

TENDER FORM INSTALLATION OF COMPUTER LAB
GOVT. GRADUATE COLLEGE FOR WOMEN, WAHDAT
COLONY, LAHORE.

2ND FINANCIAL BID OPEN

Sr. No.	Name of items	Specification	Rate Offered by the Firm
1.	Computer Inter Xeon System 7020 with LED/LCD 24" and all related accessories.	Inter Xeon System 7020 Tower Processor: Latest Intel minimum 4.5 GHZ or higher Cache: Minimum 6 MB or higher Hard Disk: 2 TB SATA 7200 RPM or higher. RAM: 64 GB or Higher DVD-RW optical Drive. Graphic Card: 2GB or Higher. Key Board & Mouse. CD/LED: 24" Windows 7 or 8.1: genuine/Registered Office 2013 or Above: genuine/Registered	
2.	Computer i7 with LED/LCD 19" and all related accessories.	Core i7 Branded Tower Processor: Latest Intel minimum 3 GHZ or higher Cache: Minimum 6MB or higher Hard Disk: 150 GB SATA 7200 RPM or higher. RAM: 8 GB or Higher DVD-RW optical Drive. Graphic Card: 1GB or Higher. Key Board & Mouse. CD/LED: 24" Windows 7 or 8.1: genuine/Registered Office 2013 or Above: genuine/Registered	
3.	Professional Laser Jet Printer	33 ppm or higher- A4/Legal 1 x toner cartridge (black) - up to 2700 pages installed Ram 256 MB or Above, 1200 dpi resolution, Networking USB, Gigabit LAN, Wi-Fi(n), USB host.	
4.	Scanner	Latest technology, Legal Size 25 pages per minute with 2 sided scanning in a single pass, 600 dpi scanning resolution, Accurately capture text with pro OCR software	
5.	Materials for Networking	All Networking Material Which is required for Networking of Systems.	
6.	Projector	Projectors of 3100 Lumens Projector	

Sr. No.	Name of items	Specification	Specification Agreed/Not agreed
1.	Computer Table 25 tables	Computer Table Size: Height 2.5 feet, Length 2.5 Feet and Width 2 feet Lower side 1 foot space for CPU in every table With channel of 4" made of lamination board for cables. Top made of 3/4" thick High Density Lamination Board including edges covered with lipping Pasting with fully automated heat edge banding machine without any nails or screws.	
2.	Revolving Chair 50 chairs	22.6 X 33.4 revolving chair Seat Made of Plastic Shell with Mechanical Jack with wheels.	

Signature & seal (owner)

Principal
Govt.Post Graduate College For Women
Wahdat Colony, Lahore

**GOVT. POST GRADUATE COLLEGE FOR WOMEN WAH DAT
COLONY LAHORE**

**TERMS AND CONDITIONS FOR TENDER OF REVENUE GRANT DEVELOPMENT AND
EVALUATION CRITERIA**

1. TWO ENVELOPES FROM BIDDER.

- (a) The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal. Both proposals are to be submitted in six copies.
- (b) The envelopes shall be marked as "Financial Proposal" and "Technical Proposal" in bold and legible letters so avoid confusion and the proposals put in wrong envelopes i.e. Financial to Technical and vice versa shall be rejected.
- (c) Initially, only the envelope marked "Financial Proposal" shall be opened.
- (d) The envelopes marked as "Financial Proposal" shall be retained in the custody of the procuring agency without being opened and at the time of opening the technical proposals, date of opening the financial bid will be given in writing to the bidder.
- (e) The procuring agency shall evaluate the technical proposal in a manner as laid down in its terms and conditions later.

- (f) After the evaluation and approval of the technical proposal the procuring agency shall at a time within the bid validity period, preferably upon the financial proposal of the technically accepted bids of the bidders only. The financial proposal of bids found technically non-responsive shall be returned unopened to the respective bidder.
- (g) The bid found to be the lowest evaluated according to demonstrated specifications shall be accepted. In case tender item, the bidder has to give the single rate in his Financial Bid of each item.

