**PUNJAB INFORMATION TECHNOLOGY BOARD**

**(PITB)**

**Corrigendum:**
**"Tenders - QAED I & II"**
**Advertisement published in Daily Jang and The News**
**Dated: 30 September, 2021**
**bearing IPL No. 10037**

**1.** This Corrigendum is published to notify the following change**:**

**a. Extension in Bid Submission Date**

The submission date against said tender has been **extended from 14 October, 2021 to 20 October, 2021**. Bids against the said tender must be submitted, not later than **1200 hours** on last date of submission i.e., 20 October, 2021. The technical bids shall be publicly opened at **1230 hours** on 20 October, 2021.

**2.** The amended tender document is available at www.pitb.gov.pk and www.ppra.punjab.gov.pk.

**3.** Other terms and conditions given in tender advertisement shall remain the same.

**Director (Development & Procurement)**
**Punjab Information Technology Board**
13th Floor, Arfa Software Technology Park, 346-B, Ferozepur Road Lahore.

Ph: (042) 35880062, Fax (042) 99232123 Web: www.pitb.gov.pk

**PUNJAB INFORMATION TECHNOLOGY BOARD**

**(PITB)**

## INVITATION TO BID

**1.** Punjab Information Technology Board (PITB), Government of the Punjab, invites bids for:

**Tender No. 01 (QAED – I): Procurement of Hardware & IT Equipment for Quaid-e-Azam Academy for Educational Development (QAED), Lahore**:

| Lot No. | Description | Estimated Cost | Bid Security (2%) |
|---|---|---|---|
| **1** | Laptop | 15,885,000 | 317,700 |
| **2** | Desktop | 19,380,000 | 387,600 |
| **3** | Printer | 2,665,000 | 53,300 |
| **4** | Scanner | 2,250,000 | 45,000 |
| **5** | Photocopier | 2,000,000 | 40,000 |
| **6** | Display and Sound Solutions | 12,750,000 | 255,000 |
| **7** | SMD Display & Sound Solution for Auditorium | 15,000,000 | 300,000 |
| **8** | Floor Standing Digital Signage | 3,900,000 | 78,000 |
| **9** | Multi Location Attendance System | 500,000 | 10,000 |
| **10** | UPS | 2,320,000 | 46,400 |

**Tender No. 02 (QAED – II): Procurement of Network Infrastructure, Surveillance Solution, Miscellaneous Hardware & Equipment for Quaid-e-Azam Academy for Educational Development (QAED), Lahore**:

| Lot No. | Description | Estimated Cost | Bid Security (2%) |
|---|---|---|---|
| **1** | Campus Network Infrastructure and Surveillance Solution | 42,000,000 | 840,000 |
| **2** | Wireless Solution | 8,500,000 | 170,000 |
| **3** | Upgradation of NOC | 12,800,000 | 256,000 |
| **4** | Misc. Hardware | 1,000,000 | 20,000 |
| **5** | LEDs | 4,200,000 | 84,000 |
| **6** | Air Conditioners | 2,000,000 | 40,000 |

**2.** The procurement shall be completed in accordance with the Punjab Procurement Rules 2014, on Single Stage - Two Envelope Bidding Procedure.

3. The tender document is available in the office of the undersigned & the same may be obtained subject to the payment of cost of printing and provision of the document which is Rs. 1000/-. Tender Document is also available at www.pitb.gov.pk and www.ppra.punjab.gov.pk and may be downloaded free of cost.

4. A single package containing Technical and Financial separate Bids, duly completed, signed, stamped, sealed and in complete conformity with Tender Document should be dropped, in the Tender Box, placed at Reception of the PITB office, 13th Floor, Arfa Software Technology Park, 346-B, Ferozepur Road, Lahore, not later than **1200 hours** on last date of submission of bids i.e., **14 October, 2021** and bids shall be opened at **1230 hours** on the same date, as per PPRA Rules, 2014.

5. Bids which are incomplete, not sealed, not signed and stamped, late or submitted by other than specified mode will not be considered.

6. Income/Sales tax registration certificate and other documents as mentioned in Tender Document must accompany the bids.

**Note**: PITB management may reject all bids or proposals at any time prior to the acceptance of a bid or proposal, as provided under Rule-35 of Punjab Procurement Rules, 2014.

**Director (Development & Procurement)**
**Punjab Information Technology Board**
13th Floor, Arfa Software Technology Park, 346-B, Ferozepur Road Lahore.

Ph: (042) 35880062, Fax (042) 99232123 Web: www.pitb.gov.pk

**Tender Document**
**Tender No. 105102021-1**

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**PROCUREMENT OF HARDWARE & IT EQUIPMENT FOR**
**QUAID-E-AZAM ACADEMY FOR EDUCATIONAL DEVELOPMENT (QAED), LAHORE.**
**(QAED – I)**

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**Punjab Information Technology Board (PITB)**
13th Floor, Arfa Software Technology Park (ASTP),
346-B, Ferozepur Road, Lahore, Pakistan
Phone: (+ 92) (42) (35880062), Fax: (+92) (42) (99232123)
URL: www.pitb.gov.pk

## Table of Contents


1. INVITATION TO BID ..... 8
2. BIDDING DETAILS (INSTRUCTIONS TO BIDDERS) ..... 9

TERMS AND CONDITIONS OF THE TENDER ..... 11

3. DEFINITIONS ..... 11
4. HEADINGS AND TITLES ..... 12
5. NOTICE ..... 12
6. TENDER SCOPE ..... 12
7. TENDER ELIGIBILITY/QUALIFICATION CRITERIA ..... 12
8. TENDER COST ..... 13
9. JOINT VENTURE / CONSORTIUM ..... 13
10. EXAMINATION OF THE TENDER DOCUMENT ..... 13
11. CLARIFICATION OF THE TENDER DOCUMENT ..... 13
12. AMENDMENT OF THE TENDER DOCUMENT ..... 13
13. PREPARATION / SUBMISSION OF TENDER ..... 14
14. TENDER PRICE ..... 16
15. BID SECURITY (EARNEST MONEY) ..... 17
16. TENDER VALIDITY ..... 17
17. MODIFICATION / WITHDRAWAL OF THE TENDER ..... 17
18. OPENING OF THE TENDER ..... 18
19. CLARIFICATION OF THE TENDER ..... 18
20. DETERMINATION OF RESPONSIVENESS OF THE BID (TENDER) ..... 18
21. CORRECTION OF ERRORS / AMENDMENT OF TENDER ..... 18
22. TECHNICAL EVALUATION CRITERIA ..... 19
23. FINANCIAL PROPOSAL EVALUATION ..... 20
24. REJECTION / ACCEPTANCE OF THE BID ..... 21
25. AWARD CRITERIA ..... 22
26. ACCEPTANCE LETTER ..... 22
27. PERFORMANCE SECURITY ..... 22
28. REDRESSAL OF GRIEVANCES BY THE PROCURING AGENCY ..... 22

GENERAL CONDITIONS OF DRAFT CONTRACT ..... 23

29. CONTRACT ..... 23
30. CONTRACT DURATION ..... 23
31. CONTRACT DOCUMENTS AND INFORMATION ..... 23
32. CONTRACT LANGUAGE ..... 23
33. STANDARDS ..... 23
34. PATENT RIGHT ..... 23
35. EXECUTION SCHEDULE ..... 23
36. PACKING ..... 23
37. TAXES AND DUTIES ..... 23

**38. CONTRACT COST** ..... **24**
**39. DELIVERY** ..... **24**
**40. SAFETY** ..... **24**
**41. SPARE PARTS AND SUPPORT** ..... **24**
**42. INSPECTION AND TESTING** ..... **24**
**43. TAKING-OVER CERTIFICATE** ..... **25**
**44. WARRANTY** ..... **25**
**45. OWNERSHIP OF GOODS AND REPLACED COMPONENTS** ..... **25**
**46. PAYMENT** ..... **25**
**47. PRICE** ..... **26**
**48. CONTRACT AMENDMENT** ..... **26**
**49. ASSIGNMENT / SUBCONTRACT** ..... **26**
**50. EXTENSIONS IN TIME FOR PERFORMANCE OF OBLIGATIONS UNDER THE CONTRACT** ..... **26**
**51. LIQUIDATED DAMAGES** ..... **26**
**52. PENALTY CHARGES ON LATE SUBMISSION OF PERFORMANCE SECURITY** ..... **26**
**53. BLACKLISTING** ..... **27**
**54. FORFEITURE OF PERFORMANCE SECURITY** ..... **27**
**55. TERMINATION FOR DEFAULT** ..... **27**
**56. TERMINATION FOR INSOLVENCY** ..... **27**
**57. TERMINATION FOR CONVENIENCE** ..... **27**
**58. FORCE MAJEURE** ..... **27**
**59. DISPUTE RESOLUTION** ..... **28**
**60. STATUTES AND REGULATIONS** ..... **28**
**61. THE CLIENT** ..... **28**
**62. AUTHORIZED REPRESENTATIVE** ..... **28**
**63. WAIVER** ..... **29**
**64. DOCUMENTATION** ..... **29**
**ANNEXURE-A** ..... **30**
**ANNEXURE-B** ..... 49
**ANNEXURE-C** ..... 50
**ANNEXURE-D** ..... 51
**ANNEXURE-E** ..... 61
**ANNEXURE-F** ..... 62
**ANNEXURE-G** ..... 64
**ANNEXURE-H** ..... 65
**ANNEXURE-I** ..... 66
**ANNEXURE-J** ..... 67
**ANNEXURE-K** ..... 69

**IMPORTANT NOTE:**

Bidders must ensure that they submit all the required documents indicated in the Bidding Documents without fail. Bids received without, undertakings, valid documentary evidence, supporting documents and the manner for the various requirements mentioned in the Bidding Documents or test certificates are liable to be rejected at the initial stage itself. The data sheets, valid documentary evidences for the critical components as detailed hereinafter should be submitted by the Bidder for scrutiny.

**APPLICABILITY OF PUNJAB PROCUREMENT RULES, 2014**

This Bidding Process will be governed under Punjab Procurement Rules, 2014, as amended from time to time and instructions of the Government of the Punjab received during the completion of the project.

## 1. INVITATION TO BID

### 1.1 PPRA Rules to be followed

Punjab Procurement Rules, 2014 will be strictly followed. These may be obtained from PPRA's website. In this document, unless otherwise mentioned to the contrary, "Rule" means a Rule under the Punjab Procurement Rules, 2014.

### 1.2 Mode of Advertisement(s)

As per Rule 12(2), this Tender is being placed online at websites of the Purchaser and PPRA, as well as being advertised in print media.

The tender document is available in the office of Punjab Information Technology Board, 13th Floor, Arfa Software Technology Park, 346-B, Ferozepur Road, Lahore & the same may be obtained subject to the payment of cost of printing and provision of the document which is Rs. 1,000/-. Tender Document is also available at www.pitb.gov.pk and www.ppra.punjab.gov.pk and may be downloaded free of cost.

All prospective bidders are required to collect a Challan Form from the Procurement Assistant, PITB at above given address; to submit an amount of Rs. 1,000/- in PITB's account. The deposit slip / Challan Form must accompany respective bid.

### 1.3 Type of Open Competitive Bidding

As per Rule 38(2)(a), Single Stage - Two Envelope Bidding Procedure shall be followed. The said procedure is reproduced as follows:

(i) The bid shall be a single package consisting of two separate envelopes, containing separately the financial and the technical proposals;
(ii) The envelopes shall be marked as "Financial Proposal" and "Technical Proposal";
(iii) In the first instance, the "Technical Proposal" shall be opened and the envelope marked as "Financial Proposal" shall be retained unopened in the custody of the procuring agency;
(iv) The procuring agency shall evaluate the technical proposal in the manner prescribed in advance, without reference to the price and shall reject any proposal which does not conform to the specified requirements;
(v) During the technical evaluation no amendments in the technical proposal shall be permitted;
(vi) After the evaluation and approval of the technical proposals, the procuring agency shall open the financial proposals of the technically accepted bids, publically at a time, date and venue announced and communicated to the bidders in advance, within the bid validity period;
(vii) The financial proposal of the bids found technically non-responsive shall be retained unopened and shall be returned on the expiry of the grievance period or the decision of the complaint, if any, filed by the non-responsive bidder, whichever is later; provided that the procuring agency may return the sealed financial proposal earlier if the disqualified or non-responsive bidder, contractor or consultant submits an affidavit, through an authorized representative, to the effect that he is satisfied with the proceedings of the procuring agency; and
(viii) The lowest evaluated bidder shall be awarded the contract.

## 2. BIDDING DETAILS (INSTRUCTIONS TO BIDDERS)

All bids must be accompanied by Bid Security (Earnest Money), as part of financial bid and as per provisions of the clause "Bid Security" of this document in favor of **"Punjab Information Technology Board"**. The complete bids as per required under this tender document, must be delivered into the Tender Box, placed at reception of Punjab Information Technology Board, Lahore, not later than **1200 hours** on last date of submission of bids i.e., **20 October, 2021,** late bids shall not be considered. The Technical bids shall be publicly opened in the Committee Room of Punjab Information Technology Board, 13th Floor, Arfa Software Technology Park, 346-B, Ferozepur Road, Lahore, at **1230 hours** on **20 October, 2021**. In case the last date of bid submission falls in / within the official holidays / weekends of the Purchaser, the last date for submission of the bids shall be the next working day.

Queries of the Bidders (if any) for seeking clarifications regarding the specifications of the Hardware / IT Equipment must be received in writing to the Purchaser till **11 October, 2021.** Any query received after said date may not be entertained. All queries shall be responded to within due time. PITB will host a pre-bid meeting at **1100 hours** on **12 October, 2021,** at PITB premises (13th Floor, Arfa Software Technology Park, 346-B, Ferozepur Road, Lahore).

The bidder shall submit bids which comply with the Bidding Document. **Alternative bids and options shall not be considered**. 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.

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 awarded under this Bid Process will be entertained by the Purchaser. Neither any time schedule, nor financial adjustments arising thereof shall be permitted on account of failure by the Bidder.

It must be clearly understood that the Terms and Conditions and Specifications are intended to be strictly enforced. No escalation of cost except arising from increase in quantity by the Bidder on the demand and approval of the Purchaser will be permitted throughout the period of completion of the contract.

The Bidder should be fully and completely responsible for all the deliveries and deliverables to the Purchaser.

The Primary Contact & Secondary Contact for all correspondence in relation to this bid is as follows:

**PRIMARY CONTACT**

**Farhan Ahmad**
Senior Programme Manager
**Email:** farhan@pitb.gov.pk
11th Floor, Arfa Software Technology Park, 346-B,
Main Ferozepur Road, Lahore, Pakistan.

**Raza Awan**
System Analyst
**Email:** raza.awan@gmail.com
Quaid-i-Azam Academy For Educational Development
(QAED). Wahdat Colony, Wahdat Road, Lahore.

**SECONDARY CONTACT**

**M. Jahanzaib Khan**
Assistant Director (Development & Procurement)
**Email**: jahanzaib.khan@pitb.gov.pk
13th Floor, Arfa Software Technology Park, 346-B,
Ferozepur Road, Lahore, Pakistan.

**Sajjad Ghani**
Addl. Director General (IT Infrastructure)
**Email:** sajjad@pitb.gov.pk
11th Floor, Arfa Software Technology Park, 346-B,
Main Ferozepur Road, Lahore, Pakistan.

Bidders should note that during the period from the receipt of the bid and until further notice from the Primary Contact, all queries should be communicated via the Primary Contact and in writing (e-mail) only. In the case of an urgent situation where the Primary Contact cannot be contacted, the bidder may alternatively direct their enquiries through the Secondary Contact.

Bidders are also required to state, in their proposals, the name, title, contact number (landline, mobile), fax number and e-mail address of the bidder's authorized representative through whom all communications shall be directed until the process has been completed or terminated.

The Purchaser will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.

Failure to supply required items/services within the specified time period will invoke penalty as specified in this document.

## TERMS AND CONDITIONS OF THE TENDER

**3. Definitions**

In this document, unless there is anything repugnant in the subject or context:

3.1 "Authorized Representative" means any representative appointed, from time to time, by the Client, the Purchaser or the Contractor.

3.2 “Availability and Reliability” means the probability that a component shall be operationally ready to perform its function when called upon at any point in time.

3.3 "Client" means the Project lead of technical wing of the Purchaser for whose’ particular project the Goods / Services have been procured or any other person, duly appointed in writing, by the Client, for the time being or from time to time, to act as Client for the purposes of the Contract.

3.4 “Bidder” means the interested Firm/Company/Supplier/Distributors that may provide or provides the I.T related hardware/equipment etc. and related services to any of the public/private sector organization under the contract and have registered for the relevant business thereof.

