



Government of Pakistan  
Pakistan Railways  
Directorate of Information Technology

PURCHASE OF SMART DESKTOP TERMINALS AND FLATBED SCANNERS  
Tender No. IT-09/E-Office/2024

**Corrigendum**

Pakistan Railways invites sealed bids from registered with Securities and Exchange Commission of Pakistan (SECP) / registrar of the firms, original manufacture/ authorized distributors/ supplier having at least 05 years (after registration) experience.

Company must also be registered with Income Tax and Sales Tax Department. PPRA Rules 2004 (including all notifications to date) Single Stage – Two Envelope bidding procedure will be followed. Bidder must submit five hundred thousand rupees (500,000) as a bid security (CDR).

- Only bids through E-Pak Acquisition and Disposal system (EPADS) ([www.eprocure.gov.pk](http://www.eprocure.gov.pk)) will be entertained. No bid other than EPADS will be accepted. Bid security will be, submitted before closing of tender physically in the office of Directorate of IT, Railway Headquarter, Lahore. Bidder will upload the complete scanned copy along with bid security of their bid in EPADS. Note: EPADS Tender No. F- 240997058.
- Bidding documents, containing detailed terms and conditions, can be downloaded from <https://eprocure.gov.pk> free of cost.
- The date mentioned in advertisement No. PID(L)667/24 was misprint which may be read as **30-09-2024**. Necessary amendment made in tender document which is available at epads.
- The Bids prepared in accordance with the instruction in the bidding document, must be submitted via EPAD on or before **30-09-2024 at 10:00 AM**. The bid will be opened in the same day publically at 10:30 AM in conference room, Directorate of I.T, Pakistan Railways Headquarters Office, Empress Road, Lahore.

This advertisement is also available on Pakistan Railways website [www.pakrail.gov.pk](http://www.pakrail.gov.pk)

(MUHAMMAD FAROOQ IQBAL MALIK)

Director Information Technology

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<http://www.pakrail.gov.pk>



# PAKISTAN RAILWAYS

DIRECTORATE OF INFORMATION TECHNOLOGY  
PAKISTAN RAILWAYS HEADQUARTERS,  
EMPRESS ROAD, LAHORE.

## PURCHASE OF SMART DESKTOP TERMINALS & FLATBED SCANNER

### COMPETITIVE BIDDING

Tender No.  
IT-09/E-Office/2024

Last Date of Tender Submission 30-09-2024 (1000 hrs.)

Tender Opening Date: 30-09-2024 (1030 Hrs.)

1. **THE SINGLE STAGE TWO ENVELOPE PROCEDURE**

Sealed Bid/Tender are invited in accordance with Public Procurement Rules-2004 (all notification till date) in accordance with PPRA rules Single Stage - Two Envelope procedure, as detailed below:

The Single Stage Two Envelope Procedure is a method of procurement used under the Public Procurement Regulatory Authority (PPRA) Rules in Pakistan, specifically outlined in Rule 36(b) of the Public Procurement Rules, 2004. This procedure is typically employed when both technical and financial evaluations are necessary to determine the best bid. Here's how it works:

**1. Submission of Bids:**

The bidder shall submit their bid in accordance with Single Stage- Two Envelop procedure. The submission will only be accepted through E-Pak Acquisition and Disposal system (EPADS) ([www.eprocure.gov.pk](http://www.eprocure.gov.pk)). No bid other than EPADS will be accepted. Bid security will be, submitted before closing of tender physically in the office of Director IT. Bidders will upload the complete scanned copy of their bid in EPADS.

Technical Proposal: This E file contains the technical details of the bid, including the bidder's qualifications, technical specifications, methodology, and any other information required to demonstrate their capability to meet the technical requirements of the project.

Financial Proposal: This E file contains the financial offer, including pricing, payment terms, and any financial guarantees.

Both E files are submitted together, but they are sealed separately to ensure confidentiality and impartiality during the evaluation process.

**2. Opening of Technical Proposals:**

Public Opening: The technical proposals are opened first in the presence of the bidders or their representatives. The purpose of this step is to ensure transparency and that all bids are treated fairly.

Evaluation of Technical Proposals: The technical proposals shall be evaluated by a committee according to the criteria specified in the tender documents. This evaluation determines whether the bids meet the required technical standards and specifications.

