



**HIGHER EDUCATION DEPARTMENT
PUNJAB**
Shahra e Quaid e Azam, New Anarkali, Lahore

Tender No. SO(General)11-457/2026

TENDER DOCUMENT FOR
PROCUREMENT OF GOODS AND SERVICES UNDER
DIFFERENT HEADS

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1. INVITATION TO BID

1. E-Bids are invited from Bidders i.e., manufacturer/authorized dealer/seller etc. engaged in trading, registered with relevant Registration Authorities and Tax Departments/ Authorities (Income Tax & General Sales Tax, Punjab Sales Tax, Excise & Taxation Department Punjab etc.). The mode of procurement "Single Stage Two Envelop" will be adopted under rule 38(2), of Punjab Procurement Rules, 2014. The bidders should submit E-bids via PPRA – EPAD (e-Pak Acquisition and Disposal System) and also submit bids physically in Higher Education Department within the stipulated time period. Head/lotwise, detail of goods and nature of services, is as under:

Sr. No.	Name of Head / Nature of Goods & Services	Estimated Budget	CDR @ 5%
1.	Hot & Cold Weather Charges	400,000	20,000
2.	Transportation of Goods	100,000	5,000
3.	Mobil oil	4,000,000	200,000
4.	Uniform	350,000	17,500
5.	Entertainment & Gift	4,000,000	200,000
6.	Repair of Transport	6,000,000	300,000
7.	Repair of Machinery & Equipment	2,600,000	130,000
8.	Repair of Furniture & Fixture	950,000	47,500
9.	Hardware & Software Repair	700,000	35,000
10.	I.T Repair	800,000	40,000

2. The bidders shall upload e-bid on EPADS containing Technical and Financial bids completed, signed, stamped in conformity with Tender Document. The bidder shall quote per unit price of goods and services including all taxes.
3. Brand new and original goods/parts, as per specifications, shall be supplied to Higher Education Department, Lahore within 15 days from the date of Purchase Order; otherwise, the earnest money / security shall stand forfeited and the firm will be declared blacklisted.
4. All E-bids must be accompanied by the Call Deposit Receipt (CDR) @ 5% of the estimated price "price of procurement estimated by the procuring agency" before initiation of the process of the procurement under Rule 27 of Punjab Procurement Rules, 2014 as earnest money in favor of **Section Officer (General) Higher Education Department** as bid security, as mentioned in the Table above in the form of CDR/Bank Guarantee / Demand Draft / Pay Order. Late E-bids shall be rejected.
5. **The complete E-bids must be submitted online on e-Procurement System (EPADS) website i.e., <https://punjab.eprocure.gov.pk> as per the following schedule:**

E-bid Submission Date & Time	11.05.2026 (Monday) at 11:00 AM
E-bid Opening Date & Time	11.05.2026 (Monday) at 12:00 PM

6. **Original Bid Security Instrument must be submitted in an envelope clearly marked with the Bidding Document Number and Title, before the E-bid Submission deadline in the office of Section Officer (General), Higher Education Department, Shahra e Quaid e Azam, New Anarkali, Lahore (Ph. 92-042-99212528).**
7. Bidding Documents are immediately available after date of publication. Higher Education Department will not be responsible for any cost or expense incurred by Bidders in connection with the preparation or delivery of E-bids. In case of official holiday on the day of submission, next day will be treated as closing date. The Bidding documents carrying all details can also be downloaded from Higher Education Department's website <http://www.hed.punjab.gov.pk> and website of Punjab Procurement Regulatory Authority <http://ppra.punjab.gov.pk>
8. The URL of the website of the PPRA is (<http://eproc.punjab.gov.pk/ViewTender.aspx>) and response time shall be calculated exclusively from the date of publication of the advertisement on the website of PPRA.

Bidders are advised to ensure uploading the Bid on EPADS Portal, well before the submission deadline. Bid submission on EPADS Portal shall entirely be the responsibility of the bidder. This department shall not be held responsible for any issues thereof. For any assistance regarding EPADS Portal, system support email and phone numbers are provided hereunder: Section Officer (General) Higher Education Department, Shahra e Quaid e Azam, New Anarkali, Lahore. Phone: (+92)(42)(99212528).

SECTION OFFICER (GENERAL)
GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT
SHAHRA E QUAID E AZAM, LAHORE
PHONE NO. 042-99212528

1.1 Punjab Procurement Rules to be followed:

Punjab Procurement Rules, 2014 (amended up to date) will be strictly followed. These may be obtained from PPRA's Website.

In this document, unless otherwise mentioned to the contrary, "Rule" means a Rule under the Punjab Procurement Rules, 2014.

1.2 Mode of Advertisement (s):

As per Rule 12(2), this Tender is placed online at the website of Purchaser. The bidding document carrying all details can be downloaded from PPRA's website <https://ppra.punjab.gov.pk/>

1.3 Framework Contract:

Rule (15) of the Punjab Procurement Rules, 2014 which is same reproduced below:

- (1) A procuring agency may procure goods, services or works through framework contract in order to ensure uniformity in the procurement.
- (2) The procuring agency shall adopt any of the methods of procurement mentioned in these rules for purposes of entering into a framework contract.

1.4 Duration Period of Framework Contract:

Bids will be called for a period upto 30th June, 2026 (Extendable upto 30th September, 2026) for the framework contract under the budgetary allocations & provisions of Higher Education Department, Lahore.

1.5 Type of Open Competitive Bidding:

As per Rule 38(2)(a), Single Stage – Two Envelope Bidding Procedure shall be followed.

The said procedure is reproduced as follows:

- i e-bid shall be consisted on the technical and financial proposals;
- ii In the first instance, the "Technical Proposal" shall be opened on EPADS and the "Financial Proposal" shall be retained unopened.
- iii the procuring agency shall evaluate the technical proposal in the manner prescribed in advance, without reference to the price and shall reject any proposal which does not conform to the specified requirements'
- iv during the technical evaluation, no amendments in the technical proposal shall be permitted;
- v after the evaluation and approval of the technical proposals, the procuring agency shall open the financial proposals of the technically accepted responsive bids only, publically at a time, date and venue announced and communicated to the bidders in advance, within the bid validity period;
- vi the financial bids found technically nonresponsive shall not be opened and returned to the respective bidders; and

- vii the financial proposals shall be evaluated on LOT wise /aggregate basis and the lowest evaluated bidder shall be awarded the contract.
- viii all the process of Framework Contract shall be followed in light of Punjab Procurement Rules, 2014 under the defined criteria and section of this Request for Proposal
- ix bids must be prepared and submitted under the defined parameters and sessions and requirements of this Request for Proposal

2. **INSTRUCTIONS TO BIDDERS:**

- (i) All bids must be accompanied by Bid Security @ 5% of budget estimate as per provisions of this tender document clause "**Bid Security**" in favor of "**Section Officer (General), Higher Education Department**". The complete bids as per required under this tender document, must be uploaded on <https://punjab.eprocure.gov.pk> at **11:00 a.m.** on last date of submission of bids i.e. **11.05.2026 (Monday)**, late bids shall not be considered. The Technical Bids shall be publicly opened in the committee room of Higher Education Department **at 12:00 p.m. on 11.05.2026 (Monday)**.
- (ii) Queries of the bidders (if any) for seeking clarifications regarding the specifications of the Goods/Items/General Order Supplies must be received in writing to the purchaser within five days after publication of this document on EPADS or the emails of the purchaser. Any query received after five days will not be entertained. All queries shall be responded to within due time.
- (iii) The bidder shall submit bid complying with the Bidding Document. Alternative bids shall not be considered. The attention of bidders is drawn to the provisions of this tender document clause regarding "**Determination of Responsiveness of Bid**" and "**Rejection / Acceptance of the Tender**" for making their bids substantially responsive to the requirements of the Bidding Document.
- (iv) It will be the responsibility of the Bidder that all factors have been investigated and considered while submitting the Bid and no claim whatsoever including those of financial adjustments to the contract / Letter of Acceptance awarded this bid process will be entertained by the purchaser. Neither anytime schedule, nor financial adjustments arising thereof shall be permitted on account of failure by the bidder.
- (v) 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.
- (vi) It must be clearly understood that the Terms and Conditions and

Specifications are intended to be strictly enforced. No escalation of cost except arising from increase in quantity by the bidder on the demand and approval of the purchaser will be permitted throughout the period of completion of the contract.

- (vii) The Bidder should be fully and completely responsible for all the deliveries and deliverables to the Purchaser as per the terms of issued LOI & Purchase Orders which will be issued on time-to-time basis by the procuring agency.
- (viii) The Tenderer or Bidder must be qualifying / competing in overall total of participating lot mentioned in the tender documents unless if a tender/bidder will not accomplish any terms & conditions and specifications it considers to be disqualified/non-Responsive for the bid of relevant lot.
- (ix) The procuring agency reserves the right to determine increase/decrease quantity of goods / services against this Framework Contract Document as prescribed in Section 30 at any time.
- (x) The tenderer/bidder must mandatorily accomplish the Checklist for Bidder (mentioned in Section 29) before submission of their Technical & Financial Bids proposals.
- (xi) The Bidder is required to examine all instructions, forms, terms, and specifications in the Bidding documents along with Annexures. Failure to furnish all information as required by the Bidding documents or to submit a Bid not responsive to the Bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its Bid.
- (xii) The Bidder must provide the Valid and Registered Information related to its Firm/Company credentials, Framework Contracts Purchase Orders/Work Orders/Contracts. In case of any discrepancy found during the process of Framework Contract of this bidding document then their bid considered to be nonresponsive.
- (xiii) The Bidder must complete all the Technical Requirements along with Technical Criteria of the bid as required by the Purchaser in this bidding document. In case of non-Compliance the bid of bidder will consider to be non-Responsive.

3. TERMS & CONDITIONS OF THE TENDER:

3.1 Definitions

- (i) In this document, unless there is anything repugnant in the subject or context:

- (ii) "Authorized Representative" means representative appointed, from time to time, by the Client, the Purchaser or the Contractor.
- (iii) "Availability and Reliability" means the probability that a component shall be operationally ready to perform its function when called upon at any point in time.
- (iv) "Client" means the Head lead of technical / concerned wing of the Purchaser for whose' particular procure Framework contract of the Goods / Services have been procured or any other person, duly appointed in writing, by the Client, for the time being or from time to time, to act as Client for the purposes of the Contract.
- (v) "Bidder / Tender" means the interested Firm / Company / Supplier / Distributors that may provide or provides the general order items etc. and related services to any of the public/private sector organization under the contract and have registered for the relevant business thereof.
- (vi) "Commencement Date of the Contract" means the date of signing of the Contract between the Purchaser and the Contractor.
- (vii) "Contract" means the agreement entered in to between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments there to and all documents incorporated by reference therein.
- (viii) "Contractor / Vendor" means the Tender whose bid has been accepted and awarded Letter of Acceptance for a specific item followed by the signing of Contract.
- (ix) "Contract Price" means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.
- (x) "Contract Value" means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract which is properly apportion able to the Goods or Services in question.
- (xi) "Defects Liability Expiry Certificate" means the certificate to be issued by the Client to the Contractor, in accordance with the Contract.
- (xii) "Day" means calendar day.
- (xiii) "Defects Liability Period" means the warranty period following the taking over, during which the Contractor is responsible for making good, any defects and damages in Goods and Services provided under the Contract.
- (xiv) "Force Majeure" means an event beyond the control of the Contractor and not involving the Contractor's fault or negligence and not fore see able. Such events may include, but are not restricted to, acts of the Purchaser

in its sovereign capacity, wars, revolutions, fires, floods, epidemics, quarantine restrictions.

- (xv) "Goods" means general order supplies which the Contractor is required to supply to the Purchaser under the Contract against each relevant Lot.
- (xvi) "Person" includes individual, association of persons, firm, company, corporation, institution and organization, etc., having legal capacity.
- (xvii) "Prescribed "means prescribed in the Tender Document.
- (xviii) "Purchaser" means the Office of the Higher Education Department or any other person for the time being or from time to time duly appointed in writing by the Purchaser to act as Purchaser for the purposes of the Contract.
- (xix) "Services" means after sale service, etc. of Goods and other such obligations which the Contractor is required to provide to the Purchaser under the Contract.
- (xx) "Taking-Over Certificate" means the certificate to be issued by the Client to the Contractor, in accordance with the Contract.

4. HEADING & TITLES:

In this document, headings and titles shall not be construed to be part thereof or be taken into consideration in the interpretation of the document and words importing the singular only shall also include the plural and vice versa where the context so requires.

5. NOTICE:

In this document, unless otherwise specified, wherever provision is made for exchanging notice, certificate, order, consent, approval or instructions amongst the Contractor, the Purchaser and the Client, the same shall be:

- 5.1.1 in writing;
- 5.1.2 issue within reasonable time;
- 5.1.3 served by sending the same by courier or registered post to their principal office in Pakistan or such other address as they shall notify for the purpose; and
- 5.1.4 The words "notify", "certify", "order", "consent", "approve", "instruct", shall be construed accordingly.

6. **TENDER SCOPE:**

- 6.1 Higher Education Department, (hereinafter referred to as "the Purchaser") invites/requests Proposals (hereinafter referred to as "the Tenders") for Framework Contract for the Supply of items / services under Framework Contract for the period as mentioned in Section 1.4 of this bidding document.
- 6.2 The Goods/items will be delivered at consignee end in Lahore. Detail requirements and specifications along with Delivery Schedule are in Section 28 & Section 30.

