attached with Bid. If any of the Mandatory documents is found missing, then Procurement Committee reserve the right to reject the Bid of that Firm/Supplier.

- Financial bids for the items (Mandatory).
  - Copy of Sales Tax Registration Certificate (Mandatory).
  - Copy of NTN Certificate (Mandatory).
  - CDR/Bank Guarantee 2% of the estimated price mentioned below as Bid Security (Mandatory).
  - Description of items (if not provided in Financial Bid).
  - Previous detail of supplies of same nature in Govt. Departments. (Completion Certificate and/or Proof of similar nature will be attached) (Mandatory).
  - Certificate for being not blacklisted ever (Mandatory).
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**Finance:**

**Tender Submission Date:** \_\_\_\_\_

**Bank Draft Amount:** \_\_\_\_\_

**Bank Draft No. & Date:** \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature/Stamp

Date\_\_\_\_\_

## Quaid-e-Azam Thermal Power (Pvt) Ltd

First Floor, 7-C-I, Gulberg-III, Lahore.

### Terms & Conditions:

1. Quaid-e-Azam Thermal Power Private Limited, (hereinafter referred to as “the Purchaser”) invites / requests Proposals (hereinafter referred to as “the Tenders”) for design, supply, installation of furniture including soft partitions (hereinafter referred to as “the Goods”) on turnkey basis.

LOT No.	Description	Quantity	Estimated Amount (Pak Rs.)
1.	3-Seater Student Desk	27 Pcs	366,444/-
2.	Teacher Table	14 Pcs	121,030/-
3.	Teacher Chair	19 Pcs	81,149/-
4.	Grass Cutter	1 Pc	10,000/-
5.	Swing	1 Pc	71,958/-
6.	Steel Drawer/Cabinet	3 Pcs	70,200/-

2. The execution will be carried out at 1180 MW Combined Cycle Power Plant, near Bhikki, 18-km from Sheikhpura on Sheikhpura-Faisalabad Road.

3. The firm will design, manufacture / assemble, supply, and deploy furniture at the identified office space and also give after sales services for any repair and maintenance support. In case of failure, their earnest money will be forfeited and PO may be given to 2nd lowest bidder subject to the approval of Competent Authority

4. If you have doubt to the meaning of any portion of the tender documents, you may seek clarification of the same from the following Primary & Secondary Contact of Quaid-e-Azam Thermal Power Private Limited.

### Primary Contact:

Muhammad Shah Farid Mittru

Assistant Manager Administration

Email: [am.admin@qathermal.com](mailto:am.admin@qathermal.com)

Quaid-e-Azam Thermal Power Private Limited,

First Floor, 7-C-1, Gulberg-III, Lahore.

## Quaid-e-Azam Thermal Power (Pvt) Ltd

First Floor, 7-C-I, Gulberg-III, Lahore.

### Secondary Contact:

Usman Saeed

General Manager Admin & HR

Email: [gmadminhr@qathermal.com](mailto:gmadminhr@qathermal.com)

Quaid-e-Azam Thermal Power Private Limited,  
First Floor, 7-C-1, Gulberg-III, Lahore.

5. Bidders should note that all queries should be communicated via the Primary Contact and in writing (e-mail) only. In the case of an urgent situation where the Primary Contact cannot be contacted, the bidder may alternatively direct their enquiries through the Secondary Contact.

6. Selection criteria will be Lot wise lowest cost. Each participating firm / supplier will be bound to submit sample of Furniture offered, if required, for selecting best offered ones with lowest cost. Each type of furniture item may be evaluated separately or as a whole, for purchase order, in better interest of QATPL.

7. The physical samples of each required furniture item is available with the purchaser in its office and can be seen on demand. Making quality, structural material and finishing must be as per samples.

8. Delivery Period of all furniture items must not exceed from 30 days after issuance of purchase order. Otherwise, the bid security will be forfeited and purchase order will be issued to second lowest bidder.

9. Delivered Furniture will be inspected by the Manager Security, QATPL before processing of bills.

10. Demand Draft / CDR / Bank Guarantee of 2% of the estimated price as bid security (refundable CDR) in favor of “Quaid-e-Azam Thermal Power Private Limited” should accompany the bid. Bidders with less CDR may be rejected for evaluation. CDR of all bidders will be retained till announcement of evaluation report and CDR of selected supplier will be retained until supplies are successfully completed & accepted.

11. The procurement procedure shall be Single Stage Single Envelope as per Punjab Procurement Rules 2014. This procurement will be governed by the Punjab Procurement Rules, 2014 which may be downloaded from the website [www.ppra.punjab.gov.pk](http://www.ppra.punjab.gov.pk)

12. The bids along with CDR, GST Registered Certificate, Income Tax Certificate, etc., must be delivered at Quaid-e-Azam Thermal Power Private Limited, First Floor, 7-C-1, Gulberg-III, Lahore, on or before 27<sup>th</sup> Jan, 2022 till 02:00 pm.

