



BIDDING DOCUMENT
FOR
PROCUREMENT OF IT / MACHINERY AND EQUIPMENT
FOR
FEDERAL PUBLIC SERVICE COMMISSION
F-5/1, AGA KHAN ROAD
ISLAMABAD



No.4.01/2024-2025-Log-I
Federal Public Service Commission
Aga Khan Road, F-5/1, Islamabad
Phone No.051-9212159

INVITATION TO E-BIDS THROUGH E-PADS “FOR PROCURMENT OF IT/MACHINER AND EQUIPMENT”

In accordance with PPRA S.R.O. 296(I)/2023, dated 27th February, 2023, titled “E-Pak-Procurement Regulation 2023,” the Federal Public Service Commission (FPSC) invites e-bids through the E-Pak Acquisition and Disposal System (E-PADS) from firms/vendors that are registered with the Income Tax and Sales Tax Departments and fulfill the eligibility criteria outlined in the bidding document.

2. E-bidding document containing detailed terms and conditions, specifications, and other requirements are available for registered bidders on E-PADS at <https://eprocure.gov.pk> and on FPSC's official website www.fpsc.gov.pk, free of cost.

3. E-bids, prepared in accordance with the instructions outlined in the bidding document, along with the bid security instrument and required documents, must be submitted via E-PADS on or before **22nd January 2025 (Wednesday) by 11:00 am**, bids will be opened on the same day at 11:30 am. Manual financial bids shall not be accepted.

4. Scanned copies of all required documents mentioned in the eligibility criteria of bidding document must be uploaded through **E-PADS** when submitting the e-bid electronically through file uploading method (Single Stage One Envelope procedure) and one original hard copy of documents except financial bid with following original documents must also be submitted to the **office of the Director (Logistics), FPSC HQs, F-5/1, Aga Khan Road, Islamabad** before the e-bid closing time:

- i. **Bid Security Instrument:** 3% of the bid amount/total quoted value (refundable), in the form of CDR/Demand Draft/Pay Order/Banker's Cheque (Please disregard the amount reflected on E-PADS when uploading the record of bid (scanned copy of bid security instrument).
- ii. **Affidavit:** A stamp paper of Rs.100/- stating that the firm has not been blacklisted at the time of submitting the e-bid.

5. Bidder (s) shall have the right to submit proposal for a single item or for multiple items. For clarifications of the bidder (s) Pre-Bid meeting will be held on **13th January, 2025 (Monday) at 11:30 am**.

6. FPSC reserves the right to reject all bids or proposals at any time prior to acceptance, as provided under Rule 33 of the Public Procurement Rules, 2004.

DIRECTOR (LOGISTICS)

F.4.01/2024-2025-Log-1
FEDERAL PUBLIC SERVICE COMMISSION
Aga Khan Road, F-5/1, Islamabad

Subject: **BIDDING DOCUMENT / INSTRUCTIONS TO THE BIDDERS REGARDING PROCURMENT OF IT / MACHINERY AND EQUIPMENT FOR FPSC HEADQUARTERS, ISLAMABAD**

1. Introduction:

Federal Public Service Commission (FPSC) requires proposals / e-bids for purchase of IT/ Machinery and Equipment through open competitive e-bidding in pursuance of Rule 36(a) of Public Procurement Rules 2004 i.e. single stage – one envelope procedure read with S.R.O. 296(I)/2023, 27th February, 2023 title “E-Pak-Procurement Regulation 2023”.

1.1 Source of Funding:

Regular budget of FPSC for the Financial Year 2024-2025.

1.2 Scope of Work:

Invitation of e-bids for procurement of following items as per specifications given in the bidding document:

- i. Two OMR Scanners
- ii. Two Mini Printing Press
- iii. Two Laptops
- iv. Two Desktop Personal Computers

2. Eligibility Criteria:

To be eligible for bidding, firms/vendors must meet the following requirements and submit the specified documents both through the E-PADS system and in hard copy to the office of the Director (Logistics), FPSC HQs, F-5/1, Aga Khan Road, Islamabad, before the closing deadline for e-bid submissions:

2.1 PPRA Registration: The firm/vendor must be registered with the PPRA (Public Procurement Regulatory Authority) e-Pak Acquisition and Disposal System (E-PADS).

