

ثانوی و اعلیٰ ثانوی تعلیمی بورڈ، ڈیرہ اسماعیل خان



(نوٹس طلبی ٹینڈر)

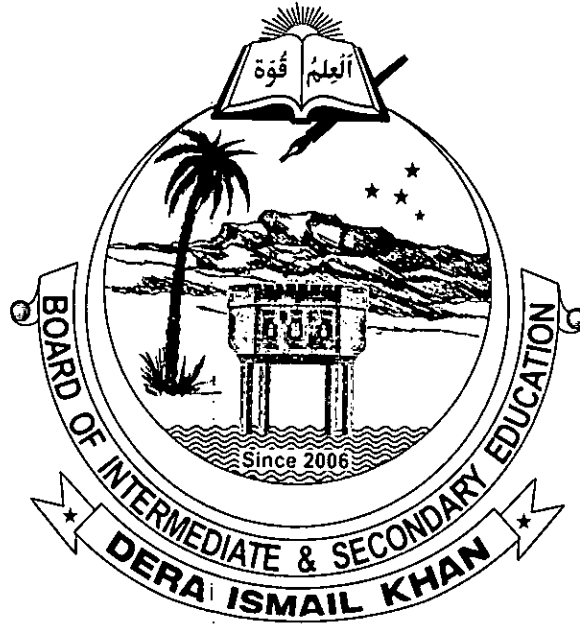
زیر دستخطی کوچاز ڈیلروں سے بورڈ آف انٹرمیڈیٹ اینڈ سیکنڈری ایجوکیشن، ڈیرہ اسماعیل خان کو مالی سال 2020-21 دفتر استعمال کے لئے مختلف اشیاء جس میں شیٹری ڈی ایم سیز (DMCs)، لفافے، چھپائی وغیرہ کھیلوں کا سامان، کمپیوٹر آؤٹریٹ اور ریزوگراف کا سامان، جس میں ٹونرز، ماسٹر رولز کی خریداری کے لئے (Authorized Dealers) سیلز ٹیکس رجسٹرڈ فرمز جن کے نام FBR کے Active Tax Payer List اور پروکیورمنٹ کی ویب سائٹ پر موجود ہوں سے سربمہر ٹینڈر بذریعہ رجسٹرڈ ڈاک / کوریئرسروس مطلوب ہیں۔ جو بورڈ ہذا کو مورخہ 07-12-2020 صبح 12 بجے تک پہنچ جانے چاہئیں۔ جو کہ اسی دن بوقت (PM) 1:00 بجے دن فرم ماکان اوپن اختیار نمائندگان اور پریز کیٹی ممبران کی موجودگی میں KPPRA قوانین کے مطابق کھولے جائیں گے۔

دیگر شرائط درج ذیل ہیں:

