

## **TENDER NOTICE**

**Government of Pakistan  
ECONOMIC AFFAIRS DIVISION  
ISLAMABAD**



**TENDER DOCUMENT**

**FOR**

**Supply & Installation of Hardware, Software,  
Furniture Fixture and Miscellaneous items.**

**Project Director  
“Strengthening of External Debt Management in EAD”  
Room # 508, Block ‘C’, Pak Secretariat**

**[www.ead.gov.pk](http://www.ead.gov.pk)**

**CHECK LIST**

The provision of this checklist is essential prerequisite along with submission of tenders.

<b><u>SR. #</u></b>	<b><u>DETAIL</u></b>	<b><u>YES / NO</u></b>	<b><u>PAGE #</u></b>
<b><u>KNOCK OUT CLAUSES</u></b>			
1	Bid Security 5% of tender value with Financial proposal.		
2	The Bidder Should be authorization dealer in their respective category		
3	Acceptance of terms and conditions, tender documents duly signed and stamped.		
4	Company profile including Detail of technical staff to be provided.		
5	An affidavit on stamp paper of Rs.100/- submitting following clauses: i) that maintenance of goods and replacement of defective parts under warranty shall be done, ii) that the firm is never blacklisted on any grounds whatsoever.		
6	Price should not be mentioned on technical bid.		
7	Bank statement / Balance sheet, National tax number and General Sale Tax number certificate, at least one year bank statement.		
8	List of products supplied to Govt. and private sector.		
9	Supply orders detail over last one year (minimum) Government and private as case may be.		

Note: All the Firms are required to attach all documents as per above check list, otherwise the bid shall be rejected.

**Sign and Stamp of the bidder**

**Government of Pakistan  
Economic Affair Division  
ISLAMABAD**

**TENDER FORM**

**Subject: - Supply & Installation of Hardware, Software, Furniture Fixture and Miscellaneous items.**

**Please read carefully all the conditions specified in the instant tender document before submission of the bid.**

1. Sealed bids are invited from reputable firms registered with the Sales Tax Department having GST and NTN for the **Supply & Installation of Hardware and Software Furniture Fixture and Miscellaneous items**. Detail of specifications and quantity are attached at Annex-A.
2. **Single stage one envelope bidding procedure shall be applied.**
3. **Bidders are allowed to bid for a single or all lots. The evaluation and award shall be on basis of lots (where applicable).**
4. The amount 5% of total offered bid as Bid Security / Earnest Money (Refundable) in Pak. Rupees in the shape of Bank Draft/Pay Order in favor of Project Director, "Strengthening of External Debt Management in EAD", EAD, Islamabad is required to be submitted with the Financial Bid, without which or in case of less than of 5% of total bid, the offer shall be rejected.
5. Sealed bids must be reached to office of **Project Director, Project Management Unit "Strengthening of External Debt Management in EAD", Economic Affair Division, Room# 321, 3<sup>rd</sup> Floor, Library, C Block, Pak Secretariat, Islamabad on 27<sup>th</sup> June, 2019 by 10:00 am. Late submitted of bids shall not be accepted and returned without opening.**
6. National Tax Number (NTN), General Sales Tax (GST) number and Vender Number with documentary proof will have to be provided by each bidder otherwise bid will be rejected.
7. The firm shall furnish detail of its premises i.e. full address, telephone/Fax. No. and E-Mail. The Firms/bidders should have their proper office in Rawalpindi / Islamabad, land line number and fax number otherwise the firm would be disqualified.
8. **Submission of any false statement / documents indulge concealing of information will disqualify the bidder.**
9. Bidders should not be under a declaration of ineligibility for corrupt and fraudulent practices issued by any Government (Federal, Provincial), a local body or a public sector organization. On account of submission of false statement or concealment of facts the bidder/manufacturer will be debarred from bid.
10. The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring Agency shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
11. The Procuring Agency shall disqualify a Bidder if it finds, at any time, that the information submitted by him concerning his qualification as Supplier was false and materially inaccurate or incomplete.

12. The Financial Proposal / bid should be submitted on **Original Bid Form** issued by Economic Affair Division, C Block, Pak Secretariat, Islamabad **Annex-B**. The Bidder shall complete the Bid Form and an appropriate Price Schedule in Pak Rupees furnished in the bidding documents (Annexure B Form), indicating the goods to be supplied, and brief description of the goods, specifications, taxes, quantity, and prices. The Bidder shall indicate on the Price Schedule the unit prices and total bid price of the goods, it proposes to supply under the Contract Form for Price Schedule is to be filled in very carefully, and should be typed. Any alteration/ correction must be initialed. Every page is to be signed and stamped at the bottom. Serial number/ bid number of the quoted item may be marked or highlighted with red/yellow highlighter. The Bidder should quote the prices of goods according to the technical specifications. The specifications of goods, different from the demand of enquiry, shall straightway be rejected. The Bidder is required to offer competitive price. All prices must include relevant taxes and duties, where applicable. If there is no mention of taxes, the offered/ quoted price shall be considered as inclusive of all prevailing taxes/duties. The Prices offered should be for the entire quantity demanded; partial quantity offers shall straightaway be rejected. Conditional offer shall also be considered as non-responsive Bidder. While preparing your quotation, the present trend/ inflation in the rate of goods and services in the market should be kept in mind. No request for increase in price due to market fluctuation in the cost of goods and services shall be entertained after the bid has been submitted.
13. The documentary evidence to be submitted in the **Technical Proposal** for the purposes of qualification and technical evaluation shall include:
  - a) The Supplier/ agent shall have to produce letter of authorization from Manufacturer / Distributor and incase of Manufacturer, documentary proof to the effect that they are the original Manufacturer of the required goods shall be provided.
  - b) The bidder shall clearly mention Brand Name, Model and specifications of the product/goods as required in Annexure A.
  - c) National Tax Number (NTN), General Sales Tax Number, Vendor Number and Professional Tax (inapplicable) with documentary proof shall have to be provided by each Bidder in the technical proposal.
  - d) The Bidder/ Manufacturer shall submit an affidavit on legal stamp paper of Rs. 100/- that their firm has not been blacklisted in the past on any ground by any Government (Federal, Provincial), a local body or a public sector organization. On account of submission of false statement the Bidder shall be disqualified forthwith and subsequently black listed.
  - e) The Bidder must indicate the country of origin (except Israel and India) of the goods, capacity of production of the firm (in case of manufacturer), its financial status, and necessary assurance of quality production, Certificate for conformity with International standards of Quality (original or attested certification).
  - f) The Bidder shall provide firms balance sheet, latest tax paid, audit inspection report (if undertaken) and at least one year bank statement.
  - g) The Bidder shall provide total list of products it supplies in the market. The Bidder shall also be responsible for providing up to date and authentic contact details of both private and public organizations to which it has supplied over the last two years. Bidder shall also provide supply order of similar to the instant tender product's details over last one (01) year with complete and up to date details of its distribution sub-offices or/and representatives.

