

**PUBLIC PROCUREMENT REGULATORY
AUTHORITY (PPRA)**

CONTRACT AWARD PROFORMA - I

To Be Filled And Uploaded on PPRA Website In Respect of All
Public Contracts of Works, Services and Goods

- NAME OF THE ORGANIZATION/DEPTT. Pakistan Civil Aviation Authority
- FEDERAL / PROVINCIAL GOVT. Federal Govt. (Autonomous)
- TITLE OF CONTRACT PROC. OF ONE (QTY.01) PHOTOCOPIER
MACHINE (35 CPM) FOR CAA OFFICES
- TENDER NUMBER HQCAA/1992/156/XXLN
- BRIEF DESCRIPTION OF CONTRACT PROCUREMENT OF ONE (QTY .01)
PHOTOCOPIER MACHINE (35 CPM) FOR CAA OFFICES
- TENDER VALUE Rs.500/-
- ENGINEER'S ESTIMATE _____ N/A _____
(for civil Works only)
- ESTIMATED COMPLETION PERIOD 60 Days
- WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT
PLAN? YES Yes / No
- ADVERTISEMENT :
- (i) PPRA Website Yes (TS-475488E) dated 14-03-2022 Yes / No
(Federal Agencies) (If yes give date and PPRA's tender number)
- (ii) News Papers YES OASAF 13-03-2022 & THE NATION 13-03-
2022 Yes / No
(If yes give names of newspapers and dates)
- TENDER OPENED ON (DATE & TIME 31-03-2022 11:30)
- NATURE OF PURCHASE Local Local / International
- EXTENSION IN DUE DATE (If any) No Yes / No

12 caa 2022. P per 4324

- NUMBER OF TENDER DOCUMENTS SOLD FIVE (05)
(Attach list of Buyers)
- WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS Yes Yes / No
(If yes enclose a copy).
- WHETHER BID EVALUATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS Yes Yes / No
(If yes enclose a copy).
- WHICH METHOD OF PROCUREMENT WAS USED: - (Tick one)
 - a) SINGLE STAGE – ONE ENVELOPE PROCEDURE _____
 - b) SINGLE STAGE - TWO ENVELOPE PROCEDURE. _____
 - c) TWO STAGE BIDDING PROCEDURE. _____
 - d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE. _____
- PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED WITH BRIEF REASONS (i.e EMERGENCY, DIRECT CONTRACTING, NEGOTIATED TENDERING ETC.)
- WHO IS THE APPROVING AUTHORITY D.CNS
- WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING.
- NUMBER OF BIDS RECEIVED FIVE (05)
- WHETHER THE SUCCESSFUL BIDDER WAS LOWEST BIDDER Yes Yes/ No
- WHETHER INTEGRITY PACT WAS SIGNED No. Yes / No

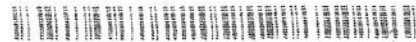
PUBLIC PROCUREMENT REGULATORY
AUTHORITY (PPRA)

