



**INSTITUTE OF PETROLEUM TECHNOLOGY
IPT KARAK**

BID SOLICITATION DOCUMENTS

For

Lab Equipment (Drilling & Drilling Fluid Technology)

The prospective bidder is expected to examine the Bidding Documents carefully, including all Instructions, Terms & Conditions, and Specifications etc. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.

*Procurement Officer
IPT Karak*

*I/C Academics
IPT Karak*

*Admin Officer
IPT Karak*

*Dy. Director Finance & Accounts
IPT Karak*

**Project Director
IPT Karak**

Invitation to Bids

PURCHASE OF LAB EQUIPMENT (DRILLING AND DRILLING FLUIDS TECHNOLOGY) FOR THE PROJECT “INSTITUTE OF PETROLEUM TECHNOLOGY (IPT) KARAK”

TENDER NOTICE 2022-23

Sealed Bids are invited for the supply of the Lab Equipment (Drilling & Drilling Fluids Technology) for PSDP Funded Project “Institute of Petroleum Technology (IPT), Karak”. Tender should reach to the office of the undersigned on or before **Wednesday,17/05/2023 at 02:00 PM** which will be opened on the same day at **02:30 PM** in presence of bidders or their representatives. The Bid security shall be submitted from the account of the firm/bidder who submits the bid in favor of Project Director, Institute of Petroleum Technology (IPT) Karak.

S. No.	Item Description	Bid Security/CDR	Procurement Method
1.	Lab Equipment (Drilling & Drilling Fluids Technology)	100,000	Single Stage Two Envelope

TERMS AND CONDITIONS: -

1. Procurement will be made as per KPPRA Rules 2014.
2. A detailed list of specifications of required items & bidding documents can be obtained from IPT website : www.ipt.edu.pk/download or from the office of the Procurement Officer Institute of Petroleum Technology (IPT) Karak, Inside Govt. Polytechnic Institute Near Industrial Estate Main Indus Highway Karak during working hours (**Monday to Friday**).
3. All the bidders are informed that no additional document will be entertained after tender opening.
4. The envelopes shall be marked as “**TECHNICAL BID**” and “**FINANCIAL BID**” bold and legible letters to avoid confusion. Similarly, the bidder shall seal both bids in separate envelopes, the said two envelopes shall then be sealed in an outer envelope.
5. Pre-bid meeting will be held on **08 /05 /2023 at 02:00 PM** in the committee room of (IPT) Karak.
6. The tender should be according to the Institute Bid Solicitation Documents (BSD’s).
7. Only typed tender on original letter pad, sealed & signed should be submitted.
8. Double rates for one item will not be accepted.
9. All prices quoted must be in Pak Rupees (PKR) and should include all applicable taxes. If not specifically mentioned in the Quotation, it will be presumed that the prices include all the taxes.
10. No conditional tender will be acceptable.
11. The bid security in the shape of Pay order (PO)/Cross Cheque will not be accepted.
12. The competent Authority has right to reject all bids under Rule 47 of the Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Procurement Rules 2014.

Project Director
Institute of Petroleum Technology (IPT) Karak.
Inside Govt. Polytechnic Institute Near Industrial Estate Main Indus
Highway Karak

Instructions to Bidders

Bidders are advised to read the contents of the Instruction to Bidders (ITB) carefully

1. **Scope of Bid**
 - 1.1 Under the development project titled ‘Establishment of Institute of Petroleum Technology (IPT) Karak, Energy & Power Department Khyber Pakhtunkhwa invites sealed bids for Supply of Goods, Hardware’s and electronic equipment etc., Equipment as specified in detail in the Schedule of Requirements along with Technical Specifications.

2. **Source of Funds**
 - 2.1 Public Fund-PSDP Funded Project

3. **Eligible Bidders**
 - 3.1 This Invitation for Bids is open to all original manufacturers/ their **authorized** agents/ suppliers and in case of imported goods their **authorized** agents/ importers/ suppliers in Pakistan for supply of Goods who must be registered (NTN, GST, on Active Taxpayers List of FBR etc.). The eligibility conditions are more specifically described in the Schedule of Requirements.