14. The bidder is required to offer/quote rates in the Form attached at Annexure B. Tender Form are to be filled in very carefully, preferably typed. Any alteration/correction must be signed. Every page of the tender documents/form is to be signed and stamped at the bottom.
15. The bidder should quote the rates of items according to the specifications as provided at relevant Annexure-B. The specification different or below from the demand of enquiry will straightaway be rejected. Conditional offer will also be considered as non-responsive bidder.
16. All kinds of goods shall ORIGINAL manufactured by the company concerned, not compatible or refurbished etc. otherwise the Securities Deposit will be forfeited and the firm would be disqualified.
17. Bid Security 5% of the total quoted value should be attached in the shape of Bank Draft/Pay order attached with Financial Proposal in the name of Project Director, "Strengthening of External Debt Management in EAD", Economic Affair Division, Room 321, 3<sup>rd</sup> Floor, C Block, Pak Secretariat, Islamabad The Bids shall be accompanied by an earnest money in shape of above mentioned banking instrument.
18. The bid shall be typed and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract. The person or persons signing the bid shall initial all pages of the bid.
19. Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.
20. All bidding documents to be duly attested (signed and stamped) by the authorized person of company.
21. ***Single stage — one envelopes bidding procedure shall be applied:  
Each bid shall comprise one single envelope containing, separately, financial proposal and technical proposal (if any). All Technical bids received shall be opened and evaluated in the manner prescribed in the bidding document.***
22. For the purposes of determining the lowest evaluated bid, facts other than price such as previous performances, previous experience, engineering/ technical capabilities, financial soundness and such other details as the Procuring Agency at its discretion, may consider appropriate shall be taken into consideration. The following evaluation factors/ criteria will be employed on **technical proposals**. The number of points allocated to each factor shall be specified in the Evaluation Report. Only bids securing minimum of 70% marks would be declared technically accepted.
23. **ASSESSMENT PARAMETER MARKS**  
The following parameters are applicable.  
Note: 1. Checklist and summary page shall be provided by the firm concerned.  
2. One (01) year services and parts Warranty of the product offered by company along with Post Sale Service (PSS) is mandatory.  
3. Sales Tax Registration.  
4. Income Tax Registration.

S.No	Assessment Parameter	Marks (Maximum)
01	Physical Feature of the Product ( see and complete Annex-A) a. Having required specifications (65) b. Not Having required specification (0)	65

<b>02</b>	Financial Position / soundness <ul style="list-style-type: none"> <li>Income Tax Paid last return (10)</li> <li>GST return of last month (10)</li> <li>Bank Statement (10)</li> </ul>	<b>30</b>
<b>03</b>	Establishment of the firm in <ul style="list-style-type: none"> <li>Last 3 years or Less than 3 years (02)</li> <li>More than 3 years but upto 5 years (03)</li> <li>Greater than 5 years (05)</li> </ul>	<b>05</b>

25. **Financial proposals would be evaluated as follows:**

- i. Incomplete bid shall stand rejected.
  - ii. Minor oversight, clerical mistakes, other minor inconsistencies that do not alter the substances of the financial bid may be corrected by the Procuring Agency.
  - iii. The Bidder with technically evaluated lowest financial bid, if not in conflict with any other law, rules, regulations or policy of the Government, shall be awarded the Contract.
  - iv. The Procuring Agency reserves the right at the time of Contract award to increase or decrease the quantity of goods originally specified in the Price Schedule and Schedule of Requirements without any change in unit price or other terms and conditions, keeping in view the budgetary position. However the required order (if any) will be governed under PPRA Rules.
26. All goods and related services to be supplied shall have their origin ineligible source countries and all expenditures made under the contract shall be limited to such goods and services. For purposes of this clause, "origin" means the place where the goods are produced, or the place from which the related services are supplied. Goods are produced when, through manufacturing or processing.
  27. The goods supplied shall conform to the standards mentioned in the bidding documents/ Technical Specifications.
  28. The Supplier shall not, without the Procuring Agency's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring Agency in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.
  29. The Supplier shall not, without the Procuring Agency's prior written consent, make use of any document or information except for purposes of performing the Contract. All documents, and Contract itself, shall remain the property of the Procuring Agency.
  30. The Supplier shall permit the Procuring Agency and the financier of the grant through which this procurement is being financed to inspect the Supplier's accounts and records relating to the performance of the Supplier. Procurement and the resulting contract shall also be subjected to World Bank's and PPRA Anti-Corruption Guidelines.
  31. The Supplier shall indemnify the Procuring Agency against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in the country.
  32. To ensure storage and installation arrangements for the intended supplies, the Supplier shall inform end user for pre-requisites well in time for proper installation. In case the Supplier abides by the given time frame he shall not be penalized for delay.

