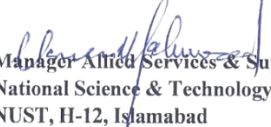




INVITATION TO BID
FOR PROCUREMENT OF PARTS OF HVAC (HEATING, VENTILATION AND AIR
CONDITIONING) SYSTEM
NATIONAL SCIENCE & TECHNOLOGY PARK (NSTP)
NATIONAL UNIVERSITY OF SCIENCES AND TECHNOLOGY (NUST), H-12, Islamabad

1. National Science and Technology Park (NSTP), NUST, H12- Islamabad invites the bids from the eligible bidders for the supply of HVAC parts.
2. The eligible bidders who are registered with PPRA for E-Procurement on “e-Pak Acquisition and Disposal system (e-PADS)”, having Income, Sales Tax registration and are in Active Taxpayers List may apply for bid through e-PADS.
3. The complete set of bidding documents containing description and detailed terms & conditions may be downloaded (free of cost) from PPRA’s e-PAD System and PPRA website and may be obtained hard file from NSTP reception. Bidders are required to pay nonrefundable tender processing fee as mentioned in tender documents.
4. Bidding shall be conducted through Single Stage Two Envelope Bidding Procedure. The contract will be awarded to the most advantageous bidder.
5. All e-bids must be submitted through PPRA e-PADS by 27 April 2026 before 1500 hrs. (bid closing date and time). Bidders are required to submit bid security (3% of bid amount) in the shape of pay order/bank draft in favor of NSTP, NUST. E-Bids will be opened on the same day at 1530 hrs. Bidders are required to provide Technical and Financial quotation enclosed in envelop (for record purpose only). Bid security must be placed in Technical bid Envelop or in separate Envelop.
6. Bidders are requested to get registered on Public Procurement Regulatory Authority (PPRA) e-PADS to participate in the aforesaid bidding process. In case of any technical difficulty in registration or using e-PADS, the prospective bidders may contact PPRA’s technical team.
7. The Procuring Agency reserves the right to cancel the selection process and reject all Proposals, at any time prior to the award of the Contract, without thereby incurring any liability in this regard.


Manager Allied Services & Support
National Science & Technology Park (NSTP),
NUST, H-12, Islamabad
051-8866464

**National Science & Technology Park (NSTP), NUST
Islamabad**



**NSTP, NUST, H-12,
Islamabad
Ph. 051-8866464**

TENDER DOCUMENT

NATIONAL SCIENCE & TECHNOLOGY PARK (NSTP)
NATIONAL UNIVERSITY OF SCIENCE & TECHNOLOGY (NUST), ISLAMABAD
BIDDING DOCUMENT FOR PROCUREMENT OF PARTS OF HVAC (HEATING,
VENTILATION AND AIR CONDITIONING) SYSTEM
NATIONAL SCIENCE AND TECHNOLOGY PARK, NUST H-12 CAMPUS ISLAMABAD

TENDER NOTICE: NSTP/26-01

Bidder Information

*Below table is required to fill by bidder

Name of Firm	
Address of Firm & Contact No.	
Name of Focal Person/Representative	
Contact No. of Focal Person/ Representative	
CNIC No. of Focal Person/Representative	
NTN No.	
GST No.	
Tender Applied for	
Pay Order / Bank Draft Amount	
Pay Order / Bank Draft No.	

Signature of the Bidder:

Stamp of Bidder:

TENDER DOCUMENT
NATIONAL SCIENCE & TECHNOLOGY PARK (NSTP)
NATIONAL UNIVERSITY OF SCIENCES & TECHNOLOGY (NUST), ISLAMABAD

**BIDDING DOCUMENT FOR PROCUREMENT OF PARTS OF HVAC (HEATING,
VENTILATION AND AIR CONDITIONING) SYSTEM**

FOR THE NATIONAL SCIENCE AND TECHNOLOGY PARK (NSTP), NUST H-12, ISLAMABAD

1. **Bids are invited** from reliable firms/suppliers having NTN and Sales Tax registration for the supply of HVAC Parts at NSTP, NUST H-12 Campus, Islamabad, as per details available in Annexure - B.
2. **Submission of Quotation:**
Single Stage – Two Envelope procedure. Bids must be submitted through EPADS.
3. **Eligibility Criteria:** To be eligible, the bidder must be:
 - a. Registered with FBR for sales tax as well as income tax.
 - b. Be active on tax payer list.
 - c. Registered with SECP (if applicable).
 - d. Should have previous experience in same field.
 - e. Never black listed. Affidavit on stamp paper. Original stamp paper is required to produce and submit at the of bid opening.
 - f. No under any litigation. Affidavit on stamp paper. Original stamp paper is required to produce and submit at the of bid opening.
 - g. Bid to be submitted through EPADS only.
4. **Bids and Attachments Required from Suppliers:**
 - a. Item-wise bid prices in local currency (PKR), all inclusive.
 - b. NSTP have reserves the right to cancel any or all bids without liability, as per PPRA Rule 33.
 - c. Bids should remain valid for at least 90 days after the tender opening date.
 - d. All items should be quoted with a warranty as per manufacturer standard unless stated otherwise.
 - e. Attach refundable **Bid Security** equal to 3% of the total quoted value. This amount must also be reflected in the EPADS system. The pay order/bank draft should be made in favor of “**National University of Sciences & Technology – National Sciences & Technology Park (NUST-NSTP) Imprest ACC**” A/C no. 1801480000069- Askari Bank and original required to produce and submit at the time of bid opening.
 - f. Bidders must ensure submission of documents as detailed in Annex-A.
 - g. Bids may be submitted by an authorized representative of the firm with provision of authority letter.
 - h. Multiple firms operating under common ownership/administration may submit only **one** bid from any one of their registered/legal entities.
 - i. Last 3 x month utility bills, duly paid, of the office of the company/firm.
 - j. Bidding Documents processing fee must be produced in original at the time of technical bid opening in the shape of Pay Order/Bank Draft of Rs. 2,000/- (non-refundable) in favor of “**National University of Sciences & Technology – National Sciences & Technology Park (NUST-NSTP) Imprest ACC**” A/C no. 1801480000069- Askari Bank.
5. **Instructions for Suppliers (To Be Noted Carefully):**
 - a. Bids will be rejected if specifications (brand, origin, model, warranty, etc.) are not clearly quoted.
 - b. Bids will be rejected if rates are unclear, incomplete, ambiguous, or conditional.
 - c. **Penalty for delay:** 1% of total purchase order value per week will be charged.
 - d. **Performance Guarantee:** 10% of the order value for orders over one lakh PKR.
 - e. NSTP reserves the right to purchase at the supplier’s **Risk and Expense** if the supplier:

8. Comparison Format:

Bidders are required to submit comparison along with bid between required specifications mentioned at Anx-B with offered model by bidder as per format mentioned in Anx-C.

9. Financial Quotation Format:

Bidders are required to follow below mentioned format for financial quotation to place in financial bid.

Name of Bidder: _____

Address: _____

Contact No.: _____

Sr.	Nomenclature	Specification	A/U	Qty	Unit Price	Unit Price with GST	Total Price With GST

10. Selection / Evaluation Criteria:

A detailed evaluation criteria is provided in **Annexure-D**.

- Total technical evaluation marks: 100 and minimum qualifying marks: 70
- Contract will be awarded to the bidder offering the **Most Advantageous Bid** subject to meeting qualification criteria mentioned in Annexure-D.

11. Only suppliers **registered and active on FBR's ATL** may submit bids. Attach proof of ATL status.

12. All e-bids must be submitted through EPADS.

- Bids not submitted via EPADS will not be accepted.
- Submit bids by 27 April 2026, **1500 hrs**.
- Hard copies must be submitted to NSTP, NUST in separate envelopes marking Tender Name and Bidders details. Place bid security and tender processing fee in Technical Bid Envelop or separate envelop.
- E-bids will be opened at **1530 hrs on the same day** in the presence of the Purchase Committee and available firm representatives.



President Local Purchase Committee

Engr. Adil Murtaza
GM Operations
National Science & Technology Park (NSTP)
National University of Sciences & Technology (NUST)

**PROCUREMENT OF PARTS OF HVAC (HEATING, VENTILATION AND AIR CONDITIONING)
SYSTEM NSTP, NUST, H-12 CAMPUS ISLAMABAD (ATTACHMENT ON EPADS)**

Ensure that you have provided the following documents, labelled and referred correctly. Please highlight the relevant information in the attached document.

