



TENDER DOCUMENTS
INSTALLATION & COMMISSSIONING
VIDEO CONFERENCING SOLUTION
IC / SCM / VCON/ MIS / 25-26 / TD-09

ISLAMABAD CLUB



TENDER NOTICE

Islamabad Club (IC)
IC / SCM / VCON/ MIS / 25-26 / TD-09

PROJECT BRIEF

1. Sealed bids are invited from Government / FBR Registered Firms for the INSTALLATION & COMMISSIONING VIDEO CONFERENCING SOLUTION for IC on FOR Basis.
2. Bidding documents containing detailed terms & condition for submission of bids, method of procurement (Single Stage Two Envelopes), eligibility are available for registered bidders on EPADS. Quotations shall be submitted as per requirement of the tender documents.

Tender Documents can be downloaded from **IC/EPADS** websites and Bids will be submitted as per requirements mentioned in the tender documents. Bids will be submitted through EPADS and bidders will submit their original CDR of 5% of quoted amount in the favor of "Islamabad Club-----". The tender documents can be downloaded from the following platforms:

2.1 Islamabad Club: [<https://islamabadclub.org.pk/>]

2.2 PPRA: [<https://www.ppra.org.pk/>]

2.3 EPADS: [<https://eprocure.gov.pk/>]

3. Submit **Rs. 5000/-** as Tender fee in favor of Islamabad Club (Faysal Bank, Tendering and Contracts, A/C #) attach bank receipt with technical offer. Offers will not be entertained without payment of processing fee.
4. Details for Submission & Opening of bids for tender are as under:-

Sr	Description	Bank Account Details	Tender Fee	Tender Submission	Tender Opening
a.	<u>IC / SCM / VCON/ MIS / 25-26 / TD-09</u>	Faysal Bank, Tendering and Contracts, A/C # PK81FAYS0001132031116145	Rs. 5000/-	1200 Hrs 25th September 2025	1230 Hrs 25th September 2025

Supply Chain Management Office (Purchase Office)

(ISLAMABAD CLUB)

Email: faisal.khan@islamabadclub.org.pk

Phone: 051-9046000, Ext: 174

Compliance – Check List

Offer must be quoted and arranged in accordance with below mentioned sequence. Non-compliance & non-provision of following documents may lead to disqualification.

Sr.	Required Particulars	Documents Attached	
		Yes / No	Page #
1.	Tender Fee Original Receipt (Rs 5,000/-)		
2.	Technical & Financial Offer separately		
3.	NTN/GST Registration		
4.	All Annexures & Special Conditions Compliance Note: All annexures must be as per given format.		
5.	OEM Registration / Authorization Certificate / Dealer		
6.	OEM Details		
7.	Copy of Earnest Money (prices hidden)		
8.	Must have completed at least 5 Video Conferencing Projects		
9.	OEM / Equipment brochures & details		
10.	Non-Blacklisting Certificate		
11.	Firm"s Complete details (address, contacts & email)		

ISLAMABAD CLUB
SUPPLY CHAIN MANAGEMENT (Purchase
Office)

INVITATION TO TENDER

Tender submission time: **1200 hours, 25 Sep 2025**

1. IC desires to procure the list of item(s) / Store(s) on **FOR Basis** as per **Annexure-A**. Interested bidders are requested to send their bids through courier or deliver at IC under 'single Stage – Two Envelopes" (two envelopes placed together in third envelope), marked clearly as "**Technical Offer**" and "**Commercial Offer**" respectively to the undersigned, latest by or before above mentioned due date.

2. **Conditions Governing Contracts**. The contract made as result of this IT will be in accordance with the draft contract published on IC University website and other special conditions (Mentioned in this document) that may be added to given contract for the supply of equipment.

3. **Delivery of Tender**. The offer is to be submitted as under:-

- a. **Technical Offer**. Technical Offer should contain only Annexure-A, Annexure-A-1 & Annexure B duly filled in (supported with relevant technical literature / details / catalogues etc) and receipt of tender processing fee. Copy of bid bond WITHOUT MENTIONING PRICE should be attached with technical offer.