2.2 Bid Security: A bid security amounting to 3% of the bid value must be submitted in the form of a CDR, Demand Draft, Pay Order, or Banker’s Cheque. A scanned copy should be uploaded through E-PADS, and the original must be submitted to FPSC HQs before the deadline.

2.3 Affidavit of No Blacklisting: The firm/vendor must submit an affidavit on a stamp paper of a minimum value of Rs.100, declaring that the bidder has not been blacklisted by any Government Department/Organization at the time of submission of e-bid. A scanned copy must be submitted via E-PADS, and the original must be provided at FPSC HQs.

2.4 Performance Certificate: The firm/vendor must provide a performance certificate for the supply of similar equipment during the last three years from at least three Government Departments or reputed private organizations. This certificate should

be submitted through E-PADS and an attested copy must be submitted to FPSC HQs.

- 2.5 **Dealership/Distributor Rights:** The firm/vendor must have dealership, partnership, or distributorship rights for the brands quoted in the bid. Evidence of this relationship with the Original Equipment Manufacturer (OEM) must be provided, both as a scanned copy through E-PADS and as an attested copy to FPSC HQs.
- 2.6 **Supply/Purchase Orders:** The firm/vendor must submit scanned copies of supply or purchase orders for similar equipment supplied to at least three Government Departments or reputed private organizations within the last three years, both as a scanned copy through E-PADS and as an attested copy to FPSC HQs.
- 2.7 **Compliance with Bidding Instructions:** The firm/vendor must carefully examine all instructions, terms, and specifications outlined in the bidding documents. Failure to provide the required information may lead to rejection of the e-bid.
- 2.8 **Firm Profile and Documentation:** The firm/vendor must provide the following documentation:
 - i. A profile of the firm, including details of the technical team/professionals.
 - ii. Active landline phone number.
 - iii. Bank account details.
 - iv. NTN (National Tax Number) Certificate.
 - v. GST Certificate.
 - vi. Certificate of Active Taxpayer status.
- 2.9 **Product Literature/Documentation:** The firm/vendor must submit literature or documentation for each quoted piece of equipment.

3. **Cost of Bid:**

The firm/vendor shall bear all costs associated with the preparation and submission of its e-bid. The Procuring Agency (FPSC) shall, under no circumstances, be responsible or liable for any costs incurred by the bidder in the bidding process.

4. **Form of Bid(s):**

4.1 **Submission of E-Bid**

Submission / opening of e-bids shall be through E-PADS in accordance with E-Pak Procurement Regulations, 2023. The e-bid must be uploaded on **E-PADS** as prescribed at <https://eprocure.gov.pk>.

4.2 **Language of Documents**

All bid-related documents or correspondence must be made in **English**.

4.3 **Covering Letter and Signatures**

A scanned copy of a proper covering letter, printed on the firm's letterhead, should be attached/uploaded. Additionally, all pages of the bid must be signed and bear the official seal of the person authorized to sign/endorse the bid on behalf of the firm.

5. Opening and Evaluation of Bids:

5.1 Opening of Bids

Bids will be opened through **E-PADS** by the Procurement Evaluation Committee of FPSC, in accordance with the **E-Pak Procurement Regulation, 2023**, on **22nd January 2025 (Wednesday) at 11:30 am.**

5.2 Evaluation of Bids

An evaluation report of the e-bids will be prepared based on the criteria outlined in the bidding documents. This report will be announced and published on E-PADS as per **Rule 35 of PPRA Rules, 2004**, prior to the approval of the final recommendation by the Competent Authority.

6. Clarification of Bids:

No bid shall be allowed to be modified, altered or withdrawn after opening of the e-bid(s). Clarification (if any) shall follow Rule 31 of PPRA Rules 2004.

7. Deadline for Submission of Bids:

7.1 Submission of E-Bids

E-bids must be uploaded on **E-PADS** within the timeline provided in the advertisement/bidding document.

7.2 No Alternate Submission Methods

Bids submitted by hand, postal mail, fax, telegram, or email will **not** be accepted.

