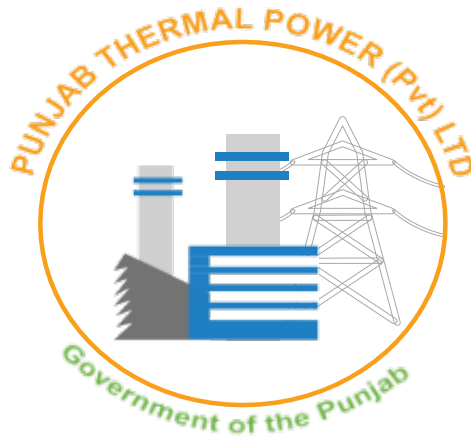


Tender Document

PROCUREMENT OF FURNITURE



Punjab Thermal Power (Pvt) Ltd
(PTPL)

First Floor, 7-C-I, Gulberg-III, Lahore.
Tel: +92-42-35750936-7, Fax: +92-42-35750939

Punjab Thermal Power (Pvt) Ltd

First Floor, 7-C-I, Gulberg-III, Lahore.

Tender Form

Note:

- a. Firm/vender must fill in all the details as required in the form.
- b. Use Capital letters.

Company / Firm Name: _____

Date of Registration: _____

Name(s) of Owner(s): _____

NTN: _____ Sales Tax Registration No: _____

Business Address: _____

Telephone: _____ Fax: _____

Cell No: _____ Email: _____

Authorized Signature/Stamp

Date _____

Punjab Thermal Power (Pvt) Ltd

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Attachments:

Please tick the documents attached with Bid. If any of the Mandatory documents is found missing, then Procurement Committee reserve the right to reject the Bid of that Firm/Supplier.

- Financial bids for the Furniture items (Mandatory).
- Copy of Sales Tax Registration Certificate (Mandatory).
- Copy of NTN Certificate (Mandatory).
- CDR Rs. 40,000/- of bid amount as Earnest Money (Mandatory).
- Description of Furniture (if not provided in Financial Bid).
- Previous detail of supplies of same nature in Govt. Departments.
- Certificate for being not black listed ever (Mandatory).

Finance:

Tender Submission Date: _____

Bank Draft Amount: _____

Bank Draft No. & Date: _____

Authorized Signature/Stamp

Date _____

Punjab Thermal Power (Pvt) Ltd

First Floor, 7-C-I, Gulberg-III, Lahore.

Terms & Conditions:

1. Punjab Thermal Power (Pvt) Ltd (hereinafter referred to as “the Purchaser”) invites / requests Proposals (hereinafter referred to as “the Tenders”) for design, supply, installation of furniture including soft partitions (hereinafter referred to as “the Goods”) on turnkey basis.
2. The execution will be carried out at First Floor, 7-C-I, Gulberg-III, Lahore.
3. The firm will design, manufacture / assemble, supply, and deploy furniture for said floor consisting of Executive Offices and other working areas etc. as per the details given in Annexure-A and also give after sales services for any repair and maintenance support. In case of failure, their earnest money will be forfeited and PO may be given to 2nd lowest bidder subject to the approval of Competent Authority
4. If you have doubt to the meaning of any portion of the tender documents, you may seek clarification of the same from the following officer:

Name: Usman Saeed
Designation: Manager Administration, QATPL
Email: mgr.admin@qathermal.com
Contact: 0321-8880122

Bidders should note that all queries should be communicated via the Primary Contact and in writing (e-mail) only. In the case of an urgent situation where the Primary Contact cannot be contacted, the bidder may alternatively direct their enquiries through the Secondary Contact.

Name: Muhammad Waqas
Designation: Assistant Manager Administration
Email: am.admin@punjabthermal.com
Contact: 03464366553

5. Selection criteria will be item wise lowest cost / total lowest. Each participating firm/supplier will be bound to submit sample of Furniture offered, if required, for selecting best offered ones with

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lowest cost. Each type of furniture item may be evaluated separately or as a whole, for purchase order, in better interest of PTPL.

