



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 Description	Quantity
<p style="text-align: center;">LAPTOP</p> <p>HP ENVY X360 15M-BP112DX / 15-BP100OR EQUIVALENT</p> <p style="text-align: center;">ARCHITECTURE</p> <p>CPU = 8th Generation Core i7-8550u QuadCore Processor (4 Cores-8 Threads)1.8 GHz Turbo Boost 4.0 (8 MB Cache) or equivalent</p> <p style="text-align: center;">MEMORY</p> <p>System Memory = 16GB DDR4 – 2400 SDRAM or equivalent</p> <p style="text-align: center;">PHERIPHERAL SYSTEM</p> <p>Hard Disk Drive = 1TB 7200rpm HDD</p> <p>Optical Storage = DVD RW</p> <p>Mouse = Onboard</p> <p>Key Board = Onboard</p> <p>Display = 15.6" Full HD (1920x1080) IPS Micro-Edge Multi Touch Edge to Edge Glass X360 Convertible</p> <p style="text-align: center;">VIDEO</p> <p>Graphic = Intel UHD Graphics 620 or equivalent</p> <p style="text-align: center;">OPERATING SYSTEM</p> <p>OS = Genuine Windows 10</p> <p style="text-align: center;">ACC OS ESSORIES</p> <p>External Mouse = Optical (A4 Tech) Additional</p> <p>Carrying Bag = Targus 15.6 Inch Urban Topload - TST232AP or equivalent</p> <p style="text-align: center;">WARRANTY PERIOD</p> <p>Warranty = Three years local warranty for free repair/replacement of parts and workmanship etc.</p> <p style="text-align: center;">ADDITIONAL SYSTEM ACCESSORIES (PRICE QUOTED SEPARATELY)</p> <p>Antivirus = Kaspersky Internet Security 2018 Multi Device (3+1 Pack or equivalent)</p>	01

BRANDED COMPUTER			
DELL OPTIPLEX 7050SFF / MINI TOWER OR EQUIVALENT			
ARCHITECTURE			
CPU	= Intel Core i7-7700 Processor or higher		
MEMORY			
System Memory	= 16GB DDR4 Memory (>= 2133MHz)		
PERIPHERAL 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	= Windows 10 Pro		
WARRANTY PERIOD			
Warranty	= Three years local warranty for free repair/replacement of parts and workmanship etc.		
ADDITIONAL SYSTEM ACCESSORIES (PRICE QUOTED SEPARATELY)			
Solid State Drive (SSD)	= System Compatible Crucial BX300 ~ 240GB SATA 6Gbps 2.5" (with 9.5mm Adaptor) Internal SSD (555MB/s Read, 510MB/s Write)		
Antivirus	= Kaspersky Internet Security 2018 Multi Device (3+1 Pack or equivalent)		
HP LaserJet Pro M402DW 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	=		

- 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.

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 **13 -03-2018 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. **13 -03-2017 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 alongwith 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.