3.5 "Commencement Date of the Contract" means the date of signing of the Contract between the Purchaser and the Contractor.

3.6 "Contract" means the agreement entered into between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.

3.7 "Contractor / Vendor" means the Bidder whose bid has been accepted and awarded Letter of Intent for a specific item followed by the signing of Contract.

3.8 "Contract Price" means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.

3.9 "Contract Value" means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract which is properly apportion-able to the Goods or Services in question.

3.10 "Day" means calendar day.

3.11 "Force majeure shall mean any event, act or other circumstances not being an event, act or circumstances under the control of the purchaser or of the contractor. Non-availability of materials/supplies or of import license or of export permit shall not constitute Force majeure.

3.12 "Goods" means hardware, equipment, machinery and/or other materials which the Contractor is required to supply to the Purchaser under the Contract against each relevant Lot.

3.13 "Person" includes individual, association of persons, firm, company, corporation, institution and organization, etc., having legal capacity.

3.14 "Prescribed" means prescribed in the Tender Document.

3.15 "Purchaser" means the Punjab Information Technology Board (PITB) or any other person for the time being or from time to time duly appointed in writing by the Purchaser to act as Purchaser for the purposes of the Contract.

3.16 "Origin" shall be considered to be the place where the Goods are produced or from where the Services are provided. Goods are produced when, through manufacturing, processing or assembling of components, a commercially recognized product results that is substantially different in basic characteristics or in purpose or utility from its components. The origin of Goods and Services is distinct from the nationality of the Contractor.

3.17 "Services" means installation, configuration, deployment, commissioning, testing, training, support, after sale service, etc. of Goods and other such obligations which the Contractor is required to provide to the Purchaser under the Contract.

3.18 “Taking-Over Certificate" means the certificate to be issued by the Client to the Contractor, in accordance with the Contract.

3.19 "Works" means work to be done by the Contractor under the Contract.

3.20 “Eligible” is defined as any country or region that is allowed to do business in Pakistan by the law of Government of Pakistan

**4. Headings and Titles**

In this document, headings and titles shall not be construed to be part thereof or be taken into consideration in the interpretation of the document and words importing the singular only shall also include the plural and vice versa where the context so requires.

**5. Notice**

5.1 In this document, unless otherwise specified, wherever provision is made for exchanging notice, certificate, order, consent, approval or instructions amongst the Contractor, the Purchaser and the Client, the same shall be:

5.1.1 in writing;

5.1.2 issued within reasonable time;

5.1.3 served by sending the same by courier or registered post to their principal office in Pakistan or such other address as they shall notify for the purpose; and

5.1.4 The words "notify", "certify", "order", "consent", "approve", "instruct", shall be construed accordingly.

**6. Tender Scope**

6.1 Punjab Information Technology Board (PITB), (hereinafter referred to as "the Purchaser") invites / requests Proposals (hereinafter referred to as "the Tenders") for the Procurement of Hardware & IT Equipment etc. "(Here in after referred to as "the Goods") including installation, configuration, deployment, commissioning, testing, after-sale support, warranties of said Goods (hereinafter referred to as "the Services") for Quaid-e-Azam Academy for Educational Development (QAED), Lahore.

6.2 The Hardware/IT Equipment will be delivered and deployed at Quaid-e-Azam Academy for Educational Development (QAED), Lahore, **OR** as specified by the Purchaser at the time of award. Detail requirements and specifications are attached at Annexure-A.

7. **Tender Eligibility/Qualification Criteria**

7.1 Eligible Bidder is a Bidder who:

7.1.1 Has a registered / incorporated company / firm in Pakistan with relevant business experience of **last two (02) years for Lot No. 01, 02, 06 and 07; and last one (01) year for all the remaining Lots.**

7.1.2 Has valid Registration of General Sales Tax (GST) & National Tax Number (NTN);

7.1.3 Authorization Certificate / document from the principal / manufacturer for the following;

- **Lot No. 01 (**High End Laptops**)**
- **Lot No. 02 (**Desktop Computers**)**
- **Lot No. 03**
  - **Item#1:** All-in-One Printer
  - **Item#2:** Laser Printer
- **Lot No. 04**
  - **Item#1:** Scanner Lowe-End
  - **Item#2:** OMR Scanner
- **Lot No. 05 (**Photocopier**)**
- **Lot No. 06**
  - **Item#2:** Amplifier, Handheld & Wireless MIC;
  - **Item#3:** Amplifier, Handheld & Wireless MIC;
  - **Item#4:** Amplifier, Handheld & Wireless MIC, Delegate & Control Unit;
- **Lot No. 07 (**SMD Screens, Display Controller**)**
- **Lot No. 08**
  - **Item#1:** Floor Standing Digital Signage 42";
  - **Item#2:** Floor Standing Digital Signage 50";
- **Lot No. 10**
  - **Item#1:** UPS 6KVA;
  - **Item#2:** UPS 650VA;

7.1.4 Authorization Certificate / document from the principal / manufacturer/Authorized dealer (in case of

dealer, authorization document from principal to dealer and certificate from dealer to the bidder is required) for the following;

- **Lot No. 06**
  - **Item#1:** Projector;
  - **Item#3:** Interactive Screen, USB Based VC Device;
  - **Item#4:** Interactive Screen, USB Based VC Device);
- **Lot No. 07**
  - UPS, USB Based VC Device, Amplifier, Handheld & Wireless MIC;

7.1.5 Has submitted bid for complete Lot(s) and relevant bid security against each Lot separately; Non-compliance of the same shall cause rejection of the bid;

7.1.6 Has not been blacklisted by any of Provincial or Federal Government Department, anywhere in Pakistan (Submission of undertaking), for each Lot; Blacklisting status of bidders, as publicized on PPRA's website, on the day of Bid Opening, will be considered final for the determination of eligibility;

7.1.7 Conforms to the clause of "Responsiveness of Bid" given herein this tender document.

7.1.8 Goods and Services can only be supplied / sourced / routed from "origin" in "eligible" member countries.

a. Eligible" is defined as any country or region that is allowed to do business in Pakistan by the law of Government of Pakistan.

b. "Origin" shall be considered to be the place where the Goods are produced or from which the Services are provided. Goods are produced when, through manufacturing, processing or substantial and major assembling of components, a commercially recognized product results that is substantially different in basic characteristics or in purpose or utility from its components.

**Note:** Verifiable documentary proof for all above requirements is a mandatory requirement, noncompliance will lead to disqualification.

## 8. Tender Cost

The Bidder shall bear all costs / expenses associated with the preparation and submission of the Tender(s) and the Purchaser shall in no case be responsible / liable for those costs / expenses.

## 9. Joint Venture / Consortium

Joint ventures / Consortiums are not eligible for this tender.

## 10. Examination of the Tender Document

The Bidder is expected to examine the Tender Document, including all instructions and terms and conditions.

## 11. Clarification of the Tender Document

The Bidder may require further information or clarification of the Tender Document, within **five (05)** calendar days of issuance of tender in writing. The clarification and its replies will be shared with all prospective bidders.

Bidders should note that during the period from the receipt of the bid and until further notice from the Primary Contact given herein this document, all queries should be communicated via the Primary Contact and in writing (e.g., e-mail & letter) only. In the case of an urgent situation where the Primary Contact cannot be contacted, the bidder may alternatively direct their enquiries through the Secondary Contact.

## 12. Amendment of the Tender Document

12.1 The Purchaser may, at any time prior to the deadline for submission of the Tender, at its own initiative or in response to a clarification requested by the Bidder(s), amend the Tender Document, on any account, for any reason. All amendment(s) shall be part of the Tender Document and binding on the Bidder(s).

12.2 The Purchaser shall notify the amendment(s) in writing to the prospective Bidders as per Rule-25(4) of

Punjab Procurement Rules, 2014.

12.3 The Purchaser may, at its exclusive discretion, amend the Tender Document to extend the deadline for the submission of the Tender as per Rule-29 of Punjab Procurement Rules, 2014.

## 13. Preparation / Submission of Tender

13.1 The Bidder is allowed to bid for any or all lots separately.

13.2 The Tender and all documents relating to the Tender, exchanged between the Bidder and the Purchaser, shall be in English. Any printed literature furnished by the Bidder in another language shall be accompanied by an English translation which shall govern for purposes of interpretation of the Tender.

13.3 The Tender shall be filed in / accompanied by the prescribed Forms, Annexes, Schedules, Documents, Brochures, Literature, etc. which shall be typed, completely filled in, stamped and signed by the Bidder or his Authorized Representative. In case of copies, signed and stamped photocopies may be submitted. If volume of the bid contains various set(s) of documents the same must be properly numbered and tagged in binding shape

13.4 The Tender shall be in two parts i.e., the technical proposal and the financial proposal. Each proposal shall be in two sets i.e., the original and the copy. In the event of any discrepancy between the original and the duplicate, the original shall govern.

13.5 Technical Proposal shall comprise the following, **without quoting the price**:

13.5.1 Technical Proposal Form (**Annexure-B**)

13.5.2 Undertaking (All terms & conditions and qualifications listed anywhere in this tender document have been satisfactorily vetted) and Affidavit (Integrity Pact) (**Annexure-G&H**)

13.5.3 Covering letter duly signed and stamped by authorized representative. (**Annexure-E**)

13.5.4 Authorization Certificate / document from the principal / manufacturer for the following;

- **Lot No. 01 (**High End Laptops**)**
- **Lot No. 02 (**Desktop Computers**)**
- **Lot No. 03**
  - **Item#1:** All-in-One Printer
  - **Item#2:** Laser Printer
- **Lot No. 04**
  - **Item#1:** Scanner Lowe-End
  - **Item#2:** OMR Scanner
- **Lot No. 05 (**Photocopier**)**
- **Lot No. 06**
  - **Item#2:** Amplifier, Handheld & Wireless MIC;
  - **Item#3:** Amplifier, Handheld & Wireless MIC;
  - **Item#4:** Amplifier, Handheld & Wireless MIC, Delegate & Control Unit;
- **Lot No. 07 (**SMD Screens, Display Controller**)**
- **Lot No. 08**
  - **Item#1:** Floor Standing Digital Signage 42”;
  - **Item#2:** Floor Standing Digital Signage 50”;
- **Lot No. 10**
  - **Item#1:** UPS 6KVA;
  - **Item#2:** UPS 650VA;

13.5.5 Authorization Certificate / document from the principal / manufacturer/Authorized dealer (in case of dealer, authorization document from principal to dealer and certificate from dealer to the bidder is required) for the following;

- **Lot No. 06**
  - **Item#1:** Projector;
  - **Item#3:** Interactive Screen, USB Based VC Device;
  - **Item#4:** Interactive Screen, USB Based VC Device);
- **Lot No. 07**
  - UPS, USB Based VC Device, Amplifier, Handheld & Wireless MIC;

13.5.6 Evidence of eligibility of the Bidder and the Goods / Services.

13.5.7 Evidence of conformity of the Goods / the Services to the Tender Document

13.5.8 Undertaking and Evidence that the quoted Goods are genuine, brand new, non- refurbished, un-altered in any way, of the most recent / current model, imported through proper channel, and incorporate all recent improvements in design and materials

13.5.9 Technical Brochures / Literature

13.5.10 Details of Warranty and After-Sale Service

13.5.11 Submission of undertaking that the firm is not blacklisted by any of Provincial or Federal Government Department, anywhere in Pakistan.

13.5.12 Valid Registration Certificate for Income Tax & Sales Tax

13.5.13 Power of Attorney, if an authorized representative is appointed (**Annexure-F**)

13.6 The Financial Proposal shall comprise the following:

13.6.1 Financial Proposal Form **(Annexure-C)**

13.6.2 Price Schedule (**Annexure-D**)

13.6.3 Bid Security **(Earnest Money),** as per provisions of the clause Bid Security of this document.

13.7 The Bidder shall seal the Original Technical Proposal in an envelope duly marked as under:

Original Technical Tender for
Tender Name. [Name of Tender]
**Tender No. XXXXXX**
**Lot No.**

[Name of the Purchaser]
[Address of the Purchaser]

[Name of the Bidder]
[Address of the Bidder]
[Phone No. of the Bidder]

13.8 The Bidder shall seal the Duplicate Technical Tender in an envelope duly marked as under:

Duplicate Technical Proposal for
Tender Name. [Name of Tender]
**Tender No. XXXXXX**
**Lot No.**

[Name of the Purchaser]
[Address of the Purchaser]

[Name of the Bidder]
[Address of the Bidder]
[Phone No. of the Bidder]

13.9 The Bidder shall follow the same process for the Financial Tender.

13.10 The Bidder shall again seal the sealed envelopes of Original Technical Proposal and the Original Financial Proposal in an outer envelope, duly marking the envelope as under:

Original Tender for
Tender Name. [Name of Tender]
**Tender No. XXXXXX**
**Lot No.**
Strictly Confidential

[Name of the Purchaser]
[Address of the Purchaser]

[Name of the Bidder]
[Address of the Bidder]
[Phone No. of the Bidder]

13.11 The Bidder shall again seal the sealed envelopes of Duplicate Technical Proposal and the Duplicate Financial Proposal in an outer envelope, duly marking the envelope as under:

Duplicate Tender for
Tender Name. [Name of Tender]
**Tender No. XXXXXX**
**Lot No.**

Strictly Confidential

[Name of the Purchaser]
[Address of the Purchaser]

[Name of the Bidder]
[Address of the Bidder]
[Phone No. of the Bidder]

13.12 The Bidder may enclose soft copies of the Technical Proposal, including all Forms, Annexes, Schedules, Documents, Brochures, Literature, etc., in the form of PDF and Scanned images, with the hard copies.

13.13 The Tender shall be dropped in the prescribed Tender Box placed at the Reception of the Purchaser's office, not later than **1200 hours** on last date of submission of bids. No late bid shall be accepted.

13.14 This is made obligatory to affix authorized signatures with official seal on all original and duplicate (copies) documents, annexures, copies, certificates, brochures, literature, letters, forms and all relevant documents as part of the bids submitted by the Bidder.

## 14. Tender Price

14.1 The quoted price shall be:

14.1.1 best / final / fixed and valid until completion of all obligations under the Contract i.e., not subject to variation / escalation;

14.1.2 in Pak Rupees;

14.1.3 inclusive of all taxes, duties, levies, insurance, freight, etc.;

14.1.4 Including all charges up to the delivery point at Quaid-e-Azam Academy for Educational Development (QAED), Lahore, **OR** as specified by the Purchaser at the time of award.

14.2 If not specifically mentioned in the Tender(s), it shall be presumed that the quoted price is as per the above requirements.

14.3 Where no prices are entered against any item(s), the price of that item shall be deemed be free of charge, and no separate payment shall be made for that item(s).

14.4 In case of locally produced Equipment/Service, the price shall include all customs duties and sales and other taxes already paid or payable on the components and raw materials used in the manufacture or assembly of the item. In case of Contract of imported Equipment/Services offered Ex-Warehouse/Off-the-Shelf from within the Purchaser's country, import duties and sales and other taxes already paid shall be shown separately (if required by the Purchaser).

## 15. Bid Security (Earnest Money)

15.1 The bid security amount has been calculated as per provisions of Rule-27 "Bid Security" of PPRA Rules, 2014 (i.e., not exceeding five percent of the estimated cost), the Bidder shall furnish the Bid Security (Earnest Money) as under:

15.1.1 for fixed amounts as mentioned in following table against different lots:

| Lot No. | Description | Estimated Cost | Bid Security (2%) |
|---|---|---|---|
| **1** | Laptops | 15,885,000 | 317,700 |
| **2** | Desktop | 19,380,000 | 387,600 |
| **3** | Printer | 2,665,000 | 53,300 |
| **4** | Scanner | 2,250,000 | 45,000 |
| **5** | Photocopier | 2,000,000 | 40,000 |
| **6** | Display and Sound Solution | 12,750,000 | 255,000 |
| **7** | SMD Display & Sound System Solution for Auditorium | 15,000,000 | 300,000 |
| **8** | Floor Standing Digital Signage | 3,900,000 | 78,000 |
| **9** | Multi Location Attendance System | 500,000 | 10,000 |
| **10** | UPS | 2,320,000 | 46,400 |

15.1.2 denominated in Pak Rupees;

15.1.3 separately against each Lot given in this tender document;

15.1.4 as part of financial bid envelope;

15.1.5 in the form of Bank Guarantee / Demand Draft / Pay Order / Call Deposit Receipt in the name of the Purchaser;

15.1.6 have a minimum validity period of **one hundred and twenty (120) days** from the last date for submission of the Tender or until furnishing of the Performance Security, whichever is later.