**3. Notification of Results:**

Technical Evaluation Outcome: After the technical evaluation, the procuring agency notifies the bidders about the results. Only those bidders whose technical proposals meet the required standards are considered for the next stage.

**4. Opening of Financial Proposals:**

Qualified Bidders: Only the financial proposals of the technically qualified bidders shall be opened. The financial proposals of the non-qualified bidders remain sealed and shall be returned to them unopened.

Public Opening: The financial proposals shall be opened in a public session, typically in the presence of the qualified bidders or their representatives.

**5. Evaluation of Financial Proposals:**

The financial proposals shall be evaluated to determine the lowest cost bid among the technically qualified proposals.

The contract shall be awarded to the bidder with the lowest financial bid, provided that their technical proposal met all the necessary criteria.

**6. Contract Award:**

Best Evaluated Bid: The contract is awarded to the bidder whose proposal has been determined to be the most advantageous, considering both technical compliance and cost-effectiveness.

Announcement: The procuring agencies then announce the award of the contract to the successful lowest bidder.

## **2. BID SECURITY (EARNEST MONEY)**

- i. Five Hundred Thousand (Rs.500,000) PKR Earnest money must be deposited in shape of Call Deposit Receipt (CDR) or Bank Guarantee issued by any Scheduled Bank of Pakistan in the favor of PR.
- ii. I/We shall not claim any interest on bid security while it is in PR custody and which shall be returned if tender is not accepted.
- iii. I/We understand that if:  
I/We fail to submit the performance guarantee @Ten percent (10%) of total quoted bid price within 14 days or any extended time, after written acceptance of tender is communicated to me / us, the earnest money / bid security will be forfeited.
- iv. I/We further agree to comply with all orders placed on me/us by the Pakistan Railway after written notice of acceptance of my/ our tender has been posted to me/ us and the order so placed shall be governed by all the terms and conditions of the contract.
- v. Any amount recoverable from me/ us in addition to the standing security deposited already with the Pakistan Railways, may be deducted from any amount lying at my/ our credit, or the same will be remitted by me/us in cash on demand.
- vi. I/We accept to abide by all the tender conditions enclosed with this tender.
- vii. The offer hold good for Ninety days (90) days after the due date of tender opening (technical bid). I/ We further agree that an acceptance issued by letter, fax or messenger within this validity period would be bidding on me/ us regardless of the date of its actual receipt by me/us.

### **CERTIFICATE REGARDING CONFIRMATION OF PAKISTAN RAILWAYS SPECIFICATIONS/REQUIREMENT.**

- I. I/We hereby confirm that we have read the specifications / requirements / description of the equipment/ goods/ services floated / mentioned in this tender and after having understood them fully, undertake as under:
  - a) To supply equipment/ goods/ service exactly (100% Compliance, Clause to Clause) or higher better as per Railway Specification /Requirement / Description of this tender.
  - b) That equipment will be brand new.
  - c) Bidder is advised to participate in complete BOQ. Partial participation/ missing of any equipment/ BOQ item will be led by disqualification.
  - d) Directorate of IT may ask OEM authorization letter of any equipment / BoQ from supplier / successful bidder.

Signature \_\_\_\_\_ Name of Signatory \_\_\_\_\_ Stamp and Date \_\_\_\_\_ Page 3 of 12

