

**GOVERNMENT OF THE PUNJAB
DIRECTORATE GENERAL,
EXCISE, TAXATION & NARCOTICS CONTROL
DEPARTMENT PUNJAB**

BIDDING DOCUMENT

**PROCUREMENT OF
DESKTOP COMPUTER, LAPTOP, UPS,
PRINTER, SCANNER, NETWORKING, LED & FURNITURE**

Note: The bidder is expected to examine the Bidding Documents, including all instructions, forms, terms, specifications and charts/drawings. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.

January 2017

1. INTRODUCTION / INSTRUCTIONS

1. The Competent Authority (procurement) Excise, Taxation & Narcotics Control, Punjab invites **sealed bids** from the interested bidders for supply / delivery / installation of Computer, Laptop, UPS, Printer, Scanner, Networking, LED & Furniture as per the given technical specifications.
2. The procurement process shall be governed by PPRA Rules 2014.
3. Bids are required to submit bids in sealed envelopes, for the mentioned Lot, as per PPRA 2014 rules specifying single stage two envelopes procedure. Proponents applying for bids should submit **two separate sealed bids in one envelope**, containing, Technical and Financial Proposals.
4. Bidders are required to supply / deliver and install the requisite items as per the given specifications and locations mentioned in the tender document.
5. The bidder shall furnish an indemnity bond along with the performance guarantee of 10 % of the total value of the agreed price
6. GST number of the bidder must be provided.
7. Lot wise & Item wise quantity required is mentioned in the bidding document. However, the Competent Authority reserves the right to increase / decrease the quantity as per the actual need.
8. Failure to supply items within the stipulated time period will invoke penalty 2% of the PO Price per month, besides BLACKLISTING of the delinquent supplier as per the PPRA Rules 2014. In addition to that the company will not be allowed to participate in future tenders as well.
9. Financial Proposal should contain the rate per unit of the quoted item as per the Technical Specifications, provided under clause 2 of this document.
10. Prices shall be quoted in Pak Rupees (PKR).
11. The bidder/supplier must have the experience of delivering / installing the same nature of product directly or through authorized partner anywhere in Pakistan.
12. The bids shall remain valid for 30 days. Moreover, quoted price should be valid for at least 90 days, with effect from the opening of Financial Proposals
13. Only Authorized dealers / Manufacturers of the mentioned items should apply and also provide the certificates of genuineness and newness from the principal and original import certificate etc.
14. The intended bidders are required to purchase this bidding document from the office of the Additional Director General/ Competent Authority (Procurement) Excise,

Taxation & narcotics Control, Punjab 847-A, Shadman-I, Lahore on payment of Rs.1000/- (Non-refundable) in the shape of Bank Draft, enables the Firms / Contractor to bid in the prescribed tender.

15. The firms are required to submit the Lot wise separate bids (both Technical & Financial).
16. Bid Security of the tender must be furnished in the shape of Bank Draft or Pay Order in favor of Director General, Excise, Taxation & Narcotics Control, Punjab. Lot wise bid security is given in following table:

LOT.NO	ITEM	2% LOT WISE BID SECURITY(Rs.)
1	Desktop Computer & Laptop	17,500
2	UPS 1 KVA	1,800
3	Laser Printer Light Duty	3,000
4	Scanners	3,000
5	Networking	6,000
6	LED	3,000
7	Furniture	32,260

17. Bidders are requested to quote their rates inclusive of all Taxes.
18. Delivery / installation details of items is mentioned in Schedule-A
19. Only GST registered Contractor / Firm should apply.
20. 3 Years on site parts and labor warranty is required for all the components / quoted equipment.
21. Maximum of 48 hours down time for all components including replacement of the whole unit anywhere in the province.
22. The bidders should clearly mention the Terms and Conditions of service agreements for the supplied equipment / Items after the expiry of initial warranty period.
23. The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or Proposal.(Rule35(1))PPRA 2014.
24. Bidders must submit bids on Turnkey basis for whole LOT. Failure to meet this condition will cause disqualification of the bidder.

