

PAKISTAN REVENUE AUTOMATION (PVT) LIMITED

TENDER DOCUMENT P-10/2025

PROCUREMENT OF SECURE SOCKETS LAYER (SSL) CERTIFICATES FOR PRAL WEBSITES DOMAINS & SUB-DOMAINS

May 2025



**Online (e-bid) shall be submitted only at e-PAK Acquisition & Disposal System (EPADS),
on or before 11:00 AM, 17th June 2025.**

e-Bid Opening 11:30 Hrs. 17th June 2025.

In case of any query, please contact Phone: (+92) 51-9259353 Or visit

Admin & HR Department (Procurement Wing)

Pakistan Revenue Automation (Private) Limited,

Galaxy Business Center, 2nd Floor, Plot # 266-B, Street # 9, Sector I-9/3, Islamabad.

Email: at procurement@pral.com.pk Website: pral.com.pk

CONTENTS

1) Invitation to Bid:	1
2) Instructions to Bidders:	1
3) Conditions for Eligibility:	2
4) Scope of the Work:	3
5. General or Special Conditions of Tender	Err
or! Bookmark not defined.	
6. Form of Contract:	4
7. Delivery Timelines	5
8. Technical Evaluation Criteria	5
9. Financial Evaluation Criteria	5
10. Performance Security	5
11. Submission of Bids (Technical and Financial Proposal): -	6
Annex – A (Organization Information)	7
Annex – B (Eligibility Criteria Check List)	8
Annex – C (Relevant Experience)	9
Annex – D (Technical Evaluation Criteria)	10
Annex – E (Key Management Staff of the Company)	11
Annex – F (Financial Proposal)	12
Annex-G (Penalty Clauses & Payment Terms)	14
Annex – H (Declaration)	15
Annex – I (Cover Letter)	16



1) Invitation to Bid:

Pakistan Revenue Automation (Private) Limited (acronym – PRAL). PRAL is a private limited Company registered under section 32 of the companies ordinance, 1984 (XLVII of 1984). PRAL is working with federal and provincial tax and revenue agencies to provide wide variety of tax and revenue collection automation solutions, since its incorporation in June, 1994. Online (e-bids/proposals) are invited from bidders for the procurement / renewal of **SSL Certificates for PRAL Websites Domains & Sub-Domains**. All interested and eligible bidders are requested to go through the tender document and provide relevant required information and supporting documents mentioned in this document.

2) Instructions to Bidders:

The selection of a company/firm will be based on the **Least Cost Method**, through **Single Stage Two Envelope** bidding procedure. The Bidder is expected to examine all instruction forms, terms and Conditions of the bidding documents. Failure to furnish all information required by the bidding documents and/or to submit a bid not substantially responsive to the bidding documents will be at the bidder's risk, which may result in rejection of bid.

2.1. The PDF copy of the Technical and financial proposals/bids along with the bid security shall only be submitted online on EPADS no hardcopy shall be entertained. All the pages of the bid must be sequentially numbered. The bidders are required to create a clear table of contents referencing the relevant page numbers and mark each supporting document with corresponding page numbers.

2.2. In the first instance, the "Technical bid/Proposal" shall be opened for technical evaluation and the "Financial Proposal" shall remain unopened in the system.

2.3. PRAL shall evaluate the Technical Proposal in a manner prescribed in section-8 given in the document, without reference to the price and condition PRAL shall reject any proposal which does not conform to specified requirements.

2.4. During the technical evaluation, no amendments in the technical proposal shall be permitted.

2.5. After evaluation of the technical proposals, PRAL shall open the financial proposals of the technically responsive bids online, and shall communicate the date, time & venue through system in advance, within the bid validity period.

2.6. The financial bids whose technical bids declared non-responsive, shall not be opened.

2.7. The Technical and Financial Proposal will be evaluated based on PRAL's evaluation criteria as provided in section-08 and 09 of this document.

2.8. The bid shall remain valid for the period of 90 days from the date of bid opening.

2.9. This document has different sections carrying information of eligibility, technical evaluation criteria, Scope of work and conditions of tender etc. to assist the potential bidders to develop their technical proposals.

2.10. Minimum passing marks are 70 in technical evaluation, along with a compulsion to obtain full marks in Serial # 3 of Annexure-D, shall be considered as technically qualified.

2.11. PRAL reserves the right to request submission of additional information from the bidders to clarify/further understand aspects of technical proposal, if required. PRAL also reserves the right to verify any information provided by the bidder.