33. The Procuring Agency or its representative shall have the right to inspect and/or to test the goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Agency.
34. For the purpose of inspections and tests of goods. The Supplier, all reasonable facilities and assistance, shall be furnished to the inspectors at no charge to the Procuring Agency. However, if the Supplier proves an undue delay is conduct of inspection on the part of Procuring Agency, the Supplier shall not be liable for penalty on account of that delay. The cost of such lab tests shall be borne by the Manufacturer/ Supplier.
35. The Procuring Agency's right to inspect test and, where necessary, reject the goods after the goods have been installed at Procuring Agency's destinations.
36. Nothing in any Clause shall not in any way release the Supplier from any warranty or other obligations under this Contract.
37. The goods shall be acceptable subject to physical inspection, tests and/ or in accordance with the approved sample as decided by the Procuring Agency.
38. The Supplier in accordance with the terms specified in the Schedule of Requirements shall make delivery of the goods.
39. The Supplier shall arrange such transportation of the goods as is required to prevent their damage or deterioration during transit to their final destination.
40. The Supplier shall be required to provide the need explanation and the cost of which should include in the total bid price.
41. A warranty of one to Four years (according to the Product required in Annexure-A Requirement) will be provided for free service and parts at the installation site.
42. The supplier shall warrant that the equipment supplied under the contract (s) shall have no defect arising from design, materials or workmanship or from any act or omission of the supplier, which may develop under normal use of the supplied items under the conditions prevailing at final destination.
43. Economic Affair Division (EAD) shall promptly notify the supplier in writing of any claims arising under this Warranty. Upon receipt of such notice, the Supplier shall repair or replace the defective equipment or parts thereof, without cost to EAD immediately.
44. Period of comprehensive warranties and maintenance with labor and material cost shall be minimum for one (1) year(local warranty with card) with Parts and service.
45. During the warranty period due to any reason, if the supplier failed to rectify the problem, EAD shall get repair the equipment or replace the defective parts thereof and forfeit the Guarantee/retained values.
46. The Supplier shall not assign, in whole or in part, its obligations to perform under this Contract, except with the Procuring Agency's prior written consent.
47. The Supplier shall not be allowed to sublet the job and award subcontracts under this Contract.
48. Delivery of the goods shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring Agency in the Schedule of Requirements.
49. The supplies shall be delivered at the address given in the supply order, in the risk and cost of the supplier. The entire supplies will be delivered within time frame as given in the supply order. In case no supply is made within the time frame specified in the supply order, the contract to the extent of non-delivered portion of supply will stand cancelled without formal notice to this effect. No supplies will be accepted and earnest money to extent of non-delivered portion will be forfeited. If the firm fails to supply the whole consignment the entire

- earnest money against the accepted value will be forfeited to the EAD account and the firm will be blacklisted for future participation.
50. The supplier may not be liable to forfeited of its earnest money, liquidated damages or termination/blacklisting for default, if and to the extent of delay in performance or other failure to perform its obligations under the contract is the result of an event of Force Majeure. For the purpose of this clause Force Majeure means an Act of God or an event beyond the control of the supplier and not involving the suppliers fault or negligence directly purporting to misplanning, mismanagement and or lack of foresight to handle the situation. Such events may include but are not restricted to acts of the purchaser in its sovereign capacity, wars or revolution, fires, floods, earthquakes, quarantine restriction and freight embargoes. If Force Majeure Committee will examine the pros and cons of the case and all reasonable alternative means for completion of supply order under this Tender Form and will submit its recommendations to the competent authority. However unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek reasonable alternative means for performance not prevented by the Force Majeure event.
  51. All the supplies / products will be acceptable subject to physical examination to be carried after receipt of supplies at the Office of Economic Affair Division in accordance with the required specification. If any item is found to be against the required specification, the purchaser may reject the goods and the supplier shall replace the rejected goods to meet the required specification free of cost. This opportunity will be provided only once. In case, after replacement of supplies, the inspection report again declare the item as of against the required specification, the stock will not be accepted and the firm will be blacklisted for future participation, including forfeiture of their earnest money to the Economic Affair Division Account.
  52. Payments will be made on receipt of original delivery challan and invoices in duplicate duly completed in all respect. Payment for supplied items shall be made after satisfactory inspection report. Income Tax and sales tax at Government rate/rules will be deducted from each invoice.
  53. ***Sealed bids must reach office of Project Director, Project Management Unit "Strengthening of External Debt Management in EAD", Economic Affair Division, Room# 321, 3rd Floor, Library, C Block, Pak Secretariat, Islamabad on 27th June, 2019 by 10:00 am and the same will be opened in the Officer's Mess, 4th Floor, Economic Affair Division, C Block, Pak Secretariat, Islamabad at 10:30 am in the presence of bidders or their representatives.***
  54. The purchaser reserves the right to accept or reject any or all the tenders as per PPRA Rules.
  55. In case of any dispute, decision of the Chairman Purchase Committee (HF) shall be final.
  56. The bidder hereby accepts the terms and conditions of this tender and will abide by the same faithfully.
  57. After installation of equipment, the Supplier will impart training and orientation to the staff of free of cost.
  58. Rejection of the bid shall be if:
    - i) Any offer received against terms and conditions of the instant Tender Form/ instructions.
    - ii) Bid is received without earnest money which is 5% of the bid amount with Financial Bid.
    - iii) The Tender documents are un-signed or not original/issued by the EAD.
    - iv) The offer is ambiguous.
    - v) The offer is conditional.
    - vii) The bidder is black listed or suspended by any Govt. Department.
    - viii) The bid do not confirm to the specifications annexed herewith
    - ix) The supply is not made within given time as per clause 27.



- x) The bid from bidder, must contain relevant documentary proofs in the same order as mentioned in checklist above, properly flagged. Each page should be numbered and the document set must contain an index of the above mentioned requirements in same order, with page numbers indicated against each category. If the same didn't followed the bid shall be rejected forthwith.