15.2 The Bid Security shall be forfeited by the Purchaser, on the occurrence of any / all of the following conditions:

15.2.1 If the Bidder withdraws the Tender during the period of the Tender validity specified by the Bidder on the Tender Form; or

15.2.2 If the Bidder does not accept the corrections of his Total Tender Price; or

15.2.3 If the Bidder, having been notified of the acceptance of the Tender by the Purchaser during the period of the Tender validity, fails or refuses to furnish the Performance Security, in accordance with the Tender Document.

15.3 The Bid security shall be returned to the technically unsuccessful bidder/s with unopened / sealed financial bid. Whereas the financially unsuccessful bidder/s will be returned the Bid Security only after the award of contract. The Bid Security shall be returned to the successful Bidder upon furnishing of the Performance Security.

## 16. Tender Validity

The Tender shall have a minimum validity period of **ninety (90) days** from the last date for submission of the Tender. The Purchaser may solicit the Bidder's consent to an extension of the validity period of the Tender. The request and the response thereto shall be made in writing. If the Bidder agrees to extension of validity period of the Tender, the validity period of the Bid Security shall also be suitably extended. The Bidder may refuse extension of validity period of the Tender, without forfeiting the Bid security.

## 17. Modification / Withdrawal of the Tender

17.1 The Bidder may, by written notice served on the Purchaser, modify or withdraw the Tender after submission of the Tender, prior to the deadline for submission of the Tender.

17.2 The Tender, withdrawn after the deadline for submission of the Tender and prior to the expiration of the

period of the Tender validity, shall result in forfeiture of the Bid Security.

**18. Opening of the Tender**

18.1 Tenders (Technical Bids) shall be opened at **1230 hours** on the last date of submission of bids i.e., **20 October, 2021,** in the presence of the Bidder(s) for which they shall ensure their presence without further invitation, as per provision of Rule-30 of PPRA Rules, 2014. In case the last date of bid submission falls in / within the official holidays / weekends of the Purchaser, the last date for submission of the bids shall be the next working day.

18.2 The Bidder's name, modifications, withdrawal, security, attendance of the Bidder and such other details as the Purchaser may, at its exclusive discretion, consider appropriate, shall be announced and recorded.

18.3 No 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.

**19. Clarification of the Tender**

The Purchaser shall have the right, at his exclusive discretion, to require, in writing, further information or clarification of the Tender, from any or all the Bidder(s). No change in the price or substance of the Tender shall be sought, offered or permitted except as required to confirm the corrections of arithmetical errors discovered in the Tender. Acceptance of any such correction is sole discretion of the purchaser.

**20. Determination of Responsiveness of the Bid (Tender)**

20.1 The Purchaser 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. For each Lot a substantially responsive Tender is one which:

20.1.1 meets the eligibility criteria given herein this tender document/ the Goods / the Services against each lot;

20.1.2 meets the Technical Specifications for the Goods / the Services against each Lot;

20.1.3 meets the delivery period / point for the Goods / the Services against each Lot;

20.1.4 in compliance with the rate and limit of liquidated damages against each Lot;

20.1.5 offers fixed price quotations for the Goods / the Services against each Lot, whereby no optional offer / bid or price is allowed;

20.1.6 is accompanied by the required Bid Security as part of financial bid envelope against each Lot;

20.1.7 The original receipt of tender fee submitted, attached with technical bid envelope;

20.1.8 In compliance with the Preparation/Submission of Tender in a manner prescribed in this tender document clause-13;

20.1.9 Conforms to all terms and conditions of the Tender Document, without material deviation or reservation.

20.2 A material deviation or reservation is one which affects the scope, quality or performance of the Goods or limits the Purchaser's rights or the Bidder's obligations under the Contract.

20.3 The Tender determined as not substantially responsive shall not subsequently be made responsive by the Bidder by correction or withdrawal of the material deviation or reservation.

**21. Correction of errors / Amendment of Tender**

21.1 The Tender shall be checked for any arithmetic errors which shall be rectified, as follows:

21.1.1 If there is a discrepancy between the amount in figures and the amount in words for the Total Tender Price entered in the Tender Form, the amount which tallies with the Total Tender Price entered in the Price Schedule, shall govern.

21.1.2 if there is a discrepancy between the unit rate and the total price entered in the price Schedule, resulting from incorrect multiplication of the unit rate by the quantity, the unit rate as quoted shall govern and the total price shall be corrected, unless there is an obvious and gross misplacement of the decimal point in the unit rate, in which case the total price as quoted shall govern and the unit rate shall be corrected.

21.1.3 If there is a discrepancy in the actual sum of the itemized total prices and the total tender price

quoted in the Price Schedule, the actual sum of the itemized total prices shall govern.

21.2 The Tender price as determined after arithmetic corrections shall be termed as the Corrected Total Tender Price which shall be binding upon the Bidder.

21.3 Adjustment shall be based on corrected Tender Prices. The price determined after making such adjustments shall be termed as Evaluated Total Tender Price.

21.4 No credit shall be given for offering delivery period earlier than the specified period.

## 22. TECHNICAL EVALUATION CRITERIA

The Bidders who have duly complied with the Eligibility/Qualification and Evaluation Criteria against each Lot will be eligible for further processing.

The Bids which do not conform to the Technical Specifications or Bid conditions or the Bids from the Bidders without adequate capabilities for supply and maintenance / warranty services will be rejected.

The Technical proposals shall be evaluated by the technical evaluation committee in the light of following evaluation criteria:

| Category | Description | Points |
|---|---|---|
| **Legal (Mandatory)** | Valid Income Tax Registration *Registered for at least **last two (02) years for Lot No. 01, 02, 06 and 07; and last one (01) year for all the remaining Lots** | Required |
| | Valid General Sales Tax Registration (Status = Active with FBR) | Required |
| | **Single Undertaking covering following aspects:**<br>i. Submission of undertaking that the firm is not blacklisted by any of Provincial or Federal Government Department anywhere in Pakistan.<br>ii. In full compliance of the Execution Schedule and Delivery Period mentioned in tender document.<br>iii. Compliance to the technical specifications of Hardware/IT Equipment (all items) to be procured mentioned vide Annexure-A of this document and product technical Brochure that should include specific make and model with clarity of offered specifications must be enclosed with the bid. (Where applicable) | Required |
| | Authorization Certificate / document from the principal / manufacturer for the following;<br>• **Lot No. 01 (**High End Laptops**)**<br>• **Lot No. 02 (**Desktop Computers**)**<br>• **Lot No. 03**<br>  o **Item#1:** All-in-One Printer<br>  o **Item#2:** Laser Printer<br>• **Lot No. 04**<br>  o **Item#1:** Scanner Lowe-End<br>  o **Item#2:** OMR Scanner<br>• **Lot No. 05 (**Photocopier**)**<br>• **Lot No. 06**<br>  o **Item#2:** Amplifier, Handheld & Wireless MIC;<br>  o **Item#3:** Amplifier, Handheld & Wireless MIC;<br>  o **Item#4:** Amplifier, Handheld & Wireless MIC, Delegate & Control unit ;<br>• **Lot No. 07 (**SMD Screens, Display Controller**)**<br>• **Lot No. 08**<br>  o **Item#1:** Floor Standing Digital Signage 42”; | Required |

<table>
<tr><th>Category</th><th>Description</th><th>Points</th></tr>
<tr><td></td><td>
<ul>
<li>Item#2: Floor Standing Digital Signage 50”;</li>
</ul>
<ul>
<li>Lot No. 10
<ul>
<li>Item#1: UPS 6KVA;</li>
<li>Item#2: UPS 650VA;</li>
</ul></li>
</ul>
Authorization Certificate / document from the principal / manufacturer/Authorized dealer (in case of dealer, authorization document from principal to dealer and certificate from dealer to the bidder is required) for the following;
<ul>
<li>Lot No. 06
<ul>
<li>Item#1: Projector;</li>
<li>Item#3: Interactive Screen, USB Based VC Device;</li>
<li>Item#4: Interactive Screen, USB Based VC Device);</li>
</ul></li>
<li>Lot No. 07 (UPS, USB Based VC Device, Amplifier, Handheld & Wireless MIC);</li>
</ul>
</td><td></td></tr>
<tr><td>Past Experience (Mandatory)</td><td>
Worth of projects similar in nature that includes Hardware / IT Equipment etc., in last three (03) years.<br>(Verifiable through relevant purchase orders / contracts)
<table>
<tr><th>Lot No.</th><th>Amount in PKR</th></tr>
<tr><td>01</td><td>06 million & above</td></tr>
<tr><td>02</td><td>08 million & above</td></tr>
<tr><td>03</td><td>01 million & above</td></tr>
<tr><td>04</td><td>900,000 & above</td></tr>
<tr><td>05</td><td>800,000 & above</td></tr>
<tr><td>06</td><td>05 million & above</td></tr>
<tr><td>07</td><td>06 million & above</td></tr>
<tr><td>08</td><td>1.5 million & above</td></tr>
<tr><td>09</td><td>200,000 & above</td></tr>
<tr><td>10</td><td>900,000 & above</td></tr>
</table>
</td><td>Required</td></tr>
</table>

**Note:**

i. Verifiable documentary proof for all above requirements are required and bids will be awarded on the basis of these verifiable proofs. Bidder must include checklist for above requirements in their bid.

ii. The result of the technical evaluation will be announced at least one (01) day before the opening of financial bids. Said one day time will be given for the grievance regarding technical qualification / disqualification of the bidders. However, after lapse of given time between the declaration of technical evaluation report and opening of the financial, no grievance petition would be entertained concerning the technical qualification / disqualification of the bidder. The objection after the opening of the financial bid would remain restricted to the financial bid only.

## 23. FINANCIAL PROPOSAL EVALUATION

23.1 Technically qualified/successful bidder(s) shall be called for opening of the Financial Proposal(s). The Financial Proposals will be opened in the presence of the Bidders at the time and venue indicated by the Purchaser accordingly. The technically Eligible/Successful Bidder(s) or their authorized representatives against each Lot shall be allowed to take part in the Financial Proposal(s) opening against their relevant Lot(s).

23.2 Financial Proposal evaluation will be conducted under the Punjab Procurement Rules, 2014. The Price evaluation will include all duties, taxes and expenses etc. In case of any exemption of duties and taxes made by

the Government in favor of the Purchaser, the contractor shall be bound to adjust the same in the Financial Proposal.

23.2.1 In cases of discrepancy between the cost/price quoted in Words and in Figures, the lower of the two will be considered.

23.2.2 In evaluation of the price of an imported item, the price will be determined and considered inclusive of the customs and other import duties etc.;

23.2.3 In evaluation of the price of articles/goods which are subject to excise duty, sales tax, income tax or any other tax or duty levied by the Government, the price will be determined and considered inclusive of such duties and taxes.

23.3 The Purchaser will not be responsible for any erroneous calculation of taxes and all differences arising out as above shall be fully borne by the Successful Bidder. - All payments shall be subject to any and all taxes, duties and levies applicable under the laws of Pakistan for the whole period starting from issuance of Letter of Intent (LOI) till termination of the signed contract in this regard.

## 24. Rejection / Acceptance of the Bid

24.1 The Purchaser shall have the right, at his exclusive discretion, to increase/decrease the quantity of any or all item(s) without any change in unit prices or other terms and conditions, at the time of order placement. The Purchaser may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The Purchaser shall upon request communicate to any bidder, the grounds for its rejection of all bids or proposals, but shall not be required to justify those grounds. The Purchaser shall incur no liability, solely, by virtue of its invoking sub-rule (1) of Rule-35 of Punjab Procurement Rules, 2014 towards the bidders. However, bidders shall be promptly informed about the rejection of the bids, if any (As per Rule 35 of Punjab Procurement Rules, 2014).

24.2 The Tender shall be rejected if it is:

24.2.1 substantially non-responsive in a manner prescribed in this tender document clause-20; or

24.2.2 submitted in other than prescribed forms, annexes, schedules, documents / by other than specified mode; or

24.2.3 incomplete, partial, conditional, alternative, late; or

24.2.4 Bid not submitted separately against each Lot and relevant bid security is not submitted against each Lot separately; or

24.2.5 subjected to interlineations / cuttings / corrections / erasures / overwriting; or

24.2.6 the Bidder refuses to accept the corrected Total Tender Price; or

24.2.7 the Bidder has conflict of interest with the Purchaser; or

24.2.8 the Bidder tries to influence the Tender evaluation / Contract award; or

24.2.9 the Bidder engages in corrupt or fraudulent practices in competing for the Contract award;

24.2.10 the Bidder fails to meet all the requirements of Tender Eligibility / Qualification Criteria (Clause-7);

24.2.11 the Bidder fails to meet the evaluation criteria requirements (clause-22);

24.2.12 the Bidder has been blacklisted by any public or private sector organization;

24.2.13 The Bidder has mentioned any financial implication(s) in the financial proposal that is in contradiction to this document and Government rules and regulations.

24.2.14 There is any discrepancy between bidding documents and bidder's proposal i.e., any non-conformity or inconsistency or informality or irregularity in the submitted bid.

24.2.15 The Bidder submits any financial conditions as part of its bid which are not in conformity with tender document.

24.2.16 Non-submission of verifiable proofs against the mandatory as well as general documentary, qualification and eligibility related requirements.

24.2.17 If the rates quoted by vender are not workable or on higher side etc.

## 25. Award Criteria

25.1. At first step, eligible bidder(s) as per clause-7 (Tender Eligibility) of this tender document fulfilling the qualification and technical evaluation criteria against each Lot will stand technically qualified.

25.2. At second step, technically qualified and successful bidder(s) will be evaluated in the light of all Pre-Conditions, necessary requisites and shall be selected on lowest cost quoted as per rules and fulfilling all codal formalities against each Lot, irrespective of their score in the previous step.

## 26. Acceptance Letter

As per provisions of Rule (55) of Punjab Procurement Rules 2014, the Purchaser shall issue the Intent Letter to the successful Bidder, at least after 10 days of announcement of bid evaluation reports (Ref. Rule-37 of PPRA Rules, 2014) 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 against each Lot.

## 27. Performance Security

27.1 The successful Bidder/The Contractor against each Lot shall furnish Performance Security as under:

- 27.1.1 within twenty-eight (28) days of the receipt of the Intent Letter from the Purchaser;
- 27.1.2 LOT wise performance security (Separate for each LOT, if the bidder is successful for more than one LOT) would be submitted by the Bidder;
- 27.1.3 in the form of a Bank Guarantee, issued by a scheduled bank operating in Pakistan, as per the format provided in the Tender Document, whereas, if the individual contract amount is < PKR 3 million, performance securities in the shape of demand draft / pay order may be accepted along with undertaking regarding its renewal by the Contractor before expiry, for required time period as per signed Contract;
- 27.1.4 for a sum equivalent to 10% of the contract value;
- 27.1.5 denominated in Pak Rupees;
- 27.1.6 have a minimum validity period until the date of expiry of warranty period, support period or termination of services, or fulfillment of all obligations under the contract, whichever is later. Performance security shall not be acceptable with any validity less than the prescribed time period.
- 27.1.7 If the Contractor fails / delays provision of Performance Security within twenty-eight (28) days of the receipt of the Letter of Intent from the Purchaser, a sum of money @0.25% of the total Performance Security, for every day beyond twenty-eight (28) days of the receipt of the Letter of Intent from the Purchaser, will be deducted as Penalty Charges. Provided that total amount of Penalty Charges so deducted shall not exceed, an amount equal to the value of Bid Security.

## 28. Redressal of grievances by the procuring agency

28.1 The Purchaser has constituted a committee comprising of odd number of persons, with proper powers and authorizations, to address the complaints of bidders that may occur prior to the entry into force of the procurement contract.

28.2 Any bidder feeling aggrieved by any act of the Purchaser after the submission of his bid may lodge a written complaint concerning his grievances not later than ten days after the announcement of the bid evaluation report.

28.3 The committee shall investigate and decide upon the complaint within fifteen days of the receipt of the complaint.

28.4 Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

28.5 Any bidder not satisfied with the decision of the committee of the Purchaser may lodge an appeal in the relevant court of jurisdiction.

**29. Contract**

The Purchaser shall send the Contract provided in the Tender Document, to the successful Bidder along with the Letter of Intent (LOI). Within twenty-eight (28) days from the issuance of Letter of Intent, the successful Bidder shall sign the Contract.

**30. Contract Duration**

The Contract duration shall be for the period of **three (03) years**, starting from the date of issuance of Letter of Intent (LOI), delivery, installation & commissioning of all Hardware / IT Equipment, till end of warranty period for the **Lot No. 01 and 02**.