1. ٹینڈر کے ہمراہ کل مالیت کا % 2 (دو فیصد) کال ڈیپازٹ بنام سیکرٹری بی آئی ایس ای ڈیرہ اسماعیل خان منسلک کرنا ضروری ہے۔ نیز ٹینڈر منظور ہونے کی صورت میں کل مالیت کا مزید % 8 (آٹھ فیصد) زیر ضمانت کال ڈیپازٹ کی صورت میں سپلائی آڈر سے پہلے داخل کرنا ہوگا۔
2. سپلائی آڈر آئٹم و انٹرنیشن کی بنیاد پر دیا جائے گا۔ ریٹ میں تمام ٹیکس شامل ہوں گے جن کی کوئی مروجہ قوانین کے مطابق ہوگی۔
3. ہر لفافے پر متعلقہ آؤٹریٹ کے کوٹیشن کے الفاظ کیٹیگری یعنی دفتر شیٹری، مشینری، ٹونرز، کھیلوں کا سامان، پرنٹنگ وغیرہ درج کرنا ضروری ہیں۔
4. اشیاء کی تعداد میں کمی و بیشی کی جاسکتی ہے۔ ٹینڈر کے ریٹ 30 جون 2021 تک Valid ہوں گے۔
5. سپلائی آڈر ملنے کے پندرہ (15) دن کے اندر سپلائی مکمل کرنا ہوگی۔
6. غیر معیاری سامان سپلائی کرنے کی صورت میں سپلائر کو مال اپنے خرچ پر واپس اٹھانا ہوگا۔
7. بل کی ادائیگی مقررہ اور تصریحات (Specifications) کے مطابق اشیاء کی مکمل فراہمی کے بعد کی جائے گی
8. ٹینڈر دہندگان ہر قسم کے سیلز ٹیکس / انکم ٹیکس کا بمطابق قانون، ادائیگی کے پابند ہوں گے۔ اگر گورنمنٹ کوئی نیٹیکس لگائے تو کسٹریکٹریٹ میں اضافہ نہیں کیا جائے گا۔
9. انکم ٹیکس رجسٹریشن سرٹیفکیٹ، جی ایس ٹی، پروفیشنل سرٹیفکیٹ اور قومی شناختی کارڈ کی مصدقہ نقول ٹینڈر فارم کے ساتھ منسلک کرنا لازمی ہیں۔
10. سامان بورڈ آفس پہنچانا فرمز (Firms) کی ذمہ داری ہوگی۔
11. بورڈ حکام کو یہ اختیار حاصل ہے کہ وہ معقول وجہ بنا کر کوئی ایک یا تمام ٹینڈر ملٹی بیا منسوخ کر سکتا ہے۔
12. مندرجہ بالا اشیاء کی لسٹیں (Bid Documents) مطالبہ پر دفتر ہذا سے دفتری اوقات کار میں حاصل کی جاسکتی ہے۔ نیز یہ لسٹیں بورڈ کی ویب سائٹ www.bisedik.edu.pk سے بھی ڈاؤن لوڈ کی جاسکتی ہیں۔
13. تمام ریٹس / کٹیشنز بورڈ کی طرف سے جاری شدہ مخصوص ٹینڈر فارم پر دینا لازمی ہے۔ کوئی اور فارم قابل قبول نہیں ہوگا۔
14. کامیاب شدہ فرم 200 روپے اسٹامپ پیپر پر اوتھ کیشنز سے مصدقہ بیان دے گی کہ وہ کسی سرکاری ادارے سے بلیک لسٹ نہیں ہے۔
15. پرنٹنگ آؤٹریٹ یعنی DMCs etc کے ٹینڈر کے لئے صرف وہی کمپنیز یا فرمز اہل ہوں گی کہ جن کے پاس متعلقہ آؤٹریٹ کی سپلائی کا گورنمنٹ پریس کی طرف سے منظور شدہ سرٹیفکیٹ اور گورنمنٹ، سرکاری، نیم سرکاری یا پرائیویٹ اداروں کو متعلقہ آؤٹریٹ کی سپلائی کا کم از کم تین سالہ تجربہ ہو۔
16. ٹینڈر فارم بورڈ ہذا کے ایڈمن آفس سے 1000 روپے فیس ادا کر کے حاصل کیا جاسکتا ہے۔
17. مزید معلومات کے لئے فون نمبر 0332-673-9449, 0966-852548, 0334-567-8998 پر زیر دستخطی سے دفتری اوقات کار میں رابطہ کیا جاسکتا ہے۔

سید محمد علی
سیکرٹری
17/11/2020
ثانوی و اعلیٰ ثانوی تعلیمی بورڈ، ڈیرہ اسماعیل خان۔

BOARD OF INTERMEDIATE & SECONDARY EDUCATION D.I.KHAN.



BIDDING DOCUMENTS

FOR SUPPLY OF:

- Stationery
- Printing of Detail Marks Certificate.
- Toners
- Printing of Different Type of Forms, ETC.
- Sports Items
- Machinery/Computer Items.
- Installation of Solar System.

Financial Year 2020-21

1- INTRODUCTION.

The Board of intermediate and Secondary Education, Dera Ismail Khan Khyber Pakhtunkhwa established under ordinance ACT 1990, is an autonomous body of the Ministry of Education. It is empowered with administrative and financial authority to organize, regulate, develop and control Intermediate and Secondary Education, and conduct Examination in the institutions affiliated with it.

The BISE, DIKhan intends to purchase Stationery /Computer /Printing/ Photo copier toners/Computer Toners/Sports Items and Misc. items during the current financial year 2020-2021.

