



PAKISTAN COUNCIL FOR SCIENCE AND TECHNOLOGY
(Ministry of Science and Technology)
Shahrah-e-Jamhuriat G-5/2, Islamabad
Ph: 051-9201988, 9205157. Fax: 9205171

Tender Document

(Computers & Printers)



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TENDER DOCUMENT

Name of Firm/ Contractor: _____

Office Address: _____

National Tax Number: _____

GST No: _____

PTCL Telephone No: _____

Mobile No: _____

Signature _____

Pakistan Council for Science and Technology (PCST) invites tenders for the supply of following items:

Item	Qty	Cost/unit	Total Cost
Laptop	02		
Branded Computer	05		
Color Printer	01		
Printer	04		

Specifications are given below.

LAPTOP

HP ENVY X360 15M-BP112DX / 15-BP100OR EQUIVALENT

ARCHITECTURE	
CPU	8th Generation Core i7-8550u QuadCore Processor (4 Cores-8 Threads) 1.8 GHz Turbo Boost 4.0 (8 MB Cache) or equivalent
MEMORY	
System Memory	16GB DDR4 – 2400 SDRAM or equivalent
PHERIPHERAL SYSTEM	
Hard Disk Drive	1TB 7200rpm HDD
Optical Storage	DVD RW
Mouse	Onboard
Key Board	Onboard
Display	15.6" Full HD (1920x1080) IPS Micro-Edge Multi Touch Edge to Edge Glass X360 Convertible
VIDEO	
Graphic	Intel UHD Graphics 620 or equivalent
OPERATING SYSTEM	
OS	Genuine Windows 10
ACCESSORIES	
External Mouse	Optical (A4 Tech) Additional
Carrying Bag	Targus 15.6 Inch Urban Topload - TST232AP or equivalent

WARRANTY PERIOD	
Warranty	Three years local warranty for free repair/replacement of parts and workmanship etc.
ADDITIONAL SYSTEM ACCESSORIES (PRICE QUOTED SEPARATELY)	
Antivirus	Kaspersky Internet Security 2018 Multi Device (3+1 Pack or equivalent)

BRANDED COMPUTER

DELL OPTIPLEX 7050SFF / MINI TOWER OR EQUIVALENT

ARCHITECTURE	
CPU	Intel Core i7-7700 Processor or higher
MEMORY	
System Memory	8 GB DDR4 Memory (>= 2133MHz)
PHERIPHERAL SYSTEM	
Hard Disk Drive	1TB 7200rpm HDD
Optical Storage	DVD RW
Mouse	Optical Mouse
Key Board	Wired Keyboard
Display	18.5" LED
VIDEO	
Graphic	Intel Integrated Graphics
OPERATING SYSTEM	
OS	Dos / Ubuntu etc.
WARRANTY PERIOD	
	Three years local warranty for free repair & replacement of parts and workmanship etc.

PRINTERS

HP LaserJet Pro M402DNE OR EQUIVALENT

SPECIFICATIONS	
Resolution	1200 dpi
Processor	1200 MHz or equivalent

Print Speed	40 ppm
Network Ready	Standard (built-in Ethernet, Wi-Fi) [Operate as both an AP (with Wi-Fi Direct) and STA]
Connectivity / Network Connectivity	<ul style="list-style-type: none"> - 1 Hi-Speed USB 2.0 - 1 Host USB - 1 Gigabit Ethernet 10/100/1000T network - 1 Wireless 802.11b/g/n
Internal Memory	128 MB or Higher
Warranty Period	One year or more local warranty for free repair/replacement of parts and workmanship etc.

HP Color LaserJet Pro M452DN OR EQUIVALENT

SPECIFICATIONS	
Resolution (Color)	600 x 600 dpi, Up to 38,400 x 600 enhanced dpi
Resolution (Color)	600 x 600 dpi, Up to 38,400 x 600 enhanced dpi
Processor	1200 MHz or equivalent
Print Speed	28 ppm
Network Ready	Standard (built-in Ethernet, Wi-Fi) [Operate as both an AP (with Wi-Fi Direct) and STA]
Connectivity / Network Connectivity	<ul style="list-style-type: none"> - 1 or more Hi-Speed USB 2.0 - 1 or more Host USB - 1 Gigabit Ethernet 10/100/1000T network - 1 Wireless 802.11b/g/n (Optional)
Internal Memory	128 MB or Higher
Warranty Period	One year or more local warranty for free repair/replacement of parts and workmanship etc.