The Contract duration shall be for the period of **one (01) year**, starting from the date of issuance of Letter of Intent (LOI), delivery, installation & commissioning of all Hardware / IT Equipment, till end of warranty period for the **Lot No. 03, 04, 05, 06, 07, 08, 09 and 10.**

**31. Contract Documents and Information**

The Contractor shall not, without the Purchaser's prior written consent, make use of the Contract, or any provision thereof, or any document(s), specifications, pattern(s), sample(s) or information furnished by or on behalf of the Purchaser in connection therewith, except for purposes of performing the Contract or disclose the same to any person other than a person employed by the Contractor in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.

**32. Contract Language**

The Contract and all documents relating to the Contract, exchanged between the Contractor and the Purchaser, shall be in English. The Contractor shall bear all costs of translation to English and all risks of the accuracy of such translation.

**33. Standards**

The Goods supplied and the Services provided under this Contract shall conform to the authoritative latest industry standards.

**34. Patent Right**

The Contractor shall indemnify and hold the Purchaser harmless against all third-party claims of infringement of patent, trademark or industrial design rights arising from use of the Goods / the Service or any part thereof.

**35. Execution Schedule**

The Contractor shall deliver Goods / ordered hardware and warranty within **sixteen (16) weeks** from the issuance of Intent Letter for **Lot No. 01 and 02**.

The Contractor shall deliver Goods / ordered hardware and warranty within **twelve (12) weeks** from the issuance of Intent Letter for **Lot No. 03, 04, 05, and 09**.

The Contractor shall deliver Goods / ordered hardware and warranty within **eight (08) weeks** from the issuance of Intent Letter for **Lot No. 06, 07, 08 and 10**.

**36. Packing**

The Contractor shall provide such packing of the Goods as is sufficient to prevent their damage or deterioration during storage / transit to their final destination as indicated in the Contract. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the final destination and withstand, without limitation, rough handling, exposure to extreme temperatures, salt and precipitation at all points in storage / transit. The Contractor shall arrange and pay for the packing of the Goods to the place of destination as specified in the Contract, and the cost thereof shall be included in the Contract Price.

**37. Taxes and Duties**

The Contractor shall be entirely responsible for all taxes, duties and other such levies imposed make

inquiries on income tax / sales tax to the concerned authorities of Income Tax and Sales Tax Department, Government of Pakistan.

**38. Contract Cost**

The Contractor shall bear all costs / expenses associated with the preparation of the Contract and the Purchaser shall in no case be responsible / liable for those costs / expenses. The successful bidder shall provide legal stamp papers of relevant value according to Govt. rules and regulations for signing of the formal contract.

**39. Delivery**

39.1 Partial delivery of items will be allowed to the Contractor, as the case may be, according to the relevant Letter of Intent (LOI).

39.2 The Contractor shall indicate his delivery approach clearly specifying the requirements for packing, shipping and unpacking of deliverable hardware with any associated/relevant software and its documentation. The approach shall address shipment of deliverables to the various designated (installation) sites. The approach shall also specify any special shipping constraints such as custom requirements, security requirements, access arrangement or loading dock requirements. The Contractor shall deliver the Goods at Quaid-e-Azam Academy for Educational Development (QAED), Lahore, **OR** as specified by the Purchaser at the time of award.

39.3 The Goods shall remain at the risk and under the physical custody of the Contractor until the delivery, testing and taking over of the Goods is completed.

39.4 The Contractor shall ensure that the Goods shall be delivered (in part or full, as the case may be) to enable the testing and training to proceed without interruption. If it shall appear to the Client that the Goods have been or are likely to be delayed by reason of incomplete delivery or for any other reasons, he may require the Contractor at the expense of the Contractor to dispatch the missing items of the Goods or suitable replacements thereof to the site of delivery by the fastest available means including air freight.

39.5 In any circumstances changing of brand will not be acceptable. However, higher/latest model of the same brand can be delivered after approval of the purchaser.

**40. Safety**

40.1 The Contractor shall be responsible for the embedding of safety features in the inherent design of the equipment, for elimination of identified hazards, including but not limited to high voltage, electromagnetic radiation, sharp points and edges, etc., and reduction of associated risk to personnel and equipment.

40.2 The Contractor shall be responsible for the addition of bilingual warnings and caution notices, where hazards cannot be eliminated or risks cannot be reduced.

40.3 The Contractor shall be responsible for the protection of the power sources, controls, and critical components of the redundant systems and subsystems by shielding or physical separation when possible.

**41. Spare Parts and Support**

41.1 The Contractor shall ensure that the Goods provided by the Contractor, under the Contract are standard and of exact nature, and incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.

41.2 The Contractor shall further ensure that the Goods provided by the Contractor, under the Contract shall have no defect, arising from design, materials, installation, configuration, or from any act or omission of the Contractor that may develop under normal use of the provided Goods.

41.3 The Contractor shall maintain sufficient backup stock of spare parts and tools locally at sites, for the maintenance of the supplied Goods, during the warranty period.

**42. Inspection and Testing**

42.1 The Client shall inspect and test the Goods supplied, the Services provided or the Works carried out, under the Contract, to verify their conformity to the Technical Specifications.

42.2 The inspections and tests shall be conducted at the premises of the Contractor / at the final destination. Where conducted at the premises of the Contractor, the Contractor shall provide all-reasonable facilities and assistance.

42.3 The Purchaser may reject the Goods, the Services or the Works if they fail to conform to the Technical Specifications, in any test(s) or inspection(s) and the Contractor shall either replace the rejected Goods, Services or Works or make all alterations necessary to meet the Technical Specifications, within three

working days, free of cost to the Purchaser.

42.4 The Purchaser's post-delivery right to inspect, test and, where necessary, reject the Goods shall in no way be limited or waived by reason of pre-delivery inspection, testing or passing of the Goods.

42.5 Nothing contained in this document shall, in any way, release the Contractor from any Warranty or other obligations under the Contract.

**43. Taking-Over Certificate**

43.1 The Contractor shall, by written notice served on the Client with a copy to the Purchaser, apply for a Taking-Over Certificate.

43.2 The Client shall, within seven days of receipt of Contractor's application, either issue the Taking-Over Certificate to the Contractor with a copy to the Purchaser, stating the date of successful inspection / testing of the Goods or any portion thereof, for their intended purposes; or reject the application giving the reasons and specifying the work required to be done by the Contractor to enable the Taking-Over Certificate to be issued.

43.3 Nothing contained in this document shall, in any way, release the Contractor from any Warranty or other obligations under the Contract.

**44. Warranty**

44.1 The Contractor shall warrant to the Purchaser that the Goods supplied by the Contractor, under the Contract are genuine, brand new, non- refurbished, un-altered in any way, of the most recent or current model, imported through proper channel, and incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.

44.2 The Contractor shall further warrant that the Goods/Services supplied by the Contractor, under the Contract shall have no defect, arising from design, materials, workmanship or from any act or omission of the Contractor that may develop under normal use of the supplied Goods/Services.

44.3 The Contractor shall provide **Manufacturer's standard warranty / support for the periods as mentioned under each Lot in Annexure - A** (hereinafter referred as Warranty Period) after the issue of Taking-over Certificate in respect of Goods, the Services and the Works, or any portion thereof, as the case may be, which will include:

44.3.1 Free, on-site repair / replacement of defective / damaged parts and labor, within **one (01) week** of intimation in Lahore and **two (02) weeks** outside Lahore.

44.3.2 On site Replacement of such defective / damaged Goods will be provided, if repair of such Goods involves a duration exceeding **one (01) week** for Lahore and **two (02) weeks** outside Lahore.

44.4 The Warranty Period shall start from the date of installation / configuration / deployment of the Goods on site.

44.5 The Client shall, by written notice served on the Contractor with a copy to the Purchaser, promptly indicate any claim(s) arising under the warranty.

44.6 The Contractor shall, within the prescribed time period, after receipt of such notice, repair or replace the defective / damaged Goods or parts thereof on site, without any cost to the Purchaser.

44.7 The end user licenses, end user warranties and end user contracting support services shall be in the name of Purchaser, for the Goods supplied, the Services provided and the Works done, under the Contract.

**45. Ownership of Goods and Replaced Components**

Goods to be supplied to the Purchaser, pursuant to the Contract, shall become the property of the Purchaser when the Goods are taken over by the Purchaser. Defective components to be replaced by the Contractor, pursuant to the Contract, shall become the property of the Contractor as and where it lies.

**46. Payment**

46.1 Partial payments against partial delivery of items will be allowed to the Contractor, as the case may be, according to the relevant Letter of Intent (LOI).

46.2 The Contractor shall provide all necessary supporting documents along with invoice.

46.3 The Contractor shall submit an Application for Payment, to the Purchaser. The Application for Payment shall: be accompanied by such invoices, receipts or other documentary evidence as the Purchaser may require; state the amount claimed; and set forth in detail, in the order of the Price Schedule, particulars of the Goods supplied, the Services provided and the Works done, up to the date of the Application for Payment and subsequent to the period covered by the last preceding Payment, if any.

46.4 The Contractor shall submit an Application for Payment, to the Purchaser. The Application for Payment shall: be accompanied by such invoices, receipts or other documentary evidence as the Purchaser may

require; state the amount claimed; and set forth in detail, in the order of the Price Schedule, particulars of the Goods supplied, the Services provided and the Works done, up to the date of the Application for Payment and subsequent to the period covered by the last preceding Payment, if any.

46.5 The Purchaser shall pay the amount verified within thirty (30) days. Payment shall not be made in advance and against partial deliveries. The Purchaser shall make payment for the Goods supplied, the Services provided and the Works done as per, to the Contractor, as per Government policy, in Pak Rupees, through cross cheque.

46.6 The Contractor shall cause the validity period of the performance security to be extended for such period(s) as the contract performance may be extended.

46.7 All payments shall be subject to any and all taxes, duties and levies applicable under the laws of Pakistan, for the whole period starting from issuance of Intent Letter till termination of the signed contract in this regard.

**47. Price**

The Contractor shall not charge prices for the Goods supplied, the Services provided and for other obligations discharged, under the Contract, varying from the prices quoted by the Contractor in the Price Schedule.

**48. Contract Amendment**

48.1 The Purchaser may at any time, by written notice served to the Contractor, alter or amend the contract for any identified need/requirement in the light of prevailing rules and regulations.

48.2 The Contractor shall not execute any Change until and unless the Purchaser has allowed the said Change, by written order served on the Contractor with a copy to the Client.

48.3 The Change, mutually agreed upon, shall constitute part of the obligations under this Contract, and the provisions of the Contract shall apply to the said Change.

48.4 No variation in or modification in the Contract shall be made, except by written amendment signed by both the Purchaser and the Contractor.

**49. Assignment / Subcontract**

49.1 The Contractor shall not assign or sub-contract its obligations under the Contract, in whole or in part, except with the Purchaser's prior written consent.

49.2 The Contractor shall guarantee that any and all assignees / subcontractors of the Contractor shall, for performance of any part / whole of the work under the contract, comply fully with the terms and conditions of the Contract applicable to such part / whole of the work under the contract.

**50. Extensions in time for performance of obligations under the Contract**

If the Contractor encounters conditions impeding timely performance of any of the obligations, under the Contract, at any time, the Contractor shall, by written notice served on the Purchaser with a copy to the Client, promptly indicate the facts of the delay, its likely duration and its cause(s). As soon as practicable after receipt of such notice, the Purchaser shall evaluate the situation and may, at its exclusive discretion, without prejudice to any other remedy it may have, by written order served on the Contractor with a copy to the Client, extend the Contractor's time for performance of its obligations under the Contract.

**51. Liquidated Damages**

If the Contractor fails / delays in performance of any of the obligations, under the Contract / violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract the Purchaser may, without prejudice to any other right of action / remedy it may have, deduct from the Contract Price against undelivered portion, as liquidated damages, a sum of money @0.25% of the total Contract Price which is attributable to such part of the Goods / the Services / the Works, in consequence of the failure / delay, be put to the intended use, for every day between the scheduled delivery date(s), with any extension of time thereof granted by the Purchaser, and the actual delivery date(s). Provided that the amount so deducted shall not exceed, in the aggregate, 10% of the Contract Price.

**52. Penalty Charges on Late Submission of Performance Security**

If the Contractor fails / delays provision of Performance Security within twenty-eight (28) days of the receipt of the Letter of Intent from the Purchaser, a sum of money @0.25% of the total Performance Security, for every day beyond twenty-eight (28) days of the receipt of the Letter of Intent from the Purchaser, will be deducted as Penalty Charges. Provided that total amount of Penalty Charges so deducted shall not exceed, an amount equal to the value of Bid Security.

**53. Blacklisting**

If the Contractor fails / delays in performance of any of the obligations, under the Contract / violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract or found to have engaged in corrupt or fraudulent practices in competing for the award of contract or during the execution of the contract, the Purchaser may without prejudice to any other right of action / remedy it may have, blacklist the Contractor, for a stated period, for future tenders in public sector, as per provision of Punjab Procurement Rules, 2014 and PITB Procurement Regulations and Guidelines.

**54. Forfeiture of Performance Security**

54.1 The Performance Security shall be forfeited by the Purchaser, on occurrence of any / all of the following conditions:

54.1.1 If the Contractor commits a default under the Contract;

54.1.2 If the Contractor fails to fulfill any of the obligations under the Contract;

54.1.3 If the Contractor violates any of the terms and conditions of the Contract.

54.2 The Contractor shall cause the validity period of the performance security to be extended for such period(s) as the contract performance may be extended.

54.3 If the Contractor fails / delays in performance of any of the obligations, under the Contract / violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract the Purchaser may, without prejudice to any other right of action / remedy it may have, forfeit Performance Security of the Contractor.

**55. Termination for Default**

If the Contractor fails / delays in performance of any of the obligations, under the Contract / violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract the Purchaser may, at any time, without prejudice to any other right of action / remedy it may have, by written notice served on the Contractor with a copy to the Client, indicate the nature of the default(s) and terminate the Contract, in whole or in part, without any compensation to the Contractor. Provided that the termination of the Contract shall be resorted to only if the Contractor does not cure its failure / delay, within fifteen working days (or such longer period as the Client may allow in writing), after receipt of such notice.

**56. Termination for Insolvency**

If the Contractor becomes bankrupt or otherwise insolvent, the Purchaser may, at any time, without prejudice to any other right of action / remedy it may have, by written notice served on the Contractor with a copy to the Client, indicate the nature of the insolvency and terminate the Contract, in whole or in part, without any compensation to the Contractor.

**57. Termination for Convenience**

57.1 Any of the parties may, at any time, by written notice served on the other party with a copy to the Client, terminate the Contract, in whole or in part, for its convenience, without any compensation to the other party.

57.2 The Goods and the Services, which are, complete or to be completed by the Contractor, within thirty working days after the receipt of such notice, shall be accepted by the Purchaser. For the remaining Goods / Services, the Purchaser may elect:

57.2.1 to have any portion thereof completed and delivered; and/or

57.2.2 to cancel the remainder and pay to the Contractor an agreed amount for partially completed Goods, Services, Works and materials / parts previously procured by the Contractor for the purpose of the Contract.

**58. Force Majeure**

58.1 For the purpose of this contract "Force Majeure" means an event which is beyond the reasonable control of a party and which makes a party's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances, and includes, but is not limited to, War, Riots, Storm, Flood or other industrial actions (except where such strikes, lockouts or other industrial are within the power of the party invoking Force Majeure), confiscation or any other action by Government agencies. In all disputes between the parties as to matters arising pursuant to this Contract, the dispute be referred for resolution by arbitration under the Pakistan Arbitration Act, 1940, as amended, by one or more arbitrators selected in accordance with said Law. The place for arbitration shall be Lahore, Pakistan. The award shall be final and binding on the parties.

58.2 The Contractor shall not be liable for liquidated damages, forfeiture of its Performance Security, blacklisting for future tenders, termination for default, if and to the extent his failure / delay in performance /discharge of obligations under the Contract is the result of an event of Force Majeure.

58.3 If a Force Majeure situation arises, The Contractor shall, by written notice served on The Purchaser, indicate such condition and the cause thereof. Unless otherwise directed by The Purchaser in writing, The Contractor shall continue to perform under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

58.4 Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a Party or Agents or Employees, nor (ii) any event which a diligent Party could reasonably have been expected to both (A) take into account at the time of the conclusion of this Contract and (B) avoid or overcome in the carrying out of its obligations here under.

58.5 Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.

**59. Dispute Resolution**

59.1 The Purchaser and the Contractor shall make every effort to amicably resolve, by direct informal negotiation, any disagreement or dispute arising between them under or in connection with the Contract.