7.3 No Extension of Deadline

After the specified deadline for submission of e-bids, no requests for an extension of time will be entertained.

8. Validity of Bid:

All bids shall be valid up to 30.06.2025

9. Bid Price:

9.1 Currency and Taxes

The bid price must be quoted in **Pakistani Rupees**, inclusive of all applicable taxes for the **Financial Year 2024-2025.**

- 9.2 **Information on Requirements**
The bidder is deemed to have obtained all necessary information regarding the requirements that may affect the bid price.
- 9.3 **Item Pricing Based on Specifications**
The bidder must quote the prices of items in accordance with the specifications provided in the bidding document.
- 9.4 **Market Conditions and Inflation**
While preparing the e-bid, the bidder should consider the current market trends and inflation in the cost of goods. **No requests for price increases** due to market fluctuations in the cost of goods and services will be entertained at any stage during the contract period.

10. Rate Analysis of Bids:

The rates quoted by firms will be evaluated **item-wise**. If a firm is not interested in bidding for a particular item, **diagonally draw a cross line** on the relevant page of bidding document to indicate non-participation for that item.

11. Bid Security:

- 11.1 A bid security amounting to 3% of the bid value must be submitted in the form of a CDR, Demand Draft, Pay Order, or Banker's Cheque drawn on the name of Federal Public Service Commission. A scanned copy should be uploaded through E-PADS, and the original must be submitted to FPSC HQs before the deadline.
- 11.2 Cheque / Cash shall not be accepted.
- 11.3 Any e-bid not accompanied by the bid security shall be rejected.
- 11.4 Bid security shall be returned to the unsuccessful bidders on completion of bidding process.
- 11.5 Bid security of the successful bidder shall be discharged upon the bidder sign the contract agreement with FPSC and submission of performance guarantee from a Scheduled Bank or an insurance guarantee from AA rating company.
- 11.6 The bid security shall be forfeited if the bidder fails to enter into contract till the date intimated by the procuring agency i.e. FPSC.

12. Amendment in the Bidding Documents:

12.1 **Modification or Amendment**

FPSC may, at any time prior to the deadline for submission of bids, modify or amend the bidding documents by issuing an addendum for any reason, as provided under **Rule 23(3) of the Public Procurement Rules, 2004**.

12.2 **Extension of Submission Deadline**

FPSC may, at its discretion, extend the deadline for the submission of bids, as provided under **Rule 27 of the Public Procurement Rules, 2004**.

13. Non-Responsiveness of the Bids:

A bid shall be considered **non-responsive** and not generally in order if:

13.1 Lack of Bid Security

The e-bid is not accompanied by the required bid security.

13.2 Exclusion of Taxes and Duties

The e-bid price is not inclusive of all applicable taxes, duties, etc.

13.3 Missing NTN/GST Certificate

The e-bid is not accompanied by a valid **NTN (National Tax Number)** and **GST (Goods and Services Tax)** certificate.

13.4 Proof of Active Taxpayer

The e-bid is not accompanied by proof of being an **active taxpayer**.

13.5 Contravention of Bidding Documents

The bid is found to be in contravention of any clause in the **bidding documents**.

13.6 Specifications / Bid Value is Unclear

Bid shall be rejected, if rate (s) are incomplete, unclear, conditional, altered or ambiguous multiple options of the items / specifications of product etc.

13.7 Missing Information

Bid shall be rejected if required detail of specifications, brand, origin, make, model, warranty, support period etc. are not clearly quoted / mentioned.

14. Clarification of Bidding Documents:

Interested bidder(s) requiring any clarifications regarding the tender documents may submit a query through **E-PADS**, in accordance with the **E-Pak Procurement Regulations, 2023**, within the specified timelines on **E-PADS**.

15. Performance Guarantee:

After receiving the **letter of acceptance** and signing the **contract agreement**, the successful bidder will provide the procuring agency with a **performance guarantee** within **14 days**. The performance guarantee must be equivalent to **5%** of the contract amount and can be provided in the form of:

- i. **Bank guarantee** from a scheduled bank
or
- ii. **Insurance guarantee** from a company with an **AA rating**.

