



MIR CHAKAR KHAN RIND UNIVERSITY OF TECHNOLOGY
12-KM SAKHI SARWAR ROAD, DERA GHAZI KHAN

Website: www.mcut.edu.pk Email: pd@mcut.edu.pk
Phone No. 0312-0000012

TENDER NOTICE

Sealed tenders / bids are invited from the Manufacturer / authorized dealers/distributor / supplier registered with Income Tax and General Sales Tax Departments and who are on active tax payer list. The procurement of following tenders will be made on the basis of PPRA Rules reflected in front of each tender number column of the Punjab Procurement Rules 2014 (PPRA Rules 2014):-

Tender Name	Bid Security	Closing Date & Time	Opening Date & Time	PPRA Rules Adopted
Procurement of IT Equipments under the approved scheme titled "Establishment of Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan"	Rs.350,000/-	07.04.2025 11:00AM	07.04.2025 11:30AM	PPRA Rule Chapter VI 38 (2) (a)

1. Tender Document will be immediately available after uploading of this Tender Notice Rule 25(1). Tender / Bid Document can be downloaded from www.mcut.edu.pk or PPRA website.
2. Under section 27 of PPRA Rules the Bid Security equal to 2% of estimated price in the form of "CDR, Bank Draft, Pay Order, Banker's Cheque" in favor of "**Treasurer, Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan**" is required to be submitted with the Financial Bid, without which the offer shall be rejected being non-responsive.
3. Bids without supporting documents, undertaking, valid documentary evidence, and bids not conforming to terms and conditions given in the Tender Document will be liable for rejection. No supporting document will be accepted, at all, after opening of the Bids. Bids received after due time and date shall be rejected.
4. Government organization semi-autonomous or autonomous under the administrative control of government may participates according to PPRA Rules 59 (e).
5. All Firms shall have to follow all terms & conditions issued by the University and PPRA (Punjab) from time to time.
6. Tender will be received on e-Pak Acquisition & Disposal System (EPADS) Punjab before 11:00 AM on **7th April, 2025**.

RPROJECT DIRECTOR
Mir Chakar Khan Rind University of Technology,
Dera Ghazi Khan
0312-0000012



MIR CHAKAR KHAN RIND UNIVERSITY OF TECHNOLOGY, DERA GHAZI KHAN

Bidding Document

For

Procurement of IT Equipment's of MCUT D.G.Khan

For

**Scheme titled “Establishment of Mir Chakar Khan Rind University of Technology,
Dera Ghazi Khan**

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PROCUREMENT OF IT EQUIPMENTS UNDER THE APPROVED SCHEMES TITLED “ESTABLISHMENT OF MIR CHAKAR KHAN RIND UNIVERSITY OF TECHNOLOGY, DERA GHAZI KHAN”

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Procurement of IT Equipments of Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan.

1. Tender Notice

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3. Bids without supporting documents, undertaking, valid documentary evidence, and bids not conforming to terms and conditions given in the Tender Document will be liable for rejection. No supporting document will be accepted, at all, after opening of the Bids. Bids received after due time and date shall be rejected.
4. Government organization semi-autonomous or autonomous under the administrative control of government may participates according to PPRA Rules 59 (e).
5. All Firms shall have to follow all terms & conditions issued by the University and PPRA (Punjab) from time to time.
6. Tender will be received on EPAD Punjab before 11:00 AM on **7th April, 2025**.

PROJECT DIRECTOR
Mir Chakar Khan Rind University of Technology,
Dera Ghazi Khan
0312-0000012

1. Special Instructions for the Bidders

1. The eligibility criteria for the bidders may be read carefully before preparing the bids.
2. Cutting, erasing or over writing is NOT allowed in the submitted bid.
3. Bid Security will be accepted in the form of CDR i.e. Bank Draft/ Pay Order. Any other form of Bid Security is NOT acceptable
4. The bidders are desired to submit bids for as many IT Equipment as desired and bid security will be calculated accordingly.
5. IT Equipment will be procured under Open Competitive Bidding from Authorized Dealers/ Supplier/ and Direct Contracting by the Sole Dealers/Supplier/ Distributor of IT Equipment.
6. The bid prices of the IT Equipment must be mentioned only in Pak Rupees. Any other currency is NOT acceptable.
7. Each page of the bid may be signed and stamped, and blank spaces may be crossed.
8. The instructions for packing and labelling of the bids may strictly be adhered.

2. Invitation for the bids

Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan (hereinafter called MCUT D.G.Khan or Procuring Agency) invites sealed tenders/bids from Authorized and Sole Dealers / Suppliers / Distributors of IT Equipment (Hereinafter called the Bidders) for the Procurement of IT Equipment of Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan under Punjab Procurement Rules - 2014.

3. Availability of bidding documents

- i. The Bidding Documents can be downloaded from www.mcut.edu.pk or PPRA website.

4. Method of procurement

- i. The procurement will be made by adopting **Open Competitive Bidding** in accordance with Rule 38 (2) (a) of PPRA Rule 2014 for all participating Authorized Dealers / Suppliers / Distributors of IT Equipment
- ii. However, Direct Contracting in accordance with Rule 59 (d) (ii) of PPRA, Punjab Rules 2014 will be adopted for Sole Dealers / Suppliers / Distributors of IT Equipment.

5. Procedure for selection of Bidders

- i. The bidders under above mentioned both situations will be selected by adopting Single Stage Two Envelopes procedure of procurement in term with Rule No. 38 (2)(a) of PPRA, Punjab 2014. **Following are the instructions for preparation and packing of bids:**
 - a) The bid shall comprise a **Single Package** containing **two separate envelopes**
 - b) The envelopes shall be marked as “Financial Proposal” and “Technical Proposal” in bold and legible letters.

- c) Initially, only the envelope marked "Technical Proposal" shall be opened. Whereas, the envelope marked as "Financial Proposal" shall be retained in the custody of MCUT D.G.Khan without being opened.
- d) Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan shall evaluate the technical proposal without reference to the price and reject any proposal which does not conform to the specified criteria for the bidders. During the technical evaluation no amendments in the technical proposal shall be permitted.
- e) The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders.
- f) The financial proposals of technically qualified bidders shall be opened publicly on the date, time and venue announced and communicated to the bidders in advance or at EPAD's.
- g) After the evaluation and approval, the procuring agency or EPAD's shall issue Purchase Orders to the Lowest Evaluated Bidders within the bid validity period.