S/No.	Required Documents (ONE COPY ONLY)	Attached? <input type="checkbox"/> / <input type="checkbox"/>	Placed in Bid- Page No.
1	NTN certificate	<input type="checkbox"/>	
2	Sales Tax certificate	<input type="checkbox"/>	
3	GST Deposit record	<input type="checkbox"/>	
4	Literature of each quoted equipment	<input type="checkbox"/>	
5	Firm's Registration Certificates	<input type="checkbox"/>	
6	Bid Security(No less than 3% of the quoted value)	<input type="checkbox"/>	
7	Document showing similar equipment/work supplied/completed in last 2 years (Last 5 POs)	<input type="checkbox"/>	
8	No Blacklist & No Litigation Affidavit at Rs. 100 stamp paper.	<input type="checkbox"/>	
9	Financial Position Record (Bank Statement last 6 months)	<input type="checkbox"/>	
10	Resume of technical manpower (on company's payroll), posted in Islamabad/Rawalpindi office: Relevant to the project only (One Page)	<input type="checkbox"/>	
12	Address of service and warranty centres	<input type="checkbox"/>	
13	Certified audit reports of last two years	<input type="checkbox"/>	
14	Firm's level of relation (i.e. partner, distributor and reseller) with the manufacturer	<input type="checkbox"/>	
15	Bid is valid for at least 90 days	<input type="checkbox"/>	
16	Each item is required to quoted separately	<input type="checkbox"/>	
17	End-of-Life (EoL) and End-of-Sale (EoS equipment NOT QUOTED)	<input type="checkbox"/>	
18	Prices is quoted in Pak Rupees PKR	<input type="checkbox"/>	
19	Delivery Time shall not be more than 4 weeks.	<input type="checkbox"/>	
20	Equipment is quoted with warranty as per manufacturer slandered.	<input type="checkbox"/>	
21	Make, Origin and Manufacturer is as indicated in the quotation	<input type="checkbox"/>	
22	All quoted items are New and Genuine.	<input type="checkbox"/>	
23	Compliance Sheet Signed and Stamped by owner/representative.	<input type="checkbox"/>	
24	Last 3 x month utility bills, duly paid of the office of the company/firm	<input type="checkbox"/>	

Signature: _____

Name of Bidder: _____

Designation: _____

Firm Seal: _____

Date: _____

**PROCUREMENT OF PARTS OF HVAC (HEATING, VENTILATION AND AIR CONDITIONING)
SYSTEM NSTP**

Name of Bidder: _____

Address: _____

Contact No.: _____

Sr. No.	Item Description	Part No.	Technical Description	Unit	Qty
1	Outdoor Unit Control PCB (CU PCB-S)	P-31272	<p>Main control printed circuit board for Hitachi outdoor unit (CU). Controls compressor operation, condenser fan, inverter speed regulation, refrigerant flow management, system protection, fault diagnostics, and communication between indoor and outdoor units.</p> <p>Genuine Hitachi OEM.</p> <p>Supplied items must be new, unused, and factory sealed.</p> <p>Warranty as per manufacturer standard.</p> <p>Spare part for Hitachi HVAC Model: RAS-16 -FNSP</p>	No.	1
2	Outdoor Unit Power / Inverter PCB	P-31275	<p>Power / inverter control PCB for Hitachi outdoor unit. Responsible for power conversion, inverter drive control, compressor speed modulation, voltage/current regulation, and protection against electrical faults. OEM is compatible with Hitachi HVAC systems.</p> <p>Genuine Hitachi OEM.</p> <p>Supplied items must be new, unused, and factory sealed.</p> <p>Warranty as per manufacturer standard.</p> <p>Spare part for Hitachi HVAC Model: RAS-10/12/14-FNSP</p>	No.	1
3	Outdoor Unit Control / Interface PCB	P-31273	<p>Control and interface PCB is used in Hitachi outdoor units for system monitoring, sensor input processing, communication signal handling, and coordination between control and power boards.</p> <p>Genuine Hitachi OEM.</p> <p>Supplied items must be new, unused, and factory sealed.</p> <p>Warranty as per manufacturer standard.</p> <p>Spare part for Hitachi HVAC Model: RAS-18 -FNSP</p>	No.	1