25. The Primary Contact for all correspondence in relation to this bid is as follows:

Primary Contact

Mr.Masood ul Haque
Additional Director General
Competent Authority (Procurement)
Excise, Taxation & Narcotics Control Department,
Government of the Punjab
847A, Shadman-I, Lahore
042-99203567
Email: adgent@punjab.gov.pk

Additional Director General
Competent Authority(Procurement)
Excise, Taxation & Narcotics Control, Punjab
847-A, Shadman-I, Lahore
Tel. No. 042-99203567

2. TECHNICAL SPECIFICATIONS

Lot wise and item wise Technical Specifications are given below; all the bidders are required to quote according to given specifications:

LOT # 1 (ITEM-1)

QTY (3)		
Desktop Computer		
Foreign Brands: HP, Dell, Acer, Lenovo, Fujitsu or Equivalent		
Sr.#	ITEM	DESCRIPTION
1	Processor	Core™ i5-6500 processor (Quad core, 6MB, 4T, 3.2GHz, 65W)
2	Chipset	Intel® H110 Chipset or higher
3	Memory	4GB DDR4 2133MHz or higher
4	Hard Disk Drive	Min 500 GB SATA-II with 5400 RPM or higher
5	CD/DVD Drive Internal	8x Slimline DVD+/-RW Drive
6	Video/Display Graphics	Built-in Video Graphics Display and Sound Card
7	Network Adapter	Built-in 10/100/1000 base-T Gigabit Ethernet card (Microsoft Windows, Linux Supportive) Wake on LAN (WOL) support
8	I/O Interfaces and Expansion Slots	Min one USB 2.0 port & One Usb 3.0 port, Min One PCI slots, etc.
9	Wireless LAN / Wifi	Installed
10	Mouse & Key	USB Optical Mouse , USB Keyboard
11	LED	Minimum 18.5 INCH, Low Radiation, 1024 x 768 Resolution supportive
Special Conditions(mandatory) :		
1- Three Years Parts and Labor comprehensive warranty for all components including battery on site by Manufacturer(Certificate from the manufacturer required).		
2- Support to be managed by principle directly, Warranty to be provided by principal directly. A legal letter to be provided by the manufacturer (Manufacturer authorization Letter).		
3- Maximum of 48 hours down time for all components including replacement of the whole unit anywhere in the province		

4- The bidders should clearly mention Terms and Conditions of service agreements for the supplied hardware equipment after the expiry of initial warranty period

5- In case of International Warranties, the local authorized dealers should mention their service and warranty setup, details of qualified engineers, etc.

5- Please mention the country of origin / manufacturing / assembly of the quoted brand / model

LOT # 1 (ITEM-2)

QTY (5)		
LAPTOP / NOTE BOOK		
Foreign Brands: HP, Dell, Acer, Lenovo, Fujitsu or Equivalent		
Sr.#	ITEM	DESCRIPTION
1	Mobile Processor	Intel® Core™ i3 7 th generation or higher
2	Chipset	Intel Integrated chipset or higher
3	Memory	8 GB DDR-IV or higher
4	Hard Disk Drive	500 GB SATA Hard Drive with 5400 RPM or Higher
5	Super Drive	DVD+/-RW compatible with Microsoft Windows 7,8,10 and Linux.
6	Video/Display Graphics	Integrated graphics on motherboard
7	Speakers	Built in speakers
8	Network Adapter	Minimum on-Board 10/100 Ethernet (Microsoft Windows 7, 8,10 & Linux Supportive)
9	Display	14" or higher (LED) HD display
10	Integrated I/O Interfaces like	2 x USB 2.0/3.0 Port. 1 RJ45 Jack for Ethernet, External VGA Port or HDMI
11	Wireless LAN / Wifi	Wireless 802.11 b/g/n or ac compatible with Microsoft Windows 7, 8, 10 & Linux Supportive.
12	Web Cam	Built in HD Web Cam with integrated microphone
13	Batteries & Power Supply	Li-ion rechargeable Battery pack with 3 hours or higher backup time. Power supply as per manufacturer std

14	Key Board & Touch Pad	As per manufacture standard with integrated Touch Pad
15	Standard accessories	Power cable with two/ three pin plug, Power adopter, charger and standard instructions
16	Operating Temperature	0-35 Degree Centigrade
Special Conditions(mandatory) :		
1- Three Years Parts and Labor comprehensive warranty for all components including battery on site by Manufacturer(Certificate from the manufacturer required).		
2- Support to be managed by principle directly, Warranty to be provided by principal directly. A legal letter to be provided by the manufacturer(Manufacturer authorization Letter).		
3- Maximum of 48 hours down time for all components including replacement of the whole unit anywhere in the province		
4- The bidders should clearly mention Terms and Conditions of service agreements for the supplied hardware equipment after the expiry of initial warranty period		
5- In case of International Warranties, the local authorized dealers should mention their service and warranty setup, details of qualified engineers, etc.		
5- Please mention the country of origin / manufacturing / assembly of the quoted brand / model		

