

**SHAHEED BENAZIR BHUTTO UNIVERSITY
SHERINGAL DIR UPPER, KHYBER PAKHTUNKHAWA.**

Tel: (+92-0944)-885435, 885831. Fax: 885805.

Tender No# SBBU/Td/25-01



**PROCUREMENT CELL
SHAHEED BENAZIR BHUTTO UNIVERSITY
SHERINGAL**



AUCTION OF VEGETABLE AND FRUIT SHOP

Auction/Tender No# SBBU/Td/25-03

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AUCTION OF SHOP

Shaheed BB University, Sheringal intends to auction the following shop as per details given below at Main Campus on 7th April, 2025(Monday) at 11:30 AM in the office of Provost, Shaheed BB University, Sheringal for which it invites sealed bids from individuals and sole proprietors having valid CNIC. In case the auction remains incomplete due to some unavoidable circumstances, the same will be held on next working day. Sealed bids.

S. No	Location	Size of Shop	Monthly Rent/ Base Value	Shop For
1	Near HBL ATM, Main Campus, Shaheed BB University, Sheringal	12*12	5000	Fruit and Vegetable

Interested parties can obtain tender form / documents from the university website. The cost of tender/auction documents is Rs.1000/- (non-refundable) which shall be deposited in the name of “SBBU Receipt Account-HBL-18787100000103”.

Tender / bidding documents can be submitted on or before 7th April, 2025 till 11:00 A.M. in the office of AD Procurement, which will be opened on same day at 11:30 A.M.

The period of lease shall be initially for 01 year extendable for 5 years after satisfactory report from the committee.

For participation in auction, the bidders are required to deposit Rs.10000/- (Ten Thousands Only) as security in shape of Bank draft/Call deposit/Pay order in the name of “SSBU Receipt Account”, otherwise, shall not be allowed to participate in the auction proceedings. The security deposit will be refunded to the unsuccessful bidders after finalization of the auction.

Any further information can be consulted from bidding documents which include Terms & Conditions and other relevant information.

Any information or detail in this regard can be sought during office hours from the Office of AD Procurement, SBBU, Sheringal.

The Tender Documents may also be downloaded from the official website of the University.

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INSTRUCTION TO BIDDERS

1. All bids must be accompanied by Bid Security (Earnest Money), as per provisions of this tender document clause “Bid Security” in favor of “SBBU Receipt Account”.
2. The complete bids as per required under this tender document, must be submitted to AD Procurement, SBBU, Sheringal on the date mentioned in Auction Notice.
3. Late bids shall not be considered.
4. Bids shall be publicly opened in the Provost office on time and date mentioned in Auction Notice.
5. In case the last date of bid submission falls in /within the official holidays/ weekends of the Auctioneer, the last date for submission of the bids shall be the next working day.
6. Queries of the Bidders (if any) for seeking clarifications regarding the specifications of the premise(s) must be received in writing to AD Procurement.
7. Any query received after said date may not be entertained.
8. The bidder shall submit bid which comply with the Bidding Document. Alternative bids shall not be considered.
9. The attention of bidders is drawn to the provisions of this tender document Clause regarding “Determination of Responsiveness of Bid” and “Rejection/Acceptance of the Tender” for making their bids substantially responsive to the requirements of the Bidding Document.
10. It will be the responsibility of the Bidder that all factors have been investigated and considered while submitting the Bid and no claim whatsoever including those of financial adjustments to the contract/Letter of Acceptance awarded under this Bid Process will be entertained by the Auctioneer. Neither any time schedule, nor financial adjustments arising thereof shall be permitted on account of failure by the Bidder.

SCOPE OF AUCTION

1. Shaheed Benazir Bhutto University, Sheringal intends to rent out space for vegetable and fruit shop for a period of one (01) year extendable to five years through competitive auction process, for which it invites sealed bids from individuals and sole proprietors having valid CNIC.

TERMS AND CONDITIONS

1. Only CNIC holder individuals and sole proprietors shall be eligible for participation in the auction.
2. Highest bidder shall be considered as a successful bidder.
3. The whole process of auction will be governed under applicable laws.
4. The Auctioneer will handover premises/building/infrastructure to the successful bidder without any further renovation/amendment and in the same condition as it was at the time of bidding process.
5. After completion of contract period or sooner determination of the contract in the event of breach of any of the conditions as mentioned in this document, the premises and the building/structure etc. shall be returned to Auctioneer in same condition as it was initially handed over to successful bidder. In case of any damages to the premises and building/structure etc. or any part thereof (including the fixtures and the fitting therein) is damaged or disfigured the same shall be replaced or repaired by the successful bidder, within such reasonable time and to such extent may be required to the satisfaction of the auctioneer.