6. Documents for Technical Proposal

- i. The Technical proposal will comprise the following documents. Each document must be signed and stamped by the Authorized Representative of the Bidder:
 - a) Covering letter for Technical Proposal printed on company's letter head (Specimen at **Annex-A**)
 - b) Duly filled in profile of the firm/company (Specimen at **Annex-B**)
 - c) Evidence of at least five (5) years' relevant experience
 - d) Evidence of successful completion of at least five (5) work orders of different renowned organizations.
 - e) Certificate of maintenance of account from Commercial Bank
 - f) Photocopy of CDR must be attached in technical proposal.
 - g) Copy of Income Tax Registration Certificate
 - h) Copy of Sales Tax Registration Certificate
 - i) Copy of Professional Tax Certificate
 - j) Copy of CNIC
 - k) Certificate of Authorized Dealer/Supplier/Distributor from the original publisher of IT Equipment (If applicable)
 - l) Certificate of Sole Dealer/Supplier/Distributor from the original publisher of IT Equipment (If applicable)
 - m) Affidavit/Undertaking of Rs.100 Stamp Paper (Specimen at **Annex-C**)
 - n) Duly filled in Check List for the submitted bid (Specimen at **Annex-D**)
 - o) Duly filled in summary of the tender price schedule (Specimen at **Annex-E**)

7. Documents for Financial Proposal

The financial proposal will be consisted of the following documents:

- a) Covering letter for Financial Proposal (Specimen at **Annex-F**)
- b) Dully filled in prices in the Tender Price Schedule (**Annex-G**)
- c) Original CDR of Bid Security/Earnest Money

8. Price of the Tender

- i. The quoted price shall be:
 - a. the best/final/fixed and valid until completion of all obligations under the bidding documents
 - b. in Pak Rupees
 - c. Inclusive of all applicable taxes, duties, levies, insurance, freight, etc.
 - d. Including all charges up to the delivery point at MCUT D.G.Khan.
 - e. Bidders may not mention various options for the bid price

9. Bid Security/Earnest Money

- i. The bidders are required to submit the Bid Security/Earnest Money equal to 2% of Estimated Price in the form of CDR i.e. Bank Draft/Pay Order. in the favor of "Treasurer, Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan at **Allied Bank, Azmat Road Branch, Dera Ghazi Khan Account No.0010129513090057 (Titled: Mir Chakar Khan Rind University of Technology, D.G.Khan).**
- ii. Bid Security is not acceptable in any other form of CDR e.g. Cheque, Cross Cheque etc.
- iii. Bid Security is liable to forfeit if the bid is withdrawn after the acceptance of the Purchase Order or failure to sign written contract.

10. Bid Validity:

- i. The validity of bids will be for 90 Days
- ii. Under exceptional circumstances, it can be extended as per PPRA Punjab Rules 2014

11. Evaluation Criteria:

- i. **Technical Proposals** will be evaluated on the basis of following documents. Any technical bid accompanying shortage, lack of, or ambiguity in any one of the following documents shall be deemed as Non-Responsive and shall liable the bidders to be rejected and exclusion for next step.
 - a. Evidence of at least five (5) years' relevant experience
 - b. Evidence of successful completion of at least five (5) work orders of different renowned organizations.
 - c. Certificate of maintenance of account from Commercial Bank
 - d. Copy of Income Tax Registration Certificate
 - e. Copy of Sales Tax Registration Certificate
 - f. Copy of Professional Tax Certificate
 - g. Copy of CNIC.

- h. Certificate of Authorized Dealer/Supplier/Distributor from the original publisher of IT Equipment (If applicable)
 - i. Affidavit/Undertaking on Rs.100 Stamp Paper (Specimen at **Annex - C**)
- ii. **Financial Proposal** will be evaluated on the basis of following:
- a. Open competitive bidding for Authorized Dealers/Suppliers/Distributors of IT Equipment.
 - b. Direct Contracting for Sole Dealers/Suppliers/Distributors of IT Equipment.

12. Written Contract

- i. The successful bidders will have to sign a written contract within a week on a stamp paper of the price not less than **0.25% of the total value of contract/purchase order**. The successful bidder/supplier will bear the cost of the stamped paper and provide the same to be used for contract.
- ii. The specimen of the written contract is given at (**Annex-G**)

13. Performance Guaranty

- i. The successful bidders are required to submit **10% of the value of Contract/Purchase Order** as Performance Guaranty in the form of CDR i.e. Bank Draft/Pay Order. in the favor of "Treasurer, Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan at **Allied Bank, Azmat Road Branch, Dera Ghazi Khan Account No.0010129513090057 (Titled: Mir Chakar Khan Rind University of Technology, D.G.Khan)**.
- ii. Performance Guaranty is not acceptable in any other form of CDR e.g. Cheque, Cross Cheque, Bank Guaranty etc.
- iii. Performance Guarantee will be forfeited in full if the Successful Bidder failed to comply with the conditions of the contract.
- iv. Performance Guaranty will be released after complete delivery of IT Equipment as per contract.

14. Delivery period

- i. The delivery period for all IT Equipment is **60 days** from the date of issuance of purchase order/supply order. However, it can be extended by the University for foreign/imported IT Equipment at the time of signing of the contract.
- ii. Supply of all the IT Equipment should be made within stipulated period of the Purchase Order positively. In case of failure, the amount of CDR shall be forfeited in full.

15. Rejection of bids

No offer shall be considered if it is:

- a) Submitted without tender document;

- b) Submitted without bid security money in the form of CDR;
- c) Received after the date and time fixed for the receipt of tenders;
- d) Unsigned;
- e) Ambiguous;
- f) Conditional;
- g) Received by telegram;
- h) Received with a validity period shorter than the required in the tender enquiry.

16. Concerned Committees/Forums

The Procurement Committee, Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan will undertake the opening of technical and financial bids in the presence of the bidder / authorized representatives.