## GENERAL TERMS AND CONDITIONS

1	<p><b><u>SPECIFICATIONS</u></b></p> <p>i) Goods/ services offered shall be brand new/ latest version and hundred percent (100%) clause to clause according to the specifications/ description / requirements of Pakistan Railways. Bidder shall therefore take full care while quoting against an item and must have understood Railway's Specifications/ Requirements given in the description before submitting bid.</p> <p>ii) In accordance with PPRA Rules, specification shall govern the supply of equipment/ goods/ services therefore no sample shall be called/ accepted for evaluation of the bid.</p>
2	<p><b><u>BID VALIDITY</u></b></p> <p>Validity of the offer should not be less than 90 days (extendable on request, as per PPRA rules).</p>
3	<p><b><u>DELIVERY PERIOD / SCHEDULE</u></b></p> <p>Bidders are required to quote delivery period as maximum thirty (30) days from the date of issuance of Purchase Order (PO), failing which the offer will be rejected straightway. In case of late delivery due to reasons attributed to the bidder "LD" charges will be deducted according to Pakistan Railways Policy.</p>
4	<p><b><u>PAYMENT</u></b></p> <p>Payment of equipment will be made to the bidder in Pak Rupees by the Accounts Officer, Pakistan Railways, Headquarter Offices Lahore on presentation of bill accompanied with acceptance and delivery certificate according to P.R. requirement to be issued by the committee from Directorate of Information Technology, Pakistan Railways, Headquarters Office, Lahore.</p>
5	<p><b><u>BID SECURITY</u></b></p> <p>i) Bidder must attach/ submit bid security @ Five Hundred Thousand (500,000) PKR with Technical Bid in the shape of Bank Guarantee / Call Deposit Receipt (CDR)/ Deposit at Call (DAC)/ Pay Order/ Bank Demand Draft from a scheduled Bank of Pakistan in the name of FA &amp; CAO, Pakistan Railways, Headquarters Office, Lahore.</p> <p>ii) Bid without earnest money/ CDR shall be ignored and rejected straightway.</p> <p>iii) Bid security / earnest money / CDR will be forfeited, if in case successful bidder is unable to submit, performances guarantee within stipulated time period/ sign the contract/receiving the PO.</p>
6	<p><b><u>Performance Guarantee</u></b></p> <p>Bidder must submit performance guarantee @ Ten percent (10%) of total bid price within 14 days or any extended time, after written acceptance of tender. The performance guarantee will hold by Pakistan Railways till the completion of warrantee period.</p>
7	<p>Bidders shall certify (on Pakistan Railways request) that cost of the goods/services given in the offer is realistic, calculated and based on current market price, failing which the offer will be ignored.</p>

Signature \_\_\_\_\_ Name of Signatory \_\_\_\_\_ Stamp and Date \_\_\_\_\_ Page 4 of 12

8	The delivery will be made at IT Directorate of Pakistan Railways, Headquarter office, Lahore. However, installation of equipment will be made on site. The bidder are required to quote their prices in Pak Rupees only.
9	<b><u>INSPECTION OF MATERIAL</u></b> Inspection of the material will be carried out by committee from Directorate of IT, Pakistan Railways, Headquarters office, Lahore. All the Items will have to be delivered by the supplier at his own arrangements and expenses at locations.
10	No import will be permissible from Israel and goods of this origin from any country will not be considered.
11	<b><u>PACKING MATERIALS</u></b> i) All packing cases, containers and other similar material unless otherwise agreed shall be supplied by the seller free of charge and will not be returned. Every package/ packing shall be clearly marked with seller's name, consignee's name and address and gross weight and shall contain a packing note showing its content in detail. The seller will be held responsible for the stores being sufficiently and properly packed so as to ensure their safe arrival at destination.  ii) Suppliers are required to ensure adequate packing of the material/ shipment strictly in accordance with the packing list/ invoices, failing which they will be responsible for the consequential extra duties and charges on that account. The protection against attack by sea water and also to withstand rough handling during sea or rail road transit is to be ensured by the seller through adequate packing of the material/ shipment. (FOB basis only)
12	Bidders are required to offer rates inclusive of all applicable taxes/charges.
13	Bidders are required to quote for full tender quantity. Quantity variation by the bidder will make the offer liable to be ignored. However, quantity variation on account of standard packing shall be permissible.
17	Only GST and Income Tax Registered Firms/bidders and active tax payer are eligible to take part in this tender.
18	<b><u>WARRANTY CERTIFICATE / AND AGREEMENT DURATION.</u></b> Bidders are required to submit 12 months standard warranty certificate of each and every item, which must be duly signed by the supplier while submitting quotation. The warrantee period will start from the date of successful inspection issued by Directorate of IT, P.R. HQ, Office, Lahore. In case of any warranty claim the bidder must provide the replacement of equipment within 24 hours.
19	<b><u>PAYMENT OF TAXES</u></b> The bidder shall provide a certificate regarding Active Tax Payer. Payment shall be made on presentation of Sales Tax Registration No. as well as proof of payment of sale tax to the Sale Tax Department. <b>Note: -</b> a) The payment to the suppliers is linked with the active taxpayer status of the suppliers as per FBR database. If any registered supplier is not in ATL, his payment shall be stopped till the supplier files his mandatory returns and appears on ATL of FBR.