13. Tenders will be opened on 27<sup>th</sup> Jan, 2022 at 02:30 pm in the presence of bidders' representatives who choose to attend, at the address above. Late tenders will be rejected and returned unopened to the bidders.

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14. Bidders are also required to state, in their proposals, the name, title, fax number and e-mail address of the bidder's authorized representative through whom all communications shall be directed until the process has been completed or terminated.
15. The Purchaser will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
16. The validity of the offer must not be less than 60 days from the date of opening.
17. The rates quoted should be inclusive all type of taxes, duties, freight charges etc., however sales tax if applicable be shown separately.
18. Bills must be supported with sales tax invoice indicating invoice No. and sales tax registration number.
19. The competent authority reserves the right to reject any or all tenders totally or partially on the basis of assessment criteria or without assigning any reason. The competent authority also reserves the right to increase or decrease the quantity of Furniture in the purchase orders.
20. The rates must be quoted on the "Price Schedule / Financial Cost Sheet" attached as Annexure-B.




## Quaid-e-Azam Thermal Power (Pvt) Ltd

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### Annexure-A




#### TECHNICAL SPECIFICATIONS SUPPLY AND INSTALATION OF FURNITURE ON TURNKEY BASIS

- The furniture items will be delivered to 1180 MW Combined Cycle Power Plant, near Bhikki, 18-km from Shekhupura on Shekhupura-Faisalabad Road.
- The firm will design, manufacture / assemble, supply, and deploy furniture at identified office space.
- Bidders would have to submit detailed plan along with images, specifications, colors available for each furniture type and lead time for all items.
- Detailed Bill of Quantity (BoQ) along specifications and draft design images are as below.
- The Purchaser reserves the right to place order for some or all of the items and in a quantity less, equal to or more than the one listed in the table below, thus pricing and payment will be done as per the rate quoted per unit.

BOQ Along with Specifications				
LOT #	Item Description	Specification	QTY	Images
1	3-Seater Student Desk	Height: 2.6 feet, Length: 4 Feet, Depth: 2.9 feet, Student Seat Height: 1.8 Feet, Iron frame, Shesham Drywood Top and Seat	27 Pcs	
2	Teacher Table	Length: 4 Feet, Width: 2.5 Feet, Height: 2.5 Feet, Top Lasani Wood, Two drwares, 18 Gauge Iron Frame	14 Pcs	
3	Teacher Chair	18 Gauge Iron Frame, Shesham Drywood, Original Can knitted	19 Pcs	

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4	Grass Cutter	Manual Type Lawn Mover, Size 16 Inches, 6 Blade Fitted	1 Pc	
5	Swing Steel	Height 10 feet, Width 10 feet, Made with 3 Inch 14 Gauge Iron Pipe	1 Pc	
6	Drawer/Cabinet	Steel Almirah, Guage 22, H: 6 ft, Width: 3 Feet, Depth: 1.5 Ft	3 Pcs	



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### Annexure-B

### Price Schedule / Financial Cost Sheet

L O T #	Item Description	Specification	QT Y	Price per Unit (Excl. all taxes)	Total Taxes	Unit Price (Incl. all taxes)	Total Cost (No. of Units x Unit Cost) (including all Taxes)
1	3-Seater Student Desk	Height: 2.6 feet, Length: 4 Feet, Depth: 2.9 feet, Student Seat Height: 1.8 Feet, Iron frame, Shesham Drywood Top and Seat	27 Pcs				
2	Teacher Table	Length: 4 Feet, Width: 2.5 Feet, Height: 2.5 Feet, Top Lasani Wood, Two drawers, 18 Gauge Iron Frame	14 Pcs				
3	Teacher Chair	18 Gauge Iron Frame, Shesham Drywood, Original Can knitted	19 Pcs				
4	Grass Cutter	Manual Type Lawn Mover, Size 16 Inches, 6 Blade Fitted	1 Pc				
5	Swing Steel	Height 10 feet, Width 10 feet, Made with 3 Inch 14 Gauge Iron Pipe	1 Pc				
6	Drawer/Cabine t	Steel Almirah, Gauge 22, H: 6 ft, Width: 3 Feet, Depth: 1.5 Ft	3 Pcs				
<b>Total Bid Cost</b>							

Date \_\_\_\_\_

Receipt No: \_\_\_\_\_

C.D.R \_\_\_\_\_

Signature of authorized person

**Note:**

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- 1. No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial bid**
- 2. All government notified fees, charges (if any) incurred to offer the aforementioned good and services shall be included in the cost mentioned above. All the furniture items and numbers quoted above are hypothetical and in no way bind the Purchaser to purchase the said items in a no. less than, equal to or more than the one as quoted above. However all items shall be procured on the per unit rate (whether less than, higher than or even equal to the number as stated above).**