17. Quality of Stores.

1. The Equipment and other relevant materials (hereinafter called “**Stores**”) quoted and supplied against this “Invitation to Tender” shall be strictly in accordance with the **Specifications** attached with this Tender Document. The Stores shall be product of an established manufacturer shall conform internationally acceptable commercial standards, and shall be a model that has been successfully operated over reasonable period of time in educational institutions **R&D** organizations, or relevant industry.
2. In Tenderers must also warrant the use of best material in the making of the stores, by the find that the Specifications for any items of the Stores are lacking in details, they may give their own proposals with detailed specifications, preferably there alternate proposals if possible, for such items in Annexure “F”.
3. The Stores offered by the tenders must be of a quality suitable for the purposes and operations for which they are required, and must be capable of rendering the required performance and services at site in the local conditions of extreme tropical climate, air, dust, water, power and fuel at Dera Ghazi Khan.
4. The Hardware for operation of the Stores will be made available by the MCUT, Dera Ghazi Khan.
5. The electric supply for operation of the Stores will be available at 220 volt single phase, or 380 volt three phase, and 50 cycles.
6. The Stores offered shall be complete with their standard accessories and must be accompanied by their normal instructions book/manual.
7. Wherever possible or feasible, each item of Stores offered must have its own protection devices, e.g, overload protection by circuit breakers or fuses, or voltage stabilizer for electric equipment.
8. The successful bidders may be asked to supply list of spares for 5 years satisfactory operation of any item of the Stores, prior to award of the contract.

18. Literature

The tenders must finish with their bids catalogues giving full technical details of the Stores to enable the University to check their offers technically against the prescribed specifications failing which the offers will be liable to rejection.

19.Principals Name, Certificate and Invoice.

- a) The tenderers are required to mention in their quotations/offers the name and address of their Principals alongwith a certificate authorized them (tenderers) to quote on their (Principals) behalf as under:

"This _____ is _____ to _____ certify _____ that M/s. _____ located at _____ have obtained quotations from us against tender inquiry No. _____ dated _____ from MCUT, DG Khan due for operation on and have agreed to make available the Equipment on the quotations and terms and conditions of the tender". The above condition does not apply to the manufacturers bidding directly.

- b) The tenderers must also furnish along with their offers their Principals original Performa Invoice failing which their offers will be rejection.

20.PART-2 Payment in Pakistani Rupees.

- (i) The agent's / supplier's commission in Pakistani Rupees.
- (ii) The cost of installation, putting into operation and demonstration of the working of the equipment in the Laboratories of the MCUT, DGKhan in Pakistani Rupees.

21.Validity of Prices/Tender

- a) The prices quoted shall be valid for a period of at least 90 days from the date of opening of the tender.
- b) Until the final Contract is executed, the successful bidder shall be bound by the terms and conditions of the Tender Document.

22.Acceptance of the Terms

- c) The submission of the tender against this tender inquiry by the tenderer means that the tenderer has read and accepted the terms and conditions relating to all the tender documents and annexures, and that he/she have thoroughly examined the specifications and particulars in the tender inquiry. Further tender shall be deemed to be fully aware of the nature of the Stores and the purpose for which they are required and shall be bound to accept the Contract if placed with him/her on the basis of the prices and of the delivery schedule as indicated in Clause 12 hereof within validity of his/her Tender.

23.Delivery Period

- ii) Delivery Period
- a) The entire Stores must be delivered, installed and put into operation in the Laboratory of the Campus with in the 60 days after award of contract or as early

as possible after receiving the letter of award of the contract.

- b) The Tenderer shall give in the offer his/her own schedule for the delivery and installation of various items of the Stores which shall be negotiable and subject to approval of the University.

- iii) Delay in the Delivery of the Stores.
 - a) The liquidated damages may be waived fully or partially by the Project Director, with the approval of the Vice Chancellor of the University, if there are reasonable grounds for such a delay.
 - b) In case of late delivery or violation of contract follows liquidation damages shall apply as following:-

Applicable rate: 1.0% per day of the total Contract Price.
Maximum deduction: ≤10% of the total Contract Amount.

24.Negotiations.

Under no circumstances will the negotiation take place with any tenderer with regard to Specifications and Prices quoted and read out at the public opening of the tenders and with regard to the substance of the offer. The Tenderer cannot revise their prices after the public opening of the tenders.

25.Rights of the University

- a. The University reserves the right to reject any or all bids without any reason whatsoever, or not waive minor irregularities or errors in any offer. If it appears to the University that such irregularities or errors must be corrected in the offer in which they occur, the same will be corrected prior to issue of the letter of intent which may be awarded thereupon.
- b. The MCUT, D.G.Khan University reserves the right to increase or decrease the quantity of the Stores at its discretion without assigning any reason whatsoever.
- c. The MCUT, DGKhan University reserves the right to cancel the offer of the tenderer whose bid has been found/ evaluated to be the lowest if it is revealed to the MCUT, DGKhan University that the tenders does not have the capability or financial resources or facilities to carry out the Contract in accordance with the terms and conditions of this Tender Document.

26.Evaluation of Bids

- a. In comparing bids the MCUT, DGKhan University will consider, besides the prices quoted, such other factors as compliance with specifications, relative quality of stores, past experience of the tenderer, after-sales services facilities available in Pakistan and the tenderer's capacity to perform.
- b. The evaluation criteria specifically mentioned in the specifications will also be considered for evaluation of the bids.
- c. For the purpose of evaluation, the prices to be compared shall be the total prices inclusive of all duties, taxes freight charges etc.

27.Errors in the Bids.

- (i) Any arithmetic errors found during evaluation of bids will be rectified on the following basis:
 - a) If there is a discrepancy between the unit price that is obtained by multiplying the unit price and quantity, the price shall prevail and the total price shall be corrected by the University.
 - b) If there is a discrepancy between the words and figures, the amount in figures shall prevail.
 - c) If there is any discrepancy between the total tender price entered in the Article of Agreement and the total shown in the Schedule of Prices, the amount stated in the Article of Agreement shall be corrected by the University in accordance with the corrected schedule of Prices.
- (ii) If the tenderer does not accept the corrected amount of the tender, his/her Tender will be rejected and the Bid Bond submitted with the tender shall be forfeited.

