

**Tender # PPPA/2020-21/06**

**Punjab Public Private Partnership Authority  
P&D Board, Government of Punjab**

## **Tender Notice PROCUREMENT OF IT EQUIPMENTS (REVISED)**

Punjab Public Private Partnership Authority, P&D Board intends to procure IT Equipments from a reputable firm or company that is not blacklisted by any Government Department/agency.

The procurement shall be completed in accordance with the Punjab Procurement Rules 2014, on Single stage – Two Envelope Bidding procedure wherein first technical bids will be evaluated and then sealed financial bids of only technically responsive bidders will be opened.

Sealed bids (under Punjab Procurement Rules 2014) are invited from firms/companies, registered with Sales Tax, Income Tax Departments and having valid registration with Punjab Revenue Authority (PRA) for "PROCUREMENT OF IT EQUIPMENT" for the office of Punjab Public Private Partnership Authority (PPPA).

Bidding documents containing detailed requirements and terms & conditions are available on PPPA website and can also be obtained from the Office of Punjab Public Private Partnership Authority. Bids as per prescribed format should reach office of the undersigned latest by **11:00 A.M. on 15-06-2021**. Bids will be opened on the same day at **11:30 A.M.** in the presence of bidders or their authorized representatives who may choose to attend.

**Convener Procurement Committee**  
Punjab Public Private Partnership Authority,  
PAASCO Building 11-Kashmir Road  
Lahore.  
Phone No: 042-99206005 Ext: 106



**Punjab Public Private Partnership Authority  
P&D Board, Government of Punjab**



**TENDER DOCUMENT  
For  
PROCUREMENT OF IT EQUIPMENT  
(Technical Proposal)**

**Tender # PPP/2020-21/06**

**Date of Submission / opening of technical proposals:**

**Receipt of Tenders:**

**15-06-2021 till 11:00 AM**

**Opening of Tenders:**

**15-06-2021 at 11:30 AM at**

**PPPPA, PASSCO Building, 11-Kashmir Road, Lahore**



**Sign & Stamp of bidder**

**PUNJAB PUBLIC PRIVATE PARTNERSHIP AUTHORITY, PLANNING & DEVELOPMENT BOARD,  
GOVERNMENT OF PUNJAB  
PASSCO BUILDING, 11 KASHMIR ROAD, LAHORE  
Phone # 042-99206005 EXT 106**

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**Important Note:**

Bidders must ensure that they submit all the required documents indicated in the Bidding Documents without fail. Bids received without, undertakings, valid documentary evidence, supporting documents and the manner for the various requirements mentioned in the Bidding Documents or test certificates are liable to be rejected at the initial stage itself. The data sheets, valid documentary evidences for the critical components as detailed hereinafter should be submitted by the Bidder for scrutiny.

**Applicability of Punjab Procurement Rules, 2014**

This Bidding Process will be governed under Punjab Procurement Rules, 2014, as amended from time to time and instructions of the Government of the Punjab received during the completion of the project.

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## TERMS & CONDITIONS

Public Private Partnership Authority (*hereinafter referred to as "PPPPA"*), Planning and Development Board, Government of the Punjab, intends to procure IT Equipment as per specifications and quantity mentioned in this tender document, and invites sealed bids from eligible and experienced firms/companies (*hereinafter referred to as "Bidder"*).

### **General:**

- 1.1 Any offer not received as per terms & conditions of the tender documents will not be considered. No offer shall be considered if:
  - a) received without bid security.
  - b) received after the prescribed submission date and time.
  - c) not signed & stamped by authorized person on each page of tender document.
  - d) the offer is ambiguous
  - e) the offer is received by fax or e-mail
  - f) the offer is from a black listed firm
  - g) bid has a shorter validity than required
  - h) the bid is not conforming to the requirements in the tender documents
  - i) the bid has additional terms & conditions added by the bidder
  - j) any conditional offer
  - k) any un-authorized dealer/dealerships/firms/companies
  - l) bid is quoted other than the financial proposal format attached at Annex-C.
- 1.2 Only authorized firms/companies as mentioned in Annex-A are eligible to participate in the tender and also who fulfill all terms and conditions of this tender document.
- 1.3 Bids should remain valid for a period of 60 days from the date of the opening of tender and should be quoted in Pak Rupees only.
- 1.4 The cover envelope must indicate particulars of tender and date of opening. The envelope must be properly sealed.
- 1.5 Work order(s) will be issued to technically and financially responsive, lowest evaluated bidder as per details in Annex-A, Annex-B and Annex-C and who fulfill all terms and conditions of this tender document (Least Cost Method).
- 1.6 The bidder must indicate their National Income Tax No. / Sales Tax No.
- 1.7 Offered rates will be on the basis of complete monthly services package.
- 1.8 Work order will be issued by PPPPA after the approval of Competent Authority.
- 1.9 PPPPA reserves the right not to award or cancel the tender without assigning any reason.
- 1.10 The bidder shall abide by all relevant laws enforced by the Government.
- 1.11 Any type and kind of litigation shall be the sole responsibility of firm/company. PPPPA shall not be assisting or be a party in this regard.
- 1.12 Concealment of facts will be sufficient reason for disqualification.

