

## TENDER NOTICE

**INTERNATIONAL ISLAMIC UNIVERSITY ISLAMABAD (IIUI)** is a Public Sector University and invites sealed bids from the Original Manufacturer / Authorized Distributors (With Valid Authorization/Distribution Certificate)/ Suppliers, registered with Income Tax and Sales Tax Departments and who are on Active Taxpayers List (ATL) of the Federal Board of Revenue (FBR) for the Purchase of the following as under;

Sr. #	Items' Description	Tender Fee (Non-Refundable)	Earnest Money (Refundable)
1	Fargo 084051 HDP Color Ribbon	<b>Rs.5,000/-</b>	<b>Rs.50,000/-</b>
2	Fargo 84053 HDP Film for HDP5000 ID Card Printer		
3	Fargo Thermal Transfer Overlamine 082615		
4	Cleaning Kit 89200		

2. The Tenderers are required to quote/offer a **maximum discount rate** on the retail price of supply **"Fargo HDP Color Ribbon, Fargo HDP Film, Fargo Overlamine & Cleaning Kit"** for IIUI on Fixed Rate Contract/Agreement Basis for a Period of One Year (Closed Framework Agreement).

3. The Tenderers may access the Tender Documents containing detailed terms and conditions, Specifications etc. on **IIUI, 1PPRA, EPADS (<https://eprocure.gov.pk>)** only. International Islamic University, Islamabad will follow the PPRA rule of **Single Stage Single Envelope procedure**;

4. The Tender Documents must be supported with **Tender Fee** (non-refundable) and **Earnest Money** (refundable) as shown above in shape of CDR in favour of International Islamic University, Islamabad.

5. The bids shall be prepared in accordance with the instructions in the bidding documents. The Tenderers must submit their bids on **PPRA EPADS only** on or before the bid opening date and time. Any information regarding the procurement may kindly be acquired from the office of the undersigned:

Superintendent (P&S)

Room No. 108, 1<sup>st</sup> Floor, Purchase & Store Section, Admin Block, New Campus, Sector H-10,  
International Islamic University Islamabad.

Tel: 051-9019260

6. The bids received on EPADS on or before **Friday, December 27, 2024, at 10:30 A.M.** will be opened by the **Tender Opening Committee** on the same day at 11:00 A.M. in the above said address in the presence of bidders/their representative(s) who may like to attend the bid opening. The Bidders are required to submit the Hard copies (**along with the original CDR**) of their Bids in the Office of the undersigned on or before the bid opening date/time otherwise their bids will be treated as cancelled.

7. The International Islamic University Islamabad reserves the right to accept or reject any or all bid(s) in terms of Rule-33 of Public Procurement Rules 2004.

**Mr. Javed Akhtar, Superintendent**

Purchase & Store Section,

International Islamic University, Islamabad. Tel: 051-9019260

**INTERNATIONAL ISLAMIC UNIVERSITY ISLAMABAD**

Purchase & Store Section, Admin Block, New Campus, Sector H-10, Islamabad  
Tel: 051-9019260 Fax: 051-9258073

Tender No. 4/3/2022/P&S-

Sub: **Tender Document for Purchase Fargo HDP Color Ribbon, Fargo Over Laminate, Fargo Retransfer Film and Cleaning Kit for ID Card Section and Provost Office (Male & Female), IIUI on Fixed Rate Contract/Agreement Basis for a Period of One Year (Closed Framework Agreement)**