Name of Bidder/Firm\_\_\_\_\_

Signature.\_\_\_\_\_

Date:


Seal



NOTE:

***BEFORE SUBMISSION OF THE BID SIGNATURE AND STAMP OF THE BIDDER ON EACH AND EVERY PAGE OF THE ORIGINAL TENDER FORM IS MANDATORY.***

<b>Hardware and Software</b>			
<b><u>S.No.</u></b>	<b><u>Items</u></b>	<b><u>Specifications</u></b>	<b><u>Qty</u></b>
01	Branded Computers with LED	19" LED, Latest Gen, Intel Core i7 or above, 16GB RAM or above , HDD >=1TB, Wireless/WiFi Card along with mandatory accessories i.e; keyboard, mouse, power cables etc For more detail (Annex-I)	16
02	MS Windows 10 Professional Operating System.	Microsoft Windows 10 Professional (64bit) (Licensed) with original media. Due to backend system requirement brand has been specified.	16
03	MS Office 2016 Professional	MS Office Professional 2016 (Licensed) or later (with original media). Due to backend system requirement brand has been specified.	16
04	Laser Printers (Black & White)	Up to 52ppm or above Duplexer and Network More information at Annex-II	05
05	Document Scanners	Up to 65ppm or above ADF (Both side scanning ) with Network More information at Annex-III	02
06	Tablet	Intel Integrated UHD 620 Graphics Intel Core i5 8th Gen Processor or latest. 1.6 GHz 8GB of LPDDR3 RAM   128GB SSD 12.3" PixelSense 10-Point Touch Display 2736 x 1824 Screen Resolution (267 ppi) 802.11ac Wi-Fi   Bluetooth 4.1 5MP Front Camera   8MP Rear Camera USB Type-A   Mini DP   Surface Connect MicroSDXC Card Slot Windows 10	01
07	Video Conference Equipment	Detail is given at <b>Annex-IV</b>	01
08	Photocopier Machine	Photocopier Machine Page Type Supported: A3, A4, A5, all standards and includes Free size (139.7 x 182.0mm to 330.2 x 487.7mm) Print Speed: 85 ppm Zoom: 25- 400 % Multiple Copies limit: 1-9999 Page weight: 52-256 gsm Page Capacity: 6000-8000 (Include all trays) Memory: 2-4 GB Hard disk drive:160 GB or above Display: >=10" TFT Touch Screen Interface: Ethernet + Wi-Fi + USB Duplexing: Standard automatic stackless	02

		Resolution: 1200 x 1200dpi, 600 x 600dpi	
09	Online 10KVA UPS	Online 10 KVA UPS APC Smart-UPS SRT 10000VA or Equivalent. 230V Warranty: 3 year repair/replace and 2 year for battery. Country of origin: USA, European and Japanese only.	01
10	Environment Monitoring System for computer Center.	Environment Monitoring System Room Alert 12ER or Equivalent. Monitor Digital Temperature & Humidity (25') GSM Modem w/USB(with installation and commissioning)	01
11	Split AC (DC Inverter) 1.5	Split AC 1.5 ton Cooling Capacity 18000 BTU/1.5 Ton Technology Full DC Inverter Adjustable resistance level Intelligent airflow Functions Heat & Cool Wall Mounted, LED display, Remote Controlled Mitsubishi/Acson/Diken or Equivalent	05

<b>Furniture and Fixture S.No. 1 to 6 (one Lot)</b>				<b>LOT-1</b>
<b>S.No.</b>	<b>Items</b>	<b>Specifications and Design</b>	<b>Qty</b>	
01	<p>Manager Desk with Side Rack and Draws</p> <p>Executive Table, Size: 1600 x 800 x 760mm</p> <p>Structure made of 700 Density chipboard pressed with sheesham veneer on both sides. Wooden part with solid seasoned wood. With 03 drawer lockable complete with NC laquer darkfFinish</p> <p>Side Rack Computer Enabled Size: 1065 x 460 x 760mm</p> <p>Keyboard Tray, CPU Box (Tower Casing) and with Lockable Door. Complete structure made of 700 Density chipboard pressed with shisham veneer on both sides. Complete finish with NC lequer.</p>		04	
02	<p>Officers Chairs</p> <p>Imported Taiwan or Korean High back revolving chair, seat/back cushioned with 1st quality foam. Complete with 5-leg revolving pedestal.</p>		04	
03	<p>Visitors Chairs</p> <p>Structure should be made of solid seasoned shisham wood. Seat/back with 1st quality foam covered with leatherite. Wooden parts should be finished with N. C. Lacquer.</p>		04	
04	<p>Central Table Set</p> <p>Having centre table of size 4'x2'x1'-6" and side table size 2'x2'x1'-6" having top made of high density chip board clad with sheesham veneer and structure made of solid seasoned best quality sheesham wood finished with Best Quality Polish /. lacquer(dark brown mahagni) and top with smoke glass 9mm.</p> <p>One set=one centre table + 2 side tables</p>		04	

05	Wooden Cabinet Size: 6' x 3' x 1.5' Made of Sheesham Vin Board, Finished with Polish Laquer of approved color		04	
06	Sofa 05 Seater (3+1+1) Structure made of solid seasoned sheesham wood, Seat and Back cushioned with black leatherite Finished with best quality polish leaquare.		04	

<b><u>Refurnishing/Renovation: (One Lot)</u></b>				
<b><u>S.No.</u></b>	<b><u>Items</u></b>	<b><u>Specifications/ Requirements</u></b>	<b><u>Qty</u></b>	
01	<p>Refurnishing and Renovation of Room # 511, 433, 434 including the following;</p> <ul style="list-style-type: none"> <li>a. Demolition of Existing racks</li> <li>b. Partitioning of Rooms for Officers and Staff.</li> <li>c. White wash /Paint</li> <li>d. Fall Ceiling and Blinds</li> <li>e. Windows Roller Blinds</li> <li>f. Floor Tiles</li> </ul> <p>(Vendor can visit rooms in office hours to get further information.)</p>	<p>Refurnishing and Renovation of Room # 511, 433, 434 including the following;</p> <ul style="list-style-type: none"> <li>a. Demolition of Existing racks</li> <li>b. Partitioning of Rooms for Officers and Staff.</li> <li>c. White wash / Paint</li> <li>d. Fall Ceiling</li> <li>e. Windows Roller Blinds</li> <li>f. Floor Tiles</li> </ul> <p>(apply per square feet rate)</p> <p>(Vendor can visit rooms in office hours to get further information.)</p>	1 job.	<b>Lot-II</b>