Only relevant technical details

i.e literature/brochures) without mentioning the financial aspect of the offer should be enclosed in an envelope. In technical proposal, all items must have the brand names, model number, manufacturer's name, country of origin, manufacturer's warranty including parts with complete specs and brochures. Re-conditioned and re-furnished equipment shall not be acceptable. Following information will be clearly marked on the envelope:

- (1) Technical Offer
- (2) Tender number
- (3) Date/ time of opening

- b. **Commercial Offer**. Commercial Offer will contain Annexure-C and bid bond (Duly mentioned and placed in separate envelope. The offer indicating the in Local Currency for FOR cases

in figures as well as in words would be enclosed in an envelope. Following information will be clearly marked on the envelope;

- (1) Commercial Offer
- (2) Tender number
- c. Both the envelopes/bids i.e. commercial offer and technical offer.
- d. The tender duly sealed will be addressed to the following: -
Procurement Consultant (Supply Chain Management Office) Islamabad
Club, Main Murree Road, Islamabad
Tel: Phone: 051-9046000, Ext: 174

4. **Date and Time for Receipt of Tender.** Sealed bids with detailed specifications should reach SCM office latest by **1200 hours on 25 Sep 2025**. Delay occurring in post shall not be accepted. Tenders received after the appointed / fixed time will NOT be entertained. The appointed time will, however, fall on next working day in case of closed / forced holiday.

5. **Tender Opening.** The offers shall be opened **30 minutes** after submission time. Commercial offers will be opened at later stage if Technical Offer is found acceptable on examination by technical authorities. Date and time for opening of commercial offer shall intimate later. Only legitimate / registered representatives of firm will be allowed to attend tender opening.

6. **Validity of Offer.** The validity period of quotations must be indicated and should be **90 days** from the date of opening of financial offer.

7. **Withdrawal of offer** If the firm withdraws its offer within validity period the competent authority may place such firm under embargo for a period, which may be extended up to one year. Moreover, the Earnest Money of the firm will be confiscated.

8. **Documents.** Following information / copy of documents must be provided / attached with offer: -

- a. Firm/Company Financial Statement.
- b. NTN/GST number be mentioned on the offer and copy of registration Certificate issued by Sales Tax Department, attached. Must be on active pay list.
- c. Annexes A, A-1, B and C and special conditions must be signed and stamped.
ATTACH ONLY RELEVANT DOCUMENTS.
- d. Complete all Annexes as per given format. Do not use your format or letter head. Offer may be rejected if given format is not followed.
- e. OEM/principal/Distributor/Dealer reference must be provided.
- f. Proof of 5 projects (PO / Contract / Certificate of Completion)

9. **Disqualification.** Offers are liable to be rejected if:-

- a. Validity of offer is not quoted as required in IT documents.
- b. Any deviation from the General/ Special / Technical Instructions.

- c. Offers are found conditional or incomplete in any respect.
- d. Copy of EM/Bid Bond & Tender processing fee (with tech offer) and original EM/Bid Bond (with fin offer) are NOT attached.
- e. Manufacturer's relevant brochures and technical details on major equipment assemblies are not attached in support of specifications.
- f. Offer received later than appointed / fixed date and time.
- g. Offers (Commercial / technical) containing non-initialed / unauthenticated amendments / corrections / overwriting. If the validity of the agency agreement has expired
- h. If the offer is found to be based on cartel action in connivance with other sources/participants of the tender.

10. **Earnest Money / Bid Bond.** Commercial Offer must be accompanied with a Bid Bond (CDR/Pay Order/Bank Draft) in agreement of faithful compliance of the conditions of Contract. This amount will be equivalent to 5% of the total quoted value. The Bid Bond amount submitted by the successful bidder will however be refunded on effective termination of Contract. (The Bid Bond will be forfeited in case of default by the bidder from his commitments made through his offer). Submission of Bid Bond is mandatory; otherwise your offer will be rejected. Bid Bond will be used as performance guarantee till the delivery of stores, otherwise separate performance guarantee valued at 5 % of contract will be submitted by successful firm till stores are delivered and inspected.

11. **Return of Earnest Money/Bid Bond.**

- a. Bid Bond to the unsuccessful bidders will be returned on finalization of the lowest evaluated bidder.
- b. Bid Bond of the successful bidder/bidders will be returned on submission of Bank Guarantee/Bid bond against warranty period OR Bid bond retained for the warranty period as the case may be.

12. **Terms of Payment/ LC Charges**

In FOR cases

- 100% payment will be made to the Seller after receipt and confirming the correctness of ordered specifications, installation, commissioning.