Signature \_\_\_\_\_ Name of Signatory \_\_\_\_\_ Stamp and Date \_\_\_\_\_ Page 5 of 12

**SPECIAL TERMS AND CONDITIONS  
(MUST ATTACH DOCUMENTARY PROOF WHERE REQUIRED)**

**TENDER NO. IT-09/E-Office/2024**

**OPENING DATE: September 30, 2024**

**TECHNICAL PROPOSAL**

1. No joint venture is allowed in this tender.
2. Certificate on stamp / affidavit that the Firm is not blacklisted by any government department / authority.
3. National Income Tax number (NTN).
4. The firm must be registered with Security Exchange Commission of Pakistan or Registrar of Firms (please attach copies of valid registration certificates.)
5. Company must have at least 5 years of relevant experience (after registration).
6. Last three years Audited (financial statement) Reports / Tax Returns of the firm/company.
7. Power of attorney to sign the proposal.
8. Sales Tax & National Income Tax Number must be indicated.
9. The bidders are required to quote their prices in Pak Rupees only including all applicable taxes.
10. All rules and regulations prevailing in the Pakistan Railways will be applicable on this tender and subsequent processing.
11. Railway reserves the rights to ask for any additional clarification before deciding the tender.
12. Bidders are required to quote their rates against each item as this tender enquiry will be decided on "Overall totality Basis" otherwise offer can be ignored.
13. Bidders should submit Authorization Certificate from OEM/ Principal/ Distributer with Technical Proposal.
14. The bidder must provide rate reasonability certificate of each item.

Signature \_\_\_\_\_ Name of Signatory \_\_\_\_\_ Stamp and Date \_\_\_\_\_ Page 6 of 12

**SPECIMEN FORM OF GUARANTEE BOND FOR BID SECURITY**

**The Director IT&MIS,**  
Pakistan Railways,  
P.R. Headquarters,  
Empress Road,  
Lahore.

In consideration of your having waived the deposit by M/s. \_\_\_\_\_ of Rs. \_\_\_\_\_ as Bid Security (earnest money) which they are required to make with their tender against your tender / enquiry No. \_\_\_\_\_ Due on \_\_\_\_\_ for the supply of \_\_\_\_\_. We hereby undertake on behalf the said firm to pay on demand the sum of Rs. \_\_\_\_\_ in case they subsequently withdraw or modify their offer after the tender is opened and before expiry of the validity period. In case their tender is accepted by you and the failed to make the security deposit as mentioned clause 3 of the Pakistan Railways, Standard Conditions of the Contract (No A-3-90) within fourteen days after written acceptance of tender has been communicated to them or fail to accept the order containing terms and conditions of the contract within seven days after being called upon to do so, such a failure shall constitute a breach of the contact and you shall be entitled to purchase the stores elsewhere at their risk and expenses, which we hereby under take to indemnify on behalf of the said firm up to the extent of the aforesaid amount in part payment of the total additional expenditure incurred by the Railway administration on account of repurchase without any question or objection. We further agree to pay the aforesaid amount on demand at any stage the currency of this guarantee for adjustment against payment due to your form the said firm. This guarantee is valid up \_\_\_\_\_.

\* Here fill in the date which should six months from the date of issue of this Guarantee Bond.

THE GUARANTEE MUST BE FROM A SCHEDULE BANK ON NON-JUDICIAL STAMP OF REQUISITE VALUE.

Signature \_\_\_\_\_ Name of Signatory \_\_\_\_\_ Stamp and Date \_\_\_\_\_ Page 7 of 12



**INTEGRITY PACT**

**Declaration of Fees, Commission & Brokerage etc.: Payable by the suppliers of goods, Services & Works in Contract worth Rs. 10 Million or more**

Contract No. \_\_\_\_\_ Dated \_\_\_\_\_ Contract Value \_\_\_\_\_

Contract Title \_\_\_\_\_

(Name of Supplier) hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative sub-division or agency thereof or any other entity owned or controlled by it (Government of Pakistan) through any corrupt business practice.

Without limiting the generality of the foregoing, \_\_\_\_\_ (Name of supplier) represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give anyone within or outside Pakistan either directly or indirectly through any natural; or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or including the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever from Government of Pakistan, except that has been expressly declared pursuant hereto.

\_\_\_\_\_ (Name of Supplier) certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with Government of Pakistan and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

\_\_\_\_\_ (Name of Supplier) accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to Government of Pakistan under any law, contract or other instrument, be voidable at the option of Government of Pakistan.