7. **TENDER ELIGIBILITY / QUALIFICATION CRITERIA:**

Eligible Bidder/Tenderer is a Bidder/Tenderer who:

- (i) has a registered/incorporated authorized company/firm/Supplier/Sole Proprietor in Pakistan with relevant business experience of last three (3) year as on, for General Order Supplies;
- (ii) Must be registered with Tax Authorities as per prevailing latest tax rules (Only those companies which are validly registered with sales tax and income tax departments and having sound financial strengths can participate);
- (iii) Must be registered & valid Professional Tax Certificate;
- (iv) has valid Registration of General Sales Tax (GST), Punjab Sales Tax on Services (PST) & National Tax Number (NTN); has submitted bid and relevant bid security against Framework Contract of Supply of items;
- (v) must be involved in manufacturing/services/supply business for last three (3) year, for the Framework Contract of Supply of Items;
- (vi) has not been blacklisted by Procuring Agency and Punjab Procurement Regulatory Authority (PPRA). (Submission of undertaking on legal stamp paper is mandatory);
- (vii) Conforms to the clause of "Responsiveness of Bid" given herein this tender document.
- (viii) The documentary evidence of the Bidder's eligibility to Bid shall establish to the Procuring Agency's satisfaction that the Bidder, at the time of submission of its Bid.
- (ix) The Bidder must qualify all the Sections of this Bidding Document/Request for Proposal. In case of any discrepancy the bidder considers to be disqualified/nonresponsive.

- (x) Verifiable documentary proof for all above requirements is a mandatory requirement, noncompliance will lead to disqualification and considered to be non-Responsive.
- (xi) Joint Venture/Consortium are not eligible for this Framework Contract.
- (xii) Bidder must prepare all Technical, Financial Bids and other requisite documentation as per enclosed Annexure (A to H) as mentioned in Section 12 & Checklist of Bidder 29.
- (xiii) Bidders must participate in all the Items / services under this Request of Proposal of Framework Contract of Supply of Items In case of Partial Bids or incomplete bids which shall considered to be non-responsive.
- (xiv) Bids must be accompanied with bid security @ 5 of estimated price in the shape of Pay Order/DD/CDR (Call Deposit Receipt) in favor of "Section Officer (General) Higher Education Department" as per Rule. 27 Punjab Procurement Rules, 2014. Partial, incomplete or conditional bids in light of documentations will not be entertained / considered.
- (xv) Bidders must prepare the Financial Bid carefully and provide the Unit Price alongwith Total Price of list of items on Annexure-C against the each items of the desirous LOT including all taxes.
- (xvi) Taxes will be deducted under the applicable laws of Pakistan & Punjab.

8. Examination of the Tender Document:

The Tender/Bidder is expected to examine the Tender Document Section (1 to 31), including all instructions and terms & conditions carefully before submission of his Technical & Financial bids against the requirement of this tender document.

9. Preparation / Submission of Tender:

Bidders must ensure that they submit their proposal online on <https://eprocure.gov.pk>

10. REJECTION / DISQUALIFICATION:

The following are the requisite clauses which consider to be rejection or disqualified;

- (i) Partial/Incomplete Bids will be rejected/disqualified or
- (ii) The bidder/Tender who doesn't apply with complete Framework Contract of Supply of items will be rejected.
- (iii) if the bidder/Tenderer does not comply with the Tender Document of contract of supply of Items / services Section 29 (Check List for Bidder) or

- (iv) If the bidder/tenderer who doesn't meet the yard stick of Tender Evaluation Criteria (Technical & Financial) will be considered to be rejected/disqualified or
- (v) If the bidder/tenderer does not comply the Technical and Financial Bids as per enclosed Annexures (A-H).
- (vi) If the bidder/tenderer does not comply with Schedule of Technical Specification Section 30.
- (vii) subjected to interlineations / cuttings / corrections / erasures / overwriting; or
- (viii) the Tenderer refuses to accept the corrected Total Tender Price; or
- (ix) Non-Responsive bids under the Section 8 Evaluation of Bids or
- (x) Bids which do not comply with the tender document Section (1 to 31) or
- (xi) Non-submission of verifiable proofs against the mandatory as well as general documentary, qualification and eligibility related requirements.
- (xii) The Bids which do not conform to the Technical Specifications or Bid conditions or the Bids from the Bidders without adequate capabilities for supply and maintenance / warranty services will be rejected.
- (xiii) The Bids which don't comply the Technical Bid Evaluation Criteria and Other requirements which has required in the given Tender Document against Framework Contract of Supply of Items / services.

Tender document including Framework Contract of Supply of items details and comprehensive specifications are available.

11. MANDATORY CONDITIONS:

The following are the mandatory points which need to be kept in view before preparing and submission of bids;

- (a) You must quote rate under this request in Contract of Procurement of items / services. Bids (Technical & Financial) will be evaluated in the prescribed manner which defined in Section 12 and contract will be awarded to the firm/Supplier which meet the prescribed Technical & Financial Evaluation Criteria against the required schedule of Technical Specification of Section 30.
- (b) Bids must be accompanied with Earnest Money @ **5%** of estimated price in the shape of Pay Order/DD/CDR (Call Deposit Receipt) in favor of "Section Officer (General), Higher Education Department, Punjab, Lahore" as per Rule 27 Punjab Procurement Rules, 2014. Partial, incomplete or conditional bids in light of documentations will not be entertained/considered.

- i. Procuring Agency Address: Higher Education Department,
Punjab, Lahore
 - ii. Telephone: 042-99212528
- (c) Your Bids (Technical & Financial) in Original and written in English language should be accompanied by adequate technical documentation for the proposed Framework Contract of Supply of Items / services under this request including names and addresses of firms.
 - (d) The Purchaser shall have the right, at his exclusive discretion, to increase /decrease the quantity of any or all item(s) without any change in unit prices or other terms and conditions at the time of order placement through LOI (Letter of Intent).
 - (e) The management of Office of Higher Education Department reserves the right to accept or reject all the Bids at any time before the acceptance of any Bid. The reasons of rejection shall be communicated to the bidders upon request as per Rule 35 of Punjab Procurement Rules, 2014.

12. EVALUATION OF BIDS

12.1 Bid Opening Evaluation:

All the technical & financial bids documents must need to be responsive under all the Sections (1 to 31) and must comply with Section (29) Checklist for Bidder before proceeding to Technical Evaluation & Financial Evaluation process. While if any bidder technical bids documents do not comply with the Sections (1 to 31) and Section (29) Checklist for bidder will be considered to be nonresponsive/disqualified for further technical & financial evaluation process.

12.2 Technical Bids Evaluation:

- (i) If an offer (Technical Bid) is not substantially responsive and contains material deviations or reservations to the terms & conditions, and specifications in this Request for Bid Section 30, and it will not be considered further for Financial Evaluation. The Procuring Agency will evaluate and compare only the Technical Bids determined to be substantially responsive.
- (ii) Technical Bids determined to be substantially responsive against the enclosed prescribed Technical Specifications (Section 29) on the basis of Lean Quality based method where Five (05) marks to be awarded for successful correlation of acquired each technical specification as per Schedule of Technical Specification (Section 29).While aggregative marks will be determined as prescribed in Technical Evaluation Criteria. The eighty (80) percent ratios will be used on the Total Marks of Technical Specification while Legal Section Ten (10) percent ratio, and Experience Section (10) percent against the Framework Contract of Supply of Items /

services which must be forward and aggregate on the total marks of the technical evaluation.

- (iii) Only those bidders/Tenderers bids will be considered to Financial Evaluation stage whose bids responsive as per the Technical Bid Evaluation Criteria (Clause 12.3). While the non-responsive bids after the Technical Bid Evaluation Criteria (Clause 12.3) will not proceed to Financial Bid Evaluation Stage and shall remained sealed financial bids returned to them.
- (iv) The Bidders who have duly complied with the Eligibility/Qualification and Evaluation Criteria against Framework Contract of Supply of Items / services will be eligible for further processing.
- (v) The Bids which do not conform to the Technical Specifications or Bid conditions or the Bids from the Bidders without adequate capabilities for supply and maintenance/ warranty services will be rejected.

12.3 Technical Bid Evaluation Criteria:

The following are the baseline criteria for the technical evaluation and here below elaborated in the detail comprehensive table for which the detail process is described in coherent way. Each technical bid will be evaluated on the basis of three major categories:

*Total (100%) =

- (i) Legal (10% of the Total Marks),
- (ii) Technical Specification (80% of the Total Marks),
- (iii) Experience (10% of the Total Marks);

Important: Qualification Marks for Technical Evaluation (80% or above) of Total

Marks of each Category [Legal, Technical Specifications & Experience].

Category	Description	Remarks	Points	Selection Points Percentage	
Legal	Certificate of sole proprietorship/company/firm registration/incorporation/supplier under the Laws of Pakistan	Mandatory	10	15% of the Total Marks	
	Duly signed & stamped head wise purchase order during the last Financial Year of following heads:		Mandatory		10
	Sr. No.	Name of Head / Nature of Goods & Services			
	1.	Hot & Cold Weather Charges			
	2.	Transportation of Goods			
	3.	Mobil oil			
	4.	Uniform			
	5.	Entertainment & Gift			
6.	Repair of Transport				
7.	Repair of Machinery & Equipment				

	8. Repair of Furniture & Fixture			
	9. Hardware & Software Repair			
	10. I.T Repair			
	[Note: Bidders must provide the Framework Contracts (at least one) as evidence proof through Form of Contracts Agreements, Letter of Intents, Purchase Orders/Work Orders related to Framework Contracts] having worth of equal or above of estimated cost / budget mentioned against each head / lot.]			
	Valid Income Tax (NTN) and General Sales Tax (GST) Registration Certificate along with Active Status of NTN & GST	Mandatory	10	
	Duly signed & stamped Professional Tax Certificate for last three years	Mandatory	10	
	Duly signed & stamped last three years Income Tax Return of the firm / company	Mandatory	10	
	Financial Audit Report of Firm last three years	Mandatory	10	
	Firm turn over last one year must be more than 2 Million	Mandatory	10	
	Duly signed & verified last three years Bank Statements of the firm / company. [Note: Bank Statements must be verified from the relevant Bank Branch'	Mandatory	10	
	Duly Signed & Stamped Proposal of Submission (Annex-A)	Mandatory	10	
	Duly Signed & Stamped Form of Bids (Technical) (Annex-B)	Mandatory	10	
	Duly Signed & Stamped Proposal of Submission (Financial) (Annex-C)	Mandatory	10	
	Duly Signed & Stamped Letter of Acceptance (Annex-D)	Mandatory	10	
	Duly Signed & Stamped Letter of	Mandatory	10	
	Brand New & Original Products/Items (Annex-E)			
	Duly Signed & Stamped Schedule of Deliver (Annex-F)	Mandatory	10	
	Duly Signed & Stamped undertaking (e-affidavit) on legal valid and attested e-stamp paper (Rs.1000 or above etc.) (Annex-G)	Mandatory	10	
	Duly Signed & Stamped undertaking (e-affidavit) Integrity Pact on legal valid and attested e-stamp paper (Rs.1000 or above etc.) (Annex-H)	Mandatory	10	
	Duly Signed & Stamped company/firm/supplier profile and Business Portfolio enclosed with Technical Bid	Mandatory	10	

	Duly Signed & Stamped Tender Document copy enclosed with Technical Bid	Mandatory	10	
	CDR/Pay Order/DD @ 5% Amount of the estimated price in favor of Section Officer (General), Higher Education Department must be enclosed with Technical Bid	Mandatory	10	
Technical Specifications	Total aggregative marks of each feature & specifications in Framework Contract of Supply of Items as per prescribed in Section 30	Mandatory		70% of the Total Marks
Experience	Enclosed the Framework Contracts of similar and relevant nature and Company/Firm/Supplier Profile Important Note: Project of similar nature specifically Framework Contract of Supply / Provision of Items and signed stamped documentary evidence (copies of signed contracts/agreements/Letter of Intent/Purchase Order/Work Orders which clearly represent the volume of amounts related to Framework Contract related to items must enclosed with technical bid)	50% of estimated cost / budget of relevant lot	50	15% of the Total Marks
		75% of estimated cost / budget of relevant lot	75	
		100% or above of estimated cost / budget of relevant lot	100	
	Note: Bidder must obtain 100% points in mandatory columns. The missing of any description in mandatory columns will be considered as nonresponsive / disqualification.			

***Important Note:**

Only those bids would be forwarded to Financial Evaluation stage which qualify as per Technical Bid Evaluation Criteria & Sections of this bidding document. [Qualification Marks for Technical Evaluation (80% or above) of Total Marks of each Category [Legal, Technical Specifications & Experience].

- (i) The Technical Evaluation Committee of Higher Education Department would analyze the bidder's technical bids on the basis of Lean Quality based as mentioned above in Section 12 Evaluation of Bids.
- (ii) If bidders technical bid does not comply with item as acquired in the Framework Contract of Supply of Items / services and Schedule of Technical Specification of as prescribed in Section 29, then their technical bids will be considered to be rejected & ineligible for financial evaluation.
- (iii) The Purchase Evaluation Committee will take decision on the recommendations of Technical Evaluation Committee and evaluate the qualified bidders on the basis of Least Cost Method for the Framework Contract of Supply of Furniture items / services. The lowest total cost of Framework Contract of Supply of Items / services considers as financial evaluation criteria.
- (iv) The Office of the Higher Education Department will determine and procure the quantity of items / parts / services mentioned in the framework contract as per its requirements within its budgetary allocation
- (v) The result of the technical evaluation will be announced at least one (01) day before the opening of financial bids in light of Circular No. L&M (PPRA)10-01/2011 Dated 20.05.2019. Said one-day time will be given for the grievance regarding technical qualification / disqualification of the bidders. However, after lapse of given time between the declaration of technical evaluation report and opening of the financial, no grievance petition would be entertained concerning the technical qualification / disqualification of the bidder. The objection after the opening of the financial bid would remain restricted to the financial bid only.

12.4 Financial Bids Evaluation:

- (i) Technically qualified/successful bidder(s)/Tender(s) as per Sections 12, 12.1, 12.2 & 12.3 shall be called for opening of the e-Financial Proposal(s). The Financial Proposals will be opened in the presence of the Bidders at the time and venue indicated by the Purchaser accordingly. The technically Eligible/Successful Bidder(s)/Tender(s) or their authorized representatives against Framework Contract shall be allowed to take part in the Financial Proposal(s) opening against their relevant quoted financial proposals.
 - Where there is a discrepancy between amounts in figures and in words, the amount in words will govern;
 - Financial Bids shall be evaluated on LOT wise/aggregate basis.
 - Where there is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;
 - If a Bidder/Supplier refuses to accept the correction, his Financial Bid will be rejected.

12.5 Determination of Responsiveness of the Bid (Tender):

- (i) The Purchaser shall determine the substantial responsiveness of the Tender to the Tender Document, prior to the Tender evaluation, on the basis of the contents of the Tender itself without recourse to extrinsic evidence. A substantially responsive Tender is one which:
 - (ii) meets the eligibility criteria given in Sections 7, 12.3 & 29 herein this

- tender document/ the Goods / the Services;
- (iii) meets the Technical Specifications for the Goods / the Services against item in Section 29;
 - (iv) meets the delivery period / point for the Goods / the Services against item in Section 28;
 - (v) Prices shall be quoted in Pak Rupees.
 - (vi) offers fixed price financial bid for the Goods / the Services against item in Section 30, whereby no optional offer / bid or price is allowed;
 - (vii) is accompanied by the required Bid Security @ **5%** of estimated price in the shape of CDR)/Pay Order/DD in favor of "Section Officer (General), Higher Education Department" as part of technical bid.
 - (viii) In compliance with the Preparation/Submission of Tender in a manner prescribed in this tender document Checklist for Bidder Section 29;
 - (ix) Conforms to all terms and conditions of the Tender Document, without material deviation or reservation.
 - (x) The Tender determined as not substantially responsive shall not subsequently be made responsive by the Tender by correction or withdrawal of the material deviation or reservation.
 - (xi) Bidder must prepare all Technical and Financial bids as per enclosed Annexure (A to H).
 - (xii) Your Bids (Technical & Financial) must be typed or written in indelible ink and shall be signed stamped by you or your authorized representative. Without a signature & stamp in your Form of Bids (Technical & Financial), your Bids will not be considered further.
 - (xiii) Your Bids (Technical & Financial) should be submitted by following instructions and in accordance with the attached Form of Bids (Annex-A-H).The attached Terms and Conditions of Contract Procurement of items / services are an integral part of the Contract, so each bidder must carefully read before preparing and submission of bids in the Higher Education Department.
 - (xiv) Successful bidder (Firm/Company/Supplier) must accept all the Sections, clauses & sub-clauses of Contract of Supply of items / services which are enclosed & mentioned in this tender document.

13. **ISSUANCE OF LETTER OF INTENT (LOI) & TIME TO TIME BASIS PURCHASE ORDERS:**

- (i) The bidder whose Bid has been accepted will be notified of the award of contract through the LOI (Letter of Intent) in light of Contract of Supply of items against the quoted prices issued by the Purchaser before the Award

of Contract through(Contract Agreement as mentioned in Section 30).

- (ii) Procuring Agency will issue the Purchase Orders time to time after the due diligence and compliance in light of issued Letter of Intent (LOI) & Form of Contract.
- (iii) General Sales Tax (GST) will be applicable at the time of issuance of Purchase Orders on time-to-time basis as per the Government Policies in light of Duration of Framework Contract Period as mentioned in Section 1.4.
- (iv) Taxes will be deducted as per the Government Policies during the Framework Contract Period in light of Section 1.4.

14. AWARD OF FORM OF CONTRACT:

The award will be made to the bidder offering the lowest evaluated price and that meets the required standards of technical specification and financial capabilities after the due diligence of procurement process. The successful bidder will sign a Contract as per attached form of contract in light of issued LOI and terms and conditions of Framework Contract of Supply of Items / services. (Legal Affidavit e-stamp paper of Cost @ 0.25% of the total amount of the contract).

15. LETTER OF ACCEPTANCE:

The bidder (Firm/Supplier/Company) shall submit the Letter of Acceptance on their letter head against the LOI/Purchase Order/Form of Contract which has issued by the Higher Education Department within Two (2) days.

16. MODE OF PAYMENT AND DELIVERY DOCUMENTS:

- (i) The successful bidder will be eligible for Payment as per mentioned Terms & Conditions in Form of Contract Agreement & LOI (Item wise). The Payments will be based on the issued Purchase Orders time to time basis by the Procuring Agency in light of & Form of Contract (Item Wise).
- (ii) No Incremental Monthly Payments or pre-payments or neither the advance payments to be given to the successful bidder.
- (iii) The Bidder liable to submit the Delivery Challan, Bill, GST Invoice, against the issued Purchase Orders time to time basis in the light of LOI & Form of Contract.
- (iv) Office of the Higher Education Department will process the bill after compliance of all financial & procurement codal formalities within one week to bidder after the delivery of items against issued Purchase Orders.
- (v) Delivery of the Goods shall be made by the Supplier/Bidder in accordance with the terms specified in the Schedule of Requirement
- (vi) No Cash payments will be given to successful bidder.
- (vii) No Price Escalation, Dollar Variation or Inflation impact will be claimed by

the bidder during the agreement in light of Letter of Intent/Form of Contract/Purchase Orders time to time basis under the Framework Contract Duration Period as mentioned in Section 1.4 of this bidding document.

- (viii) Delivery of Items against the Purchase Orders will be verified by the Procuring Agency before proceeding for final payments.
- (ix) All payments will be given to Successful bidder through prescribed procedure against their Vendor ID.
- (x) All payments will be processed through AG Office after the due process.

17. BID SECURITY (EARNEST MONEY):

Bids must be accompanied with Earnest Money @ **5%** of estimated price in the shape of Pay Order/DD/CDR (Call Deposit Receipt) in favor of "Section Officer (General), Higher Education Department" as per Rule 27 Punjab Procurement Rules, 2014. Partial, incomplete or conditional bids in light of documentations will not be entertained / considered.

18. TENDER VALIDITY:

The Tender shall have a minimum validity period upto 30th June, 2026 (extendable 30th September, 2026) from the last date for submission of the Tender. The Purchaser may solicit the Tender's consent to an extension of the validity period of the Tender. The request and the response there to shall be made in writing. If the bidder / Tenderer agrees to extension of validity period of the Tender, the validity period of the Bid Security shall also be suitably extended. The Tenderer / bidder may refuse extension of validity period of the Tender, without forfeiting the Bid security.

19. OPENING OF THE TENDER:

- (i) Tenders shall be opened at 12.00 P.M. on the last date of submission of bids i.e. **11-May-2026 (Monday)**, in the presence of the Tenderer(s) for which they shall ensure their presence without further invitation, as per provision of Rule-30 of PPRA Rules, 2014. In case the last date of bid submission falls in / within the official holidays / weekends of the Purchaser, the last date for submission of the bids shall be the next working day.
- (ii) The Tender's name, modifications, withdrawal, security, attendance of the Tender and such other details as the Purchaser may, at its exclusive discretion, consider appropriate, shall be announced and recorded.

20. GRIEVANCE REDRESSAL COMMITTEE:

In case of any dispute, the bidder must submit his written grievance in the Grievance Redressal Committee (GRC) as notified by the procuring agency within 05 days after publication of technical evaluation report and within 10 days after publication of financial evaluation report. The procuring agency shall constitute a committee comprising of odd

number of persons, with proper powers and authorizations, to address the complaints of bidders that may occur prior to the entry into force of the procurement contract. The Grievance Redressal Committee shall decide the grievance within 15 days from the date of submission of grievance.

21. TRANSPARENT PROCUREMENT:

Under Punjab Procurement Rules, 2014 bidders shall observe the highest standard of ethics during the procurement and execution of such contracts. Procuring Agency will reject a proposal for award, and will impose sanctions on parties involved, if it comes to know that the bidder recommended for award or any other party, has engaged in corrupt, fraudulent, collusive, or coercive practices in competing for, or in executing, the Contract. Higher Education Department will upload all the process of Technical & Financial Bid Evaluation on Punjab Procurement Regulatory Authority, PPRA Website and same will be conveyed to all the bidders who participated in procurement process.

22. CONTRACT AMENDMENTS:

- (i) The Purchaser may, at any time, by written notice served on the Contractor/Service Provider, alter, amend, omit, increase, decrease or otherwise change the nature, quality, quantity and scope, of all the Services /the Works, in whole or in part.
- (ii) The bidder shall not execute the Change until and unless the Purchaser has allowed the said Change, by written order served on the bidder with a copy to the Procuring Agency.
- (iii) The Change, mutually agreed upon, shall constitute part of the obligations under this Contract, and the provisions of the Contract shall apply to the said Change.
- (iv) No variation in or modification in the Contract shall be made, except by written amendment signed by both the Purchaser and the bidder.
- (v) Bidder will not claim, any kind of price escalation/inflation impact during the enforcement and compliance of Letter of Intent/Form of Contract/Time to Time basis issued Purchase Orders against the delivery of items.

23. ASSIGNMENT / SUB-CONTRACTING:

The bidder shall not assign or sub-contract its obligations under the Contract, in whole or in part, except with the Purchaser's prior written consent.

24. PERFORMANCE GUARANTEE:

- (i) Performance Guarantee of 10% of Financial Contract Bid Amount as prescribed in LOI (Letter of Intent)/Form of Contract shall be deposited by the successful bidder and retained by the Office of the Section Officer (General), Higher Education Department till the completion of successful supply. It will be forfeited in case of failure to comply with the terms & conditions for the Framework Contract of Supply of Items. A successful bidder must submit their Performance Guarantee within 10 days of

awarding LOI/Form of Contract / Purchase Order with Acceptance of Terms & Conditions as prescribed in LOI.

- (ii) Performance Guarantee of 10% shall also be deposited till the completion of successful supply by the bidder on those purchase orders which issued to successful bidder must submit their Performance Guarantee along with submission of Invoices, GST Invoice, Delivery Challan as required in Purchase Orders in light of LOI/Form of Contract.

Note: Performance Guarantee is an essential pre-requisite before delivery against purchase orders & further compliance.

25. PENALTY IN CASE OF NON-COMPLIANCE OF DELIVER:

In case of noncompliance of delivery schedule, a penalty will be imposed @ 0.5% of total amount per day against the issued Purchase Orders in light of LOI (Letter of Intent).

26. ACCEPTANCE OF TERMS & CONDITIONS OF BIDDING DOCUMENT/REQUEST FOR PROPOSAL:

Successful bidder (Firm/Company/Service provider) must read and accept all the sections& clauses (Section 1 to 30) of Contract of Supply of items / services otherwise it considers to be disqualified.

27. LIQUIDATED DAMAGES:

If the Contractor fails / delays in performance of any of the obligations, under the Contract / violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract the Purchaser may, without prejudice to any other right of action / remedy it may have, deduct from the Contract Price, as liquidated damages, a sum of money @ 0.5% of the Contract Price which is attributable to such part of the Goods/ the Services as cannot, in consequence of the failure/delay, be put to the intended use, for every day between the scheduled delivery date(s), with any extension of time there of granted by the Purchaser, and the actual delivery date(s).

28. SCHEDULE OF CONTRACT OF SUPPLY OF ITEMS / PARTS / PROVISION OF SERVICES:

Item No.	Scope of Framework Contract	Quantity	Delivery Schedule (Duration)	Location	Required Arrival Date
1.	As mentioned in Section 29 of this bidding document	As mentioned in Section 29	15 Days	Higher Education Department	Within 15 days after issuance of Purchase Order in light of LOI/Form of Contract Agreement

- (i) **Fixed Price:** The prices must be quoted by the Bidder/Contractor in PAK Rupees against Items as mentioned in Section 29, the Item wise quoted Unit prices shall remain firm and fixed and are not subject to any adjustment during framework contract performance period. Office of the Higher Education Department does not oblige successful bidder/Contractor against the dollar variation during the framework contract period in light of Section 1.4 of this bidding document. Apart of that, if Government changes the Rate of Income Tax and General Sales Tax it will be charged on the basis of applicable laws during the Performance of Contract.
- (ii) **Delivery Schedule & Transportation:** The delivery should be completed as per above schedule and also the details will provide to successful bidder at the time of purchase order. The Bidder will provide the free of cost delivery/transportation of items as per issued time to time basis purchase /work orders.
- (iii) **Insurance:** The goods supplied under the Contract shall be fully insured in a freely convertible currency against loss of damage incidental to manufacture or acquisition, transportation, storage and delivery. The insurance shall be in an amount equal to 110percent of the value of Contract of Supply of items "All risks" basis.
- (iv) **Applicable Law:** The Contract shall be interpreted in accordance with the laws of the Islamic Republic of Pakistan & Govt of the Punjab.
- (v) **Resolution of Disputes:** The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute between them under or in connection with the Contract. In the case of a dispute between the Purchaser and the Supplier, the dispute shall be settled in accordance with the Rule 68 of Punjab Procurement Rules 2014.
- (vi) **Delivery and Documents:** Upon delivery, the Supplier shall provide the following documents to the Purchaser:

- Stamped & Signed Copies of the Supplier's invoice & GST Invoice showing goods' description, quantity, unit price, and total amount;
 - Delivery Challan & GST & NTN Certificate.
 - Delivery of Items as per Technical Specifications.
 - Certificate of Brand-New Original Products/Items.
 - All Transportation of Goods related to delivery contract of supply of items will be bears by Firm/Supplier.
- (vii) Payment: As per Issued time-to-time basis Purchase Orders Terms & Conditions in light of LOI (Letter of Intent)/Form of Contract Agreement.
- (viii) Packaging and Marking Instructions: The Supplier shall provide standard packing of the Goods as required preventing their damage or deterioration during transit to their final destination.
- (ix) Defects: All defects will be corrected by the Supplier without any cost to the Purchaser within Two (2) days from the date of notice by Purchaser.
- (x) Force Majeure: If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform his obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by Force Majeure event.

