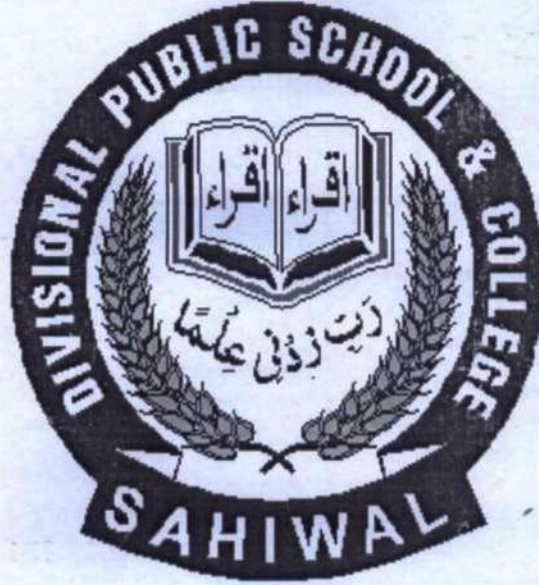


**DIVISIONAL PUBLIC SCHOOL & COLLEGE SAHIWAL  
CAMBRIDGE CAMPUS**

**BIDDING DOCUMENTS**

**MAIN ELECTRIC PANEL**



**Tenderer Stamp or visiting card**

Name of Firm: \_\_\_\_\_

Phone No: \_\_\_\_\_

NTN: \_\_\_\_\_

E.mail: \_\_\_\_\_

Ph. No. 040-4502663-4

Last Date for Submission of Tender: \_\_\_\_\_

Address: Principal Office DPS Sahiwal.



Tender Price - Rs: 2,000/-

## TERMS AND CONDITIONS OF THE TENDER

### **1 Tender Scope**

- 1.1 Divisional Public School & College Sahiwal (Cambridge Campus) (hereinafter referred to as "the Purchaser") invites / requests Proposals (hereinafter referred to as "the Tenders") for Purchase & installation of school Main Panel size 7.5' x 6.50' with Accessories (here in after referred to as "the Goods").

### **2 Tender Eligibility**

- 2.1 Eligible Tenderer is a Tenderer who has capability and resources to successfully perform the contract. Bank statement for last year may be attached & assess the financial soundness.
- 2.2 Is registered for GST and Income Tax.

### **3 Examination of the Tender Document**

- 3.1 The Tenderer is expected to examine the Tender Document, including all instructions and terms and conditions. Any objection raised on account of not having examined the Tender Document shall not be accepted.

### **4 Clarification of the Tender Document**

- 4.1 The Tenderer may require further information or clarification of the Tender Document, not later than three working days prior to the deadline for the submission of the Tender, in writing or by telephone or by visiting the office.

### **5 Tender Price**

- 5.1 The quoted price shall be:
- 5.2 Best / final / fixed and valid until completion of the Contract i.e. not subject to negotiation / variation / escalation;
- 5.3 The price should inclusive of all taxes / levies as per Government rates.

### **6 Bid Security**

- 6.1 Earnest Money (bid security) Rs.75,000/- to be deposited by the bidders shall be fixed as per the advertisement.
- 6.2 The earnest money shall be in the form of a demand draft/CDR from a scheduled bank preferably having a branch at Sahiwal.
- 6.3 The earnest money of unsuccessful bidders shall be refunded soon after the final acceptance of tenders.
- 6.4 The earnest money of the successful bidder shall be refunded after 6 month satisfactory completion of the project as the case may be.

### **7 Bid Validity**

- 7.1 The Tender shall have a minimum validity period of 45 days from the last date for submission of the Tender.

### **8 Opening of the Tender**

- 8.1 Tenders shall be opened, at the given place, time and date, in the presence of the Tenderer (s) for which they shall ensure their presence without further invitation.

### **9 Submission of the Tenders**

The tender shall comprise a three-envelope system, all enclosed within one sealed outer envelope, as under::

- 9.1 First Envelope: Containing the pay order of Rs. 2,000/- (Tender Cost) along with CDR of earnest money (bid security).
- 9.2 Second Envelope: Containing the Technical Bid, along with all required supporting documents as follows:

- The technical submittal and G.A. drawings. You may visit the site.



- Latest copy Registration Certificate of GST.
- Latest copy Registration Certificate of Income Tax.
- Affidavit at Letter Head.(Specimen attached)
- Copy of N.I.C.
- Account Maintenance Certificate
- Bank statement for last year with 10 million turnover.