**Annex-I****Workstation**

Feature	Technical Specification			
Processors	Intel® 6th generation Core™ i5-i7 Quad Core, Core™ i3 Dual Core (65W for MT/SFF and 35W for Micro) or above			
Chipset	Intel® Q170 Chipset or above			
Operating System	Microsoft® Windows 10 Home 64 - bit, Microsoft® Windows 10 Pro 64 - bit Microsoft® Windows 8.1 Standard 64-bit, Microsoft® Windows 8.1 Pro 64-bit Microsoft® Windows 7® Professional SP1 (32/64 bit) Ubuntu®			
Graphics Options	Integrated Intel® HD Graphics 530 or above Supports optional discrete graphics MT/SFF: nVIDIA GeForce GTX 745 (MT only), AMD Radeon™ R7 350X, AMD Radeon™ R5 340X or above			
Memory	Up to 4 DIMM slots (2 for Micro); Non-ECC dual-channel 2133MHz DDR4 SDRAM, up to 32GB (16GB for Micro)			
Networking	MT/SFF: Integrated Intel® i219-LM Ethernet LAN 10/100/1000 or above ; supports optional PCIe 10/100/1000 network card; Optional wireless: 802.11ac+ Bluetooth 4.1 card or above Micro: Integrated Intel® i219-LM Ethernet LAN 10/100/1000 ; optional wireless M.2 802.11ac +Bluetooth 4.1 card Note: The integrated Intel i219-LM Ethernet or Intel Wifi card 8260 is required to support Intel® vPro™ Technology for MT/SFF & Micro			
I/O Ports	10 External USB: 6 x 3.0 (2 front/4 rear) and 4 x 2.0 (2 front/2 rear - 1 front with PowerShare); 1 Internal USB 2.0; 1 RJ-45; 1 Serial; 2 Display Port 1.2; 1 HDMI 1.4; 2 PS/2; 1 UAJ, 1 Line-out; 1 VGA (optional) Micro: 6 External USB3.0 (2 front/4 rear - 1 front with PowerShare); 1 RJ-45; 1 HDMI 1.4; 1 Display Port 1.2; 1 UAJ (front); 1 Line-out(front); additional Display Port 1.2 (optional); 1 VGA (optional); Serial+PS2 (optional).			
Removable Media Options	Supports optional optical disc drives and media card reader (MT/SFF only)			
Hard Drive Options (internal)	Hard Disk Drives: 2TB or above Supports Hybrid, Opal SED FIPS, M.2 Solid State Drive or above and M.2 PCIe Solid State Drive RAID 0 & 1 support on select configurations (MT/SFF only) No Hard Drive			
Chassis 17.62 / 8		Minitower (MT)	Small Form Factor (SFF)	Micro
	Dimensions (H x W x D) Inches/(cm)	13.8 x 6.1 x 10.8 / 35 x 15.4 x 27.4	11.4 x 11.5 x 3.6 / 29.0 x 29.2 x 9.26	7.2 x 7.0 x 1.4 / 18.2 x 17.8 x 3.6
	Min. Weight (lbs/kg)	17.62 / 8	10.7 / 4.48	3.12 / 1.41
	Number of Bays	1 internal 3.5" HDD (convertible to 5.25" ODD) 2 internal 2.5" HDD 1 external slim ODD	1 internal 3.5" HDD (convertible to 2 2.5" HDD) 1 external slim ODD	1 internal 2.5" bay
	Expansion Slots	1 full height PCIe x16 1 full height PCIe x16 (wired x 4) 1 full height PCIe x1 1 full height PCI 1 M.2 (22x80mm)	1 half height PCIe x16 1 half height PCIe x4 1 M.2 (22x80mm)	1 M.2 (22x30mm) 1 M.2 (22x80mm)
	Power Supply <sup>5</sup> Unit (PSU)	Standard 240W PSU Active PFC 240W typical 85% Efficient PSU (80 PLUS Bronze) ENERGY STAR compliant, Active PFC 240W typical 92% Efficient PSU (80 PLUS Platinum); ENERGY STAR compliant, Active PFC	Standard 180W PSU Active PFC 180W typical 85% Efficient PSU (80 PLUS Bronze) ENERGY STAR compliant, Active PFC 180W typical 92% Efficient PSU (80 PLUS Platinum); ENERGY STAR compliant, Active PFC	65W external adapter, 87% minimum average efficiency
Recommended Accessories	Monitors - qualified with commercial monitors including UltraSharp series - Award-winning high-performance monitors and ultra wide viewing, from 24"-34" Professional series monitors available from 19"-27" E series monitor 17"-27"			
	Micro Mounting Options: Vertical Stand, VESA Mount, Dual VESA Mount, All in One Mount, Console with DVD-RW, All in One Mount for E Series Displays			
	Keyboards: wired Keyboard with Multimedia functionality, Smart Card Keyboard, Wireless KB/Mouse, Logitech Wireless KB/Mouse			
	Mouse: wired Mouse, wireless mouse, Laser Mouse.			
	Audio Speakers: Internal Business audio speaker, stereo speaker systems available; sound bar for select Flat-panel displays. Wireless Speaker System available.			
Security Options	Trusted Platform Module <sup>6</sup> TPM 1.2 (TPM 2.0 - firmware upgradable) Data Protection  Security Tools, Data Protection  Encryption, HW Crypto Accelerator, Microsoft Windows Bitlocker, Local HDD data wipe via BIOS ("Secure Erase"), Encryption – SED HDD (Opal FIPS), Chassis lock slot support, Lockable Port Cover, Chassis Intrusion Switch, D-Pedigree (Secure Supply Chain Functionality ), Setup/BIOS Password, Optional Smart Card keyboards, Intel® Trusted Execution Technology, Intel® Identity Protection Technology, Secure Works, BIOS support optional Computrace <sup>7</sup> , Intel Software Guard eXtensions			
Systems Management	Client Command Suite; Out of Band management support via vPro			