LOT # 2

Uninterruptible Power Supply (UPS)			
BRANDS		APC, MGE, TRIPLITE, RIELLO, LIEBERT, EMERSON/POWERWARE OR EQUIVILANT	
S #	ITEM	DESCRIPTION	QTY
1	1KVA	1000VA, Built-in AVR, Transformer Based., Line Interactive With Stepped Sinewave Technology, Input Voltage: 220/230VAC (Auto Sensing), Input Voltage Range: 150~280VAC., Input Frequency: 50/60 Hz, Output Voltage: 220/230VAC (User Adjustable), Output Frequency: 50 Hz, Output Socket: IEC320 (6), Backup Time: 60 Mins of full load of system., Circuit Breaker for Overload., Regulatory Standards: CE, EAC, Country of Origin: All.	3
Special Conditions(mandatory) :			
1- Three Years Parts and Labor comprehensive warranty for all components on site including battery.			
2- Warranty should be backed by OEM .Warranty support letter is required from principle. Brand must have presence in 10 countries.			
3- Maximum of 48 hours down time for all components including replacement of the whole unit anywhere in the province			
4- The bidders should clearly mention Terms and Conditions of service agreements for the supplied hardware equipment after the expiry of initial warranty period			
4- In case of International Warranties, the local authorized dealers should mention their service and warranty setup, details of qualified engineers, etc.			

LOT # 3

PRINTER			
BRANDS		HP, XEROX, SAMSUNG, KONICA/MINOLTA or Equivalent	
MONOCHROME LASERJET PRINTER			
S.No	ITEM	DESCRIPTION	Qty
1	Print Speed	Up to 38/40PPM, A4/Letter	03
2	Print Technology	Laser	
3	Print Resolution	Up to 1200 x 1200 dpi or higher	
4	Memory	128 MB	
5	Processor Speed	1200 MHz or higher	
6	Duty Cycle	Up to 80,000 Pages	
7	Connectivity	1 Hi-Speed USB 2.0; 1 Host USB; 1 Gigabit Ethernet 10/100/1000T network, ePrint.	
8	Network	built-in 10/100/1000Base-TX Ethernet	
9	Duplex	Automatic	
Special Conditions(mandatory) :			
1- 3 Year Parts and Labor warranty for all components on site			
2- Maximum of 48 hours down time for all components including replacement of the whole unit anywhere in the province			
3- The bidders should clearly mention Terms and Conditions of service agreements for the supplied hardware equipment after the expiry of initial warranty period			
4- In case of International Warranties, the local authorized dealers should mention their service and warranty setup, details of qualified engineers, etc.			
5- Please mention the country of origin / manufacturing / assembly of the quoted brand / model			
6- The bidder is required to quote price for a 100% (full capacity) toner cartridge along with the printer.			

LOT # 4

SCANNER			
BRANDS		HP,CANON,EPSON OR EQUIVILANT	
S #	ITEM	DESCRIPTION	QTY
1	Hi-Speed Document Scanner A4/ Legal	Document feeding ADF: Simplex / Duplex ADF capacity: 55 Sheets of A4 ,80 gsm. or higher. Scanning Resolution: up to 600 x 600 dpi or better Document Size: A4, Legal, Scanning modes: B/W , Color , Grayscale Scanning Speed: 45ppm/90 ipm (A4, B/W @ 300dpi) or higher. Scanning Technology : CIS/CCD Daily Duty Cycle: 3500 Scans or more Capable of scanning Motor Registration Book etc. Interface: USB-II with Other standard features along with USB cable.	3
Special Conditions(mandatory) :			
1- Three Years Parts and Labor comprehensive warranty for all components on site.			
2- Warranty should be backed by OEM .Warranty support letter is required from principle.			
3- Maximum of 48 hours down time for all components including replacement of the whole unit anywhere in the province			
4- The bidders should clearly mention Terms and Conditions of service agreements for the supplied hardware equipment after the expiry of initial warranty period			
4- In case of International Warranties, the local authorized dealers should mention their service and warranty setup, details of qualified engineers, etc.			