- 2.12. PRAL has the right to visit business premises to verify the information shared in tender documents. Bidder presenting information intentionally incorrectly or fraudulently will be disqualified.
- 2.13. PRAL reserves the right to award or not to award the contract and bidders who fail to submit complete and attach all the relevant documents shall be disqualified. No bid shall be accepted in hardcopy.
- 2.14. Bidders to strictly ensure that their bid documents are submitted before the closing time and date of the tender, else the system will not accept the bids after the closing time.
- 2.15. Questions about the bidding document can be made only in writing through EPADS or Email: at procurement@pral.com.pk and must be asked on or before COB June 05, 2025.
- 2.16. Although adequate thought has been given in the drafting of this document, errors such as typos may occur for which PRAL will not be responsible.
- 2.17. Companies/Firms cannot apply by forming a consortium (both local or international firms/Companies).
- 2.18. In case the bid opening day falls on a public holiday, the next working day shall be considered as the opening day for the same.
- 2.19. In case of any disruption observed on the day of bid opening due to any reason related to server/internet connectivity, the next working day shall be considered as the opening day for the same.
- 2.20. The bidding documents should be signed, stamped and readable.
- 2.21. The financial bid/proposal should not be disclosed in the technical proposal/bid, else the bid shall be disqualified.
- 2.22. The Procuring Agency, at its discretion, may extend "Deadline for Submission of Bids". In such case all rights and obligations of the Procuring Agency and Bidders previously subject to the deadline shall thereafter be subject to the extended deadline.
- 2.23. The bidder should be a registered supplier on the e-Pak Acquisition & Disposal System (EPADS) to participate in the subject tender. To register electronically suppliers can visit <https://eprocure.gov.pk/#/supplier/registration>.
- 2.24. The scanned copy of the Bid Security to be uploaded along with the online bid and the hardcopy of the bid security and original copy of the Affidavit shall only be submitted at below mentioned address on or before 11:00 AM 17th June-2025.

Admin & HR Department
(Procurement Wing) PAKISTAN REVENUE AUTOMATION (PRIVATE) LIMITED,
Galaxy Business Center, 2nd Floor, Plot # 266-B, Street # 9, Sector I-9/3, Islamabad.

3) Conditions for Eligibility:

The bidders, fulfilling the following criteria, will be considered eligible for the bidding process.

- 3.1 Evidence of the bidding firm/company's registration/Incorporation is required (Copy of certificate of incorporation/company registration certificate is required)
- 3.2 Have National Tax Number (NTN) and GST/ PST (if applicable) in the name of Organization (Provide a copy of registration)
- 3.3 Should be active taxpayer on the date of submitting the bid. (Status report must be provided)
- 3.4 Affidavit on stamp paper, declaring that the bidding company/Firm is not blacklisted by any Telco/FMCG/autonomous body/government/semi government or any organization. (Affidavit on stamp paper original signed & stamped)
- 3.5 The bidder must have principal's authorization letter (Copy of the original letter to be submitted).



If bidder fails to provide above mentioned information using “Eligibility Criteria Checklist” (Annexure B), they shall be dis-qualified and declared ineligible from the bidding process and its technical evaluation will not be carried out.

4) Scope of the Work:

SSL certificates are being used to transmit information securely over intranet / internet via website, servers and mobiles etc.

The following scope of work identifies the tasks and responsibilities that the qualifying Company/Firm shall deliver upon, by working closely with the Deployment & Configuration Department of PRAL:

Provisioning of SSL Certificates for PRAL websites domains & Sub-Domains with full compliance to the specifications and features mentioned below:

Note: The validity of all SSL Certificates must align with the durations specified below and will commence from the respective certificate’s date of expiry.

Sr. No.	Common Name	DNS Name	Domain/ Sub-Domains (Qty)	Product Name	Expiry Date	New Expiry Date
1	revwire.pral.com.pk	revwire.pral.com.pk	1	DigiCert Basic OV	31-Jul-25	31-Jul-26
2	paymaster.com.pk	paymaster.com.pk	1	DigiCert Basic OV	30-Jul-25	31-Jul-26
3	Ch Abdul Razzaq	kashif.mughal@pral.com.pk	1	DigiCert Premium	18-Nov-25	31-Jul-26
4	SAN SSL (pral.com.pk)	pral.com.pk exchange.pral.com.pk mail.carec-ribs.gov.pk ims.pral.com.pk mail.bra.gob.pk mx01.pral.com.pk mx04.pral.com.pk portal.pral.com.pk mail.pra.punjab.gov.pk crm.pral.com.pk ajkird.gov.pk mail.ajkird.gov.pk excas1.ajkird.gov.pk excas2.ajkird.gov.pk autodiscover.ajkird.gov.pk excas1.pral.com.pk excas2.pral.com.pk dcdocs.pral.com.pk autodiscover.pral.com.pk reg.pra.punjab.gov.pk	21	DigiCert Basic OV	31-Jul-25	31-Jul-26