2- AWARD OF CONTRACT.

i) Acceptance of Bid and Award Criteria.

The Bidder, whose bid is found to be most closely conforming to the evaluation criteria and having the lowest evaluated responsive bid, if not in conflict with any other law, rules, regulations or policy of the Government of Khyber Pakhtunkhwa, shall be awarded the contract, within the original or extended period of bid validity.

ii) Procuring Entity's Right to vary quantities at the time of Award.

The procuring entity reserves the right at the time of award of contract to increase or decrease, the quantity of goods originally specified in the schedule of requirements without any change in unit price or other terms and condition.

iii) Notification of Award.

The notification of award shall constitute the formation of the contract between the procuring entity and the successful bidder.

3- DETAIL OF BID ITEMS.

- Stationery -----(Annexure-A)
- Printing of Detail Marks Certificate----- (Annexure-B)
- Toners, Ink & Master Roll----- (Annexure-C)
- Printing of Different type of Form, ETC ----- (Annexure-D)
- Sports items----- (Annexure-E)
- Computer and Machinery items----- (Annexure-F)
- Installation of Solar System----- (Annexure-G)

4- RECEIPTS AND OPENING OF BIDS.

- i) Sealed bids should reach this office on 07-12-2020 by 12:00 PM (Admin Office) and will be opened on the same day at 01:00PM in the presence of the Bidders or their authorized representatives.
- ii) The Bid shall comprise of the single sealed cover/envelop marked as “**Bid for Supply of Stationery, Toners, Detail Marks Certificate, Computer & Machinery’s and Installation of Solar System**” under **Single Stage-one envelop bidding procedure** of the Khyber Pakhtunkhwa Public Procurement of Goods, Works and Services rules, 2014.
- iii) Companies /Firms having Sales Tax Registration and valid tax Numbers who are on Active Taxpayer List (ATL) of FBR and Active Taxpayer on PRA (Procurement Revenue Authority) are eligible for submission of Tender.
- iv) No Bidding documents will be issued on the day of the opening of bids
- v) For any clarification or further information if deemed, the bidders may contact with Purchase of Committee of this Office.
- vi) Bids are open to all bidders, however for printing tender, the firms must have valid Government Press declaration and minimum three year experience in supplies of similar items to Govt. /Semi Govt./Private Companies /Department.

5- RATES.

- Bidders should quote their rates in Pak Rupees inclusive of Government Taxes (Where applicable).
- Sales tax may be shown separately.
- Rates would be valid for the current financial year 2020-21.
- No cutting /amendment in the rates will be accepted.

6- EARNEST MONEY.

Bids may also be accompanied by a call deposit of 2% of total bid value as earnest money in favor of the Secretary BISE, DIKhan.

7- RIGHT RESERVED.

- i) The competent authority reserves the right to accept /reject any or all the bids after assigning due reason.
- ii) Besides cancellation of contract, money will be forfeited if the quality is not maintained according to the spirit of tender.

8- DISQUALIFICATION .

Offers are liable to be rejected if there is any deviation found from any of the instructions as depicted in the bid documents i.e.

- i) Bid submitted without earnest money (Call Deposit.)
- ii) Offers received after specified date and time.
- iii) Offers received without income tax certificate duly endorsed with current NTN and copy of sale Tax Registration.
- iv) Any other deficiencies

9- EVALUATION.

All the bids will be evaluated by a committee constituted by the competent authority. Criteria of evaluation will be assessed from bidders experience, reputation, and compliance to specifications commitment and comprehensive statement of expenditure for current year based on quantities mentioned in bids documents.

10- PERFORMANCE GUARANTEE.

The successful bidder will have to deposit 08% of the whole procurement as performance guarantee in the form of bank guarantee /Bank Draft /pay order and will be retained till the expiry of warranty period of the supplied items.

11- SUPPLY

- a) Supply will have to be made within (15) Fifteen days after the issuance of supply order at BISE DIKhan. However emergent demands if any will be fulfilled with in a day or next day positively.
- b) No extra charges will be paid for the transportation/dispatch of items supplied. Any other charges whatsoever incurred in the delivery of the items will be paid by the vendor.
- c) The earnest money shall be forfeited in case of the supplier fails to deliver the items within given time.
- d) All defective / substandard items will be replaced immediately at supplier's risk and cost.