LOT # 5

NETWORKING				
Item-1 ACTIVE				
Sr. #	ITEMS	DESCRIPTION	Qty	U/Price
1	Layer 2 Manageable Switch (24 Port)	Manageable Layer 2 Full Duplex, 10/100 BaseT, TX Fast Ethernet 24 Ports	APA	
2	Layer 2 Manageable Switch (16 Port)	Manageable Layer 2 Full Duplex, 10/100 BaseT, TX Fast Ethernet 16 Ports	APA	
3	Wireless Access Point	Data Link Protocol: IEEE 802.11 b/g/n or Latest, Data Transfer Rate 54 Mbps or Higher, Four Ethernet Port, One Internet Port	APA	
Item-2 PASSIVE EQUIPMENT				
Sr. #	ITEMS	DESCRIPTION	Qty	U/Price
1	UTP Cable CAT 6	UTP cable, 4 pair, (Quantity mentioned in 1000 feet roll)	APA	
2	Face Plates	Face Plates with dual shutter, dual fast Ethernet supported, Dual UTP I/O	APA	
3	Back Box	Back Box	APA	
4	Patch Panel	UTP 24-Port Patch Panel with rear cable management tray, cable & Ties	APA	
5	Patch Cord	UTP Patch Cord, fast Ethernet supported 3meters	APA	
6	Patch Cord	UTP Patch Cord, fast Ethernet supported 1meters	APA	
7	Data Cabinet 4U	Data Cabinet 4 U, Double Section having exhaust fan and power panel, glass door and key	APA	
8	Data Cabinet 6U	Data Cabinet 6 U, Double Section having exhaust fan and power panel, glass door and key	APA	
9	Ducts	Duct 16 x 38 (10 Ft Per Length) Adam Jee	APA	
10	Ducts	Duct 40 x 40 (10 Ft Per Length) Adam Jee	APA	
11	PVC pipe	PVC Flexible 1 (10 ft Length)	APA	
12		UTP Cable Laying & Termination Charges (PRF)	APA	
13		Installation & Testing Charges	APA	
Special Conditions(mandatory) :				
1. All passive solution mentioned quantities are estimated and will be paid as per actual (APA) basis.				
2. Provide exact type and quantity of Ducts to be installed for indoor cabling.				
3. Bidder must provide fully functional Power Solution including UPS Wiring.				
4. Please mention the country of origin / manufacturing / assembly of the quoted brand / model				
5. Networking locations are in Rawalpindi, Bahawalpur & Faisalabad.				

Electrifications				
Item. #	ITEMS	DESCRIPTION	Qty	U/Price
1	Electrifications	Electrification, Wiring, Ducting, Earthing ,Power switches etc	APA	

Special Conditions(mandatory) :

1. All electrification solution mentioned quantities are estimated and will be paid as per actual (APA) basis.

2. Provide exact type and quantity of Ducts to be installed for indoor cabling.

3. Bidder must provide fully functional Power Solution.

4. Please mention the country of origin / manufacturing / assembly of the quoted brand / model

5. Electrification locations are in Rawalpindi, Bahawalpur & Faisalabad.

LOT # 6

LED 60"			
BRANDS		SONY,SAMSUNG OR EQUIVALENT	
S #	ITEM	DESCRIPTION	QTY
1	LED 60"	LED Screen 60" or higher, Full HD, motion rate 100Hz, minimum resolution 1920*1080, Wi-Fi, HDMI output, applications, remote control and all other standard Features & Accessories	1
Special Conditions(mandatory) :			
1- Three Years Parts and Labor comprehensive warranty for all components on site.			
2- Maximum of 48 hours down time for all components including replacement of the whole unit anywhere in the province			
3- The bidders should clearly mention Terms and Conditions of service agreements for the supplied hardware equipment after the expiry of initial warranty period			
4- In case of International Warranties, the local authorized dealers should mention their service and warranty setup, details of qualified engineers, etc.			