59.2 If, after thirty working days, from the commencement of such informal negotiations, the Purchaser and the Contractor have been unable to amicably resolve a Contract dispute, either party may, require that the dispute be referred for resolution by arbitration under the Pakistan Arbitration Act, 1940, as amended, by one or more arbitrators selected in accordance with said Law. The place for arbitration shall be Lahore, Pakistan. The award shall be final and binding on the parties.

**60. Statutes and Regulations**

60.1 The Contract shall be governed by and interpreted in accordance with the laws of Pakistan.

60.2 The Contractor shall, in all matters arising in the performance of the Contract, conform, in all respects, with the provisions of all Central, Provincial and Local Laws, Statutes, Regulations and By-Laws in force in Pakistan, and shall give all notices and pay all fees required to be given or paid and shall keep the Purchaser indemnified against all penalties and liability of any kind for breach of any of the same.

60.3 The Courts at Lahore shall have the exclusive territorial jurisdiction in respect of any dispute or difference of any kind arising out of or in connection with the Contract.

**61. The Client**

61.1 The Client shall only carry out such duties and exercise such authority as specified in the Contract. The Client shall have no authority to relieve the Contractor of any of his obligations under the Contract, except as expressly stated in the Contract.

61.2 The Contractor shall proceed with the decisions, instructions or approvals given by the Client in accordance with these Conditions.

61.3 The Client shall conform to all the relevant clauses of this Tender Document to carry out all responsibilities assigned thereto in a timely manner.

**62. Authorized Representative**

62.1 The Purchaser, the Client or the Contractor may, at their exclusive discretion, appoint their Authorized Representative and may, from time to time, delegate any / all of the duties / authority, vested in them, to their authorized Representative(s), including but not limited to, signing on their behalf to legally bind them, and may, at any time, revoke such delegation.

62.2 The Authorized Representative shall only carry out such duties and exercise such authority as may be delegated to him, by the Purchaser, the Client or the Contractor.

62.3 Any such delegation or revocation shall be in writing and shall not take effect until notified to the other parties to the Contract.

62.4 Any decision, instruction or approval given by the Authorized Representative, in accordance with such delegation, shall have the same effect as though it had been given by the principal.

62.5 Notwithstanding Clause 62.2, any failure of the Authorized Representative to disapprove any Goods or Services or Works shall not prejudice the right of the Client to disapprove such Goods or Services or Works and to give instructions for the rectification thereof.

62.6 If the Contractor questions any decision or instruction of the Authorized Representative of the Purchaser / the Client, the Contractor may refer the matter to the Purchaser / the Client who shall confirm, reverse or vary

such decision or instruction.

**63. Waiver**

Failure of either party to insist upon strict performance of the obligations of the other party, under the Contract, shall in no way be deemed or construed to affect in any way the right of that party to require such performance.

**64. Documentation**

The Contractor shall furnish the user documentation, the operation manuals, and service manuals for each appropriate unit of the supplied Goods and other information pertaining to the performance of the Goods, in hard copy format, in soft copy format and in the form of on-line help, before the Goods are taken over by the Purchaser.

**ANNEXURE-A**

**TECHNICAL SPECIFICATIONS**

**NOTE: Duly filled technical specifications sheets with required information must be enclosed in their respective technical bids against relevant lot(s) by the bidder(s).**

# LOT NO. 01
# LAPTOPS

| ITEM # 1: High End Laptops (Commercial Series) (Quantity: 76) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | **Processor** : 11th Generation Intel Core i7 (4.4 GHz Max Turbo frequency) or higher<br>**Chipset** : Integrated with TPM 2.0<br>**Graphics** : Integrated<br>**System Memory** : 08GB DDR4 or higher (support up to 16GB)<br>**Hard Disk Drive** : 512GB SSD or higher<br>**Keyboard/Touch** : Standard keyboard and Precision Touchpad<br>**Display** : 15.6" FHD Display.<br>**WIFI & Bluetooth** : 2x2 Wireless (802.11 b/g/n or ac), Bluetooth<br>**Carrying Case** : Standard carrying case of same brand (with Part#).<br>**Mouse** : Wireless Optical Mouse of same brand (with Part#).<br>**Audio** : built-in speakers<br>**I/O Ports** : Audio/ Microphone Combo Jack, 2 x USB 2.0/3.0 or more, 1X HDMI port.<br>**Battery etc.** :Minimum 3-4 hours battery life<br>**Camera** : Built-in 720p HD Camera<br>**Others** : Fingerprint Sensor<br>**Warranty** • 3 Year's manufacturer's warranty.<br>• All items under this lot must be of same brand. | | |

**Note: The quoted brand under this LOT must be among the top five (05) selling brands as per the latest Gartner/IDC report.**

# LOT NO. 02
# DESKTOP COMPUTER

| ITEM # 1: Desktop Computer<br>(Commercial Series)<br>(Quantity: 102) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | **Processor** : Intel® 10th Generation Core™ i7 2.9 GHz (Base Frequency)<br>**Mother Board** : Intel Chipset<br>**Memory** : 8 GB DDR-4 or higher (support up to 64GB)<br>**Hard Disk Drive** : 512 SSD or higher.<br>**Video/Display Card** : Integrated<br>**Sound Card** : Integrated<br>**Network** : Built-in Gigabit Ethernet, Wireless LAN a/b/g/n or ac<br>**Display** : 23" or higher LED Monitor. FHD 1920x1080, 250cd/m, Anti-glare, Tilt, 1xHDMI, Including all cables. (With Part#).<br>**Integrated I/O** : Six USB Ports (USB 2.0/3.0/3.1), PCI/PCIe slot etc. HDMI/VGA Port<br>**Mouse & Key Board** : USB Wired Keyboard, 2-Button USB 2.0 Optical Mouse with Scroll.<br>**Warranty**<br>• 3 Year's manufacturer's warranty.<br>• All items under this lot must be of same brand. | | |

**Note: The quoted brand under this LOT must be among the top five (05) selling brands as per the latest Gartner/IDC report.**

# LOT NO. 03
# PRINTERS

| ITEM # 1: All-in-One (Quantity: 6) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | **Print Technology:** Laser<br>**Duplex Printing:** Auto<br>**Display:** LCD/ Screen<br>**Processor:** 1 Ghz or higher<br>**Memory:** 512MB or higher<br>**Connectivity/ Interfaces:** 1 x USB port or more, 1 x Gigabit Ethernet<br>**Paper Handling:**<br>• **Size:** A4, Legal, Letter<br>• **Input:** 50 sheets, 200 sheets tray, **Output:** 80 sheets bin<br>**Print:**<br>• **Speed:** 35PPM or higher (A4, B&W)<br>• **Resolution:** up-to 1200 x 1,200 or higher<br>**Scan:**<br>• **Type:** Flatbed and ADF<br>• **Speed:** 22PPM or higher (B&W), Color 15PPM or higher<br>• **Resolution:** up-to 1,200 x 1,200 dpi or higher<br>**Copy:**<br>• **Resolution:** 600 dpi or higher<br>**OS Support:** Compatible with Windows 8/ 8.1/ 10 and latest<br>**Accessories:** USB Cable, Power Cable, Toner and other allied accessories | | |

| ITEM # 2: Laser Printer (Quantity: 21) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | **Print Technology:** Laser<br>**Duplex Printing:** Auto<br>**Processor:** 1Ghz or higher<br>**Memory:** 256MB or higher<br>**Print Speed:** 36PPM or higher (A4)<br>**Print Resolution:** up-to 1200 x 1200 or higher<br>**Connectivity/ Interfaces:** 1 x USB port or more, 1 x Gigabit Ethernet<br>**Paper Handling:**<br>• **Size:** A4, Legal, Letter<br>• **Input:** 50 sheets tray, 200 sheets tray<br>• **Output:** 80 sheets bin<br>**First Page Out:** 7.5 Sec or less<br>**OS Support:** Compatible with Windows 8/ 8.1/10 and latest<br>**Accessories:** USB Cable, Power Cable, Toner and other allied accessories | | |

| ITEM # 3: Laser Printer Color<br>(Quantity: 1) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | **Print Technology:** Laser<br>**Display:** 4" or higher touch screen<br>**Duplex Printing:** Auto<br>**Processor:** 1.2 Ghz or higher and 8GB storage or higher<br>**Memory:** 2GB or higher<br>**Print Speed:** 55PPM or higher color (Letter)<br>**Print Resolution:** up-to 1200 x 1200 or higher<br>**Connectivity/ Interfaces:** 1 x USB port or more, 1 x Gigabit Ethernet<br>**Paper Handling:**<br>• **Size:** A4, Legal, Letter<br>• **Input:** 100 sheets tray, 500 sheets tray<br>• **Output:** 400 sheets bin<br>**First Page Out:** 7.0 Sec or less<br>**OS Support:** Compatible with Windows 8/ 8.1/10 and latest<br>**Accessories:** USB Cable, Power Cable, Toner and other allied accessories | | |

**Note: One year manufacturer's warranty for all items under this LOT.**

# LOT NO. 04
# SCANNER

| ITEM # 1: SCANNER LOW-END. (Quantity: 20) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | • **Document feeding**: Flatbed & ADF<br>• **Document Size:** A4 for Flat Bed, legal for ADF,<br>• **Duplex Scanning:** Auto (ADF)<br>• **Scan Speed:** 25PPM/50ipm or higher. (For ADF)<br>• **Scanning modes**: B/W, Greyscale and Color @200dpi<br>• **Scanning Resolution**: 1200 x 1200 dpi or higher<br>• **Document Feeding Capacity:** 50 sheets or higher<br>• Other standard features along with USB cable<br>• **Drivers:** Microsoft windows 07/08/10 Supportive | | |

| ITEM # 2: OMR SCANNER SOLUTION (Quantity: 1) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | **Document Feeding**: Flatbed & ADF<br>**Scan Speed**: 65 PPM/ 130 IPM @300 DPI Color or higher<br>**Duplex Scanning**: Auto (ADF)<br>**Imaging Technology**: CIS (better or equavelent)<br>**Feeding Capacity:**: 70 sheets or higher<br>**Daily Duty Cycle:**: 8,000 sheets or higher<br>**Auto Image Correction**: Barcode Reading ,Auto Color Detection<br>**Control**: LCD<br>**Document Thickness**: Minimum 40 GSM and Maximum 400 GSM or higher<br>**OMR Software**: Unlimited number of pages processing. Should be able to read OMR, OCR, Barcode, QR Code, OCR. Software should support Imaging scanners. Software should support proper filling (full filling), Partial filling, Tick & Cross. Should have ability to maintain back-end password protected data log. Software should have ability to password protected data lock feature. Software should generate subject wise results from a single sheet with unlimited different test versions at the same time/run. Software should not Need Special designing software to design OMR Sheet (must be compatible with the OMR sheets designed by any designing software). Software should not Need Special OMR printed Sheets. Software should be able to process sheets in real time (processing during scanning), or later processing (processing of pre-scanned images). Must have feature of Data lookup facility from linked database.<br>**Note:** Software licenses (if any) must be perpetual, there must not be any recurring cost. | | |

**Note: One year manufacturer's warranty for all items under this LOT.**

# LOT NO. 05
# PHOTOCOPIER

| ITEM # 1: Photocopier (Quantity: 6) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | • **Printing/ Copy/ Color Scan capability :** 25 ppm/cpm (A4) or higher<br>• **Document Feeder:** ADF / DADF/ RADF<br>• **Touchscreen:** 5" or higher<br>• **Duplex Printing:** Auto Built in<br>• **Print Resolution**: 1200x1200 dpi or 2400x600 dpi or 1800x600 dpi or higher<br>• **Scanning Resolution:** 600 x 600 dpi,<br>• **Input/ output Capacity:** (250 X 2) or higher, 1 x Bypass Input Tray, 1x Output Bin<br>• **Zoom Capacity:** 25% - 400%<br>• **Multiple Copies Support:** 999 or higher<br>• **Paper Support Type:** A4, Letter, Legal, A3<br>• **Memory:** 2GB or higher<br>• **Connectivity:** Gigabit Ethernet, USB and Wi-Fi<br>• Trolley | | |

**Note: One year manufacturer's warranty, parts and labor for all components onsite under this LOT.**

# LOT NO. 06
# DISPLAY AND SOUND SYSTEMS

| ITEM # 1:Projector<br>(Quantity: 3) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | • **Display Type:** LCD/DLP<br>• **Brightness:** 3800 Lumens or higher<br>• **Contrast Ratio:** 20,000:1 or higher,<br>• **Screen Coverage:** 24 inches to 280" (4:3) or higher,<br>• **Display Resolution:** Support up to WUXGA (1920 x 1200) or higher, Native XGA or higher<br>• **Ports:** HDMI x 1 or higher, VGA x 1 (in), S-VIDEO x1, VGA x 1 (out), Audio In/Out 3.5mm x1, USB-A x1 (for Power), and other standard ports<br>• **Zoom Ratio:** Digital Zoom up-to 2.0x or higher, Optical Zoom 1.1x or higher<br>• **Speaker:** Built-in Speaker<br>• **Lamp Life:** Standard/ bright 8000 hours or more, Eco 10,000 hours or more<br>• **Accessories:** With remote control, mounting kit, power cable, VGA/ HDMI compatible cables of 15 meter and other standard accessories, installation.<br>• Pointer and Presenter for presentation management.<br>• **Warranty: One year manufacturer's warranty** | | |

| ITEM # 2: Classroom Solution<br>(Quantity: 4 Solution) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications of each solution)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | **SOUND SYSTEM**<br><br>**Mixer Amplifier 60Watt (Qty 1)**<br>• Power: 60 Watt<br>• Three or higher microphone/line inputs and volume knobs<br>• Three or higher music source inputs<br>• Call station input with priority & VOX<br>• Voice activated emergency override<br>• LED VU meter for master output and master volume knob<br>• Frequency response: 50 Hz to 20 kHz<br>• Include other accessories/ cables/ hardware to connect with Projector for audio output.<br>**Speaker (Qty 2):**<br>• Power: 36 Watt, Ceiling Speaker<br>• Rated Power: 24 Watt(24/12/6/3), Sound Pressure Level: 103 dB / 89 dB<br>• Opening angle : 180° / 58°, Effective frequency range (-10 dB): 55Hz to 20 KHz<br>**Wireless Collar Microphone & Receiver(Qty 1)**<br>• PLL synthesized Technology<br>• Frequency range: 722-746 MHz, selectable UHF channels<br>• Wireless Collar microphone:<br>o Frequency deviation ±48 kHz , S/N ratio >102 dB,<br>o Dynamic range >110 dB, Frequency response 50 Hz to 15<br>o 12 hours or more operation on batteries. Display, With batteries or chargeable<br>• Wireless Microphone Receiver: 19" rack mountable<br>**Wireless Handheld Microphone & Receiver (Qty 1)**<br>• PLL synthesized Technology<br>• Frequency range: 722-746 MHz, 193 selectable UHF channels<br>• Hand held Wireless microphone<br>o Frequency deviation ±48 kHz , S/N ratio >102 dB,<br>o Dynamic range >110 dB, Frequency response 50 Hz to 15<br>o 12 hours or more operation on batteries, LCD, With batteries or chargeable<br>• Wireless Microphone Receiver: 19" rack mountable<br><br>**Note: All above mentioned equipment under this sub-item must be of same brand.** | | |
| 2 | **1KVA UPS (Qty 1)**<br>1.0 KVA with dry batteries, Surge protection, Processor control, Line Interactive Technology , Backup: 5 minutes or higher, Recharge Time: 4-6 hours or lower, Features: Serial/USB Port, Plug and Play, with other standard features. | | |
| 3 | **Supplier will be responsible for related cabling, 9U Cabinet (incl. PDU) for equipment, installation, testing, commissioning.** | | |