12- TERMS OF PAYMENT

- a) The payment will be made in full through cross cheque after satisfactory delivery and inspection of items against invoices/ demands.
- b) Income Tax and all other taxes will be deducted as per existing rules / orders issued from time to time by the Govt. of Pakistan.

13- GENERAL INFORMATION TO BE PROVIDED.

- a) Company & proprietor name and address.
- b) Year of Establishment (experience).
- c) List of departments / firms to whom supply of items have been made during the last financial year and current financial year, experienced firms will be encouraged.
- d) Contact numbers i.e. telephone of office/ mobile of proprietor etc.
- e) Certificate of Income Tax and, Sales Tax Registration.
- f) Certificate or undertaking/affidavit of not being black listed.
- g) The firms/vendors shall submit their quotations /bids on the letter heads. No cutting/amendment in the rates will be accepted.
- h) Local supplier will also be encouraged.
- i) After receiving work/supply order the supplier shall provide surety certificate on company letter head that items will be supplied of company/manufacture of which rate is quoted.
- j) Press declaration certificate for Printing Item (**Annexure-B**).

Name of Firm _____

Address. _____

NTN. No. _____ GST No. _____

CNIC Copy of Owner Firm/Company. _____

CDR bank Draft No. _____ Amount Rs. _____

Mobile No. _____ Tele Phone No. _____

Fax No. of Firm. _____

The firm must be on active Tax Payer list of FBR & Concerned PRA. The quantities mentioned against each items are approximate.

(Annexure –A)

TENDER FORM 2020-21

QUOTATION FOR STATIONERY ITEMS				(Please Fill in the Form Correctly)	
S.No	Name of Items	Specification	Quantity	Per Unit Rate Inclusive Taxes	
1.	Duplicating Paper	60-65 gm	3300	Per Ream	
2.	Computer Paper	Double AA (Letter)	90	Per Ream	
3.	Computer Paper	Double AA (Legal)	25	Per Ream	
4.	Paper	White Copy Mate 80 GM Original 500 Sheets (Legal)	1500	Per Ream	
5.	Computer Paper	A3 Size Double AA	12	Per Ream	
6.	Marker Blue	Tempo / Dollar	32	Per Packet	
7.	Marker Red	Tempo / Dollar	25	Per Packet	
8.	Pointer (Red)	Dollar	24	Per Packet	
9.	Ball Point (Red)	Picasso (Oria) Super Smooth Ink	30	Per Packet	
10.	Ball Point (Green)	Picasso (Oria) Super Smooth Ink	12	Per Packet	
11.	Ball Point (Blue)	Piano Smooth Gel	62	Per Packet	
12.	Ball Point (Black)	Piano Smooth Gel	25	Per Packet	
13.	Pencil	Dollar	24	Per Packet	
14.	High Lighter	DELI Highlighter	14	Per Packet	
15.	Gum Stick	UHU Stick Medium Size	40	Per Packet	
16.	Scale	Stainless Steel Best Quality	12	Per Packet	
17.	Stamp pad Ink	Dollar	6	Per No	
18.	Stapler Machine (Normal)	Fuji HD-30	12	Per No	

19.	Stapler Machine Heavy Duty	DELI	5	Per No	
20.	Stamp Pad	Dollar	24	Per No.	
21.	Punch Machine	Best Quality	13	Per No.	
22.	Calculator	DELI	12	Per No.	
23.	Pin Picker	Best Quality	04	Per Dozen	
24.	Sharpener	DELI	12	Per Packet	
25.	File Cover	(2Tags Holes, 250 G Card with inside Lamination, with BISE, DIKhan Monogram in Different Colors as per Sample)	4000	Per No	
26.	File Tag	Best Quality	70	Per Bundle	
27.	Diary	Best Quality(100 Pages)	12	Per No	
28.	Dispatch	Best Quality(100 Pages)	12	Per No.	
29.	Register (Large Size)	Best Quality (Narrow Line)	21	Per No.	
30.	Audit Register	As per Specimen (100 pages)	6	Per No	