6. Warranty offered if any, must be clearly mentioned on the bids. Making quality, structural material and finishing must be as per sample or specification provided in the tender documents.
7. Delivery Period from purchase order must be clearly specified on the bid submitted not exceeding 20 days.
8. Delivered Furniture will be inspected by the Assistant Manager Admin before processing of bills.
9. Demand Draft equivalent to Rs. 40,000/- of bid value as earnest money (refundable CDR) in favor of "Punjab Thermal Power (Pvt) Ltd" should accompany the bid. Bidders with less CDR may be rejected for evaluation if objected by the tender Committee. CDR of all bidders will be retained till announcement of evaluation report and CDR of selected supplier will be retained until supplies are successfully completed & accepted.
10. Tenders will be opened on **11-05-2018** at **02:30 pm** in the presence of bidders' representatives who choose to attend, at the address above. Late tenders will be rejected and returned unopened to the bidders.
11. Bidders are also required to state, in their proposals, the name, title, fax number and e-mail address of the bidder's authorized representative through whom all communications shall be directed until the process has been completed or terminated.
12. The Purchaser will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
13. The validity of the bid must not be less than 60 days from the date of opening.
14. The rates quoted should be inclusive all type of taxes, duties, freight charges etc., however sales tax if applicable be shown separately.
15. Bills must be supported with sales tax invoice indicating invoice No. and sales tax registration number.
16. The competent authority reserves the right to reject all tenders totally or partially on the basis of assessment criteria or without assigning any reason. The competent authority also reserves the right to increase or decrease the quantity of Furniture in the purchase orders.
17. The bidders are required to submit their financial bids on prescribed Performa attached at Annex-B

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Annexure-A

TECHNICAL SPECIFICATIONS SUPPLY AND INSTALATION OF FURNITURE ON TURNKEY BASIS

- Execution of work will carried out on First Floor, 7-C-I, Gulberg-III, Lahore
- The firm will design, manufacture / assemble, supply, and deploy furniture for said floor consisting of Executive Offices and other working areas etc.
- Bidders would have to submit detailed plan along with images, specifications, colors available for each furniture type and lead time for all items.
- The successful bidder will provide warranty and after sales services after the completion of the warranty period.
- Detailed Bill of Quantity (BoQ) along with specifications and draft design images are as below. However all the given specifications are at minimum and the prospective bidder may bid with higher specifications.
- The Purchaser reserves the right to place order for some or all of the items and in a quantity less, equal to or more than the one listed in the table below, thus pricing and payment will be done as per the rate quoted per unit.

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BOQ Along with Specifications			
Sr#	Item Description	Specification	QTY
1	Conference Table	<p>Classical design large meeting table. Material made up of medium density fireboard(MDF), covered with decorated walnut veneer laminated surfaces, which pick strictly with clear texture, in order to make sure the consistency in color and texture, it can reach the natural smooth appearance at junctions & ends. Machine painted & coated in lacquer environmental friendly paint. Leatherite padded top. High quality accessories. Having capacity of 12 persons to be seated.</p> <p>Size 3660L*18W*760 MM</p>	01
2	Conference Chair	<p>Size : 585 W x 450 D x 950 H</p> <p>Upholstered with best quality foam & leatherite /fabric, M.S pipe base with chrome finish + arms in solid wood with Jacobean Finish</p>	12
3	Executive Table 1	<p>Wooden office desk with leatherette top accessories and grommets, complete with side return and mobile 3-drawers cabinet.</p> <p>Material made up of medium density fireboard(MDF), covered with decorated walnut veneer laminated surfaces, in choices of wooden walnut color options, which pick strictly with clear texture, in order to make sure the consistency in color and texture, it can reach the natural smooth appearance at junctions & ends. Machine painted & coated in lacquer environmental friendly paint. High quality heavy-duty slides used in the drawers can move very smoothly and withstand over 300,000 cycles of push-and-pull.</p> <p>Size: 7.1/2 ft x 7 ft.</p>	01
4	Executive Chair	Providing & Supplying High Quality executive chair High	01

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	1	back, wooden arms, heavy padded original leather with hydraulic wooden star base. Hold back tilt system. Color: Green & black	
5	Executive Visitor Chair 1	Solid wooden structure, Pu in behind, Leather in seat faces .high-density foam with double peddings.	04
6	Executive Table 2	RACK: 7 X 3.5 ft & DESK: 41 X 28 inches Top made of Walnut wood veneer pressed on MDF, having leatherite panel on top + solid walnut wood and natural polish finish.	01
7	Office Table	RACK: 60" X 18" & DESK: 60" X 30" Top made of Walnut wood veneer pressed on MDF, having leatherite panel on top + solid walnut wood and natural polish finish.	12
8	Office Chair (Executive)	Lockable revolving and tilting mechanism pivoted at front for extra stability regardless of the degree of inclination. Using Original Mesh on Back, Seat and also on Armrest. Adjustable Armrest and a use of Foam and Original Mesh on it for making more Comfortable feel. Adjustable seat height- gas lift and swivel. Adjustable Headrest. Stylish Base in Metallic and Nylon Fiber Unique curved shells for Complete Lumber support, Size : Back Shell Height 4' to 4'4", Size: Seat Shell 1'8'	10
9	Visitor Chair	Visitors Chair with wooden Chromic Armrest and Chromic Base. Sleek and stylish integral armrest, High frequency compression process on multi-layered veneer shell, anatomically designed for posture care. Unique curved shells for Lumber support. Back Shell in Double Net. Ergonomic and eminently aesthetic. Guaranteed Excel Foam of Highest density seat and Backrest. One year Warranty and Life time	12