CONTRACT AWARD PROFORMA – II

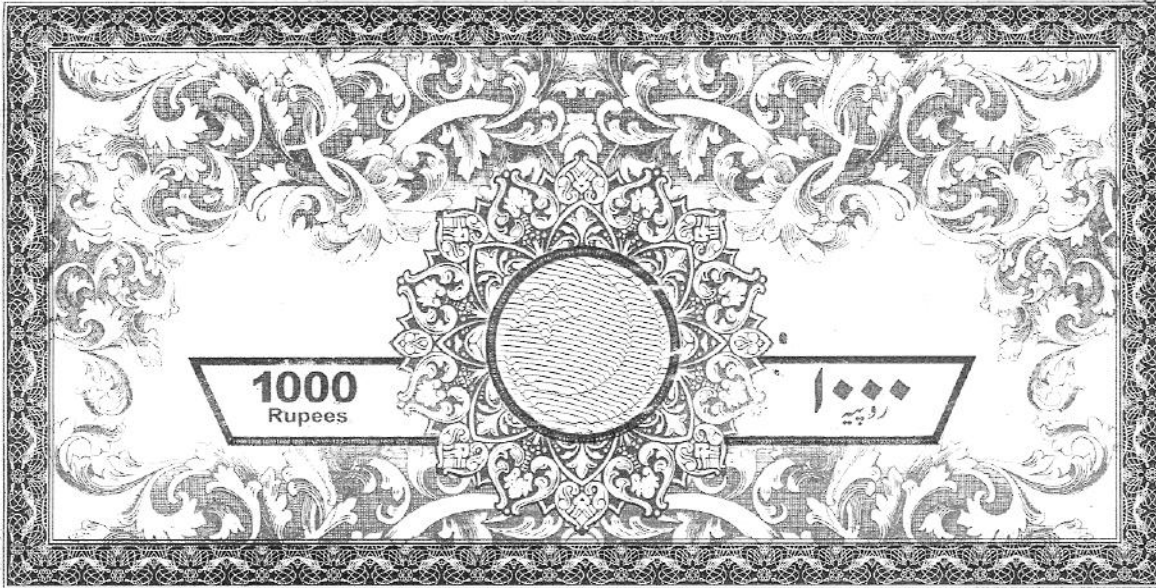
To Be Filled And Uploaded on PPRA Website In Respect of All
Public Contracts of Works, Services & Goods

- NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS
ONE (01)
- NAME AND ADDRESS OF THE SUCCESSFUL BIDDER_ M/S O & A BUSINESS MACHINES
(PVT) LTD
- OFFICE : 1st FLOOR SYED HOUSE,I.I CHUNDRIGAR ROAD, KARACHI PAKISTAN.
- RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATED BID). 01st Lowest
- NEED ANALYSIS (Why the procurement was necessary? PROCUREMENT OF NEW
PHOTOCOPIER FOR REPLECEMENT OF OLD MACHINES (RENDEND USEFUL
LIFE)
-
- IN CASE EXTENSION WAS MADE IN RESPONSE TIME, WHAT WERE THE
REASONS (Briefly describe). N/A

- WHETHER NAMES OF THE BIDDERS AND THEIR PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS Yes Yes / No
- DATE OF CONTRACT SIGNING 07-10-2022
(Attach a copy of agreement)
- CONTRACT AWARD PRICE Rs.362,000/-
- WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS Yes Yes / No
(Attach copy of the bid evaluation report)
- ANY COMPLAINTS RECEIVED No Yes / No
(If yes result thereof)
- _____
- _____
- _____
- ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE/DOCUMENTS No Yes / No
(If yes give details)
- DEVIATION FROM QUALIFICATION CRITERIA NO Yes / No
(If yes give details)
- _____
- _____
- _____
- SPECIAL CONDITIONS, IF Any
(Give Brief Description)
- N/A
- _____
- _____
- _____



60A/B



STAMP VENDOR

9502

07 JUN 2022

THREE ONE THOUSAND ONLY

**CONTRACT BETWEEN CIVIL AVIATION AUTHORITY-PAKISTAN
AND M/S.O&A BUSINESS MACHINES PVT. LTD.
CONTRACT NO.HQCAA/1992/156/XXLN
PROCUREMENT OF ONE (QTY.01) PHOTOCOPIER MACHINE
(35 CPM) FOR CAA OFFICE**

07 OCT 2022

THIS CONTRACT is made this the _____ day of _____ two thousand _____

BETWEEN

The Civil Aviation Authority (CAA) established under the Pakistan Civil Aviation Authority Ordinance 1982, with its Head Quarters at Terminal No.1, Jinnah International Airport, Karachi, Pakistan, hereinafter referred to as the "Purchaser" (which term shall include its , authorized representatives and successor in interest) of the First Part;

AND

M/s. O&A Business Machines Pvt. Ltd., with its office at, Office: 1st Floor, Syed House, I.I Chundrigar Road, Karachi Pakistan hereinafter, referred to as the "Supplier" (which term shall include its, authorized representatives and successors-in-interest) through Mr. Obaid Yaqub (Director) of the Other Part.