**Warranty: One year manufacturer's warranty for all equipment under this item.**

| ITEM # 3: Computer Lab Solution (Turnkey)<br>(Quantity: 2) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | **INTERACTIVE SCREEN (Qty 1)**<br>• Screen Size 85" or higher<br>• LED Backlight DLED or better<br>• Brightness 350 cd/m² or better<br>• Viewing Angle 170°(H)/170°(V) or better<br>• Response Time 8 ms or better<br>• Resolution 3840 × 2160@60 Hz<br>• Contrast Ratio 1200:1<br>• Infrared touch screen, 18 or more multi-touch points<br>• Touch Response Time ＜12 ms<br>• OS: Android 8.0 or higher,<br>• Processor: Quad core or higher, 3 GB Ram, 32GB Built-In Storage, LAN<br>• Input: 2xHDMI, MAX 4 , Output: 1xHDMI, MAX 4K<br>• Interfaces: 2x RJ45, 2xUSB, Control Interface<br>• Built-in dual Loudspeaker 12 W or higher , Bluetooth module | | |
| 2 | **USB Based VIDEO CONFERENCING DEVICE (Qty 1)**<br>**Camera**: • Sensor: High Quality HD 1080p • Optical Lens: 10X or Higher • Rotation Angle: (Pan = 125 Tilt: 30) Degree or Higher • Wall mount kit/ bracket of camera<br>**Microphone & Speaker**: • Speaker frequency response: 100Hz-11KHz or better • Speaker volume: 80dB or higher. • Microphone frequency response: 100Hz-11KHz or higher • Multi Directional Sound pickup • Microphone sound-pickup diameter: 6 meters extendable • Support for external microphone • Echo cancellation<br>**Central Control Unit**: • Support Windows, MAC • Drive-free automatic recognition of cameras, microphones and speakers. • Wired/ Bluetooth connections. • USB plug-and-play, • Support various online conference software platforms i.e, Zoom, Microsoft Teams, Skype and other web conferencing platforms. • Remote Control • Preset Support<br>**Support**: • Controller Unit AC Power Adapter and end to end cables • 3 Meter or higher cable each for Camera and Microphone<br>**Note: All above mentioned equipment under this sub-item must be of same brand.** | | |
| 3 | **SOUND SYSTEM**<br>**Mixer Amplifier 60Watt (Qty 1)**<br>• Power: 60 Watt<br>• Three or higher microphone/line inputs and volume knobs<br>• Three or higher music source inputs<br>• Call station input with priority & VOX | | |

| | | | |
|---|---|---|---|
| | • Voice activated emergency override<br>• LED VU meter for master output and master volume knob<br>• Frequency response: 50 Hz to 20 kHz<br>• Include other accessories/ cables/ hardware to connect with Projector for audio output.<br>**Speaker (Qty 2):**<br>• Power: 36 Watt, Ceiling Speaker<br>• Rated Power: 24 Watt(24/12/6/3), Sound Pressure Level: 103 dB / 89 dB<br>• Opening angle : 180° / 58°, Effective frequency range (-10 dB): 55Hz to 20 KHz<br>**Wireless Collar Microphone & Receiver(Qty 1)**<br>• PLL synthesized Technology<br>• Frequency range: 722-746 MHz, selectable UHF channels<br>• Wireless Collar microphone:<br>o Frequency deviation ±48 kHz , S/N ratio >102 dB,<br>o Dynamic range >110 dB, Frequency response 50 Hz to 15<br>o 12 hours or more operation on batteries. Display, With batteries or chargeable<br>• Wireless Microphone Receiver: 19" rack mountable<br>**Wireless Handheld Microphone & Receiver (Qty 1)**<br>• PLL synthesized Technology<br>• Frequency range: 722-746 MHz, 193 selectable UHF channels<br>• Hand held Wireless microphone<br>o Frequency deviation ±48 kHz , S/N ratio >102 dB,<br>o Dynamic range >110 dB, Frequency response 50 Hz to 15<br>o 12 hours or more operation on batteries, LCD, With batteries or chargeable<br>• Wireless Microphone Receiver: 19" rack mountable<br><br>**Note: All above mentioned equipment under this sub-item must be of same brand.** | | |
| 4 | **1KVA UPS (Qty 1)**<br>1.0 KVA with dry batteries, Surge protection, Processor control, Line Interactive Technology , Backup: 5 minutes or higher, Recharge Time: 4-6 hours or lower, Features: Serial/USB Port, Plug and Play, with other standard features. | | |
| 5 | **Supplier will be responsible for related cabling, 9U Cabinet (incl. PDU) for equipment, installation, testing, commissioning, and A/V integration within devices of this item.** | | |

**Warranty: One year manufacturer's warranty for all equipment under this item.**

| ITEM # 4: Main Committee Room (Turnkey)<br>(Quantity: 1) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | **INTERACTIVE SCREEN (Qty 1)**<br>• Screen Size 85" or higher<br>• LED Backlight Backlight DLED or better<br>• Brightness 350 cd/m²<br>• Viewing Angle 170°(H)/170°(V) or better<br>• Response Time 8 ms or better<br>• Resolution 3840 × 2160@60 Hz<br>• Contrast Ratio 1200:1<br>• Infrared touch screen, 18 or more multi-touch points<br>• Touch Response Time ＜12 ms<br>• OS: Android 8.0 or higher,<br>• Processor: Quad core or higher, 3 GB Ram, 32GB Built-In Storage, LAN<br>• Input: 2xHDMI, MAX 4 , Output: 1xHDMI, MAX 4K<br>• Interfaces: 2x RJ45, 2xUSB, Control Interface<br>• Built-in dual Loudspeaker 12 W or higher , Bluetooth module<br>• OPS Module with Core i5 processor and other features. | | |
| 2 | **USB BASED VIDEO CONFERENCING DEVICE (QTY 1)**<br>**Camera**: • Sensor: High Quality HD 1080p • Optical Lens: 10X or Higher • Rotation Angle: (Pan = 125 Tilt: 30) Degree or Higher • Wall mount kit/ bracket of camera<br>**Microphone & Speaker**: • Speaker frequency response: 100Hz-11KHz or better • Speaker volume: 80dB or higher. • Microphone frequency response: 100Hz-11KHz or higher • Multi Directional Sound pickup • Microphone sound-pickup diameter: 6 meters extendable • Support for external microphone • Echo cancellation<br>**Central Control Unit**: • Support Windows, MAC • Drive-free automatic recognition of cameras, microphones and speakers. • Wired/ Bluetooth connections. • USB plug-and-play, • Support various online conference software platforms i.e, Zoom, Microsoft Teams, Skype and other web conferencing platforms. • Remote Control • Preset Support<br>**Support**: • Controller Unit AC Power Adapter and end to end cables • 3 Meter or higher cable each for Camera and Microphone<br>**External MIC**: • 1 x Compatible External microphones of same brand<br>**Note: All above mentioned equipment under this sub-item must be of same brand.** | | |
| 2 | **AUDIO CONFERENCING SYSTEM**<br>**Control Unit with Recording & DAFS (Qty 1)**<br>• Plug-and-play functionality<br>• Web browser control to turn on or off Delegate Units And Access Recordings.<br>• Open microphone control | | |

| | | | |
|---|---|---|---|
| | • Should support up to 100 delegates.<br>• Built-in digital recorder with internal memory to record up to 8 hours discussion and USB recording for up to 64 GB<br>• Discussion control: Open/Override mode , Voice activation mode , Push to talk (PTT) mode<br>• Built-in monitor loudspeaker, Built-in Digital Acoustic Feedback Suppression<br>• Controls and Indicators, Mains power on/off, volume setting buttons of all connected Discussion Devices<br>**Delegate Units (Qty = 1 + 12)**<br>• Possible-to-speak indication<br>• Request to speak indication<br>• GSM immunity<br>• Built-in loudspeaker with volume control<br>• 30 cm microphone stem or higher<br>• Configurable as a participant or chairperson's device<br>• Connections: Cables for loop through connection of Discussion Devices, Stereo headphones socket on device.<br>**Speaker (Qty 2)**<br>• High-fidelity music and speech reproduction<br>• Selectable 8 ohm, 70 V and 100 V inputs<br>• Compact yet robust ABS enclosure<br>• Supplied with adjustable mounting bracket<br>• Water and dust protected IP65<br>• Power tapping: 30/15/7.5/3.75 W,<br>• Sound pressure level at rated power / 1 W (1 kHz, 1 m): 105/90 dB (SPL)<br>• Effective frequency: 100 Hz to 18.5 kHz<br>• Rated input voltage: 15.5/70/100 V<br>• Rated impedance: 8/163/333 ohm<br>**Mixer Amplifier (Qty 1)**<br>• Power: 60 Watt<br>• Three or higher microphone/line inputs and volume knobs<br>• Three or higher music source inputs<br>• Call station input with priority & VOX<br>• Voice activated emergency override<br>• LED VU meter for master output and master volume knob<br>• Frequency response: 50 Hz to 20 kHz , Speech filter: -3 dB @ 315 Hz<br>• Include other accessories/ cables/ hardware to connect with Projector for audio output.<br>**Wireless Collar Microphone & Receiver(Qty 1)**<br>• PLL synthesized Technology<br>• Frequency range: 722-746 MHz, selectable UHF channels<br>• Wireless Collar microphone:<br>o Frequency deviation ±48 kHz , S/N ratio >102 dB,<br>o Dynamic range >110 dB, Frequency response 50 Hz to 15<br>o 12 hours or more operation on batteries. Display, With batteries or chargeable<br>• Wireless Microphone Receiver: 19" rack mountable<br>**Wireless Handheld Microphone & Receiver (Qty 1)**<br>• PLL synthesized Technology<br>• Frequency range: 722-746 MHz, 193 selectable UHF channels<br>• Hand held Wireless microphone<br>o Frequency deviation ±48 kHz , S/N ratio >102 dB,<br>o Dynamic range >110 dB, Frequency response 50 Hz to 15<br>o 12 hours or more operation on batteries, LCD, With batteries or chargeable<br>• Wireless Microphone Receiver: 19" rack mountable<br><br>**Note: All above mentioned equipment under this sub-item must be of same brand.** | | |
| 3 | **Supplier will be responsible for related cabling, 9U Cabinet (incl. PDU) for equipment, installation, testing, commissioning, and A/V integration within devices of this item.** | | |

**Warranty: One year manufacturer's warranty for all equipment under this item.**

# LOT NO. 07
# SMD DISPLAY AND SOUND SYSTEM FOR AUDITORIUM

| Sr # | Item Description (Minimum Specifications) | Quoted Item (s) (Make & Model) | Offered Specification(s) |
|---|---|---|---|
| 1 | **ITEM#1: SMD DISPLAY**<br><br>**Full-Color Display**<br>• Screen Size 15'.6"(W) x 6'.6"(H) or higher (excluding fabrication)<br>• Pixel Configuration SMD<br>• Pixel Pitch Category P1.8<br>• Pixel Pitch 1.875 mm<br>• Display Color 281 trillion, Resolution 320 × 180<br>• Area 0.2025 m², Flatness 0.1 mm<br>• Protection Level Front protection level IP60<br>• White Balance Brightness 800 cd/m²<br>• Color Temperature 4000 K to 10000 K adjustable or better<br>• Viewing Angle Horizontal 150°, vertical 150° or better<br>• Contrast Ratio ≥ 5000:1<br>• Brightness Uniformity ≥ 97%, Color Uniformity ≤ ± 0.003<br>• Refresh Rate Up to 3500 Hz or better<br>• Grey Level Up to 16 bit<br>• Working Temperature -10~40 °C<br>• Lifespan Lamp 50,000 hours<br>• Use the sending card to input HDMI, DVI/ DP signals.<br>• Network interface output, Remote configuration<br><br>**Display Controller**<br>• Upto load Capacity 5 MP or higher<br>• Frame Frequency 50/60 Hz<br>• Grey Level 16 bit , Display Color 281 trillion<br>• Brightness Control 1 to 8 levels adjustable<br>• Resolution of Bar Display 5000 × 256 pixels<br>• Refresh Rate 3500 Hz or higher<br>• Processing Depth 8 bit<br>• Input: 2 × HDMI, 1 × DP/ 1 × DVI , Output 1 × HDMI<br>• Network Interface x 4, Control Interface RJ45 × 1<br>**LED Multi-functional Card**<br>• Support network interface cascading between or behind the receiving card;<br>• Support infrared signal input.<br>• Power Supply 12 VDC, 1A<br><br>**Cleaning Tool**<br>• Material N50 magnetic steel + ABS + Silica gel (or equivalent). Front maintenance tool for disassembling LED display module<br><br>**Brackets**<br><br>**SOFTWARE**<br>• Providing Home page modes on Web Client, including system installation and management mode, security control and management mode, and attendance management mode<br>• Supports customizing Home page mode on Web Client , control panel on Control Client<br>• Supports switching Home page mode for visualization and non-visualization management | | |

| | | | |
|---|---|---|---|
| | • Smart Walls, Views, View Groups, Views in One View Group<br><br>**Note: All above mentioned equipment (SMD related) etc. must be of same brand.**<br><br>**Server:** Intel Xeon Processor 3200 series or higher, 32 GB Ram, 12G SAS Controller, Hot-swap Redundant Power Supply, 4 x 1GbE Network Ports, 1TB SATA 7.2K HDD, DVD-RW Optical Drive, RAID Controller<br><br>**RACK:** 42U (with rack mount PDU 6 sockets, sliding tray, fan, doors, key)<br><br>**UPS (10 KVA)**<br>• Power Factor: 0.9 or better, Online Double-conversion (Sine wave), Output Voltage 220-240, 50/60Hz, Loaded with Batteries, Recharge time 6-8 hours, Control panel and audible alarms , Multi-function LCD status and control console**,** Surge Protection<br><br>**LED 85" (Qty 1)**<br>• **Type:** LED or better technology, **Screen Size:** 84" or higher, **Resolution:** UHD 4k or higher, HDR 10+, **Inputs & Outputs:** 2 x HDMI ports or higher, 1 x USB ports or more, Composite AV, LAN, Wireless LAN, Bluetooth **Audio:** Dolby equivalent or higher, HD Sound, Web Browser, Mirroring, Video Player **Accessories:** Wall mount Kit with compatible HDMI Cable of 30 meters or higher (or HDMI to Base-T convertor), Remote Control, and other standard accessories. Vendor will be responsible to install the LEDs. **Warranty:** 1 Year manufacturer's warranty. | | |
| 2 | **ITEM#2: USB BASED VIDEO CONFERENCING DEVICE (QTY 1)**<br><br>**Camera**<br>• Sensor: High Quality HD 1080p<br>• Optical Lens: 10X or Higher<br>• Rotation Angle: (Pan = 125 Tilt: 30) Degree or Higher<br>• Wall mount kit/ bracket of camera<br><br>**Microphone & Speaker**<br>• Speaker frequency response: 100Hz-11KHz or better<br>• Speaker volume: 80dB or higher.<br>• Microphone frequency response: 100Hz-11KHz or higher<br>• Multi Directional Sound pickup<br>• Microphone sound-pickup diameter: 6 meters extendable<br>• Support for external microphone<br>• Echo cancellation<br><br>**Central Control Unit**<br>• Support Windows, MAC<br>• Drive-free automatic recognition of cameras, microphones and speakers.<br>• Wired/ Bluetooth connections.<br>• USB plug-and-play,<br>• Support various online conference software platforms i.e, Zoom, Microsoft Teams, Skype and other web conferencing platforms.<br>• Remote Control<br>• Preset Support<br><br>**Support**<br>• Controller Unit AC Power Adapter and end to end cables<br>• 3 Meter or higher cable each for Camera and Microphone<br><br>**External MIC**<br>• 2 x Compatible External microphones of same brand<br><br>**Note: All above mentioned equipment under this sub-item must be of same brand.** | | |
| 3 | **ITEM#3: SOUND SYSTEM**<br><br>**Microphone (Qty 6)**<br>• Unidirectional microphone<br>• Flexible stem<br>• On/off sliding switch with priority contact<br>• Frequency response 100 Hz to 16 kHz<br>**Speaker (Qty = 20)**<br>• High-fidelity music and speech reproduction<br>• Selectable 8 ohm, 70 V and 100 V inputs<br>• ABS enclosure, 30 Watt Cabinet Loudspeaker, mounting bracket<br>• Water and dust protected IP65 | | |

| | | | |
|---|---|---|---|
| | • Power tapping: 30/15/7.5/3.75 W, Sound pressure level: 105/90 dB<br>• Effective frequency: 100 Hz to 18.5 kHz<br>• Rated impedance: 8/163/333 ohm<br>**Mixer Amplifier 240W (Qty = 3)**<br>• 240 Watt Power<br>• 6 or higher microphone/line inputs<br>• 3 or higher music source inputs<br>• Call station input with priority & VOX<br>• 2 zones and announcement only output<br>• Voice activated emergency override<br>• LED VU meter for master output<br>• Master volume knob, Six volume knobs for microphone inputs<br>• Frequency response: 50 Hz to 20 kHz<br>**Wireless Collar Microphone & Receiver(Qty 2)**<br>• PLL synthesized Technology<br>• Frequency range: 722-746 MHz, selectable UHF channels<br>• Wireless Collar microphone:<br>o Frequency deviation ±48 kHz , S/N ratio >102 dB,<br>o Dynamic range >110 dB, Frequency response 50 Hz to 15<br>o 12 hours or more operation on batteries. Display, With batteries or chargeable<br>• Wireless Microphone Receiver: 19" rack mountable<br>**Wireless Handheld Microphone & Receiver (Qty 4)**<br>• PLL synthesized Technology<br>• Frequency range: 722-746 MHz, 193 selectable UHF channels<br>• Hand held Wireless microphone<br>o Frequency deviation ±48 kHz , S/N ratio >102 dB,<br>o Dynamic range >110 dB, Frequency response 50 Hz to 15<br>o 12 hours or more operation on batteries, LCD, With batteries or chargeable<br>• Wireless Microphone Receiver: 19" rack mountable | | |
| 4 | **Related cabling, SMD screen fabrication, installation, testing, commissioning, A/V integration within devices of this Lot and related equipment onsite training.** | | |

