

**PUBLIC PROCUREMENT REGULATORY**  
**AUTHORITY (PPRA)**

**CONTRACT AWARD PROFORMA – I**  
**(As Per Rule 47 of PP Rules, 2004)**

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

- NAME OF THE ORGANIZATION/DEPTT. **NADRA HEADQUARTER ISLAMABAD**
- FEDERAL / PROVINCIAL GOVT. **FEDERAL**
- TITLE OF CONTRACT:- **Purchase of Hardware Equipment**
- TENDER NUMBER:- **01/2022 dated 7<sup>th</sup> Jan, 2022**
- BRIEF DESCRIPTION OF CONTRACT **Purchase of Hardware Equipment**
- TENDER VALUE **1.5 Million**
- ENGINEER'S ESTIMATE  
(for civil Works only) **N/A**
- CONTRACT PERIOD **3 Months**
- ESTIMATED COMPLETION PERIOD **3 Months**
- WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL  
PROCUREMENT PLAN? Yes /No **YES**
- **ADVERTISEMENT**  
(Federal Agencies) (If yes give date and PPRA's tender number)
- (i) **PPRA Website** **Tender # 01/2022 dated 7<sup>th</sup> Jan, 2022**
- (ii) **Newspapers** **Express Islamabad, Dated 6<sup>th</sup> Jan, 2022**  
**Daily Time, Dated 6<sup>th</sup> Jan, 2022**
- TENDER OPENED ON (DATE & TIME) **16<sup>th</sup> May, 2022 at 1130 Hrs**
- NATURE OF PURCHASE **NATIONAL**

Anabab3092  
4237

- EXTENSION IN DUE DATE (If any) **NO**
- NUMBER OF TENDER DOCUMENTS SOLD **07 NOS**
1. M/s DWP Technologies
  2. M/s Megaplus
  3. Pak Mac
  4. Tech Avenue
  5. Cybercom
- WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS (If yes enclose a copy). **YES**
- WHETHER BID EVALUATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS (Please refer RFP copy attached) **YES**
- WHICH METHOD OF PROCUREMENT WAS USED: - (Tick one)
- |   |                                     |
|---|-------------------------------------|
| a) SINGLE STAGE – ONE ENVELOPE PROCEDURE _____      | <input type="checkbox"/>            |
| b) SINGLE STAGE - TWO ENVELOPE PROCEDURE. _____     | <input checked="" type="checkbox"/> |
| c) TWO STAGE BIDDING PROCEDURE. _____               | <input type="checkbox"/>            |
| d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE. ____ | <input type="checkbox"/>            |
- PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED WITH BRIEF REASONS (i.e EMERGENCY, DIRECT CONTRACTING, NEGOTIATED TENDERING ETC.) **NO**
- WHO IS THE APPROVING AUTHORITY \_\_\_\_\_ **CHAIRMAN NADRA**
- WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING. **N/A**
- NUMBER OF BIDS RECEIVED **04**
- WHETHER THE SUCCESSFUL BIDDER WAS LOWEST BIDDER. **YES**
- WHETHER INTEGRITY PACT WAS SIGNED **No**

# **PUBLIC PROCUREMENT REGULATORY**

## **AUTHORITY (PPRA)**

### **CONTRACT AWARD PROFORMA – II**

**(As Per Rule 47 of PP Rules, 2004)**

#### **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  
**02 NO**
- NAME AND ADDRESS OF THE SUCCESSFUL BIDDER: M/s Pak Mac  
I-8, Islamabad
- RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT  
(i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATED BID). **1<sup>st</sup> (LOWEST EVALUATED BID)**
- NEED ANALYSIS (Why the procurement was necessary?) **Purchase of Hardware Equipment**
- IN CASE EXTENSION WAS MADE IN RESPONSE TIME, WHAT WERE THE REASONS **No**
- WHETHER NAMES OF THE BIDDERS AND THEIR PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS **YES**
- DATE OF SIGNING THE PURCHASE ORDER **17<sup>th</sup> May, 2022**  
(Attach a copy of agreement)
- CONTRACT AWARD PRICE **Rs.1,554,525/-**
- WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS **YES**  
(Attach copy of the bid evaluation report)
- ANY COMPLAINTS RECEIVED **NO**
- ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE/DOCUMENTS **NO**  
(If yes give details)
- DEVIATION FROM QUALIFICATION CRITERIA **NO**

(If yes give details)

➤ SPECIAL CONDITIONS, IF Any  
(Give Brief Description)

**NO**

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[F.No.2/1/2008PPRA-RA.III]