Economic Affair Division, Islamabad

Environmental, Ergonomic, & Regulatory Standards	Environmental Standards (eco-labels): ENERGY STAR 6.0 qualified, EPEAT Registered <sup>9</sup> , CEL, WEEE, Japan Energy Law, South Korea E-standby, South Korea Eco-label, EU RoHS, China RoHS BFR/CFR/PVC Free configuration <sup>10</sup> available in select regions. Please see your local representative.
Warranty	Limited Hardware Warranty <sup>11</sup> ; Standard 3-year On Site Service after Remote Diagnosis <sup>12</sup> (3-3-3); Optional 3 year ProSupport offers premium support from expert technicians and 24x7 availability <sup>13</sup> .
Configuration Services	Factory Image load. BIOS Customization. Hardware Customization, Asset Tagging and Reporting.

## Annex-II

<b>LASERJET ENTERPRISE</b>	
<b>Features</b>	<b>Technical specifications</b>
<b>Print Speed</b>	Black: Up to 52 ppm letter (up to 50 ppm A4) or above 250,000 duty cycle
<b>First Page Out</b>	Black (A4, ready): As fast as 8.5 sec or above
<b>ePrint Capability</b>	Yes
<b>Printer Management</b>	Web Jetadmin; SureSupply; Utility (Mac) or above
<b>Print Resolution</b>	Black (best): Up to 1200 x 1200 dpi; Black (normal): FastRes 1200 (1200 dpi effective quality), 600 dpi with Resolution Enhancement technology or above
<b>Print Technology</b>	Laser or above
<b>Control Panel</b>	2.29 x 5.33 cm 4-line color LCD display, 3 LED lights (Attention, Data, Ready), buttons (Information, Stop/Cancel, Return, Home, Folder, Left Arrow), 10 numeric keys or above
<b>Processor</b>	Type: ARM Cortex-A8 superscalar processor; Speed: 800 MHz or above
<b>Memory</b>	1 GB or above
<b>Display</b>	4-line LCD (color text and graphics) or above
<b>Durability Ratings</b>	Duty cycle: Up to 225,000 pages (A4/letter); Recommended monthly page volume: Up to 3,000 to 15,000 pages or above
<b>Paper</b>	
<b>Input</b>	Standard: Up to 1,100 sheets; Maximum: Up to 3,600 sheets or above
<b>Output</b>	Standard: Up to 600 sheets (500 in the face down bin, 100 in rear face up door); Maximum: Up to 1,100 sheets (Rear face-up door: up to 100 sheets; Top output bin: up to 500 sheets; 5-bin mailbox: up to 500 sheets) or above
<b>Duplex Print Options</b>	Automatic (standard) or above
<b>Media Types</b>	Paper (bond, color, letterhead, plain, preprinted, prepunched, recycled, rough, light), envelopes, labels, cardstock, transparencies, shelf edge labels, user-defined or above
<b>Media Sizes</b>	Multipurpose tray 1: 3 x 5 to 8.5 x 14 in; Tray 2, optional 500-sheet input tray: 5.83 x 8.27 to 8.5 x 14 in; Optional Custom media cassette: 4.02 x 5.83 to 6.69 x 11.10 in or above
<b>Media Weight</b>	Multipurpose tray 1: 16 to 53 lb; Tray 2, optional 500-sheet input tray, optional Custom media cassette, optional 1500-sheet High-capacity input tray: 16 to 32 lb; Optional Envelope feeder: 20 to 28 lb; Optional Duplexer: 16 to 32 lb or above
<b>Interfaces</b>	1 Hi-Speed USB 2.0; 1 Gigabit Ethernet; 2 External Host USB (1 walk-up and 1 external accessible); 2 internal Host USB 2.0-like ports (for 3rd party connection); 1 Hi-Speed USB 2.0 HIP (for 3rd party connection) or above
<b>Languages</b>	PCL 6, PCL 5e (PCL 5e driver available from the Web only), postscript level 3 emulation, native PDF printing (v 1.4)
<b>Network Capabilities</b>	Via Jetdirect 10/100/1000Base-TX Ethernet embedded print server (standard); 802.3az (EEE); IPsec (standard), 802.11 b/g/n wireless networking (optional) or above



<b>Fonts</b>	105 internal TrueType fonts scalable in P PCL, 92 internal scalable fonts in postscript Level 3 emulation (Euro symbol built-in); 1 internal Unicode Fonts (Andale Mono WorldType); 2 Internal Windows Vista 8 Fonts (Calibri, Cambria); additional font solutions available via third-party flash memory cards; LaserJet Fonts and IPDS
<b>Network Protocols</b>	IPv4/IPv6: Apple Bonjour Compatible (Mac OS v10.2.4 or higher), SNMPv1/v2c/v3, HTTP, HTTPS, FTP, TFTP, Port 9100, LPD, WS Discovery, IPP, Secure-IPP, IPsec/Firewall; IPv6: DHCPv6, MLDv1, ICMPv6; IPv4: Auto-IP, SLP, Telnet, IGMPv2, BOOTP/DHCP, WINS, IP Direct Mode, WS Print; Other: NetWare NDS, Bindery, NDPS, ePrint
<b>Security</b>	Management security: SNMPv3, SSL/TLS, 802.1X authentication (EAP- PEAP, EAP-TLS), IPP over TLS, IPsec/Firewall with Certificate, Pre-Shared Key Authentication, and Kerberos Authentication; Support for WJA-10 IPsec Configuration using IPsec Plug-in or above
<b>Dimensions (w x d x h)</b>	16.3 x 20 x 20.2 in (415 x 508 x 513 mm)
<b>Weight (with print cartridges)</b>	72.1 lb (32.8 kg)
<b>System Requirements, Windows</b>	PC: Microsoft® Windows® 7, Windows Vista®, Windows XP® (SP2 or higher), Windows® Server 2003 (SP1 or higher), Windows® Server 2008, Windows® Server 2008 R2; 200 MB available hard disk space; operating system compatible hardware system requirements, see <a href="http://www.microsoft.com">http://www.microsoft.com</a> Mac: Mac OS X v10.5, 10.6; 150 MB available hard disk space; operating system compatible hardware system requirements, see: <a href="http://www.apple.com">http://www.apple.com</a>
<b>Warranty</b>	One-year or above