9.3 Third Envelope: Containing the Financial Bid.

**10 Evaluation of the Tenders**

The Tender Evaluation Committee shall evaluate the tenders strictly in accordance with the prescribed criteria.

10.1 At the time of opening, the Committee shall first examine the first envelope to verify the availability and validity of the pay order of tender cost and the CDR of earnest money (bid security). Tenders found deficient in this regard shall be declared non-responsive and shall not be considered further.

10.2 Only those tenders found responsive at the preliminary stage shall have their Technical Bids opened and evaluated. Tenderers who submit complete technical documentation and meet the prescribed technical requirements shall be declared technically qualified.

10.3 The Financial Bids of only the technically qualified tenderers shall be opened subsequently and evaluated in accordance with the approved procedure and evaluation criteria. The tender shall be awarded on lump sum basis to the lowest responsive and evaluated bidder(s).

**11 Samples.**

11.1 The successful bidder shall provide the requested samples within 03 days of issuance of the purchase order.

**12 Rejection / Acceptance of the tender**

12.1 The Purchaser shall have the right, at his exclusive discretion, to increase / decrease the quantity of any or all item(s) without any change in unit prices or other terms and conditions, accept a Tender for one /more item(s) / Lot(s), reject any or all tender(s), cancel / annul the Tendering process at any time prior to award of Contract, without assigning any reason or any obligation to inform the Tenderer of the grounds for the Purchaser's action, and without thereby incurring any liability to the Tenderer and the decision of the Purchaser shall be final.

**13 Acceptance Letter**

13.1 The Purchaser shall send the Acceptance Letter to the successful Tenderer, prior to the expiry of the validity period of the Tender.

**14 Delivery**

14.1 The contractor shall be responsible for supply and installation of Main Panel with Accessories (items) in Cambridge campus with 08 days execution of the work order.

14.2 The contractor shall provide such packing of the items supplied, as is sufficient to prevent their damage / deterioration during storage.

**15 Inspection / Testing**

15.1 The client may reject the items supplied if they fail in any inspections (s) / test (s) giving the defect (s) / shortcomings / reason (s) and specifying the work required to be done by the Contractor.

15.2 The contractor shall within seven working days of such rejection, either replace the Main Panel with Accessories supplied under the contract, or make all alterations necessary to pass inspections (s) / test (s) free of cost to the purchaser / client.

**16 Payment**

16.1 The contractor shall submit bill of payment for the Main Panel with Accessories supplied to the client which shall:

16.2 Be in prescribed form;



- 16.3 Be accompanied by such invoices, receipts or other documentary evidence as the client may require;
- 16.4 Be submitted within seven working days of completion of each phase after which payment is due, as per payment schedule;
- 16.5 State the particulars of the Main Panel with Accessories supplied.
- 16.6 State the amount claimed.

**17 Taxes and Duties**

- 17.1 The contractor shall be exclusively and entirely responsible for all taxes, duties and other such levies chargeable as per the legal provisions applicable at the time of delivery. Taxes and duties shall be deducted as per Law. The contractor is supposed to know and understand the legal provisions applicable in this regard.



*Handwritten signature*  
**Principal  
DPS Sahiwal**  
*Handwritten signature*

**TENDER FOAM**

1. We, [Name and Address of the Tenderer]

\_\_\_\_\_

\_\_\_\_\_

2. having read, understood and accepted the Tender Document, including the Addendum(s), if any, offer to supply and installation, the school Main Panel with Accessories in conformity with the said Tender Document, to **Divisional Public School & College Sahiwal Cambridge Campus** for the Total Tender Price of **PKR** \_\_\_\_\_ only in accordance with the Price Schedule and the Execution Schedule, attached hereto and made part of the Tender.

3. We undertake that the Tender shall have a minimum validity period of **45** days from the last date for submission of the Tender and may be accepted at any time before the expiration of that period.