WHEREAS, it has been agreed that the Purchaser shall purchase and Supplier shall sell the items and or equipment, which shall hereinafter be referred to as "the Stores", particulars and details of which including price, have been given in Annex "A" to this contract.

The terms and conditions as stipulated in this contract shall constitute the entire agreement between the two parties and shall supersede any previous undertakings, commitments or representations whether oral or written in this regard.

[Handwritten signature]

[Handwritten signature]



Now, therefore, this contract witnessed as under:-

1(a). DEFINITIONS

- 1.1 "Consignee" means OIC Logistic Center (South), JIAP, Karachi, Pakistan.
- 1.2. "Contract" means the present document signed by Purchaser and Supplier containing the contract terms and conditions together with the Annexure "A" thereto.
- 1.3 "Country of Origin" means the place where goods were manufactured produced, received, or from which the services are supplied.
- 1.4 "Contract Price" means the price shown in Annex " A" to the contract.
- 1.5. "Equipment/Stores" means **Photocopier Machine (35-CPM)** and all other items to be supplied by the in accordance with Annex "A"
- 1.6 "Inspecting Authority" means the Director CNS, Headquarters Civil Aviation Authority, Terminal No. 1, Jinnah International Airport, Karachi, Pakistan.
- 1.7 "Inspecting Officer" means Adl.D EED, JIAP Karachi.
- 1.8 "Purchaser " means the Civil Aviation Authority of Pakistan (Headquarters), Terminal No.1, Jinnah International Airport, Karachi-75200, Pakistan.
- 1.9 "Supplier" means **M/s. O&A Business Machines Pvt. Ltd.**

1(b) PARTICULARS

- | | |
|--|---|
| (a) INDENTOR. | Add. Dir. Tele. & Elects. HQCAA,
JIAP, Karachi |
| (b) INDENT NO. | 2145 dated 01-03-2022 |
| (c) CONTRACT NO. | HQCAA/1992/156/XXLN
Dated: 07 OCT 2022 |
| (d) SUPPLIER | M/s. O&A Business Machines Pvt. Ltd. |
| (e) CONSIGNEE | OIC Logistic Center (South),
JIAP, Karachi, |
| (f) HEAD OF ACCOUNT/
ADP SCHEME NO. | <u>1132T613 F.Y 2021-22</u> |
| (g) SCHEDULE OF STORES | As per attached ANNEXURE "A" |
| (h) INSPECTING OFFICER | Adl.D EED JIAP Karachi |
| (j) INSPECTING AUTHORITY | Director CNS,
HQ Civil Aviation Authority,
Terminal No.1, JIAP, Karachi |



[Handwritten Signature]

DELIVERY - P/3



2. **DELIVERY**

2.1 The Supplier shall deliver the Stores, mentioned in Annexure A, to the consignee within 60 days from the date of signing of this contract.

3. **PERFORMANCE BOND OR SECURITY DEPOSIT**

3.1 For due, satisfactory and timely supply of the Equipment or Stores, the Supplier shall furnish to Civil Aviation Authority a Performance Bond or Security Deposit @ 10% (Ten Percent) of the total contract value at the time of signing of this contract. The Supplier shall keep the Performance Bond or Security Deposit valid till satisfactory completion of the contract, including the completion of warranty period. This Performance Bond or Security Deposit shall be in shape of:-

- (a) Demand Draft or Pay Order in the name of Civil Aviation Authority, Karachi from any scheduled bank of Pakistan.
- OR
- (b) Bank Guarantee from a bank acceptable to CAA on approved format attached as Annex "B".

3.2 The Supplier shall have no claim against the Purchaser in respect of interest on Security Deposit or depreciation of currency, what so ever.

3.3 On satisfactory performance of the contract and completion of warranty period, as applicable the Security Deposit or Performance Bond will be returned to the Supplier.

3.4 In case of unsatisfactory performance of the Supplier or in the event of any breach of terms, given in the contract till completion of warranty period, the Purchaser may forfeit the Security Deposit or en-cash the Performance Bond in all or in part as deemed fit and proper by the Purchaser.

