

BIDDING DOCUMENTS**LUNCH AND ARRANGEMENTS FOR ANNUAL SPORTS DAY, 2022****Fatima Jinnah Medical University Lahore****2022-2023**

Tender Description: LUNCH AND ARRANGEMENTS FOR ANNUAL SPORTS DAY, 2022

Tender No.

Tender Fee: Rs.1000/-

Receiving Date & Time: 03-10-2022 at 11:00 A.M.

Opening date & Time: 03-10-2022 at 11:30 A.M.

Venue Council Room No. II FJMU, Lahore

Bid Security: 2% of estimated value (Rs. 0.95 Million) in the shape of
CDR in the name of Vice Chancellor, FJMU, Lahore
(With Technical Proposal).

PARTICULARS OF THE PARTICIPATING FIRMS

Name of Firm: _____

Complete Address: _____

Office Telephone / Fax No: _____

Name of authorized representative: _____

Cell No. of Authorized Representative: _____

CNIC No. (Copy attached): _____

Income Tax No. (N.T.N). _____

Amount of Tender Fee Deposited: _____

(Copy Attached)

(AFFIDAVIT MUST BE PROVIDED ON STAMP PAPER OF RS.50/-)

Affidavit for LUNCH AND ARRANGEMENTS FOR ANNUAL SPORTS DAY, 2022

We

M/S.....are
not Suspended/ Black listed/ defaulter of any Government / Autonomous Institution at any time. We accept the terms & conditions of the bidding documents. In case of any violation of any of the terms and conditions, our security/call deposit may be forfeited. We further undertake that such an action of the administration will be acceptable and shall not be challenged at any forum.

We also confirm to abide by all the terms and conditions laid down in the bidding documents or any subsequent direction during arrangement of function.

**SIGNATURE OF THE BIDDER
STAMP**

Fatima Jinnah Medical University Lahore

Tender No: **Dated:**

LUNCH AND ARRANGEMENTS FOR ANNUAL SPORTS DAY, 2022

TERMS & CONDITIONS

1. Sealed offers are invited from caterer, relevant business owners. Demand with detail of food menu, crockery, linen and all other dinner essentials requirements are attached with the bidding documents.
2. Tender should be addressed to the Vice Chancellor, Fatima Jinnah Medical University Lahore.
3. The following documents must be attached with the tender failing which the tender shall be rejected and not considered for evaluation.

Sr. No.	Documents	M/X XYZ
1	Original receipt for Purchase of Tender	Yes/No
2	An affidavit on stamp paper of Rs.50/- regarding acceptance of terms and conditions of the bid / contact, and not being blacklisted.	Yes/No
3	Original CDR of bid security (2% of estimated price) in the name of V.C FJMU. Lahore	Yes/No
4.	Registration with Income Tax (NTN).	Yes/No
5.	Valid Punjab Food Authority Registration.	Yes/No
6.	Minimum Five Work Orders of Providing Catering to Government/Semi Government Institutes.	Yes/No
	Status	Responsive/Non Responsive

The bid to be submitted, with pages numbered an index and bound in pin.

4. The bid shall be processed under PPRA rule: 2014. Amended up to date. 38(2a) Single stage two envelope containing the proposal.

Evaluation Criteria for Eligibility.

- 1) Technical Evaluation
- 2) Institutional Service experience (attach Work Order Copies as evidence).
- 3) Registration with Food Authority.
- 4) Name on Active Tax Payer list on FBR website.

No offer will be considered if it:

- I. Is received after the date and time fixed for its receipt.
- II. Is unsigned.
- III. Is conditional.
- IV. Is given by a firm black listed, suspended or removed from any institution Public or Private in the Country.
- V. Is received with a validity period shorter than that specified in the bidding document.
- VI. Does not conform to the general conditions in the bidding documents.
- VII. Is received without the bid security as specified in bidding documents.
- VIII. In case of Joint Venture Agreement between the firms not attached.

