

Terms of Reference (TOR)

Auction of 365 KVA Generator

USEFP Office – Islamabad

1. Background

The United States Educational Foundation in Pakistan (USEFP) intends to dispose of a **365 KVA Generator** through a transparent and competitive auction process. The generator is located at the USEFP Office, Islamabad, and will be sold to the highest responsive bidder in accordance with the terms outlined in this TOR.

2. Objective

The objective of this auction is to ensure a fair, transparent, and competitive process for the disposal of surplus equipment while obtaining the best possible value for the organization.

3. Item Description

- Item: Generator
- Capacity: 365 KVA
- Location: USEFP Office, Islamabad
- Condition: Used (offered on *as-is-where-is* basis)

Detailed specifications and available information are provided in the attached annex.

- Technical Specification – 365 kVA Caterpillar Diesel Generator
- General: Model 400, S/N CAT00000TC2G03572, Year 2006
- Performance: 365 kVA / 292 kW, 0.8 PF, 400/230 V, 3 Phase, 50 Hz, 527 A, 1500 RPM
- Operating Conditions: Max Altitude 1524 m, Ambient Temp 25°C
- Alternator: Model L6B05160, Star connection, IP23, Insulation H
- Excitation: 34 V, 345,000 A
- Engine: Model 3406, S/N 1DZ13286, Arrangement No. 150-2982

Specifications for Automatic Transfer Switch (ATS) Panel

- **ATS Panel:** Smitt Relays, 230V, 50/60Hz – 3 units – In working condition
 - **Fuse:** 32A, 500V – 3 units – In working condition
 - **Contactors:** Telemecanique LC1 F225 – 4 units – In working condition
 - **Fuse:** NF30-CS, 3-Pole, 500VAC, 50-60Hz – 1 unit – In working condition
 - **Cable:** 150 feet approximately
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4. Inspection of Equipment

Interested bidders may inspect the generator at the USEFP Office during work days between **9:00 AM and 4:00 PM** up to **Monday April 13, 2026**, prior to submission of quotations.

5. Eligibility Criteria

Bidders must:

- Be legally registered companies/firms/individual vendors.
 - Not be blacklisted by any Government of Pakistan department or organization.
 - Provide complete contact details with the quotation.
 - Submit a signed and stamped undertaking on company letterhead.
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6. Submission of Bids

- Bids must be submitted in **sealed envelopes**.
- Prices must be quoted in **Pakistani Rupees (PKR)** only.
- The envelope must clearly state:
“Auction of 365 KVA Generator”
- Required information:
 - Company name
 - Contact person
 - Phone number
 - Offered price

Submission Address:

USEFP Office
Plot No. 99, Sector H-8/1
Islamabad
Attn: Administration Department
Phone: 051-8431300

Submission Deadline: Close of business on **Monday April 13, 2026**.

Late or incomplete submissions will not be considered.

7. Auction Terms and Conditions

1. The generator will be sold on an **“as-is-where-is”** basis.
2. USEFP makes no warranty regarding condition or performance.
3. No claims, returns, or complaints will be entertained after sale.

4. The successful bidder shall arrange pickup, loading, and transportation at their own cost and risk.
 5. The purchased item must be removed within **24 hours** after award notification.
 6. Payment terms and collection arrangements will be communicated to the successful bidder.
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8. Evaluation and Award

- Quotations will be evaluated based on compliance with TOR requirements and offered price.
 - The contract/award will be issued to the **highest responsive bidder**.
 - USEFP reserves the right to accept or reject any or all bids without assigning any reason.
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9. Undertaking Requirement

Please print the undertaking on your company's letterhead, ensure it is duly signed and stamped with your official company seal, and send it to us, along with the sealed quotation.

Undertaking

I/We declare that the information provided in the "Auction of 365KVA Generator" is accurate and can be proved whenever required. I/We further declare that if in case the information provided by me/us in this "Expression of Interest" proved to be incorrect at any point, USEFP reserves the right to take any action deemed feasible against me/us. I/We further declare that our company is not blacklisted by any division, department, or organization of Government of Pakistan. The decision of USEFP regarding the acceptance or rejection of the bid shall be final and binding and will not be challenged in the court of law.

Signature and Seal

10. USEFP Rights

USEFP reserves the right to:

- Cancel or modify the auction process at any stage.
 - Reject any quotation without explanation.
 - Verify bidder information before award.
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11. Contact for Queries

Administration Department
USEFP Office, Islamabad
Phone: 051-8431300