4. We undertake to be bound by the Tender and the Acceptance Letter.

**TENDERER**

Name \_\_\_\_\_

CNIC # \_\_\_\_\_

Address \_\_\_\_\_

Signature \_\_\_\_\_

Date:- \_\_\_\_\_

**Note: The Tender Foam should be on the letterhead of the Tenderer.**



**AFFIDAVIT**

1. We, [Name and Address of the Tenderer]

\_\_\_\_\_

\_\_\_\_\_

**do hereby declare on solemn affirmation that:**

2. We have not been black listed from any Government Department / Agency.
3. We have not been involved in litigation with any client during the last 3 years.
4. We acknowledge that we have read, understood and accepted the Tender Document.
5. We understand that the Purchaser shall have the right, at his exclusive discretion, to require, in writing, further information or clarification of the Tender, from any or all the Tenderer(s).
6. We understand that the Purchaser shall have the right, at his exclusive discretion, to increase / decrease the quantity of any or all item(s), accept / reject any or all tender(s), cancel / annul the Tendering process at any time prior to award of Contract, without assigning any reason or any obligation to inform the Tenderer of the grounds for the Purchaser's action, and without thereby incurring any liability to the Tenderer and the decision of the Purchaser shall be final.

**TENDERER**

Name \_\_\_\_\_

CNIC # \_\_\_\_\_

Address \_\_\_\_\_

Signature \_\_\_\_\_

Date:- \_\_\_\_\_

**Note: The Affidavit should be on the Rs.100 e.stamp paper of the Tenderer.**



*Financial Bid*

S. No.	Description	Qty	Unit	Rate	Amount
1	<p><b>Main Panel size (7.5 x 6.5)</b></p> <p>Switchgear: Terasaki Japan / Legrand EU / LS Korea / Approved as per Annex-A</p> <p>PFI Relay &amp; Capacitors: Shizuki / Nokian EU / BTB / Approved as per Annex-A</p> <p>Digital Voltmeter / Ammeters &amp; Energy Analyzers: Smart Controller UK / Lovato EU / Sinusoid CHN/CAD / Approved as per Annex-A</p> <p>Fabrication, supply at site, installation at designated location, testing and commissioning of <b>Main Panel Boards (MPB)</b> comprising of cubicles, frame made of sheet steel <b>14 SWG</b> and doors of <b>14 SWG</b>, with flexible earthing straps, <b>degreased and de-rusted, hot dip Phosphated finished with electro-static powder coating of atleast 100 micron thickness</b> in approved color, panel housing to comply with protection class <b>IP-54 (For Indoor) and IP-65/Water Tight (Outdoor)</b>.</p> <p>Indoor floor mounting, in free standing design, with hinged door, lockable handle, all auxiliaries, internal wiring, designation labels on MCCBs, earthing bar, numbering beads on the control wires, panel suitable for system Voltage <b>415 V, 50 Hz, 3 Phase and neutral, bus bars of color coded insulated 99.9% pure electrolytic copper with tin coating</b>, including cost of cable termination lugs, brass cable glands for incoming &amp; outgoing cables, wiring from breakers, indication lamps, instruments and control all accessories complete in all respects.</p> <p>All incoming and outgoing breakers shall be <b>accessible by opening the front door</b> having additional M.S. sheet cover. Gaskets shall also be provided where necessary. All MCCBs shall be suitable to operate <b>without any de-rating at 50°C ambient temperature</b> and shall be of one make only and not a mixture of more than one make.</p> <p>The front and back sides of MPB shall also have <b>louvers at bottom and sides of panel</b> for hot air exhaust. The panel shall have a front access. Circuits layout shall conform to the single line diagrams. Main Panel Board shall be manufactured by any one of the manufacturer as mentioned in List.</p> <p>Panel shall have <b>Brass Cable Glands &amp; Space for BTD as per SLD</b>.</p> <p>Each cubicle to have <b>2 thermostatically controlled 220~240 Volts Operated robust exhaust fan 6"/8" dia.</b> to be installed on inner sides on back or on top of synch panel for hot air exhaust, including cost of thermostat ON/OFF switches wire mesh, air filters and all accessories / wiring, complete in all respects.</p>				