**National Database and Registration Authority NADRA, Islamabad**

<b>Submission Date</b>	7/1/2022
<b>Receipt No</b>	158685
<b>Tender No</b>	01/2022
<b>Sector</b>	Equipments
<b>Tender Title</b>	Purchase of Hardware Equipment
<b>Tender Note</b>	Purchase of Hardware Equipment
<b>Description</b>	<p>INVITATION OF BIDS FOR PURCHASE OF HARDWARE EQUIPMENT TENDER NO 01/2022 1. National Database And Registration Authority (NADRA), Ministry of Interior, Government of Pakistan invites sealed bids from eligible bidders (Authorized distributors / partners of OEM) registered with Income Tax and Sales Tax Departments, active on Active Tax Payers List (ATL) with 100% compliance of the FBR for following items:- S# Items Quantity 01 Lot#1 Workstation Core i9 20 02 Lot#2 Workstation Core i7 05 03 Lot#3 Laptop Core i7 01 04 Lot#4 Apple iMac System 03 05 Lot#5 Laptop Core i7 07 2. The bid documents contain detailed Specification, Instructions, Conditions and forms for participating in the Bid. The Bid Documents (complete set) can be purchased by the bidder upon a written request on Bidders official letter head addressed to the Head of Department (NADRA Procurement &amp; Stores) at given address &amp; upon payment of a non-refundable fee of Rs.1000/-. Payment of Tender document fee can be made through Bank Deposit Slip in Bank HBL Account Title NADRA Headquarters. Account # 0004600051009601. 3. Rupees 250/-additional (courier charges) to be deposited, by the out stationed bidders for the purpose to purchase complete set of Bidding Documents. The complete set of Bidding Document will be send via Courier Services. Request for the same must reach at least 07 working days before closing date of Tender; else any delay liability cannot be claimed. 4. All the vendors are requested to provide request for issuance of tender documents on company letter head including nomination of authorized representative (Name &amp; Designation) for presence at tender opening. At the time of tender opening company, rep must possess company employee card. 5. The bids, prepared in accordance with the instructions in the bidding documents must reach at below mentioned address on or before 1100 hours on 24-01-2022 Bids will be opened on the same day at 11:30 hours. This advertisement is also available on PPRA website at <a href="http://www.ppra.gov.pk">www.ppra.gov.pk</a>. 6. NADRA reserves the right to reject all the bids as per Rule 33 of PPRA 2004.</p>
<b>Advertisement Date</b>	7/1/2022
<b>Closing Date</b>	24/1/2022
<b>Closing Time</b>	11:00:00 AM
<b>Opening Time</b>	11:30:00 AM
<b>Estimated Cost</b>	

Cost	
Remarks	
Attach Document	
Person to be Contacted	Hassan Mirza
Designation	Director Procurement
Tel No.	051-9108360
Address	Ground Floor Procurement Department Regional HQ Building Mauve Area G10/4, Islamabad

**Note: Please don't Print This Page/Fax**





GOVERNMENT OF PAKISTAN  
MINISTRY OF INTERIOR

**NADRA HEADQUARTERS  
ISLAMABAD**



**INVITATION OF BIDS  
FOR PURCHASE OF HARDWARE EQUIPMENT**

TENDER NO 01/2022

1. National Electronic Auction System (NEAS) of NADRA, Islamabad, Government of Pakistan, is invited bids from eligible bidders who are registered with the Government of Punjab, Government of Sindh, Government of Balochistan, Government of FATA and Government of Islamabad Capital Territory, for purchase of Hardware Equipment. The bidders must be active on Active Tax Payers List (ATPL) with 100% compliance of the FBR for following items:

S#	Items	Quantity
01	Lot#1 Workstation Computer	20
02	Lot#2 Workstation Computer	01
03	Lot#3 Laptop Computer	01
04	Lot#4 Apple MAC System	03
05	Lot#5 Laptop Computer	07

2. The bid documents contained in the Special Instructions, Conditions and forms for participating in the Bid. The Bid Documents (complete set) can be viewed by the bidders upon request from Bidder's official letter head addressed to the Head of Department (NADRA Procurement & Services) at the address & upon payment of a non-refundable fee of Rs 1000. Payment of tender document fee can be made through Bank Deposit Slip in Bank HBL Account Title: NADRA Headquarters, Account # 006460051009101.

3. Rupees 200 (two hundred) only will be deposited to the authorized bidders for the purpose to purchase complete set of Bidding Documents. The amount of set of Bidding Documents will be sent via Courier Services. Request for the same must reach at least 07 working days before the closing date of Tender. Late bids will not be accepted.

4. All the vendors are requested to provide complete set of tender documents on company letter head including nomination of authorized representative Name & designation for presence at tender opening. At the time of tender opening company rep must possess original copy of ATPL.

5. The bids prepared in accordance with the conditions in the bidding documents shall be received at the above mentioned address on or before 11:00 hours on 21/01/2022 (Monday) and will be opened on the same date at 11:30 hours. This advertisement is also available on NEAS website at [www.nadrapa.gov.pk](http://www.nadrapa.gov.pk).

6. NADRA reserves the right to reject any bid without any reason. Page 11 of BPPA 2004.

**PROCUREMENT DEPARTMENT NADRA HQ**

NADRA RHO Building (Ground Floor)  
30 - Mauve Area G-10/4, Islamabad - 44000.  
Telephone: 051-90392562 | Fax No: 9108188

PID/14554/21



### Technical Evaluation for procurement of Hardware Equipment (Tender # 01/2022)

Lot #	Item	Description/Specifications	M/s Cybercom	M/s Tech Avenue	M/s DWP Technologies	
1	Workstations	Processor	11th Generation Intel core i9-11900K Processor	Yes	Yes	Yes
		OS	Microsoft Window 10 Professional 64-bit	Yes	Yes	Yes
		Memory	16GB DDR4 (2 x 8GB modules)	Yes	Yes	Yes
		Storage	512 GB SSD (PRIMARY for OS) 2TB 3.5" SATA HDD (SECONDARY, for DATA)	Yes	Yes	Yes
		Graphics	Integrated GPU	Yes	Yes	Yes
		Drive	DVD+RW Drive	Yes	Yes	Yes
		KB/Mouse	Wired USB Keyboard / Optical Mouse	Yes	Yes	Yes
		Network	Gigabit Ethernet card Wi-Fi Ethernet adapter	Yes	Yes	Yes
		Display	24" Full HD (1920 x 1080) LED Display	Yes	Yes	Yes
		Casing	Mini Tower	Yes	Yes	Yes
		Warranty	One Year Warranty	Yes	Yes	Yes
<b>Compliance</b>			<b>Recommended</b>	<b>Recommended</b>	<b>Recommended</b>	