3.5 **The bid security shall be forfeited:**

If a contractor submits fake/bogus pay orders/bank guarantees/bank draft as Bid Security or any other fake/tempered document, not only his bid will be cancelled and the firm will be debarred / black listed but all his security deposits (performance guarantees)/bid security etc will be forfeited.

4. **TERMS OF PAYMENT**

4.1 The Supplier shall submit pre-receipted bill in triplicate alongwith Sales Tax Invoice to Additional Director Log. ANS, HQ CAA, Karachi, alongwith the following documents:-

4.1.1 Certified Receipt Voucher (CRV) issued by the Consignee.

4.1.2 A copy of Professional Tax Certificate issued by the Excise and Taxation Office

4.1.3 A copy of National Tax Certificate issued by the Income Tax Department

4.2 Payments of the stores shall be made within 30 days upon issue of receipt voucher indicating receipt of the store by the purchaser without any discrepancy / defect and submission of bill with complete documents.

4.3 The Supplier shall ensure due payments of all the duties and taxes including that of Federal Government or the Provincial Government and submit an undertaking that all government taxes for the supply of goods (and allied services if any) have already been paid or submit proof of such payments at the time of submission of bills for payment

Business Machine
G.P. PRICE(S)
BOX #
The prices mentioned in Annex "A", are firm and final.

CIVIL AVIATION
AUTHORITY
WARRANTY => P/A

6. **WARRANTY**

The Supplier shall be warrant the store for a period of Eighteen (18-Months) from the date of issuance of CRV from PCAA, the bidder shall be responsible for Processing all under warranty claims free of cost, against any design or manufacturing defect, bad workmanship or faulty material. In case of any defect, fitment problem or discrepancy of any nature whatsoever, the Supplier shall replace defective Equipment and/ or Store free of cost. In case supplier fails to replace the defective Store and or Equipment within 45 days of intimation by the Purchaser, the Supplier shall refund the cost of the Stores in currency in which received within 15 days, after the above mentioned 45 days, otherwise the Purchaser shall have the right to take action under clause 9 of the contract and/ or forfeit the Performance Bond or Security deposit.

7. **Tax/Duty Exemption**

The equipment / spares exclusively imported for use at IIAP Project Islamabad shall avail exemption of taxes and duties specified in para-V under 5th schedule Part-VI of custom Act 1969, for which the list of equipment / spares and other relevant documents are required to be provided by the supplier / contractor for seeking authorization by Aviation Division (Government of Pakistan) as per National Aviation Policy 2015. After getting exemption of tax and duties on imported goods / equipments / spare, the effect of exemption will be transferred to PCAA by reducing the same exempted tax mount from the invoice price. This shall not be applicable in case of the equipment/goods imported earlier or available Ex Stock. In this case the bill of entry and other relevant documents are to be submitted with bill invoice.

8. **QUALITY OF STORES**

The Supplier shall ensure that the Stores being supplied against this contract are new, unused and conform to the specifications, description given in the Annex "A" and shall be replaced free of cost if found defective on Acceptance Test by the Inspecting Officer, as per clause 11 hereof.

9. **FAILURE AND TERMINATION**

Should the Supplier fail to deliver the Stores/Equipment or any part thereof to the Consignee within the prescribed period or within such extended period as may be agreed in writing by both the parties, the Purchaser shall on expiry of 06 days grace period be entitled to take either of the following actions:-

9.1 To cancel the contract and/ or forfeit the Security Deposit as per clause 3.4 of this contract after giving seven days written notice to the Supplier and/ or initiate case for suspension or de-registration of the Supplier from the approved list of CAA suppliers. and/ or initiate case for suspension or debarment or blacklisting as per CAAO "No.CAAO-003-ESCW" for **BLACKLISTING OF CONTRACTORS & SUPPLIERS** available on CAA website.

OR

9.2 To cancel the contract and or purchase from elsewhere the defective or the un-supplied Stores at the risk and expense of the Supplier, after giving him seven days written notice. The Supplier shall be liable for any loss, which the Purchaser may sustain on this account, but shall not be entitled to any gain on repurchase.