Sr. No.	Item Description	Part No.	Technical Description	Unit	Qty
4	Outdoor Unit Auxiliary / Communication PCB	P-31277	<p>Auxiliary control PCB for Hitachi outdoor unit supporting system communication, safety interlocks, error handling, and operational stability of HVAC system electronics.</p> <p>Genuine Hitachi OEM.</p> <p>Supplied items must be new, unused, and factory sealed.</p> <p>Warranty as per manufacturer standard.</p> <p>Spare part for Hitachi HVAC Model: RAS-16FSXNPE</p>	No.	1

PARTS OF HVAC (HEATING, VENTILATION AND AIR CONDITIONING)
SYSTEM - COMPARISON

Name of Bidder: _____

Address: _____

Contact No.: _____

Specification as per Bidding Documents				Specification as per Bidder Quotation
Sr. No.	Item Description	Part No.	Technical Description	
1	Outdoor Unit Control PCB (CU PCB-S)	p-31272	<p>Main control printed circuit board for Hitachi outdoor unit (CU). Controls compressor operation, condenser fan, inverter speed regulation, refrigerant flow management, system protection, fault diagnostics, and communication between indoor and outdoor units.</p> <p>Genuine Hitachi OEM.</p> <p>Supplied items must be new, unused, and factory sealed.</p> <p>Warranty as per manufacturer standard.</p> <p>Spare part for Hitachi HVAC Model: RAS-16-FNSP</p>	
2	Outdoor Unit Power / Inverter PCB	p-31275	<p>Power / inverter control PCB for Hitachi outdoor unit. Responsible for power conversion, inverter drive control, compressor speed modulation, voltage/current regulation, and protection against electrical faults. OEM is compatible with Hitachi HVAC systems.</p> <p>Genuine Hitachi OEM.</p> <p>Supplied items must be new, unused, and factory sealed.</p> <p>Warranty as per manufacturer standard.</p> <p>Spare part for Hitachi HVAC Model: RAS-10/12/14-FNSP</p>	

Specification as per Bidding Documents				Specification as per Bidder Quotation
Sr. No.	Item Description	Part No.	Technical Description	
3	Outdoor Unit Control / Interface PCB	P-31273	<p>Control and interface PCB is used in Hitachi outdoor units for system monitoring, sensor input processing, communication signal handling, and coordination between control and power boards.</p> <p>Genuine Hitachi OEM.</p> <p>Supplied items must be new, unused, and factory sealed.</p> <p>Warranty as per manufacturer standard.</p> <p>Spare part for Hitachi HVAC Model: RAS-18-FNSP</p>	
4	Outdoor Unit Auxiliary / Communication PCB	P-31277	<p>Auxiliary control PCB for Hitachi outdoor unit supporting system communication, safety interlocks, error handling, and operational stability of HVAC system electronics.</p> <p>Genuine Hitachi OEM.</p> <p>Supplied items must be new, unused, and factory sealed.</p> <p>Warranty as per manufacturer standard.</p> <p>Spare part for Hitachi HVAC Model: RAS-16FSXNPE</p>	

BID EVALUATION CRITERIA**PROCUREMENT OF PARTS OF HVAC (HEATING, VENTILATION AND AIR CONDITIONING) SYSTEM, NSTP, NUST**

Category	Description	Details	Marks	Page No. (Placed in bid documents)
Mandatory Preliminary Criteria (Non-compliance will lead to disqualification)	Conformance to specification i.e. Annx B (Any deviation, lower side, from these would be liable to rejection)	Mandatory	15	
	Certificate of Business registration	Mandatory	10	
	Income Tax registration	Mandatory	10	
	General Sales tax registration	Mandatory	10	
	Undertaking that the firm is not blacklisted & Not in litigation on 100 Rs. Stamp Paper	Mandatory	5	
	Filer status on FBR online Portal – Income Tax and Sales Tax- (having inactive status will lead to disqualification)	Mandatory	5	
	At least 5 years of experience in business of HVAC supply of parts and maintenance.	Mandatory	5	
Sales	Last financial year Sales (verifiable from audit report)	1-10 million	1 Mark	
		11-20 million	2.5 Marks	
		21-30 million	5 Marks	
		31-40 million	7.5 Marks	
		41 million and above	10 Marks	
	Sale of HVAC Parts	Last 2 years	5 Marks for each Experience Certificate/Purchase Order/ Contract of Supply of HVAC Parts. Maximum 20 Marks	
Capacity	Experience of Supply (single order) of HVAC Parts worth Rs. 5 Million or above	During last 2 years	10 Marks	

Thank You