16. Announcement of Final Evaluation Report:

16.1 Announcement of Bid Evaluation Results

As per **Rule 35 of PPR-2004**, the procuring agency shall announce the results of the bid evaluation on E-PADS in the form of Final Evaluation Report, providing justification for the acceptance or rejection of bids. This report must be announced at least **ten days prior** to the award of the contract.

17. Notification of Contract Award:

Prior to the award of the contract, **Procuring Agency** shall issue a **Final Evaluation Report**, which will provide justification for the acceptance or rejection of the bids.

18. Right Reserved:

As provided under Rule 33(1) of Public Procurement Rules 2004, FPSC reserves the right to reject all bids or proposals at any time prior to award of contract, without thereby incurring any liability to the affected Bidder or Bidders. The procuring agency shall upon request communicate to any bidder the grounds for its rejection of its Bids, but is not required to justify those grounds.

19. Warranty Period:

The successful bidder shall be responsible for providing a one-year warranty and support free of charge, which includes service and replacement of parts free of cost, starting from the date of installation of the product/equipment at FPSC Headquarters in Islamabad.

20. Service / Support of Product:

After the completion of the warranty period, the firm/vendor shall provide service free of charge for an additional one year. However, the cost of any part replacement during this period shall be borne by the procuring agency.

21. Training of users:

The firm/vendor shall provide comprehensive in-house training to the staff, covering the following aspects:

- 21.1** Installation of equipment
- 21.2** Complete training on how to use the machine and its features
- 21.3** Troubleshooting
- 21.4** Replacement of accessories (e.g., toners, printing drums, etc.)
- 21.5** Day-to-day maintenance and service of the equipment
- 21.6** Safety features

22. Supply of Accessories:

The firm/vendor shall provide all the necessary accessories as listed below:

- 22.1 Complete documentation and labelling
- 22.2 Registration of the product as user and customer with the manufacturer
- 22.3 Soft copy of documentation
- 22.4 Software required to operate the machines
- 22.5 Supply of accessories, such as toners, and any other items that are required to be supplied with the new machines/equipment on one-time basis.

23. Transportation / Installation / Labor:

The firm/vendor shall be responsible for all clearances and transportation of product to the FPSC HQ premises. Additionally, the firm/vendor will be responsible for providing loading and unloading labor. No additional charges will be paid for the installation of equipment or related services.

24. Inspection / Testing:

FPSC's technical team will inspect and test the supplies of product / equipment as per specifications and accessories list after its arrival and installation of product at the procuring agency premises, testing reports if required shall be signed by both the parties.

25. Terms of Payment:

- i. No advance payments would be made.
- ii. Payment shall be made after deduction of all applicable taxes.

26. Delivery Time:

The delivery time of equipment/product shall not be more than four weeks, how any relaxation may be granted as per merit of the case by the procuring agency.

27. Completion Schedule:

Successful bidder shall be bound to provide the quoted items after signing of contract agreement with the procuring agency as per given time lines in the bidding document.

28. Entry into Force of Performance of Service Contract:

As provided vide Rule 44(a) of Public Procurement Rules 2004.

29. Blacklisting of Suppliers and Contractors:

29.1 The Procuring Agency, at any stage can blacklist the bidder, suppliers and contractors who either consistently fail to provide satisfactory performances or are found to be indulging in corrupt or fraudulent practices as per Rule-19 of PPR-2004 (amended).

29.2 The Procuring Agency shall give an opportunity of hearing with the notification, with recorded reasons to the bidders before such passed the orders.

30. Redressal of Grievances:

As provided under Rule 48 of Public Procurement Rules, 2004.

31. Signing of contract agreement:

31.1 Promptly after notification of award, FPSC shall send the successful bidder the draft agreement, incorporating all terms and conditions of the contract.

31.2 Within 07 days both the successful firm/vendor and the Procuring Agency shall sign and date the contract agreement.

31.3 If the successful Bidder, after completion of all codal formalities shows inability to sign the contract/refuse/accept the contract, then their Bid Security instrument shall be forfeited and the firm shall be blacklisted for a minimum period of six month, in such situation the procuring Agency may make the Award to the next lowest evaluated firm / vendor.