4. **Corruption and Fraud**
 - 4.1 The Government of Pakistan defines Corrupt and Fraudulent Practices as “corrupt and fraudulent practices” which includes the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official or the supplier or contractor in the procurement process or in contract execution to the detriment of the procuring agencies; or misrepresentation of facts in order to influence a procurement process or the execution of a contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the procuring agencies of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty”.
 - 4.2 Indulgence in corrupt and fraudulent practices is liable to result in rejection of bids, cancellation of contracts, debarring and blacklisting of the bidder, for a stated or indefinite period of time.

5. **Eligible Goods and Services** 5.1 All goods and related services to be supplied under the contract shall conform to the policies of the Government of Pakistan in vogue. All expenditures made under the contract shall be limited to such goods and services.
- For purposes of this clause, (a) the term “Goods” includes any goods that are the subject of this Invitation for Bids and (b) the term “Services” includes related ancillary services such as transportation, insurance, installation, after sale service /support and trainings etc.
6. **Cost of Bidding** 6.1 The Bidder shall bear all the costs associated with the preparation and submission of its bid, and the Procuring Agency shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

The Bidding Procedure

7. **The Governing Rules** 7.1 The Bidding procedure shall be governed by the Khyber Pakhtunkhwa Public Procurement Rules-2014 issued and amended time to time, by the Khyber Pakhtunkhwa Public Procurement and an any other prevailing regulatory authorities.
8. **Applicable Bidding Procedure** 8.1The bidding procedure is governed by Khyber Pakhtunkhwa Public Procurement Rule 36 “Procedures of Open Competitive Bidding” sub-rule (b) “Single stage – Two Envelop procedure. Bidders are advised also to refer to the Invitation for Bids at **Page 2** to confirm the Bidding procedure applicable in the present bidding process.
- 8.2The bidding procedure prescribed in the Invitation for Bids is explained here in below:

Single Stage: Two Envelope Procedure

- i) The bid shall comprise a single package containing two separate sealed envelopes. Each envelope shall contain separately the **Financial Bid** and the **Technical Bid**;
- ii) The envelopes shall be marked as “**FINANCIAL BID**” and “**TECHNICAL BID**” in bold and legible letters to avoid confusion.
- iii) Initially, only the envelope marked as “**TECHNICAL BID**” shall be opened in the Committee Room of Institute of Petroleum Technology (IPT) Karak on the date and time prefixed in the Invitation for Bids (IFB)/ Notice for receipt/submission of bids in the presence of the bidders or their authorized representatives, who may choose to be present.
- iv)The envelope marked as “**FINANCIAL BID**” shall be retained in the custody of Procuring Agency without being opened;
- v) The Procuring Agency shall first establish the “Eligibility” and then evaluate the technical Bid conforming the compliance of the offered item’s technical specifications with the demanded ones and other terms & conditions, without reference to the price and reject any Bid which shall not conform to the specified requirements;

vi) During the technical evaluation no amendments in the technical Bid shall be permitted, however, if required, any clarification(s) which shall not constitute any material deviation of bid, may be asked. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

vi) The “ **FINANCIAL BIDS**” of eligible and technically qualified Bidders shall be opened publicly at a time, date, and venue to be announced and communicated to the Bidders in advance within the bid validity period;

vii) The Financial Bid of ineligible and/or technically non-responsive bidders shall be returned un-opened to the respective Bidders after the announcement of “Bid Evaluation Report” (BER); and

viii) The bid found to be the lowest evaluated & responsive shall be accepted. In case, two bidders submit equal financial bid, the bidder with more experience shall be awarded contract.

The Bidding Documents

9. Contents of the Bidding Documents

9.1 The goods required, applicable bidding procedures and Contract Terms are prescribed in this Bidding Documents. In addition to the Invitation for Bids, this Bidding Documents include:

- a) Instructions to Bidders (ITB)
- b) Schedule of Requirements
- c) Technical Specifications
- d) Evaluation Criteria
- e) Bid Forms (including technical forms and financial forms)
- f) Draft Standard Contract including Special Conditions of Contract (with Annexure) and General Conditions of the Contract, and Integrity pact.

9.2 The “**Invitation for bids**” (IFB) Notice is not a formal part of the Bidding Documents and is included as a reference only. In case of discrepancies between the IFB Notice and the Bidding Documents listed in 10.1 above, the Bidding Documents shall take precedence.

