

**BOARD OF MANAGEMENT**  
**169-A/S, QUAID-E-AZAM INDUSTRIAL ESTATE**  
**(Kot Lakhpat), Lahore 99330357-9**

**INVITATION FOR BID**  
**FOR PROCUREMENT OF IT & OFFICE EQUIPMENT**

Board of Management Quaid-e-Azam Industrial Estate (BOM-QIE) has planned to purchase IT Equipment having following specifications:-

**(Procurement-A)**

➤ **Laptop (02)**

<b>Brand</b>	Preferably HP or equivalent
<b>Generation</b>	13th Generation
<b>Processor Type</b>	13th Gen Core i7 at least 1355u
<b>Installed RAM</b>	16/32GB DDR4 3200 MHz (Single Module)
<b>Optical Drive</b>	No
<b>SSD</b>	1 TB PCIe® NVMe™ SSD
<b>Dedicated graphics</b>	No
<b>Graphics memory</b>	Integrated, Intel® UHD Graphics
<b>Type of graphics memory</b>	Shared
<b>Backlight</b>	LED
<b>Screen size</b>	15.6" diagonal, FHD (1920 x 1080), IPS, narrow bezel.
<b>Screen resolution</b>	1920x1080
<b>Touchscreen</b>	No
<b>Fingerprint Reader</b>	Fingerprint sensor
<b>Numeric keyboard</b>	Yes
<b>Backlit keyboard</b>	HP Premium Keyboard – spill-resistant, backlit keyboard with numeric keypad
<b>Bluetooth</b>	Bluetooth® 5.3 wireless card
<b>LAN Port</b>	RJ-45
<b>Speed</b>	Gigabit Ethernet
<b>Wi-fi</b>	Yes
<b>Type</b>	Realtek Wi-Fi 6E RTL8852CE (2x2)
<b>USB</b>	2 USB Type-A 5Gbps signaling rate (1 charging, 1 power), 2 USB Type-C® 10Gbps signaling rate (USB Power Delivery)
<b>HDMI</b>	1 HDMI 2.1
<b>Camera</b>	Integrated 720p or 1080p HD webcam with dual-microphone array and Temporal Noise Reduction
<b>Operating system &amp; Applications</b>	Licensed Windows 11 Professional & MS Office 2021 Pro Plus, Internet Security with 1-Year Subscription.
<b>Warranty</b>	1 Year Local Warranty by OEM.

➤ **Laptop (01)**

<b>Brand</b>	Preferably HP or equivalent
<b>Generation</b>	13th Generation
<b>Processor Type</b>	13th Gen Core i5
<b>Installed RAM</b>	16 GB DDR4 3200 MHz (Single Module)
<b>Optical Drive</b>	No
<b>SSD</b>	500 GB PCIe® NVMe™ SSD
<b>Dedicated graphics</b>	No
<b>Graphics memory</b>	Integrated, Intel® UHD Graphics
<b>Type of graphics memory</b>	Shared
<b>Backlight</b>	LED
<b>Screen size</b>	15.6" diagonal, FHD (1920 x 1080), IPS, narrow bezel.
<b>Screen resolution</b>	1920x1080
<b>Touchscreen</b>	No
<b>Fingerprint Reader</b>	Fingerprint sensor
<b>Numeric keyboard</b>	Yes
<b>Backlit keyboard</b>	HP Premium Keyboard – spill-resistant, backlit keyboard with numeric keypad
<b>Bluetooth</b>	Bluetooth® 5.3 wireless card
<b>LAN Port</b>	RJ-45
<b>Speed</b>	Gigabit Ethernet
<b>Wi-Fi</b>	Yes
<b>Type</b>	Realtek Wi-Fi 6E RTL8852CE (2x2)
<b>USB</b>	2 USB Type-A 5Gbps signaling rate (1 charging, 1 power), 2 USB Type-C® 10Gbps signaling rate (USB Power Delivery)
<b>HDMI</b>	1 HDMI 2.1
<b>Camera</b>	Integrated 720p or 1080p HD webcam with dual-microphone array and Temporal Noise Reduction
<b>Operating system &amp; Applications</b>	Licensed Windows 11 Professional & MS Office 2021 Pro Plus, Internet Security with 1-Year Subscription.
<b>Warranty</b>	1 Year Local Warranty by OEM

➤ **LaserJet Printer (01)**

Print speed black (ISO, A4).	Up to 38 ppm to 40 ppm (High Speed)
Printing Resolution.	1200x1200 DPI
Duplex Printing	Automatic (default)
Print Quality black (best)	Fine Lines (1200 x 1200 dpi)
Print Technology	Laser
Connectivity, Standard	1 Hi-Speed USB 2.0; 1 host USB at rear Side; Gigabit Ethernet 10/100/1000 BASE-T network.
Mobile Printing Capability	Smart App or default Cloud Print;
Wireless Capability	Yes
Display	2-line backlit LCD graphic display
Processor Speed	1200 MHz
Memory	256 MB
Storage	Optional Job storage via external rear host USB port (Minimum 16 GB)
Paper handling input/output	Standard
Media size supported	Tray 1, Tray 2: A4; A5; A6; B5 (JIS); B6 (JIS); 16K (195 x 270 mm, 184 x 260 mm, 197 x 273 mm); 10 x 15 cm; Oficio (216 x 340 mm); Postcards (JIS single, JIS double); Envelopes (DL, C5, B5); Optional Tray 3: A4; A5; A6; B5 (JIS); B6 (JIS); 16K (195 x 270 mm, 184 x 260 mm, 197 x 273 mm); 10 x 15 cm; Oficio (216 x 340 mm); Postcards (JIS single, JIS double); Automatic duplexer: A4; B5; 16K (195 x 270 mm, 184 x 260 mm; 197 x 273 mm); Oficio (216 x 340 mm)
Warranty	01 Year Local Warranty by OEM.

➤ **Scanner (01)**

Brand	Preferably HP or equivalent
Scanner Type	ADF; CIS scanning technology, Flatbed
Enhanced Scanning Resolution	Up to 1200 dpi
Automatic document feeder scan speed	Up to 40 ppm/80 ipm (b&w, gray and color, 300 dpi)
Scan Size, (ADF)	Letter, Legal, Executive; A4; A5; A6; B5; B5 (JIS)
Scan Size, (Flatbed)	Legal Size mandatory requirement
Scanning Options (ADF)	Single-pass Duplex scanning
Multifeed detection	Yes
Output resolution dpi settings	200 ppi- 1200 ppi
Media types	Paper (banner, inkjet, photo, plain), envelops, labels, cards (greeting, index)
Compatible Operating System	Windows Server 2016; Windows 7/10/11
Mac Compatible	Yes
Memory	Minimum 512 MB
Software Included	HP Scan Software
Connectivity	Ethernet 10/100/1000 Base-T, USB 3.0, Wi-Fi direct
Warranty	One (01) Year Local Warranty

## **(Procurement-B)**

### **Specifications for Photocopier: (Toshiba, Konica Minolta, Xerox or equivalent)**

Brand	Toshiba, Konica Minolta, Xerox or equivalent
Copies per Minute.	45 Copies (A4)
Printing Resolution.	1200x1200 DPI
Memory	Minimum <b>8 GB</b>
Storage Capacity	<b>256 GB SSD</b>
Maximum Original Size.	A3.
Copy Sizes.	A3 to A5R.
Zoom	25-400% with 0.1% increments
Printing & Scanning	USB and Ethernet
Continuous Copying.	1-9999 copies.
Scanning Résolution	600 x 600 dpi
Paper in put capacity	500 sheets x 2 trays
Bypass Tray	100 Sheets Bypass Tray
Warranty	01 Year
Document Feeder	Dual Scan Document Feeder
Developer Life	1 Million Copies
Processor	1.6 GHz Quad core
Softwares	Printing management for check and balance
Warranty	1-Year Local Warranty.