28.BIDDING DATA

(A)	Name of Procuring Agency:	Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan.
(B)	Brief Description of Works:	Procurement of IT Equipment.
(C)	Procuring Agency’s address:	Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan.12 KM Sakhi Sarwar Road
(D)	Bid Cost:	
(E)	Amount of Bid Security:	2% amount in Shape of Pay Order /Bank Guarantee / Demand draft in favor of Project Direct, MCUT, DGKhan
(F)	Period of Bid Validity (days):-	(90 days)
(G)	Performance Bond:	5% of Letter of Intent Amount
(H)	Deadline for Submission of Bids along with time:	As notified in Tender Notice
(I)	Venue, Time, and Date of Bid Opening:	As notified in Tender Notice
(J)	Time for Completion from written order of commence:	Maximum up to 60 days from the date of Letter Intent
(K)	Time of Maintenance	12 Months
(L)	Liquidity damages:	---
(M)	Local Charges	Local expenditure i.e. Insurance and Clearing & Forwarding shall be reimbursed and paid in PKR on production of Original bill / receipt.
(N)	Eligibility	<ul style="list-style-type: none"> - Registration with FBR for Income Tax, Sales Tax incase of procurement of goods and registration with Pakistan Engineering Council as the case may and are not black listed in any procuring agency or authority. - At least three years relevant experience. - At least three years turnover details that average turnover of last three years shouldnot be less than Rs.120 million per year. - The bidder must provide authorize dealer certificate. - In case of import of any imported items the import papers must be necessary to submit with the bidding document.
(N)	Other Terms & Conditions:	
	<p>(a) Under following conditions bid can be rejected;</p> <p>(i) Conditional and telegraphic bids/tenders.</p> <p>(ii) Bids not accompanied by bid security of 2% of The Bid price and relevant documents mentioned in (b) below).</p> <p>(iii) Bids received after specified date and time.</p> <p>(iv) Bid must be signed, named & stamped by the authorized person of the firm /</p>	<p>(vi) Bidders are advised that before Filling the bidding documents all pages of bidding documents should carefully be rechecked. If any page(s) / paper(s) of bidding documents are missing that can be downloaded from the official website of this University and PPRA, and also can be obtained from the office of the project Director MCUT, DGKhan, Incomplete bidding documents will straightaway be rejected.</p>

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<p>Companies along with authorized letter.</p> <p>(v) Blacklisted firms/companies</p> <p>If bid quoted without government taxes and duties etc.</p>	<p>(vii) Bidders are required to provide their valid E-mail Ids and Contact numbers(s) for effective and timely communication.</p>
<p>(b) Responsive Bidder is required to submit following documents with their bid:</p>	
<p>(viii) List of similar assignments with cost (mention number of projects with their cost) Under-taken over the past 03 years.</p> <p>(ix) Details of IT equipment and transport Owned by firms/contractor. (if applicable).</p> <p>(x) Financial Statement and income tax returns for the last 03 years.</p>	<p>(xi) Affidavit confirming that the firm has not been black listed by any Government, Semi Government or Autonomous Bodies on non-judicial stamp paper.</p> <p>(xii) Proof of Registration of NTN, GST, & PEC. (Whichever is applicable)</p>

Project Director

29.CONDITIONS OF CONTRACT

Scope of the Contract

- a) The **Scope of the Contract** shall be the supply, delivery, installation, putting into operation and demonstration of the working of the Stores in the Laboratory of the MCUT,DGKhan, in accordance with the technical Specifications and Bill of Quantities enclosed in this Tender Document.
- b) The Contractor/ supplier shall within a period of one month of the execution of the agreement furnish to the University a **detailed program** for supply and delivery of various items of the Stores for necessary approval by the University.

Definition of Terms

In writing these Conditions of Contract, Specification and Bill of Quantities, the following words shall have the meaning hereby indicated, unless is something in the subject matter or Contract inconsistent with such constructions:

- i. **The University** shall mean the MCUT, Dera Ghazi Khan.
- ii. **The Vice Chancellor** shall mean the Vice Chancellor of MCUT, DGKhan including his successor in office and assignees, empowered to act in all matters pertaining to the University either directly or through the Project Director, MCUT Dera Ghazi Khan.
- iii. **The Contractor or Supplier** shall mean the Tenderer (Bidder) whose Bid has been accepted by the University and shall include the Bidder's executors, administrators, successors and permitted assignees.
- iv. **The Stores** shall mean and include all the Laboratory Equipment, literature, materials and articles to be provided by the Contractor/ supplier under the Contract.
- v. **The Contract** shall mean the agreement signed by the Contractor/ supplier for the supply, delivery, installation, putting into operation and demonstration for the working of the Stores, as stated under the Scope of the Contract above.
- vi. **The Contract Price** shall mean the sum mentioned in or calculated in accordance with the provisions of the Contract, which is to be paid to the Contractor/ supplier for satisfactory execution of the Contract in accordance with these conditions of Contract.
- vii. **The Specifications** shall mean the specifications annexed to or issued herewith, and shall include the schedule and drawings attached hereto as well as the samples and patterns if any.
- viii. **Month** shall mean the Calendar month.
- ix. **Writing** shall include any manuscript, type-written, printed or other statement reproduced in any visible form and whether under seal or underhand.

30.Contract Documents.

- a. The terms **Contract Document** shall mean the following documents which shall be deemed to form an integral part of the Contract:
 - i. Articles of Agreement;
 - ii. Instruction to Tenderers;
 - iii. Conditions of Contract;
 - iv. Contractor's/ supplier Proposal/Offer including the relevant correspondences prior to signing of the agreement with all Annexures duly filled in;
 - v. The Specifications of the Stores; and
 - vi. Bill of Quantities with prices.

- b. In the event of any **conflict** between the above mentioned documents, the present Articles of Agreement and Conditions of Contract prevail.