**Note: One year manufacturer's warranty for all items under this LOT.**

# LOT NO. 08
# FLOOR STANDING DIGITAL SIGNAGE

| ITEM # 1: Floor Standing Digital Signage 42" (Quantity: 4) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | • Contrast Ratio 1200:1<br>• Screen Size 42 inch or higher<br>• Resolution 1920 × 1080<br>• Brightness 500 cd/m²<br>• Color Depth: 8 bit, 16.7 M<br>• Response Time: 10 ms or better<br>• 1 KVA UPS built-in/ fabricated in the unit , Viewing Angle 150°(H) /150°(V)<br>• Operation System Android 6 or higher<br>• Processor: Cortex or equivalent, Memory: 2 GB, Built-in Storage 6 GB, 32 GB card<br>• LAN × 1, Wi-Fi, USB 2.0 × 1, BT × 1, Built-in speaker x 2,<br>• Must be able to display contents incl. pictures, audio, video, PDF, webpage, live video etc.<br>• Centralized Management, and manage one or more screens, such as timed startup/shutdown, quick startup/ shutdown, brightness/ volume timed adjustment, and screenshot preview.<br>• Must have security levels and mechanism/ control to manage publishing material.<br>• Remote program release and local (USB) program update. | | |

| ITEM # 2: Floor Standing Digital Signage 50" (Quantity: 2) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | • Contrast Ratio 3000:1<br>• Screen Size 50 inch or higher<br>• Resolution 1920 × 1080<br>• Brightness 500 cd/m²<br>• Color Depth 8 bit, 16.7 M<br>• Response Time 8 ms or better<br>• 1 KVA UPS built-in/ fabricated in the unit, Viewing Angle 150°(H) /150°(V)<br>• Operation System Android 6 or higher<br>• Processor: Cortex or equivalent 4-core, Memory: 2 GB, Built-in Storage: 6 GB, 32 GB card<br>• LAN × 1, Wi-Fi, USB 2.0 × 1, BT × 1, Built-in speaker x 2,<br>• Must be able to display contents incl. pictures, audio, video, PDF, webpage, live video etc.<br>• Centralized Management, and manage one or more screens, such as timed startup/shutdown, quick startup/ shutdown, brightness/ volume timed adjustment, and screenshot preview.<br>• Must have security levels and mechanism/ control to manage publishing material.<br>• Remote program release and local (USB) program update. | | |

| ITEM # 3: Content Management Software<br>(Quantity: 1) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | • Supports martial to publish including picture, video, audio, TXT file, document, static web page, Android APP, Streaming Server, network camera, URL, etc.<br>• Content upload up to 1,000 file (each up-to 2 GB or higher)<br>• Content resolution up to 4k.<br>• Creating normal program (including single-sided screen program and double-sided screen program), attendance program, and people counting & temperature screening program.<br>• Managing up to 1,000 programs and schedules.<br>• Supports creating a loop schedule, customizing a schedule, or creating schedule by day, by week, or by default.<br>• Software license must be perpetual and there must not be any recurring cost. | | |

**Note:**

- Item#1 & 2 under this LOT must be of same brand.
- Vendor will be responsible for related cabling, On-site installation in Lahore, testing, commissioning, Configuration.
- One year manufacturer's warranty for all items under this LOT.

# LOT NO. 09
# MULTI LOCATION ATTENDNCE SYSTEM

| ITEM # 1: Biometric Attendance Machine (Quantity: 1) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | **Display:** 4" Color or higher<br>**Communication interface:** RJ45 and USB, Wi-Fi<br>**Fingerprint capacity:** 2000 or higher<br>**Card capacity:** 5000 or higher<br>**Face Capacity:** 2000 or higher<br>**User log:** 20000 or higher<br>**Identify mode:** RF Card, Fingerprint, Face<br>**Alerts:** SMS Alert, SDK<br>With Battery backup and mountings etc.<br>100 Compatible RF Cards | | |

| ITEM # 2: Attendance Software (Quantity: 1) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | Web based software including the following.<br>• Onsite installation<br>• 5 customize reports as required by the purchaser<br>• Multiple logins support<br>• Attendance reports overall/ location wise/ department wise.<br>• Facility to manage employees, leaves, attendance via web.<br>• **Daily In/out**<br>  ○ Daily Late arrival, Daily Early Going, Shift Wise, Dept Wise<br>• **Daily Attendance Report**<br>  ○ All Employees Attendance, Shift Wise Attendance<br>• **Machine Record**<br>  ○ Machine record In Out Wise, Machine record Card Wise, Monthly Wise<br>• **General Report**<br>  ○ Daily General Report, Daily General with Salary<br>• **Absent Report**<br>  ○ Card wise, Shift wise, Department wise, Designation wise, Date wise<br>• **Manual Attendance**<br>  ○ Attendance Register,<br>  ○ Manual Attendance summary | | |

**Note:**

- One year manufacturer's warranty for all hardware items under this LOT.

# LOT NO. 10
# UPS

| ITEM # 1: UPS 6KVA (Quantity: 6) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | • Power Rating: 6KVA<br>• Phase: 1:1<br>• Input Voltage: 220-240, 50/60 Hz<br>• Batteries: Dry batteries<br>• Protection: Surge protection<br>• Control: Processor control<br>• Technology: Line Interactive (Pure Sine Wave) Technology<br>• Battery Backup: At least 5 minutes backup time or higher on 70% load<br>• Power factor: 0.7 Power factor or higher<br>• Ports: Serial/USB Port, Plug and Play<br>• Recharging: 6-8 hours or less recharge time<br>• Accessories: other standard features | | |

| ITEM # 2: UPS 650VA (Quantity: 52) | | | |
|---|---|---|---|
| **Sr #** | **Item Description (Minimum Specifications)** | **Quoted Item (s) (Make & Model)** | **Offered Specification(s)** |
| 1 | • Power Rating: 650 VA<br>• Input Voltage: 220-240, 50/60 Hz<br>• Batteries: Dry batteries<br>• Protection: Surge protection<br>• Control: Processor control<br>• Technology: Line Interactive (Pure Sine Wave) Technology<br>• Backup: At least 5minutes backup time or higher or higher on 70% load<br>• Ports: Serial/USB Port, Plug and Play<br>• Recharging: 6-8 hours or less recharge time<br>• Accessories: other standard features | | |

**Note: One year manufacturer's warranty for all items under this LOT.**

**FORMS & OTHER REQUIRED DOCUMENTS**

**ANNEXURE-B**

**TECHNICAL PROPOSAL SUBMISSION FORM**

[Location, Date]

To

(Name and address of Client / Purchaser)

Dear Sir,

We, the undersigned, offer to provide the (insert title of assignment) in accordance with your Request for Proposal/Tender Document No. (insert number) dated (insert date) and our Proposal. We are hereby submitting our Proposal, which includes the Technical Proposal and the Financial Proposal sealed in two separate envelopes.

We undertake, if our Proposal is accepted, to provide (insert procurement title) related to the assignment.

We also confirm that the Government of Pakistan / Punjab has not declared us, or any Sub-Contractors for any part of the Contract, ineligible on charges of engaging in corrupt, fraudulent, collusive or coercive practices. We furthermore, pledge not to indulge in such practices in competing for or in executing the Contract, and we are aware of the relevant provisions of the Proposal Document.

We understand you are not bound to accept any Proposal you receive.

Yours sincerely,

Authorized Signature (Original)
(In full and initials)
Name and Designation of Signatory
Name of Firm
Address

**ANNEXURE-C**

**FINANCIAL PROPOSAL SUBMISSION FORM**
**(PART OF FINANCIAL BID ENVELOPE)**

[Location, Date]

To

(Name and address of Client / Purchaser)

Dear Sir,

We, the undersigned, offer to provide the (insert title of assignment) in accordance with your Request for Proposal/Tender Document No. (insert number) dated (insert date) and our Proposal. Our attached Financial Proposal is for the sum of (insert amount in words and figures). This amount is inclusive of all taxes.

Our Financial Proposal shall be binding upon us up to expiration of the validity period of the Proposal, i.e., before the date indicated in (insert clause No.) of the Proposal Data Sheet.

We also declare that the Government of Pakistan / Punjab has not declared us or any Sub-Contractors for any part of the Contract, ineligible on charges of engaging in corrupt, fraudulent, collusive, or coercive practices. We furthermore, pledge not to indulge in such practices in competing for or in executing the Contract, and are aware of the relevant provisions of the Proposal Document.

We understand you are not bound to accept any Proposal you receive.

Yours sincerely,

Authorized Signature (Original)
(In full and initials)
Name and Designation of Signatory
Name of Firm
Address

**ANNEXURE-D**

**PRICE SCHEDULE/ FINANCIAL COST SHEET**
**(FOR EACH LOT SEPARATELY)**

**LOT NO. 01**
**HIGH END LAPTOPS**

| Sr. No | Description (Minimum Specifications) | Quoted Item (s) (Make & Model) | No. of Units (1) | Price Per Unit (Incl. all Tax) if applicable PKR (2) | Total Price (No. of Units * Per Unit Price incl. all Taxes) PKR 3= (1*2) |
|---|---|---|---|---|---|
| **1** | High End Laptops | | **76** | | |
| | | | | **TOTAL PRICE** | **X** |

**NOTE:**

**(i)** X will determine the total bid cost for all items.
**(ii)** Prices must be quoted for all items.
**(iii)** The quoted brand under this LOT must be among the top five (05) selling brands as per the latest Gartner/IDC report.
**(iv)** Hardware quoted must be legally imported in Pakistan after paying all taxes.
**(v)** The Purchaser reserves exclusive rights to increase / decrease the quantities of the items mentioned vide this tender document.
**(vi)** Warranty, support period as mentioned in Annex-A.

Total Cost (in words) PKR _____
Date _____

Signature of authorized person
Name:

(Company Seal)

_____
In the capacity of
Duly authority by

**Note: No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial proposal.**

**LOT NO. 02**
**DESKTOP COMPUTER**

| Sr. No | Description (Minimum Specifications) | Quoted Item (s) (Make & Model) | No. of Units (1) | Price Per Unit (Incl. all Tax) if applicable PKR (2) | Total Price (No. of Units * Per Unit Price incl. all Taxes) PKR 3= (1*2) |
|---|---|---|---|---|---|
| **1** | Desktop Computer | | **102** | | |
| | | | | **TOTAL PRICE** | **X** |

**NOTE:**

**(i)** X will determine the total bid cost for all items.
**(ii)** Prices must be quoted for all items.
**(iii)** The quoted brand under this LOT must be among the top five (05) selling brands as per the latest Gartner/IDC report.
**(iv)** Hardware quoted must be legally imported in Pakistan after paying all taxes.
**(v)** The Purchaser reserves exclusive rights to increase / decrease the quantities of the items mentioned vide this tender document.
**(vi)** Warranty, support period as mentioned in Annex-A.

Total Cost (in words) PKR _____
Date _____

Signature of authorized person
Name:

(Company Seal)

_____
In the capacity of
Duly authority by

**Note: No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial proposal.**

**LOT NO. 03**
**PRINTERS**

| Sr. No | Description (Minimum Specifications) | Quoted Item (s) (Make & Model) | No. of Units (1) | Price Per Unit (Incl. all Tax) if applicable PKR (2) | Total Price (No. of Units * Per Unit Price incl. all Taxes) PKR 3= (1*2) |
|---|---|---|---|---|---|
| **ITEM#1:** | | | | | |
| **1** | All-in-One | | **06** | | |
| **ITEM#2:** | | | | | |
| **2** | Laser Printer | | **21** | | |
| **ITEM#2:** | | | | | |
| **2** | Laser Printer Color | | **01** | | |
| | | | | **TOTAL PRICE** | **X** |

**NOTE:**

**(i)** X will determine the total bid cost for all items.
**(ii)** Prices must be quoted for all items.
**(iii)** Hardware quoted must be legally imported in Pakistan after paying all taxes.
**(iv)** The Purchaser reserves exclusive rights to increase / decrease the quantities of the items mentioned vide this tender document.
**(v)** Warranty, support period as mentioned in Annex-A.

Total Cost (in words) PKR _____
Date _____

Signature of authorized person
Name:

(Company Seal)

_____
In the capacity of
Duly authority by

**Note: No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial proposal.**

**LOT NO. 04**
**SCANNER**

| Sr. No | Description (Minimum Specifications) | Quoted Item (s) (Make & Model) | No. of Units (1) | Price Per Unit (Incl. all Tax) if applicable PKR (2) | Total Price (No. of Units * Per Unit Price incl. all Taxes) PKR 3= (1*2) |
|---|---|---|---|---|---|
| **ITEM#1:** | | | | | |
| **1** | Scanner Low-End | | **20** | | |
| **ITEM#2:** | | | | | |
| **2** | OMR Scanner Solution | | **1** | | |
| | | | | **TOTAL PRICE** | **X** |

**NOTE:**

**(i)** X will determine the total bid cost for all items.
**(ii)** Prices must be quoted for all items.
**(iii)** Hardware quoted must be legally imported in Pakistan after paying all taxes.
**(iv)** The Purchaser reserves exclusive rights to increase / decrease the quantities of the items mentioned vide this tender document.
**(v)** Warranty, support period as mentioned in Annex-A.

Total Cost (in words) PKR _____
Date _____

Signature of authorized person
Name:

(Company Seal)

_____
In the capacity of
Duly authority by

**Note: No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial proposal.**

**LOT NO. 05**
**PHOTOCOPIER**

| Sr. No | Description (Minimum Specifications) | Quoted Item (s) (Make & Model) | No. of Units (1) | Price Per Unit (Incl. all Tax) if applicable PKR (2) | Total Price (No. of Units * Per Unit Price incl. all Taxes) PKR 3= (1*2) |
|---|---|---|---|---|---|
| **1** | Photocopier | | **6** | | |
| | | | | **TOTAL PRICE** | **X** |

**NOTE:**

**(i)** X will determine the total bid cost for all items.
**(ii)** Prices must be quoted for all items.
**(iii)** Hardware quoted must be legally imported in Pakistan after paying all taxes.
**(iv)** The Purchaser reserves exclusive rights to increase / decrease the quantities of the items mentioned vide this tender document.
**(v)** Warranty, support period as mentioned in Annex-A.

Total Cost (in words) PKR _____
Date _____

Signature of authorized person
Name:

(Company Seal)

_____
In the capacity of
Duly authority by

**Note: No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial proposal.**

**LOT NO. 06**

**DISPLAY AND SOUND SYSTEM**

| Sr. No | Description (Minimum Specifications) | Quoted Item (s) (Make & Model) | No. of Units (1) | Price Per Unit (Incl. all Tax) if applicable PKR (2) | Total Price (No. of Units * Per Unit Price incl. all Taxes) PKR 3= (1*2) |
|---|---|---|---|---|---|
| **ITEM#1:** | | | | | |
| **1** | Projector | | **03** | | |
| **ITEM#2: Classroom Solutions (Qty 4)** | | | | | |
| **1** | Sound System | | **04** | | |
| **2** | 1 KVA UPS | | **04** | | |
| **3** | Installation, 9U rack, PDU, integration etc. | | **04** | | |
| **ITEM#3: Computer Lab Solution (Qty 2)** | | | | | |
| **1** | Interactive Screen | | **02** | | |
| **2** | USB Based VC Device | | **02** | | |
| **3** | Sound System | | **02** | | |
| **4** | 1 KVA UPS | | **02** | | |
| **5** | Installation, 9U rack, PDU, integration etc. | | **02** | | |
| **ITEM#4: Main Committee Room** | | | | | |
| **1** | Interactive Screen | | **01** | | |
| **2** | USB Based VC Device | | **01** | | |
| **3** | Control Unit | | **01** | | |
| **4** | Delegate Units | | **13** | | |
| **5** | Speaker | | **02** | | |
| **6** | Mixer Amplifier | | **01** | | |
| **7** | Wireless Collar MIC & Receiver | | **01** | | |
| **8** | Wireless Handheld MIC & Receiver | | **01** | | |
| **9** | Installation, 9U rack, PDU, integration etc. | | **01** | | |
| | | | | **TOTAL PRICE** | **X** |

**NOTE:**

**(i)** X will determine the total bid cost for all items.

**(ii)** Prices must be quoted for all items.

**(iii)** Hardware quoted must be legally imported in Pakistan after paying all taxes.

**(iv)** The Purchaser reserves exclusive rights to increase / decrease the quantities of the items mentioned vide this tender document.