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6. Contract period will be for one (01) year can be extendable up to five years subject to satisfactory performance of the successful bidder. Extension in the contract period shall be sole prerogative of the Auctioneer. In case of extension annual rental will be increased at the rate of 10% per annum.
7. All bids will be scrutinized by the committee. Incomplete and conditional bids shall not be acceptable.
8. The Auctioneer shall reserve the right to accept or reject the highest bid if the highest bid is lower than the reserve price mentioned in the bidding document.
9. The competent authority reserves the right to reject anyone or all the tenders, the reasons for rejection shall be communicated to the firm upon request.
10. In Case of public holiday, the meeting will be held on next working day on same time.
11. Authority can reject all proposals or may cancel all bidding process at any stage before acceptance of any particular proposal.
12. Before acceptance of any proposal, bid security of first three bidders will be withheld and will be returned after successful completion of bidding process.
13. Auctioneer will have the Authority to supervise all the operations of successful bidder in connection with the contract and may impose suitable penalty on any violation which may include fine or closure of business in case of any act of successful bidder against the standing instructions of the Auctioneer. In case of overcharging, misbehavior with customers or lack of cleanliness at site, etc. a fine up to Rs.2, 000/- per day shall be imposed on him/her till such time, instructions of auctioneer are to be fully complied.
14. The successful bidder shall neither sub-let, nor carryout any additional business. In case of violation Auctioneer shall have the Authority to seal the premises forthwith.
15. The successful bidder shall not use any place other than the designated premises/building/infrastructure that as may be allowed by the auctioneer.
16. The successful bidder shall not use the allocated premises/building, infrastructure for the storage of unlawful goods, ammunition, gun powder or any explosive or combustible substance.
17. The successful bidder shall not use the allocated premises/building, infrastructure for any unlawful purpose.
18. The successful bidder shall be responsible for the security and safety of allocated premises and its equipment, stores and such other items.
19. The successful bidder shall not destroy greenery / plants around surrounding and in case of any harmful act by the successful bidder or his/her Staff, the successful bidder shall be responsible to replace the same at their cost.
20. Size and design of the board of the establishment shall be approved from Auctioneer.
21. Annual maintenance in respect of repair, painting, etc. will be carried out by the successful bidder at its own expense.
22. In case the successful desires to utilize facilities such as electricity, telephone, water supply, etc, he will have to make his own arrangement for the same by referring directly to the concerned agency for which NOC would be issued by the auctioneer or the Auctioneer may provide sub-meter as per situation. The successful bidder shall have to clear the bills well in time and also maintain record of such payments

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that can also be checked by auctioneer. The successful bidder will not be provided any remedy on behalf of these facilities in any court of law.

23. If the Successful bidder fails to deposit rent within the stipulated date, i.e. 07 days prior to the beginning of the next term contract shall be deemed as cancelled. However the Auctioneer under special circumstances if finds any justification for delay, can condone the same upto 15 days. No condonation shall be made beyond such period and agreement shall remain cancelled. The possession shall be taken over by the Auctioneer after issuance 7 days' notice to the successful bidder so that anything lying inside could be handed over to the successful bidder. In case of failure of successful bidder to join possession proceedings and to receive his stock / article if any lying inside, will be deemed as confiscated and will be disposed of by the Authority as per his own choice without intervention of the court after a period of one month.
24. The tenure of this agreement shall be one (01) year extendable upto five (05) years subject to satisfactory performance. Extension in contract period shall be sole prerogative of the auctioneer. The Successful bidder hereby undertakes that he shall immediately leave possession of the site on the expiry/termination of contract period, simultaneously handing it over to the Authority or on the expiry of the extended period, if any.
25. The Auctioneer reserves the right to shift the allocated area to any other suitable place or dismantle the same to provide space for development as and when required due to unavoidable circumstances in public interest through a written notice with due time.
26. The successful bidder shall solely be responsible for any loss or damage to building/his business at the site of the establishment and the Auctioneer is indemnified to the fullest extent. The Successful bidder shall be responsible for ensuring safety of the visiting public and his own employees and auctioneer shall in no way be responsible for any damage to the life and property of the visiting public or his employees caused by the use for visit to the establishment and the successful bidder hereby indemnifies auctioneer and all its employees against any damage to life and property of the visiting public and his employees.
27. The successful bidder shall furnish all information regarding its employees / staff deployed at the premises along with attested photocopies of their National Identity Card.
28. Any other matter connected with this contract that has not been specified in the aforementioned clauses, shall be dealt with and decided by the Auctioneer after affording opportunity of hearing to the successful bidder. The successful bidder shall abide by such decision and shall not go in litigation against such decision before arbitration.

