



Higher Education Commission, Pakistan

TENDER NOTICE

Rehabilitation & Upgradation of Hydronic Heating System

Tenders are invited by the Higher Education Commission (HEC) from reputable firms/contractors having relevant experience and registered with Income Tax & GST Department for the execution of following work:

1	Name of Procuring Agency	Higher Education Commission, H-9, Islamabad
2	Tender Number	12/HEC/RE/2019-20
3	Procurement Title	Rehabilitation and Upgradation of Existing Hydronic Heating System at HEC Premises, Islamabad
4	Last date for obtaining Tender Documents and its price	December 18, 2020 @ Rs. 1000/- (non-refundable) as Tender Documents Fee
5	Closing time and date of bid submission	1330 hours on December 22, 2020 at Engineering Section HEC, H-9, Islamabad
6	Time and place of public opening of bids (on the closing date)	1400 hours on December 22, 2020 at Auditorium Block, HEC, H-9, Islamabad
7	Amount of bid security/earnest money	Two per cent (2%) of the bid value in shape of Pay Order/Bank Draft in favour of Director General (Finance), HEC
8	Time period for performance of contract	One Month (30 Days)

Note:

- i. Tender Documents, costing Rs. 1000/- (cash, non-refundable) each to be deposited in HEC Account No. 17427900133401 of Habib Bank Limited, SRC Branch, Sector H-9, Islamabad (via online) can be downloaded from HEC website for ease. However, no bid will be accepted without evidence of tender fee submission and attachment of below documents with submitted bid on submission date/time.
 - a. Full name, permanent address, telephone and fax numbers
 - b. Type of firm whether it is a sole enterprise or a joint firm
 - c. Details of similar work completed during last 10 years with completion certificates from organisations (at least three similar nature works)
 - d. Income Tax, Sales Tax Registration Certificate (must be on active list of Federal Board of Revenue) and valid PEC registration certificate in relevant category with respect to procurement
 - e. Affidavit that the firm has not been blacklisted nor involved in litigation with any Government/Semi-Government, or autonomous body
 - f. HEC reserves the right to accept or reject any or all the tenders as per PPRA rules.
 - g. This tender notice is also available at HEC and PPRA websites.

AXEN
Engineering Section HEC, H-9, Islamabad
Telephone: 051-90401520, 1528

Higher Education Commission



TENDER DOCUMENTS

***RE-HABILITATION AND UPGRADATION OF
EXISTING HYDRONIC HEATING SYSTEM AT HEC
PREMISES, ISLAMABAD.***

PPRA RULE (36 A)

Issue Date:-_____

Firm Name:-_____

Issued By:-_____

1.0 Introduction

Re-habilitation and Upgradation of Existing Hydronic Heating System at various buildings of HEC Premises, Islamabad.

2.0 Terms and Conditions

1. Tenders shall be delivered to: A-XEN Office, HEC, H-9, Islamabad, on or before the specified date & time as per tender notice. All prices quoted in B.O.Q (Annex – I) should be in PAK Rupee inclusive of GST and / or all other taxes.
2. Tender must be accompanied by a Bank draft/Pay order for the earnest money equal to 2 % of the bid amount in the name of DG (Finance), HEC.
3. All prices should be valid for at least 90 days. Withdrawal or any modification in the original offer within the validity period shall entitle the Client to forfeit the earnest money in favour of HEC or putting a ban on the future enquiries or taking any other suitable action against the bidder.
4. No tender shall be considered if:-
 - a. Received without earnest money
 - b. Received later than the date and time fixed for tender
 - c. The tender is un-signed
 - d. The offer is ambiguous
 - e. The offer is conditional
 - f. The offer from a firm which is black listed, by any Govt. Office (Affidavit that firm is not blacklist is required).
 - g. The offer is received by telephone / telex / fax / telegram
 - h. Any erasing, cutting / overwriting etc, if unattested, shall not be accepted.
 - i. Received without GST/NTN certificate and valid P.E.C Registration Certificate.
5. Single Stage single envelope procedure of bidding as per PPRA Rule will be followed. Least cost method will be adopted for evaluation of bids.
6. Deduction of 10% will be made from the payment of the bills of the successful bidders as **security**, which shall be released after successful Completion of Maintenance Period.
7. The maintenance period shall be Two (02) Years from final completion. The Warranty and Guaranty of Quoted Brand shall remain same as per supplier warranty Card and shall be provided by Successful bidder after completion of work. The contractor shall respond promptly (within a day) during maintenance period, if an fault arises, in the equipment and shall resolve the issue/complaint within 2 days of reporting such case, failing which penalty would

be imposed from his remaining security money as per client discretion and the said work shall be done at his risk and cost.