SECTION OFFICER (GENERAL)
HIGHER EDUCATION DEPARTMENT

ANNEXURE-A- PROPOSAL SUBMISSION FORM

CONTRACT OF SUPPLY OF ITEMS/PARTS/PROVISION OF SERVICES

(to be filled by supplier using his / her covering letter)

To:

The Section Officer (General), Higher
Education Department, Punjab, Lahore

SUBJECT: FRAMEWORK CONTRACT FOR PROCUREMENT OF GOOD / SERVICES

Dear Sir,

- A. Having examined the Bidding Documents and Appendixes/Annexures we, the undersigned, in conformity with the said document, offer to provide the said items on terms of reference to be signed upon the award of contract for the sum indicated as per Price Schedule.
- B. We undertake, if our proposal is accepted, to provide the items/parts/services comprise in the contract within time frame specified, starting from the date of receipt of notification of award from the client Department / Office.
- C. We agree to abide by this proposal for the period upto 30th June, 2026 (extendable to 30th September, 2026) (as per requirement) and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- D. We agree to execute a contract in the form to be communicated by the Office of the Directorate of Monitoring & Evaluation Law & Parliamentary Affairs Department incorporating all agreements with such alterations or additions thereto as may be necessary to adapt such agreement to the circumstances of the standard.
- E. We understand that you are not bound to accept a lowest or any bid you may receive, not to give any reason for rejection of any bid and that you will not defray any expenses incurred by us in bidding.

Authorized Signatures with Official Seal of the Firm/Company

Annexure-B (Form of Technical Bid)

FORM OF BID (TECHNICAL) CONTRACT OF SUPPLY OF ITEMS / PARTS / PROVISION OF SERVICES

OF _____
(to be filled by supplier using his/her covering letter head)

To:

The Section Officer (General), Higher
Education Department, Punjab, Lahore

We offer to execute the Contract of Supply of Goods / Services in accordance with the Conditions of Contract accompanying this Contract of tender document. We propose to complete the delivery of Goods Contract of Supply of items described in the Contract within the following Delivery Time from the Date of Signing of the Contract.

Technical Specifications of Items (Enclosed at SECTION 30):

Item No.	Description of Item/ /Parts/ Nature of Repair	Unit of Measure (UOM)	Quality/Brand Required	Technical Specifications	Quantity
					As per requirement
					As per requirement

Framework Contract of Supply of Items Parts & Service

Tools and Accessories}

Manuals} Specify, if applicable.

Maintenance Requirements}

We hereby confirm that this Technical Bid complies with the Validity of the Offer and Warranty conditions imposed by the Request for Bid document and agree with each clause of Tender Bidding Document of Framework Contract of Supply of Items, respectively.

We have not been associated with the firm that prepared the design and specifications of the contract that is subject of this request for tender document.

Authorized Signature: _____Name and Title of Signatory _____

Name of Supplier: _____Address: _____

Phone Number: _____Fax Number, if any _____

Email: _____

***Mandatory Note: Each Page of Technical Bid Form must be signed and stamped by the Company/Firm/Supplier.**

Annexure-C (Form of Financial Bid)

FORM OF BID (FINANCIAL) CONTRACT OF SUPPLY OF GOODS / PROVISION OF SERVICES

OF _____
(to be filled by supplier using his/her covering letter head)

To:

The Section Officer (General), Higher
Education Department, Punjab, Lahore

We offer to execute the Contract of Supply of Goods and Services in accordance with the Conditions of Contract accompanying this Contract of tender document. We propose to complete the delivery of Goods Contract of Supply of items described in the Contract within the following Delivery Time from the Date of Signing of the Contract.

Financial Bid of Framework Contract of Supply of Items:

Item No.	Description of Item / Parts / Nature of Repair	Unit of Measure (UOM)	Quality/Brand Required	Quantity	Unit Price [without taxes]
				As per requirement	
				As per requirement	

TOTAL PRICE OF FINANCIAL BID OF FRAMEWORK CONTRACT LOT:

In Figures = _____

In Words = _____

We hereby confirm that this Financial Bid complies with required terms & conditions and each clause of Tender Document of Contract of Supply of Items / parts / services.

Authorized Signature: _____ Name and Title of Signatory _____

Name of Supplier: _____ Address: _____

Phone Number: _____ Fax Number, if any _____

Email: _____

***Mandatory Note: Each Page of Financial Bid Form must be signed and stamped by the Company/Firm/Supplier.**

"" GST (General Sales Tax)& Income Tax: General Sales Tax & Income Tax will be applicable as per the Government Policies during the Period of mentioned in clause 1.4 and General Sales Tax will be applicable on the time of issuance of purchase orders in light of Letter of Intent (LOI)/Form of Contract Agreement.

Annexure-D (Letter of Acceptance)

CONTRACT OF SUPPLY OF GOODS / PROVISION OF SERVICES
(to be filled by supplier using his/her covering letter head)

To:

The Section Officer (General), Higher
Education Department, Punjab, Lahore

SUBJECT: **LETTER OF ACCEPTANCE AGAINST THE TENDER**

_____ has accepted all the terms and conditions for
the Contract of Supply of Goods and Services with Section (1 to 31)

Authorized Signature: _____ Name and Title of Signatory _____

Name of Supplier: _____ Address : _____

Phone Number : _____ Fax Number, if any _____

Email: _____

***Mandatory Note: Each Page of Financial Bid Form must be signed and stamped
by the Company/Firm/Supplier.**

Annexure-E (Certificate of Brand New & Original Products)

CONTRACT OF SUPPLY OF GOODS AND SERVICES
(to be filled by supplier using his/her covering letter head)

To:

The Section Officer (General), Higher
Education Department, Punjab, Lahore

SUBJECT: CERTIFICATE OF BRAND NEW / ORIGINAL PRODUCTS/ITEMS
AGAINST THE TENDER

It is certified that, _____ will provide the Brand New / Original Items / Products against the Tender Framework Contract of Supply of Goods and Services will be non-refurbished/grey or altered in any way through proper channel via Principal Manufacturer / Authorized Distributor / Dealer for the list of items as mentioned in SECTION 30 of the bidding Document. In case of any discrepancies the office of Directorate of Monitoring & Evaluation Law & Parliamentary Affairs Department reserves the right to take legal action against us.

Authorized Signature: _____ Name and Title of Signatory _____

Name of Supplier: _____ Address : _____

Phone Number : _____ Fax Number, if any _____

Email: _____

***Mandatory Note: Each Page must be signed and stamped by the Company/Firm/Supplier.**

Annexure-F (Schedule of Delivery)

CONTRACT OF SUPPLY OF GOODS AND SERVICES
(to be filled by supplier using his/her covering letter head)

To:

The Section Officer (General), Higher
Education Department, Punjab, Lahore

SUBJECT: **COMPLIANCE ON SCHEDULE OF DELIVERY AGAINST THE
CONTRACT OF SUPPLY OF GOOD AND SERVICES VIDE
TENDER**

_____ has accepted the Schedule of Delivery as mentioned
in Section 28 of the bidding for all the items for the Contract of Supply of Goods
and Services along with Section (1 to 31)

Authorized Signature: _____ Name and Title of Signatory _____

Name of Supplier: _____ Address : _____

Phone Number : _____ Fax Number, if any _____

Email: _____

***Mandatory Note: Each Page must be signed and stamped by the Company/Firm/Supplier.**

Annexure-G (Undertaking on Legal E-Affidavit)

CONTRACT OF SUPPLY OF ITEMS / PARTS
(to be filled by supplier using his/her covering letter head)
(Rs.1,000/- or above)

To:

The Section Officer (General), Higher
Education Department, Punjab, Lahore

SUBJECT: COMPLIANCE ON SCHEDULE OF DELIVERY AGAINST THE
CONTRACT OF SUPPLY OF ITEMS VIDE TENDER

It is certified that _____:

- i. That the Firm/Supplier is never blacklisted on any grounds whatsoever in Punjab:
- ii. That the Firm/Supplier provide channel original brand new / original products with proper service.
- iii. The maintenance of goods and replacement of defective parts under this Contract of Supply of Items of the shall be done
- iv. That the Firm/Supplier will provide free of cost delivery of items as per Section 28 (ii) of the bidding document
- v. Company/Firm/Supplier read and accepted all the Sections (1 to 31) of Tender for the Contract of Supply of Furniture Items

Authorized Signature: _____ Name and Title of Signatory _____

Name of Supplier: _____ Address : _____

Phone Number : _____ Fax Number, if any _____

Email: _____

***Mandatory Note: Each Page must be signed and stamped by the Company/Firm/Supplier.**

Annexure-H (Undertaking on Legal E-Affidavit)

CONTRACT OF SUPPLY OF ITEMS / PARTS
(to be filled by supplier using his/her covering letter head)
(Rs.1,000/- or above)

To:

The Section Officer (General), Higher
Education Department, Punjab, Lahore

We _ (Name of the bidder / supplier) _ being the first duly sworn on oath submit, that Mr. / Ms. _____ (if participating through agent / representative) is the agent / representative duly authorized by _(Name of the bidder company)_ hereinafter called the Contractor to submit the attached bid to the _(Name of the Procuring Agency)_. Affiant further states that the said M/s(Bidding Firm/Company Name) has not paid, given or donate or agreed to pay, given or donate to any line officer or employee of the _(Name of the Procuring Agency)_ any money or thing of value ,either directly or indirectly, for special consideration in the letting of the contract, or for giving undue advantage to any of the bidder in the bidding and in the evaluation and selection of the bidder for contract or for refraining from properly and thoroughly maintaining projects implementations, reporting violation of the contract specification or other forms of noncompliance.

[The Seller/Supplier/Contractor] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with the Procuring Agency and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty / support. [The Seller/Supplier/Contractor] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty / support.

It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to the Procuring Agency under any law, contract or other instrument, be voidable at the option of the Procuring Agency. Notwithstanding any rights and remedies exercised by the Procuring Agency in this regard, [the Seller/Supplier/Contractor] agrees to indemnify the Procuring Agency for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to the Procuring Agency in an amount equivalent to ten time the sum of any commission, gratification, bribe, finder's fee or kickback given by [the Seller/Supplier/Contractor] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from the Procuring Agency.

Subscribed and sworn to me this _____ day of _____ 2026 _____

Authorized Signature: _____ Name and Title of Signatory _____

Name of Supplier: _____ Address : _____

Phone Number : _____ Fax Number, if any _____

Email: _____

***Mandatory Note: Each Page must be signed and stamped by the Company/Firm/Supplier.**

29. CHECK LIST OF BIDDERS

The provision of the following an essential prerequisite along with submission of Tenders(Technical & Financial) Bids:

Sr. No.	Detail	YES/NO
1.	Duly Signed and Stamped Tender Document Copy enclosed with Technical Bid	
2.	Certificate of Sole Proprietorship/Company/Firm Registration/Incorporation/Supplier under the Law of Pakistan	
3.	Valid Income Tax (NTN) and General Sales Tax (GST) Registration Certificate along with Active Status of NTN & GST	
4.	Duly signed & stamped Professional Tax Certificate for last three years	
5.	Duly Signed & Stamped Last Three Years Income Tax Return of the firm/company	
6.	Financial Audit Report of firm last three year	
7.	Firm turn over last one year must be more than 116 M	
8.	Duly signed & verified last three years bank statements of the firm/company. [Note: Bank Statements must be verified from the relevant Bank Branch]	
9.	Duly Signed & Stamped Proposal of Submission (Annexure-A)	
10.	Duly Signed & Stamped Form of Bids (Technical) (Annexure-B)	
11.	Duly Signed & Stamped Form of Bids (Financial) (Annexure-C)	
12.	Duly Signed & Stamped Letter of Acceptance (Annexure-D)	
13.	Duly Signed & Stamped Letter of Bran New & Original Products/Items (Annexure-E)	
14.	Duly Signed & Stamped Schedule of Delivery (Annexure-F)	
15.	Duly Signed & Stamped undertaking (e-Affidavit) on legal valid and attested e-stamp paper (Rs.1000 or above etc.) (Annexure-G)	
16.	Duly Signed & Stamped (e-Affidavit) Integrity Pact on legal valid and attested e-stamp paper (Rs.1000 or above etc.) (Annexure-H)	
17.	Duly Signed & Stamped Framework Contracts for last one year [Note: Bidders must provide the Framework Contracts (at least one) as evidence proof through Form of Contracts Agreements, Letter of Intents, Purchase Orders/Work Orders related to Framework Contracts] equal or above of estimated cost / budget against head / lot in which bidder is participating mentioned in tender document (Technical Bid Evaluation Criteria) against which procurement of goods and services are required.	
18.	Duly Signed & Stamped Company/Firm/Supplier Profile and Business Portfolio enclosed with Technical Bid	
19.	Project of similar nature specifically Framework Contract of Supply of Items / services and signed stamped documentary evidence (copies of signed contracts/agreements/Letter of Intent/Purchase Order/Work Orders which clearly represent the volume of amounts related to Framework Contract related to items must enclosed with technical bid)	
20.	CDR/Pay Order/DD @ 5% of the estimated price in favor of "Section Officer (General), Higher Education Department must be enclosed with Technical Bid	

30. Schedule of Technical Specification of Contract of Lot Wise Supply of Goods and Services

HEAD: HOT & COLD

Summary of Lot No. 01

Sr. No.	Lot No.	Name of Lot	Total Bid cost / amount of Lot
1.	Total of Lot No. 01	Hot & Cold	
Grand Total of Lot:			

LOT NO. 1
HEAD: HOT & COLD
LIST OF ITEMS

Sr. No	NAME OF ITEM WITH SPECIFICATIONS	PRICE INCLUDING GST	UNIT
1.	Ice (fine quality or equivalent)		Per kg
2.	Coal (fine quality or equivalent)		Per kg
3.	Mineral Water half liter (Nestle or equivalent)		Each
4.	Mineral water 250 ml (Nestle or equivalent)		Each
5.	Mineral Water 1.5 liter (Nestle or equivalent)		Each
6.	Mineral Water 19 liter (Nestle or equivalent) for water dispenser		Each
7.	Hiring charges of air cooler		Per month
8.	Hiring charges of split AC		Per month
Total of Lot:			

HEAD: TRANSPORTATIO OF GOODS

Summary of Lot No. 02

Sr. No.	Lot No.	Name of Lot	Total Bid cost / amount of Lot
1.	Total of Lot No. 02	Transportation of Goods	
Grand Total of Lot:			

