

PAKISTAN INDUSTRIAL TECHNICAL ASSISTANCE
CENTRE (PITAC)

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Ministry of
Industries &
Production



TENDER NOTICE NO.400/2021

Issue Date: **09-04-2021**

Receiving Date: **28-04-2021 (11:00 AM)**

Sr. No.	Items Description	Qty	Remarks
1.	Purchase of Branded Desktop Computers along with LED Monitors 18.5"	20 Nos.	Details are available in tender document

Terms & Conditions shall be as under:

1. Tender Notice is available on both PITAC website and Public Procurement Regulatory Authority (PPRA) website.
2. The Tender Document to be collected from our Purchase section on deposit of Rs.1000/- cash (bank challan available from PITAC cash section) as Tender Fee (Non Refundable) at NBP PCSIR Branch, Lahore during working hours, on bidder's request from date of advertisement to day before opening of bids.
3. The proposal in sealed envelope should reach to Dy. Director ESD/Purchase PITAC, Lahore on or before 28-04-2021 at 11:00 AM. **"TENDER NOTICE NO. 400/2021 (TECHNICAL & FINANCIAL PROPOSALS)"** must be written on the sealed envelope. Bid must be submitted on letter heads of the bidder's firm/ company/ as per prescribed format with stamp and signature.
4. Technical and Financial proposals should be submitted in separate envelopes. The word **"TECHNICAL PROPOSAL"** and **"FINANCIAL PROPOSAL"** should be clearly written on the top left corner of the respective envelopes, according to single stage-two envelop procedure under Rule 36(b) of PPRA Rules.
5. Technical Proposals will be opened on the same date at 11:30 AM, in the presence of bidders/ their authorized representatives in Purchase Section at PITAC HQ. Lahore. After the Technical evaluation, financial proposals of only technically qualified bidders/ firms/ companies will be opened on the date/ time, which will be announced subsequently.
6. The Bidder should be an Active Business Partner. Certificate from principal manufacturer is mandatory. Bid without certificate will be rejected.
7. Bid security at the rate of 5% of total bid price (including all applicable taxes) in the shape of deposit at call or a bank guarantee issued by a scheduled bank in the name of Director General PITAC, Lahore should be submitted with Proposal. Bid without Bid security or cross cheque will be rejected. Bid security will be returned to unsuccessful bidders after completion of tender process. The Bid security (In original) should be attached with Financial Proposals. The copy of Bid security, by hiding of the amount must be attached with Technical proposals, as proof of submission of the same.
8. The Technical proposals will be evaluated on the basis of equipment quoted along with technical literature of the brands, so as to allow the fair assessments and capabilities of each equipment.
9. The Financial Proposals shall be inclusive of all applicable taxes.
10. The firms must submit valid copies of NTN, Sales tax & Active Tax payer list issued by FBR **along with Technical Proposal, no such documents should be attached with Financial Proposal.**
11. Incomplete, Blank, Conditional bids or bids received after specified date & time shall be rejected.

12. The bid of any bidder shall be declared non-responsive, if he is found involved in litigation with any government or semi-government department/ Autonomous organization.
13. The bidder should provide warranty as per Tender Document. If the warranty of OEM is less than required, the bidder will provide additional warranty at its own cost. This will include free service, technical support and replacement of defective parts and equipment at PITAC premises.
14. The successful bidder have to furnish a Performance warranty @ 5% of total Purchase Order to be deposited in the form of Banker cheque/ Bank guarantee/ CDR issued by schedule bank in the name of Director General PITAC. The same will be retained by PITAC for a whole warranty period.
15. PITAC reserves the right to reject all bids as per rule 33 PPRA 2004.
16. An affidavit on stamp paper is required to be attached that the firm has never been blacklisted and the supply of items will be made strictly to the terms and conditions, quality and specifications required.
17. The successful bidder / supplier shall be disqualified at any time, if the information provided by him concerning his qualification as supplier or contractor was false and materially inaccurate or incomplete.
18. The bidder must quote only one brand (model) in single bid. The multiple options in single bid will not be allowed and is rejection able.
19. Quoted rates / price shall remain valid for a period of 6 months.
20. Procuring agency reserves the right to increase or decrease the items.
21. Further, personal convincing, recommendation or unauthorized practices for getting the Contract, will also disqualify the bidders.
22. Successful bidder will be responsible for complete delivery on their own expenses at PITAC HQ, 234-Ferouzpur Road Lahore-54600.
23. The delivery period will be 06 weeks after the issuance of Purchase Order. In case, the supply is not completed in the stipulated delivery period, PITAC reserves the right to short close / cancel this purchase order and / or recover liquidated damages charges. The Late Delivery Charges at the rate of 0.2% per day subject to the maximum of 10% will be charged on the value of Purchase Order.
24. In case of any dispute regarding the terms and conditions and services, decision of Competent Authority i.e. Director General PITAC will be considered as final.
25. The payment will be made after complete delivery & satisfactory inspection thereof.

If any clarification is required, the query may be sent to the undersigned through registered courier, e-mail or fax, at least 07 days prior to the date fixed for submission of bids. All replies to the queries or addendum etc. shall be considered part of the bidding documents and should be signed and submitted along with the Bid.

Deputy Director (ESD/ Purchase)
Pakistan Industrial Technical Assistance Centre
(PITAC) HQ. Lahore