9.3 The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Documents. Failure to furnish all information required by the Bidding Documents or to submit a bid not substantially responsive to the Bidding Documents in every respect shall be at the Bidder’s risk and may result in the rejection of its bid.

10. Clarification(s) on Bidding Documents.

10.1 A prospective Bidder requiring any clarification(s) on the Bidding Documents may notify the Procuring Agency in writing at the Procuring Agency’s address indicated in the Invitation for Bids. The Procuring Agency shall respond in writing to any request for clarification(s) of the bidding documents, which it receives not later than ten (10) days prior to the deadline for the submission of bids prescribed in the Invitation for Bids. Written copies of the Procuring Agency’s response (including an explanation of the query but without identifying the source of inquiry) shall be sent to all prospective Bidders that have received the Bidding Documents.

11. **Amendment(s) to the Bidding Documents.**
- 11.1 At any time prior to the deadline for submission of bids, the Procuring Agency, for any reason, whether at its own initiative or in response to a clarification(s) requested by a prospective Bidder, may modify the Bidding Documents by amendment(s).
- 11.2 All prospective Bidders that have received the Bidding Documents shall be notified of the amendment(s) in writing through Post, e-mail, or fax, and shall be binding on them.
- 11.3 To allow prospective Bidders reasonable time for taking the amendment(s) into account in preparing their bids, the Procuring Agency, at its discretion, may extend the deadline for the submission of bids.

Preparation of Bids

12. **Documents comprising the Bids.**
- 12.1 The Bid shall comprise the Bid Forms of this Bidding Document and all those ancillary documentations that are prescribed for the eligibility of the bidders and goods and ancillary services that are found necessary and highlighted in the Bid Forms in **Section-V**.
- 12.2 The Bidder shall complete the Bid Forms and an appropriate Price Schedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, their general and specific characteristics, ancillary services that the bidder is willing or required to provide along with the proposed price.
13. **Bid Price**
- 13.1 The Bidder shall indicate on the appropriate form prescribed in this Bidding Document the unit prices and total bid price of the goods; he proposes to supply under the Contract.
- 13.2 Form prescribed for quoting of prices, should be typed and printed on the bidder's letterhead. Any alteration/correction must be initialed. Every page of the bid is to be signed and stamped at the bottom.
- 13.3 The Bidder should quote the prices of goods according to the technical specifications as provided in this document. The technical specifications of goods, different from the required specifications, shall straightway be rejected.

Opening and Evaluation of Bids

14. Opening & Evaluation of Technical & Financial Bid by the Procuring Agency

14.1 The “Technical Bids” received, shall be opened by the Procuring Agency publically in the presence of the Bidders or their representatives who may choose to be present at Institute of Petroleum Technology (IPT) Karak **on Wednesday 17/05/ 2023 at 02:30 PM**. The bid received late shall be rejected and shall be returned unopened to the Bidder.

14.2 All Bidders in attendance shall sign an attendance sheet.

14.3 Prior to the detailed evaluation, the Procuring Agency shall determine the substantial responsiveness of Technical Evaluation bid to the bidding documents. For purposes of this clause, a substantially responsive bid is one, which conforms to all the terms and conditions of the bidding documents without material deviations, **specifically Clauses: 14, 19, 20, 21 & 22**. Deviations from, or objections or reservations to critical provisions, such as those concerning Applicable Laws, delivery schedule, taxes & duties etc. shall be deemed to be a material deviation for technical Bids and Bid Security for Financial Bids. The Procuring Agency’s determination of a bid’s responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.

14.4 The Technical Bids shall then be evaluated conforming compliance of the offered item’s technical specifications with the demanded ones.

14.5 The Financial Bids of technically qualified (i.e. compliant to technical specifications and other terms & conditions) bidders shall be opened publically on a specified date, time and venue which shall be communicated to the bidders **at the time of opening of technical bids**.

14.6 The Procuring Agency shall open one Financial Bid at a time and read out aloud its contents which may include name of the Bidder, items bided for and unit prices and total amount of the Bid (if applicable). The Procuring Agency may choose to announce any other details which it deems appropriate if not in conflict with the Khyber Pakhtunkhwa Public Procurement Rules-2014, specifically Rule 37 (Opening of Bids).

Rejection of Bids

15.1 The Procuring Agency may reject any or all bids at any time prior to the acceptance of a bid under Khyber Pakhtunkhwa Public Procurement prevailing Rule #47(1). The Procuring Agency may upon request communicate to any Bidder who submitted a bid, the grounds for its rejection of any or all bids but is not required to justify those grounds.

15.2 Bidder must not indicate directly or indirectly their financial bid anywhere in the technical bid. Any such disclosure shall result in summary rejection of entire bid of the concerned bidder.

15.3 Conditional or incomplete bid/bids shall be rejected.

15.4 The bid/bids received with over-writing, cutting and doubtful figure shall be rejected.

15.5 The Procuring Agency incurs no liability, solely by virtue of its invoking Rule 47 of KPPRA 2014, towards Bidders who have submitted bids.

15.6 Notice of the rejection of any or all bids shall be given promptly to the concerned Bidders that submitted bids.

16. **Re-Bidding**

16.1 If the Procuring Agency rejected all bids in pursuant to ITB Clause 26, it may call for a re-bidding.

16.2 The Procuring Agency before invitation for re-bidding shall assess the reasons for rejection and may revise specifications, evaluation criteria or any other condition for Bidders, as it may deem necessary.

17. **Announcement of Evaluation Report**

17.1 Announcement of Evaluation Report will be as per KPPRA 2014.

18. **Contacting the Procuring Agency**

18.1 No Bidder shall contact the Procuring Agency on any matter relating to its bid, from the time of the bid opening to the time of announcement of Evaluation Report. If a Bidder wishes to bring additional information to the notice of the Procuring Agency, it should do so in writing.

18.2 Any effort by a Bidder to influence the Procuring Agency in its decisions on bid evaluation, bid comparison, or Contract award may result in the rejection of the Bidder's bid. Canvassing by any Bidder at any stage of the bid evaluation is strictly prohibited. Any infringement shall lead to disqualification.

Award of Contract

19. **Acceptance of Bid and Award Criteria**

19.1 The Bidder whose bid is found to be most closely conforming to the Evaluation Criteria and having the lowest evaluated bid, if not in conflict with any other law, rules, regulations, or policy of the Government of Pakistan, shall be awarded the Contract, within the original or extended period of bid validity.

20. **Procuring Agency's Right to vary quantities at the time of Award**

20.1 The Procuring Agency reserves the right at/after the time of award of Contract to increase or decrease, the quantity of goods up to 15% as originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions.

21. **Notification of Award**

21.1 Prior to the expiration of the period of bid validity, the Procuring Agency shall notify to the successful Bidder in writing that his bid has been accepted.

21.2 The notification of award shall constitute the formation of the Contract between the Procuring Agency and the successful Bidder.

SCHEDULE OF REQUIREMENTS & TECHNICAL SPECIFICATIONS

Schedule of Requirements:

The equipment shall be delivered and installed in accordance with the following schedule of requirements: -

S. No	Milestone	Time Period
1 (a)	Supply of equipment	Within 30 days for local items & 90 days for imported items from date of issuance of purchase order

Penalties for Late deliveries of supplies: The all supplies shall be delivered in accordance with the Purchase Orders to be issued by the Institute of Petroleum Technology, Karak. In case of late deliveries, penalties at the following rates will be applied:

Payment will be done after commissioning of goods.

Mode of Penalty	100% Quantity as per Purchase Order	Total delivery period
Without penalty for local	30 Days	30 Days
Without penalty for Imported items	90 Days	90 Days
With penalty @ 1% per day after 30 days of issuance of Purchase Order up to maximum of 10% of the total contract value.	10 Days	40 Days
After 40 Days Penalty @ 5% per day will be charged till 60 days	20 Days	60 Days

- After 60 Days Purchase Order will be Consider as Cancelled & Legal Action will be initiated against the Firm i.e., which may lead to debarment & blacklistment.

Technical Specifications

Note: All the quoted equipment should be recognized/reowned brands.

LIST OF EQUIPMENTS FOR DRILLING & DRILLING FLUIDS LAB

S.No	Name of Equipment's	Specification
01	Marsh Funnel Viscometer	<p>The Marsh Funnel Viscometer is conical in shape - 152 mm in diameter at the top and 305 mm long with a capacity of 1,500 cm³. A 12- mesh screen covers half of the top and is designed and measuring cup 5.75" × 5.5" × 7.25" (15 × 14 × 18 cm)</p>
02	Mud Balance	<p>Density Measurement Ranges:</p> <ul style="list-style-type: none"> ○ 6.5 - 23.0 lbs/gal ○ 0.79 - 2.72 specific gravity ○ 49 - 172 lbs/ft³ ○ 340 - 1190 PSI/1000 ft
03	Filter press	<ul style="list-style-type: none"> • Working Pressure: 100 PSI (689.5 kPa) - CO₂ Bulbs sold separately • Working Temperature: Ambient • Filtration Area 7.1 ± 0.1 in² (45.8 ± 0.6 cm²) • Working Volume: 400 mL • Shipping Size: 22" × 14" × 10" (56 × 36 × 25 cm) • Approximate Shipping Weight: 25 lb (11.34 kg)

04	HTHP Viscometer	<p>Maximum Pressure: 30,000 PSI (206.9 MPa)</p> <p>Maximum Temperature: 500°F (260°C)</p> <p>Motor Speed: .01 - 1000 RPM</p> <p>Shear Rate Range: .01 - 1022 sec⁻¹</p> <p>Viscosity Range: 0 - 300 cP @ 300 RPM</p>
05	SA Viscometer	<p>The direct-indicating viscometers are equipped with the standard R1 rotor sleeve, B1 bob, F1 torsion spring, and a stainless steel sample cup. Other rotor-bob combinations and/or torsion springs can be substituted to extend the torque measuring range or increase the sensitivity of the torque measurement.</p> <p>Each viscometer is supplied with a 115-volt motor. For operation on 230 volts, a step-down transformer is required.</p> <p>The viscometers are available in six-speed and twelve-speed models. See Table 3-1, 3-2, 3-3, and 3-4 for specifications. Table 3-5 lists the recommended environmental conditions for use.</p>

06	Swift Digital Phase Contrast Tablet Microscope	<ul style="list-style-type: none"> • Objective Lenses: Reversed quadruple nosepiece includes DIN standard 4x, 10x, 40xr and 100xr phase contrast objective lenses. All objectives are parfocaled, par centered and color-coded. • Eyepieces: Trinocular head with wide field 10x eyepiece with 20mm field of view. Diopter and inter-papillary adjustment from 54mm - 76mm. Accepts 21mm diameter reticle, <u>retaining ring</u> required. • Total Magnification : 40x, 100x, 400x, 1000x magnification. • Condenser: Abbe 1.25 NA condenser with rack and pinion focusing and iris diaphragm. • Specimen Stage: Large 5.75" x 5.5" (142mm x 140mm) stage with a built-in, low profile ball-bearing mounted mechanical specimen holder with low-position coaxial controls. • Focusing: Coaxial coarse and fine focusing controls, coarse has tension adjustment, fine is graduated. • Illumination: Variable 3w LED illumination is a cool, energy efficient light that lasts up to 50,000 hrs. 110V~220V switching power supply. • Size & Weight: 14.5" (369mm) H x 10.25" (261mm) D x 6.75" (172mm) W, 31 lbs (14 kg's). • Warranty: Swift Optical lifetime limited warranty covers defective parts and workmanship for the life of the instrument. • Tablet specifications: <ul style="list-style-type: none"> • 8" LCD screen with 1280x800 16:9 pixels' resolution. • Connection: Wi-Fi, mini HDMI, micro SD card • 5mp Camera and captured resolution to SD card. • 720P captured video resolution. • HDMI: 1080 • Includes <u>Motic Images software</u> that can be used to edit measure and annotate saved images. • Android Operating System • Wi-Fi supporting both hot-spot mode or using existing Wi-Fi Network. • Pre-loaded with Moti Connect App • Share real-time images with multiple mobile devices.
10	Thermometer, Type K, Digital	<ul style="list-style-type: none"> • Auto Power off with disable feature • Low battery and over range indication • Complete with built-in stand, protective holster, Type K bead wire temperature probe (-4 to 482°F / -20 to 250°C) and 6 AAA batteries • Temperature Range: -58 to 1999°F (-50 to 1300°C) • Basic Accuracy: 0.3% rdg • Size: 5.9" x 2.8" x 1.3" (150 x 72 x 35 mm) • Weight: 8.3 oz (235 g)