LOT NO. 02
HEAD: TRANSPORTATION OF GOODS
LIST OF ITEMS

Sr.#	NAME OF ITEMS / SERVICES WITH SPECIFICATIONS	Rates INCLUDING GST / PST	Unit
1.	Shifting of office record within building		Per bundle (10 files / books)
2.	Transportation / carriage / Shifting with loading and unloading of office record outside building		Per bundle (10 files / books)
3.	Shifting of office furniture within building i. Chair ii. Table iii. Almarih iv. Racks v. File cabinet		Each
4.	Transportation / carriage / Shifting of office furniture outside building with loading and unloading i. Chair ii. Table iii. Almarih iv. Racks v. File cabinet		Each
5.	Shifting of computer machinery / equipment / other items within building		Each
6.	Transportation / carriage / Shifting of computer machinery / equipment / other items within building with loading and unloading		Each
Total of Lot:			

HEAD: MOBIL OIL

Summary of Lot No. 03

Sr. No.	Lot No.	Name of Lot	Total Bid cost / amount of Lot
1.	Total of Lot No. 03	Mobil Oil	
Grand Total of Lot:			

LOT NO. 4

HEAD: MOBIL OIL

NAME OF ITEMS (MOBIL OIL / POWER/ GEAR OIL / BRAKE OIL

Sr. No.	NAME OF ITEM WITH SPECIFICAITONS	RATE EXCLUDING GST	UNIT
1.	Mobile Oil Carient G 10/40 or equivalent		(Per Pack) 4Ltr pack
2.	Mobile Oil Carient G 20/50 or equivalent		(Per Pack) 1 Ltr pack
3.	Power Oil Fine Quality		(Per Pack) Per Liter
4.	Gear Oil fine quality i. CVT		(Per Pack) Per Liter
	ii. ATF		(Per Pack) Per Liter
5.	Manual gear oil		(Per Pack) PER LITER
6.	Brake Oil Fine Quality		(Per Pack) Per bottle
Total of Lot:			

HEAD: UNIFORM

Summary of Lot No. 04

Sr. No.	Lot No.	Name of Lot	Total Bid cost / amount of Lot
1.	Total of Lot No. 04	Uniform	
Grand Total of Lot:			

LOT NO. 04

HEAD: UNIFORM

LIST OF ITEMS (RATE FOR UNIFORM ITEMS)

Sr. No	NAME OF ITEM WITH SPECIFICATIONS	PRICE INCLUDING GST	UNIT
1.	Winter Uniform for Drivers/Dak Runners containing following : i) White Shalwar Kameez 01, Black Warm Coat or Black waist Coat, Black Shoes loafers or black shoes with laces, black Socks, Black barrel cap with embroided logo of Govt. of Punjab (fine quality or equivalent)		Per Set
2.	Summer Uniform for Drivers/Dak Runners containing following: i) White Shalwar Kameez , Black Waist Coat, Black Shoes Loafers, Black Socks, Black P-cap with embroided logo of Govt of Punjab. (fine quality or equivalent)		Per Set
3.	Summer uniform for Jamadars containing following: i. Sherwani (White Dril), Trousers (white dril) & 01 pair shoes / sandal) (fine quality or equivalent)		Per Set
	ii. Shalwar Kameez with shoes (fine quality or equivalent)		Per Set
4.	Winter uniform for Jamadars containing following: i. Sherwani (khaki serge), Pant (khaki serge), Over coat (Khaki Serge), Socks (fine quality or equivalent)		Per Set/Uniform
	ii. Shalwar Kameez with winter cloth, Jacket, socks & shoes pair (fine quality or equivalent)		Per Set/Uniform
5.	Summer uniform for Peons / Naib Qasid containing following: i. White Shalwar Qameez with black waistcoat, Name Badge, White Prayer Cap, Black Shoes. (fine quality or equivalent)		Per Set/Uniform

Sr. No	NAME OF ITEM WITH SPECIFICATIONS	PRICE INCLUDING GST	UNIT
6.	Winter uniform for Peons / Naib Qasid containing following: i. With Shalwar Kameez & Jackets (fine quality or equivalent)		
7.	Summer uniform for sweeper containing following: i. Khaki shirts, Khaki Pagamas, shoes (fine quality or equivalent)		Per Set/Uniform
	ii. Shalwar Kameez with cap & shoes (fine quality or equivalent)		Per Set/Uniform
8.	Winter uniform for sweeper containing following: i. Short Coat, Pajama & shoes (fine quality or equivalent)		Per Set/Uniform
	ii. Shalwar Kameez with winter cloth, Jacket, socks & shoes (fine quality or equivalent)		Per Set/Uniform
9.	Summer uniform for Gate Keeper / Security Guards containing following: Colored Shirt / Slack Shirt, Pant, socks, Black shoes & cap, Strap for G. Keeper / Security Guard, Mettalled badges, Whistle & belt (fine quality or equivalent)		Per Set
10.	Winter uniform for Gate Keeper / Security Guards containing following: Colored Shirt / Slack Shirt, Pant, socks 01 pair & black shoes, jacket, Straps, mettalled badges, whistle and belt (fine quality or equivalent)		Per Set
11.	Summer uniform for Chowkidars containing following: i. Khaki long coat, Khaki Pants with cap & shoes (fine quality or equivalent)		Per Set
	ii. Shawar Kameez with cap & shoes (fine quality or equivalent)		Per Set
12.	Winter uniform for Chowkidar containing following: i. Long Coat (Khaki Serge) 01, shirt, Pajama 01, Socks & shoes (fine quality or equivalent)		Per Set
	ii. Shawar Kameez with socks, shoes & Jacket (fine quality or equivalent)		Per Set
Total of Lot:			

HEAD: ENTERTAINMENT & GIFTS

Summary of Lot No. 05

Sr. No.	Lot No.	Name of Lot	Total Bid cost / amount of Lot
1.	Total of Lot No. 05	Entertainment & Gifts	
Grand Total of Lot:			

LOT NO. 05

Head: ENTERTAINMENT & GIFTS

LIST OF ITEMS UNDER HEAD ENTERTAINMENT AND GIFTS

Sr. No	NAME OF ITEM (ENTERTAINMENT AND GIFTS) WITH SPECIFICATIONS	PRICE INCLUDING GST	UNIT
1.	Dry Milk (Every Day or equivalent)		Per pkt (one kg)
2.	Tea bags (Lipton or equivalent)		Per pkt (100 bags)
3.	Sugar fine quality or equivalent		Per kg
4.	Tea Jar (Lipton or equivalent)		Per jar (450 gms)
	Milk liquid (Olpers or equivalent)		Per pkt (01 liter)
5.	Milk liquid (Olpers or equivalent)		Per pkt (250 ml)
6.	Green tea (Lipton or equivalent)		Per pkt
7.	Coffee (Nescafe or equivalent)		Per bottle (100 gm)
8.	NESPRESSO Sleeve (Coffee pods)		Each
9.	Biscuits (fine quality or equivalent)		Per kg
10.	Mineral Water 300 ml (Murree Sparkletts or equivalent)		Each
12.	Mineral Water half liter (Nestle or equivalent)		Each
13.	Mineral water 250 ml (Nestle or equivalent)		Each
14.	Mineral Water 1.5 liter (Nestle or equivalent)		Each
15.	Mineral Water 19 liter (Nestle or equivalent) for water dispenser		Each
	Entertainment during official meetings		
16.	i. Tea with Biscuits 4 Nos, cake piece, sandwiches and pastry etc (fine quality or equivalent)		Per set / head
	ii. Lunch box for official meetings for local members containing chicken piece roasted, Roghni naan / chicken sandwich, salad, French fries, ketchup and pastry (fine quality or		Each (per head)

	equivalent)		
	<p>iii. Lunch box for official meetings for foreign delegation / members containing finger fish 3 piece, chicken nuggets 3 piece, chicken sandwich, one bite chicken patties, salad and pastry (fine quality or equivalent)</p>		Each (per head)
17.	<p>Gift bag 1'x 1' 1/2 with 300 gms Art Card with printing & lamination (for members / High Dignitaries of meeting / participants of Conference, Seminar & Workshops) with packing of:</p> <ul style="list-style-type: none"> • Ball pen with packing and logo • ATM card cover / USB with printing & packing • Metal studs with box 		Per set
18.	<p>Gift bag 1'x 1' 1/2 300 gms with Art Card with printing & lamination (for members / High Dignitaries of meeting / participants of Conference, Seminar & Workshops) with packing of:</p> <ul style="list-style-type: none"> • Ball pen with packing and logo • ATM card cover / USB with printing & packing • Metal studs with box • Slip pad with cover & ball pen with deep imbossed logo on cover 		Per set
19.	Shields with standard size (12mm glass / brass / Stainless Steel) with base and printing with packing		Each
Total of Lot:			

HEAD: REPAIR OF TRANSPORT

Summary of LOT No. 06

Sr. NO.	Sub Lot No.	Name of Lot	Total Bid cost / amount of Lot
1.	Total of Lot No. 6.1	Vehicle Repair with Parts with Tyres & Batteries & Filters.	
2.	Total of Lot No. 6.2	Rates of Motorcycle repair with parts	
Grand Total of Lot:			

Sr #	NAME OF PARTS	Toyota Corolla 2023 M (1800 CC)	Toyota Corolla XLI 2023 M (1300 CC)	Toyota Corolla GLI 2023 M (1300 CC)	Toyota Corolla 2023 M (1600 CC)	Toyota Yaris Aero 1300 CC	Toyota Yaris 1300 CC	Honda City 1300 CC	Suzuki Cultus 1000 CC Efi 4 Cylendar	Suzuki Cultus 1000 CC 3 Cylendar	Toyota Altis 1600 CC	Suzuki Baleno 1300 CC	Jeep 800 CC Potohar	Land Cruiser 2600 CC 1994 M	Toyota Hilux 1994 M	Toyota Fortuner 2600 CC 1994 M	Total
294	Side Mirror Sensor Gen or Equivalent																
295	Complete Denting fine quality or equivalent																
296	Complete Painting fine quality or equivalent																
Tyre & Rims																	
297	Tyre imported Yokohama / Dunlop / Bridgestone or equivalent (Rate each Tyre)																
298	Rim Fine Quality or equivalent (Rate for each)																
299	Alloy Rim Fine Quality or equivalent (Rate for each)																
Battery																	
300	Battery Dry i-AGS or equivalent																
301	Battery Dry ii-Excide or equivalent																
302	Battery Dry iii-Excide or equivalent																
303	Battery with Liquid i-AGS or equivalent																
304	Battery with Liquid ii-Excide or equivalent																
305	Battery with Liquid iii-Excide or equivalent																
Filters																	
306	Oil Filtrr Genuice or equivalent																
307	Air Filtrr Genuice or equivalent																
308	Feul Filtrr Genuice or equivalent																
																Total Excluding GST / PST	

LOT NO. 6.2

LIST OF MOTOR CYCLE PARTS

RATES OF MOTOR CYCLE PARTS (EXCLUDING GST)

SR #	NAME OF ITEM / PARTS /NATURE OF REPAIR WITH SPECIFICATIONS	RATES			
		HONDA 125	HONDA 70	YAMAHA 4 STROKE	Total
1.	Ring (Genuine or equivalent)				
2.	Piston (Genuine or equivalent)				
3.	Clutch Plate (Genuine or equivalent)				
4.	Timing Goat (Genuine or equivalent)				
5.	Head Face (Genuine or equivalent)				
6.	Head Valve (Genuine or equivalent)				
7.	Gesture (Genuine or equivalent)				
8.	Wight Barring (Genuine or equivalent)				
9.	Engine Gane Kit (Head Gas Kit) (Genuine or equivalent)				

10.	Head Cam (Genuine or equivalent)				
11.	Wheel Barring (Genuine or equivalent)				
12.	Wheel Drum (Genuine or equivalent)				
13.	Wheel Hub (Genuine or equivalent)				
14.	Plug (Genuine or equivalent)				

SR #	NAME OF ITEM / PARTS /NATURE OF REPAIR WITH SPECIFICATIONS	RATES			
		HONDA 125	HONDA 70	YAMAHA 4 STROKE	Total
15.	Quile (Genuine or equivalent)				
16.	Magnant Gucha (Genuine or equivalent)				
17.	Gare Lever (Genuine or equivalent)				
18.	Engine overhauling Charges (fine quality or equivalent)				
19.	Head Light (Genuine or equivalent)				
20.	Head Light Blub (Genuine or equivalent)				
21.	Spoke and nipple set front (Rim wires) (Genuine or equivalent)				
22.	Spoke and nipple set back (Rim wires) (Genuine or equivalent)				
23.	Back Light (Genuine or equivalent)				
24.	Back Light Blub (Genuine or equivalent)				
25.	Indicators (Genuine or equivalent)				
26.	Break Shoe (Genuine or equivalent)				
27.	Font Shock Set (Genuine or equivalent)				
28.	Back Shock Set (Genuine or equivalent)				
29.	Connecting Rod (Genuine or equivalent)				
30.	Front break lever (Genuine or equivalent)				
31.	Front break Cable (Genuine or equivalent)				
32.	Clutch Lever (Genuine or equivalent)				

SR #	NAME OF ITEM / PARTS /NATURE OF REPAIR WITH SPECIFICATIONS	RATES			
		HONDA 125	HONDA 70	YAMAHA 4 STROKE	Total
33.	Break Lever (Genuine or equivalent)				
34.	Gear Lever (Genuine or equivalent)				
35.	Clutch box complete (Genuine or equivalent)				
36.	Clutch box Cover (Genuine or equivalent)				
37.	Magnet (Genuine or equivalent)				
38.	Timing got (Genuine or equivalent)				
39.	Seal kit (Genuine or equivalent)				
40.	Gen kit (Genuine or equivalent)				
41.	Petrol supply pipe (Genuine or equivalent)				
42.	Rim (Genuine or equivalent)				
43.	Tyre Tube (Service / Panther or equivalent)				
44.	Tube (Service / Panther or equivalent)				
45.	Foot Rest (Genuine or equivalent)				
46.	Silencer (Genuine or equivalent)				
47.	Plug Adaptor (Genuine or equivalent)				
48.	Speedo Meter (Genuine or equivalent)				
49.	Speedo Meter Cable (Genuine or equivalent)				
50.	Chain grari Set (Genuine or equivalent)				