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		<p>After sales Services. Consistency of availability of items over years.</p> <p>Size : Back Shell Height 3'3" / Back Shell Width 1'6"</p> <p>Size : Seat Shell 1'7" to 1'8"</p> <p>Wooden Chromic Armrest Thickness 1' and width 2'2"</p> <p>Back shell in Double Net of Master Fabric</p> <p>Chromic Base</p> <p>Foam of Highest density seat and Backrest.</p>	
10	Reception Table	<p>L60"W24"H30"-18" Made with high density laminated board. High quality top and front glass engraved as per design. Steel rod galvanized. Solid wood edging with high quality polish finish</p>	01
11	Work Station (4 unit island)	<p>Size: L2440mm x W2440mm x H760mm</p> <p>High Density Imported 34mm E1 International Standard Particle board top with solid wood finished Melamine Laminate in caribbean walnut and sides charcoal grey two toned structure. Imported 2mm Pvc edge banding on all edges with same color.</p> <p>Imported Silver shine powder coated cone shaped legs. Three drawer mobile pedestal with High quality soft closing slides, Zinc Alloy handles in BSN color with Taiwan central locking system on drawer. Heavy duty Chrome legs in cone triangular shape and imported wheel casters on back. CPU trolley in charcoal grey melamine laminate and 1mm imported pvc edging with 38mm diameter wheel castors. Adjustable snake design wire organizer with BSN color top grommet. High quality fabric with imported soft board on partition.</p>	04
12	Executive Sofa	<p>Made of high quality imported leatherite in 1st quality seat</p>	02

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	Set (3 Seater)	and back foam. Inner structure made of solid wood, commercial ply and legs in Mahogany wood.	
13	Executive Sofa Set (2 Seater)	Made of high quality imported leatherite in 1 st quality seat and back foam. Inner structure made of solid wood, commercial ply and legs in Mahogany wood.	02
14	Executive Sofa Set (1 Seater)	Made of high quality imported leatherite in 1 st quality seat and back foam. Inner structure made of solid wood, commercial ply and legs in Mahogany wood.	01
15	Normal Sofa Set 2 (3 Seater)	Made of high quality imported leatherite in 1 st quality seat and back foam. Inside high quality belts and acacia wood structure. Thick thread double stitching square design on seat and back , front side plastic plate gliders.	02
16	Normal Sofa Set 1 (1 Seater)	Made of high quality imported leatherite in 1 st quality seat and back foam. Inside high quality belts and acacia wood structure. Thick thread double stitching square design on seat and back , front side plastic plate gliders.	04

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Annexure-B

Price Schedule / Financial Cost Sheet

Sr #	Item Description	Specification	QTY	Price per Unit (Excl. all taxes)	Total Taxes	Unit Price (Incl. all taxes)	Total Cost (No. of Units x Unit Cost) (including all Taxes)
1	Confere nce Table	Classical design large meeting table. Material made up of medium density fireboard(MDF), covered with decorated walnut veneer laminated surfaces, which pick strictly with clear texture, in order to make sure the consistency in color and texture, it can reach the natural smooth appearance at junctions & ends. Machine painted & coated in lacquer environmental friendly paint. Leatherite padded top. High quality accessories. Having capacity of 12 persons to be seated. Size 3660L*1830W*760 MM	01				
2	Confere nce Chair	Size : 585 W x 450 D x 950 H Upholstered with best quality foam & leatherite /fabric, M.S pipe base with chrome finish + arms in solid wood with Jacobean Finish	12				

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3	Executive Table 1	<p>Wooden office desk with leatherette top accessories and grommets, complete with side return and mobile 3-drawers cabinet.</p> <p>Material made up of medium density fireboard(MDF), covered with decorated walnut veneer laminated surfaces, in choices of wooden walnut color options, which pick strictly with clear texture, in order to make sure the consistency in color and texture, it can reach the natural smooth appearance at junctions & ends. Machine painted & coated in lacquer environmental friendly paint. High quality heavy-duty slides used in the drawers can move very smoothly and withstand over 300,000 cycles of push-and-pull.</p> <p>Size: 7.1/2 ft x 7 ft.</p>	01				
4	Executive Chair 1	<p>Providing & Supplying High Quality executive chair High back, wooden arms, heavy padded original leather with hydraulic wooden star base.</p>	01				