ELIGIBILITY/QUALIFICATION CRITERIA:

Eligible Bidder/Tenderer/Bidder is a Bidder/Tenderer/Bidder who:

1. Have a valid CNIC
2. Have not been blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan (Submission of undertaking on legal stamp paper is mandatory).
3. Conforms to the clause of "Responsiveness of Bid" given herein this tender document.

BID SECURITY (EARNEST MONEY)

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The bidder shall furnish the Bid Security (Earnest Money) for a sum equivalent to Rs. 10,000/-

S. No	Description	Base Price (Per month)	Bid Security
1	1. Near HBL ATM, Main Campus , Shaheed BB University, Sheringal 2. Covered Area= 12*12	Rs. 5, 000/-	Rs. 10,000/-

1. Denominated in Pak Rupees.
2. In the form of Demand Draft / Pay Order, in the name of “SSBU Receipt Account”
3. Have a minimum validity period of (180) days from the last date for submission of the Tender.
4. The Bid Security shall be forfeited by the Auctioneer, on the occurrence of any / all of the following conditions:
 1. If the bidder withdraws the Tender during the period of the Tender validity specified by the Tenderer/Bidder on the Tender Form;
 2. If the bidder does not accept the corrections of his Total Tender Price;
 3. If the bidder, having been notified of the acceptance of the Tender by the Auctioneer during the period of the Tender validity, fails or refuses to submit the quoted price/amount or fulfill the condition within the stipulated time period.
 4. The unsuccessful bidder will be returned the Bid Security only, after completion of technical & financial evaluation process.

OPENING OF TENDER:

1. Tenders shall be opened at the time and date mentioned in the auction notice in the presence of the Tenderer/Bidder(s) for which they shall ensure their presence without further invitation. In case the last date of bid submission falls in / within the official holidays / weekends of the Auctioneer, the last date for submission of the bids shall be the next working day.
2. The Tenderer/Bidder's name, modifications, withdrawal, security, attendance of the Tenderer/Bidder and such other details as the Auctioneer may, at its exclusive discretion, consider appropriate, shall be announced and recorded.
3. No Tenderer/Bidder or its representative will be allowed to keep any digital device (camera, audio recorder, cell phone etc.) during tender opening meeting at given time and location.

DETERMINATION OF RESPONSIVENESS OF THE BID (TENDER)

The Auctioneer shall determine the substantial responsiveness of the Tender to the Tender Document, prior to the Tender evaluation, on the basis of the contents of the Tender itself without recourse to extrinsic evidence. A substantially responsive Tender is one which:

1. Meets the eligibility criteria given herein this tender document.
2. Is accompanied by the required Bid Security as part of bid envelope.
3. The original receipt of tender fee submitted, attached with bid envelope;
4. In compliance with the Preparation/Submission of Tender in a manner prescribed in this tender document;
5. Conforms to all terms and conditions of the Tender Document, without material deviation or reservation.

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Award Criteria

1. The eligible bidder(s)/Tenderer/Bidder(s) will be evaluated in the light of all Preconditions, necessary requisites and shall be selected on highest price quoted as per rules and fulfilling all codal formalities.

Acceptance Letter

1. The Auctioneer shall issue the Acceptance Letter to the successful Tenderer/Bidder, at least after 10 days of announcement of bid evaluation reports and prior to the expiry of the original validity period or extended validity period of the Tender, which shall constitute a contract, until execution of the formal Contract.

Financial Bid Format/Schedule

Name of Bidder or Tenderer/Bidder: _____

CNIC: _____

SUBJECT: PRICE SCHEDULE/FINANCIAL COST SHEET

S. No	Premises Description	Premises Dimension	Quoted Amount Per Month	Auction
1	---Space for Fruit and Vegetable shop ----Near HBL ATM, Main Campus , Shaheed BB University, Sheringal	Covered Area= 12*12		