S. No.	Description	Qty	Unit	Rate	Amount
	<p><b>Tube light with rod</b> to be installed inside each cubicle with micro switch on each door.</p> <p>Also note that for Control Purpose 2 Amps SP MCBs make Terasaki/Legrand/LS should be used &amp; RS-485 Terminals should be provided for remote monitoring though EAs.</p> <p><u>Complete in all respects as per the single line diagrams</u></p> <p><b>Cable Glands</b> Make/Brand: Brass Alloy and should be Appropriatesize as per the incoming &amp; O/G cables</p> <p><b>Terminal Block</b> Make/Brand: Imported, should be Appropriate size as per the O/G cables</p> <p><b>Exhaust Fan</b> Make/Brand: Imported and should be installed in every floor standing cubical on the side/top including the necessary range of thermostate &amp; filter. The size should not be less than 6" in dia.</p> <p><b>Tube Light</b> with Microswitch Make/Brand: Imported, should be installed in every floor standing cubical inside.</p> <p><b>LTMPB/MCC-SMPB</b> should be IP-54  Frame 14 SWG  Door 14 SWG  Outdoor  IP-66</p> <p><b>Distribution Board/ACP</b> should be  IP-44  Frame 16 SWG  Outdoor  IP-66</p> <p><b>Safety Punch Plates</b>, the punch plates of all switchgear's cubical should be of back-a-lite material and phase separators for each MCCB/ACBs.</p> <p>2 spaces in each phase to accommodate the future expansion in each distribution board, LT and Sub Mains.</p> <p><b>Paint</b> should be All cubical shall be painted in textured white colour.</p> <p><b>Fishnet Flexible Earth Strips</b> to be used for earthing housing of panels</p> <p><b>Phase Separators</b> should be used.</p> <p><b>Busbars</b> should be of pure copper 99.9% with tinned coating (for rust free) and have insulated color coding sleeves.</p> <p><b>MCB SP</b> of 2Amp should be used for fuse purpose instead of control fuse.</p> <p>Note:  Dimension, Panel/DB Structure, Mounting Arrangement &amp; Cable Incoming/Outgoings of All Panels/DBs shall be duly verified by the Contractor under the presence of Engineer Incharge Prior to Fabrication &amp; Delivery of Panels</p>				



S. No.	Description	Qty	Unit	Rate	Amount
	The above mentioned points are common in almost all the switchgear, the contractor / manufacturer is advised to incorporate all above mentioned points with other ammendments during manufacturing of switchgear.				
1.01	<p><b>Main Switch (Water Tight)</b></p> <p>Conforming to same general constructional specifications as 1.01 above but equipped with following:</p> <p><u>Complete in all respect as per single line diagram.</u>  <u>Thimbles must be covered with fire retardant tape.</u>  <u>Fire resistance pad must be installed on panel top plates.</u></p>	1	Nos		
1.02	<p><b>MAIN &amp; EMERGENCY PANEL FORM 3B SEGGREG.</b></p> <p>Conforming to same general constructional specifications as 1.01 above but equipped with following:</p> <p><u>Complete in all respect as per single line diagram.</u>  <u>Thimbles must be covered with fire retardant tape.</u>  <u>Fire resistance pad must be installed on panel top plates.</u></p>	1	Nos		
1.03	<p><b>Automatic Power Factor Improvement Plant</b></p> <p>Supply, installation &amp; commissioning of sheet metal clad totally enclosed free standing, front excess <b>Power factor improvement plant</b> to be installed with Main LT Switch Board, fabricated from 14 SWG M.S. sheet steel &amp; doors from 14 SWG M.S. sheet steel, degreased and de-rusted, hot dip Phosphated finished with electro-static powder coating of atleast 100 micron thickness of approved color, 415 volts, 3 phase, 50Hz, power factor improvement plant of automatically / manually controlled. complete with air contactors, HRC fuses for short circuit protection.</p> <p>Each cubicle to have 2 thermostatically controlled 220~240 Volts Operated robust exhaust fan 6"/8" dia. to be installed on inner sides on back or on top of synch panel for hot air exhaust, including cost of thermostat ON/OFF switches wire mesh, air filters and all accessories / wiring, complete in all respects.</p> <p>Tube light with rod to be installed inside each cubicle with micro switch on each door.</p> <p>On/Off push buttons, On/Off indication light, PFI relay, make for switching in &amp; out out the capacitors in , control fuses, auto/manual selector switch, 415 volts 3 phase delta connected capacitors make BTB/Nokian and ON/OFF indicating lamps.</p> <p><b>Note:</b>  PFI Realy with intelligent switching w.r.t charging/discharging.  Mag. Contectors with built-in Damping resistors.</p>				



S. No.	Description	Qty	Unit	Rate	Amount
a	APFI Plant - (3x25)+(2*50) KVAR = 175 KVAR Complete in all respect as per single line diagram. <i>Thimbles must be covered with fire retardant tape.</i> <i>Fire resistance pad must be installed on panel top plates.</i>	1	No.		
				Total Rs.	

Note. All pages of financial bid must be signed & stamped.