31.Signing of the Contract Agreement

Within 30 days of the issue of the letter of intent, the successful bidder (bidders) will be required to **sign an agreement** with the University for the Supply of quantity, in whole or in part, of the tendered Stores as will be communicated to him/her (them) in the letter of intent.

32.Packing, Marking and Heading

- a. All the Stores whether imported or locally manufactured/available, shall be delivery to the University at MCUT,DGKhan in **safe and secure** condition at the risk and cost of the Contractor/ supplier,
- b. The packing, marking and handling shall be so arranged by the Contractor/supplier as to **prevent any loss of damage** to the Stores.
- c. In case any of the items of the Stores are to be imported by the Contractor/ supplier, the **Import** shall be **arranged by the Contractor/supplier** himself/ herself with such packing and marking and through such means as deemed fit by him/her for safe and secure delivery at MCUT,DGKhan. The packing of the equipment shall be usual export packing to ensure safe journey by air, sea, rail and road, as the case may be, of the Stores to destination. Each packing shall be clearly marked in English with the following:

- i. Port of Destination:
- ii. Name of Ship:
- iii. Name of the Consignee: _____ Project Director, MCUT,Dera Ghazi Khan

- i. Name of the Contractor/ supplier: _____ CONTRACTOR'S NAME & ADDRESS
- ii. Case Number & Contractor supplier : _____
- iii. Net Weight & Dimensions: _____ (length, Breadth & Height)
- iv. Gross Weight: _____ (KG.)
- v. Number & Date of Contract: _____
- vi. Marking: _____ MCUT DGKhan
in a 6 in. x 4 in. rectangle

33.For Stores Manufactured/ Available in Pakistan

- a. All those items of the Stores which are to be manufactured inPakistan, or are to be supplied from the locally available stocks (whether imported or manufactured in Pakistan), may be transported from the place of manufacture or availability to Karachi **any mode of transportation** as deemed convenient and suitableby the Contractor/ supplier at his/ her risk and cost.

- b. **All costs** of handing, loading, transportation, unloading and placing the Stores in position in the Laboratory of the Campus shall be **borne by the Contractor/ supplier**.

34.On-arrival Inspection

There shall be inspection of the Stores by the representatives of this University after arrival in the laboratory of the MCUT University in presence of the Contractor/Supplier of his authorized representatives and the representative of the Insurance Company. This **inspection report**, which, inter-alia, should indicate the condition in which each item of the Stores has been received, shall be signedby the above representative. The Contractor/ Supplier shall coordinate with the Director Procurement, MCUT University and the insurance company for arranging the inspection at such date and time as is convenient to the above representatives.

35.Taking Over

Upon receipt of the equipment in the Laboratory of the MCUT University and after inspection, the MCUT University will issue a **Taking- over certificate** in respect of those items of Stores which are received in acceptable condition. The taking-over of the damaged items will be withheld until the same are repaired / replaced and are re-inspected and found in acceptable condition.

36. Installation and Demonstration of Stores

a). Installation

- i) After inspection and taking over of the Stores, the **Contractor/ supplier shall install** those items of Stores which are to be permanently positioned in place in the laboratories of the MCUT University. For this purpose, the Contractor/ supplier shall co- ordinate with the Project Director, MCUT University, formaking arrangements for the Hardware needed for the installation.
- ii) The cost of hardware **for installation** shall be borne by the MCUT University. The Contractor/ supplier shall provide, along with his offer, the details of the hardware needed for each item of the stores separately. The technical and other personnel needed for installation of the Stores shall be provided by the Contractor/ supplier at his cost. The entire cost of installation, configuration, application except that of the needed hardware, shall be borne by the Contractor/ supplier.

b). Demonstration

- i). After installation of the Stores, as stated in Clause 11 a) above, the complete **working of each item** of Stores for the purpose of performing the intended Laboratory experiments, testing of specimens and recording of the test results etc., shall be demonstrated fully to the designated staff of the MCUT DGKhan by the Contractor/ supplier or his technical personnel.
- ii) The entire **cost**, including the T.A. / D.A. of the personnel involved in the demonstration, shall be **borne by the Contractor/ Supplier**.

37. Completion Certificate

After completion of the installation and demonstration, a certificate is to be obtained by the Contractor/ supplier from the concerned **Head of the Department** stating that the Stores (Item- wise) have been satisfactorily installed and demonstrated by the Contractor/supplier.

38. Terms of Payment

The Contractor/ Supplier shall be paid for Stores in the following manner:

Category A: Stores Manufactured/Available in Pakistan without involving import.

- i. For all those items of stores for which the completion certificate has been issued by the MCUT University, the MCUT University will pay to the Contractor/ supplier total price of the items quoted by the Contractor/ supplier.
- ii. The payment for those items of Stores for which the completion certificate has not been issued by the MCUT University, will be with-held and released only after the damaged items are replaced/repared, re-inspected and found in satisfactory condition with

consequent issuance of the completion certificate. The payment will be made in the same manner.

39. Warranty/Guaranty

- a. The Contractor/ supplier shall **warranty** that the stores shall be fit for the purposes and operation mentioned in the relevant clause of the "**Instructions to the Tenderers**" and **Condition of Contract**" notwithstanding the fact that the entire Stores, or any item or part of the Stores, bear or are found to bear a patent or trade mark.
- b. The Contractor/ supplier shall guarantee supply of good quantity Stores in accordance with the Specifications of the "Instruction to the Tenderers". Further, the Stores shall be brand new and absolutely free from all defects in material, quality and workmanship. In case of defects, the defective Stores, or the defective parts/components of the Stores thereof, shall be replaced by the Contractor/ supplier free of cost to MCUT University within reasonable time.

40. Bankruptcy

If the **Contractor/supplier** shall become **bankrupt** or have a receiving order made against him/her or compound with his/ her creditors, or being a corporation commence to be wound up, not being a voluntary winding up for purpose of amalgamation or reconstruction, or carry on business under a receiver for the benefit of its creditors or any of them, **the University shall** be at liberty to:

- a. **Terminate the Contract** forthwith by a notice in writing to the Contractor/ supplier or to the liquidator or receiver or to any person in whom the Contract may become vested, and to act in the manner provided in Clause 16 above as through the last mentioned notice has been the notice referred in such Clause and the Stores have been out of the Contractor's/supplier hand; and /or
- b. Give such liquidator, receiver or person the option of **carrying out the Contract** subject to his/her providing a guarantee for the due and faithful performance of the Contract upto an amount to be determined by the University.