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		Hold back tilt system. Color: Green & black					
5	Executive Visitor Chair 1	Solid wooden structure, Pu in behind, Leather in seat faces .high-density foam with double peddings.	04				
6	Executive Table 2	RACK: 7 X 3.5 ft & DESK: 41 X 28 inches Top made of Walnut wood veneer pressed on MDF, having leatherite panel on top + solid walnut wood and natural polish finish.	01				
7	Office Table	RACK: 60" X 18" & DESK: 60" X 30" Top made of Walnut wood veneer pressed on MDF, having leatherite panel on top + solid walnut wood and natural polish finish.	12				
8	Office Chair (Executive)	Lockable revolving and tilting mechanism pivoted at front for extra stability regardless of the degree of inclination. Using Original Mesh on Back, Seat and also on Armrest. Adjustable Armrest and a use of Foam and Original Mesh on it for making more	10				

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		<p>Comfortable feel. Adjustable seat height- gas lift and swivel. Adjustable Headrest. Stylish Base in Metallic and Nylon Fiber Unique curved shells for Complete Lumber support, Size : Back Shell Height 4' to 4'4", Size: Seat Shell 1'8"</p>					
9	Visitor Chair	<p>Visitors Chair with wooden Chromic Armrest and Chromic Base. Sleek and stylish integral armrest, High frequency compression process on multi-layered veneer shell, anatomically designed for posture care. Unique curved shells for Lumber support. Back Shell in Double Net. Ergonomic and eminently aesthetic. Guaranteed Excel Foam of Highest density seat and Backrest. One year Warranty and Life time After sales Services. Consistency of availability of items over years.</p> <p>Size : Back Shell Height 3'3" / Back Shell Width 1'6"</p> <p>Size : Seat Shell 1'7" to 1'8"</p> <p>Wooden Chromic Armrest</p>	12				

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		<p>Thickness 1' and width 2'2"</p> <p>Back shell in Double Net of Master Fabric</p> <p>Chromic Base</p> <p>Foam of Highest density seat and Backrest.</p>					
10	Reception Table	<p>L60"W24"H30"-18" Made with high density laminated board. High quality top and front glass engraved as per design. Steel rod galvanized. Solid wood edging with high quality polish finish</p>	01				
11	Work Station (4 unit island)	<p>Size: L2440mm x W2440mm x H760mm</p> <p>High Density Imported 34mm E1 International Standard Particle board top with solid wood finished Melamine Laminate in caribbean walnut and sides charcoal grey two toned structure. Imported 2mm Pvc edge banding on all edges with same color.</p> <p>Imported Silver shine powder coated cone shaped legs. Three drawer mobile pedestal with High quality soft closing slides, Zinc Alloy handles in BSN color with Taiwan central</p>	04				

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		locking system on drawer. Heavy duty Chrome legs in cone triangular shape and imported wheel casters on back. CPU trolley in charcoal grey melamine laminate and 1mm imported pvc edging with 38mm diameter wheel castors. Adjustable snake design wire organizer with BSN colo top grommet. High quality fabric with imported soft board on partition.					
12	Executi ve Sofa Set (3 Seater)	Made of high quality imported leatherite in 1 st quality seat and back foam. Inner structure made of solid wood, commercial ply and legs in Mahogany wood	02				
13	Executi ve Sofa Set (2 Seater)	Made of high quality imported leatherite in 1 st quality seat and back foam. Inner structure made of solid wood, commercial ply and legs in Mahogany wood	02				
14	Executi ve Sofa Set (1 Seater)	Made of high quality imported leatherite in 1 st quality seat and back foam. Inner structure made of solid wood,	01				

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		commercial ply and legs in Mahogany wood					
15	Normal Sofa Set 2 (3 Seater)	Made of high quality imported leatherite in 1 st quality seat and back foam. Inside high quality belts and acacia wood structure. Thick thread double stitching square design on seat and back , front side plastic plate gliders.	02				
16	Normal Sofa Set 1 (1 Seater)	Made of high quality imported leatherite in 1 st quality seat and back foam. Inside high quality belts and acacia wood structure. Thick thread double stitching square design on seat and back , front side plastic plate gliders.	04				
Total Bid Cost							

Date _____

Receipt No: _____ C.D.R

Signature of authorized person

Note:

- 1. No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial bid**
- 2. Warranty period will start from the delivery date of the items where specified in specifications.**
- 3. All government notified fees, charges (if any) incurred to offer the aforementioned good and services shall be included in the cost mentioned above. All the furniture items and**

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numbers quoted above are hypothetical and in no way bind the Purchaser to purchase the said items in a no. less than, equal to or more than the one as quoted above. However all items shall be procured on the per unit rate (whether less than, higher than or even equal to the number as stated above).

Annexure-C

UNDERTAKING

It is certified that the information furnished here in and as per the document submitted is true and correct and nothing has been concealed or tampered with. We have gone through all the conditions of tender and is liable to any punitive action for furnishing false information / documents.

Dated this ____ day of _____ 20__

Signature

(Company Seal)

In the capacity of

Duly authorized to sign bids for and on behalf of: