

No. F. 1(7) S-1/2016-17 (Vol. II)
Government of Pakistan
Finance Division
(Services-I)

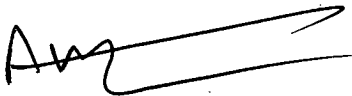
Tender Notice

Finance Division invites sealed tenders from reputed firms based at Islamabad/Rawalpindi for supply of following photocopiers:

S.No	Name of item	Quantity
1	Photocopiers medium duty	07
2	Photocopiers heavy duty	02

2 Detail specifications of equipments, the Terms and Conditions and Technical Evaluation Criteria for participating in Tender can be obtained from the undersigned on any working day or may be downloaded from the website of PPRA (www.ppra.org.pk) and Ministry of Finance (www.finance.gov.pk.)

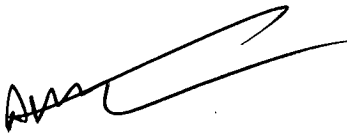
3. Interested parties may send their bids in sealed cover at the following address latest by 28-02-2018 at 11:00 a.m. which will be opened the same day at 11.30 hours in Room No.501, 5th Floor, Block "Q" Pak Secretariat, Islamabad. The bidders or their authorized representatives may attend the meeting if they wish to be present.


(Altaf Hussain)
Section Officer (Services-I)
Room No. 506, Q-Block
Pak. Secretariat
Islamabad
Phone: 9208101

Government of Pakistan
Finance Division
Services-I Section

ALLIED TERMS & CONDITIONS OF TENDER NOTICE

1. The firm must have Income Tax registration, National Tax and GST Number.
2. Price must be quoted in Pak Rupees including GST.
3. Each firm is required to offer a warranty period certificate for one year.
4. Delivery period shall be within 20 days after issuance of supply order.
5. Earnest Money in favour of Finance Division, Islamabad in the shape of Pay order / demand draft equal to 2% of total worth of bid has to be attached with the bid. The earnest money will be released after satisfactory completion of warranty period in case of successful bidder. However, earnest money of the non-successful bidders will be returned after approval of the case by the Competent Authority.
6. The method of "Single Stage- Two Envelops" will be followed for the tender. The bidders must furnish their Technical Proposals and Financial Proposals in separate envelopes. The envelopes shall be clearly be marked as "**Technical Proposals**" and "**Financial Proposals**".
7. All admissible taxes shall be deducted at source.
8. An affidavit that the firm has neither been involved in any litigation with any party nor has been blacklisted by any government organization.
9. The procurement is subject to successful demonstration by the bidder.
10. The purchase will be made strictly in accordance with PPRA Rules, 2004.
11. The equipments to be offered must be as per the enclosed specifications.
12. The number of equipments to be purchased can be increased or decreased keeping in view the requirements of this Division and budgetary position.
13. Finance Division reserves the right to reject any or all bids conveying the reason there for.

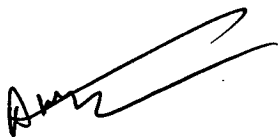


Specifications for Purchase of Photocopy Machines

Category 1

Sr. #	Components/Features	Description
1.	Copy Speed	55-60 CPM
2.	Display	Multi touch color display panel
3.	Resolution	600dpi x 600dpi
4.	Memory	RAM: 3 GB or higher HDD: 250 GB or higher
5.	Connectivity	Network, USB 3.0
6.	RADF	Built in/ Dual Scan
7.	Duplexing	
8.	Paper Tray	03 or higher
9.	By pass Tray Capacity	100 sheets or higher
10.	Paper Capacity	4000 sheets minimum
11.	Multiple Copy	950 minimum
12.	Copy Size	A-3, A-4 & A5
13.	warm up time (OFF-ON)	Up to 30 seconds
14.	1 st Copy Time	4 seconds or less
15.	Trolley	Original/ Standard
16.	Warranty	1 Year

Bidder should provide the following details for the offered product	
Consumable & Economy	No. of Copies
Drum Life	-DO-
Price of Drum Unit with OEM Part Number	-DO-
Developer Life	-DO-
Toner Life	-DO-
Per Copy Cost	Amount




Category 2

Sr. #	Components/Features	Description
1.	Copy speed	30-35 CPM
2.	Display	Multi touch color display panel
3.	Resolution	600dpi x 600dpi
4.	Memory	RAM: 3 GB or higher HDD: 250 GB or higher
5.	RADF	Built-in/ Dual Scan
6.	Duplexing	
7.	Paper tray	03 or higher
8.	By-pass tray capacity	100 sheets or higher
9.	Paper capacity	1000 sheets minimum
10.	Multiple copy	950 minimum
11.	Copy size	A-3, A-4 & A5
12.	Warm-up time (OFF-ON)	Up to 30 seconds
13.	1 st Copy time	6 seconds or less
14.	Trolley	Original/ Standard
15.	Warranty	1 Year

Bidder should provide the following details for the offered product	
Consumable & Economy	No. of Copies
Drum Life	-DO-
Price of Drum Unit with OEM Part Number	-DO-
Developer Life	-DO-
Toner Life	-DO-
Per Copy Cost	Amount

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Technical Evaluation Criteria:

1- Preliminary evaluation (Initial Screening) of bids will be conducted on the basis of following parameters:

- i. Technical compliance of the product will be examined with the required specifications.
- ii. Respondent organization must have nationwide presence with a branch office in Islamabad/Rawalpindi.
- iii. Respondent organization should provide valid company registration certificate in order to prove that the company has been in business/operations for at least last five (5) years.
- iv. The respondent organization must be an Authorized Partner / Distributor / Manufacturer for the equipment.

2- Detailed evaluation will be conducted for the firms which qualify the preliminary evaluation mentioned above.

- i. In-depth analysis including authenticity of product, information validity, quality & performance evaluation of equipment.
- ii. Purchase Committee will examine and verify the compliance with the required specification in demonstration session.



(Adnan Muazzam)
Webmaster