13. **Warranty:- 1 Years Warranty** will be required from the successful bidders from the date of commissioning.

14. **Taxes/ Duties/ Custom clearance** All taxes /duties /import Licenses Fee as applicable

under government laws in Pakistan as well as country of supplier shall be on Seller **(in FOR Case)**.

15. **Insurance:** - Insurance will be Seller's Responsibility **(in FOR Cases)**.

16. **Freight charges /Misc charges:** All charges such as packing, forwarding, local freight, loading and unloading, installation and commissioning, custom clearance, orientations, on job training or any other will be part of quoted price. Delivery till IC will

be seller's responsibility and all associated costs will be part of quotation as well.

17. **Delivery Schedule.** Store will be delivered within **25 Days** from contract signing date. **Ex-Stock.**

18. **SCOPE OF DELIVERY:**

One (1) high-performance video conferencing system

One (1) 75-inch interactive flat panel display

Installation and integration of both systems

Training and documentation for users

Post-installation support and warranty services

19. **Force Majeure.** If non-compliance with the period of delivery or services can be proved to be due to Force Majeure, such as but not limited to mobilization, war, riot, strike, lockout, pandemics/epidemics or the occurrence of unforeseen events, the period shall be reasonably extended.

20. **Subletting** Suppliers are not allowed to sublet wholly or part of the contract to any other firm /company. Firm found in breach of the clause will be dealt with as per purchaser's right and discretion.

21. **Arbitration.** Will be as under:-

"All Claims, disputes, controversies, differences arising out of or in connection with this contract, including any question regarding its existence, validity, interpretation performance, breach or termination, shall be referred to and shall finally be solved by binding arbitration. An Arbitration Committee Shall be constituted comprising Administrator IC and two Arbitration to be nominated on mutual agreement by each party. The venue of the Arbitration shall be the place of issuance of this contract or as Administrator IC may determine. In case of any difference, the clauses of Arbitration Act 1940, Rules and Regulation made thereof for time being enforce shall prevail. The award shall be final and binding on both parties.

- a. Provided that written record of any such arbitration and its award shall be arranged properly. An award of such arbitration may be confirmed in a court of competent jurisdiction at Islamabad.

- b. Provided further that in case of any other question /dispute not covered under this clause, the decision of Administrator IC shall be final.”

22. **Redress Of Grievance.** In case of dispute, case shall be reviewed by IC Redress of grievance committee and decision of IC shall be final and binding on both parties.

23. **Export License/Permit /End User Cert.** It shall be the responsibility of the Supplier to obtain from the Government concerned all permits and export licenses, etc required to enable each consignment to be shipped immediately as per the delivery schedule. In case the supplier fails to arrange export license within 30 days of signing the contract the purchaser reserves the right to cancel the contract on the risk and expense of the supplier without prior notice. The purchaser will provide End User Certificate for acquisition of export license to the supplier (format to be provided by the supplier for respective country within 10 day of signing of the contract).

24. **Technical Specification:** The supplier will provide OEM certificate, quality certificate /inspection document to the purchaser confirming the quality of the product being supplied under this contract. Store must bear the manufacturer's identification marking /monogram.

25. **Inspection /Testing of Store:** Inspection testing will be carried out at IC by the concerned inspection team as detailed by the respective department in accordance with the laid down Acceptance Criteria. (Acceptance Test Procedure (ATPs)/Drawing /Test standard and specification). The supplier will provide ATPs with technical offer. Mutually agreed/approved ATPs will form part of contract to govern the inspection of store subsequently.

26. **Change In Specification /Mfr /Model.** No alternation marked/brand and quality of store will be entertained after the tender has been opened.

27. **Checking of Store at Consignee/User End.** All stores will be checked at Consignee's end in the presence of the supplier's representative. If for some reason, the supplier decides not to nominate his representative for such checking, an advance written notice to this effect will be given by the supplier to the consignee prior to immediately on shipment of store. In such an event the supplier will clearly undertake that decision of consignee with regard to quantities and description of consignment will be taken as final and discrepancy found will be accordingly made up by supplier. In all other cases the consignee will inform the supplier about arrival of consignment immediately on receipt of store through registered email/letter and telephone. If no response from the supplier is received within 15 days from initiation letter the consignee will have the right to proceed with the checking without supplier's representative. User/Consignee's report on checking of the stores will be binding on the seller in such cases.

