



Government of Pakistan

PAKISTAN TELECOMMUNICATION AUTHORITY

PTA Zonal Office, Wireless Compound, Opposite JPMC, Karachi
<http://www.pta.gov.pk>

TENDER NOTICE for Supply of IT Equipments

Pakistan Telecommunication Authority is a telecomm regulatory authority having its Zonal Office Karachi invites sealed bids from the original manufacturers / authorized distributors / suppliers/Contractors etc., registered with Income Tax and Sales Tax Departments for supply of 4x new branded PCs.

Bidding documents, containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification / rejection of bids, performance guarantee etc. are available for the interested bidders at Pakistan Telecommunication Authority, Zonal Office, Wireless Compound, Opp. JPMC, Rafiqui Shaheed Road, Karachi. Price of the bidding documents is Rs.500/- as per Rule 23(5) of Public Procurement Rules, 2004. Bidding documents can also be downloaded from www.pta.gov.pk free of cost.

The bids under the "Single Stage Single Envelop Procedure", prepared in accordance with the instructions in the bidding documents, must reach at Pakistan Telecommunication Authority, Zonal Office, Wireless Compound, Opp. JPMC, Rafiqui Shaheed Road, Karachi on or before 10:30 a.m 01-04-2016. Bids will be opened the same day at 11:00 a.m. . This advertisement is also available on PPRA website at www.ppra.org.pk.

Pakistan Telecommunication Authority Zonal Office Karachi reserves the rights to accept or reject any bid as per PPRA rules, accept the whole or part of bid or increase/decrease the quantity of PC's.

Zonal Director

Ph: 021-35680101, Fax: 021-35680640



Government of Pakistan
PAKISTAN TELECOMMUNICATION AUTHORITY

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BIDDING DOCUMENTS

Sealed bids are invited from well reputed and authorized dealers/suppliers/distributors registered with Sales Tax and Income Tax Department having at least five years of relevant business experience for supply of Four (4), Branded PC's with LED. Detailed specifications of above-mentioned PC's are provided in Annex-B of this document. Notice of the bids issued on PTA's/PPRA's websites is the part of this contract document.

Terms and Conditions

1. DATE AND TIME OF RECEIPT OF BIDS

- a. Bidding documents duly completed will be received on or before 01-04-2016 up to 10:30 AM, after the given time limit bidding documents will not be accepted.

The submission and evaluation of bids will be carried out under the "Single Stage Single Envelop Procedure". The bids will be opened at PTA Zonal Office Karachi on the same day at 11:00 AM, in presence of the bidder or bidder's representatives.

- b. Bids should be addressed to the Director (Enforcement) Pakistan Telecommunication Authority, Zonal Office, Wireless Compound, Opp. JPMC, Rafiqui Shaheed Road, Karachi.

2. **COMPANY INFORMATION**

- a. Name of Firm _____
- b. Date of Establishment of Business _____
- c. (documentary proof of registration etc.) _____
- d. Address _____
- e. Telephone No. _____ Fax No. _____
- f. GST Reg. No _____
- g. National Tax No _____

3. **EARNEST MONEY**

- a. Earnest money in the shape of bankers cheque / demand draft in favor of Pakistan Telecommunication Authority, Islamabad amounting to 2% of the total bid amount **should only be attached with the Proposal** (Cheques / pay orders will not be accepted).
- b. **BID not accompanied with earnest money will be rejected without any right of appeal.**
- c. Earnest money of successful bidder will be retained till warranty period whereas earnest money of unsuccessful bidders will be returned after award of supply order to successful bidder.
- d. In case of cancelation of Supply Order due to default of the supplier, the earnest money shall be forfeited in favor of Pakistan Telecommunication Authority.

4. **PRICES**

- a. **The bidder should quote its rates clearly in Pak Rupees in the Proposal in both figures and words as per format attached at Annex-A**
- b. The rates quoted shall remain valid for three months from the date of opening of bids.
- c. Bid shall be in Pak rupees only and inclusive of all taxes i.e. GST etc.
- d. No transportation/carriage charges will be allowed.

5. PAYMENT PROCEDURE

- a.** No advance payment shall be made against the supply of equipment / software mentioned in this bidding document. Payment of bill shall be made after delivery of the equipment /software at PTA Zonal Office, Opp. JPMC, Rafiqui Shaheed, Karachi and issuance of satisfactory completion/stock verification certificate by Zonal Purchase Committee.
- b.** Payment shall be made after deduction of applicable taxes i.e. Income Tax etc. as per government rules.

6. **EQUIPMENT/ SOFTWARE**

- a. Items should be new, not used or refurbished. The components of the Computers / PC's should be assembled by the manufacturer.
- b. Items including its software should be arranged through the legal channels by providing all duties/taxes (if any) levied by the Govt. and towards this end.

7. **DELIVERY PERIOD**

- a. Delivery of items to be made within three (03) weeks after issuance of supply order.
- b. Vendor will be responsible for the safe supply of equipment / software at PTA Zonal Office, Karachi with the provision of at least one year free warranty / technical support mentioned at term 10.