LOT # 7

Furniture & Fixture			
Sr. #	ITEMS	DESCRIPTION	Qty
1	Executive Table With Side Rack & Credenza.	<p>Wooden office desk with leatherette top accessories and grommets complete with side return and mobile 3-drawers cabinet & Credenza.</p> <p>Material made up of medium density. Fireboard (MDF), covered with decorated walnut veneer laminated surfaces, in choices of wooden walnut color options, which pick strictly with clear texture, in order to make sure the consistency in color and texture, it can reach the natural smooth appearance at junctions & ends. Machine painted & coated in lacquer environmental friendly paint. High quality heavy-duty slides used in the drawers can move very smoothly and withstand over 300,000 cycles of push-and-pull.</p> <p>Size: 6x4x2 ½ ft Side rack: 3 ½ x 1 ½ x 2 ½ ft Credenza: 6x1 ½ x 3 (h) ft.</p>	01
2	Executive Chair	<p>Providing & supplying high quality executive chair high back, wooden arms, heavy padded leatherite with hydraulic wooden star base. Hold back tilt system. Color: green & black star wooden base with imported wheels the run smoothly seat back made of best quality leatherite quality seat and back must contain first quality upholstered foam and upper layer is must of polister that gives the softness effect imported chair local made is not acceptable.</p>	01
3	Office Table	<p>Size: 60"x36"x30" Side rack: 15"x36"x30" Moveable Drawer: 3 draws thoroughly locked Table top made of high density Sheesham Winboard lipping must of 3" sheesham wood & top have a leatherite panel of 60.9 X60.9 cm whole table is fully polished in natural wood colour with lacquer coating Table drawers must have smooth panels & with stand minimum 300,000 cycles of push- &- pull.</p>	05
4	Office Chair	<p>Lockable revolving and tilting mechanism pivoted at front for extra stability regardless of the degree of inclination. Extra torsion adjustment control to provide the desired tilt mechanism.</p> <p>Having wooden armrest with Foam poshish.</p> <p>Consistency of availability of items over years. Twin wheel castors</p> <p>Size: Back Shell Height 3'7" to 3'10" / Back Shell Width 1'6" Size: Seat Shell 1'8",</p>	05

5	Visitor Chair	Made of seasoned sheesham wood seat is poshished with best quality leatherite and upholsted Foam back contain three strips fully lacquer polished in wooden colour as per sample	18
6	Tables for Supervisor	Size: 1524x914.4x 762 mm Table top made of high density chip board with Formica pasted on it with machine and have solid Shesham lipping sides and drawers are made of 16mm lamination board of best quality three fix drawers and only one draw is lockable drawers are made of sheehsam wood from inner side and run smoothly on channels.	39
7	Chair	Seat size: 21"x18" Back: 21"x17" Seat height from ground : 18"-23" Seat and back inner structure made of play wood with first quality foam and cloth poshish bottom structure have imported machine of 2 mm and 140mm Taiwan Hydraulic jack and plastic star base.	39
8	Computer Table	Size 609.6x 1219.2 h 762 mm Made of high density Lamination board of good quality fully polished except Top which is pressed with Formica one CPU box and have a lockable draw on its upper side on right side of Table left side key board tray with run smoothly on imported best quality channels.	06
9	Computer Chair	Simple & Elegent Style Computer Chair with imported Base, wheels and hydraulic machine of best quality and 140mm jack of Taiwan seat & back of ply wood with poshish of 2" first quality foam & mesh/Fabric poshish seat and back have plastic shell on other sides.	06
10	03 Seater Steal Bench	Arms and legs are made of cold rolled steel with chrome finish. Beam is made of Cold Rolled Steal with powder coating in and rectangle shape. Load Capacity 495 Kg/set, and 165 kg/seat, Six Month warranty for structure and frame.	05
Special Conditions(mandatory) :			
1-Three years warranty of furniture including all components			
2- The bidders should clearly mention Terms and Conditions of service agreements for the supplied hardware equipment after the expiry of initial warranty period			

3. SUBMISSION OF BID

3.1. Labeling

- (a) To be addressed to the following address:

Additional Director General, Competent Authority(Procurement)
Excise, Taxation & Narcotics Control Department Punjab
847-A, Shadman-I
Lahore
Tel. No. 042-99203567

- (b) bear the following identification:

Bid for “Procurement of _____”
Lot # _____
DO NOT OPEN BEFORE 8th of February 2017.

- (c) Fax bid will not be entertained.

3.2 Deadline for Submission of Bid

- 3.2.1 The original bid must be received by the Purchaser / Client at the address specified in Clause 3.1 not later than:
Date: 8th of February 2017.
Time: **1200 hours**

3.3 Late Bid

The bid received by the Competent Authority(Procurement)/Purchaser after the deadline for submission of bid prescribed by the Purchaser, pursuant to Clause 3.2, will be rejected and returned unopened to the bidder.