President:

Dr. M. Umar Munir, Deputy Director (Technology Dte):

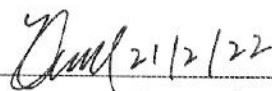


Members:

1. Mr. Ali Mohyuddin, Deputy Director (Info Security Dept):



2. Mr. Yasir M. Saeed, Deputy Director (NW Dte):



3. Mr. Arshad Hussain Bhutto, Assistant Director (NDW):



4. Mr. Waqas Shah, Assistant Director (HOD):



**Technical Evaluation for procurement of Hardware Equipment (Tender # 01/2022)**

Item	Description/Specifications	IM/s Cybercom
3  <b>Laptop</b>	Processor	Intel® Core™ Processor i7 Gen 11th or higher Yes
	OS	Microsoft Windows 10 Professional 64-bit or higher Yes
	Display	14.0" FHD (1920x1080) IPS, anti-glare, low power, 400 nits Yes
	Memory	16GB LPDDR3 (Soldered) Yes
	Storage	512 GB SSD or higher Yes
	Graphics	Integrated Intel UHD Graphics equivalent or higher Yes
	Audio	Dolby Atmos Speaker System, 4 x 360-degree far-field microphones Yes
	Integrated Camera	HD 720p with Shutter privacy cover Yes
	Connectivity	Intel Wi-Fi 6 AX201 802.11 AX (2x2) i; Bluetooth 5.0 ii; Integrated Golvel Mobile Broadband 4G LTE-A (Preferred) Yes (4G LTE not available)
	Ports	2 x USB-C 3.1 (Gen 2) Intel Thunderbolt 3 (DisplayPort, Data transfer); 2 x USB 3.1 (Gen 1) (1 always on); HDMI 1.4 Yes
	KB/Mouse	Spill resistant, backlit with white LED lighting, new FN row F9-F11, pointing stick No
	Dimensions	323mm x 217mm x 14.9mm Yes
	Weight	2.40 Lbs minimum Yes
	Warranty	One year standard warrant, faulty disk retention Yes
Misc	With executive leather laptop bag Yes	
Network	Gigabit Ethernet card Wi-Fi Ethernet adapter Bluetooth Yes	
<b>Compliance</b>		<b>Not Recommended</b>

President:

Dr. M. Umar Munir, Deputy Director (Technology Dte):

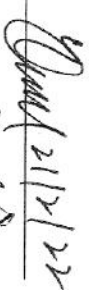


Members:

1. Mr. Ali Mohyuddin, Deputy Director (Info Security Dept):



2. Mr. Yasir M. Saeed, Deputy Director (NW Dte):



3. Mr. Arshad Hussain Bhutto, Assistant Director (NDW):



4. Mr. Waqas Shah, Assistant Director (HOD):




## Technical Evaluation for procurement of Hardware Equipment (Tender # 01/2022)

Lot #	Item	Description/Specifications	M/s Pak Mac	
4	Apple iMac Systems	Chip	M1 Chip, 8 Core CPU with 4 performance cores and 4 efficiency cores 7 Core GPU, 16 Core Neural Engine	Yes
		Storage	1TB Solid State Drive (SSD)	Yes
		Memory	16GB Unified Memory	Yes
		Display	24" 4.5K Retina Display (4480 x 2520 resolution)	Yes
		Webcam	1080p FullHD camera with M 1 image processor	Yes
		Ports	Display Port, Thunderbolt 3, USB 4.0, USB 3.1 Gen 2, 3.5mm headphone jack, Gigabit Ethernet port	Yes
		Input	Magic Keyboard, Magic Mouse	Yes
		Wireless	802.11 ax Wi-Fi 6 Wireless networking, Bluetooth 5.0	Yes
		Color	Silver	Yes
		OS	macOS Big Sur	Yes
		Warranty	Standard One Year	Yes
		<b>Compliance</b>		

President:

Dr. M. Umar Munir, Deputy Director (Technology Dte):

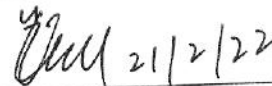


Members:

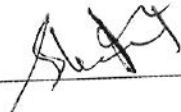
1. Mr. Ali Mohyuddin, Deputy Director (Info Security Dept):



2. Mr. Yasir M. Saeed, Deputy Director (NW Dte):




3. Mr. Arshad Hussain Bhutto, Assistant Director (NDW):



4. Mr. Waqas Shah, Assistant Director (HOD):



  
**GOVERNMENT OF PAKISTAN, MINISTRY OF INTERIOR**  
**NATIONAL DATABASE AND REGISTRATION AUTHORITY (NADRA)**  
**RHO ISLAMABAD BUILDING, MAUVE AREA, G-10/4 ISLAMABAD**  
 Tele- 90392865 Fax - 9108188