41. Extension of Time

If the completion of the Contract is delayed due to reason beyond the control of the Contractor/ supplier, the Contractor/ supplier shall without delay request the University, in writing, of his **claim** for an extension of time. The University on receipt of such request may agree to **extend the completion date** as may be reasonable in the circumstances of the case but without prejudice to other terms and condition of the Contract.

42. Delay in Delivery-Liquidated Damages

- a. Should the **progress** of the Contract at any time **lagging behind** the program agreed between the University and the Contractor/ supplier, the University will notify the Contractor/

supplier in writing and the Contractor/ supplier shall there upon take such steps as he/she may deem fit to **expedite the progress** of the Contract. Non-issuance of this notice by the University shall not in any way absolve the Contractor/ supplier of the liquidated damages as stated in Clause 22 b) below.

- b. If the Contractor/ supplier **fails to complete the Contract**, in full or part, within the time laid down in the Contract Agreement or any extension thereof, there shall be deducted from the Contract Price, as **liquidated damages**, a sum of one half of one percent (**0.5%**) of the **Contract price** of each unit of the delayed Stores for each calendar week of delay subject to the maximum of five percent (5%) of the Contract Price of the unit or units so delayed, and such deduction shall be in full satisfaction of the Contractor's/ supplier liability for the said failure.

43. Period of Guarantee

- a. The terms **period of guarantee** shall mean the period of **twelve (12) months** from the date on which the Stores have been put into operation and demonstrated to MCUT University staff. In any case this period shall not exceed eighteen (18) months from the date of taking-over certificate.
- b. During the period of guarantee, the Contractor/ supplier shall **remedy**, at his/her expense, **all defects** in design, materials, and workmanship that may develop or are revealed under normal use of the said Stores upon receiving written notice from the MCUT University, the notice shall indicate in what respect the Stores are faulty.
- c. The provisions of this Clause include all **expenses** that Contractor/ supplier may have to incur for delivery and installation of such replacement parts, materials, and equipment as are needed for satisfactory operation of the Stores at the MCUT University premises.

44. Payments Due from the Contractor/ supplier

All costs, ascertained damages or expenses for which under Contract the Contractor/ supplier is liable to the MCUT University may be deducted by the Campus from any money due or may become due to the Contractor/ supplier under the Contract or may be recovered by action of law or otherwise from the Contractor/ supplier.

45. Legal Proceedings

The Contract and the Tender Documents are governed by the **Laws of Pakistan** and proceedings to or arising out of any of them shall be instituted in any courts.

46. Dispute

Should any question or dispute arise as to the materials, design, construction or delay in the supply of the Stores or the purpose or the performance for which they are required or are warranted, the MCUT University shall nominate an independent certifier/expert having knowledge of IT equipment, etc. who will, after affording the parties to the dispute an opportunity

to present their contention, and after having tests made as the certifier deems fit, certify whether there has been any breach of Contract or warranty and, if so what sum shall be paid to the MCUT University in diminution or extinction of price, and such certificates shall be final and binding and shall not be questioned and shall be acted upon in arbitral or order legal proceedings. The award of the costs of the certifier will be within his/her own discretion and shall be recoverable from the party against which the costs are awarded.

47. Arbitration

All disputes and matters of difference whatsoever (other than those relating to the certificate of expert) between the University and the Contractor/ supplier relating to and arising out of the Contract and Tender Documents shall be referred to arbitration under the arbitration act 1940 with amendments and re- amendments thereof, each party nominates its own arbitrator. The umpire will be nominated by the arbitrators within the first three arbitral hearings. **The award of the arbitrators or of the umpire shall be final and binding** upon the parties.

(Annex- A)

(To be printed on firm/company’s letter head)

To,

The Project Director,
Mir Chakar Khan Rind University of Technology,
12-Km Sakhi Sarwar Road,
Dera Ghazi Khan

Subject: COVER LETTER FOR SUBMISSION OF BIDs.

We are hereby submitting our Proposal, which includes the Technical Proposal and the Financial Proposal sealed in two separate envelopes packed in outer envelope. All the required documents as mentioned in the Bidding Documents are enclosed with the respective proposal.

**(Authorized Signature in full and initials)
Name and Designation of Signatory
Name of Firm Address**

(Annex-B)

Profile of the Firm/Company

Sr. No.	Particulars	BIDDER
1	Name of the Firm / Company, etc.	
2	Year of Incorporation	
	Year of relevant experience	
3	Registered Office	
	Address	
	Office Telephone Number	
	Fax Number	
4	Contact Person	
	Name of Authorized Representative	
	Personal Telephone Number	
	Email Address	
5	Registration Detail	
	NTN Registration Number	
	GST Registration Number	
6	Bid Security	
	Total Estimated Price of Bid	
	2% value of Total Estimated Price of Bid	
	Name of the Bank	
	CDR Number and Date	
	Value of CDR	

(Annexure-C)

(To be printed on Rs.100 stamped paper)

Affidavit / Bidder's Undertaking

We have participated in the Tender No. _____ titled Procurement of IT Equipment of Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan. We have examined the Tender / Bid Document and undertake to meet the requirements regarding supply of IT Equipment, and services as required and are prescribed in the Tender Document.

1. 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.
2. We have read the provisions of Tender/Bid Document and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our response shall not be given effect to.
3. We agree to unconditionally accept all the terms and conditions set out in the Tender/Bid Document
4. We undertake, if our Bid is accepted, to supply the IT Equipment within the delivery period mentioned in the Tender Document.
5. We understand that no document regarding evaluation criteria will be accepted after opening of the Technical Bids and we are bound to provide all the documentary proofs regarding evaluation criteria or any other supporting document at the time of opening of Technical Bids.
6. We agree that the Procurement Committee for the Purchase of IT Equipment, Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan is not bound to accept the lowest or any of the bids received. We also agree that the committee reserves the right in absolute sense to reject all the products/ services specified in the Bid Response without assigning any reason whatsoever under PPRA Punjab Rules 2014.
7. We also declare that our Company/Organization is not blacklisted by any of the Federal or Provincial Government in Pakistan.