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**2. Time Period and Certification on Judicial Stamp Paper by Bidder:**

Successful bidder will have to ensure deliverance and installation (if any) of said IT items within **Seven (07) calendar days** from the date of issuance of work order/purchase order.

The Bidder shall certify on a judicial stamp paper that all the products provided by firm/company are hereby genuine, brand new and that **no product is refurbished/re-conditioned**. Furthermore, no alteration and sub-standard chips/integrated circuits are installed. All IT equipment provided and its chips/ICs/mother board etc are of certified approved standards and as per specifications provided. Failure to certify aforementioned conditions may lead to necessary course of action as per law by the PPPPA.

**3. Extension in Deliverance Period:**

In special circumstances, request for extension of time period may be considered by the Competent Authority on the written request of the firm/company before the target date of deliverance of IT equipments, who will be competent to either accept or reject the request of bidder without assigning any reason.

**4. Failure in Execution of Assignment:**

4.1 In case, bidder fails to execute the contract in accordance with the terms & conditions laid down in the tender document, bid security will be forfeited/encashed.

4.2 PPPPA will not be responsible for any direct/indirect costs or expenses incurred by the bidders in connection with provision of security services.

**5. Payment to the Firms/Companies**

5.1 Payment will be made through crossed cheque to the bidder against invoice submission and its verification by Deputy Director General (Administration) / Deputy Director General (Funds), PPPPA.

5.2 No payments will be paid in advance. Partial payments will not be made.

**6. Bid Security:**

6.1 Bid security for procurement of security services will be **05%** of the estimated price. Bid security must be attached only with the Financial Proposal and should be in the form of Pay Order / Bank Draft / CDR from a scheduled bank in favor of Punjab Public Private Partnership Authority, P&D Board, Government of the Punjab.

The bidder shall furnish the bid security as under:

Sr. No.	Description	Estimated Cost of Procurement	Bid Security (5%)
1.	Procurement of IT Equipments	Rs. 29,50,000/-	Rs.147,500/-

6.2 Bid security of unsuccessful bidders shall be returned on expiry of the grievance period or the decision of the complaint, if any, filed by the non-

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responsive bidder, whichever is later; If the disqualified or non-responsive bidder submits an affidavit, through an authorized representative, to the effect that he is satisfied with the proceedings of the procuring agency, whereas the bid security of successful bidder shall be returned on the completion and successful delivery of Purchase Order (PO). Performance Guarantee shall be retained till contract period.

6.3 The bid security shall be forfeited if:

- a. The offer is withdrawn, amended or revised.
- b. Does not provide IT Equipments within stipulated time.

**7. Deduction of Taxes:**

Any taxes (if applicable) will be deducted while making payment as per Government Rules / Instructions/ Notifications/ SROs etc. Bidder will be responsible for the payment of duties, levies and any other type of taxes/government fees.

**8. Dispute:**

In case of any dispute before or after the execution of contract, matter will be resolved as per PPR Rules 2014.

**9. Technical Evaluation Criteria:**

The detailed technical evaluation criteria (PASS/FAIL criteria) is given at Annex-A.

**10. Financial Evaluation Criteria:**

- 10.1 The Financial Bids will be opened in presence of bidder(s) / representative(s) of only technically responsive bidders.
- 10.2 The Least Cost Method will be adopted for financial evaluation.

**11. Bid / Tender opening procedure:**

Single stage two envelope bidding procedure shall be adopted as prescribed in enforced Punjab Procurement Rules 2014.

**12. One person one bid:**

In any procurement, one person may submit one bid and if one person submits more than one bid, the procuring agency shall reject all such bids.

**13. Joint Venture / Consortium**

Joint venture / consortium are not eligible for this tender.

**14. Performance Security**

- 14.1 The bidder must submit the Performance security in the shape of Bank Guarantee at the rate of 05% of the total contract value for the period of one (01) year starting from the date of deliverance of laptops. Performance Security should be provided within

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**seven (7) working days** of the issuance of relevant work order / Letter of Acceptance. In case the bidder having been notified of the acceptance of the LOA/Contract by the Purchaser, fails or refuses to furnish the Performance Security within stipulated time, the amount of bank guarantee, as required, shall be deducted from the amount payable to the Service Provider.

**14.2** In case of extension by the Competent Authority/forum, the bidder shall have to submit Performance guarantee for the extended period of contract at the rate of 05% of the total contract value.

**14.3** Performance guarantee shall be retained by the Purchaser for the period of one (01) year.

**Note:** Bidders must fill-up checklist / tables in **Annexure-A, Annexure-B & Annexure-C** and attach copies of required documents along with tender document.