General Terms

1. No bidder shall be allowed to alter or modify his bid after the bids have been opened. However, the procuring agency may seek and accept clarifications to the bid that do not change the substance of the bid.
2. Bidder must have food Authority Certificate.
3. The bidder shall submit the bid price by indicating the foods to be supplied, a brief description of the foods, on the price schedule including staff & service, crockery, furniture, as total bid price of the goods.
4. Alternate offers without separate tenders will not be considered.
5. In case of Joint Venture, the firm must have to mention in the financial bid that to which firm, the payment will be made.
6. The bidder is required to offer competitive price. All prices must include the General sales Taxes, PRA tax, withholding tax and other taxes/ duties, where applicable. The offered/ quoted price shall be considered as inclusive of all prevailing taxes/ duties. The benefit of exemption form or reduction in the GST or other taxes shall be passed on to the procuring agency. The bidder may seek the rate of PST from classification 9801.5000 of second schedule of the Punjab Sales Tax on Services Act 2012 (Act Xlii Of 2012).
7. Prices shall be in Pak Rupee on for basis.
8. If the bid acceptance within the bid validity period is not accepted by the bidder, the bid security shall be forfeited.
9. The successful bidder shall furnish a performance Security equal to 5% of the bid value in the shape of Pay order/ CDR in the name of V.C FJMU before the final order and will be returned after successful execution of the conference/event.
10. No interest shall be payable by the procuring agency on the securities.
11. The FJMU authorities, at any stage of the procurement may ask the contractors to provide information concerning their professional, technical, financial, legal or managerial competence whether already pre-qualified or not.
12. Failure to submit the tender in the manner prescribed in the invitation shall result to may cancel the bid.
13. The authority reserves the right of accepting the quantity offers fully or in part subject to technical scrutiny.
14. The offer should be strictly as per specifications of the tender.

SPECIAL TERMS.

1. The supplier shall submit a certificate at the time of delivery that the products being supplied are prepared with fresh materiel and best quality food stuff in accordance with the detail
Provided in the bidding documents.
2. The food inspection committee of Fatima Jinnah Medical University, Lahore may conduct inspection at spot during cooking, delivery and at the time ready for dining.
3. The number of persons can be increased or decreased.
4. The transportation etc., arrangements of furniture and foods at final destination shall be responsibility of caterer/successful bidder.
5. **LATE DELIVERY:** Supply should be done in accordance with the time schedule mentioned in the purchase order. In case of late supply, beyond the specified venue and time, the committee reserve the right to fine as may deem appropriate.
6. The Supplier shall be responsible for all the incidental service charges including taxes. The Procuring agency can increase/decrease the number of participants to be served.
7. A bidder quoting against this invitation to bid shall be deemed to have read and understood the conditions thereof and the particulars of the requirements by the purchaser and their specification etc.
8. The event will be held subject to the situation of Covid at that time. The Procuring Agency can cancel the event and the successful bidder has no right to demand for order.
9. In case of a dispute, the decision of the Vice Chancellor, FJMU Lahore shall be final.

Note:

Substandard supplies of any kind and not conforming to the specification as per quality and quantity demanded shall be penalized leading towed black listing in addition to reduction from bill claimed by firm.

Arrangements for Lunch for Annual Sports Day, 2022

MENU FOR LUNCH AT ANNUAL SPORTS DAY,2022		Unit Inclusive of Taxes	Rate of all Taxes	A= Total Rate Inclusive of all Taxes
Sr.	Name of Dish	800 Persons		
1.	Chicken Qourma			
2.	Chicken Bariyani			
3.	Naan (in Variety)			
4.	Fresh Salad			
5.	Plain Raita			
6.	Sweet Dish (Kheer/ Gurh Rice/Firni)			
7.	Cold Drink			
8.	Mineral Water			

ARRANGEMENTS FOR ANNUAL SPORTS DAY,2022 (Sr. 1-9 for One Day Rental)				
Sr.	Name of Items	Qty.	Unit Rate inclusive of taxes	B= Total Rate inclusive of taxes
1	3 Seater Sofa	10		
2	Posheshed Chair	100		
3	Tables	6		
4	Carpets	20		
5	Red Carpet	10		
6	Kanatain	40		
7	Shamiana	1		
8	Umbrellas	2		
9	DJ Sound System complete	1		
10	Trophies	6		
11	Medals	6		
12	Shields	6		
11	Olympic Balloons	24		
11	Olympic Torch	4		
12	Invitation Cards	100		
			B= Total Rate inclusive of taxes	

- The Procuring agency has the right to increase or decrease the Qty. as per sight and event.

Total Quoted Cost = Cost of Lunch with Catering and Cost of Arrangements = A+B=_____

The Bidder must have to quote complete package, The bidder with lowest evaluated cost of complete package will be awarded the contract.

Sign & Stamp of Bidder: - _____