- 2. The firm shall quote the office reference No. (if issued) of Tender Notice and use the tender form (based upon) signed by the Principal Govt. Post Graduate College for Women Wahdat Colony, Lahore and soft copy provided by this office. The soft copy shall be issued after getting it signed by AEC (DRA), No Tender Form, which has not been issued by the Procuring Agency, shall be acceptable at any cost.

- 3. EMDs/advance must be accompanied by cash deposit at the rate of **5%** of the total tendered value.
- 4. **10% Performance Guarantee** will be demanded on the total supply order of the Firm separately.
- 5. Cheques, drafts or pay orders will not be accepted as cash deposit. Only CDR/SDR will be accepted.
- 6. The firm shall also submit the Affidavit on stamp paper of Rs. 100 in favour of Govt. Graduate College for Women Wahdat Colony, Lahore declaring that the firm is not black listed, if at any later stage it is proved otherwise, the supply order shall be cancelled and action as per the Provisions of PPRA shall be taken against the firm/bidder's.

- 7. The quotations should reach the undersigned on or **before 02.06.2021, at 12:00 Sharp through Registered Post or courier.**

- 8. The quotations (technical bid) will be opened in the office of the undersigned on the same day at **2:30 P.M.** in the presence of owners or authorized representative of firm. If they desire so. If any firm's owner or representative will not be present at the time of opening the bids he has no right to object later on. No separate intimation for opening of Technical Bids shall be given to any bidder's, firm's.

- 9. The undersigned has the authority to accept or reject any or all the Tenders without assigning any reason and if a firm whose Technical Bid is rejected and he wants to know that on what ground his Technical Bid is rejected the bidder has to apply on his firm's letter pad and this office will also give the reasons of rejection in-writing.

- 10. Rates given in the Financial Bid should be without General Sales Tax.
- 11. Income Tax will be deducted/charged according to the Government Instructions.
- 12. The firm will also be responsible for any breakage damage and also for safe delivery at the specified college premises.
- 13. The articles quoted must be supplied according to the maker and specifications of accepted in the tender form (Technical Bid).
- 14. Payment against the supply will be made after certification and recommendation by the purchase committee on the recommendations of college & technical committees constituted at all levels for the subject purpose.
- 15. No partial payment will be made in any case.

- 16. The offered rate should be valid up to 30-6-2021.
- 17. The Firm/Supplier will be bound to supply the ordered items within specified period mentioned in supply order as given by purchase committee otherwise the Supply order will be cancelled and the new supply order will be issued to the next lowest firm.
- 18. Tender form originally signed by the Principal Govt. Graduate College for Women Wahdat Colony, Lahore should be used in technical bid and financial bid.

- 19. **Hand written Financial Bids will not be accepted. It must be typed or computerized.** This office will supply soft copy along with Tender Form for submission of Financial Bid. The Financial Bids should be typed on the Company Letter Pad.

- 20. **For the supply of Furnitures, the Firm must have its own workshop.** Sample of Furniture (**Computer Tables and Chairs**) will be checked in the office of Govt. Graduate College for Women Wahdat Colony, Lahore on the date to be communicated separately to the bidders via available means.

- 21. Tender form will be issued on written request on firm's letter pad on payment of Rs: **1000/-** as tender fees for each category separately.

- 22. All the items demanded material in tender form will be checked and after being found true shall be accepted.
- 23. We can adjust quantity of Computer Systems according to amount.

Notes:-

- i. If the quoted rate of any bidder seems to be unreasonable then the purchase committee has the right to ask for samples of said items and the decision will be made after examining the samples. Any breach by any bidder/firm shall be liable to be proceeded against as per the relevant PPRA-Rules/Sections. The whole purchase process shall be in accordance with PPRA Rules/provisions.
- ii. All the bidders should provide samples according to the list provided with the Tender after opening of financial bids. Financial bid will be accepted only those bidders whose samples will be approved by the committee. The Financial Bids of others will be rejected.

If we agree to all the above terms and conditions, if found otherwise, action may be taken in accordance with PPRA Rules or the operative provisions/policies/Tender Forms/Terms & Conditions regarding the subject purchase.

_____ Name of firm with signature of owner with stamp.