4. OPENING AND EVALUATION OF BID

4.1 Opening of Bid

- 4.1.1 The bid shall be opened by the Purchaser/Client at **1400 Hrs on 8th February 2017** in the presence of the bidder's representatives at the office of the Competent Authority(Procurement), given below:

Office of the Additional Director General/Competent Authority (Procurement)
Excise, Taxation & Narcotics Control Punjab
847-A, Shadman-I
Lahore

4.2 Evaluation and Comparison of Bids

The Purchaser / Competent Authority(Procurement) will evaluate and compare the bids previously determined to be substantially responsive.

4.2.1. Technical Evaluation

All the bidders are advised in their own interest to provide the following for a fair evaluation of their capacity for the issuance of Purchase Orders. Failure to furnish any of the requisite documents will impact on the possibility of success of the bidder. A duly filled copy of the mandatory documents shall be annexed and attached with the sealed envelope by every bidder. An evaluation criterion is given below:

Total Marks / Points = 500

Passing Marks / Points = 70% of the total marks = 350

Description	Criteria	
Certificate of Registration of Firms / Company / Distributor / Dealer	Mandatory	
Income Tax Registration	Mandatory	
General Sales Tax Registration	Mandatory	
Authorization in quoted hardware (Authorized Firms / Company / Dealer / Distributor Certificate)	Mandatory	
Conformance to the hardware specifications (As per the RFP or higher)	Mandatory	
Undertaking that the firm is not blacklisted and involved in litigation with Government	Mandatory	
Undertaking in case of JV	Mandatory	
Special Conditions	Mandatory	
Net Worth (Total Assets – Total Liabilities) (Max Points 100) <i>(The bidder should provide the verified statement showing the Net worth of the Company / Firm)</i>	Less than 1 million	10 Points
	1-10 million	20 Points
	more than 10 up to 20 million	30 Points
	more than 20 up to 30 million	40 Points
	more than 30 up to 40 million	50 Points
	more than 40 up to 50 million	60 Points
	more than 50 up to 60 million	70 Points
	more than 60 up to 70 million	80 Points
	more than 70 up to 80 million	90 Points
	more than 80 million	100 Points

Total No of full time employees available for Support / Maintenance (Max Points 100) <i>(The bidder is required to provide the list with contact numbers)</i>	4 point for each employee(Max Points 100)	
Backup / Maintenance / Support availability in the Province Punjab (Max Points 100) <i>(Verified document required showing the list of districts)</i>	1 District	5 Points
	above 1 up to 4 District	10 Points
	above 4 up to 8 District	20 Points
	above 8 up to 12 District	30 Points
	above 12 up to 16 District	40 Points
	above 16 up to 20 District	50 Points
	above 20 up to 24 District	60 Points
	above 24 up to 28 District	70 Points
	above 28 up to 32 District	80 Points
above 32 up to all Districts of the Punjab	100 Points	
SLAs of same nature (Max Points 40) <i>(Documentary evidences are required)</i>	20 Points for each (40 Max)	
No of Similar nature Projects of Equivalent or Above 1 million (Max Points 80) <i>(Documentary evidences are required)</i>	20 for each Project (Max 80)	
No of Similar Projects with Government Equivalent or Above 1 million (Max Points 80) <i>(Documentary evidences are required)</i>	20 for each Project (Max 80)	

4.2.2. Financial Evaluation

Financial bids of the successful bidders (Technically Qualified) will be opened publically and purchase order will be issued to the lowest bidder as per PPRA rules & regulations.

Financial bids of the technically disqualified proponents will be returned unopened.