Purchase Order No: NADRA/Proc/Tech Dte/ 7346  
 17<sup>th</sup> May, 2022

**To: M/s Pak Mac**  
**Plot # 1-B, St-7, Darbar Market, Sector I-8**  
**Islamabad. Ph 051-4257175**

I am directed to confirm an order for purchase of Hardware Equipment as per your bid # 0122774 dated 24<sup>th</sup> January, 2022 against tender # 1/2022:-

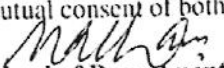
S #	Description	Qty	Unit Price	Total Price	5% GST	Total Price
a.	Apple iMac 24 inch with Apple M1 chip Technology 8-core CPU with 4 performance cores and 4 efficiency cores, 7 core GPU, 8 core GPU, 16-core Neural Engine, 16 GB RAM unified memory, 1TB SSD storage, Wifi 802.11ax wifi 6 wireless, Apple Magic Mouse, Magic Keyboard -US English, 143w power adapter, Power cord (2m), USB C to Lighting Cable and 1 year standard warranty 03012-680/	03	Rs.493,500/- 493,500	Rs.1,480,500/-	Rs.74,025/-	Rs.1,554,525/-
<b>Total:- (Rupees One Million Five Hundred Fifty Four Thousand Five Hundred and Twenty Five only)</b>						<b>Rs.1,554,525/-</b>

**TERMS AND CONDITIONS**

- Delivery Period: 10-12 Weeks
- Place of Delivery: NADRA Central Store, Plot # 331/332, St # 4, I-9/3 Islamabad.
- Above rates are inclusive of all applicable taxes.
- Inspection / Acceptability: As per acceptance by User/QC Department. If the supplied item is rejected by User/QC Department, Vendor shall provide the replacement within the above mentioned delivery period or 4 weeks, whichever comes later, otherwise LD will be imposed as per the relevant clause.
- Liquidated Damages (LD): If vendor fails to deliver the items as per above delivery time, LD charges @ 0.5% per day subject to a maximum of 10% of the total value of the delayed items will be charged.
- If vendor fails to deliver even after the lapse of 20 days after the expiry of delivery period, NADRA reserves the right to cancel the Order and confiscate the bid security of the vendor.
- Bid Security shall be retained as assurance of delivery and will be released after the successful completion of the delivery. Vendor shall be liable to ensure the validity of bid security till its release.
- 95% Payment of the vendor shall be released after successful completion of services upon submission of invoice, successful QC / acceptance of user department upon submission of Bills & Sale tax invoice.
- 5% payment shall be retained as assurance of performance till the completion of support period and will be released on the provision of acceptance certificate by user department upon submission of invoice. However, for earlier release of this payment the vendor may provide a bank guarantee of equal amount issued by any Scheduled Bank of Pakistan under URGD 758. Bank Guarantee will be released after the expiry of warranty period upon submission of request from vendor and provision of NOC by user department.
- In case of any poor performance from vendor, NADRA reserve the right to issue poor performance certificate to vendor and may restrict the vendor from participating in future tenders of NADRA after issuance of three poor performance certificates to bidder.
- Any type of corrupt or fraudulent practices of vendor shall lead to the blacklisting of the vendor.
- In case of cancellation of the PO, vendor/supplier shall not be eligible to claim and NADRA shall not be liable to pay any payments, costs or expenses what so ever incurred by the vendor / supplier against this PO.
- Strict compliance of all terms and conditions as per tender # 1/2022.
- In case of any variation in this purchase order a variation order will be issued after the mutual consent of both parties.

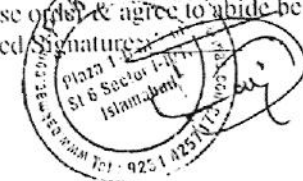
EPO: 3111  
 Rev: 8404  
 Rfp: 2896

Rec

  
 Head of Department  
 NADRA HQ Procurement  
 (Naveed A Channa)

**For User Department** (Tech Dte min sheet no NADRA/Tech/26 dated 8 Nov 2021: In case of any ambiguity / query related to purchase order, please inform proc department. So that same can be responded properly)

**Acceptance:** I have read the above instructions while receiving the purchase order & agree to abide by all the terms & conditions mentioned here in above the purchase order. Name & Authorized Signature: \_\_\_\_\_ Office Copy



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Tender 01/2022

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Tender # 1/2022

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2) megaPlus

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3) Pak Mac

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malik Amir

0321.5512805 1677236

13-1-21

4) Teek Avenue

18-1-22

Aqib

0311-5562885 530755

19-01-22

5) Cyberlon

19.1.22

Aqib

0311-5562885 530755

19-01-22



**PPRA TENDER NO:- 01/2022**



*Issue Date of Tender -----January 2022*

NATIONAL DATABASE & REGISTRATION AUTHORITY

*\*NADRA\**

***TENDER DOCUMENTS***

*For*

**PURCHASE OF HARDWARE EQUIPMENT**

NATIONAL DATABASE & REGISTRATION AUTHORITY

*\*NADRA\**

**NADRA**  
**PAKISTAN**







GOVERNMENT OF PAKISTAN  
MINISTRY OF INTERIOR  
NATIONAL DATABASE AND REGISTRATION AUTHORITY  
ISLAMABAD



**INVITATION OF BIDS FOR PURCHASE OF HARDWARE EQUIPMENT**

**TENDER NO 01/2022**

1 National Database And Registration Authority (NADRA), Ministry of Interior, Government of Pakistan invites sealed bids from eligible bidders (Authorized distributors / partners of OEM) registered with Income Tax and Sales Tax Departments, active on Active Tax Payers List (ATL) with 100% compliance of the FBR for following items:-

S#	Items	Quantity
01	<u>Lot#1</u> Workstation Core i9	20
02	<u>Lot#2</u> Workstation Core i7	05
03	<u>Lot#3</u> Laptop Core i7	01
04	<u>Lot#4</u> Apple iMAc System	03
05	<u>Lot#5</u> Laptop Core i7	07

2 The bid documents contain detailed Specification, Instructions, Conditions and forms for participating in the Bid. The Bid Documents (complete set) can be purchased by the bidder upon a written request on Bidder's official letter head addressed to the Head of Department (NADRA Procurement & Stores) at given address & upon payment of a non-refundable fee of Rs.1000/-. Payment of Tender document fee can be made through **Bank Deposit Slip in Bank HBL Account Title: NADRA Headquarters. Account # 0004600051009601.**

3 Rupees 250/-additional (courier charges) to be deposited, by the out stationed bidders for the purpose to purchase complete set of Bidding Documents. The complete set of Bidding Document will be send via Courier Services. Request for the same must reach at least 07 working days before closing date of Tender; else any delay liability cannot be claimed.

4 All the vendors are requested to provide request for issuance of tender documents on company letter head including nomination of authorized representative (Name & Designation) for presence at tender opening. At the time of tender opening company, rep must possess company employee card.

5 The bids, prepared in accordance with the instructions in the bidding documents must reach at below mentioned address on or before **1100** hours on **24-01-2022** Bids will be opened on the same day at **11:30** hours. This advertisement is also available on PPRA website at [www.ppra.gov.pk](http://www.ppra.gov.pk).

6 NADRA reserves the right to reject all the bids as per Rule 33 of PPRA 2004.

**Procurement Department NADRA HQ  
NADRA RHO Building (Ground Floor)  
Maue Area G-10/4, Islamabad 44000.  
Telephone: 051-90392562 Fax No: 051-9108188**



## TERMS AND CONDITIONS FOR BID AND BIDDERS

1. **Tender Identification Number.** TENDER No. 01/2022.
2. **Procurement Agency.** Headquarters National Database And Registration Authority Islamabad
3. **Last Date & Time for Submission of Bid.** 24<sup>th</sup> Jan, 2022 at 1100 Hours (PST).

Note: All bids submitted after the time prescribed shall be rejected and returned without being opened (Reference PPRA 2004 Rule 28-2).

4. **Bid Opening Date & Time.** 24<sup>th</sup> Jan, 2022 at 1130 Hours (PST).
5. **Bid Submission and Opening Address.**

Procurement Department NADRA HQ,  
RHO Building (Ground Floor),  
Mauve Area G-10/4, Islamabad.

6. **Procedure of Tender**

- a. Single Stage Two Envelope Procedure.
- b. The bids sealing and submission (of envelopes) must comply the prescribed procedures as defined in PP Rules 2004 (Rule # 36).
- c. It is to be ensured that Bid Security must not be sealed with the Technical Bid.

7. **Bid Submission.**

The bids shall be submitted in a sealed package or packages in such manner that the contents are fully enclosed and cannot be known until duly opened.

Note: Bidders are required to state, in their proposal, the name, title, contact number, fax number and e-mail address of the bidders authorized representative for all communications until the process has been completed.

NADRA will not be responsible for any costs or expenses incurred by bidders in connection with the preparation and submission of bids.

8. **Bid Opening Process / Method.**

In the first instance, only technical proposal will be opened in the presence of the bidders who chose to participate in the tender opening process. The names of the participating bidders will be read aloud/announced. Technical bids will then be forwarded to the technical evaluation board for technical evaluation. After the completion of the Technical Evaluation the financial proposal and bid security of only qualifying bidders will be opened and the bid prices will be read aloud/announced. The date and time of the financial bid opening will be communicated to bidders. The financial proposals and bid security of firms not meeting the required specifications/criteria will be returned unopened.

9. **Bid Security.**

The amount of the bid and bid security shall be in Pak Rupees. The bidders are required to deposit **Bid Security (refundable) Rs. 200,000/- for LOT#1, Rs. 30,000/- for LOT#2, Rs. 10,000/- for LOT#3, Rs. 30,000/- for LOT#4 and Rs. 50,000/- for LOT#5** in the shape of **pay order, call deposit, bankers cheque or demand draft** issued by any scheduled bank of Pakistan, in favor of National Database and Registration Authority. Bid security shall be sealed with the financial bid or in an envelope separate from Technical and Financial bids. Bid security shall not be sealed with the technical bid. **Bids not accompanied by original bid security will not be entertained.**

- a. Bid security of successful bidders will alone be retained till the completion of delivery and will be released after the successful completion of the delivery.
- b. The representative of the bidder shall bring an authority/nomination letter on company's

letterhead for attending the financial bid opening.

10. **Bid Validity Period.** 90 days from the date of opening of Tender.

11. **Rejection of Bid.**

- a. Bids not sealed as per the instructions in the bidding documents.
- b. Bid security has not been submitted as per the relevant clause.
- c. Incomplete, conditional or optional bids will be rejected forthwith.
- d. Bids offering multiple options will be rejected.
- e. Bids received after due date & time will not be accepted.
- f. Bids failing to meet the eligibility / evaluation criteria.
- g. Any noncompliance to the terms and conditions of bidding documents.
- h. Firm is authorized Distributer / Partners by the OEM.

12. **Bidder's Eligibility Criteria.**

- a. Bidders must fulfill all the requirements as per the eligibility criteria provided in these bidding documents.
- b. The respective details are mentioned in Undertaking for bidders and the same shall be provided on judicial stamp paper of Rs.20/- (minimum).
- c. Non-compliance by the bidders will lead to disqualification and their bids will not be considered for further process.

13. **Bid Supporting Documents.**

- a. Original Bidding document as issued by NADRA, duly signed and stamped by the bidder.
- b. Bid security (refundable) **as defined in point (9)** in form of a pay order / Demand Draft /Call Deposit/ Banker Cheque issued by any scheduled bank of Pakistan, in favor of National Database and Registration Authority.
- c. Company Profile including proof of existence in particular business.
- d. All other documentations as detailed in Undertaking for Bidders.

14. **Compliance Instructions.**

- a. Quoted rates shall include all applicable GoP taxes.
- b. No cutting / overwriting of the offered prices will be accepted.
- c. Strict Compliance of bidding documents, given Specifications and eligibility / qualification criteria.

15. **Maximum Time of Delivery.**

- a. **12 Weeks**
- b. Delivery period may be extended in case of events beyond the control of bidder and NADRA. Vendor shall inform in writing to NADRA of any such event and may request for extension in delivery period at least **2 weeks** prior to the expiry of delivery period otherwise the request for extension will not be accepted.
- c. If any of the supplied items / equipment rejected by NADRA, firm shall provide the replacement within the above mentioned delivery period or within 4 weeks, whichever comes later otherwise LD will be charged as per the relevant clause.
- d. In case the firm fails to deliver the equipment even after the lapse of 30 days after the expiry of the delivery time, NADRA reserves the right to confiscate the bid

security/performance bond (whichever is applicable) of the firm.

**16. Payments.**

a. **95% payment** shall be made to the supplier on provision of acceptance certificate / successful QC check of the equipment and on production of following documents:-

- I. Delivery Challan (In duplicate).
- II. Firm bill (In duplicate).
- III. Sale tax invoice (In duplicate).
- IV. Warrantee/Guarantee form (in duplicate) for each equipment
- V. Valid Professional Tax & Income Tax exemption Certificate (If applicable).

b. **5% Payment** shall be retained as assurance of performance till the completion of warranty/defects liability (whichever is applicable) period and will be released on submission of invoice (in duplicate) by the vendor and provision of acceptance certificate by NADRA user department. However, for earlier release of this payment the vendor may provide a bank guarantee of equal amount issued by any Scheduled Bank of Pakistan under URGD 758. The bank guarantee will be released after the expiry of warranty/defects liability (whichever is applicable) period upon submission of invoice/request from vendor and provision of NOC/Acceptance Certificate by the NADRA User Dept.

**17. Bidder's Queries.**

Any queries by the Bidders must reach to NADRA Procurement department, at the already mentioned address, at least three (3) working days before the deadline of the bid submission, otherwise NADRA will not be liable to respond.

**POINT OF CONTACT. (E-mails)**

To: [Imran.hashim@nadra.gov.pk](mailto:Imran.hashim@nadra.gov.pk)

Cc: [Hassan.mirza@nadra.gov.pk](mailto:Hassan.mirza@nadra.gov.pk)

**18. Performance of Bidder.**

In case of any poor performance from selected bidder, NADRA reserves the right to issue Poor Performance Certificate to bidder and to confiscate the retention money/bid security/performance bond (whichever is applicable) of the bidder. Bidder receiving three poor performance certificates may be barred from participation in future procurements of NADRA.

**19. Liquidated Damages (LD).**

In case of any delay in delivery LD @ 0.5% of the total value of the delayed item, per day, up to a maximum of 10% of the total value of the delayed item shall be charged.

**20. Corrupt or Fraudulent Practices by Bidder.**

Any type of corrupt or fraudulent practices or provision of any false information by the bidder will lead to disqualification/ blacklisting/ legal proceeding against the bidder regardless of the price and quality of the product.

**21. General Terms and Conditions.**

- a. In case the selected bidders do not accept the Purchase Order/Contract, their bid security will be confiscated and a poor performance certificate will be issued to vendor.
- b. In case there is a difference between the unit price and total price for any items quoted in the bid, the unit price of that/those items shall prevail and decision of NADRA in this regard shall be final.
- c. Total Prices must conform to the individual prices of all the items quoted and

- supplied.
- d. Items Supplied must conform and commensurate to the prices as per the size i.e. Small /Medium / Large.
  - e. Items Supplied must be of Fresh production and new stock.
  - f. In case, one or more bidders, quote the same unit/total price for one or more item(s), then those bidder(s) shall be required to submit bids again (for those specific item(s)), as per normal procedure.
  - g. Partial Delivery and Partial Payment is not allowed.
  - h. **Participating vendors are requested to avoid from all overt & covert activities that shall create any doubt that leads towards ambiguity in the tendering process and tender opening session.**
  - i. Remaining terms & conditions as per RFP & BOQ.

## SPECIFICATIONS OF REQUIRED EQUIPMENT

S #	Item	Description/ Specifications	Qty	
1	Workstations	<b>Processor</b>	11th Generation Intel Core i9-11900k processor	20
		<b>OS</b>	Microsoft Windows 10 Professional 64-bit	
		<b>Memory</b>	16GB DDR4 (2x 8GB modules)	
		<b>Storage</b>	512 GB SSD (PRIMARY, for OS) 2TB 3.5" SATA HDD (SECONDARY, for DATA)	
		<b>Graphics</b>	Integrated GPU	
		<b>Drive</b>	DVD±RW Drive	
		<b>KB/ Mouse</b>	Wired USB Keyboard / Optical Mouse	
		<b>Network</b>	Gigabit Ethernet card Wi-Fi Ethernet adapter	
		<b>Display</b>	24" Full HD (1920 x 1080) LED Display	
		<b>Casing</b>	Mini-Tower casing	
		<b>Warranty</b>	1-years standard warranty	
2	Desktop Computer	<b>Desktop System</b>		05
		<b>Processor</b>	10 <sup>th</sup> Gen or above with intel core i-7	
		<b>Processor Speed</b>	3.8 GHZ or above	
		<b>RAM</b>	16GB	
		<b>Storage</b>	256 GB SSD, 1 TB Hard Drive	
		<b>Desktop Monitor Specs</b>		
		<b>Size</b>	26" or above	
		<b>Resolution</b>	1920x1080 Full HD	
<b>Physical User Control</b>	Tilt, Height adjustable			
3	Laptop	<b>Processor</b>	Intel® Core™ Processor i7 Gen 11 <sup>th</sup> <b>or higher</b>	01
		<b>OS</b>	Microsoft Windows 10 Professional 64-bit or higher	
		<b>Display</b>	14.0" FHD (1920 x 1080) IPS, anti-glare, low power, 400 nits	
		<b>Memory</b>	16GB LPDDR3 (Soldered)	
		<b>Storage</b>	512 GB SSD or higher	
		<b>Graphics</b>	Integrated Intel UHD Graphics equivalent <b>or higher</b>	
		<b>Audio</b>	Dolby Atmos Speaker System. 4 x 360-degree far-field microphones	
		<b>Integrated Camera</b>	HD 720p with shutter privacy cover	
		<b>Dimensions</b>	323mm x 217mm x 14.9mm	
		<b>Weight</b>	2.40 lbs minimum	
		<b>Connectivity</b>	Intel Wi-Fi 6 AX201 802.11AX (2 x 2) i. Bluetooth 5.0 ii. Integrated Global Mobile Broadband 4G LTE-A (Preferred)	
		<b>Ports</b>	2 x USB-C 3.1 (Gen 2) Intel Thunderbolt 3 (DisplayPort, Data transfer), 2 x USB 3.1 (Gen 1) (1 always on), HDMI 1.4	
		<b>KB / Mouse</b>	Spill resistant, backlit with white LED lighting, new FN row F9-F11, pointing stick	
		<b>Network</b>	Gigabit Ethernet card Wi-Fi Ethernet adapter Bluetooth	
<b>Warranty</b>	1-year standard warranty, Faulty Disk retention			
<b>Misc</b>	With executive leather Laptop bag			

4	Apple iMac Systems	<b>Chip</b>	M1 Chip , 8 Core CPU with 4 performance cores and 4 efficiency cores 7 Core GPU 16 Core Neural Engine	03
		<b>Storage</b>	1TB Solid State Drive (SSD)	
		<b>Memory</b>	16GB Unified Memory	
		<b>Display</b>	24" 4.5K Retina Display (4480 x 2520 resolution)	
		<b>Webcam</b>	1080p FullHD camera with M1 image processor	
		<b>Ports</b>	DisplayPort, Thunderbolt 3, USB 4.0, USB 3.1 Gen 2, 3.5mm headphone jack, Gigabit Ethernet port	
		<b>Input</b>	Magic Keyboard, Magic Mouse	
		<b>Wireless</b>	802.11ax Wi-Fi 6 wireless networking , Bluetooth 5.0	
		<b>Color</b>	Silver	
		<b>OS</b>	macOS Big Sur	
		<b>Warranty</b>	Standard 1-Year	
5	Laptop	<b>Processor</b>	Intel® Core™ i7 –Latest Generation	07
		<b>HDD</b>	500GB SSD	
		<b>RAM</b>	8GB	
		<b>Display size</b>	LED HD 15.0" for better visibility	
		<b>Operating System</b>	Genuine Windows 10 Professional 64-bit (reinstall-able with key)	
		<b>Color</b>	Black	
		<b>Numeric Keyboard</b>	Yes	
		<b>Bluetooth</b>	Yes	
		<b>LAN</b>	1GB Ethernet LAN	
		<b>Wireless/Wifi</b>	802.11a/b/g/n/ac	
		<b>Headphone Output</b>	Yes= 3.5mm stereo	
		<b>Microphone Input</b>	Yes= 3.5mm	
		<b>USB</b>	2x USB 2+1 x USB 3.0= 3x Total USB Ports	
		<b>HDMI</b>	YES	
		<b>Battery</b>	Off-charging backup up to 5 hours	
		<b>Laptop Bag</b>	Yes-(backpack black-Branded)	
		<b>Wireless Mouse</b>	Yes	
		<b>Warranty</b>	1 Year	
<b>Weight</b>	Slim Body-Light Weight			
<b>Brand</b>	Famous brands Dell, HP, Lenovo, VAIO etc			



## Undertaking for Bidders

It is solemnly confirmed that the undertaking is submitted in respect of Tender # 01/2022

**a. Declaration**

It is to certify that I have read, clearly understood and agreed upon to all the terms and conditions mentioned in the tender documents. Further, I certify that all of the information provided e.g. (certificates, etc.) in our bid is true and accurate. If at any stage the information/documentation provided, found to be false & fake, then my firm & I/We shall be held accountable as per PPRA Rule 2004 & our bid shall be rejected.

**b. Statement for Non –Black Listing**

I, \_\_\_\_\_ s/o Mr. \_\_\_\_\_, Designation of M/s \_\_\_\_\_ holding CNIC # \_\_\_\_\_ hereby confirms that our firm/company is not blacklisted by any Ministry / Division / Department of the Government / Semi government / Autonomous body of Federal Government of Pakistan.

**c. Compliance of Eligibility / Qualification Criteria (For Single Stage Two Envelope)**

<u>S. No</u>	<u>Requirement</u>	<u>Yes / No</u>
1	Firm has a Valid NTN Registration certificates	
2	Firm has a Valid GST Registration certificates	
3	Firm must be on active Tax payer list (Income and sales Tax) at FBR	
4	Past Relevant Experience (Provided as per Terms & Conditions of Tender Documents)	
5	Bid Security (Provided as per Terms & Conditions of Tender Documents)	
6	Bid price validity (Provided as per Terms & Conditions of Tender Documents)	
7	Documentary evidence / certificate of Registration of company.	
8	Copy of CNIC of the owner.	
9	Bank statement (Provided as per Terms & Conditions of Tender Documents)	
10.	Copy of Bank Deposit Slip for the purchasing of Bidding Documents	
11	Firm is authorized Distributer / Partners by the OEM.	

Sign & Stamp: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

**Financial Bid Format**

<b>Sr. No</b>	<b>Item/Description</b>	<b>UOM (Unit of measurement)</b>	<b>Quantity</b>	<b>Unit Price (Rs)</b>	<b>Tax Rate/ Exemption (16% or 17% etc.)</b>	<b>Unit Price with Tax (Rs)</b>	<b>Total Price (including Tax) (Rs.)</b>
<i>Figure</i>	<i>Name, Brand, Model (other info if necessary)</i>	<i>Each, No., Sqft etc</i>	<i>Figure</i>	<i>Not to be round off</i>	<i>Not to be round off</i>	<i>Not to be round off</i>	<i>Not to be round off</i>
<b>Total Price : (Amount in words)</b>							<b>Total figure be round off</b>

- **Delivery Time**
- **Validity (Min 90 days)**
- **Warranty Period**
- **NTN & GST No**
- **Sign, Stamp & Date**

**Note:**

- 1) In case there is a difference between the unit price and the total price of any item(s) quoted in the bid, unit price of that item(s) shall be considered.



### **Note For Vendors**

All vendors are hereby advised, not to give any favors, commission, gifts, bribe or any other items to staff of Procurement Department or to the end user in return for the acceptance certificate. Furthermore, if any concerned person from NADRA asks such type of bribe/favors against acceptance certificate, immediately inform **HOD (Procurement)** on the following e-mails. NADRA will protect the personal and confidential information of the Vendor, in this regard:

[hassan.mirza@nadra.gov.pk](mailto:hassan.mirza@nadra.gov.pk)

If any Vendor has already offered Bribe/favors to any person of NADRA than no Claims of foul play will be entertained.



**National Database and Registration Authority (NADRA)**  
**Headquarters Islamabad**  
**PROCUREMENT DEPARTMENT**  
**NADRA HEADQUARTERS**  
**PAYMENT RECEIPT**  
**Tender No. 01 / 2022**  
(Bidder Copy)



The undersigned has received a Bank Deposit Slip bearing # \_\_\_\_\_ dated \_\_\_\_\_ of Rs. 1000/- (Rupees one thousand only) deposited in Bank HBL (Foreign Office Branch) Account Title – NADRA Headquarters. Account # 0004600051009601 in respect of tender fee for tender # \_\_\_\_\_ from:-

M/s \_\_\_\_\_ Phone # \_\_\_\_\_ Mobile # \_\_\_\_\_

**Bid issuance Register Record:**

**Sr. No:** \_\_\_\_\_ **Dated:** \_\_\_\_\_ **Signature of Issuer:** \_\_\_\_\_

**STAMP**

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**PROCUREMENT DEPARTMENT**  
**NADRA HEADQUARTERS**  
**PAYMENT RECEIPT**  
**Tender No. 01/2022**  
(Office Copy)

The undersigned has received a Bank Deposit Slip bearing # \_\_\_\_\_ dated \_\_\_\_\_ of Rs. 1000/- (Rupees one thousand only) deposited in Bank HBL (Foreign Office Branch) Account Title – NADRA Headquarters. Account # 0004600051009601 in respect of tender fee for tender # \_\_\_\_\_ from:-

M/s \_\_\_\_\_ Phone # \_\_\_\_\_ Mobile # \_\_\_\_\_

**Bid issuance Register Record:**

**Sr. No:** \_\_\_\_\_ **Dated:** \_\_\_\_\_ **Signature of Issuer:** \_\_\_\_\_

**STAMP**