

TENDER DOCUMENT

SUPPLY OF COMPUTER SYSTEMS



Military Accountant General

Kashmir Road, Rawalpindi Cantt

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TENDER DOCUMENT

Subject:- SUPPLY OF COMPUTER SYSTEMS FOR UAGEs OFFICES OF PMAD

Military Accountant General's Office (hereinafter called **MAG**) invites sealed bids from the Firms registered in Pakistan with NTN and STRN, and reputed authorized Firms/distributors/suppliers dealing in IT equipments, for supply of following:-

S.No.	Name of Item	Qty.(Appox)	Remarks
1	Desktop Computers	200-Nos	Detailed specifications mentioned at Annexure-A of this tender documents

The Firms are requested to submit sealed bids, which will bear word "**CONFIDENTIAL**" and "**TENDER FOR SUPPLY OF COMPUTER SYSTEMS IN UAGEs OFFICES OF PMAD**".

1. **SINGLE STAGE- TWO ENVELOPE PROCEDURE under PPRA Rule 36(b)**:- The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal. The envelopes shall be marked as "**FINANCIAL PROPOSAL**" and "**TECHNICAL PROPOSAL**" in bold and legible letters to avoid any confusion.
2. **EARNEST MONEY**: The Firm will submit Bid Security @ 2% (refundable) of total bid price (Including all taxes) in the shape of CDR/Demand Draft in favour of "**DDO MAG Office**", Kashmir Road, Rawalpindi Cantt.
3. **PERFORMANCE GUARANTEE**: The successful bidder will be required to submit **10% Performance Guarantee** (on the date of delivery) of the total value of the purchase order (including GST) in the shape of **Bank Guarantee** in favour of **MAG Rawalpindi**.
4. Tender to be filled in carefully, (preferably typed). Any correction/alteration is not allowed. Each page must be signed and stamped, incomplete bids (Technical and financial) will not be accepted.
5. Procuring Agency (hereinafter called **PA**) reserves the right to increase/decrease the quantity or may cancel tender as per PPRA Rules.
6. Prices must be quoted in Pakistani currency inclusive of all taxes (Income Tax/ Sales Tax/Duties etc.), indicating unit price and total bid price.
7. The Bid will remain valid and open for acceptance for a minimum period of 90 days (or higher as committed by the bidder) from the specified date of opening of bid.
8. **PAYMENT**: Payment (100%) will be released after completion of the delivery/installation and inspection in accordance with the Purchase Order.



9. **DEADLINE FOR SUBMISSION OF BIDS:**

All bids must be delivered in the Office of undersigned on or before the prescribed deadline of **10:30 AM** on **29th April, 2022**. Late proposals will be returned unopened to the Bidder.

10. **OPENING OF BIDS:-** The Procuring Agency will open the bids at **11:00 AM** as on **29th April, 2022** in the presence of bidders/ representatives who like to attend.

11. The technical evaluation will be based on the comparison of specifications/ model/ makes & expiry, the financial evaluation on price etc. PA reserves the right to choose the specifications/ models/ make at its own discretion but keeping in view the advertised specifications and most advantageous offer.

12. At the same time as the PA notifies the successful Bidder that its bid has been accepted, the PA will send to Bidder the Contract Agreement Form provided in the bidding documents, incorporation all agreements between the parties, to be signed within seven days of its receipt, if fails to sign the Contract Agreement Form the earnest money will be forfeited and Contract will be awarded to the second qualifying bidder.

13. **EVALUATION:**

It is mandatory for participating bidders to fully meet and comply with the below given requirements. Bidders must attach all the relevant and authentic documentary evidences for each requirement mentioned below. Bids do not meet the following mandatory requirements will not be further evaluated technically (with Annexure-A) and will be declared as substantially non responsive at preliminary stage.

- i. Year of incorporation of bidder as Company in Pakistan.
- ii. Valid NTN and STRN Certificate.
- iii. Firm should be on Active Tax Payers Lists of FBR.
- iv. Authorized Business and after sales service partnership certificates from the Principal/Manufacturer/Dealership of the brand products quoted.
- v. Authorization letter to MAG office Rawalpindi allowing bidder to offer/quote its respective products/solution with the Firm's assurance that equipment is backed by manufacturer's warranty. Furthermore, all parts replaced during warranty shall be supplied by the manufacturer during the warranty period and if required beyond as well.
- vi. Financial worth of the Firm supported by the Bank Statement/Audited Financial Statement of last one year.
- vii. Preferably more than two offices of the Firm in major cities of Pakistan.
- viii. Firm's relevant experience (supported by evidence of purchase orders) with adequate after sale service support.
- ix. At least two engineers/support staff with certified training from the manufacturer for the quoted hardware. Copies of training certificates should be attached.
- x. Legal undertaking that bidder is not involved in any kind of lawsuits either current or pending and not involved in any kind of bankruptcy.