**(Authorized Signature in full and initials)
Name and Designation of Signatory
Name of Firm Address**

(Annexure- D)

Check List for Submission of Bid

The bidder must attach this list along-with the Bid.

1.1. Packing of the Bid

Sr. No.	Description	YES / NO
1	Whether the Bid is submitted in Two Envelopes	
2	Technical Proposal	
3	Financial Proposal	
4	Outer Packing Envelope	

1.2. SUBMISSION AND ARRANGEMENT OF SUPPORTING DOCUMENTS

Sr. No.	Enclosures of Technical Proposal	Marks	Page #
1	Covering letter for Technical Proposal printed on company's letter head	5	
2	Duly filled in profile of the firm / company	5	
3	Evidence of at least five (5) years' relevant experience	10	
4	Evidence of successful completion of at least five (5) work orders of different renowned organizations with the list of supplied items	20	
5	Certificate of maintenance of account from Commercial Bank	10	
6	Copy of Income Tax Registration Certificate (up to date)	10	
7	Copy of Sales Tax Registration Certificate (up to date)	10	
8	Copy of Professional Tax Certificate	10	
9	Certificate of Authorized Dealer / supplier / Distributor from the certified dealer of IT Equipment	10	
10	Affidavit / Undertaking on Rs.100 Stamp Paper	5	
11	Duly filled in Check List for the submitted bid	3	
12	Duly filled in summary of tender price schedule	2	
<p>Note: All the above documents and any other supporting document must be numbered and page number must be mentioned in the column specified for the purpose. The successful bidder must attain the 70% marks for eligibility in the financial bid.</p>			
Total Number of pages attached with the Technical Bid			__Pages

PROCUREMENT OF IT EQUIPMENTS UNDER THE APPROVED SCHEMES TITLED "ESTABLISHMENT OF MIR CHAKAR KHAN RIND UNIVERSITY OF TECHNOLOGY, DERA GHAZI KHAN"

Sr. No.	Enclosures of Financial Proposal	Attached YES / No	Page #
1	Covering letter for Financial Proposal		
2	Dully filled in prices in the Tender Price Schedule		
3	Original CDR of Bid Security/Earnest Money		

(Annex-E)

Summary of Tender Price Schedule

Concerned Page No. of tender price Schedule	No. of IT Equipment for which prices have been quoted	Total Quantity	Total Estimated Prices
Total			

(Annex-F)

(To be printed on firm/company's letter head)

To,

The Project Director,
Mir Chakar Khan Rind University of Technology,
12-Km Sakhi Sarwar Road,
Dera Ghazi Khan

Subject: COVER LETTER FOR FINANCIAL PROPOSAL.

Reference Tender Notice No._____ titled Procurement of IT Equipment of Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan.

Please find attached our Financial Proposal for the sum of Rs._____/-(insert amount in words and figures). This amount is inclusive of all taxes.

We have attached the Bid Security of amount Rs._____/-(insert amount in words and figures) having CDR No._____ along with our Financial Bid.

**(Authorized Signature in full and initials)
Name and Designation of Signatory
Name of Firm Address**

(Annexure-G)

ARTICLES OF AGREEMENT

This Agreement made this _____ Day of _____ 2025, by and

Between

the Vice Chancellor, Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan, including has successors in office and Assignees/ Agents, acting through the Project Director, hereinafter called the "**University**" of the One Part.

And _____ of

(Name and signature authorized person)

_____, located at _____ hereinafter called the "**Contractor**" which expression shall include their successors, local representatives of the second part.

Whereas the University requires laboratory equipment at Mir Chakar Khan Rind University of Technology, Dera Ghazi Khan and whereas the Contractor/ supplier has agreed to supply, install, put into operation and demonstrate the working of the said equipment valued at Rs. _____/- (in figures and words) in the period of _____ months, subject to the terms and conditions set forth, hereinafter, which have been accepted by the **Contractor**.

(amount in figures and words).

Now this Agreement witnesses as follows:

1. In this agreement words and expressions shall have the same meaning as are respectively to them in the **Conditions of Contract** herein after referred to.
2. The following documents which, for the purpose of identification, have been signed by on behalf of the **Contractor**, any by
(Name and signature authorized person)
_____ on behalf of the University, all of which
(name and designation of the authorized person)
shall be deemed to form and be read constructed as a part of this Agreement viz.:
 - a. Articles of Agreement
 - b. Instructions of Tenderers
 - c. Conditions of Contract
 - d. Contractor's Offer including the relevant correspondence prior to signing of this Agreement with all Annexures duly filled in
 - e. The specifications of equipment; and
 - f. Bill of Quantity with prices.
3. In consideration of the payment to the made to the Contractor/ supplier hereby covenants with the University to supply, deliver, install, put into operation and demonstrator the working of the equipment in conformity in all respect of the Contract & the order form No. _____.

4. The University hereby covenants to pay Contractor/ supplier in consideration of the supply, delivery, installation, putting into operation and demonstration of the working of the equipment the contract price in the manner prescribed by the Contract and approved by the University.

In witness thereof the parties have hereunto set their respective hands and seals, the day, month and year first above written.