31.4 The Contract Agreement shall be made on Stamp Paper having minimum worth of Rs.100/- and the successful bidder shall arrange the stamp paper.

31.5 Contract agreement shall be signed by the Director (Logistics) on behalf of procuring agency.

32. Award of contract:

Procuring agency (FPSC) will award the contract to the firm/bidder whose bid has been determined to be substantially responsive to the bidding document and who has been declared as most advantageous bidder provided that the such bidder is:

32.1 eligible in accordance with the provisions of PPRA rules.

32.2 determined to be qualified to perform the contract award satisfactorily.

33. Procuring Agency's Right to Vary Quantities at the Time of Award:

Procuring agency reserves the right at the time of issuance of purchase/supply order to increase or decrease the quantity of items originally specified in the bidding documents without any change in the unit price or other terms and conditions of the bid and bidding documents.

34. These bidding documents are subject to all provisions of Public Procurement Rules, 2004 and S.R.O. 296(I)/2023, dated 27.02.2023 title "E-Pak Procurement Regulations, 2023" as and where applicable.

35. **Opening of Financial Bid:**

The financial bids of firms/vendors who qualify the eligibility criteria, as outlined in the bidding documents, will be opened for the evaluation of their financial bids.

36. **General Terms & Conditions:**

- 36.1 In this contract the following General terms & Conditions shall be interpreted as indicated.
- 36.2 "The Procuring Agency" means the FPSC or the procuring agency advertised the Invitation to e-bids.
- 36.3 Invitation to e-bids for procurement of IT / Machinery and Equipment are invited from the reputed firms / vendors.
- 36.4 "The contract" means the agreement entered into between the procuring Agency and supplier, as mentioned in tender documents and PPR Rules 2004 (Amended).
- 36.5 The contract price means the price payable to the supplier under the contract for the full and proper performance of its contractual obligations.
- 36.6 "Items" means Supply of IT / Machinery and Equipment which the successful firm / vendor is required to supply to the procuring agency under the contract agreement.
- 36.7 The process of invitation of e-bid shall be single stage one envelope method (*Technical & Financial bids*) as per Procurement Rule No. 36(a) PPR-2004 (*amended*).
- 36.8 The Procuring Agency has the full right to delete/reject any/whole items in full or part without assigning reason.
- 36.9 The bidder is bound to put / submit the rates item wise.
- 36.10 The Procurement Evaluation Committee shall has the right to inspect and / or test the items to confirm their conformity with respect to specifications mentioned in the bidding document.
- 36.11 Should any inspected or tested goods fail to conform to the specifications the Procurement Evaluation Committee shall reject them and firm / vendor shall replace the rejected item.
- 36.12 All taxes shall be deducted from bill according to the Federal Govt. Rules.
- 36.13 If the firm / vendor to whom the contract is awarded, refuses or neglect to execute the whole agreement/ contract/ some items of the agreement or fail to execute the supply/Work order fully / completed, the amount of performance guarantee shall be forfeited and purchase shall be made further 2nd lowest eligible bidder.

- 36.14** The Contract is to be made on *Stamp Paper minimum worth of Rs.100/-*
- 36.15** The items / goods shall be supplied strictly in accordance with the specifications mentioned in the bidding document. In case the firm / vendor is held responsible for supplying the goods which fall below the standard specified in the bidding document, the firm / bidder shall be blacklisted and barred from participation in future tenders or fined or both. Procuring Agency reserves the right to impose any amount of penalty and / or forfeit the bid performance guarantee.
- 36.16** Procuring agency i.e. FPSC reserves the right to accept or reject any or all offers without assigning reason as per Procurement Rules No.33 PPR-2004 (amended).
- 36.17** Above these General Terms & Conditions shall apply to the extent that they are not superseded by provisions of other parts of the contract.