SR #	NAME OF ITEM / PARTS /NATURE OF REPAIR WITH SPECIFICATIONS	RATES			
		HONDA 125	HONDA 70	YAMAHA 4 STROKE	Total
51.	Chain Cover (Genuine or equivalent)				
52.	Air Filter (Genuine or equivalent)				
53.	Complete Seat fine quality or equivalent				
54.	Seat Cover fine quality or equivalent				
55.	Complete Tanki Set fine quality or equivalent				
56.	Switch Lock Complete (Genuine or equivalent)				
57.	Mudguard Front (Genuine or equivalent)				
58.	Mudguard Back (Genuine or equivalent)				
59.	Battery (Genuine or equivalent)				
60.	Helmet (Fine Quality or equivalent)				
61.	Horn (Fine Quality or equivalent)				
62.	Ignition switch (Fine Quality or equivalent)				
63.	Side Stand (Fine Quality or equivalent)				
64.	Central Main Stand (Fine Quality or equivalent)				
65.	Safe Guard (Fine Quality or equivalent)				
66.	Wiring (Fine quality or equivalent)				
67.	Engine Tuning (labour / service)				
68.	General Service (labour / service)				
Grand Total of Lot:					

HEAD: REPAIR OF M&E

Summary of Lot No. 07

Sr. No.	Sub Lot No.	Name of Lot	Total Bid cost / amount of Lot
1.	Total of Lot No. 7.1	Repair of Photostate Machines with parts	
2.	Total of Lot No. 7.2	Repair of Fax Machine with parts	
3.	Total of Lot No. 7.3	Repair of Telephone Exchange with parts	
4.	Total of Lot No. 7.4	Repair of UPS	
5.	Total of Lot No. 7.5	Repair of Sound System	
6.	Total of Lot No. 7.6	Repair of Split Air Conditioner	
7.	Total of Lot No. 7.7	Repair of Refrigerator	
8.	Total of Lot No. 7.8	Repair of Water Dispenser	
9.	Total of Lot No. 7.9	Repair of Microwave Oven	
10.	Total of Lot No. 7.10	Repair of LED TV	
11.	Total of Lot No. 7.11	Repair & Parts of Ceiling Fans	
Grand Total of Lot:			

LOT NO. 7.1 HEAD: REPAIR

OF M&E

LIST OF PHOTOCOPY MACHINE PARTS (RATES FOR REPAIR AND PARTS)

Sr No.	NAME OF ITEM / PARTS / NATURE OF REPAIR WITH SPECIFICATIONS	Rates (Including GST / PST)					
		Toshiba E-studio 3028	Toshiba 455	Xerox	Toshiba 450	Toshiba 456	Total
1.	ADF controller board Genuine or equivalent.						
2.	ADF motor Genuine or equivalent.						
3.	ADF Paper sensor Genuine or equivalent.						
4.	ADF roller set Genuine or equivalent.						
5.	Cleaning blade Genuine or equivalent.						
6.	Cleaning web Genuine or equivalent.						
7.	Controller board Genuine or equivalent.						
8.	Crona wire set Genuine or equivalent.						
9.	Developer unit Genuine or equivalent.						
10.	Drum Genuine or equivalent.						
11.	Duplexer unit Genuine or equivalent.						
12.	Fuser unit Genuine or equivalent.						
13.	Gride wire set Genuine or equivalent.						
14.	Heater roller Genuine or equivalent.						
15.	Heater unit Genuine or equivalent.						
16.	Motor gear set Genuine or equivalent.						
17.	Paper finger Genuine or equivalent.						
18.	Paper sensor tray Genuine or equivalent.						
19.	Paper tray roller Genuine or equivalent.						
20.	Power driver motor Genuine or equivalent.						
21.	Power motor main Genuine or equivalent.						

22.	Power supply Genuine or equivalent.						
23.	Scanner motor Genuine or equivalent.						
24.	Scanner controller board Genuine or equivalent.						
25.	Scanner rod Genuine or equivalent.						
26.	Scanner unit Genuine or equivalent.						
27.	Thermistor set Genuine or equivalent.						
28.	Touch panel Genuine or equivalent.						

29.	Stabilizer Fine Quality or equivalent.					
30.	Transfer belt Genuine or equivalent.					
31.	tray paper sensor Genuine or equivalent.					
32.	Lower roller Genuine or equivalent.					
33.	Upper roller Genuine or equivalent.					
34.	Repair charges / charges replacement of parts (labour / service)					
35.	Service / over hauling charges (labour / service)					
		Grand Total of Lot:				

LOT NO. 7.2

HEAD: REPAIR OF M&E

LIST OF FAX MACHINE CANON FX-9 PARTS (RATES FOR REPAIR AND PARTS)

Sr	NAME OF ITEM / PARTS / NATURE OF REPAIR WITH SPECIFICATIONS	Total (Including GST / PST)
1.	ADF motor	
2.	AFD roller ser	
3.	Driver motor (gen)	
4.	Formatter board (gen)	
5.	Fuser unit (gen)	
6.	Heater roller (gen)	
7.	Heater sleeve (gen)	
8.	interface panel (gen)	
9.	Motor gear set (gen)	
10.	Paper channel (gen)	
11.	Paper pad (gen)	
12.	Paper roller (gen)	
13.	Power button (gen)	
14.	Power supply (gen)	
15.	Scanner motor	
16.	Scanner unit	
17.	Transfer roller (gen)	
18.	Upper roller (gen)	
19.	Repair charges / charges replacement of parts (labour / service)	
20.	Service / over hauling charges (labour / service)	
	Total	

Lot 7.3

HEAD: REPAIR OF M&E

LIST OF TELEPHONE EXCHANGE PARTS (RATES FOR REPAIR AND PARTS)

Sr	NAME OF ITEM / PARTS / NATURE OF REPAIR WITH SPECIFICATIONS	Total (Including GST / PST)
1.	Controller board (Genuine or equivalent)	
2.	Power supply (Genuine or equivalent)	
3.	LAN card(Genuine or equivalent)	
4.	Telephone Drawer Wire fine quality or equivalent	
5.	Telephone Wire 1 Pair fine quality or equivalent	
6.	Telephone Wire 2 Pair fine quality or equivalent	
7.	Telephone Wire 4 Pair fine quality or equivalent	
8.	Telephone Wire 30 Pair fine quality or equivalent	
9.	Repair charges / charges replacement of parts (labour / service)	
10.	Service / over hauling charges (labour / service)	
	Total	

LOT NO. 7.4
HEAD: REPAIR OF M&E

LIST OF ITEMS (RATES FOR REPAIR AND PARTS OF UPS)

Sr. No.	NAME OF ITEM / PARTS / NATURE OF REPAIR WITH SPECIFICATIONS	Rates (Including GST / PST)
1.	Battery 12V 7Ah (Genuine or equivalent)	
2.	Battery 12V 9Ah (Genuine or equivalent)	
3.	Controller board (Genuine or equivalent)	
4.	I/O Back ports (Genuine or equivalent)	
5.	Interface switch (Genuine or equivalent)	
6.	Really set (Genuine or equivalent)	
7.	Transformer (copper) (Genuine or equivalent)	
8.	Repair charges / charges replacement of parts (labour / service)	
9.	Service / over hauling charges (labour / service)	
	Total:	

**LOT NO. 7.5 HEAD:
REPAIR OF M&E**

LIST OF ITEMS (RATES FOR REPAIR AND PARTS OF SOUND SYSTEM)

Sr. No.	NAME OF ITEM / PARTS / NATURE OF REPAIR WITH SPECIFICATIONS	Rates (Including GST / PST)
1.	Center controller main board (Genuine or equivalent)	
2.	Center controller power supply (Genuine or equivalent)	
3.	Center controller user interface panel (Genuine or equivalent)	
4.	Center controller ports panel (Genuine or equivalent)	
5.	Chairman unit neck with mic (Genuine or equivalent)	
6.	Chairman unit board (Genuine or equivalent)	
7.	Chairman unit connection wire (Genuine or equivalent)	
8.	Delegate unit neck with mic (Genuine or equivalent)	
9.	Delegate unit board (Genuine or equivalent)	
10.	Delegate unit connection wire(Genuine or equivalent)	
11.	Repair charges / charges replacement of parts (labour / service)	
12.	Service / over hauling charges (labour / service)	
Total of Lot:		

LOT NO. 7.6

HEAD: REPAIR OF M&E

LIST OF ITEMS (RATES FOR REPAIR AND PARTS OF SPLIT AIR CONDITION)

SR #	NAME OF ITEMS / PARTS / NATURE OF REPAIR WITH SPECIFICATION	Rates (Including GST/PST)					
		1 TON	1.5 TON	2 TON	4 TON Floor Standing	Total	
1	Compressor (Genuine or equivalent)						
2	Out Door Condenser (Genuine or equivalent)						
3	Universal Kit (Genuine or equivalent)						
4	Copper pipe 1 ft (Genuine or equivalent)						
5	Running Capaster (Genuine or equivalent)						
6	Gas Charging (Genuine or equivalent)						
7	Indoor Bloor Motor (Genuine or equivalent)						
8	Blower (Genuine or equivalent)						
9	Drain Pipe (Genuine or equivalent)						
10	Out Door Motor (Genuine or equivalent)						
11	Out Door wing(Genuine or equivalent)						
12	AC Cable / wire (Rate per roll)						
13	Stabilizer Genuine or equivalent						
14	Veporator (Genuine or equivalent)						
15	Repair charges / charges replacement of parts (labour / service)						
16	Service / over hauling charges (labour / service)						
		Grand Total of Lot:					

LOT NO. 7.7

HEAD: REPAIR OF M&E

LIST OF ITEMS (RATES FOR REPAIR AND PARTS OF REFRIGRATOR)

SR #	NAME OF ITEMS / PARTS / NATURE OF REPAIR WITH SPECIFICATION	Rates (Including GST/PST)
1	Compressor (Genuine or equivalent)	
2	Condenser (Genuine or equivalent)	
3	Thermostat (Genuine or equivalent)	
4	Indoor light (Genuine or equivalent)	
5	Gas charging (Genuine or equivalent)	
6	Temperature Control button Genuine or equivalent.	
7	Fan Motor Genuine or equivalent.	
8	Fan Genuine or equivalent.	
9	Sensor Genuine or equivalent.	
10	Relay Genuine or equivalent.	
11	Grip Genuine or equivalent.	
12	Stabilizer Genuine or equivalent.	
13	Repair charges / charges replacement of parts (labour / service)	
14	Service / over hauling charges (labour / service)	
Total of Lot:		

LOT NO. 7.8
HEAD: REPAIR OF M&E

LIST OF ITEMS (RATES FOR REPAIR AND PARTS OF WATER DISPENSER)

SR #	NAME OF ITEMS / PARTS / NATURE OF REPAIR WITH SPECIFICATION	Rates (Including GST/PST)
1	Compressor (Genuine or equivalent)	
2	Condenser (Genuine or equivalent)	
3	Thermostat (Genuine or equivalent)	
4	Water tap (Genuine or equivalent)	
5	Water storage bowl (Genuine or equivalent)	
6	Gas charging (Genuine or equivalent)	
7	Fan Motor Genuine or equivalent.	
8	Fan Genuine or equivalent.	
9	Sensor Genuine or equivalent.	
10	Relay Genuine or equivalent.	
11	Grip Genuine or equivalent.	
12	Stabilizer Genuine or equivalent.	
13	Repair charges / charges replacement of parts (labour / service)	
14	Service / over hauling charges (labour / service)	
Total of Lot:		

LOT NO. 7.9

HEAD: REPAIR OF M&E

LIST OF ITEMS (RATES FOR REPAIR AND PARTS OF MICROWAVE OVEN)

SR #	NAME OF ITEMS / PARTS / NATURE OF REPAIR WITH SPECIFICATION	Rates (Including GST/PST)
1	HT power supply (Genuine or equivalent)	
2	Magnetron (Genuine or equivalent)	
3	Drive motor (Genuine or equivalent)	
4	Glass plate with roller base (Genuine or equivalent)	
5	Door safety switch (Genuine or equivalent)	
6	Front touch panel (Genuine or equivalent)	
7	Stabilizer Genuine or equivalent	
7	Repair charges / charges replacement of parts (labour / service)	
8	Service / over hauling charges (labour / service)	
Total of Lot:		

**LOT NO. 7.10
HEAD: REPAIR OF M&E**

LIST OF ITEMS (RATES FOR REPAIR AND PARTS OF LED TV)

SR #	NAME OF ITEMS / PARTS / NATURE OF REPAIR WITH SPECIFICATION	Rates (Including GST/PST)		
		55"	85"	TOTAL
1	Power supply (Genuine or equivalent)			
2	Controller board (Genuine or equivalent)			
3	User interface panel (Genuine or equivalent)			
4	IR sensor Kit (Genuine or equivalent)			
5	Backlight LED strips set (Genuine or equivalent)			
6	Backlight blaster (Genuine or equivalent)			
7	External ports panel with HDMI (Genuine or equivalent)			
8	Stabilizer Genuine or equivalent			
9	Repair charges / charges replacement of parts (labour / service)			
10	Service / over hauling charges (labour / service)			
Grand Total of Lot:				

LOT NO. 7.11

HEAD: REPAIR OF M&E

LIST OF ITEMS (RATES FOR REPAIR AND PARTS OF CEILING FANS)

SR #	NAME OF ITEMS / PARTS / NATURE OF REPAIR WITH SPECIFICATION	Rates (Including GST/PST)
1	Fan Motor with Pure Copper Wire (Genuine or Equivalent).	
2	Fan Motor Winding with 100% Pure Copper Wire.	
3	Blade of Ceiling Fan (Genuine or Equivalent)	
4	Remote Control (Genuine or Equivalent).	
5	Dimer (Genuine or Equivalent).	
6	Capacitor (Genuine or Equivalent)	
Total of Lot:		

HEAD: REPAIR OF FURNITURE

Summary of Lot No. 08

Sr. No.	Lot No.	Name of Lot	Total Bid cost / amount of Lot
1.	Total of Lot No. 08	Repair of Furniture	
Grand Total of Lot:			

