



THE URBAN UNIT

Urban Sector Planning & Management Services Unit (Pvt.) Ltd.

A Public Sector Company.

URBAN SECTOR PLANNING & MANAGEMENT SERVICES UNIT (PRIVATE) LIMITED



	NAME	SIG.	DATE
Draft	Asad	Asad	25-9-17
Review I	Babar	B	26/9/17
Review II	A Rauf	A	26/9/17
Approved			

TENDER DOCUMENT PURCHASE & INSTALLATION OF IT/ELECTRICAL ITEMS (Technical Proposal)

(Single Stage Two Envelopes)

(Note: Procurement is done by Urban Unit in line with PPRA Rules 2014)

Tender # UU/2017-18/20

Tender Document Price Rs:1,000/-
(One Thousand Only)

Sign & Stamp of bidder



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Sign & Stamp of bidder



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TERMS & CONDITIONS

Urban Sector Planning & Management Services Unit (Pvt.) Limited (*hereinafter referred to as "The Urban Unit" or Client*) invites sealed bids from eligible and experienced income tax & sales tax/PRA registered firms / companies (*hereinafter referred to as "Bidder"*) for the specified items for its office located at Shaheen Complex, Egerton Road, Lahore as per Annex-A (*hereinafter referred to as "Works & Goods"*).

1. General:

- 1.1 Any offer not received as per terms & conditions of the tender enquiry is liable to be ignored. No offer shall be considered if:
 - a) received without bid security
 - b) it is received after the time and date fixed for its receipt
 - c) not signed & stamped by authorized person on each page of tender document
 - d) the offer is ambiguous
 - e) the offer is received by fax or e-mail
 - f) the offer is from a black listed firm
 - g) offer received with shorter validity than required
 - h) the offer is not conforming to specifications indicated in the tender documents
 - i) any additional terms & conditions added by the bidder
 - j) any conditional offer
- 1.2 Only Income & Sales tax/PRA registered firms / companies are eligible to participate in the tender.
- 1.3 Bid will remain valid for a period of 90 days from the date of opening the tender. No change in price will be made in case of Pak rupees variation against US\$ and any other case as may be.
- 1.4 **The cover envelop must indicate particulars of tender and date of opening. The envelope must be properly sealed.**
- 1.5 Bidders shall participate for complete LOT as per Annex-A. Partial bidding in any LOT is not allowed.
- 1.6 Work/Purchase Order(s) will be placed to the technically responsive LOT wise lowest bidder (s) as per detailed at Annex-A.
- 1.7 The bidder must indicate their National Income Tax No. / Sales Tax No. / PRA registration numbers.
- 1.8 Offered rates will be on the basis of complete Works/delivery/installation at 8th Floor of Shaheen Complex, Lahore as detailed at Annex-A and shall be inclusive of all taxes, transportation and labour costs.
- 1.9 Work/Purchase order(s) will be issued by The Urban Unit after the approval of Competent Authority i.e. Chief Executive Officer of The Urban Unit.
- 1.10 **The Urban Unit may increase or decrease the purchase/work order quantity within any particular LOT under Punjab Procurement Rules, 2014.**

2. Time Period:

The bidder will have to complete works/delivery/installations within Two to Three weeks (02-03 weeks) from the date of issuance of work/purchase order(s).

Sign & Stamp of bidder