

PAKISTAN SCIENCE FOUNDATION
1-CONSTITUTION AVENUE, G-5/2
ISLAMABAD
(PSF Website www.psf.gov.pk)

INVITATION TO BID

TENDER NOTICE

Pakistan Science Foundation, Islamabad, a funding organization for the development of Scientific and Technological Research for Project entitled STEM, Laboratory invites sealed bids from suppliers/ dealers, registered with Income Tax and Sales Tax Departments, Govt. of Pakistan and having names in Active Tax Payers list of IT and GST for Supply of Laptop, Desktop Computers and Printers.

Bidding Documents/BOQ, containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification for rejection of bids, performance guarantee etc. are available for the interested bidders at the office of the undersigned, at Pakistan Science Foundation, 1-Constitution Avenue, G-5/2, Islamabad, on official request, without any cost. Bidding Documents/ BOQ can also be downloaded from our website www.psf.gov.pk free of cost.

The bids, prepared in accordance with the instructions in the bidding documents duly annexed with 2% earnest money must reach at the office of the undersigned at 1-Constitution Avenue, G-5/2, Islamabad on or before 12.5.2022 till 10:45 hrs. Bids will be opened the same day at 11:00 hrs. The advertisement is also available on PPRA website at www.ppra.gov.pk.

Secretary,
Pakistan Science Foundation
1-Constitution Avenue, G-5/2
Islamabad.
Tel: 051-9204033
Fax: 051-9202468

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TENDER DOCUMENT

Name of Firm:- _____

Address:- _____

Tel. No. _____ MOBILE NO. _____ FAX. NO. _____

GST Registration No. _____

NTN. No. _____

ACTIVE TAX PAYERS LIST NO. WITH PROOF: _____

*(Attested copies of certificates must be attached)

Detail of Items:-

Sr#	Items	Specifications	Qty
1.	LaserJet Printer	Laserjet Printer (B&W), Printing speed up to 38 pages per minute (ppm), USB & Gigabit Ethernet LAN port, Two-sided automatic printing, Dual-band Wi-Fi with Bluetooth, 2-line LCD Control Panel Display, 100-sheet multipurpose tray 1, 250-sheet tray 2, 1 year manufacturer warranty.	4 Nos
2.	Desktop Computers	<p style="text-align: center;">Option 1</p> Core i7 3.40GHz, 11 th Generation, 8GB RAM, 500GB SSD, Led 19” Monitor, USB keyboard, USB Mouse, Ethernet and USB 3.0/2.0 Ports, DVD RW Drive, with Windows 10, Professional and 1 year manufacturer warranty.	4 Nos
		<p style="text-align: center;">Option 2</p> Core i7 3.40GHz, 11 th Generation, 8GB RAM, 1 TB Hard drive, Led 19” Monitor, USB keyboard, USB Mouse, Ethernet and USB 3.0/2.0 Ports, DVD RW Drive, with Windows 10, Professional and 1 year manufacturer warranty.	

3.	Laptop	Core i5 11 th Gen, 1TB HDD, 8GB RAM, Intel integrated graphics, Wi-Fi, Webcam, HDMI port, USB 3.0/2.0 ports, with Windows 10, Professional, 1 year manufacturer warranty.	1 No

Terms & Conditions:-

- i. Firms should quote their rates inclusive of all taxes (if applicable) and should describe complete specifications of items in all aspects. Otherwise bid may be cancelled.**
- ii. The items must be delivered / installed at Pakistan Science Foundation, 1-Constitution Avenue, G-5/2, Islamabad.
- iii. Bids along with product brochures may be accompanied
- iv. Bid Evaluation Criteria: Bid with lowest unit cost conforming to the specifications and terms and conditions shall be considered for award of contract to one or more bidders.**
- v. Earnest money in the shape of DD/Pay Order @ 2% of the bid (returnable after lapse of period of warranty) in favor of Pakistan Science Foundation, Islamabad along-with Broacher/Technical Profile of the items offered for sale should be attached with the bid.
- vi. Free after sale service and warranty period (at-least one year) should be indicated in the bid whereas the dealer must be an authorized dealer.
- vii. The firm should not be blacklisted or involved in any litigation with any Govt. department and must be an authorized dealer. In this regard, an affidavit on Stamp Paper may be furnished.
- viii. The supply time shall be 1 week days after issuance of the supply order.
- ix. Performance guaranty of 10% of bid/invoice value would be applicable, for the successful vendors in the form of bank guarantee.
- x. No transportation and carriage charges will be paid for delivery/installation.
- xi. Items can be increased or decreased.
- xii. The Competent Authority reserves the right to accept or reject all or any Tender before acceptance.
- xiii. The interested parties may send their sealed tenders to the Secretary, PSF 1-Constitution Avenue, G-5/2, Islamabad on or before__ till ____ hrs which will be opened on the same date at ____hrs in PSF in presence of the bidders/ their authorized representatives if they care to do so. Late tenders/ incomplete tenders will be ignored.

Secretary,
Pakistan Science Foundation
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Islamabad.
Tel: 051-9204033
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ACCEPTANCE CERTIFICATE

I _____
OWNER/LEGAR REPRESENTATIVE OF M/S.

Hereby, confirm that terms & conditions mentioned in this Tender document are acceptable to me (as a whole) and I shall abide by these terms and conditions.

2. The supplied items/jobs done will be of the best quality/standard and as mentioned in the Tender Documents. I will be bound to replace any number of items/materials, if found sub-standard, unsatisfactory or defective, without any extra claim to PSF, Islamabad. If failed to do so I agree that PSF has the right to confiscate/forfeit the earnest money and may likely blacklist our firm.

(Supplier)

Signature with seal:

(Owner/representative) (Attested copy attached)

Dated

CNIC No. _____

Phone No. _____ **(Attested copy attached)**

Cell No. _____