## Annex-III

## Scanjet Enterprise

## TECHNICAL SPECIFICATIONS

<b>Scan technology</b> Charge Coupled Device (CCD) or above	
<b>Scantype</b>	Flatbed, ADF; <b>Color scanning:</b> Yes, Network
<b>Scan resolution</b>	<b>Hardware:</b> Up to 600 x 600 dpi; <b>Optical:</b> Up to 600 dpi or above
<b>Scan input modes</b>	Front panel scan to Smart Document Scan Software, Document Copy, software scan using Smart Document Scan Software, user application via TWAIN, ISIS, WIA or Kofax VRS drivers or above
<b>Scanning options (ADF)</b>	Single-pass duplex or above
<b>Scan speed (ADF)<sup>1</sup></b>	Up to 65 ppm/130 ipm (b&w, color, grayscale) or above
<b>Light source (scanning)</b>	Light Emitting Diode (LED) or above
<b>Image scaling or enlargement</b>	1 to 999% in 1% increments or above
<b>Output resolution dpi settings</b>	75, 100, 150, 200, 240, 300, 400, 500, 600 or above
<b>Bit depth/Grayscale levels</b>	24-bit/256 or above
<b>Multifeed detection</b>	Yes, Ultrasonic or above
<b>Auto document feeder capacity</b>	Standard, 100 sheets or above
<b>Duplex ADF scanning</b>	Yes or above
<b>Media types supported</b>	Paper (plain, inkjet, photo)
<b>Media size (ADF)</b>	Letter, legal, A4, A5, custom, long paper up to 864 mm (34 in)
<b>Media weight (ADF)</b>	13 to 32 lb (49 to 120 g/m <sup>2</sup> )
<b>Standard connectivity</b>	1 Hi-Speed USB 3.0 or above Gigabit LAN
<b>Duty cycle (daily)</b>	Up to 3,000 pages or above
<b>Scanner advanced features</b>	Image enhancements such as blank page removal, crop, skew, orientation, barcode detection, batch separation, document merge, EveryPage technology or above
<b>Scan file format</b>	PDF (image-only, searchable, MRC, PDF/A, encrypted), TIFF (single page, multi-page, compressed: G3, G4, LZW, JPEG), DOC, RTF, WPD, XLS, TXT, XML, XPS, HTML, OPF, JPG, BMP, PNG
<b>version</b>	Version 2.1 or above
<b>Software included</b>	Smart Document Scan Software, TWAIN driver, EMC ISIS driver, Kofax VirtualReScan Pro, Nuance PaperPort, I.R.I.S. Readiris Pro OCR or above
<b>Compatible operating systems</b>	Windows 8, Windows 7, Windows 7 x64, Windows Vista, Windows Vista x64, Windows XP Home, Windows XP Professional x64. or above
<b>Mac compatible</b>	No
<b>Minimum system requirements</b>	<b>PC:</b> Windows 8, Windows 7 and Windows Vista: at least 1.3 GHz processor, 1 GB RAM; For Windows XP: at least a 1.3 GHz processor, 512 MB RAM; For all systems: 300 MB (minimum) free hard disk space (80 MB drivers only), USB 2.0 port, CD-ROM drive, 1024 x 768 SVGA monitor, 16-bit color.

<b>Recommended system requirements</b>	windows 8, Windows 7, Windows Vista: 2 GB RAM; For Windows XP: 1 GB RAM; For all systems: 2.4 GHz processor, 750 MB free hard disk space, USB 2.0 port, CD-ROM drive, 1024 x 768 SVGA monitor 16-bit color
<b>Operating environment</b>	<b>Operating temperature range:</b> 50 to 95° F (5 to 40° C) <b>Storage temperature range:</b> -40 to 140° F (-40 to 70° C) <b>Recommended operating temperature range:</b> 50 to 95° F (5 to 40° C) <b>Recommended humidity operating range:</b> 15 to 80% RH <b>Operating humidity range:</b> 15 to 80% RH <b>Non-Operating humidity:</b> 15 to 80% RH
<b>Power<sup>2</sup></b>	<b>Power Supply type:</b> External universal power adapter; <b>Power consumption:</b> 3.0 watt sleep, 15.5 watts Standby
<b>Dimensions (W x D x H)</b>	20.28 x 16.77 x 8.31 in (515 x 426 x 211 mm)
<b>Weight</b>	23.37 lb (10.61 kg)
<b>What's in the box</b>	document feeder (ADF), Hi-Speed USB cable, power adapter with power cord, CD-ROMs with software ( Smart Document Scan Software, Nuance PaperPort, I.R.I.S. Readiris Pro OCR, Kofax VirtualReScan Pro, TWAIN driver, EMC ISIS driver), Setup and Support Guide
<b>Warranty</b>	One-year or above
<b>Replaceable parts</b>	Scanner Engine, Control Panel, Pick Roller and Separation Pad, Power Supply, Power Cords
<b>accessories</b>	100 ADF Roller Replacement Kit, L2718A

**Annex-IV****Video Conference Equipment – Requirement and Specifications.**

EAD require software based video conference solution for 10 concurrent users and boardroom setup with the ability to communicate with minimum 5 legacy video conference equipment.