TENDER FORM 2020-21**QUOTATION FOR PRINTING OF DMCS**

S.N. No.	Name of Items	Quantity	Rate Inclusive Taxes	Specification
1.	DMCs SSC	70000	Per Thousand	<p>1. Size: A4</p> <p>2. Quality: 100gm Paper Brilliant White Made In European Union</p> <p>3. Printing: UV Printing with Digital UV Printing Number.</p> <p>4. QR Code (The Contents of which will be provided by the Controller of Examinations.</p> <p>As per Specimen</p>
2.	DMCs HSSC	70000	Per Thousand	<p>1. Size: A4</p> <p>2. Quality: 100gm Paper Brilliant White Made In European Union</p> <p>3. Printing: UV Printing with Digital UV Printing Number.</p> <p>4. QR Code (The Contents of which will be provided by the Controller of Examinations.</p> <p>As per Specimen</p>

(نوٹ) پرنٹنگ آؤٹ یعنی ڈی ایم سیز کے ٹینڈر کے لیے صرف وہی کمپنیز یا فرمزاہل ہوں گی کہ جن کے پاس متعلقہ آؤٹ کی سپلائی کا گورنمنٹ پریس کی طرف سے منظور شدہ سرٹیفکیٹ اور گورنمنٹ سرکاری و نیم سرکاری اداروں کو متعلقہ آؤٹ کی سپلائی کا کم از کم تین سالہ تجربہ ہو۔

TENDER FORM 2020-21

QUOTATION FOR TONERS AND RISO ITEMS				(Please Fill in the Form Correctly)	
S.No	Name of Items.	Specification	Quantity	Per Unit Rate Inclusive Taxes	
1.	Toner	HP Laser Jet Model 1102 (85A) Genuine/equivalent	12	Per No.	
2.	Toner	For HP Laser Jet M 12W Model No. 79A (Original/ equivalent)	29	Per No.	
3.	Toner	For HP Laser Jet M 604 Model 81A (Original/ equivalent)	4	Per No.	
4.	Toner	HP 4 Color Printer (Toner Set) Model M254nw (Original)	4	Per No.	
5.	Toner	For HP Printer M15W Model 48A (Original/Equivalent)	16	Per No.	
6.	Toner	Toshiba E Studio 6508 A (Authorized Dealer)	3	Per No.	
7.	Toner	E Studio 2803 Toshiba Genuine/Original) (Authorized Dealer)	4	Per No.	
8.	Toner	Toshiba E Studio Model 5508A (Authorized Dealer)	1	Per No.	
9.	Master Roll Riso Graph (Authorized Dealer from Japan)	Model Rizo (Z-Type)	4	Per No.	
10.	Toner	Toshiba E Studio Model 6518A (Authorized Dealer)	1	Per No.	

TENDER FORM 2020-21

QUOTATION FOR PRINTING OF DIFFERENT TYPE OF FORMS				(Please Fill in the Form Correctly)	
S.No	Name of Items	Specification	Quantity	Per Unit Rate Inclusive Taxes	
1.	Press Copy	Specimen Provided	5000	Per Thousand	
2.	Paper Setter (Office Copy)	Specimen Provided	2000	Per Thousand	
3.	Office Letter Appointment	Specimen Provided	2000	Per Thousand	
4.	Resident Inspector Bill	Specimen Provided	500	Per Hundred	
5.	UFM Performa	Specimen Provided	3000	Per Thousand	
6.	Class-IV Performa	Specimen Provided	500	Per Hundred	
7.	Visiting Inspector Bill	Specimen Provided	500	Per Hundred	
8.	Attendance Sheet (Page)	Specimen Provided (Loose)	5000	Per Thousand	
9.	Memo	Specimen Provided	500	Per Hundred	
10.	Superintendent File	Specimen Provided	500	Per Hundred	
11.	Contingent Bill	Specimen Provided	1000	Per Thousand	
12.	Objection Letter	Specimen Provided	10000	Per Thousand	
13.	Admission Forms	HSSC Specimen Provided	50000	Per Thousand	
14.	Migration Certificate	With Board Monogram (Computerized)	20000	Per Thousand	
15.	Envelope	Plastic Envelop for Question Paper Per Specimen Provided	8000	Per Thousand	
16.	Envelop	Practical Question Paper (As per Specimen)	3000	Per Thousand	
17.	Envelopes	Daak Size Small (Khakki, 10"x4"x2" (As per Specimen)	3500	Per Thousand	
18.	Envelopes	Envelop A As per Specimen	1500	Per Thousand	
19.	Envelopes	Envelop B As per Specimen	1500	Per Thousand	
20.	Plastic Shopper	(Black as per specimen)	200	Per Kg	