8. Income Tax and G.S.T shall be deducted by HEC at source as per Govt; rules.
9. No escalation on any material, Labour, POL shall be payable to contractor during the currency of contract.
10. That the completion period shall be 01 Month from the date of written order to commence.
11. In case of failure to Sign the Agreement or Unsatisfactory Services, H.E.C reserve the Rights to withheld all Securities/monies and get the work done from other party at the Cost of 1st Party / Bidder risk.
12. In case of failure to complete the work within the stipulated period, HEC will have the right to take remedial action which may include but not limited to, imposition of financial penalties up to 1.0% of the bid value per day of delay subject to a maximum of 10 %.
13. The works will be done to the complete satisfaction of the Executive Director as well as the authorized Engineer by the HEC, whose judgment with regard to quality of material and workmanship will be final and binding. In case the contractor fails to complete the work in the stipulated period, the HEC shall be free to award the balance incomplete work to another contractor at his risk and cost.
14. Third party services required for completion of certain components will be the responsibility of the primary bidder submitting the bid. HEC will not be a party to any contract between the primary bidder and sub-contractor. Any such contract will only be entered into with prior approval of HEC.
15. It is the sole responsibility of the tenderer to comply with local, national, and international laws.
16. The successful bidder shall sign the contract agreement within Seven (07) Days off Receipt of Letter of Acceptance, failing which, his earnest money will be forfeited along with taking other actions against the bidder i.e. blacklisting etc. and tender may be awarded to next lowest bidder accordingly fulfilling other codal formalities.
17. In case of sudden leave on bid opening date, tender will be opened on next working day.
18. No advance payment will be made to the successful bidder. Payment will made on satisfactory completion of work.
19. Any proposal received by HEC after the deadline for submission of proposal prescribed in these documents will be returned unopened

to such applicant. Delays in the mail or courier, delays of person in transit, or delivery of a proposal to the wrong office shall not be accepted as an excuse for failure to deliver a proposal at the proper place and time. It shall be the applicant's responsibility to determine the manner in which timely delivery of his proposal will be accomplished either in person, by messenger or by mail.

20. **CLEARANCE OF SITE ON COMPLETION**

On the completion of the works, the contractor shall clear away and remove from the site all constructional plant, temporary works, surplus materials, wreckage and rubbish of every kind and shall leave the whole of the site and the works clean and in workmanlike condition and in a state satisfactory to the Engineer in charge.

21. **EXAMINATION OF WORK BEFORE COVERING-UP**

The contractor shall uncover any part of the works or make openings in or through the works or search for the cause of any defect, imperfection or fault in the works as HEC Engineer may from time to time direct and shall reinstate and make good such part or parts after such uncovering, opening or searching to the satisfaction of the Resident Engineer.

22. **COMMENCEMENT OF WORKS**

The contractor shall commence the works within (7) seven days of the date of receipt of the Employer's written order to commence the works and shall proceed with due expedition and without delay except as may be expressly sanctioned or ordered in writing by the Employer.

23. **ARBITRATION**

In case of any dispute between the two parties of any matter arising out of this contract, the case shall be referred to the Executive Director, HEC whose decision shall be final and binding on both the parties.

24. HEC reserves the right to accept or reject any or all bids without assigning any reason what so ever.

For & on behalf of
Higher Education Commission

Name of the Vendor.....
Authorized Person
Authorized Signature.....
Stamp.....
Office Address.....
Tel & Fax No.....

Bill of Quantities

B.O.Q

Sr#.	Description	QTY.	UNIT	Rate	Amount (Rs)
1	Provision of fully automatic Hot Water Boiler with built in expansion tank Circulation Pump, Hot Water Safeties low Water pressure Safeties, for Central Heating System connected to the entire Hot Water Piping as per specification, with all allied material complete in all respect and as per direction of engineer in charge make Motan, Termet, Unical, Airfel, Ferroli or approved equivalent (Imported). Quoted Brand (Make/Model):-				
	Capacity. 32 KW	15	No		
2	Installation of Boilers.	15	Job.		
3	Provision and Installation of manual imported valves (15mm x 1/2") for each Radiator, Make: Refing China and Pegler UK, as approval / direction of the engineer in charge.	60	Nos.		
4	Provision and Installation of manual imported valves (1/2" x 1/2") for each Radiator, Make: Refing China and Pegler UK, as approval / direction of the engineer in charge.	60	Nos.		
5	Provision and Installation of Booster Water makeup Pump (1/4) China of approved make complete all Fitting as directed by the Engineer incharge.	6	Nos		
6	Provision Supply and Installation of Domestic Gas Regulars (3/4" dia) complete with Fitting as directed by the engineer Incharge.	15	Nos		
7	Provision and Installation of permanent Water Supply and Natural Gas connection to the Central heating Boilers, from the nearest point with good quality, g.i Pipe (ill medium of 1/2") Complete with Sockets, Elbows, Tee, Unions, Gate valves as per practice and as per final approval from the Engineer In Charge, water Supply source & Route to be checked on the site.	250	Rft		

8	Provision & installation of medium quality Copper Pipe (18 gauge) manufactured by Muller China or approved equal with Fitting, elbows, tees, reducers, traps, union, hangers, supports and Insulation etc enamel paint on exposed pipes complete in all respect as directed by Engineer Incharge.				
	a. 3/4" dia	350	Rft		
	b. 5/8" dia	350	Rft		
9	Provision and installation of gas cocks of approved quality complete in all respect as directed by Engineer incharge.				
	a 1/2" dia	20	Nos		
Total Rs.					

Total Amount in Figures: _____

Total Amount in Words:-

Contractor's Seal and Signatures.