WITNESSES:

**Mir Chakar Khan Rind University of
Technology, D.G.Khan.**

Contractor / Supplier

Witness No. 1

Witness No. 1

Name: _____

Name: _____

Designation: _____

Designation: _____

Signature: _____

Signature: _____

Witness No. 2

Witness No. 2

Name: _____

Name: _____

Designation: _____

Designation: _____

Signature: _____

Signature: _____

Annex-H

Tender Price Schedule for IT Equipment

Sr. No.	Type of IT Equipment	Specification	Quantity	Estimated Unit rate	Estimated cost	(To be filled by the bidder) Bid Price		
						Quantity	Unit Rate	Total Price

48.LIST OF IT INFRASTRUCTURE

Sr. No.	Name of Items / Budget Heads	Specification	Qty
1	24 Ports 10/100/1000 Mbps with 10G Uplink Ports Power over Ethernet Switches	24 ports 10/100/1000 + 4x 1GE SFP (total PoE power budget: 375W, PoE, PoE. P-MAC port binding detects and blocks deliberate network attacks. IPv6 First Hop Security provides unparalleled protection against a vast range of address spoofing and man-in-the-middle attacks on IPv6 networks. Optimizes power usage to lower operational cost. Compliant with IEEE 802.3az Energy Efficient Ethernet. Fanless in select models	1
2	Backbone Switch 10G 48 ports with 40G uplink ports	S5850-48T4Q, 48-Port Ethernet L3 Switch with Advanced License, 48 x 10GBASE-T, with 4 x 40Gb QSFP+, Support MPLS, VXLAN-BGP-EVPN. 48x 100/1000M/5G/10G Multi-gig RJ45 with 4x 40G QSFP+(split to 4x 10G.Support MLAG (Multi-Chassis Link Aggregation) for Uninterrupted Services.1+1 AC Hot-swappable Power Supplies and 2+2 Smart Fans Support MPLS, LDP, MPLS-L2VPN, MPLS-L3VPN, VXLAN-BGP-EVPN, IPFIX	1
3	SFP+ Fiber Modules 10G-LR	SFP+ Fiber Module 10G-LR: This module supports 10 Gbps data rates over single-mode fiber with a 1310 nm wavelength, enabling distances up to 10 kilometers (6.2 miles). It features an LC duplex connector and a hot-swappable design for easy installation. Compliant with MSA standards, it ensures low power consumption and high reliability for long-distance transmission	1
4	SFP+ Fiber Modules 10G-SR	The 10G-SR SFP+ Fiber Module provides 10 Gbps data rates over multimode fiber, operating at an 850 nm wavelength. It supports transmission distances up to 300 meters (1,312 feet) using OM3 fiber and up to 400 meters (1,312 feet) with OM4 fiber. Featuring an LC duplex connector, this module is hot-swappable for easy integration into networking equipment. Compliant with MSA standards, it ensures low power consumption and reliable performance for short-range data communication	1
5	Network/Server Racks 42U	The 42U Network/Server Rack provides 42 rack units of vertical space for housing networking and server equipment. Designed for standard 19-inch equipment, it features front and rear access doors, adjustable mounting rails, and integrated cable management systems. The rack supports effective airflow with options for perforated doors and fan systems, ensuring optimal cooling. Constructed from durable steel, it is built to accommodate heavy equipment loads and is suitable for data centers and IT environments	2
6	24 port cat 6 loaded patch panels with cable managers	24-Port Cat 6 Loaded Patch Panel features 24 pre-terminated Cat 6 ports for high-speed data transmission. It includes integrated cable managers to keep cabling organized and maintain airflow. Constructed from durable steel, this rack-	30

PROCUREMENT OF IT EQUIPMENTS UNDER THE APPROVED SCHEMES TITLED “ESTABLISHMENT OF MIR CHAKAR KHAN RIND UNIVERSITY OF TECHNOLOGY, DERA GHAZI KHAN”

		mountable panel is compatible with standard 19-inch racks, making it ideal for data centers and IT environments	
7	Fiber patch cord SC-LC	The SC-LC Fiber Patch Cord features SC and LC connectors for high-speed fiber optic connectivity. Available in various lengths, it supports single-mode or multimode fiber, ensuring low insertion loss and minimal back reflection. This durable patch cord is ideal for use in data centers and networking applications, providing reliable connections for fiber optic devices	10
8	UTP CAT 6 Cable roll	The UTP Cat 6 Cable Roll supports data transmission speeds up to 1 Gbps over distances of 100 meters. This unshielded twisted pair cable features 4 pairs of copper wires to minimize crosstalk and enhance signal integrity. Available in 305-meter rolls, it complies with industry standards, making it suitable for voice, video, and data communications in residential and commercial networking	5
9	Wireless Access Points indoor Controller Integrated (Enterprise grade for 250-500 clients)	These Indoor Wireless Access Points support up to 500 clients and feature integrated controller management for easy setup. Operating on dual bands (2.4 GHz and 5 GHz) with Wi-Fi 6 (802.11ax), they deliver high-speed connectivity and optimal coverage. Security includes WPA3 encryption, making them suitable for high-density environments like offices and public venues	10
10	Air Conditioned 2 Tons Standing Units for Datacenter	Cooling Capacity Max(W)7700, Cooling Capacity Rated/Min(W) 7000 / 2800, Heating Capacity Max(W)8500, Heating Capacity Rated/Min(W)7600 / 3000, Indoor Unit Dimension_WxHxD(mm)530 x 1800 x 295, Indoor Unit Weight(kg)26, Indoor Unit Weight(lb.)57.3 Outdoor Unit Dimension_WxHxD(mm)870 x 650 x 330, Outdoor Unit Weight(kg)58, Outdoor Unit Weight(lb.)127.9, Rated Input Voltage(V, Hz) 220-240, 50	1
11	Cable Trays, Jointers, Droppers, Bends, datacenter floor etc.	Cable Trays, Jointers, Droppers, Bends , datacenter floor as per requirements	1
12	10 KVA online UPS for Datacenter with External Battery Bank	10 KVA Online UPS provides uninterrupted power supply for data centers using double-conversion technology. It features an external battery bank for extended runtime and includes advanced monitoring for optimal performance. With safety features like surge protection and overload alarms, this UPS ensures reliable power continuity and protection for sensitive equipment	1
13	Laptops for Deans, HOD's, Professors	13th Gen Intel Core Ultra 5 125U Generation 1.3/4.3 GHz Processor, 15.6 Inch 1920x1080 Screen Display, 16GB DDR6, 1x16GB, 1TB HDD, 1TBHDD, Bluetooth, Wifi, HDMI, DOS, Ports 1 headset (headphone and microphone combo) port 1 RJ45 Ethernet port, 3 USB 3.2 Gen 1 ports, 1 HDMI 2.1 port, 1 USB-C 3.2 Gen 2 port with DisplayPort.	2
	Total		66