

NATIONAL BANK OF PAKISTAN

BIDDING DOCUMENTS

Supply & Installation of Floor Standing Air Conditioning Unit 8 Ton Capacity (03 Nos.) for NBP Data Center Room, ITG at 4th Floor, Head Office Building Karachi.

ISSUED TO M/s _____

ADDRESS _____

ISSUE ON _____

DUE ON _____



PROCUREMENT DIVISION NATIONAL BANK OF PAKISTAN
HEAD OFFICE BUILDING, I.I. CHUNDRIGAR ROAD, KARACHI

INVITATION TO BIDS

SUPPLY AND INSTALLATION OF FLOOR STANDING AIR CONDITIONING UNIT 8 TON CAPACITY (03 NOS.) FOR NBP DATA CENTER ROOM, ITG AT 4TH FLOOR, HEAD OFFICE KARACHI.

National Bank of Pakistan invites sealed bids for the Supply & Installation of Floor Standing Air Conditioning Units with an active status on FBR Active Taxpayer List have vast experience of supply & installation of Air conditioning units may obtain tender documents. Eligibility criteria for bidding document consists of the following.

1. A bidder should submit company profile with complete detail of work in hand.
2. Copy of valid NTN / SIN certificates and bidder must be on active tax payer list of FBR.
3. Bidder must have two supplies of Air conditioning of each worth One (01) Million or above during last three (03) years.
4. Copy of Valid dealership certificate from OEM.
5. Affidavit on stamp paper of Rs. 100/- that the firm has not been blacklisted in past by Govt./ Semi Govt./ Private Organizations.

All the interested bidders, who wish to participate in the bidding, must submit the documentary proof of above-mentioned eligibility criteria in the office of The Divisional Head, Procurement Division, 3rd Floor, NBP Head Office, Karachi, for verification on or before May 18, 2023. In case of noncompliance / ineligibility the bidder will not be allowed to participate in the bidding process.

For Interested bidders Single Stage-One Envelope Bidding Documents as per PPRA Rule 36 (a) containing details of bid, detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, clarification / rejection of bids etc., are available at NBP web site "<https://www.nbp.com.pk/TENDER>" which can be downloaded.

The bids, prepared in accordance with the instructions in the Bidding Documents along with Bid security amounting to (PKR 94,000/- for NBP Data Center Room, ITG at 4th Floor, Head Office Karachi) in shape of Pay order or Bank Guarantee must reach in the office of:

"Divisional Head, Procurement Division, LCMG, 3rd Floor, National Bank of Pakistan, Head Office I.I Chundrigarh Road, Karachi. Tel. +92-21-99220331 Ext No. 38902435"

on or before 11:00 am on May 22, 2023. Bids will be opened on the same day at 11:30 am in the presence of tender opening committee and bidders, who opt to attend. If office remains closed on bidding date for some reason, this work will be carried out on the consecutive working day at same time. This advertisement is also available on PPRA website at www.ppra.org.pk as well as on the National Bank of Pakistan website <https://www.nbp.com.pk/TENDER>.

Divisional Head.

Procurement Division,
Logistics Communications & Marketing group,
3rd Floor, NBP Head Office Building,
I.I Chundrigar Road, Karachi
Tel : 021-99220331, 389022435



Instructions to Bidders

- Name of Procuring Agency** : National Bank of Pakistan
Scope of Tender Works : Supply & Installation of Floor Standing AC Unit 8 Ton Capacity (03 Nos.) for NBP Data Center Room, ITG at 4th Floor, Head Office Building Karachi.
- Bid Security/ Earnest Money** : Payment Order or Bank Guarantee amounting to Rs. 94,000/- in favor of National Bank of Pakistan enclosed with Sealed Bid.(In case of non-submission, Bid would be readily rejected at the time of Bid opening).
- Bid Submission Procedure** : As per rule Public Procurement Rules 36 (a)
- Bid Submission Date & Time** : 22nd May, 2023; 11:00 AM
- Bid Opening Date & Time** : 22nd May, 2023; 11:30 AM
- Bids Opening Place** : Office of Divisional Head, Procurement Wing, Procurement Division, 3rd floor, NBP Ho Building Karachi.
- Validity of Bid Amount** : 180 days from opening of Bid.
- Currency of Payment** : Pak Rupees
- Warranties** : Compressor – 01 years
Spare Parts/PCB Cards
Replacement Warranty without cost -01 year
- Delivery Time** : The delivery & installation should be made within 4-8 weeks from the date of site given to bidder in Writing via e-mail or letter. In case of non-Compliance contract will be treated as cancelled and Security Deposit pay order may be forfeited and Air-conditioning units will be arranged through 2nd or 3rd bidder.
- Stock Availability** : In-stock (The bidder will have to show their inventory of Split Ac units and only thereafter they will be considered for Award of Works).
- Technical Brochures** : Related literature / technical document for offered product is mandatory for verification.
- Advance Payment** : Nil
- Start of Warranty Period** : After installation, testing & commissioning of Floor Standing Ac units at Site.


For National Bank of Pakistan

For Bidder

ENGINEERING GROUP LOGISTIC COMMUNICATION & MARKETING GROUP
NATIONAL BANK OF PAKISTAN
HEAD OFFICE KARACHI

SUPPLY AND INSTALLATION OF FLOOR STANDING UNIT 8TON CAPACITY INSTALLED IN DATA CENTRE
ROOM, ITG AT 4TH FLOOR, NBP HEAD OFFICE BUILDING KARACHI

Dated:- _____

BILL OF QUANTITIES (B.O.Q)

S. #	Description of Works	Qty.	Unit	Rate	Amount
1	Providing Floor Standing units 8ton Capacity, (Conventional Type) having minimum cooling capacity 96000 BTU with all accessories, having warranty of one year for Compressor & Parts, including transportation and all taxes.	03 Nos.			
2	Installation charges of Floor Standing units as pointed out by the Engineer with all accessories in all respect.	03 Nos.			
				Total	

Rupees In word _____

Note:- Payment will be made as per actual work done at site.


For National Bank of Pakistan

For Bidder

PROCUREMENT DIVISION
NATIONAL BANK OF PAKISTAN
HEAD OFFICE BUILDING KARACHI

Supply & Installation of Floor Standing AC Units 8 Ton Capacity (03 Nos.) for NBP Data Center Room, ITG at 4th Floor, Head Office Building Karachi

TERMS AND CONDITIONS FOR TENDER.

- 1- The payment shall be made as per measurement of work done at site duly verified by the respective VP/Head (HVAC) Engineer of Engineering Division.
- 2- Rate should be quoted on item basis as details in the B.O.Q.
- 3- The time limit will be 4-8 weeks from actual date of start as per work order issued by the Procurement Executive / Officer. In case the contractors fails to complete the work within the stipulated period a penalty of Rs.500/- per day shall be levied to the maximum of 10% of the total cost of work. Agreement will be treated as cancelled automatically and work may be completed through some other agency at the risk and cost of the contractor.
- 4- Bid Security shall be submitted in shape of payment order issued by the NBP or any scheduled Bank or Bank Guarantee.
- 5- Bid Security shall be released after 03 months from the date of satisfactory completion of works on account of maintenance period.
- 6- After execution of Contract Agreement, Substantial Responsive Bidder will be termed as "Contractor".
- 7- If at any stage the VP/Head (HVAC) or Resident Engineer finds that the progress of work is not satisfactory and that the contractors not be able to complete the works within the time limit. He has full rights to get the work executed through some other agency at contractor's risk and cost.
- 8- After the expiry of time the work still remain incomplete. This may be completed, through some other agency, without giving any notice to the contractors at his risk and cost.
- 9- All work shall have to be carried out strictly according to the specifications any work not up to the specifications will have to be dismantled and re-laid or its rates will be reduced if otherwise accepted by the VP/Head (HVAC) or Resident Engineer (HVAC). In this connection the decision of the said Engineers will be final and binding upon the contractors.
- 10- Any extra item carried out by the contractors will be paid as per the rates of similar items include in tender of the contractors. However if no similar item exists in tender the rates as fixed by the VP/Head (HVAC) or R.E (HVAC) will be final and binding upon the contractors without appeal.
- 11- Quantities of item may decrease or increase or some items may be omitted at the discretion of the VP/Head (HVAC) or R.E (HVAC) at site.
- 12- If any items of work are carried out which is not covered in the tender the rates fixed by the VP/Head (HVAC) or R.E (HVAC) at site for such item will be final and binding on the Contractors.
- 13- The Contractors in his own interest should get for such item approved by the VP/ Head (HVAC) / Divisional Head (Engr.) before executing the work.
- 14- In case of any dispute arising during the execution of this contracts the decision of the VP/Head (HVAC)/ Divisional Head (Engr.) will be final and binding upon the Contractors and without appeal.
- 15- The rates quoted by the Contractors shall be binding on the Contractors for a period of 06 months from the date of Tender and no fluctuation of any sort in material, labor,