MISCELLANOUS ITEMS

SPECIFICATION	
Solid State Drive (SSD)	Dell Optiplex 7050 SFF Compatible Crucial BX300 ~ 240GB SATA 6Gbps 2.5" (with 9.5mm Adaptor) Internal SSD (555MB/s Read, 510MB/s Write) With three years local warranty for free repair & replacement of parts

	and workmanship etc.
Antivirus	Kaspersky Internet Security 2018 Multi Device (3+1 Pack or equivalent)

GENERAL TERMS & CONDITIONS:

- a) Use of white fluid or over writing on Tenders will not be accepted.
- b) The rates/prices should be quoted inclusive of all taxes in Pakistani Rupees.
- c) Rates/prices should remain fixed and no claim for compensation or loss due to fluctuations or any other reasons/causes will be entertained. Tenders submitted with floating/adjustable price quotation will not be entertained and be rejected.
- d) Tender, complete in all respects, must reach the office of Deputy Director (Admin) on or before **04-06-2018 by 11:00 a.m.** No tender(s) will be accepted after the closing date &time.
- e) The tenders will be opened on the same day i.e. **04-06-2018 at 11:30 a.m.** in the presence of the bidders or their authorized agents who care to attend.
- f) Tenders received late will neither be accepted nor entertained and will be returned unopened by hand or by mail.
- g) Incomplete tenders will be ignored straightway.
- h) PCST reserves the right to accept or reject any or all quotations with assigning reasons as per PPRA rules

TENDER VALIDITY

The tender should remain valid and open for acceptance for a period of 60 days from the date of tender opening which should clearly be mentioned in the tender. Tender without validity period or with shorter period shall be rejected as non-responsive.

DOCUMENTS/CERTIFICATES

- a) Copy of GST/NTN Registration Certificates;
- b) Proof of experience in supplying to Government Departments (Copies of Purchase Orders received from Government departments along with Satisfactory performance certificate should be enclosed); and
- c) Declaration /Affidavit on stamp paper to the fact that the firm is not black listed and has no dispute with any government organization may be furnished.

EVALUATION CRITERIA / PROCEDURE

- a) Purchase Committee shall examine/evaluate the tenders to determine whether they
- b) Fulfill the eligibility criteria,

- c) Submitted the requisite documents
- d) Meet the terms and conditions specified;
- e) Complied with all the instructions contained therein, etc. For the purpose of this clause a substantially responsive bid is one which conforms to all the terms and conditions of the bid document without material deviation and accepted to the Committee.
- f) The Committee then will decide on lowest quoted qualified bidders.

AWARD OF CONTRACT / COMPLETION OF SUPPLY

- a) The successful bidder shall ensure supply within 01 week from the receipt of supply order failing which the Council reserves the right to cancel the order and forfeit the earnest money.
- b) The firms will ensure that the equipment being supplied is brand new. Re-conditioned and re-furbished equipment shall not be acceptable. Items having defect of any shape/kind including manufacturing shall have to be immediately replaced with a new one.
- c) The equipment shall be under warranty for a period of three years from the date of supply as per manufacturer's standards. A certificate to this effect is to be provided along with the supply. Bidder will responsible for fault free operations of hardware and its free of cost onsite maintenance including free replacement of defected parts, if required, during the mandatory warranty period.
- d) The purchase/technical committee will carry out the inspection of the items supplied. The decision of inspecting authority regarding approval or rejection of the items will be final and binding to all concerned.
- e) The quantity of the items can be increased or decreased.
- f) PCST reserves the right to purchase different items individually from different vendors or as a package from a single vendor on the basis of lowest average of the quoted rates.

EARNEST MONEY / SECURITY DEPOSIT

- a) Security Deposit amounting of Rs. 3 % of the quoted price drawn on _____ dated _____ must be submitted with the bid in the form of pay order/ bank draft. No cheque will be entertained.
- b) Pay order /Bank draft should be in the name of Pakistan Council for Science and Technology, Islamabad.
- c) Security deposit of the un-successful bidders will be refunded after the award of contract to the successful bidder.
- d) Security deposit of the successful bidder will be released on satisfactory completion of delivery of

items.

- e) Tenders without security deposit will be rejected without consideration.

PAYMENT OF BILLS:

- a) Payment against Bill / Invoice shall be released only after execution of the supply order and the quality of the items are found to the satisfaction. Payment will be made directly to the supplier.
- b) The Firms must be registered with Sales Tax Department and have NTN. The copies of the certificates in this regard must be submitted along with the quotations.
- c) Income Tax will be deducted at source as per prevailing Government rate.
- d) Payment will be released within 30 days from the date of delivery of the supply order.