28. **Packing /Marking.** The supplier shall be responsible for proper packing of the Store in standard export packing worthy of transportation by sea /air /road rail so as to ensure their content being free from loss or damages due to faulty packing on arrival at the ultimate destination. Packing of stores will be done at the expenses of the supplier. All packing cases, containers and other packing material shall become the property of the IC on receipt.

Any loss occurred /demurrage paid due to wrong marking will be made good by the supplier.

29. **General Instructions:** Following must be noted:-

- a. The firm should provide point to point acceptance of each clause of IT and special instructions attached with IT.
- b. Firm will render a certificate with technical offer that firm is neither defaulter nor blacklisted by any Government / semi Government organization directly or indirectly. (On Judicial Paper)
- c. Rates should be quoted on Free Delivery basis at IC Islamabad.
- d. **1 Years Warranty** will be required from the successful bidders from the date of commissioning as performance bond.
- e. The stipulated delivery period should be strictly adhered to. Any anticipated delay that is beyond the control of Seller will be informed (in writing) well in advance of the expiry of the due date of the activity along with reasonsthereof, requesting for the grant of extension in delivery period. If the Seller fails to do so, or the Buyer is not convinced with the rationale provided by the Seller, Liquidated Damages up to/at 2% per month or part thereof, will be imposed. However, the maximum limit of the Liquidated Damages will not exceed 10% of the delayed store value.
- f. If even after applicability of 10% LD, the Seller fails to deliver the required stores, the Buyer will be at liberty to Cancel the contract, and /or procure the stores from an alternate source, on the Seller's "Risk & Cost/Expense". Inthat case, the Seller will be bound to make payment to the new sourcethrough IC. The purchaser"s decision under this clause shall NOT be subjected to arbitration.
- g. IC reserves the right to cancel the Contract without assigning any reason whatsoever during its currency / execution / after placement, if the firm is found to be involved in any dubious activity, litigation, lacking to meet contractual obligations with the purchaser or is blacklisted with any other Public procurement agency. No claims / loss /damage of whatsoever nature shall be entertained and IC's decision in this regard will be final / binding on the Seller.
- h. An appropriate amount may be paid for mobilization against Bank Guarantee/CDR/Demand Draft/Pay Order.
- i. Firms with previous pending/outstanding projects/business and unsatisfactory performance with IC may not be considered for awardof any further business.
- j. Lowest evaluated bidders must send their authorized representatives (with authorization letter) for signing of the contract within three days of sharing of the draft contract.
- k. All hardware must be original, brand new, and factory-sealed.
- l. Local regulatory and security compliance is mandatory.
- m. For technical opening firm will send a representative who has knowledge about the quoted items otherwise representative will not be allowed to sit in tender opening.
- n. **Stamp duty for Contract will be taken as per Section 22-A of Stamp Act 1899**

Pakistan.

a. Requirement ex-stock Proof of availability of store.

p. Tender document clauses and special conditions will be part of contract.

Procurement Consultant
Supply Chain Management (Purchase
Office)

Annex-A**Technical Specifications**
IC / SCM / VCON/ MIS / 25-26 / TD-09**A. Video Conferencing Solution**

The proposed system **must meet or exceed** the following minimum specifications:

- **Resolution:** Up to 4K Ultra HD at 30fps, with 1080p and 720p backward compatibility
- **Zoom Capability:** 5x optical zoom and 15x HD zoom with digital enhancement
- **Field of View:** 90° diagonal, 82.1° horizontal, and 52.2° vertical
- **Pan and Tilt:** Motorized pan $\pm 25^\circ$ and tilt $\pm 15^\circ$
- **Microphone Array:** Six beamforming microphones with a pickup range of up to 4.5 meters (15 feet)
- **Speakers:** Dual high-performance speakers for clear, distortion-free audio
- **Noise Suppression:** Right Sound technology or equivalent to eliminate echo and filter background noise
- **Operating Modes:**
 - Appliance Mode: Runs video conferencing applications natively
 - USB Mode: Plug-and-play USB connection to external devices
- **OS Compatibility:** Windows and macOS
- **Right Sight Technology:** Auto-framing and speaker tracking
- **Right Sound Technology:** Auto-leveling of voice, background noise suppression, and echo cancellation
- **Dimensions:** Approximately 35.8" x 6.5" x 5.1" (910 mm x 164 mm x 130.5 mm)