PRICE SCHEDULE

Bidders are required to fill the tables below and attached along financial proposal

LOT # 1

Sr.#	ITEM	QTY	UNIT PRICE	TOTAL PRICE
1	Desktop Computer	3		
2	Laptop	5		
			G Total	

LOT # 2

Sr.#	ITEM	QTY	UNIT PRICE	TOTAL PRICE
1	UPS 1 KVA	3		
			G Total	

LOT # 3

Sr.#	ITEM	QTY	UNIT PRICE	TOTAL PRICE
1	Laser Printer Light Duty	3		
			G Total	

LOT # 4

Sr.#	ITEM	QTY	UNIT PRICE	TOTAL PRICE
1	Scanner	3		
			G Total	

LOT # 5

Sr.#	ITEM	QTY	UNIT PRICE	TOTAL PRICE
1	Networking	3		
			G Total	

LOT # 6

Sr.#	ITEM	QTY	UNIT PRICE	TOTAL PRICE
1	LED	1		
			G Total	

LOT # 7

Sr.#	ITEM	QTY	UNIT PRICE	TOTAL PRICE
1	Executive Table with Side Rack	1		
2	Executive Chair	1		
3	Office Table	5		
4	Office Chair	5		
5	Visitor Chair	18		
6	Tables for Supervisor	39		
7	Chairs for Supervisor	39		
8	Computer Table	6		
9	Computer Chair	6		
10	Steel Benches	5		
			G Total	

5. BID FORM

To:

Additional Director General/
Competent Authority(Procurement)
Excise,Taxation & Narcotics Control Department Punjab,
847-A, Shadman-I, Lahore
Tel. No. 042-99202775-76

Dear Sir

Having examined the bidding documents the receipt of which is hereby duly acknowledge, for the above Contract, we, the undersigned, offer to supply / install the item mentioned below in conformity with the specification in the bidding documents as per the following price.

Sr#	Item Name	QTY	Unit Price (PKR.) (inclusive of all taxes)	Total Price (PKR) (inclusive of all taxes)
1				
	Grand Total			

We understand that the purchaser / Competent Authority(Procurement) to award the Purchase Order for the procurement of above mentioned item to a single lowest bidder on the basis of consolidated bids. We undertake, if our bid is accepted, we will complete the Works in accordance with the Execution Schedule provided in the Schedule-A Special Stipulations to Bid.

If our Bid is accepted, we will provide the performance guarantee of minimum 10 % of the total value of the purchase order. Our prices are inclusive of all applicable Government taxes from time to time and no revision shall be made on account of taxes during the contract period.

We understand that the process of procurement is governed by PP Rules 2014. However any additional conditions specified in the bidding document shall remain applicable.

Dated this-----day of -----2017

BIDDER

Signature -----

Name-----

Title:-----

Address.-----

WITNESS

Signature -----

Name -----

Title-----

Address-----

6. SCHEDULE –A : SPECIAL STIPULATIONS

For ease of reference, certain information and Special Stipulations applicable to the Contract are set forth herein.

1.

Amount of Performance Guarantee before the issuance of Purchase Order	10% of the offer / total amount
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2. Delivery of Goods :

Lot 5 (Network Installation) at Bahawalpur, Faisalabad & Rawalpindi offices. Lot 1, 2 , 3 , 4 , 6 delivery at Directorate general, Excise, Taxation & Narcotics Control Punjab ,847 A ,Shadman-I,Lahore.

Lot 7 Furniture all items will be delivered at Directorate general, Excise, Taxation & Narcotics Control Punjab ,847 A ,Shadman-I,Lahore and item 6 & 7 will be delivered in all 36 districts of Punjab.

Item 10 steel benches will be delivered in Lahore, Multan Faisalabad,Bahwalpur, Rawalpindi.

b) Execution / delivery Schedule	Within 4 weeks
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3. Warranty Period

Warranty Period	Three years warranty with parts & labor.
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5. Liquidated damages

a) Liquidated damages for delayed delivery	2% of the PO Price per Month, daily penalty will impose on the same basis
b) Limit of Liquidated Damages	Not to exceed in the aggregate ten percent (10%) of Contract Price

7. PERFORMANCE SECURITY FORM

WHEREAS [Name and Address of the Contractor] (hereinafter called "the Contractor") has agreed to supply the Goods and render the Services against Tender . _____ (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 Tenderer shall furnish Performance Security, within fourteen working days of the receipt of the Acceptance Letter/PO from the Purchaser, in the form of a Bank Guarantee, issued by a scheduled bank operating in Pakistan, as per the format provided in the Tender Document or in another form acceptable to the Purchaser, for a sum equivalent to 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 within thirty working days after the expiry of the Guarantee.

This guarantee shall remain valid up to _____ or until all

Obligations have been fulfilled in accordance with the Contract, whichever is later. Date

this _____ day of 2017.

GUARANTOR

Signature _____
 CNIC # _____
 Name _____
 Designation _____
 Address _____