10. **LIQUIDATED DAMAGES**

The Purchaser shall have the right to impose liquidated damages at the rate of two percent (2%) per month of the value of the un-supplied Stores or any part thereof for the period exceeding the delivery period, subject to the provision that the total amount thus levied shall not exceed ten percent (10%) of total Contract value of the un-supplied Stores. The Liquidated Damages shall not be imposed if the complete delivery of stores/equipment as per Annexure 'A' to the contract with incidental services (if any) is accomplished by the supplier within the Grace Period as defined in clause 8 above.

11. **INSPECTION**

11.1 An inspection of the Stores be arranged at Consignee's premises (or at the Supplier premises) by Inspecting Officer or his representative to check the quality of the Stores, and the Inspecting Officer will sign or issue the acceptance or rejection certificate.

11.2 Rejected Stores, if left uncollected at the Purchaser i.e., Civil Aviation Authority's premises, shall be at the Supplier's risk and expense. Damaged Stores shall not be accepted. The Supplier shall remove the rejected or damaged Stores within 7 days at his expense.

Post Machines
P.O.
Box # 657
Islamabad

PACKING => P/5
AUTHORITY

12. **PACKING**

The Stores shall be duly and appropriately packed in original manufacturer packing. No loose Stores shall be accepted at the time of delivery.

13. **SETTLEMENT OF DISPUTES**

In case of any difference or dispute arising between the Purchaser and the Supplier in respect of the interpretation, conduct or performance of any terms & conditions of this contract, the same shall be referred to DG CAA for decision, which shall be final and binding upon both the parties to this contract

14. **FORCE MAJEURE**

If delivery is hindered or delayed by any cause beyond the control of the Supplier such as strikes, lock-outs, wars, fire and acts of God etc., reasonable extension may be granted to the Supplier by the Purchaser on his written request giving detailed reasons with proof thereof.

15. **HSE MANUAL**

Kindly go through the attached HSE Manual and comply/abide by all clauses.

16. **INDEMNITY**

The supplier shall indemnify the purchaser against all third party claims, including claims of infringement of patent.

17. **CORRESPONDENCE**

All correspondence pertaining to this contract shall be addressed to the Additional Director Log (ANS), HQ CAA, Terminal No.1 JIAP Karachi, for the Purchaser and to the **M/s. O&A Business Machines Pvt. Ltd.** for the Supplier.

18. **AMENDMENTS**

The contract may be amended or modified with the mutual consent and/or agreement in writing by both the parties to the contract.

19. **LAW GOVERNING**


The laws of Pakistan shall govern this contract.


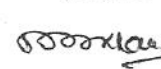
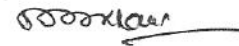
IN WITNESS WHEREOF THE PARTIES HAVE SIGNED THIS AGREEMENT AT KARACHI ON THE DATE MENTIONED ABOVE.

for and on behalf of the Supplier

for and on behalf of the Purchaser


(M/s. O&A Business Machines Pvt. Ltd.)


(SAEED AHMED BUTT)
Director CNS
Pakistan Civil Aviation Authority

WITNESS ANZAR AHMAD 
1. 42101-9480694-9 
ASIF AHMED KHAN
2. 42201-5777369-9 

Distribution

- | | | |
|----|--|--------|
| 1. | OIC Logistic Center (South) JIAP, Karachi | 1 Copy |
| 2. | Additional Director Proj. Finance HQ CAA, JIAP, Karachi | 1 Copy |
| 3. | Additional Director Tele. & Elects. HQCAA, JIAP, Karachi | 1 Copy |
| 4. | AdID. EED, JIAP, Karachi | 1 Copy |
| 5. | Fixed Assets & Inv Cont. Section HQ CAA Karachi | 1 Copy |
| 6. | M/s. O&A Business Machines Pvt. Ltd. | 1 Copy |

Annexure "A" to the contract No:

HQCAA/1992/156/XXLN

Dated 07 OCT 2022

SCHEDULE OF STORE
PROCUREMENT OF QTY. 01 PHOTOCOPIER MACHINE 35-CPM
HQCAA/1992/156/XXLN

M/s. O&A Business Machines (Pvt.) Ltd.