B. 75-Inch Interactive Flat Panel Display

The interactive flat panel **must meet or exceed** the following specifications:

- **Display Size:** 75 inches
- **Resolution:** Ultra HD 4K resolution for vibrant visuals and clarity
- **Multi-Touch:** Support for up to 20 simultaneous touchpoints
- **Surface:** Tempered glass with anti-glare technology
- **Built-In Camera & Microphone:** Suitable for video conferencing use
- **Operating System:** Android 12 or higher for a smooth and user-friendly interface
- **Performance:**
 - Minimum 8GB RAM
 - Minimum 128GB internal storage
- **Connectivity:** Wireless screen sharing and device casting

- **Functionality:** Digital white boarding features for collaboration, teaching, and planning
- 2 Years' Experience in Maintaining & Delivering Equivalent Systems
- OEM Certificates .
- Training Criteria

NOTE: LITERATURE, BROCHURES, PLAN DIAGRAM, ITEMWISE DETAILS MUST BE ATTACHED ON LETTER HEAD

VISIT FOR THE SITE CAN BE CONDUCTED ON ANY WORKING DAY BETWEEN 1000 Hrs to 1500 Hrs AFTER DATE OF ADVERTISEMET ONE DAY BEFORE OPENING.

INSTALLATION COMMISSOINING TILL DEMONSTRATION IS REPONSABILITY OF CONTRACTOR (PLAN/DIAGRAM MUST BE SHARED)

Firm Name:	_____
Signature:	_____
Name:	_____
Designation:	_____

Special Instructions

Description	Bidder		Tech Scrutiny to be done (FOR IC OFFICIAL USE)		
	Yes	No	Accepted	Rejected	Reasons of Rejection
Operations Training Training of IC ICT support staff					
Installation and Commissioning a. Complete installation, testing/ commissioning of the equipment (Software & Hardware) will be carried out by OEM/supplier rep at designated place at IC within 25 x days after of contract. b. Special requirements must be specified in offer by supplier. Capability to integrate with same vendor endpoints security suite, analyzer and manger to enable self-healing network and automatically quarantine/BAN the endpoints in case of malicious activities detected					
Support Services a. 24x7x365 Support Services including public holidays. b. Suppliers to have in-country spares/Technical support and ensure spares and technical support/Assistance for next 2 years after expiry of warranty/guarantee period					
Standard & Compliance Bidder must submit specification compliance in their bids. Non-compliance (if any) against the product specification and general terms & conditions of the tender may lead to the disqualification of the bidder.					
Liability of Supplier <ul style="list-style-type: none"> Supplier is to provide original OEM certificate or distributor or authorized dealer certificate of subject equipment; licenses bought directly from the manufacturer and being an authorized dealer. Firm must be authorized distributor/supplier (Proof of authorization). Firm must have done 5 Same Projects 					

Annex-B

TECHNICAL OFFER
IC / SCM / VCON/ MIS / 25-26 / TD-09

Fill in following essential Parameters: -

1. Validity of Offer: _____ Days (Should not be less than **90 days**)
2. Delivery period: _____ Days (After placement of order)
3. Country of Origin: _____
4. Warranty Period: _____

General

1. GST Number: _____ (Enclose Copy)
2. NTN / CNIC: _____ (if exempted, provide valid exemption certificate)

Payment Terms (In continuation of IT Document clause 12)

In FOR Cases
100% payment after delivery, installation / commissioning /user satisfaction certificate

Details of Foreign Principal Information with account details)

1. Name / Title: _____
2. Address: _____

OEM Name:	Firm Name:	Signature:
OEM Focal Person:	Firm Focal Person:	Official Seal:
OEM Phone Number:	Firm Phone Number:	Name & CNIC:
OEM Email Id:	Firm Email Id:	Designation:

Annex C

FINANCIAL OFFER
IC / SCM / VCON/ MIS / 25-26 / TD-09

Sr.	Items	Description	Country of Origin	A/U	Qty	Unit Price PKR (Including Tax)	Total Price PKR (Including Tax)
1.	Video Conferencing Solution	<p>The proposed system must meet or exceed the following minimum specifications:</p> <ul style="list-style-type: none"> • Resolution: Up to 4K Ultra HD at 30fps, with 1080p and 720p backward compatibility • Zoom Capability: 5x optical zoom and 15x HD zoom with digital enhancement • Field of View: 90° diagonal, 82.1° horizontal, and 52.2° vertical • Pan and Tilt: Motorized pan $\pm 25^\circ$ and tilt $\pm 15^\circ$ • Microphone Array: Six beamforming microphones with a pickup range of up to 4.5 meters (15 feet) • Speakers: Dual high-performance speakers for clear, distortion-free audio • Noise Suppression: Right Sound technology or equivalent to eliminate echo and filter background noise • Operating Modes: <ul style="list-style-type: none"> ◦ Appliance Mode: Runs video conferencing applications natively ◦ USB Mode: Plug-and-play USB connection to external devices • OS Compatibility: Windows and macOS • Right Sight Technology: Auto-framing and speaker tracking • Right Sound Technology: Auto-leveling of voice, background noise suppression, and echo cancellation 	Europe/ USA/ Asia	No			

		<ul style="list-style-type: none"> • Dimensions: Approximately 35.8" x 6.5" x 5.1" (910 mm x 164 mm x 130.5 mm) 					
2.	75-Inch Interactive Flat Panel Display	<p>The interactive flat panel must meet or exceed the following specifications:</p> <ul style="list-style-type: none"> • Display Size: 75 inches • Resolution: Ultra HD 4K resolution for vibrant visuals and clarity • Multi-Touch: Support for up to 20 simultaneous touchpoints • Surface: Tempered glass with anti-glare technology • Built-In Camera & Microphone: Suitable for video conferencing use • Operating System: Android 12 or higher for a smooth and user-friendly interface • Performance: <ul style="list-style-type: none"> ◦ Minimum 8GB RAM ◦ Minimum 128GB internal storage • Connectivity: Wireless screen sharing and device casting • Functionality: Digital white boarding features for collaboration, teaching, and planning 	Europe/ USA/ Asia	No			
INSTALLATION, COMMISSIONING CHARGES SHALL BE INCLUDED IN TOTAL BID (Equipment Cost, Installation Cost, Training, Support & Warranty).							

Firm Name: _____
Signature: _____
Name: _____
Designation: _____

Tender No _____
Name of the Firm _____
Firm Address _____
Date _____
Telephone No _____
E-Mail _____

To, Procurement
Consultant
Islamabad Club,
Main Murree Road,
Islamabad.

Dear Sir

1. I / We hereby offer to supply to the IC University the stores detailed in schedule to the tender inquiry or such portion thereof as you may specify in the acceptance of tender at the price offered against the said schedule and further agree that this offer will remain valid up to 90 days after opening of Financial offer and will not be withdrawn or altered in terms of rates quoted and the conditions already stated therein or on before this date. I / we shall be bound by a communication of acceptance to be dispatched within the prescribed time.

2. I / we have understood the instructions to Tenders and General Conditions Governing Contract available at IC website and have thoroughly examined the specifications / drawing and / or patterns quoted in the schedule here to and am/are fully aware of the nature of the stores required and my/ our offer is to supply stores strictly in accordance with the requirements.

Yours Faithfully.

(Signature of Tenderer)

Designation

Date:

Individual signing tender and / or other documents connected with a contract must be signed by principal authorized rep/ OEM rep/ Authorized partner firm rep.

**'SPECIMEN FOR BANK GUARANTEE AGAINST PERFORMANCE/WARRANTY
GUARANTEE'**

Guarantee No:_____ Date_____ Amount:_____ Valid upto:_____

In Favour of: Islamabad Club (IC), IJP Road, I-12, Islamabad

Subject: In compliance with terms of Performance/Warranty Guarantee Bank Guarantee

Contract No:_____ dated_____

Dear Sir,

1. Whereas your good-self have entered into Contract No __dated with M/s [Firm Name] Located at [Firm Address], Herein after referred to as our customer and that one of the conditions of the Contract is submission of Bank Guarantee by our customer to your good-self for a sum of [Amount].