**Server Setup:**

1. Video Conferencing Suite including 10 Concurrent users with 5 Legacy equipments.
2. Server minimum requirement:
  - a. Core i7 8<sup>th</sup> G (branded)
  - b. 16GB Ram
  - c. 250GB SSD
  - d. 19" LCD Monitor

**Board Room Setup:**

1. Board Room Video Conferencing Software
2. 10" Tablet Microsoft Surface GO.
3. Logitech Rally Plus Suite including:
  - a. 15x PTZ Camera.
  - b. Microphone Array 2 Numbers
  - c. Speaker 2 Numbers.
  - d. Display Hub
  - e. Table Hub.
4. Desktop PC without LCD (branded)
  - a. Core i7 8<sup>th</sup> G
  - b. 16GB Ram
  - c. 250GB SSD

**Video Conferencing Software Suite Specification:**

01	<b>Native Applications</b>	Available for Windows, macOS, Linux, Android, Android TV, iOS, watchOS and WebRTC
02	<b>Video Codec</b>	Native: VP8 SVC. Via built-in gateway: H.264 AVC, H.264 SVC, Microsoft <sup>®</sup> X-H264UC, H.263. Video streams resolution, compression ratio and frame rate are chosen dynamically and independently for every participant in a conference based on the selected layout, bandwidth, connection quality, endpoint's performance and its hardware capabilities.
03	<b>Layouts</b>	Various layouts for video and content on single or multiple screens chosen interactively by users.
04	<b>Video Resolution</b>	Native for 1-on-1 video calls: 2160p30, 1080p, 720p, 480p, 360p, 180p. Native for multipoint conferences: 720p, 480p, 360p, 180p per stream. Via built-in gateway with SVC: server outputs 9 layers with resolution up to 720p30 per conference
05	<b>Content Resolution</b>	Content sharing: up to 1080p. Slideshow; up to 1280x1024.
06	<b>Audio Codec</b>	HD Audio, Speex, iSAC, G7xx.
07	<b>Protocols</b>	Secure TCP Based protocol, WebRTC, Sip, H.323, BFCP, H.239, RTSP, FECC, h.224, H.281
08	<b>Encryption</b>	AES-256,TLS.Via WebRTC:SRTPDTLS. Via SIP:SETP.Via H.323:H.235 rev.3.
09	<b>Network</b>	IPv4 and IPv6. NAT traversal via ICE and STUN.
10	<b>Bandwidth Requirements</b>	2160p30 @ 8192kbps, 1080p30 @ 2048kbps, 720p30 @ 1024kbps, 480p30 @ 512kbps, 360p30 @ 128kbps, 180p30 @ 48kbps.

11	<b>API &amp;SSO</b>	RESTful API for server management. Single sign on based on NTLM or OAuth 2.0.	
12	<b>Supported Hypervisors</b>	Microsoft <sup>®</sup> Hyper-V, Xen and KVM.	

**Biding Form**  
**(Part-1 of Financial Bid)**  
(To be printed on letter head)

To: Chairman Purchase Committee  
Economic Affair Division  
C Block  
Pak Secretariat  
Islamabad

Date:

Tender No.

Sir,

Having examined the conditions to tender and specifications of tender the receipt of which is hereby duly acknowledged, we, the undersigned, offer to install, supply and deliver in conformity with specifications mentioned in tender Documents for the sum of Rs. *[Total Bid Amount]*, Rupees *[Bid Amount in words]* or such other sums as maybe ascertained in accordance with the said conditions.

If our bid is accepted we shall deliver the equipment mentioned in the tender documents within given period from the date of receipt of your firm purchase order.

We agree to abide by the terms and conditions of the tender for the period of ----- from the date of fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of the period.

Until a formal purchase order(s) is placed, this bid, together with your written acceptance thereof, shall constitute a binding contract between us.

We understand, that you are not bound to accept the lowest or any proposal you may receive or to inform us of the rejection of our bid or to give any reasons thereof

Date this ----- day of ----- 201-----

Signature ----- in the capacity of ----- duly authorized to sign tender for and on behalf of

-----  
(NAME OF FIRM IN BLOCK CAPITALS)

Complete

Address: \_\_\_\_\_

Fax No. \_\_\_\_\_ Telephone No. \_\_\_\_\_

\_\_\_\_\_  
Signature

Witness:

1. \_\_\_\_\_
2. \_\_\_\_\_

***BID FORM***  
(Part-2 of Financial Bid)

**Price Schedule/ Financial Cost Sheet Must be filled separately for all items**

S.No.	Item Description	No. of Units	Price per unit (Excluding all taxes)	Per unit Tax	Total Cost (No. of units * (Unit cost+ Unit Tax)) (including all taxes)
	Item 1				
	Item 2				
	Item 3				
	Item 4				
<b>Total Bid Price</b>					<b>X</b>

**Total Bid Price X** (in words) Rs. \_\_\_\_\_

Name of Bidder/Firm \_\_\_\_\_

NTN No. \_\_\_\_\_ GSTNo. \_\_\_\_\_ Vender

No. \_\_\_\_\_

Signature \_\_\_\_\_

Date

Seal: \_\_\_\_\_

Tele: \_\_\_\_\_

- Note:
1. In case of discrepancy between unit price and total, the Lowest price shall prevail.
  2. Warranty of the product offered by bidder/company is mandatory as per requirement specified in technical specification of the item.
  3. The amount 5% as Bid Security / Earnest Money (Refundable) in the shape of Bank Draft/Pay Order in favour of DD EAD, Islamabad is required to be submitted with the Financial Bid, without which or in case of less than of 5% of total bid, the offer shall be rejected.
  4. The Procuring Agency reserves the right at the time of Contract award to increase or decrease, the quantity of goods originally specified in the Price Schedule and Schedule of Requirements without any change in unit price or other terms and conditions, keeping in view the budgetary position. However, the required order (if any) will not increase 15% under PPRA Rules.