8. **AUTHORIZED DEALER/DISTRIBUTOR/PARTNER**

Bidder shall be an authorized dealer/reseller/distributor/supplier/partner of the quoted brand/manufacturer OR the bidder can also be an authorized reseller of an authorized distributor/dealer/partner etc. Certificate of dealership or any other proof from the manufacturer is required in the name of the authorized dealer of the manufacturer.

9. **WARRANTY**

- a. Vendor will be responsible for the provision of free atleast onsite warranty / technical support with labour and parts for period of three years or manufacturer warranty whichever is greater.
- b. The warranty period will be considered from the date of actual date of delivery of IT equipment.

10. PENALTY

One (01) % of the total value of supply order will be charged as penalty (per week) on late supply of equipment upto a maximum of two (02) weeks. (Days less than six will be considered as one week). After expiry of two (02) weeks supply order will stand canceled and earnest money will be forfeited

11. INTEGRAL PART

- a. Annex-A is part of proposal which may be read/filled carefully, signed and stamped by the bidder and is to be submitted with the sealed envelope containing the proposal
- b. Annex-B is part of tender documents which may be read/filled carefully, signed and stamped by the bidder and are to be submitted.

12. DISQUALIFICATIONS

Offers are liable to be rejected if; there is any deviation from the instructions as laid down in the bid document i.e.

- a. Bid is submitted without the required earnest money.
- b. Offers are received after specified date and time.
- c. Specification and other requirements are not properly adhered to or different from those given in the bidding documents.
- d. Company registration, dealership, GST and NTN certificates are not attached.
- e. Service centre is not in Karachi.
- f. Supplier is not an authorized dealer/reseller/distributor/partner and warranty provider of the principal manufacturer for Pakistan as per section 9 of this document.
- g. Any inferior product / spec / requirement that mentioned at Annex-B.

13. **COMPANY'S PROFILE**

Company's profile must be submitted with all the supporting documents.

14. **AFFIDAVIT**

Affidavit on **Legal Paper** to the effect that the firm has not been black listed by any government/semi government/autonomous body or company.

15. **RIGHTS RESERVED**

Pakistan Telecommunication Authority, Zonal Office Karachi reserves the rights to cancel the bid, accept or reject any bid as per PPRA rules or accept the whole or part of bids.

CHECKLIST

- | | | |
|----|--|----------|
| a. | Earnest money in shape of bankers cheque / demand draft. (cheques are not acceptable) | (Yes/No) |
| b. | Company's Profile. | (Yes/No) |
| c. | List of such projects handled with copies of supply order. | (Yes/No) |
| d. | List of clients with telephone numbers and addresses. | (Yes/No) |
| e. | List of employees including technical staff for this project. | (Yes/No) |
| f. | Affidavit on legal paper for not being black listed. | (Yes/No) |
| g. | Copies of authorized dealership/partnership etc. of the principal manufacturer for Pakistan. | (Yes/No) |
| h. | Specification and other requirements are met | (Yes/No) |
| i. | Service Centre is in Karachi | (Yes/No) |

Director (Enforcement)

Date _____

Company Name _____

Required Specification	Quoted Specification (With Brand Name)	Unit Price Inclusive of GST	Qty	Total Price Inclusive of GST
<u>New Branded</u> 1. Processor: Intel Core i5, 4 th Generation (Quad Core, 6MB, 3.30GHz w/HD4600 Graphics) 2. Chipset: Intel® Q87 Express Chipset 3. RAM: 4-GB 4. Hard Drive: 500 GB 5. Optical Drive: DVD+/-RW 6. Screen: 19" / HD Anti-glare LED 7. Warranty: Three Years Comprehensive onsite warranty <u>All specs as per detail mentioned in the bid in accordance with Annex-B</u>			4	

Authorized Signature of bidder with seal stamp**Any inferior specs of PC's will be rejected****BID not accompanied with earnest money will be rejected without any right of appeal.**

New Branded Four (04) Computers/PC's

1. **Processor:** Intel Core i5, 4th Generation
(Intel® Core™ i5-4590 Processor (Quad Core, 6MB, 3.30GHz w/HD4600 Graphics)
2. **Chipset:** Intel® Q87 Express Chipset
3. **RAM:** 4-GB
4. **Hard Drive:** 500GB
5. **Optical Drive:** DVD+/-RW
6. **L E D Screen:** 19" / HD Anti-glare LED
7. **Operating System:** Windows 8.1 Professional
8. **Warranty:** Three Years Comprehensive onsite warranty
9. **Ports, Slots & Chassis:** Network connector (RJ-45); USB 3.0 (2), USB/eSATA (1) & Tower Tool Free Genuine Chassis with Power Supply Unit (PSU): Standard 290W or plus
10. **Accessories:** Related drivers for **Windows 8.1 professional** along with all standard accessories (Keyboard, Mouse, Power Cord)