LOT NO. 08**LIST OF ITEMS (REPAIR OF FURNITURE ARTICLES)**

Sr. No	NAME OF ITEMS / PARTS / NATURE OF REPAIR WITH SPECIFICATION	PRICE Including GST / PST	UNIT
1.	<u>Canning and Polish / Paint (fine quality of equivalent) of office chairs</u>		each
	i. Canning material baid fine quality or equivalent		each
	ii. Labour of canning with polish fine quality or equivalent		each
2.	<u>Canning and polish / paint with replacement of arms of office chair (fine quality of equivalent)</u>		each
	i. Canning material baid and arms fine quality or equivalent		each
	ii. Labour of Canning with polish fine quality or equivalent		each
3.	Repair of office staff chair with replacement of seat and back with polish / paint (fine quality of equivalent)		each
	i. Seat and back staff chair (fine quality of equivalent)		each
	ii. Labour with polish / paint of staff chair (fine quality of equivalent)		each
4.	Repair of cushioned visitor chair with polish		each
	i. Material i.e foam / cloth / leatherite and stitching material fine quality or equivalent		each
	ii. Labour for poshish with polish fine quality or equivalent		each
5.	Repair of cushioned visitor chair with polish		each
	i. Material i.e leather and stitching material fine quality or equivalent		each
	ii. Labour for poshish and polish fine quality or equivalent		each

6.	Repair of Executive Officers revolving chairs		each
	A. Hydraulic System / base (fine quality of equivalent)		Each
	I. Seat (fine quality of equivalent)		
	II. Back (fine quality of equivalent)		
	III. Arms (fine quality of equivalent)		
	B. Labour and polish / paint (fine quality of equivalent)		Each
7.	Repair of sofa with poshish		Each Per seat
	i. A quality foam sheet with leatherite / imported cloth and stitching / poshish material (fine quality of equivalent)		Each
	ii. Labour of poshish		Each
8.	Repair of sofa with poshish		Each Per seat
	i. A quality foam sheet with leather and stitching / poshish material (fine quality of equivalent)		Each
	ii. Labour of poshish		Each
9.	Repair of staff table (2 ½ x 4')		Each
	i. Material i.e drawers and locks (fine quality of equivalent)		Each
	ii. Labour / replacement charges of drawers and locks and polish (fine quality of equivalent)		Each
10.	Repair of staff table (2 ½ x 4')		each
	i. material i.e top sheet, drawers and locks (fine quality of equivalent)		Each
	ii. Labour / replacement charges of top sheet, drawers and locks with polish (fine quality of equivalent)		Each

11.	Repair of office table (3" x 5")		each
	i. material i.e top sheet, drawers and locks (fine quality of equivalent)		Each
	ii. Labour / replacement charges of top sheet, drawers and locks with polish (fine quality of equivalent)		Each
12.	Repair of officer table (3" x 5")		each
	i. material i.e top sheet, drawers and locks (fine quality of equivalent)		Each
	ii. Labour / replacement charges of top sheet, drawers and locks with polish (fine quality of equivalent)		Each
13.	Repair of executive table (3'x6')		each
	i. material i.e drawers and locks (fine quality of equivalent)		Each
	ii. Labour / replacement charges of drawers and locks with polish (fine quality of equivalent)		Each
14.	Repair of executive table (3'x6')		each
	i. material i.e top sheet, drawers and locks (fine quality of equivalent)		each
	ii. Labour / replacement charges of top sheet, drawers and locks with polish (fine quality of equivalent)		each
15.	Wall Partitioning		per sq. ft
	i. MDF Partitioning sheet double sided with wooden frame / covering sheet for partitioning of office. (fine quality of equivalent)		per sq. ft
	ii. 8mm glass partitioning sheet for partitioning of office. (fine quality of equivalent)		per sq. ft
	iii. 12mm glass partitioning sheet for partitioning of office. (fine quality of equivalent)		per sq. ft
	iv. Labour and fitting charges of partitioning		per sq. ft
	v. Polish of partitioning sheet Lasani / MDF		
16.	Wall paneling		per sq. ft
	i. Paneling sheet fine quality or equivalent		per sq. ft
	ii. Labour / fitting charges of paneling sheet		per sq. ft
17.	Repair of office wooden Almarah / wardrobe / workstation and file cabin / file rack / book shelf		per sq. ft
	i. MDF Sheet ¾ inch with wooden frame and covering sheet / golla (fine quality of equivalent)		per sq. ft
	ii. Labour / fitting charges with polish		per sq. ft
18.	Repair of conference / Committee Room chairs		per sq. ft

	i.	Foam sheet / seat with leatherite / cloth fine quality		per sq. ft
	ii.	Labour / repair and replacement charges of poshish material with polish		per sq. ft
		Repair of committee room / conference room table		per sq. ft
19.	i.	Top sheet and frame 8" x 5" (fine quality or equivalent)		per sq. ft
	ii.	Labour / repair and replacement charges of top sheet / frame and polish 8" x 5"		per sq. ft
		Repair of computer chair		Each
20.	i.	Hydraulic foam sheet and leatherite / cloth fine quality or equivalent		Each
	ii.	Repair / replacement charges of foam sheet and leatherite / cloth		Each
		Repair of computer table		
	i.	Draws lock, key board tray with railing fine quality or equivalent		Each
21.	ii.	Top sheet with draws, locks, key board tray with railing fine quality or equivalent		Each
	iii.	Labour / fitting / replacement charges of draws lokcs, key board tray with railing and top sheet with polish		Each
		<u>Repair and polish of tenure / incumbency board</u>		Per sqft
	i.	Wooden sheet		Per sqft
	ii.	Polish and computerized composing		Per sqft
Total of Lot:				

HEAD: REPAIR OF HARDWARE & SOFTWARE

Summary of Lot No. 09

Sr. No.	Sub Lot No.	Name of Lot	Total Bid cost / amount of Lot
1.	Total of Lot No. 9.1	Repair of Computer / LCD Parts with software installation	
2.	Total of Lot No. 9.2	Repair of Laptop with Parts	
3.	Total of Lot No. 9.3	Repair of Printer with Parts	
4.	Total of Lot No. 9.4	Repair of Scanner with Parts	
Grand Total of Lot:			

LOT NO. 9.1

HARDWARE / SOFTWARE REPAIR

LIST OF ITEMS RATES FOR (COMPUTER / LCD PARTS AND SOFTWARE INSTALLATION)

Sr. No.	NAME OF ITEM / PARTS WITH SPECIFICATONS	Rates (Including GST / PST)
1.	Hard disk 256 GB Genuine or equivalent	
2.	Hard disk 1 TB Genuine or equivalent	
3.	Hard disk 512 GB Genuine or equivalent	
4.	Mother board 4 th gen Genuine or equivalent	
5.	Mother board 6 th gen Genuine or equivalent	
6.	Mother board 8 th gen Genuine or equivalent	
7.	Power button Genuine or equivalent	
8.	Power supply 350W Genuine or equivalent	
9.	Power supply 500W Genuine or equivalent	
10.	Processor i3 4 th gen Genuine or equivalent	
11.	Processor i3 6 th gen Genuine or equivalent	
12.	Processor i3 8 th gen Genuine or equivalent	
13.	Processor i5 4 th gen Genuine or equivalent	
14.	Processor i5 6 th gen Genuine or equivalent	
15.	Processor i5 8 th gen Genuine or equivalent	
16.	Processor i5 9 th gen Genuine or equivalent	
17.	Processor i5 10 th gen Genuine or equivalent	
18.	Processor i7 4 th gen Genuine or equivalent	
19.	Processor i7 6 th gen Genuine or equivalent	
20.	Processor i7 8 th gen Genuine or equivalent	
21.	Processor i7 9 th gen Genuine or equivalent	
22.	Processor i7 10 th gen Genuine or equivalent	
23.	Ram DDR3 4GB Genuine or equivalent	
24.	Ram DDR3 8GB Genuine or equivalent	
25.	Ram DDR4 4GB Genuine or equivalent	

26.	Ram DDR4 8GB Genuine or equivalent	
27.	Ram DDR5 8GB Genuine or equivalent	
28.	Ram DDR5 16GB Genuine or equivalent	
29.	Rom rewrite Genuine or equivalent	
30.	Sound Card Genuine or equivalent	
31.	USB ports set Genuine or equivalent	
32.	VGA card Genuine or equivalent	
33.	LCD Backlight kit Genuine or equivalent	
34.	LCD Backlight strip Genuine or equivalent	
35.	LCD Button panel Genuine or equivalent	
36.	LCD Controller board Genuine or equivalent	
37.	LCD I/O ports set Genuine or equivalent	
38.	LCD panel 15.6" Genuine or equivalent	
39.	LCD panel 17" Genuine or equivalent	
40.	LCD panel 19" Genuine or equivalent	
41.	LCD panel 20" Genuine or equivalent	
42.	LCD 17" Genuine or equivalent	
43.	LCD 19" Genuine or equivalent	
44.	LCD 20" Genuine or equivalent	
45.	LCD Power supply Genuine or equivalent	
46.	Windows 10/11 Installation Genuine or equivalent	
47.	Microsoft Office Installation Genuine or equivalent	
48.	Antivirus and other miscellaneous software installation Genuine or equivalent	
49.	Repair charges / charges replacement of parts (labour / service)	
50.	Service / over hauling charges (labour / service)	
Total of Lot:		

LOT NO. 9.2

HARDWARE / SOFTWARE REPAIR

LIST OF LAPTOP PARTS (RATES OF PARTS AND REPIAR)

Sr. No.	NAME OF ITEMS / PARTS WITH SPECIFICATIONS	Rates (Including GST / PST)
1.	Hard disk 256 GB Genuine or equivalent	
2.	Hard disk 1 TB Genuine or equivalent	
3.	Hard disk 512 GB Genuine or equivalent	
4.	Mother board 4 th gen Genuine or equivalent	
5.	Mother board 6 th gen Genuine or equivalent	
6.	Mother board 8 th gen Genuine or equivalent	
7.	Power button Genuine or equivalent	
8.	Laptop charger 350W Genuine or equivalent	
9.	Laptop charger 500W Genuine or equivalent	
10.	Processor i3 4 th gen Genuine or equivalent	
11.	Processor i3 6 th gen Genuine or equivalent	
12.	Processor i3 8 th gen Genuine or equivalent	
13.	Processor i5 4 th gen Genuine or equivalent	
14.	Processor i5 6 th gen Genuine or equivalent	
15.	Processor i5 8 th gen Genuine or equivalent	
16.	Processor i7 4 th gen Genuine or equivalent	
17.	Processor i7 6 th gen Genuine or equivalent	
18.	Processor i7 8 th gen Genuine or equivalent	
19.	Ram DDR3 4GB Genuine or equivalent	
20.	Ram DDR3 8GB Genuine or equivalent	
21.	Ram DDR4 4GB Genuine or equivalent	
22.	Ram DDR4 8GB Genuine or equivalent	
23.	Rom rewrite Genuine or equivalent	

24.	Sound Card Genuine or equivalent	
25.	USB ports set Genuine or equivalent	
26.	VGA card Genuine or equivalent	
32.	LED panel 14" Genuine or equivalent	
33.	LED panel 15.5" Genuine or equivalent	
35.	LED Power supply Genuine or equivalent	
38.	Antivirus and other miscellaneous software installation Genuine or equivalent	
39.	Repair charges / charges replacement of parts (labour / service)	
40.	Service / over hauling charges (labour / service)	
Total of Lot:		

LOT NO. 9.3

HEAD: REPAIR OF HARDWARE

LIST OF ITEMS (RATES FOR REPAIR OF PRINTER PARTS)

SR#	LIST OF PARTS / NATURE OF REPAIR OF PRINTER PARTS WITH SPECS	Rates (Including GST / PST)			
		Conon	Acer	HP	Total
1	Picking pad (Genuine or equivalent)				
2	Driver motor (Genuine or equivalent)				
3	Formator board (Genuine or equivalent)				
4	Fuser unit (Genuine or equivalent)				
5	Main Board (Genuine or equivalent)				
6	Heater roller (Genuine or equivalent)				
7	Heater sleeve (Genuine or equivalent)				
8	interface panel (Genuine or equivalent)				
9	Motor gear set (Genuine or equivalent)				
10	Paper channel (Genuine or equivalent)				
11	Paper roller (Genuine or equivalent)				
12	Power button (Genuine or equivalent)				
13	Power supply (Genuine or equivalent)				
14	Transfer roller (Genuine or equivalent)				
13	Upper roller (Genuine or equivalent)				
14	Repair charges / charges for replacement of parts (labour / service)				
15	Service / Over Hauling Charges (labour / service)				
Grand Total of Lot:					

LOT NO. 9.4

HARDWARE / REPAIR

LIST OF SCANNER, DOCUMENT SCANNER PARTS (RATES OF PARTS AND REPAIR)

Sr. No.	NAME OF ITEM / PARTS WITH SPECIFICATIONS	Rates (Including GST / PST)
1.	Picking pad (Genuine or equivalent)	
2.	Power supply main control board (Genuine or equivalent)	
3.	ADF roller set (Genuine or equivalent)	
4.	Scanning rod (Genuine or equivalent)	
5.	Power motor for ADF (Genuine or equivalent)	
6.	Scanning rod motor (Genuine or equivalent)	
7.	Scanning road gear (Genuine or equivalent)	
8.	Scanning road channel (Genuine or equivalent)	
9.	1 mm flat bed glass (Genuine or equivalent)	
10.	User interface panel (Genuine or equivalent)	
11.	Repair charges / charges replacement of parts (labour / service)	
12.	Service / over hauling charges (labour / service)	
Total of Lot:		

HEAD: IT EQUIPMENT

Summary of Lot No. 10

Sr. No.	Lot No.	Name of Lot	Total Bid cost / amount of Lot
1.	Total of Lot No. 10	IT Equipment	
Grand Total of Lot:			

LOT NO. 10

HEAD: REPAIR OF IT

LIST OF ITEMS (RATES FOR NETWORKING SERVER PARTS)

Sr. No.	NAME OF ITEM / PARTS / NATURE OF REPAIR WITH SPECIFICATIONS	Rates (Including GST / PST)
1.	Server power supply	
2.	Server controlling board	
3.	Server rack	
4.	Wi-Fi router dual Aerial	
5.	Wi-Fi router triple Aerial	
6.	Networking switch 16 ports	
7.	Networking switch 24 ports	
8.	Networking switch multilayer 24 ports	
9.	Wi-Fi catcher USB interface	
10.	Wi-Fi catcher long range USB interface	
11.	Networking bridge	
12.	Load balancer 6 ports	
13.	Cat-6 wire Pr/Meter	
14.	Repair charges / charges replacement of parts (labour / service)	
15.	Service / over hauling charges (labour / service)	
Total of Lot:		

31. FORM OF CONTRACT

TERMS AND CONDITIONS OF THE CONTRACT

CONTRACT TITLE

Contract of Supply of Items
Between
Higher Education Department &
Name of Contractor / Bidder

Dated: _____

AGREEMENT

THIS AGREEMENT number _____ made on _____ 2026, between Section Officer (General), Higher Education Department, hereinafter called "the Purchaser" on the one part and _____. (Here in after called "the Contractor/Service Provider") on the other part.