**(v)** Warranty, support period as mentioned in Annex-A.

Total Cost (in words) PKR _____

Date _____

Signature of authorized person

Name:

(Company Seal)

_____

In the capacity of

Duly authority by

**Note: No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial proposal.**

**LOT NO. 07**
**SMD DISPLAY AND SOUND SYSTEM FOR AUDOTORIUM**

| Sr. No | Description (Minimum Specifications) | Quoted Item (s) (Make & Model) | No. of Units (1) | Price Per Unit (Incl. all Tax) if applicable PKR (2) | Total Price (No. of Units * Per Unit Price incl. all Taxes) PKR 3= (1*2) |
|---|---|---|---|---|---|
| **ITEM#1: SMD Display** | | | | | |
| **1** | Full-Color Display | | **01** | | |
| **2** | Display Controller | | **01** | | |
| **3** | Cleaning Tool | | **01** | | |
| **4** | Brackets | | **01** | | |
| **5** | Software | | **01** | | |
| **6** | Server | | **01** | | |
| **7** | Rack | | **01** | | |
| **8** | UPS 10KVA | | **01** | | |
| **9** | LED | | **01** | | |
| **10** | Screen Fabrication | | **01** | | |
| **ITEM#2:** | | | | | |
| **1** | USB Based VC Device | | | | |
| **ITEM#3: Sound System** | | | | | |
| **1** | Control Unit | | **03** | | |
| **2** | Microphone | | **06** | | |
| **3** | Speaker | | **20** | | |
| **4** | Mixer Amplifier | | **03** | | |
| **5** | Wireless Collar MIC & Receiver | | **02** | | |
| **6** | Wireless Handheld MIC & Receiver | | **04** | | |
| **ITEM#4:** | | | | | |
| **1** | Related cabling, installation, integration within devices of this Lot and related equipment on-site training. | | **01** | | |
| | | | | **TOTAL PRICE** | **X** |

**NOTE:**

**(i)** X will determine the total bid cost for all items.
**(ii)** Prices must be quoted for all items.
**(iii)** Hardware quoted must be legally imported in Pakistan after paying all taxes.
**(iv)** The Purchaser reserves exclusive rights to increase / decrease the quantities of the items mentioned vide this tender document.
**(v)** Warranty, support period as mentioned in Annex-A.

Total Cost (in words) PKR _____
Date _____

Signature of authorized person
Name:

(Company Seal)

_____
In the capacity of
Duly authority by

**Note: No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial proposal.**

**LOT NO. 08**
**FLOOR STANDING DIITAL SIGNANGE**

| Sr. No | Description (Minimum Specifications) | Quoted Item (s) (Make & Model) | No. of Units (1) | Price Per Unit (Incl. all Tax) if applicable PKR (2) | Total Price (No. of Units * Per Unit Price incl. all Taxes) PKR 3= (1*2) |
|---|---|---|---|---|---|
| **1** | Floor Standing Digital Signage 42” | | **4** | | |
| **2** | Floor Standing Digital Signage 50” | | **2** | | |
| **3** | Content Management Software | | **1** | | |
| | | | | **TOTAL PRICE** | **X** |

**NOTE:**

**(i)** X will determine the total bid cost for all items.
**(ii)** Prices must be quoted for all items.
**(iii)** The Purchaser reserves exclusive rights to increase / decrease the quantities of the items mentioned vide this tender document.
**(iv)** Warranty, support period as mentioned in Annex-A.

Total Cost (in words) PKR _____
Date _____

Signature of authorized person
Name:

(Company Seal)

_____
In the capacity of
Duly authority by

**Note: No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial proposal.**

**LOT NO. 09**
**MULTI-LOCATION ATTENDANCE SYSTEM**

| Sr. No | Description (Minimum Specifications) | Quoted Item (s) (Make & Model) | No. of Units (1) | Price Per Unit (Incl. all Tax) if applicable PKR (2) | Total Price (No. of Units * Per Unit Price incl. all Taxes) PKR 3= (1*2) |
|---|---|---|---|---|---|
| **1** | Biometric Attendance Machine | | **1** | | |
| **2** | Attendance Software | | **1** | | |
| | | | | **TOTAL PRICE** | **X** |

**NOTE:**

**(i)** X will determine the total bid cost for all items.
**(ii)** Prices must be quoted for all items.
**(iii)** Hardware quoted must be legally imported in Pakistan after paying all taxes.
**(iv)** The Purchaser reserves exclusive rights to increase / decrease the quantities of the items mentioned vide this tender document.
**(v)** Warranty, support period as mentioned in Annex-A.

Total Cost (in words) PKR _____
Date _____

Signature of authorized person
Name:

(Company Seal)

_____
In the capacity of
Duly authority by

**Note: No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial proposal.**

**LOT NO. 10**
**UPS**

| Sr. No | Description (Minimum Specifications) | Quoted Item (s) (Make & Model) | No. of Units (1) | Price Per Unit (Incl. all Tax) if applicable PKR (2) | Total Price (No. of Units * Per Unit Price incl. all Taxes) PKR 3= (1*2) |
|---|---|---|---|---|---|
| **1** | UPS 6 KVA | | **6** | | |
| **2** | UPS 650 VA | | **52** | | |
| | | | | **TOTAL PRICE** | **X** |

**NOTE:**

**(i)** X will determine the total bid cost for all items.
**(ii)** Prices must be quoted for all items.
**(iii)** Hardware quoted must be legally imported in Pakistan after paying all taxes.
**(iv)** The Purchaser reserves exclusive rights to increase / decrease the quantities of the items mentioned vide this tender document.
**(v)** Warranty, support period as mentioned in Annex-A.

Total Cost (in words) PKR _____
Date _____

Signature of authorized person
Name:

(Company Seal)

_____
In the capacity of
Duly authority by

**Note: No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial proposal.**

**ANNEXURE-E**

**FORMAT FOR COVER LETTER**

To

(Name and address of Purchaser)

**Sub: _____.**

Dear Sir,

**a)** Having examined the tender document and Appendixes we, the undersigned, in conformity with the said document, offer to provide the said items / Services on terms of reference to be signed upon the award of contract for the sum indicated as per financial bid.

**b)** We undertake, if our proposal is accepted, to provide the items/services comprise in the contract within time frame specified, starting from the date of receipt of notification of award from the client Department / Office.

**c)** We agree to abide by this proposal for the period of ____ days (as per requirement of the project) from the date of bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

**d)** We agree to execute a contract in the form to be communicated by the (insert name of the Purchaser), incorporating all agreements with such alterations or additions thereto as may be necessary to adapt such agreement to the circumstances of the standard.

**e)** Unless and until a formal agreement is prepared and executed this proposal together with your written acceptance thereof shall constitute a binding contract agreement.

**f)** We understand that you are not bound to accept a lowest or any bid you may receive, not to give any reason for rejection of any bid and that you will not defray any expenses incurred by us in biding.

_____

Authorized Signatures with Official Seal

## ANNEXURE-F

## INSTRUCTION FOR PREPARATION OF POWER OF ATTORNEY

**a)** To be executed by an authorized representative of the bidder.

**b)** The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants and when it is so required the same should be under common seal affixed in accordance with the required procedure.

**c)** Also, wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a resolution/power of attorney in favor of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.

**d)** In case the Application is signed by an authorized Director / Partner or Proprietor of the Applicant, a certified copy of the appropriate resolution / document conveying such authority may be enclosed in lieu of the Power of Attorney.

**FORMAT OF POWER-OF-ATTORNEY**

**POWER OF ATTORNEY**

(On Stamp Paper of relevant value)

Know all men by these presents, we (name of the company and address of the registered office) do hereby appoint and authorize Mr. / Ms. (full name and residential address) who is presently employed with us and holding the position of as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our proposal for (name of the project) in response to the tenders invited by the (name of the Purchaser) including signing and submission of all documents and providing information/responses to (name of the Purchaser) in all matters in connection with our Bid.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

Dated this _____ day of _____ 20__

For _____

(Signature)
(Name, Designation and Address)
Accepted

(Signature)
(Name, Title and Address of the Attorney)
Date:

## ANNEXURE-G

## UNDERTAKING

It is certified that the information furnished here in and as per the document submitted is true and correct and nothing has been concealed or tampered with. We have gone through all the conditions of tender and are liable to any punitive action for furnishing false information / documents.

Dated this _____ day of _____ 20__

Signature

(Company Seal)

_____
In the capacity of

Duly authorized to sign bids for and on behalf of:

**ANNEXURE-H**

**AFFIDAVIT**
**(To be submitted on legal stamp paper)**

**(INTEGRITY PACT)**

We (Name of the bidder / supplier / service provider) being the first duly sworn on oath submit, that Mr. / Ms. (if participating through agent / representative) is the agent / representative duly authorized by (Name of the bidder company), hereinafter called the Contractor to submit the attached bid to the (Name of the Purchaser). Affiant further states that the said M/s (Bidding Firm/Company Name) has not paid, given or donate or agreed to pay, given or donate to any line officer or employee of the (Name of the Purchaser) any money or thing of value, either directly or indirectly, for special consideration in the letting of the contract, or for giving undue advantage to any of the bidder in the bidding and in the evaluation and selection of the bidder for contract or for refraining from properly and thoroughly maintaining projects implementations, reporting violation of the contract specification or other forms of non-compliance.

[The Seller/Supplier/Contractor] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with the Purchaser and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[The Seller/Supplier/Contractor] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to the Purchaser under any law, contract or other instrument, be voidable at the option of the Purchaser.

Notwithstanding any rights and remedies exercised by the Purchaser in this regard, [the Seller/Supplier/Contractor] agrees to indemnify the Purchaser for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to the Purchaser in an amount equivalent to ten time the sum of any commission, gratification, bribe, finder's fee or kickback given by [the Seller/Supplier/Contractor] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from the Purchaser.

_____
Signature & Stamp

Subscribed and sworn to me this _____ day of _____ 20__

_____ Notary Public

**ANNEXURE-I**

**PERFORMANCE SECURITY**

**Issuing Authority:**
**Date of Issuance:**
**Date of Expiry:**

**WHEREAS** [Name and Address of the Contractor] (hereinafter called "the Contractor") has agreed to supply the Goods and render the Services against Tender Name. (insert procurement title), Tender No. (insert tender document No.), (hereinafter called "the Contract") for the Contract Value of PKR (in figures _____) (in words _____).

AND WHEREAS it has been stipulated in the Tender Document that the successful Contractor shall furnish Performance Security, within twenty eight (28) days of the receipt of the Acceptance Letter (Letter of Intent) from the Purchaser, in the form of a Bank Guarantee, issued by a scheduled bank operating in Pakistan, as per this format, for a sum equivalent to Rs._____(10% of the contract value) valid from the date of issue until all obligations have been fulfilled in accordance with the Contract;

AND WHEREAS [Name of the Bank] having registered office at [Address of the Bank], (hereinafter called "the Guarantor") has agreed to give the Contractor a Guarantee;

THEREFORE the Guarantor hereby affirms to bind himself, his successors and his assigns to the Purchaser, for the sum of PKR (in figures _____) (in words _____) and undertakes to pay to the Purchaser, upon receipt of his written demand(s), any sum(s) as specified by him, not exceeding the above limit in aggregate, without cavil / argument and without the Purchaser having to substantiate / prove or to show grounds / reasons for such claim(s), on the occurrence of any / all of the following conditions:

1. If the Contractor commits a default under the Contract;
2. If the Contractor fails to fulfill any of the obligations under the Contract;
3. If the Contractor violates any of the provisions of the Contract.

Provided that the Purchaser shall specify the occurred condition(s) owing to which the said sum is due to him.

Provided further that any demand(s) / claim(s) from the Purchaser shall reach the Guarantor before the expiry of the Guarantee.

This guarantee shall remain valid up to _____ or until expiry of warranties / support period or all obligations have been fulfilled in accordance with the Contract, **whichever is later**.

Date this _____day of 2021.

**GUARANTOR**

Signature _____
CNIC # _____
Name _____
Designation _____
Address _____

## ANNEXURE-J

## CHECKLIST FOR BID SUBMISSION

**TECHNICAL PROPOSAL**

**PART-A (04 DOCUMENT)**

1. Bid Submission Form/Covering letter duly signed and stamped by authorized representative. **(Annexure-E)**
2. Income Tax Registration certificate **(NTN)**
3. General Sales Tax Registration **(Status = Active with FBR)**
4. **Single Undertaking**
   The compliance, delivery schedule and black listing statement should be made as per mentioned in tender documents. The following six things could be collectively mentioned or given on a paper i.e., **Stamp paper or Letter head of company**.

   One Undertaking consisting on the following: -
   A. **Firm Blacklisting** i.e., firm is not blacklisted by any Provincial or Federal Government Department, Agency, Organization or Autonomous Body anywhere in Pakistan.
   B. **Compliance to Terms & condition mentioned in Tender document**, i.e. (All terms & conditions and qualifications listed anywhere in this tender document have been satisfactorily vetted) (**Annexure-G**).
   C. **Compliance to Delivery Schedule & Execution Schedule** as per tender document
   D. **Compliance that the quoted Goods are genuine**, brand new, non- refurbished, un-altered in any way, of the most recent / current model, imported through proper channel, and incorporate all recent improvements in design and materials.
   E. **Compliance to the technical specifications** to be procured mentioned vide (**Annexure-A)**

**PART-B (02 DOCUMENT)**

1. Technical Proposal Form **(Annexure-B)**
2. Technical Bid/BOQ clearly mentioned Quoted Model with Technical specification offered, along with Brochures / Literature and online web link.

**PART-C (05 DOCUMENTS)**

1. **Qualification Documents:** Authorization Certificates / Documents from principal/manufacturer/authorized dealers as per requirement given in technical evaluation criteria, **for relevant lot. i.e.**

   *Has authorization Certificate/Document from the Principal / Manufacturer / Authorized Dealer to participate in this particular tender and indicating subject tender number (in case of dealer,*
   *A. Authorization document from principal to dealer and*
   *B. Certificate from dealer to the bidder is required*

2. **Financial Reports**: **Annual Audited Report Last Year**, if required. In case of financial experience audit report or any other financial documents the dates should be considered.
3. **Relevant Experience Documents:** (Purchase Orders / Contracts) for specified period i.e., 3 year/1 year etc.
4. **Power of Attorney**: if an authorized representative is appointed, duly signed & stamped. **(Annexure-F)**
5. **Integrity Pact**.
   **(Note: No extra document will be received during evaluation process. Bidders are requested to send complete bid. Un-conditional Bids required to be submitted.)**

**FINANCIAL PROPOSAL**

**PART- D (03 DOCUMENTS)**

1. **Financial Proposal Form (Annexure-C)**, duly signed & stamped. (**AS per tender document)**
2. **Price Schedule (Annexure-D)**, duly signed & stamped. **(Tax Calculation)**
3. **Bid Security**, as per provisions of the clause Bid Security of this document.

## ANNEXURE-K

**CASH DEPOSIT SLIP**

*For Punjab Information Technology Board, Lahore*

No.

Date: _____

**Deposited in:** **Bank's Copy**

**The Bank of Punjab,** ASTP Branch (0320) ASTP, Lahore. **A/C #** **CPA 260-1**

***Applicant Information:***

Company Name: _____

Tender No. & Tender Title: _____

_____

***Transaction Detail:***

Amount In Figures: Rs. 1,000/- In Words: Rupees one thousand only

---

**CASH DEPOSIT SLIP**

*For Punjab Information Technology Board, Lahore*

No.

Date: _____

**Deposited in:** **PITB's Copy**

The Bank of Punjab, ASTP Branch (0320) ASTP, Lahore. **A/C #** **CPA 260-1**

***Applicant Information:***

Company Name: _____

Tender No. & Tender Title: _____

_____

***Transaction Detail:***

Amount In Figures: Rs. 1,000/- In Words: Rupees one thousand only

---

**CASH DEPOSIT SLIP**

*For Punjab Information Technology Board, Lahore*

No.

Date: _____

**Deposited in:** **Customers's Copy**

The Bank of Punjab, ASTP Branch (0320) ASTP, Lahore. **A/C #** **CPA 260-1**

***Applicant Information:***

Company Name: _____

Tender No. & Tender Title: _____

_____

***Transaction Detail:***

Amount In Figures: Rs. 1,000/- In Words: Rupees one thousand only