S. No	DESCRIPTION	QTY	UNIT PRICE Rs	TOTAL PRICE Rs
01	<p>PHOTOCOPIER MACHINE MAKE :Toshiba MODEL :e-Studio-3528A</p> <p>Features</p> <ul style="list-style-type: none"> • Floor standing with Local Trolley • Copy speed 35 CPM • Processor: 1.3GHz (Dual Core) • Printer Resolution 2400 x 600 dpi • Paper capacity: (550 x 2 Drawers + 100 bypass) • Zoom: from 25% to 400% • Reverse Automatic Document Feeder (RADF) : Built-in • Memory :4GB • HDD :320GB • Interface: USB orEthernet • Power source : 220-240VAC, 50Hz <p>Toner Capacity</p> <ul style="list-style-type: none"> • Full toner high yield cartridge <p>Included:</p> <ul style="list-style-type: none"> > Manual: OperationalUser Manual > Software: On CD/DVD for Printer & Scanner > Trolley: Floor Standing Local Trolley <p>Warranty:</p> <ul style="list-style-type: none"> > Eighteen Months warranty from the date of issuance of CRV from PCAA 	Each 01	362,000/-	362,000/-
		01	FOC	FOC
		01	FOC	FOC
		01	FOC	FOC
		18 Months	-----	-----
Total Price Inclusive of GST@.17%				362,000/-

F.O.R KARACHI**(Rupees: Three Hundred Sixty-Two Thousand Only)**

FINAL EVALUATION REPORT

(As Per Rule 35 of PP Rules, 2004)

420

1. Name of Procuring Agency: PAKISTAN CIVIL AVIATION AUTHORITY
2. Method of Procurement: Single Stage Two Envelope Bidding Procedure
3. Title of Procurement: PROCUREMENT OF PHOTOCOPIER MACHINE QTY.01 (35 CPM) & QTY.08 (20 CPM) FOR CAA OFFICES
4. Tender Inquiry No.: HQCAA/1992/156/XXLN
5. PPRA Ref. No. (TSE): TS-475488E
6. Date & Time of Bid Closing: 31-03-2022.....11:00 hrs
7. Date & Time of Bid Opening: 31-03-2022.....11:30 hrs
8. No of Bids Received: Five (05)
9. Criteria for Bid Evaluation: Compliance Based
10. Details of Bid(s) Evaluation:

Sr.#	Name of Bidder	Marks		Total Evaluated Cost		Rule/Regulation/SBD*/Policy/ Basis for Rejection / Acceptance as per Rule 35 of PP Rules, 2004
		Technical (if applicable)	Financial (if applicable)	Sr. #.01 / Qty.01	Sr.#.02 / Qty. 08	
01	M/s. O&A Business Machines Pvt. Ltd.	Compliant	Compliant	Rs. 362,000/-	Rs. 1,280,000/-	Most Advantageous bid as per Rule 2(h) (i) of PPR - 2004
02	M/s. Office Automation Group	Compliant	Compliant	Rs. 450,000/-	Rs. 1,320,000/-	Compliant
03	M/s. GEMCO	Compliant	Compliant	Rs.669,942/-	Rs.759,096/-	Most Advantageous bid as per Rule 2(h) (i) of PPR - 2004
04	M/s. SY Office Automation Pvt. Ltd.	Compliant	Compliant	Rs. 434,450/-	Rs. 1,112,000/-	Compliant
05	M/s. Seesam Pvt. Ltd.	Compliant	Compliant	N/Q	Rs.996,000/-	Compliant

Standard Bidding Documents (SBD).

- Lowest Evaluated Bidder: (a) M/s. O&A Business Machines Pvt. Ltd.
(b) M/s. GEMCO

11. Any other additional / supporting information, the procuring agency may like to share.

Signature:

Official Stamp:

HUMAYUN AZHAR SIDDIQUI
Senior Assistant Director
HQs Civil Aviation Authority

COMPLIANCE SHEET

PROCUREMENT OF PHOTOCOPIER MACHINE (20 CPM) QTY-08

1. Mandatory requirements to be submitted in Technical bid.

Bidder to submit.