S. No.	Item	Specification
11	Rock Chisel	3-cm chisel blade. Large 3-cm diameter striking face; 18 cm length; 15 oz.
12	Hammer (Geological)	Dimension L*W*H = 13 x 7 x 1.25 inches Weight= 1.37 pound Head weight = 22 Oz Finish Type= Hand Polished Steel Grip Type= Shock Reduction Head Style = Flat Made= Branded
13	GPS (Global Positioning System) Map Based	GPS compatible Operating Temperature: -15°C to 70°C Maps and Memory Base map: Yes Ability to Add Maps: Yes Built-in Memory: 1.7GB Accepts Data Cards: micro SD card (not included) Waypoints/favorites/locations: 2000 Routes: 200 Track Log: 10,000 points, 200 saved tracks
14	Brunton Geo Transit/ Compass	Measurement= Strike and Dip or Dip direction Dimension= 3.8*2.8*1.3 in Weight= 363g Azimuth= 1° graduations w/± 0.5° accuracy Hinge Dial= 2° graduations w/ ± 0.5° accuracy Internal Clinometer= 1° graduations w/ ±0.5° accuracy Percent Grade= 5% graduations Declination Adjustment= ±180°

15	GEO Premier Triplet Hand Lens	<ul style="list-style-type: none"> • Eyepiece: glass lenses • Layer: triplet (3 separate pieces of glass) • Magnification: x 10 • Diameter (viewable area) 20.5 mm • Body: Stainless steel with matt black finish • Lens housing: Stainless steel with matt black finish
16	Fossils kit	12 premium educational fossils, Each with an illustrated description card, Geologic Time Chart Card denoting evolutionary milestones
17	Clinometer Compass	Display; Analog Material; Aluminum Weight; 256g

EVALUATION CRITERIA

Evaluation Criteria:

Technical evaluation will be done on the basis of following parameters for eligibility of the Bidder: -

1. NTN Certificate.
2. GST Certificate.
3. On Active Taxpayers List of FBR.
4. Complete Company profile.
5. The bidder should be a company/firm having operational office in Khyber Pakhtunkhwa.
6. Bid Validity period of 90 days.
7. Affidavit to the effect that not blacklisted and rendered ineligible for corrupt and fraudulent practices by any Government (Federal, Provincial or Local) or a public sector organization/ Division/Ministry.
8. Submission of required amount of bid security with Financial Bid (A confirmation to this effect in Technical Bid is must)
9. Manufacturer's standard warranty: One (01) year warranty including parts and labor (where required).
10. Compliance with Technical Specifications (Yes/No).
11. Technical brochures/Datasheets for the hardware and Licensed software to be provided.
12. Original Bidding Documents duly signed/stamped.

S.no	Description	Maximum Marks
1	Compliance with specifications as mentioned in the bidding documents (Up to maximum of three minor deviations may be accommodated subject to the condition that main function and performance of the equipment in any aspect would not be adversely affected, however three marks will be deducted for each deviation, maximum 09 marks)	30
2	Additional features of the product	2
3	Years of experience (Supply Order/ Purchase Order or Relevant Document) with Satisfactory performance report from at least 3 different departments. (2 marks for each satisfactory Performance report against the Supply order/Purchase Order or relevant Document Submitted)	6
4	Registration of firm with Income Tax/FBR 01 Mark per year (Max 04 Marks)	4
5	Valid ISO Certified	06
6	HR Capabilities, i,e (Degree/Certificate must be provided) Manager 01 Engineers 01 Technician 01	3
7	Annual turnover of last three years up to 60 million (Less than 60 million will be allotted 1 marks) relevant documents are to be attached.	2
8	Audit Reports for last two years	2
9	Availability of Workshop for after sales service support in different cities of Khyber Pakhtunkhwa. Clearly mention the office /branch address along with contact numbers.	5
10	Affidavit for Free after sales service for 3 years 1 mark for each year. Maximum 3 years	3
11	Office in KPK	7
	Total	70

NOTE: ALL THE DOCUMENTS ARE TO BE SUBMITTED IN ORDER OF THE SERIAL NUMBER.

- The bids / proposals will be evaluated on the basis of bid solicitation documents and the point system as specified above.
- A proposal shall be rejected during the technical evaluation if the bid does not fulfill the minimum specified requirements OR if it fails to achieve the minimum score i.e. 49 out of 70 (Technical marks) (Relevant certificates / documents must be attached).
- Bids having items not fulfilling/in compliance with the required specifications shall be treated as non- responsive bids.
- The equipment's must be offered with required warranty explicitly mentioned in our specification for each product.
- No documents / Certificates (affecting the marks) shall be entertained once technical bids opened
- **Technical Score shall be given 70% Weight age**
- **Financial Score shall be given 30% weight age.**

Financial Marks will be calculated as follow,

- Value quoted by lowest bidder= A
- Value quoted by 2nd lowest bidder= B
- Value quoted by 3rd lowest bidder= C
- Financial score of the lowest bidder will be = 30
- Financial score of 2nd lowest bidder will be = $(A/B) * 30$
- Financial score of the 3rd lowest bidder will be = $(A/C) * 30$ and so on
- Tender will be awarded to the responsive bidder with maximum accumulative points (Technical + Financial score) "Highest Fair Rank Bid"

Financial Evaluation Financial bids of eligible and technically qualified firms will be opened before the bidder's representatives who wish to attend the tender opening.

Best evaluated bidder will be awarded the contract/ purchase order.

General & Special Conditions of Contract

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract.

1. Definitions

The Purchaser is Institute of Petroleum Technology (IPT) Karak.

The Project Site is Institute of Petroleum Technology (IPT) Inside Government Polytechnic Institute Near Industrial Estate Main Indus Highway Karak.

2. Inspection and Tests

i. After delivery of goods at the Purchaser's premises, the Purchaser shall inspect the quantity, quality, specifications of goods.

ii. The Inspection Committee of Institute of Petroleum Technology Karak along with Khyber Pakhtunkhwa Oil and Gas Company Limited, will carry out detailed physical examination of stocks and can reject, any item if found not according to the approved technical specifications etc. Moreover, the Supplier will also be responsible to replace the same without any further charges.

3. Packing

Packing & accessories: All the items to be provided in proper company packing with brochures and CDs if required.

4. Transportation and delivery requirements

i. The bidder shall deliver the supplies at the destination in scratch-less condition with all the manufacturer supplied accessories.

ii. The Supplier shall arrange such transportation of the Goods as is required to prevent their damage or deterioration during transit to their final destination and in accordance with the terms and manner prescribed in the Schedule of Requirement.

iii. All costs associated with the transportation including loading/unloading and road taxes shall be borne by the Supplier.

5. Warranty

The warranty period of the supplied goods shall be one year from date of delivery of the supplies at the purchaser's premises.

Onsite support services will be provided and defects will be corrected within 24 hours.

6. Payments

Payment to the successful bidder/Supplier will be made subject to:

- Satisfactory delivery, inspection, testing and configuration of items.
- Upon submission of required documents.

- On submission of invoice for payment after fulfilling codal formalities.
- 100% payments will be made after successful testing and commission through cross cheque.
- 10% Payments/bank guarantee/Performance guarantee will be retained of the total bid value and will be released after completion of warranty period.

7. Prices

Prices shall be: Fixed.

8. Liquidated Damages

Applicable rate: Penalties for delayed delivery of All Equipment's shall be as under:

Mode of Penalty	100% Quantity as per Purchase Order	Total delivery period
Without penalty for local	30 Days	30 Days
Without penalty for imported items	90 Days	90 Days
With penalty @ 1% per day after 30 days of issuance of Purchase Order up to maximum of 10% of the total contract value.	10 Days	40 Days
After 40 Days Penalty @ 5% per day will be charged till 60 days	20 Days	60 Days

- After 60 Days Purchase Order will be Consider as Cancelled & Legal Action will be initiated against the Firm i.e., which may lead to debarment & blacklistment.

Purchaser's address for notice purposes:

Project Director, Institute of Petroleum Technology (IPT) Karak Inside Government Polytechnic Institute Near Industrial Estate Main Indus High Way Karak.

End of the Contract