- xi. Technical Broachers/ Data Sheets for the relevant Hardware must be attached
 - xii. All documents are properly tagged/ labeled (Yes/ No)
 - xiii. Compliance with technical specifications (Annex-A)
 - xiv. **All the required equipment should be brand new, not used or refurbished. The components of equipment should be assembled and verifiable by the manufacturer. Verification of originality from principal manufacturer will be completed through email or through principal manufacturer website.**
 - xv. Certificate that the successful bidder will be responsible for safe supply of the equipment at specified stations (As per Annex-A).
14. **First of all, due verification of documents submitted under mandatory requirements mentioned above (i to xv) will be done. Any bidder who fails to fulfill mandatory requirement shall be disqualified at the initial stage. Therefore, all bidders must ensure to provide all required information along with supporting documents with proper checklist. Technical evaluation will be carried out according to specifications as per Annexure "A".**
15. Financial bids of bidders failed to qualify technically will be returned unopened to the respective bidders. Any Bidder proposing a non-compliant/ incomplete/non-functional or conditional solution/bid with major technical/material commercial deficiencies non-compliance to the MAG office Rawalpindi requirements will be declared as substantially non responsive, thus disqualified for financial bid opening. Financial bids of referred bidders shall be returned unopened. Financial bids of only technically qualified bidders will be opened on the given date with prior notice to qualified bidders only.
16. Purchase order/ contract will be issued subject to the availability of funds as well as subject to Transfer from Funding agency.
17. **INSPECTION AND TESTS:**
- 17.1 Procuring Agency shall have the right to inspect items to verify their conformity to the specifications.
- 17.2 If any inspected items fail to conform to the specification, Procuring Agency shall reject it and the Supplier shall have to replace the rejected items to meet specifications. All costs incurred on such items shall be borne by the supplier (cost of item with installation, carriage/ courier and any other misc charges).
- 17.3 Replacements/alterations shall be entirely borne by the supplier. Failing to do so the Purchase Order(s) will be cancelled and all retained value of the defaulter will be forfeited.
18. **WARRANTY:-**
- 18.1 The Supplier shall warrant that all items supplied under the Contract (s) shall have genuineness (not refurbished) verifiable online from origin and having no defect arising from design, materials or workmanship or from any act or omission of the Supplier that



may develop under normal use of the supplied items under the conditions prevailing at final destination (Across Pakistan).

- 18.2 Procuring Agency or its respective offices (list enclosed) shall promptly notify the Supplier in writing of any claims arising under this Warranty. Upon receipt of such notice, the Supplier shall repair or replace the defective items at site (Across Pakistan), without any cost/ charges immediately.
- 18.3 Warranty period will start from the date of delivery of items.

19. ALL PROPOSALS MUST INCLUDE:

- 19.1 Company's profile, list of clients with Purchase Orders of subject items, telephone Nos and addresses
- 19.2 Copies of Income Tax and Sales Tax registration certificates.
- 19.3 Certificate from the Principal/Tier-1 Partner that the vendor is sole Distributor/ Authorized (Distributor/Dealer/Re-Seller) etc.
- 19.4 Affidavit (on stamp paper) to the effect that the Firm has never been Black-Listed by any Agency of Government/Semi Government/Autonomous or Business Concern.
- 19.5 Certificate (on company's letter head) of capacity to deliver quoted items within 04 to 06 weeks after issuance of purchase order.
- 19.6 The contractor shall not assign or sub-let his/her contract or any substantial part thereof to any other agency/ Firm/ new partner.
- 19.7 **Comparative statement of Technical specifications** will be required at the time of submission of bids.
- 19.8 Any other document required as per Government policy.

20. DELIVERY:

- 20.1 Delivery period shall be 4-6 weeks after issuance of Purchase Order.
- 20.2 Item(s) shall be delivered to Controller Offices on different Stations as per enclosed list.
- 20.3 Delivery cost shall be entirely borne by the supplier. No extra cost will be paid in this regard.
- 20.4 Free of cost delivery on account of Repair/ Maintenance Services and Replacement of Parts during warranty period.
21. The procuring agency reserves the right to reject all bids or proposals at any time prior to the acceptance of a bid or proposal as per PPRA Rules.



SPECIFICATIONS:
(Hardware Must Be Windows/Linux compliance)

<i>S.No.</i>	<i>Item (s) with Specifications</i>	<i>Quantity</i>	
1.	Desktop Computer (International Recognized Brand):	200-Nos (Approx.)	
<i>S.No.</i>	<i>Items</i>		<i>Specification</i>
1	Model		10 th Generation Intel ® Core TM i5 or higher
2	Chipset		Intel ® original Chipset Intel ® UHD Graphics
3	RAM		16 GB, 1x16 GB DDR4, 3200 MHz with 4 DIMM slots
4	Network		Gigabit LAN on board
5	DVD		DVD +/- RW
6	HDD		1 TB, 7200 RPM, SATA, HDD
7	Key Board & Mouse		USB supported
8	USB Ports		Minimum 2@Front , 4@Rear
9	Casing		Tower
10	LED		19" LED Monitor or higher
11	Power Supply	260W typical 85% efficient PSU,80 Plus Bronze Power Supply	
12	Warranty	Three Years Comprehensive Warranty Backed by manufacturer including labour and parts	

STATION-WISE SUMMARY FOR HARDWARE DELIVERY

S.No.	Station	Approx Qty (*Sets)
1	Rawalpindi	72
2	Lahore	22
3	Peshawar	39
4	Karachi	45
5	Quetta	9
6	Multan	12
7	Gilgit Baltistan	1
Total		200 (Approx)

*sets means (LED & CPU along with accessories)

Note:

1. Installation/Configuration/Maintenance of all items will be mandatory and responsibility of supplier. No extra cost will be paid in this regard.
2. Rated voltage for all hardware should be 220-240V.



(Handwritten Signature)

(M. Inamul Haq Qureshi)
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