		devops.pral.com.pk				
5	kpra.kp.gov.pk	kpra.kp.gov.pk	1	DigiCert Secure Site Pro SSL	03-Aug-25	31-Jul-26
6	iris.ajkird.gov.pk	iris.ajkird.gov.pk	1	DigiCert Basic OV	01-Aug-25	31-Jul-26
7	e.srb.gos.pk	e.srb.gos.pk	1	DigiCert Secure Site Pro SSL	01-Aug-25	31-Jul-26
8	e.pra.punjab.gov.pk	e.pra.punjab.gov.pk	1	DigiCert Secure Site Pro SSL	01-Aug-25	31-Jul-26
9	bra.gob.pk	bra.gob.pk	1	DigiCert Secure Site Pro SSL	01-Aug-25	31-Jul-26
10	apps.pral.com.pk	apps.pral.com.pk	1	DigiCert Basic OV	01-Aug-25	31-Jul-26
11	crm.ajkird.gov.pk	crm.ajkird.gov.pk	1	DigiCert Basic OV	06-Jan-26	31-Jul-26
12	mis.iris.ajkird.gov.pk	mis.iris.ajkird.gov.pk	1	DigiCert Basic OV	15-Dec-25	31-Jul-26
13	crm.pra.punjab.gov.pk	crm.pra.punjab.gov.pk	1	DigiCert Basic OV	02-Dec-25	31-Jul-26
14	gw.pral.com.pk	gw.pral.com.pk	1	DigiCert Basic OV	20-Nov-25	31-Jul-26
15	swaps.fbr.gov.pk	swaps.fbr.gov.pk	1	DigiCert Basic OV	11-Mar-26	31-Jul-26
16	rrs.fbr.gov.pk	rrs.fbr.gov.pk	1	DigiCert Basic OV	28-Feb-26	31-Jul-26
17	rrs.pral.com.pk	rrs.pral.com.pk	1	DigiCert Basic OV	10-July-25	31-Jul-26
		Total:	37			

The successful bidder shall agree to the following terms to provide Certificates to PRAL:s

5.1 All documents and information received by PRAL from bidders will be treated in strictest confidence.

5.2 All expenses related to participation in this bidding document shall be borne by the bidder.

5. Form of Contract:

6.1 The successful bidder shall sign and execute the standard contract of PRAL including any general conditions on the terms and conditions specified therein. Any amendment to the standard contract shall be made with mutual consent of both parties.

6.2 Successful bidder will sign a contract and will provide the SSL Certificates 05 days before expiry, after issuance of the Purchase/Service Order.



- 6.3 The duration of the contract shall be 01 year; however, it can further be extended up to 02 years, based on the satisfactory performance of the bidder with the mutual consent of both parties on the same rates, terms & conditions.
- 6.4 In case of any dispute regarding Goods/services the decision of the PRAL shall be final & binding.
- 6.5 The competent authority may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. PRAL shall upon request communicate to any bidder the grounds for its rejection of all bids or proposals but shall not be required to justify those grounds.
- 6.6 All taxes will be deducted in accordance with the applicable laws.
- 6.7 The bid shall remain valid for the period of 90 days from the date of bid opening.
- 6.8 In case the selected bidder fails to deliver the said deliverables as per the agreed timelines, bid security of the bidder will be forfeited, and the contract may be terminated.
- 6.9 Once the technical bids are opened on EPADS (Electronic Procurement and Disposal System), PRAL may require bidders to submit a hard copy of the technical bid already submitted electronically. However, bidders must ensure that the hard copy exactly matches the electronic version to avoid any discrepancies that could lead to disqualification.

6. Delivery Timelines

Provision of SSL Certificates 05 days before expiry of respective PRAL Domain & Sub-Domain SSL Certificates.

7. Technical Evaluation Criteria

This document is governed by the procedure approved by PRAL management. The technical proposal of eligible organizations will be evaluated against the requirements specified in the “Annexure-D”.