**37. SPECIFICATIONS OF PRODUCTS / EQUIPMENT REQUIRED BY THE
PROCURING AGENCY:**

A. TWO OMR SCANNERS

- | | |
|---|---|
| 1. Scanning Speed : | At least 160 ppm / Duplux 320 ipm |
| 2. Daily Recommended Volume: | At least 125,000 Pages |
| 3. Feeder Capacity: | 500 sheets |
| 4. Optical Resolution: | 600 dpi |
| 5. Connectivity: | USB 3.0 |
| 6. Multifeed Detection: | Yes |
| 7. Barcode Reading: | Yes |
| 8. Paper path and switchable /
Selectable Background Function: | U-Turn and straight paper path with
switchable / selectable white & black
Background strip and staple detection
as well as CCD Scanning Technology |

9. Bundled Software:

- a. One-Touch Scanning: Simplifies complex scanning tasks by allowing users to perform them with a single button press.
- b. Customizable Shortcuts: Users can configure multiple functions to suit specific scanning needs, streamlining repetitive tasks.
- c. Versatile Output Formats: Supports saving scanned documents in various formats, including TIFF, JPEG, BMP, PDF, searchable PDF, PNG, and Word documents.
- d. Direct Integration with Applications: Enables seamless sending of scanned documents to destinations like email, folders, cloud services, and third-party applications such as Microsoft Office, Adobe Acrobat, SharePoint, Evernote, Box, and Google Drive.
- e. Optical Character Recognition (OCR): Converts scanned documents into searchable and editable formats, enhancing document management and retrieval.

10. Image Enhancement Technology:

- a. Automatic Image Optimization: Enhances image quality by adjusting brightness, contrast, and sharpness, ensuring clearer and more legible scanned documents.
- b. Deskew and Auto-Cropping: Automatically straightens and crops scanned images, correcting misaligned or skewed documents without manual intervention.
- c. Background Smoothing and Streak Removal: Reduces visual imperfections such as streaks and uneven backgrounds, resulting in cleaner images.
- d. Auto-Orientation: Detects and corrects the orientation of scanned documents, ensuring they are properly aligned for viewing and processing.

- e. Multi-Color Dropout: Removes specific colors from scanned images, which is particularly useful for forms processing where certain backgrounds or highlights need to be excluded.

11. OMR Software Requirements:

- a. Software should be able to read OMR bubbles, Barcode, QR Code and OCR.
- b. ICR feature should be compatible with software for the future use (Should be compatible with Azure).
- c. Software should have ability to auto save candidate sheets or specific area from sheet images with their unique ID.
- d. Software should support unlimited test versions for a single test. (No need to sort out versions of a paper).
- e. Software should have feature to provide subject wise scoring from a single sheet along with the test versions at the same time.
- f. Software should maintain password protected back-end data log.
- g. Software should have feature of password protected data lock facility.
- h. Should generate results like Nos of Correct Answers, Nos of Incorrect answers, Nos of skipped questions, Multiple answers, Grades, Percentage, Percentile, Total score, Subjective score, Hardest and Easiest Question, Item Analysis, Histogram.
- i. Software should support proper fillings, partial filling, tick or cross.
- j. No need of special OMR sheets. Software should be able to read OMR sheet which will be designed by any designing software like Corel, Photoshop, MS word etc.
- k. Should read pencil and Ink filling.
- l. Software should be able to process sheets in real time processing (Processing during scanning) or later processing.
- m. Negative marking, grace marking and skipping a question from the test feature should be available in the software.
- n. Software must support the entire standard database including SQL and Oracle.
- o. There must be no limit of form processing in the software. It should be unlimited.
- p. Software must be updateable and upgradeable.
- q. Software should generate post analysis reports like item analysis, histogram, discrimination, Difficulty Index, cronebach alfa, standard deviation etc.
- r. Unlimited multiple test versions and subject wise scoring must be done in one go.
- s. Software must have a customizable optimization performance feature for fast processing.
- t. Software should be able to generate grading and survey reports.
- u. While extracting data from sheets, software must show image of each and every sheet in the bottom of data for validation.