**"TERMS AND CONDITIONS"**

1. Any addition, deletion or modification of any clause of the procurement terms & conditions of International Islamic University Islamabad (IIUI) by any vendor will not be acceptable and may lead to rejection of the bid.
2. Original Manufacturer / Authorized Distributors (With Valid Authorization/ Distribution Certificate) / Suppliers registered with Income Tax, Sales Tax Department and who are on Active Taxpayers List (ATL) of FBR, are eligible to participate in tender.
3. Documents along with CDR/Pay Order/Demand Draft amounting to **Rs.5,000/-** as a tender documents Fee (Non-Refundable) shall be submitted in favor of International Islamic University, Islamabad, to the address given below.
4. Part / Advance payments is not allowed.
5. The exact completion/delivery time from the date of the purchase/work order will be maximum **20 days**. The handing over / completion time is of critical importance.
6. After opening of bids, International Islamic University Islamabad will examine the bids for completeness as per tender document.
7. Purchase order will be awarded to the lowest evaluated/technically recommended bidder on the basis of item wise / subtotal wise / grand total wise according to the nature of BoQs/Compatibility requirements.
8. International Islamic University Islamabad, will follow the PPRA rule of **Single Stage Single Envelope procedure**;
9. Bidders cannot challenge the findings of the evaluation or ask for reason of disqualification.
10. The bid should be submitted in a sealed envelope up to **27-10-2024** on or before **10:30 a.m** and Technical Proposals will be opened on the same date at **11:00 a.m** in the presence of available bidders.
11. The envelope should be marked as under;

Deputy Director (P&S)  
Room No. 108, 1<sup>st</sup> Floor, Admin Block, Sector H-10, New Campus  
International Islamic University, Islamabad (Tel: 051-9019255)

12. The envelope shall also bear the word "**CONFIDENTIAL**" and following identification quotation for "**Purchase of Fargo HDP Color Ribbon, Fargo Over Laminate, Fargo Retransfer Film and Cleaning Kit for IIUI on Fixed Rate Contract/Agreement Basis for a Period of One Year (Closed Framework Agreement)**".
13. If the vendor fails to deliver the goods to International Islamic University, Islamabad in time then the penalty will be charged as under:

- a) Late Delivery Charges will be charged @ 02% per month of the total Purchase Order value and up to the maximum limit of 10%; LD Charges will be deducted from the invoice of the firm concerned.
- b) If the vendor fails to deliver the goods/services during the delivery time or extended time period (if allowed) then the purchase/work order may be cancelled, Earnest Money will be forfeited and the IIUI also reserves the right to blacklist the defaulter.
14. If the delivered goods / services are not according to the required quality standards/ specifications, the same shall be liable to be rejected after inspection. The bidder/vendor would be required to REPLACE as per requirements mentioned in our BoQs at no cost to the IIUI, otherwise the purchase / work order will be cancelled after due date with confiscation of earnest money AND bidder will bear all cost and expenses thereof.
15. All prices should be quoted on **FOR Basis (inclusive of all applicable taxes)**
16. All prices should be valid for at least **16 Months** (04 months to finalize the bidding process and twelve months will be the agreement period). Withdrawal or any modification of the original offer within the validity period shall entitle IIUI to forfeit the earnest money in favor of the IIUI and or put a ban on such vendor participation in IIUI tenders / works.
17. It is the sole responsibility of the bidder / agent / supplier / manufacturer to comply with the applicable laws, be national or international.
18. In case of any dispute, decision of the President, IIUI will be final and binding upon the parties.
19. The IIUI reserves the right to modify the quantities of goods / services at any time before the award of purchase/ work order.
20. **The bidder is required to furnish in form of "CDR" value of Rs. 50,000/- (Refundable) as Earnest/Security Money in favor of "International Islamic University Islamabad" which will be released after the completion of Agreement. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal.**
21. International Islamic University Islamabad reserves the rights to accept or reject the bid if;
- Received later than the date and time fixed for tender submission
  - The tender is unsigned/ unstamped
  - The offer is ambiguous
  - The offer is conditional
  - Offer is made by the unauthorized agent/ supplier/service provider of the original equipment manufacturer.
  - The offer is from a firm, which is black listed by any Govt. Office.
  - The offer is received by telephone/telex/fax/telegram.
  - Any unsigned / ambiguous erasing, cutting / overwriting etc. is made.
  - The Company Profile, client list and detail of similar projects/works is not attached.
22. The bidder should furnish a **CERTIFICATE** on judicial STAMP PAPER worth Rs.100 as worded below in token of acceptance of all the terms and conditions of the tender documents. Otherwise the tender will not be considered under any circumstances.

I / We

**Company / Vendor Name:** \_\_\_\_\_

**Postal Address:** \_\_\_\_\_

**Tel. No:** \_\_\_\_\_ **Mob No.** \_\_\_\_\_

**NTN#:** \_\_\_\_\_ **GST#:** \_\_\_\_\_