8. Financial Evaluation Criteria

The financial proposals of only eligible & technically responsive bidders will be opened in the presence of all the bidders who participated in the tender. All technically qualified bids shall be opened by the evaluation committee publicly online in the presence of the bidders or their representatives who may choose to be present at the time and place announced prior to the bidding. The chairperson or member of the evaluation committee shall read aloud the unit price as well as the bid amount if any and shall record the minutes of the bid opening. All bidders shall sign an attendance sheet at the time of bid opening.

Please provide information regarding Financials in **Annexure – F”**.

9. Performance Security

- a. Upon signing of this Agreement, the Service Provider shall provide a performance guarantee equivalent to 07% of the contract value, issued by the renowned scheduled bank for the contract period to be offered (the “Guarantee”). The Guarantee shall be valid until expiry of the Initial Term of the Agreement, following which it shall be released by PRAL. In case the bidder fails to provide the Bank Guarantee, 07% payment shall be retained by PRAL (the “Retention Money”). The Retention Money shall be released by PRAL in favour of the Service Provider upon expiry of the Initial Term.
- b. The bid security shall be returned after submission of performance guarantee by the bidder or after the amount retained by the PRAL.
- c. The performance guarantee/security will be returned after completion of the Contract.



10. Submission of Bids (Technical and Financial Proposal): -

Only the original copy of the bid security and Affidavit shall be submitted in hardcopy at the address given in the bidding document on or before 11:00 AM 17th June 2025. Technical proposals will be opened online on the same day i.e., 11:30 AM 17th June 2025 at PRAL office, Galaxy Business Center, 2nd Floor, Plot # 266-B, Street # 9, Sector I-9/3, Islamabad in the presence of bidder's representatives who wish to attend it. The bidder who fails to submit the hardcopy of bid security on or before the closing date & time on the given address shall be disqualified from the bidding process. The Bid Security of the disqualified bidders will be returned after awarding the business to the successful bidder.

a. Bid Security

Bid Security amounting to rupees 120,000/-PKR in the form of pay order or demand draft favoring Pakistan Revenue Automation Pvt Ltd shall be submitted along with the bid. The Bid Security should be valid for a period not less than 6 months.

- a. Any bid not secured by "Bid Security" shall be considered as rejected
- b. if "Bid Security" is found less than Rs. 120,000/-, the bid shall be considered as rejected at any stage.

b. Cover Letter for the Submission of Technical Proposal

A cover letter as specified in **Annexure I** shall be submitted with the proposal.

Note: Please provide the required Information/Response to all Annexure mentioned in this document and mark them while submitting the bid.



Annexures

Annex – A (Organization Information)

Organization Information			
S #	Required Information	Response	
1	Legal name of the organization		
2	Year of Registration / Establishment of the Organization		
3	National Tax Number		
4	General / Punjab Sales Tax Number		
5	What is the legal status of your organization? Tick the relevant box (one box only). (Attach Copy/Copies of Registration Certificate/s)	Public Sector Organization	
		Section 42 Company	
		Public Ltd. Company	
		Private Ltd. Company	
		Private Partnership Firm	
		Other	
6	Name and designation of 'Head of Organization'		
	Mobile:		
	Phone/s:		
	Email:		
7	Name and designation of 'Contact Person':		
	Phone/s:		
	Mobile:		
	Email:		
8	Address of organization		



Annex – B (Eligibility Criteria Check List)

Eligibility Check List				
Sr. No.	Eligibility Criteria Details	Evidence/Proof Required	Attached Supporting Documents/Proof and mark Yes/No	
			Yes	No
1	Evidence of the bidding firm/company's registration/incorporation	Copy of certificate of incorporation/company registration	<input type="checkbox"/>	<input type="checkbox"/>
2	Provide National Tax Number (NTN) and GST/ PST, (if applicable) in the name of Organization	Copy of registration	<input type="checkbox"/>	<input type="checkbox"/>
3	Should be active taxpayer on the date of submitting the bid.	Status report must be provided	<input type="checkbox"/>	<input type="checkbox"/>
4	Affidavit on stamp paper, declaring that company is not blacklisted by any Telco/FMCG/autonomous body/government/semi government or any organization.	Affidavit on stamp paper original signed & stamped	<input type="checkbox"/>	<input type="checkbox"/>
5	The bidding company/Firm Shall must have Principal's Authorization letter	Copy of the original letter to be shared	<input type="checkbox"/>	<input type="checkbox"/>

Bidders must clearly mention the page numbers of the supporting documents provided to qualify for technical evaluation. Failure to mention the relevant page numbers will result in disqualification.