- Certificate for Authorized agent from OEM.
- Certificate for provision of machine spares for next five years from OEM of offered model.
- Certificate regarding availability of Branches/offices/workshops facility for the maintenance of photocopier machine in Karachi, Lahore and Islamabad.

Demonstration/Performance test.

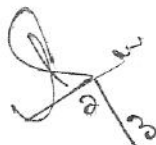
- Demo/performance test offered model at Electronics Engineering Depot (EED) to conform compliance of specifications. (Within two weeks' time after tender opening).

2. Technical Specifications.

S.#	REQUIREMENT		RESPONSE	REMARKS
01	Configuration	Photocopier with floor standing local trolley	YES <input type="checkbox"/> No. <input type="checkbox"/>	
02	Make / Model	Please mention in Remarks column		
03	Country of origin	Please mention in Remarks column		
04	Heating & Initialization	Up to 90 seconds including initialization, ready mode	YES <input type="checkbox"/> No. <input type="checkbox"/>	
05	Copy Speed	<ul style="list-style-type: none"> • First copy scan & print in 10 seconds • 20 copies maximum 1minute 10 seconds 	YES <input type="checkbox"/> No. <input type="checkbox"/>	
06	Copying process	Dry electrostatic	YES <input type="checkbox"/> No. <input type="checkbox"/>	
07	Copy counter	6 Digit counter	YES <input type="checkbox"/> No. <input type="checkbox"/>	
08	Toner supply	Cartridge type Black	YES <input type="checkbox"/> No. <input type="checkbox"/>	
09	Toner capacity	Full toner cartridge at the time of delivery. (Starter toner not acceptable)	YES <input type="checkbox"/> No. <input type="checkbox"/>	
10	Paper tray / Paper capacity	A5 - A3 / 300 to 500 sheets	YES <input type="checkbox"/> No. <input type="checkbox"/>	
11	By-pass Tray / Paper feed	A5 - A3 / Manual feed up to 100 sheets	YES <input type="checkbox"/> No. <input type="checkbox"/>	
12	Enlargement / reduction	<ul style="list-style-type: none"> • Zoom up to 400 % • Reduction up to 25 % 	YES <input type="checkbox"/> No. <input type="checkbox"/>	
13	Printer & Scanner	Ready to use PC interface/ software for using photocopier as Printer and Scanner either LAN or USB	YES <input type="checkbox"/> No. <input type="checkbox"/>	
14	Resolution	600 DPI or better	YES <input type="checkbox"/> No. <input type="checkbox"/>	
15	Manual	User/ operator's manual (Hard Copy)	YES <input type="checkbox"/> No. <input type="checkbox"/>	
16	Warranty	Eighteen months warranty from the date of issuance of CRV from PCAA	YES <input type="checkbox"/> No. <input type="checkbox"/>	

3. Criteria to qualify Technically:

- i) Bidder's must fulfill the mandatory requirements as per Para 1 and conformance of all technical specifications as per Para 2 in order to qualify technically.
- ii) Bidder's to submit this compliance document duly filled and stamped.



COMPLIANCE SHEET
PROCUREMENT OF PHOTOCOPIER MACHINE (35 CPM) QTY-01

1E

1. Mandatory requirements to be submitted in Technical bid.

Bidder to submit.

- **Certificate** for Authorized agent from OEM.
- **Certificate** for provision of machine spares for next five years from OEM of offered model.
- **Certificate** regarding availability of Branches/offices/workshops facility for the maintenance of photocopier machine in Karachi, Lahore and Islamabad.

Demonstration/Performance test.

- Demo/performance test offered model at Electronics Engineering Depot (EED) to conform compliance of specifications. (Within two weeks' time after tender opening).

2. Technical Specifications.

S.#	REQUIREMENT	RESPONSE	REMARKS
01	<ul style="list-style-type: none"> • Machine • Configuration 	<ul style="list-style-type: none"> • Photocopier • Copy/ Print/ Scan 	YES <input type="checkbox"/> No <input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/>
02	Trolley	Floor standing local trolley	YES <input type="checkbox"/> No <input type="checkbox"/>
03	<ul style="list-style-type: none"> • Make • Model 	Please mention in Remarks column	• () • ()
04	Country of <ul style="list-style-type: none"> • Manufacturer • Assembled 	Please mention in Remarks column	• () • ()
05	Warm-up	maximum 90 seconds	YES <input type="checkbox"/> No <input type="checkbox"/>
06	Copy Speed	<ul style="list-style-type: none"> • First copy scan in 10 second • 35 copies maximum 1minute & 10 sec 	YES <input type="checkbox"/> No <input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/>
07	Copying process	Dry electrostatic	YES <input type="checkbox"/> No <input type="checkbox"/>
08	Digital counter	Copy counter	YES <input type="checkbox"/> No <input type="checkbox"/>
09	Toner capacity	Full toner cartridge (Starter toner not acceptable)	YES <input type="checkbox"/> No <input type="checkbox"/>
10	Paper tray / Paper capacity & Size	Tray 01 : 300 to 500 Sheets (A5 - A3) Tray 02 : 300 to 500 Sheets (A5 - A3)	YES <input type="checkbox"/> No <input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/>
11	By-pass Tray / Paper feed & Size	Manual feed up to 100 sheets (A5 - A3)	YES <input type="checkbox"/> No <input type="checkbox"/>
12	Enlargement / reduction	<ul style="list-style-type: none"> • Zoom up to 400 % • Reduction up to 25 % 	YES <input type="checkbox"/> No <input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/>
13	Resolution	600 DPI or better	YES <input type="checkbox"/> No <input type="checkbox"/>
14	RADF (Built-in)	Reverse Automatic Document Feeder	YES <input type="checkbox"/> No <input type="checkbox"/>
15	Memory	RAM: 2GB or more.	YES <input type="checkbox"/> No <input type="checkbox"/>
	HDD Function	HDD: 250GB or more. Data storage function e.g. project, images, tasks	YES <input type="checkbox"/> No <input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/>
16	Software Compatibility	Windows 7, 8, & 10 supported	YES <input type="checkbox"/> No <input type="checkbox"/>
17	Printing and scanning function	PC interface for using copier as printer and scanner either USB or LAN	YES <input type="checkbox"/> No <input type="checkbox"/>
18	Manual	User manual (Hard Copy & USB)	YES <input type="checkbox"/> No <input type="checkbox"/>
19	Warranty	18 months warranty from the date of issuance of CRV from PCAA	YES <input type="checkbox"/> No <input type="checkbox"/>

3. Criteria to qualify Technically:

- i) Bidder's must fulfill the mandatory requirements as per Para 1 and conformance of all technical specifications as per Para 2 in order to qualify technically.
- ii) Bidder's to submit this compliance document duly filled and stamped.


2/3



IT NO. HQCAA/1992/156/XXLN

**PROCUREMENT OF PHOTOCOPIER MACHINE QTY.01 (35 CPM) & QTY.08
(20 CPM) FOR CAA OFFICES**

DATE OF BID OPENING: 30-03-2022

FOLLOWING FIRMS PURCHASED THE BIDDING DOCUMENTS

S/NO	NAME OF SUPPLIERS	DATE OF BID PURCHASED	HABIB METRO DEPOSIT SLIP NO. AND DATE	BID FEE RS.	FIRMS PARTICIPATE
1	MIS O&A Business machine	18/3/22	18/3/22 30257928	500	OK
2	MIS See Sam solution	22/3/22	22/3 13545624	500	OK
3	MIS Sy Office Automation (Pvt) Ltd	22/3/22	22-03 13545625	500	OK
4	MIS O.A.G office Automation	28/3/22	24-3-22 28164507	500	OK
5	MIS. Gemco	28-3-22	28-3-22 28164923	500	OK
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14.					

PPRA TENDER NO. TS-475488E