2. Incompliance with this stipulation of subj contract, we hereby agree and undertake as under:-

- a To pay to you unconditionally on demand and / or without any reference to our Customer an amount not exceeding the sum of [Amount] as would be mentioned in your written Demand Notice.
- b To keep this Guarantee in force till [Validity Date].
- c That the validity of this Bank guarantee shall be kept two clear year ahead of the original / extended delivery period or the warrantee of the stores which so ever is later in duration on receipt of information from your office. Our liability under this Bank Guarantee shall cease on the closing of banking hours on the last date of validity of this Bank Guarantee. Claim received there after shall not been entertained by us whether you suffer a loss or not. On receipt of payment under this Guarantee, this documents i.e., Bank Guarantee must be clearly cancelled, discharged and returned to us.
- d That we shall inform your office regarding termination of the validity of this bank Guarantee on clear month before the actual expiry date of this Bank Guarantee.
- e That with the consent of our customer you may amend / alter any term / cause of the contractor add / delete any term / clause to / from this contract without making any reference to us. We do not reserve anyright to receive any such amendment / alternation or addition / deletion

provided such like actions do not increase our monetary liability under this Bank Guarantee which shall be limited only [Amount].

- f. That the bank guarantee herein before given shall not be affected by any change in the constitution of the Bank or Customer / Supplier or Vendor.
- g. That this is an unconditional Bank guarantee, which shall be cashed on sight on presentation without any reference to our Customer / Supplier or Vendor.

Signature_____

Name_____

Desig_____

Bank Stamp_____

Note: No changes in the above given BG format shall be accepted.

'SELLER'S WARRANTY CERTIFICATE'**(To be provided on stamp paper)**

Dated: _____

Contract No: _____

Validity _____ years from the date of final acceptance of the Stores.

We hereby guarantee that we are the genuine and original Source of provisioning the Stores to our Buyer. We also undertake that nothing in the manufacturing of these Stores has been obtained through unauthorized means.

1. We hereby warrant and undertake that the Stores and all the associated spares/ accessories supplied under the terms and conditions of the above Contract, are:

- a. brand new, complete in all respects, possessing good quality and standard workmanship; and
- b. liable for replacement/rectification free of charge, if during the Warranty period the same are found defective before or under normal use or these do not remain within the limits and tolerances stated under the specifications or in any way not in accordance with the terms of this Contract. All expenses incurred in removal, re- provisioning and reinstallation of such defective Stores or their parts shall also be borne by us.

2. The Warranty shall remain valid for a period of _____ years from the date of final acceptance of the Stores.

Signature & Stamp _____

Name & CNIC _____

Designation: _____

Date: _____

****Sellers warranty must be provided by the Seller (firm) on Rs 100 stamp paper along with bank guarantee/CDR/Pay Order without changing a word. BG with additional clauses will be rejected.**

CHECK LIST**(This checked list must be attached with your technical offer, duly filled and****Signed by authorized signatory)**

Tender No_____

Date_____

1	Tender Processing Fee	a. Tender processing fee ref no_____	
		b. Bank_____	
		c. Amount_____	
2	EM/ Bid Bond	a. EM/ Bid Bond ref no_____	
		b. Bank _____	
3	Form Annex A, A-1, B and C signed by Authorized Signatory	Yes	No
4	Offering specification of items as per IT	Yes	No
5	Quoted Currency as per IT	Yes	No
6	Accounting unit/Qty as per IT	Yes	No
7	Delivery Schedule as per IT	Yes	No
8	Country of origin of store_____		
9	Name of OEM:-_____		
1	Certified that there is no Deviation from IT conditions/ there is deviation from IT condition as per fol details	Yes	No
11	Blacklisting certificate.	Yes	No
12	Verifiable OEM Certificate	Yes	No
13	Warranty Period as per IT	Yes	No

Note: Fill and/or mark Yes/No where required

Signature of Firm Auth Signatory

UNDERTAKING

(To be submitted on Rs. 100 Stamp Paper)

It is hereby stated and affirmed on oath that M/s_____ (the bidder) is not a member or DiAdministrator of any other company which is participating in the present tender for _____ opened on DD-MM-YYYY, or otherwise no DiAdministrator or employee of the company participating in the bidding process is directly or indirectly in any manner whatsoever involved, associated in any other company / individual business which is bidding in the present bidding process.

It is understood that the above information is correct and at any stage in future if it is found / revealed that the information herein above is not correct, IC shall cancel the bid / contract and the Earnest Money / Security Deposit shall be forfeited by IC. Furthermore, the bidder will be blacklisted for participation against any other tenders.

Tenderer's Signature_____

Name in full _____

Designation _____

Address _____

Phone / Fax # _____

CNIC _____

Seal _____

Date _____