Annex – C (Relevant Experience)

Relevant Experience		
Sr. #	Required Information of the Clients	Response (Please provide exact information with Clients organization name, location/s and duration) Provide data in sequence given below and provide copies of purchase orders/work order/service agreements etc.
1	Details of the Clients to whom Similar Services are provided	
	Name of Clients Organization(s) along with the following details:	i.
	I. Company Name	ii.
	II. Addresses, email address, Phone #, website	iii.
III. Contact person		
	IV. Start and end dates of Services (For example – Jan 2009 to July 2021)	



Annex – D (Technical Evaluation Criteria)

TECHNICAL EVALUATION CRITERIA				
Sr #	Descriptions	Total Points	Scoring Points	Remarks (Attachment of relevant evidence in each case is mandatory. In case of non-compliance no mark will be awarded)
1	Client Portfolio	20		
	Provided SSL Certificates to more than 08 local/international/multinational clients including public sector or private sector organizations		20	Documentary proof: (Purchase/Service order/ copies of contract with contract details of clients should be furnished. *Multiple projects/orders with same client will be counted as one.
	Provided SSL Certificates to more than 05 but less than or equal to 08 local/international/multinational clients including public sector or private sector organizations		15	
	Provided SSL Certificates to more than 02 but less than or equal to 05 local/international/multinational clients including public sector or private sector organizations		10	
	Provided SSL Certificates to more than 02 but less than or equal to 05 local/international/multinational clients including public sector or private sector organizations		05	
2	Relevant Experience	20		
	Experience of more than or equal to 08 years for providing SSL Certificates to local/international/multinational clients including public sector or private sector organizations		20	Documentary proof: (Purchase/Service order/ copies of contract with contract details of clients should be furnished. *Multiple projects/orders with same client will be counted as one.
	Experience of less than 08 years but more than or equal to 06 years for providing SSL Certificates to local/international/multinational clients including public sector or private sector organizations		15	
	Experience of less than 05 years but more than or equal to 0 years for providing SSL Certificates to local/international/multinational clients including public sector or private sector organizations		10	
	Experience of less than 06 years but more than or equal to 04 years for providing SSL Certificates to local/international/multinational clients including public sector or private sector organizations		05	
3	Compliance to the Scope of work & Specifications of SSL Certificates	40		
	Compliance to the Scope of work & technical Specifications of SSL Certificates mentioned in the bidding document		40	A written confirmation on the company letterhead is required for the compliance of the scope of work and the quoted product should be fully



				complied with the specifications/features mentioned in the Scope of Work. If found complied full Marks will be given, else zero (0). (Attach copies of technical literature & Brochures from the manufacturer, which may be verified on the Internet)
4	Financial Turnover	20		
	Annual turnover /revenue of the company is greater than or equal to 08 million (PKRs)		20	Documentary proof required (tax returns or financial audited report from registered firm/company for the year 2023-2024 or latest)
	Annual turnover /revenue of the company is less than 08 million (PKRs) but greater than or equal to 06 million (PKRs)		15	
	Annual turnover /revenue of the company is less than 06 million (PKRs) but greater than or equal to 04 million (PKRs)		10	
	Annual turnover /revenue of the company is less than 04 million (PKRs) but greater than or equal to 02 million (PKRs)		05	
Total Technical Evaluation Score		100		

**** Bidders must clearly mention the page numbers of the supporting documents provided for technical qualification scoring. Failure to mention the relevant page numbers will result in no marks being awarded.**

***If the quoted item is below the required requirements/specification, the Bid shall stand non-Responsive**

Annex – E (Key Management Staff of the Company)

Please provide details of Key Management Staff

Key Management Staff of Company					
Sr #	Name of Management Staff	Designation	Qualification	Area of Expertise	Number of years in company



Annex – F (Financial Proposal)

