



## TENDER NOTICE

### Procurement of IT Equipment

1. Pakistan Industrial Development Corporation (Pvt.) Ltd. intends to procure IT Equipment. Bids are invited from eligible bidders (authorized dealers/ distributors/ suppliers) registered with PPRA for e-procurement on EPADS, and relevant Income & Sales Tax Departments/ holding NTN for the supply of the following IT equipment including laptop, desktop, photocopier & audio/video conference system to PIDC offices in Karachi, Lahore and Islamabad. "Most Advantageous Bid" will be considered after due process of evaluation.
2. Interested bidders are requested to submit their bids electronically through PPRA EPADS on "Single Stage One Envelope" procedure, and one original hard copy to below mentioned address. Bidder has a right to submit their proposal for a single item or for multiple items.
3. Bid should be accompanied by **2% bid security** (refundable) in shape of pay order/ demand draft in favor of Pakistan Industrial Development Corporation (Pvt.) Ltd. Scanned copy of bid security will be submitted on PPRA EPADS along with the scanned bid; however, the original bid security shall be submitted to PIDC on the address given below alongwith the original sealed bid before the deadline of submission i.e., on or before **11 am** by **13<sup>th</sup> January 2025**. The bids will be opened through PPRA EPADS on the same day at **11:30 am** in the presence of representatives of the bidders who may wish to attend.
4. Delayed and conditional bids will not be entertained. The procurement agency reserves the right to accept or reject any or all bids as per PPRA rules.
5. Tender document is available on PPRA EPADS (<https://eprocure.gov.pk>)/ PPRA website ([www.ppra.gov.pk](http://www.ppra.gov.pk))/ PIDC website ([www.pidc.com.pk](http://www.pidc.com.pk)).

**Manager IT, PIDC**

Pakistan Industrial Development Corporation (Pvt.) Ltd.  
2<sup>nd</sup> Floor, PIDC House, Dr. Ziauddin Ahmed Road, Karachi, Pakistan.  
Phone: 021-99205752, 021-38266666  
Web: [www.pidc.com.pk](http://www.pidc.com.pk)



## **BIDDING DOCUMENT**

**FOR**

### **PROCUREMENT OF IT EQUIPMENT**

**(LAPTOP, DESKTOP/PC, PHOTOCOPIER & AUDIO/VIDEO  
CONFERENCING SYSTEM FOR PIDC OFFICES IN KARACHI, LAHORE &  
ISLAMABAD)**

**PIDC/IT/Tender/Dec2024**

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#### **MANAGER (IT)**

Pakistan Industrial Development Corporation (Pvt.) Ltd.  
2<sup>nd</sup> Floor, PIDC House, Dr. Ziauddin Ahmed Road, Karachi, Pakistan.

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## 1. Introduction

Pakistan Industrial Development Corporation Private Limited (PIDC) is a Federal Government entity established in 1952 initially to set up an Industrial base in the country. However, over the last several decades, industrialization has been up by the Private sector, and the PIDC role has evolved into that of a facilitator of industrial development by creating enabling environments for different segments of industries, mainly through subsidiary companies. The PIDC recently announced that it intends to procure IT equipment including laptops, desktops/ PC, photocopiers, and audio/video conferencing system for PIDC offices in Karachi, Lahore, and Islamabad.

## 2. Detail Specification & Quantities / Schedule

Detailed specifications and estimated quantity for required equipment are as under: -

| S. No  | Item/ Specifications   | QTTY      |
|--|--|-----------|
| <b>Brand New Laptop-i7 (Karachi)</b>                 | <ul style="list-style-type: none"> <li>Processor Type &amp; Speed: Core i7-13<sup>th</sup> (Minimum) (up to 5.0 GHz, 12 MB L3 cache, 10 cores, 12 threads) + Graphics + 16 GB (Onboard) Performance (Minimum)</li> <li>RAM &amp; Storage: 16 GB RAM (DDR5) &amp; 512 GB M.2 (Minimum)</li> <li>Screen &amp; Display:13.5" WUXGA+ IPS LED Convertible multitouch-enabled, IPS, Low Blue Light, 400 nits - Anti Reflection (Screen Resolution:1920 x1280) (Minimum)</li> <li>Tilt Pen.</li> <li>Camera: 5MP IR camera with camera shutter, temporal noise reduction, and integrated dual array digital microphones. (Minimum)</li> <li>USB Type-A 10 Gbps signaling rate, 2 Thunderbolt 4 with USB Type-C 40 Gbps signaling rate, USB Power Delivery, Display Port 1.4.</li> <li>Weight: 3.05 lb (Maximum)</li> <li>Design: High-end Convertible, Sleek, Slim &amp; Premium design</li> </ul> <p><b>Official Warranty: Minimum 1-year warranty</b></p> | <b>01</b> |
| <b>Brand New Laptops-i5 (Karachi and Islamabad)</b>  | <ul style="list-style-type: none"> <li>CPU: Core i5-13<sup>th</sup> Generation (minimum)</li> <li>RAM: 8GB, DDR4 (minimum and upgradable)</li> <li>Internal Storage: 512 GB M.2 (minimum)</li> <li>Display: 13"–15.5" FHD (1920 x 1080 or above). LAN port (optional)</li> <li>Camera, HDMI port, WIFI, multiple USB Ports &amp; Numpad (optional).</li> </ul> <p><b>Official Warranty: Minimum 1-year local warranty</b></p>  | <b>02</b> |
| <b>Brand New Laptop-i5 (Karachi)</b>                 | <ul style="list-style-type: none"> <li>Processor: (3.0 GHz) CPU: Core i5-13<sup>th</sup> Generation (minimum)</li> <li>RAM: 16GB, DDR4 (minimum and upgradable)</li> <li>Internal Storage: 512 GB M.2 (minimum)</li> <li>Graphic Card 4 GB (minimum)</li> <li>Display: 15"–15.5" FHD (1920 x 1080 or above). LAN port (optional)</li> <li>Camera, HDMI port, WIFI, multiple USB Ports &amp; Numpad availability.</li> </ul> <p><b>Official Warranty: Minimum 1-year local warranty</b></p>   | <b>01</b> |
| <b>Brand New Laptop-i3 (Karachi)</b>                 | <ul style="list-style-type: none"> <li>CPU: Core i3-13<sup>th</sup> Generation (minimum)</li> <li>RAM: 8GB, DDR4 (minimum and upgradable)</li> <li>Internal Storage: 512 GB M.2 (minimum)</li> <li>Display: 14"–15.5" FHD (1920 x 1080 or above), LAN port (optional)</li> <li>Camera, HDMI port, WIFI, multiple USB ports &amp; Numpad (optional).</li> </ul> <p><b>Official Warranty: Minimum 1-year local warranty</b></p>  | <b>01</b> |
| <b>Brand New Desktops-i5 (Karachi and Islamabad)</b> | <ul style="list-style-type: none"> <li>CPU: Core i5-13<sup>th</sup> Generation (minimum)</li> <li>RAM: 8GB, DDR4 (minimum and upgradable)</li> <li>Internal Storage: 512 GB M.2 (minimum)</li> <li>Ports: Display port, HDMI, headphone jack 3.5mm, multiple USB ports 2.0-3.0, LAN, thunderbolt (optional), VGA (optional), USB type C (optional), WIFI (optional) &amp; Bluetooth (optional).</li> </ul> <p><b>Official Warranty: Minimum 1-year local warranty</b></p>  | <b>05</b> |

|  |   |                  |
|--|---|------------------|
| <p><b>Brand New Desktops-i7 (Karachi)</b></p>                                  | <ul style="list-style-type: none"> <li>• CPU: Core i7-13<sup>th</sup> Generation (minimum)</li> <li>• RAM: 8GB, DDR4 (minimum and upgradable)</li> <li>• Internal Storage: 512 GB M.2 (minimum)</li> <li>• Ports: Display port, HDMI, headphone jack 3.5mm, multiple USB ports 2.0-3.0, LAN, thunderbolt (optional), VGA (optional), USB type C(optional), WIFI (optional) &amp; Bluetooth (optional).</li> </ul> <p><b>Official Warranty: Minimum 1-year local warranty</b></p>  | <p><b>02</b></p> |
| <p><b>Brand New Group Conferencing System (Karachi and Lahore)</b></p>         | <ul style="list-style-type: none"> <li>• <b>Camera:</b> Smooth motorized pan, tilt, and zoom controlled from remote and console, Full HD 1080p 30fp.</li> <li>• <b>Speakerphone:</b> Full-duplex performance, acoustic echo cancellation, noise reduction technology, ultra-wideband audio, pairs with mobile devices via Bluetooth and NFC.</li> <li>• <b>Microphones:</b> Pickup Range: 19.69 ft (6 m), Pickup range with expansion mics: 27.89 ft (8.5 m), Four omnidirectional, beamforming microphones, Frequency Response: 100Hz – 11KHz, Sensitivity: -28 dB +/-3dB, Distortion: &lt;5% from 200Hz</li> <li>• <b>Hub / Cables / Power:</b> One cable to the camera: 5 m (16.4 ft), One cable to speakerphone: 5 m (16.4 ft), Extended cables available: 32.81 and 49.22ft (10 and 15 m), One USB cable for connection to PC/Mac: 6.5 ft (2 m), AC Power adapter with regional plugs, Power cable: 9.84 ft (3 m)</li> <li>• <b>Remote.</b></li> <li>• <b>Wall/Table Mount.</b></li> <li>• <b>Compatibility &amp; Certifications:</b> Plug-and-play USB connectivity, certified for Skype for Business and Microsoft Teams, Zoom Certified, Fuze® Certified, Microsoft Cortana, Cisco Jabber®, Compatible with BlueJeans, BroadSoft, GoToMeeting, Vidyo, and other video conferencing, recording, and broadcasting applications that support USB cameras.</li> </ul> <p><b>Official Warranty: Minimum 1-year warranty</b></p>  | <p><b>02</b></p> |
| <p><b>Brand New Multifunction Photocopier/ Printer/Scanner (Islamabad)</b></p> | <ul style="list-style-type: none"> <li>• <b>Output Speed:</b> 25 PPM (minimum).</li> <li>• <b>Function:</b> Print, Scan, Copy, Fax</li> <li>• <b>Resolution:</b> 600 dpi.</li> <li>• <b>Interface: Standard:</b> USB Host I/F, Ethernet.</li> <li>• <b>Paper Capacity:</b> 500 sheets (minimum)</li> <li>• <b>Option:</b> Wireless LAN, USB Server for Second Network Interface, USB 2.0.</li> <li>• <b>Network protocol:</b> TCP/IP (IP v4, IP v6)</li> <li>• <b>Supported operating systems:</b> Windows® Vista/7/8/8.1/10,11 and server latest and previous versions.</li> <li>• <b>Mac OS environments:</b> Mac OS X v.10.7 or later</li> <li>• <b>UNIX environments:</b> Sun® Solaris, HP-UX, SCO Open Server, RedHat® Linux,</li> <li>• <b>IBM® AIX, IBM® iSeries/AS/400-using OS/400 Host Print transforms.</b></li> <li>• <b>SAP® R/3® environments:</b> SAP® R/3®</li> <li>• <b>SCANNER:</b></li> <li>• Scanning speed: ARDF: Max. Standard: 100 dpi, 200 dpi, 300 dpi, 400 dpi, 600 dpi Default: 200 dpi Original size: A3, A4, A5, B4, B5, B6 File format: TIFF, JPEG, PDF, High Compression PDF, PDF-A, Bundled drivers:</li> <li>• Network card or LAN port.</li> <li>• Scan to email: SMTP (Mail Server) Gateway and TCP/IP, POP, IMAP4</li> <li>• Scan to folder: SMB, FTP</li> <li>• <b>PAPER HANDLING:</b></li> <li>• Paper size: A3, A4, A5, A6, B4, B5, B6 Paper input capacity.</li> <li>• <b>GENERAL:</b></li> <li>• Memory: Standard: 2 GB (minimum)</li> <li>• Power source: 220-240 V, 50/60 Hz</li> </ul> <p><b>Official Warranty: Minimum 1-year warranty</b></p> | <p><b>01</b></p> |

**Delivery and after-sales service of Consignment:**

Delivery and after-sales service of items at Pakistan Industrial Development Corporation Private Limited (PIDC).

## **TERMS AND CONDITIONS**

1. Bidders should provide the name of the firm, complete postal address, Telephone No, Email address, and web address (if any).
2. Interested bidders are requested to submit their bids electronically through PPRA EPADS on “**Single Stage One Envelope**” procedure, and one original hard copy to below mentioned address.
3. Bidder has a right to submit their proposal for a single item or for multiple items.
4. The Most Advantageous Bid would be accepted for each item.
5. Before announcing the final result of the evaluation, the procuring agency will visit personally the high-ranked bidders (authorized dealers/ distributors/ suppliers) to check the sample of the above items.
6. Bid should be accompanied by **2% bid security** (refundable) in shape of pay order/ demand draft in favor of Pakistan Industrial Development Corporation (Pvt.) Ltd. Scanned copy of bid security will be submitted on PPRA EPADS along with the scanned bid; however, the original bid security shall be submitted to PIDC on the address given below alongwith the original sealed bid before the deadline of submission i.e., on or before **11 am** by **13<sup>th</sup> January 2025**. The bids will be opened through PPRA EPADS on the same day at **11:30 am** in the presence of representatives of the bidders who may wish to attend.
7. Bid securities will be returned to non-eligible bidders after the announcement of the evaluation result, whereas the Bid security of the successful bidder will be returned after full supply of IT equipment
8. Quoted rates should be inclusive of all applicable taxes, and will be evaluated as per our demand & terms and conditions.
9. Bids shall remain valid and open for acceptance for a period of 90 days from the last date of submission of Bids.
10. Payment will be made within two weeks after the supply of related equipment by the bidder alongwith the submission of original invoice.
11. Most Advantageous bidders will be required to deliver items within (01) week after issuance of the Purchase Order.
12. Penalty @ 2% of quoted fee (of an item) against delay in supply will be charged on a weekly basis.
13. If the successful bidder fails to supply the items within a month of issue date of purchase order, the bid security will be forfeited. Accordingly, the Purchase order will be cancelled and new Purchase Order will be issued to the 2<sup>nd</sup> lowest Evaluated Bidder with approval of the Competent Authority, as per PPRA rules.
14. The procuring agency reserves the right to ***increase or decrease the quantities of***

*items* depending upon the availability of budget and need/requirement.

15. Incomplete bids / conditional bids will be liable for rejection.
16. Refurbished/Used systems shall not be accepted in any case.
17. The supplied Items as per demand will be checked by our IT department and if found otherwise will be rejected at once and the earnest money will be forfeited and blacklisting of the stated vendor be acted upon as per PPRA rules and laws.
18. Warranty of the items will start from the date of delivery.
19. Competent Authority reserves the right to reject all bids or proposals at any time prior to the acceptance of a bid or proposal in the light of PPRA rules.

#### **MANDATORY REQUIREMENTS**

1. Firm must be registered with PPRA on e-PADS.
2. Firm must be registered with relevant Income & Sales Tax authorities.
3. Bidder should provide documentary proof of their existence in the same business since last 3 years by submitting similar nature experiences in supplying Laptop/ PC/ Photocopier/ audio/video conference systems.
4. Affidavit (verified stamp paper) be submitted on stamp paper for not Blacklisted on any project or by any Government Department (Federal or Provisional).
5. No bid shall be accepted without a Draft/PO of Bid Security

#### **Manager (IT)**

Pakistan Industrial Development Corporation (Pvt.) Ltd.  
2<sup>nd</sup> Floor, PIDC House, Dr. Ziauddin Ahmed Road, Karachi, Pakistan.  
Phone: 021-99205752, 021-38266666  
Web: [www.pidc.com.pk](http://www.pidc.com.pk)

**FORM OF BID**

Dated: \_\_\_\_\_

Manager (IT) 2<sup>nd</sup> Floor Dr. Ziauddin  
Ahmed Road, Karachi, Pakistan

**Tender Reference No. PIDC/IT/Tender/Dec2024**

Nature of Tender: **PROCUREMENT OF IT EQUIPMENT INCLUDING LAPTOPS, DESKTOPS/ PC, PHOTOCOPIERS, AND AUDIO/VIDEO CONFERENCING SYSTEM FOR PIDC OFFICES IN KARACHI, LAHORE, AND ISLAMABAD**

Having examined the Bidding Documents, we the undersigned, being a company/vendor/firm doing business under the Name of M/S \_\_\_\_\_ and address \_\_\_\_\_ and is duly incorporated under the laws of Pakistan. We hereby offer to execute and complete the job.

1. We understand that all papers to or forms are part of this Bid.
2. As security for due performance of the undertakings and obligation of this Bid, we submit herewith a Bid Security of Rs. \_\_\_\_\_ drawn in favor "Pakistan Industrial Development Corporation Private Limited."
3. We undertake, if our bid is accepted, we shall provide you goods to your entire satisfaction as mentioned in tender.
4. We agree to abide by this Bid under the relevant laws.
5. We undertake that you are not bound to accept the lowest or any bid you may receive.

Signature: \_\_\_\_\_

In the capacity of \_\_\_\_\_ duly authorized to sign bid for and or behalf of \_\_\_\_\_

*(Name of Bidder/Firm in Block Capitals) (Seal)*

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

\_\_\_\_\_

\_\_\_\_\_

**Witness: (Signature) Name:**

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

\_\_\_\_\_

Name of Vendor/ Firm: \_\_\_\_\_

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

Telephone No: \_\_\_\_\_

Cell No: \_\_\_\_\_

E-Mail ID: \_\_\_\_\_

NTN No: \_\_\_\_\_

Sales Tax No: \_\_\_\_\_

Name of Official: \_\_\_\_\_  
*(Who will represent vendor/Firm on the day of tender opening)*

Vendor/ Firm Rep Signature \_\_\_\_\_

CNIC No: \_\_\_\_\_

Seal of Firm: \_\_\_\_\_

**Signature of the Authorized Signatory**

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

***(Office seal of the Bidder)***



## **UNDERTAKING**

*(on stamp paper/letter head)*

I, the undersigned undertake that the photocopies submitted in support of proof of having fulfilled the mandatory requirements are authentic and genuine. In case any variance is found by the purchaser on comparing with the originals the bidder shall be responsible for action to be taken against him by the purchaser as deemed fit.

**Signature of the Authorized Signatory**

**Designation: \_\_\_\_\_(Office seal of the Bidder)**

**Date:- \_\_\_\_\_**

**Place:- \_\_\_\_\_**