B. TWO MINI PRINTING PRESS / HIGH SPEED PRINTERS INCLUDING FINISHERS

1. **High-volume, low-cost Inkjet Printing System Monochrome** (High Speed Digital Press) Using Oil based pigment ink for printing
2. **Printing Speed:** At least 135 Page (A4) Per Minute (PPM), 75 PPM (A3) or higher
3. **Data Processing Resolution:** 600 x 600 Dpi
4. **Printable Area:** 310 mm x 544 mm
5. **Paper Capacity:** At least 4000 A4 Sheets including Additional Feeder.
6. **Monthly Duty Cycle greater than 2.5 million printouts** with ability to print continuously i.e. High usability and simple operation
7. **Connectivity:** USB 2.0 or 3.0 and Ethernet 100 Base-T / 100 Base-Tx2 Channel
8. **Finisher:** At least high speed durable Finisher for offset stacking and stapling of finished prints sorting with staple (at least 1,000 Sheets).
9. **Cost per page:** Less than PKR 2.0 inclusive of all replacement and accessories over life time
10. Low running cost, High Media Flexibility 46 gsm – 400 gsm
11. **Low Energy Consumption** during operations.
12. Environment Friendly printer with no harmful emissions, Low Resource Consumption few replacements of high durability.
13. Allied software with all encompassing functions i.e., Water Marking, Serial Number insertion and more as a compulsory requirement.
14. Warranty, after sales service, low-cost replacement of parts and accessories.
15. Operating Noise: 65 dB (A) or less at printing
16. Operating Environment Temperature: 15 °C to 30 °C (59°F to 86°F)
17. Humidity: 40% to 70% RH (non-condensing)

C. TWO LAPTOPS

a. Processor:	Intel Core i7
b. Generation:	Minimum 13 th
c. RAM:	16 GB DDR5-4800
d. Storage:	512 GB SSD
e. Operating System:	Windows 11 Pro (genuine)
f. Speed:	Up to 5.2 GHz
g. Screen size	15.6 inch
h. Screen Resolution	Full HD (1920x1080)
i. Wireless/wifi:	Wi-Fi 6(802.11ax) (Dual band) 2*2
j. USB:	1x USB 3.2 (Gen 2) Type-C support DisplayPort™ / power delivery / G-SYNC, 2x USB 3.2 (Gen 1) Type-A
k. Keyboard:	Backlit
l. Camera	HD
m. Bag:	Lather bag superior quality
n. Mouse:	External (wifi)
o. Mouse Pad:	Standard
p. Warranty:	Local (One year)

D. TWO DESKTOP PERSONAL COMPUTERS

- a. Processor: Intel Core i9
- b. Generation: Minimum 13th
- c. RAM: 16 GB DDR5-4800
- d. Storage: One TB SSD
- e. Operating System: Windows 11 Pro (genuine)
- f. Speed: Up to 5.2 GHz
- g. Screen size: 24 inch
- h. Screen Resolution: Full HD (1920x1080)
- i. USB: 1x USB 3.2 (Gen 2) Type-C support DisplayPort™ / power delivery / G-SYNC, 2x USB 3.2 (Gen 1) Type-A

- j. Keyboard: Standard
- k. Mouse: Standard
- l. Mouse Pad: Standard
- m. Warranty: Local (One year)

38. FORM TO BE SUBMITTED / UPLOADED BY THE BIDDERS ON E-PADS:

- a. Bidders are required to upload their financial bid, item wise on the E-PADS along with all related documents, reflecting the exact specifications of each item. Any bid not uploaded in the required format shall be treated as non-responsive.
- b. This form is to be uploaded on E-PADS. It is not to be submitted to FPSC office. However, a signed copy as uploaded on the E-PADS shall be provided at the time of bid opening.

NOTE: KINDLY FILL THIS FORM ON COMPUTER AND UPLOAD PRINT OUT FOR CLEARNESS.

S.No.	Name of Item / product / equipment	Specifications quoted with one year warranty/support period and an additional one-year free service/support as provided in the bidding document	Total Rate Quoted for complete quantity inclusive of all applicable taxes for FY 2024-2025
1.	Two (2) OMR Scanners		
2.	Two (2) Mini Printing Press / High Speed Printers including Finishers		
3.	Two (2) Laptops		
4.	Two (2) Desktop Personal Computers		

Signature of firm representative: _____

Name: _____

Firms Stamp: _____

Address of firm: _____

Cell No. _____

Landline No. _____