FINANCIAL BID FORMAT

Sr. No.	Common Name	DNS Name	Domain/ Sub-Domains (Qty)	Product Name	Unit Price per Domain/Subdomain in PKR (inclusive of all applicable taxes)	Total Cost in PKR (inclusive of all applicable Taxes)
1	revwire.pral.com.pk	revwire.pral.com.pk	1	DigiCert Basic OV		
2	paymaster.com.pk	paymaster.com.pk	1	DigiCert Basic OV		
3	Ch Abdul Razzaq	kashif.mughal@pral.com.pk	1	DigiCert Premium		
4	SAN SSL (pral.com.pk)	pral.com.pk exchange.pral.com.pk mail.carec-ribs.gov.pk ims.pral.com.pk mail.bra.gob.pk mx01.pral.com.pk mx04.pral.com.pk portal.pral.com.pk mail.pra.punjab.gov.pk crm.pral.com.pk ajkird.gov.pk mail.ajkird.gov.pk excas1.ajkird.gov.pk excas2.ajkird.gov.pk autodiscover.ajkird.gov.pk excas1.pral.com.pk excas2.pral.com.pk dcdocs.pral.com.pk autodiscover.pral.com.pk reg.pra.punjab.gov.pk devops.pral.com.pk	21	DigiCert Basic OV		
5	kpra.kp.gov.pk	kpra.kp.gov.pk	1	DigiCert Secure Site Pro SSL		
6	iris.ajkird.gov.pk	iris.ajkird.gov.pk	1	DigiCert Basic OV		
7	e.srb.gos.pk	e.srb.gos.pk	1	DigiCert Secure Site Pro SSL		
8	e.pra.punjab.gov.pk	e.pra.punjab.gov.pk	1	DigiCert Secure Site Pro SSL		



9	bra.gob.pk	bra.gob.pk	1	DigiCert Secure Site Pro SSL		
10	apps.pral.com.pk	apps.pral.com.pk	1	DigiCert Basic OV		
11	crm.ajkird.gov.pk	crm.ajkird.gov.pk	1	DigiCert Basic OV		
12	mis.iris.ajkird.gov.pk	mis.iris.ajkird.gov.pk	1	DigiCert Basic OV		
13	crm.pra.punjab.gov.pk	crm.pra.punjab.gov.pk	1	DigiCert Basic OV		
14	gw.pral.com.pk	gw.pral.com.pk	1	DigiCert Basic OV		
15	swaps.fbr.gov.pk	swaps.fbr.gov.pk	1	DigiCert Basic OV		
16	rrs.fbr.gov.pk	rrs.fbr.gov.pk	1	DigiCert Basic OV		
17	rrs.pral.com.pk	rrs.pral.com.pk	1	DigiCert Basic OV		
		Total:	37			

Note: The validity of all SSL Certificates must align with the durations specified in the scope of work and will commence from the respective certificate's date of expiry.

PRAL may exclude any SSL certificate at the time of awarding the business, considering the business requirement.

Business award Criteria:

The business shall be awarded to the bidder whose financial bid found lowest among the technically qualified bidders.

Authorized Signatory

Name _____

Designation _____

Signature _____

Stamp _____

Date _____



Annex-G (Penalty Clauses & Payment Terms)

1. The payment shall be made within 30 days after Successful deployment of respective SSL Certificate and submission of invoice. No advance payment shall be allowed.
2. The bid security shall be returned after submission of performance guarantee by the bidder or after the amount retained by the PRAL.
3. All the payment shall be made in the PKR after the deduction of all applicable taxes.
4. Any delay in delivering the SSL Certificates, considering the expiry date, will be subject to a penalty @1% per day, up to maximum 10% of the respective value of the SSL Certificate.



Annex – H (Declaration)

I, _____ hereby declare that:

- all the information provided in the technical proposal is correct in all manners and respects.
- and I am duly authorized by the Governing body/Board/Management to submit this proposal on behalf of "[Click here and type the name of organization]"

Name: -	
Designation: -	
Signatures: -	
Date and Place: -	



Annex – I (Cover Letter)

[Firm letterhead]

[Date]

To

Chief Executive Officer

[Address mentioned in Guidelines]

Re: Technical Proposal in respect of [Insert title of assignment]

Dear Sir,

We offer to provide the services for **Procurement of SSL Certificates for PRAL Websites Domains & Sub-Domains.** in accordance with your tender for Proposal dated [Insert Date of tender advertised]. We hereby submit our technical Proposal including the required documents.

We hereby declare that all the information and statements made in these proposals are true and accept that any misinterpretation contained therein may lead to our disqualification and forfeiting of our bid security. We undertake that we will initiate the delivery of services as per the client's request if our proposal is accepted. We understand that you are not bound to accept any or all proposals you receive.

Thank you.

Yours sincerely,