Notwithstanding any rights and remedies exercised by Government of Pakistan in this regard, \_\_\_\_\_ (Name of Supplier) agrees to indemnify Government of Pakistan for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to Government of Pakistan in an amount equivalent to ten time the sum of any commission, gratification, bribe, finder's fee or kickback given by \_\_\_\_\_ as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever from Government of Pakistan. (Name of Supplier)

\_\_\_\_\_  
Buyer

\_\_\_\_\_  
Seller / Supplier

Signature \_\_\_\_\_ Name of Signatory \_\_\_\_\_ Stamp and Date \_\_\_\_\_

### EVALUATION CRITERIA

Sr. No.	Description	Status
1	The firm must be registered with Security Exchange Commission of Pakistan or Registrar of Firms (please attach copies of valid registration certificates.)	Yes / No
2	Certificate on stamp / affidavit that the Firm is not blacklisted by any government department / authority.	Yes / No
3	Bidder must have completed five year sale after registration.	Yes / No
4	Last three years Audited (financial statement) Reports / Tax Returns of the firm/company.	Yes / No
5	Authorization Certificate from OEM/ Principal/ Distributer	Yes / No

**Note:**

- i) In case of any “No” in above status, company / bidder will be declared as non-responsive in technical proposal.

**TECHNICAL PROPOSAL**

Item No	Equipment Detail	Delivery Period
1	Attached as Annexure	Thirty (30) days in all aspects (from the date of issuance of Purchase Order (P.O))

Item No	Financial Bid Proforma	Detail.
1	Attached as Annexure	I. Bidder must fill individual cost of each and every item, as required in financial proposal. II. Conditional offer shall not be accepted

**CERTIFICATE REGARDING CONFIRMATION OF PAKISTAN RAILWAYS SPECIFICATION/ REQUIREMENTS.**

I/We hereby confirm that we have read the specifications / requirements / description of the equipment / service floated / mentioned in this tender and after having understood them fully, undertake as under:

- a. To supply equipment/ goods/ services exactly (100%) clause to clause, as per Railways Specification / Requirements / Description of this tender.
- b. That equipment/ goods/ services will be brand new / latest version/ updated license etc.

Signature \_\_\_\_\_ Name of Signatory \_\_\_\_\_ Stamp and Date \_\_\_\_\_ Page 10 of 12

**Smart Desktop Terminal Specification:  
Equivalent or higher  
Quantity = 150**

<b>Processor</b>	<b>Intel® Core i5</b>
<b>Chipset</b>	<b>Intel® Chipset</b>
<b>RAM</b>	<b>1x 8GB DIMM DDR4</b>
<b>Storage</b>	<b>256GB SSD</b>
<b>Screen Size</b>	<b>23.8" FHD</b>
<b>Audio</b>	<b>High Definition (HD) Audio</b>
<b>DVD RW</b>	<b>Yes</b>
<b>Speaker</b>	<b>Yes</b>
<b>Camera</b>	<b>HD 720p</b>
<b>Accessories</b>	<b>Same Brand Keyboard &amp; Mouse along with necessary Cables</b>
<b>Warranty</b>	<b>01 Year Warranty</b>

**Flatbed Scanner Specification:  
Equivalent or higher  
Quantity = 80**

<b>Scanning Type</b>	<b>Flatbed</b>
<b>Colour Scanning</b>	<b>Yes</b>
<b>Scan resolution</b>	<b>Up to 1200 x 1200 dpi (color and mono)</b>
<b>Scan file format</b>	<b>PDF, JPEG, PNG, BMP, TIFF, TXT(Text), RTF (Rich Text)</b>
<b>Scan Mode</b>	<b>Colour: 48-bit input, 24-bit output Grayscale: 48-bit input, 24-bit output B/W: 1-bit</b>
<b>Scan Size</b>	<b>Letter, A4, Legal</b>
<b>Compatible Operating Systems</b>	<b>Windows 10 (32-bit/64-bit), Windows 8.1 (32-bit/64-bit), Windows 8 (32-bit/64-bit), Windows 7 (32-bit/64-bit); Mac OS</b>
<b>Interface</b>	<b>USB</b>
<b>Warranty</b>	<b>01 Year Warranty</b>

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