WHEREAS,

1. _____ has requested for RFP for the Framework Contract of Supply of goods and services in light of SECTION 30 in connection with Section (1 to 40) Tender Document to be supplied by _____, (hereinafter called "Contract") and has accepted the quoted financial bid by the Bidder for the Framework Contract of Supply of goods and services in light of Section 30 under the Contract at the sum of Contract Price without Taxes PKR _____/- (In Words) which comprises with 12 months extendable for further 03 months with same contract price ratio from period _____ to _____ hereinafter called "the Contract Price".
2. The Government through the Purchaser intends to spend a part of its budget /funds for making eligible payments under this contract. Payments made under this contract will be subject, in all respects, to the terms and conditions of the Contract in lieu of the Enterprise Cloud Hosted Services as described in the contract.
3. The Purchaser has requested the Contractor/Service Provider to provide certain Framework Contract of Supply of Items / Parts / Services as described in Tender Document.
4. The Contractor/Service Provider, having represented to the Purchaser that it has the required professional skills, and personnel and technical resources, has agreed to provide such services on the terms and conditions set forth in this Contract.

NOW THEREFORE, the Parties to this Contract agree as follows:

- (a) The Purchaser hereby covenants with the Contractor/Service Provider to pay the Contractor/Service Provider, the Contract Price or such other sum as may become payable, at the times and in the manner, in conformity in all respects with the provisions of the Contract, in consideration of Framework Contract of Supply of Items and provision of the Services.

(b) The following shall be deemed to form and be read and construct as part of this Contract in light of bidding document.

- i. The Tender Document Proposal of Submission (Annexure-A)
- ii. Bidder's Technical Proposal (Annexure-B)
- iii. Bidder's Financial Proposal (Annexure-C)
- iv. Bidder's Letter of Acceptance (Annexure-D)
- v. Bidder's Certificate of Brand New/Original Products (Annexure-E)
- vi. Schedule of Delivery (Annexure-F)
- vii. Bidder's Undertaking on Legal E-Affidavit (Annexure-G)
- viii. Bidder's Undertaking on E-Affidavit Integrity Pact (Annexure-H)
- ix. Special Stipulations
- x. The Technical Specifications (Section 30)
- xi. Letter of Acceptance against LOI (Letter of Intent)
- xii. Registered NTN & GST Certificates
- xiii. Registered Professional Tax Certificate
- xiv. Technical & Financial Bid Evaluation Report
- xv. Letter of Intent vide _____ Dated _____
- xvi. Performance Security in light of Section 33 (i) & (ii).
- xvii. Non-Disclosure Agreement (if required)
- xviii. Any Standard Clause acceptable for Purchaser

5. **CONTRACT DOCUMENTS AND INFORMATION:** The contractor shall not, without THE PURCHASER's prior written consent, make use of this Contract, or any provisions thereof, or any document(s), specification, TOR's, drawing(s), pattern(s), sample(s) or information as prescribed in Form of Contract and Tender Document furnished by or on behalf of THE PURCHASER in connection to anyone.

6. **DOCUMENTS RELEVANT TO THE CONTRACT:** This contract shall prevail overall other documents issued prior to the contractor. In the event of any discrepancy / inconsistency within Contract, the listed below documents shall prevail and shall be deemed to form and be read and construed as part of this contract.

(a) The relevant published tender document with Complete Section (1 to 31)

- (b) Annexures (A to H) of the bidding document Bidder's complete technical & financial proposals in light of bidding document No. Any other offering by the contractor
7. **CONTRACT LANGUAGE:** The contract and all documents relating to the contract, exchanged between the contractor and the purchaser, shall be in English. The contractor shall bear all costs of translation to English and all risks of the accuracy of such translation.
8. **FRAMEWORK CONTRACT DURATION:** The framework contract of Supply of Items / Parts / Services for the period till 30th June, 2026 (extendable upto 30th September, 2026) which from _____ to _____ with the submission of letter of acceptance No. _____ dated _____ against the issued Letter of Intent No. _____ Dated _____ by the Higher Education Department and under the budgetary provisions of the purchaser in light of Section 1.4 of the bidding document.
9. **STANDARDS OR REGULATIONS:** The Framework Contract of Supply of Items / Parts as per Technical Specifications SECTION 30 under this Contract shall conform to the authoritative latest industry standards and approved by relevant body.
10. **EXECUTION SCHEDULE:**
- i. The Contractor shall cover the complete scope and deliver the ordered quantity as and when required by the Client against the time-to-time basis purchase orders against the issued LOI (Letter of Intent) vide _____ Dated _____.
 - ii. For further execution of the contract, both parties have dedicated their resource/focal persons for smooth functioning.
 - iii. The month wise procurement of the contract is permissible under this contract.
11. **PAYMENT PROCESS & METHODOLOGIES:**
- (a) The contractor shall provide all necessary supporting documents along within voice as required by

Higher Education Department before proceeding for payment in light of issued time to time basis Purchase Orders.

- (b) The Contractor shall provide all necessary supporting documents along within voice. The payment will be paid by the Client as per partial or complete delivery of Items as per Technical Specifications SECTION 30 vide Tender Document in light of issued LOI No. _____ Dated. _____.
- (c) Payment shall not be made in advance. Payment shall be made only against goods/services of items delivered in light of issued time to time basis purchase orders.
- (d) The payments will be made in Pak Rupees which shall remain firm and fixed and not subject to any adjustment during framework contract performance period. Office of the Higher Education Department does not oblige successful bidder/contractor against the dollar variation during the framework contract period in light of Section 1.4 of the bidding document.
- (e) The purchaser shall pay the amount verified by the concerned team of the office within Fifteen (15) days to the contactor, as per government policy, in the currency of the tender, through AG Office in favor of service provider vendor name.
- (f) No Cash payments will be disbursed to Contractor.
- (g) All payments shall be subject to any and all taxes, duties, and levies applicable under the laws of Pakistan for the whole period of Framework Contract in light of Section 1.4. If there is any change in tax in future, then it will be applicable on the quoted Financial Bid (Annexure-C) of the bidding document.
- (h) General Sales Tax (GST) will be applicable at the time of issuance of Purchase Orders on time-to-time basis as per the Government Policies in light of Duration of Framework Contract Period as mentioned in Section 1.4.
- (i) Income Tax will be deducted as per the Government Policies during the Contract Period in light of Section 1.4.

- (j) The Contractor shall submit bill for Payment, to the Client. The bills for Payment shall: be accompanied by such invoices, delivery challans duly signed relevant person of the Client; which shall be as per agreed rate.
- (k) The Client will pay the amount verified within Fifteen (15) days.
- (l) The Client shall make payment for, the items / parts delivered by the Contractor, as per Government policy, in Pak Rupees.
- (m) All payments shall be paid to Contractor through AG Punjab against their Vendor ID/IBAN Number as per the applicable processes of AG Office.

12. **PRICE:**

- (a) The contractor shall not charge prices for the services (transportation / labour) provided and for other obligations discharged, under the contract, varying from the prices quoted on Annexure-C of the bidding document by the contractor in the price schedule in light of Section 1.4 of the bidding document.
- (b) The payments will be made in Pak Rupees which shall remain firm and fixed and not subject to any adjustment during framework contract performance period. Office of the Higher Education Department does not oblige successful bidder/Service Provider against the dollar variation during the framework contract period
- (c) The quoted rates include the transportation or delivery at site, and all other expenses as stated in the bidding documents will be bear by the Contractor.

13. **ASSIGNMENT / SUBCONTRACT:**

- i. The contractor shall not assign or sub-contract its obligations under the contract, in whole or in part, except with the purchaser's prior written consent.
- ii. The contractor shall responsible for performance of any part / whole of the Contract, comply fully with the terms and

conditions of the Technical Specifications in light of SECTION 30 of the bidding document.

14. **CONTRACT AMENDMENT:**

- (a) The Client may at any time, by written notice served to the Contractor, alter or amend the contract for any identified need/requirement in the light of prevailing rules and regulations.
- (b) The Contractor shall not execute any change until and unless the Client has allowed the said change, by written order served on the Contractor.
- (c) The change, mutually agreed upon, shall constitute part of the obligations under this Contract, and the provisions of the Contract shall apply to the said Change.
- (d) No variation in or modification in the Contract shall be made, except by written amendment signed by both the Client and the Contractor.

15. **EXTENSIONS IN TIME FOR PERFORMANCE OF OBLIGATIONS UNDER THE CONTRACT:** If the contractor encounters condition impeding timely performance of any of the obligations, under the contract, at any time contractor shall, by written notice served on the purchaser with a copy to the clients, promptly indicate the facts of the delay, its likely duration and its cause(s). As soon as practicable after receipt of such notice, the purchaser shall evaluate the situation and may, at its exclusive discretion, without prejudice to any other remedy it may have, by written order served on the contractor with a copy to the client, extend the contractor's time for performance of its obligation under the contract.

16. **LIQUIDATED DAMAGES:** If the Contractor fails / delays in performance of any of the obligations, under the Contract violates any of the provisions of the Contract commits breach of any of the terms and conditions of the Contract, the Client may, without prejudice to any other right of action / remedy it may have, deduct from the Contract Price, as liquidated damages, a sum of money @0.05% of the total Contract Price which is attributable to such part of the Services, in consequence of the failure / delay, beput to the intended use, for every day between the scheduled delivery

date(s), with any extension of time thereof granted by the Client, and the actual delivery date(s). Provided that the amount so deducted shall not exceed, in the aggregate, 10% of the Contract Price.

17. **BLACKLISTING:** If the Contractor fails / delays in performance of any of the obligations, under the Contract, violates any of the provisions of the Contract, commits breach of any of the terms and conditions of the Contract or found to have engaged in corrupt or fraudulent practices in competing for the award of contract or during the execution of the contract, the Client may without prejudice to any other right of action / remedy it may have, blacklist the Contractor, either indefinitely or for a stated period, for future tenders in public sector, as per provision of Punjab Procurement Rules, 2014.

18. **TERMINATION FOR DEFAULT:**

i. The Client, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Contractor, may terminate this Contract in whole or in part:

(a) if the contractor fails to deliver any or all milestones of the services within the period(s) specified in the Contract, or within any extension thereof granted by the Client

(b) if the Contractor fails to perform any other obligation(s) under the Contract.

(c) if the Contractor, in the judgment of the Client has engaged in corrupt or fraudulent practices in competing for or in executing the Contract. For this clause: "corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in Contract execution. "Fraudulent practice" means a misrepresentation of facts to influence a procurement processor the execution of a Contract to the detriment of the Client and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial

non-competitive levels and to deprive the Client of the benefits of free and open competition.

19. **TERMINATION FOR INSOLVENCY:** The Client may at any time terminate the Contract by giving written notice of one month time to the Contractor if the Contractor becomes bankrupt or otherwise insolvent. In this event, termination shall be without compensation to the Contractor, provided that such termination shall not prejudice or affect any right of action or remedy which has accrued or shall accrue thereafter to the Parties.
20. **FORCE MAJEURE:**
- (a) The Contractor shall not be liable for forfeiture of its Performance Guaranty/Security, or termination/ blacklisting for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For the purposes of this clause Force Majeure means an act of God or an event beyond the control of the Contractor and not involving the Contractor's fault or negligence directly or indirectly purporting to mis-planning, mismanagement and/or lack of foresight to handle the situation. Such events may include but are not restricted to acts of the Client in its sovereign capacity, wars or revolutions, fires, floods, earthquakes, strikes, epidemics, quarantine restrictions and freight embargoes. If a Force Majeure situation arises, the Supplier shall promptly notify the Client in writing with sufficient and valid evidence of such condition and the cause thereof.
- (b) The Committee of Office of the Higher Education Department, constituted for Redressal of grievances, shall examine the pros and cons of the case and all reasonable alternative means for completion of purchase order under the Contract and shall submit its recommendations to the competent authority. However, unless otherwise directed by the Client in writing, the Contractor shall continue to perform its obligations under the Contract as far as is reasonably practical and shall seek reasonable alternative means for performance not prevented by the Force Majeure event.

21. **ARBITRATION AND RESOLUTION OF DISPUTES:** The Client and the Contractor shall make every effort to amicably resolve, by direct informal negotiation, any disagreement or dispute arising between them under or in connection with the Contract.
22. **APPLICABLE LAWS:** The Contract shall be governed by and interpreted in accordance with the Punjab Procurement Rules, 2014 along with other rules/law of Punjab as well as Pakistan.
23. **AUTHORIZED REPRESENTATIVES/FOCAL PERSONS:**
- i. The Purchaser or The Contractor may, at their exclusive discretion appoint their Authorized Representative and may, from time to time, delegate any/ all of the duties/ authority, vested in them, to their authorized Representative(s).
 - ii. The Authorized Representatives/Focal Persons of the Office of the Directorate of Monitoring & Evaluation Law & Parliamentary Affairs Department and Contractor may coordinate immediately in case of any bottlenecks occur during the execution and on-going delivery against time to time basis purchase orders in light of Section 30 of the bidding document vide issued LOI No. _____ dated. _____ and Contractor provides the promptly response against the query which raised by the office of Higher Education Department. The list of authorized representatives of Purchaser & Contractor/Service Provider: