

Section I
Standard Instructions to Bidders

The following data shall be applicable: -

<u>S#</u>	<u>Attribute</u>	<u>Details</u>
1.	Name of Purchaser	Bahria University Islamabad Campus
2.	Purchaser's Address	Shangrilla Road, Sector E-8, Islamabad
3.	Collection of Bidding Documents from	Procurement Office Basement of Auditorium Bahria University Islamabad
4.	Price of Bidding Documents	Rs. 5,000/- in cash non-re-fundable, receipt will be provided as per attached format.
5.	Communication / Correspondence	Cdr Muhammad Irfan (Head Exam Cell) Islamabad Campus Shangrilla Road, Sector E-8, Islamabad Tele: 051-9260002 Ext: 1551
6.	Bid Submission	a. Bids are to be submitted through E -PADS only. Any query related to E-PADS, please contact on helpline 051-111-137-237. (Hard Copy of uploaded documents and bid security (in original) be deposited in procurement office before 1100 hrs on 21 April 2026). b. Conditional /incomplete bids will be considered non responsive.
7.	Amount of bid security	Rs. 94,150/-
	Form of Bid Security	a. The bid security shall be in the form of irrevocable, en-cashable call-deposit/bank draft/pay order in name of Bahria University. b. No personal cheque will be acceptable at any cost. c. The previous bid security (if any) will not be considered or carry forwarded. d. Bid security is refundable however; its claiming back shall be responsibility of the bidder. The bidder or its authorized representative will collect it from Procurement office by hand acknowledging receipt by signing in the bid security R & I register.
8.	Bid validity period.	Bid should remain valid for 90 days from the closing date. Bid validity period for commercial bids shall be communicated when the same would be called for (if called separately).
9.	Criteria for commercial bid evaluation.	Total cost (inclusive of all applicable taxes, transportation and labour charges.

10.	Criteria for Technical Bids Evaluation	A committee of experts will be constituted for this purpose, which shall evaluate bids keeping in view the proposed material, design. The committee may ask for fresh / revised technical proposals also.
11.	Percentage for quantity increase or decrease	The quantity can be increased or decreased upto maximum of 15% as per client requirements for first/subsequent order.
12.	Execution	The purchase order will be issued as and when required basis to the vendor who shall sign for its acceptance. The formal contract will be signed with mutual consent and if the terms and conditions of the deal are complex/ involve heavy cost/part payments/loan adjustments etc.
13.	Further Order	Purchase order will be given as and when required within 01 year.
14.	Defect liability period	<p>a. Defect liability period shall apply.</p> <p>b. The client shall promptly notify the Contractor in writing of any claims arising during the defect liability period.</p> <p>c. Upon receipt of such notice, the bidder shall, within the period specified with all reasonable speed, repair the defective parts thereof, without costs to the client.</p> <p>d. If the bidder, having been notified, fails to remedy the defect(s), within a reasonable period, the client may proceed to take such remedial action as may be necessary, at the contractor's risk and expense and without prejudice to any other rights which the client may have against the constructor under the Contract.</p> <p>e. Date of putting the facility into usage shall be reckoned for start of defect liability period. Earnest money can be withheld for one year.</p>
15.	Arbitration	The order / contract shall be construed according to the laws of Pakistan. Any difference of opinion or dispute arising between the parties in relation to the order / contract shall be settled amicably by both the parties. If not settled, the matter shall be referred to Rector Bahria University Islamabad as arbitrator whose decision shall be final and binding upon both the parties. No dispute once decided by the arbitrator shall be agitated in any court of Law.

Section II
Special Instructions to Bidders

<u>S#</u>	<u>Attribute</u>	<u>Details</u>
01	Name of Project	Equipment for Student Training PURP
02	Tender Published on	06 April 2026
03	Medium	PPRA & BU Website
04	Deadline for bid submission	21 April 2026 at 1100 hrs
05	Time, date, and place for bid opening.	21 April 2026 at 1130 hrs
06	Bidding Procedure	Single stage two envelope procedure shall apply.
07	Qualification of Bidders and documents to be attached with the bids.	<p>The bidder must submit following documents in alphabetical order as given below:</p> <ol style="list-style-type: none"> a. List of Contents. b. Profile of Company/Firm (To be shown as Flag A) c. The bidder must have minimum 05 x years of experience in similar field. Experience Certificates are to be attached (To be shown as Flag B). d. The bidder must have handled similar or high value projects. Documentary evidence must be provided, which includes copies of purchase orders, certificates from client for successful completion of contract etc (To be shown as Flag C). e. List of infrastructure/setup comprising of staff, equipment and other associated facilities (To be shown as Flag D). f. The bidder submits under mentioned certificates (To be shown as Flag E) <ol style="list-style-type: none"> (i) NTN Certificate (ii) Sales Tax (iii) Income Tax certificate. (iv) FBR Tax Return of last one year g. Bank Statement of last year including profit & loss with account & auditors notes to ascertain the financial capability (To be shown as Flag F). h. Affidavit on stamp paper of Rs 50/- to the fact that bidder has not been blacklisted by any organization of the Federal/Provincial Government (To be shown as Flag G). j. Misc documents (if any) (To be shown as Flag H)

		<p>k. The bidder must submit leaflets, brochures, and catalogues of quoted products, where applicable (To be shown as Flag J)</p> <p>l. The bidder will facilitate the visit to the assessment team of BUIC to ascertain the capability and infrastructure of the firm if required by the University.</p>
08	Subject and file No.	Subject: Equipment for Student Training PURP File No. BUIC/MD/2026

Section III
Schedule of Requirements

The schedule stipulates hereafter is the period during which the supply is required to be completed, tested and accepted.

<u>Detail of Items</u>		<u>Supply date</u>
a.	Sony A7 iii Mirrorless Digital Camera Sony a7 iii (Body Only), Shoulder Strap 24.2MP Exmor R BSI CMOS Sensor and BIONZ X Image Processor With 1-Year Warranty	Within 02 Weeks after issuance of Purchase order
b.	Dual Fast Charger For Sony A7 III, A7 IV, A7R III, A7C, A7SIII, A7SIII, A9, Sony Alpha 9, A7R3, A6600, a7R IV, Alpha a9 II, Alpha 9R, A9R, Alpha 9S, A1 and other cameras. Micro USB cable	
d.	Battery A+ quality NP-FZ100 rechargeable lithium-ion battery (2280mAh, 7.2V)	
e.	Lens Sigma 24-70mm f/2.8 DG DN II Art Lens Product Highlight Full-Frame f/2.8 to f/22 Fast & Lightweight Wide-to-Tele Zoom HLA Autofocus 6.7" Minimum Focusing Distance Aperture Ring with Click & Lock Switches FLD, SLD & Aspherical Elements Nano Porous & Super Multilayer Coatings With 1-Year Warranty	
f.	Podcast Complete Setup (2 Mic with Stand) RODE PodMic USB and XLR Dynamic Broadcast Microphone With 1-Year Warranty	
g.	iPhone 16 Pro Max JV (256GB) With 1-Year Warranty	
h.	Mobile Tripod (360°)	

Section-IV
Specification

Equipment for Student Training PURP

S.NO	DESCRIPTION	DENO	RATE	GST	TOTAL
01	Sony A7 iii Mirrorless Digital Camera Sony a7 iii (Body Only), Shoulder Strap 24.2MP Exmor R BSI CMOS Sensor and BIONZ X Image Processor With 1-Year Warranty	1			
02	Dual Fast Charger For Sony A7 III, A7 IV, A7R III, A7C, A7SIII, A7SIII, A9, Sony Alpha 9, A7R3, A6600, a7R IV, Alpha a9 II, Alpha 9R, A9R, Alpha 9S, A1 and other cameras. Micro USB cable	1			
03	Battery A+ quality NP-FZ100 rechargeable lithium-ion battery (2280mAh, 7.2V)	1			
04	Lens Sigma 24-70mm f/2.8 DG DN II Art Lens Product Highlight Full-Frame f/2.8 to f/22 Fast & Lightweight Wide-to-Tele Zoom HLA Autofocus 6.7" Minimum Focusing Distance Aperture Ring with Click & Lock Switches FLD, SLD & Aspherical Elements Nano Porous & Super Multilayer Coatings With 1-Year Warranty	1			
05	Podcast Complete Setup (2 Mic with Stand) RODE PodMic USB and XLR Dynamic Broadcast Microphone With 1-Year Warranty	2			
06	iPhone 16 Pro Max JV (256GB) With 1-Year Warranty	2			
07	Mobile Tripod (360°)	2			

a. Interested parties are requested to visit the Bahria University (Media department) to obtain all necessary information for the accurate preparation of their bids. The university is open till 1600 hours each day except Friday/Saturday/Sunday or public holidays.

Section V Standard Forms

1. Bid Form

To: [name and address of Purchaser]

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver [description of goods and services] in conformity with the said bidding documents for the sum of [total bid amount in words and figures] or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we hereby agree that our Bid Security as being provided herewith this "Bid Form" will remain with the Purchaser.

We also agree to abide by this Bid for a period of [number] days from the date fixed for Bid opening, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this _____ day of _____ 20_____.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

2. Price Schedule in Pak. Rupees

Name of Bidder _____ . IFB Number ____ . Page _____ of _____ .

S#	Detail of items	United Price	Bid security amount
a.	Sony A7 iii Mirrorless Digital Camera Sony a7 iii (Body Only), Shoulder Strap 24.2MP Exmor R BSI CMOS Sensor and BIONZ X Image Processor With 1-Year Warranty		Rs. 94,150/- CDR/Bank Draft & Pay Order
b.	Dual Fast Charger For Sony A7 III, A7 IV, A7R III, A7C, A7SIII, A7SIII, A9, Sony Alpha 9, A7R3, A6600, a7R IV, Alpha a9 II, Alpha 9R, A9R, Alpha 9S, A1 and other cameras. Micro USB cable		
c.	Battery A+ quality NP-FZ100 rechargeable lithium-ion battery (2280mAh, 7.2V)		
d.	Lens Sigma 24-70mm f/2.8 DG DN II Art Lens Product Highlight Full-Frame f/2.8 to f/22 Fast & Lightweight Wide-to-Tele Zoom HLA Autofocus 6.7" Minimum Focusing Distance Aperture Ring with Click & Lock Switches FLD, SLD & Aspherical Elements Nano Porous & Super Multilayer Coatings With 1-Year Warranty		
e.	Podcast Complete Setup (2 Mic with Stand) RODE PodMic USB and XLR Dynamic Broadcast Microphone With 1-Year Warranty		
f.	iPhone 16 Pro Max JV (256GB) With 1-Year Warranty		
h.	Mobile Tripod (360°)		

Name of Bidder / Firm:

Signature _____

Date: _____

Seal: _____