cartage etc. will be considered before this date. The quoted rates should be inclusive of all Taxes & transportation charges.

16- During the above period the Contractor will not claim and increase in prices of any sort or escalation due to any cause or condition.

17- Poor quality work should not be accepted any circumstances.

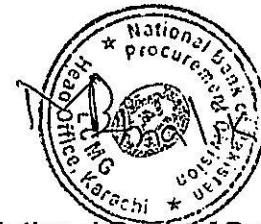
18- The payment of final bill will be made when the certificate of completion of work is submitted from respective / department / Wing / Group / Branch and contractor must submit No claim Certificate before payment of Bills.

19- The tender will be received and opened publicly as per criteria laid down in advertisement.

20- Contract Agreement shall be executed by the contractor in receipt of written order received from NBP as per specimen attached.

Accepted the terms and conditions.

Bidders's Seal & Signature



for National Bank of Pakistan

Specimen

CONTRACT AGREEMENT

THIS CONTRACT AGREEMENT (hereinafter called the "Agreement") made on the ____ day of _____ 20____ between _____ (hereinafter called the "Employer") of the one part and M/s. _____ (hereinafter called the "Contractor") of the other part.

WHEREAS the Employer is desirous that certain Works, viz _____ should be executed by the Contractor and has accepted a Bid by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW this Agreement witnessed as follows:

1. In consideration of covenants and agreement to be kept and performed by the contractor and for the faithful performance of this contract and the completion of the work embraced therein, according to the specifications and conditions herein contained and referred to or agreed. In course of subsequent negotiations and in accordance with the general agreement and conditions of contract the National Bank of Pakistan shall pay and the contractor shall receive and accept as full compensation for every thin furnished and done by the contractor under this agreement, the contract price stipulated in the contractor's tender or such other sums as may be ascertained in accordance with such conditions of contract etc. and rates quoted against each item of work and agreed to and accepted by the parties as one instrument and at the time and in the manner prescribed by the condition of contract.
2. The contractor at his own proper cost and expense shall do all work and furnish all labor, material and tools etc. that may be necessary for the said work.
3. The maintenance of rate progress in the work, which will result in its completion within the specified time, is an essential feature of this contract and the contractor agree to process with due diligence and care at all times to take a precautions to ensure the time of completion as defined herein time being deemed to be essence of the contract on part of the contractor.
4. The said work shall be started within five days of the contractor's receipt from National Bank of Pakistan of a written order and completed on or before _____ (30 days).
5. It is also understood and agreed that the contract documents including any addenda thereto, consisting of the instructions of the tenderers, the tender's condition of contract special condition, schedule of items and rates, technical specifications, drawings and this contract and arc each and all made a part hereof an have the same force and effect as if set-forth at length herein.
6. It is agreed by the parties in this contract that the contract shall be executed in three counterparts, two copies to be filled in the office of NBP and one given to the contractor.

IN WITNESS WHEREOF, the parties hereto have executed this contract in counterparts as of the day and year hereinabove set-forth.

CONTRACTOR

NATIONAL BANK OF PAKISTAN

By _____

By _____

M/s. _____

Divisional Head (PD)
National Bank of Pakistan
Head Office Karachi

Address

Witness (1)

Witness (2)