TENDER FORM 2020-21

QUOTATION FOR SPORTS ITEMS				(Please Fill in the Form Correctly)	
S.No	Name of Items	Specification	Quantity	Per Unit Rate Inclusive Taxes	
1.	Track Suit	Medium Size (Adidas or Equivalent)	60	Per No.	
2.	Knee Cap	Best Quality	30	Per Pair	
Cricket items					
3.	Helmet	MB or equivalent	1	Per No.	
4.	Stumps +Bails	Best Quality	2	Per No.	
5.	Balls	CA Plus or equivalent	2	Per Dozen	
Volley Ball Items.					
6.	Volley Ball Kit along with Socks	Wembley or equivalent	23	Per No	
Table Tennis Items.					
7.	Table Tennis Kit along with Socks	Wembley or equivalent	8	Per No.	
8.	Rackets	Butter Fly or equivalent	12	Per No	
Badminton Items.					
9.	Badminton Kit along with socks	Wembley or equivalent	8	Per No.	
10.	Badminton Rackets	Hi-Qua or equivalent	12	Per No.	
11.	Athletics Kit along with Socks	Best Quality	24	Per no.	
12.	Tug of War Kit	Best Quality (XL-08+L-08)	12	Per No.	
Hockey Items					
13.	Stick	Fiber (Standard)	16	Per No.	
14.	Shirt +Nicker (Kit)	Wembley or equivalent	18	Per No.	
15.	Socks	Best Quality	18	Per Pair	
16.	Sheen Pad	Best Quality	16	Per Pair	
17.	Track Suit	Best Quality	18	Per No.	
18.	Ball (GT)	GT	04	Per No.	
Foot Ball Items					
19.	Foot Ball Kit	Wembley or China (Best Quality)	16	Per No.	
20.	Socks	Best Quality	16	Per Pair	
21.	Sheen Pad	Best Quality	16	Per Pair	
22.	Foot Ball	Addidas or equivalent	02	Per No.	

TENDER FORM 2020-21

QUOTATION FOR COMPUTER AND MACHINERY ITEMS				(Please Fill in the Form Correctly)	
S.No	Name of Items	Specification	Quantity	Per Unit Rate Inclusive Taxes	
1.	Computer System	Core i3 (for client) 8 th Generation LED: 21 Inch	05	Per No.	
2.	Lap Top	Core i3 8 th Generation (Acer)	02	Per No.	
3.	Office Printer	HP Laser Jet M 15W	08	Per No.	
4.	Mouse+ Key Board	Wireless Best Quality	06	Per No.	
5.	Flash Disk	Best with 64 GB	06	Per No.	
6.	Printer Cable	Best Quality	12	Per No.	
7.	Printer Heavy Duty	Speed. CPM (50) (A4) Scanning Speed 73 IPM A4 Memory (4GB) Toner Life. 40000 Pages A4 High Volume and High Toner Yield Duplex Unit Built In Electronic Sorting Built in Printer/Color Scanner Built in Multiple Copying 1x999 Copies	01	Per No.	
8.	Safe Lock Up	Best Quality (Water /Fire Proof) 48" Inch Height 27" Length 27" width 14 Gauge Outer 18 Gauge Inner Double Lock	01	Per No.	
9.	Blower Machine	Best Quality	01	Per No.	

TENDER FORM 2020-21

QUOTATION FOR INSTALLATION OF SOLAR PANEL SYSTEM				(Please Fill in the Form Correctly)
S.No	Name of Items	Specification	Quantity	Per Unit Rate Inclusive Taxes
1.	Installation 3KW of Solar Panel System	<ul style="list-style-type: none">• 4000 Watts• 3KW MPPT Invertor VM2• A grade Solar Module• Steel Structure Frame• Dry Gel Batteries 24 Watts (2 Nos)	01	