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PUNJAB PUBLIC PRIVATE PARTNERSHIP AUTHORITY, PLANNING & DEVELOPMENT BOARD,  
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**TECHNICAL EVALUATION CHECKLIST CRITERIA (PASS/FAIL)**

The provision of this check list is essential pre-requisite along with submission of technical bid. The Firm must fill, sign and stamp this check list and accordingly attach the mentioned documents to assess the eligibility to accept the technical bid.

Sr. No.	Item Name				Yes/No	Page #
1.	Bid security for the security services will be 05% of the estimated price, in shape of Pay Order / Bank Draft / CDR from a scheduled bank attached with Financial Bid in original.					
	Sr. No.	Description	Estimated Cost of Procurement	Bid Security (5%)		
	1.	Procurement of IT Equipment	Rs. 29,50,000/-	Rs.147,500/-		
2.	Copy of valid Income Tax Registration, National Tax Number certificate, Sales Tax Number Registration Certificate, PRA Certificate.					
3.	Technical proposal/specifications/annexure filled as per tender documents duly signed & stamped by the bidder.					
4.	Acceptance of all terms & conditions of tender document duly signed and stamped by the firm/company.					
5.	Affidavit on judicial paper of Rs. 100/- regarding non- involvement in any arbitration/litigation with any government agency/department stating that the firm/company is not blacklisted.					
6.	Firms/companies must have at least three (03) years verifiable experience					
7.	Securities & Exchange Commission of Pakistan (SECP) registration certificate (in case of firms & Companies).					



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**Technical Requirements**

Sr.	Item	Qty	Specifications
1.	Touch Screen Laptop with professional carry bag	01	<ul style="list-style-type: none"> <li>● Processor: Up to 10th Gen Intel® Core™ i7</li> <li>● Display: 14" UHD (3840 x 2160) IPS</li> <li>● Memory: 16GB LPDDR4X</li> <li>● Storage: 1TB PCIe SSD</li> <li>● Graphics: Intel Iris® Plus</li> <li>● Battery: Up to 8 Hours</li> <li>● Weight: 1.3 KG / 2.9 LB</li> <li>● OS: WIN 10 License</li> <li>● Original Charger / Cable</li> <li>● Latest MS Office</li> </ul>
2.	Laptop with professional carry bag	12	<ul style="list-style-type: none"> <li>● Processor: Intel Core i7-11th Gen.</li> <li>● Display: 15.6" FHD</li> <li>● Memory: 16 Gb</li> <li>● Storage: 512 Gb (SSD)</li> <li>● Graphics: Card Intel HD</li> <li>● OS: Windows 10 Home License</li> <li>● Original Charger / Cable</li> <li>● Latest MS Office</li> </ul>



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## **BIDDER INFORMATION**

<b>Name of Firm/Company:</b>
<b>Complete Postal Address:</b>
<b>Phone:</b>
<b>Contact Person:</b>
<b>Designation:</b>
<b>Cell Number:</b>
<b>E-Mail:</b>
<b>Fax Number:</b>
<b>National Tax Number:</b>
<b>GST Number:</b>



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**Punjab Public Private Partnership Authority  
P&D Board, Government of the Punjab**



**TENDER DOCUMENT  
FOR  
PROCUREMENT OF IT EQUIPMENT  
(Financial Bid)**

**Tender # PPP/2020-21/06**

**Sealed Financial Bids of only technically responsive bidders will be opened on the date and time communicated to responsive bidders**

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## FINANCIAL BID PROFORMA

Sr.	Item	Qty	Specifications	Rate	Total Amount
1.	Laptop (Touchscreen) along with professional carry bag	01	<ul style="list-style-type: none"> <li>• Processor: Up to 10th Gen Intel® Core™ i7</li> <li>• Display: 14" UHD (3840 x 2160) IPS</li> <li>• Memory: 16GB LPDDR4X</li> <li>• Storage: 1TB PCIe SSD</li> <li>• Graphics: Intel Iris® Plus</li> <li>• Battery: Up to 8 Hours</li> <li>• Weight: 1.3 KG / 2.9 LB</li> <li>• OS: WIN 10 License</li> <li>• Original Charger / Cable</li> <li>• Latest MS Office</li> </ul>		
2.	Laptop long with professional carry bag	12	<ul style="list-style-type: none"> <li>• Processor: Intel Core i7-11th Gen.</li> <li>• Display: 15.6" FHD</li> <li>• Memory: 16 Gb</li> <li>• Storage: 512 Gb (SSD)</li> <li>• Graphics: Card Intel HD</li> <li>• OS: Windows 10 Home License</li> <li>• Original Charger / Cable</li> <li>• Latest MS Office</li> </ul>		
<b>Total Amount in PKR for Thirteen (13) Laptops Including all applicable taxes and delivery</b>					

- i. Financial bids should be all inclusive.
- ii. Bidder shall fill this proforma, otherwise bid will be **straight away disqualified**.
- iii. Financial bid will be **non-responsive** if:
  - a. Offer is ambiguous
  - b. Offer not according to the terms and conditions prescribed in tender document.
  - c. Quoted priced is other than Pakistan Rupees.

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