## **SUBMISSION OF BID**

### **Deadline for Submission, Modification & Withdrawal of Bids**

- i. A complete set of bidding documents may be purchased by an interested bidder on a submission of written application to the above office and upon payment of a non-refundable fee of Rs. 2,000/- (Two Thousand Rupees Only).
- ii. The project cost of Procurement A is Rs. 1,121,000/- for the IT Equipment and Procurement B is Rs. 1,250,000/- for Photocopier Machine and the total cost (A+B) is Rs. 2,371,000/-.
- iii. Bids must be received by the Employer at the address/provided in Bidding Data not later than the time and date stipulated there in.
- iv. Bids submitted through telegraph, telex, fax or e-mail shall not be considered.
- v. Any bid received by the Employer after the deadline for submission prescribed in Bidding Data will be returned unopened to such bidder.

### **Terms and Conditions**

#### **Name of Employer**

PIEDMC Quaid-e-Azam Industrial Estate Board, Lahore

#### **Brief Description of Works**

**“Procurement of IT & Office Equipment at BOM-QIE Office Lahore**

**(a) Employer’s address:**

Board of Management,  
Quaid-e-Azam Industrial Estate,  
169-A/S, Quaid-e-Azam Industrial Estate,  
Kot Lakhpat, Lahore.  
Ph: +92 42 99330357-9, Fax:+92 42 99330360,  
Email: [info@qie.com.pk](mailto:info@qie.com.pk)

**(b) Focal Person**

In case of any query, the interested parties may consult,  
Muhammad Tanveer  
Sr. IT Officer  
Cell No: 0311-1199910, 0323-4469175  
Ph: +92 42 99330357-9

**Amount of Bid Security**

- a) 3% bid security of estimated cost Rs. 33,630/- (Procurement A)
- b) 3% bid security of estimated cost Rs. 37,500/- (Procurement B)
- c) 3% bid security of estimated cost Rs. 71,130/- (Procurement A + Procurement B)

**Period of Bid Validity**

**90- Days**

**Number of Copies of the Bid to be Submitted.**

One (01) Original Soft Copy

**Payment**

The payment will be made through cross cheque in the name of successful company as per following schedule:

**Time for Completion**

- i. Delivery Schedule should be attached with quotation/invoice and shall not more than **fifteen (15) days** from the date of issuance of Purchase Order.
- ii. BOM-QIE intends to procure Laptops (03), Printer (01), Scanner (01) and Photocopier Machine (01) for its Office at Quaid-e-Azam Industrial Estate, Lahore according to specifications.

**CDR / Pay Order/Demand Draft**

Any bidder may participate in both (A & B) procurement or any one of them. In case, bidder participate in both (A & B) procurements then he will submit 3% bid security of estimated cost & if participated in single procurement (A or B) then the bidder will submit 3% bid security of estimated cost of the procurement in the form of CDR / Pay Order/Demand Draft from a scheduled Bank in Pakistan in favor of PIEDMC Quaid-e-Azam Industrial Estate Board, which will be released on satisfactory completion of work. Bid security of unsuccessful bidders will be released on award of work to successful bidder / bidders.

The Bid must be valid for at **least 90** calendar days from bid opening date and rate quoted must be inclusive of all applicable taxes.

**Liquidity Damage**

In case of delay in completion of work, 0.5% of contract amount per day will be charged as liquidity damage and maximum up to 10% of contract amount.

## Evaluation

Will be carried out on Least Cost Method; and award of work will be made to the lowest evaluated responsive bidder; from among those bidders who have fulfilled the criteria mentioned below:

- a) The vendor should be in business for not less than 3 years. Documentary evidence (Customer Satisfaction) to be provided.
- b) Bidder shall submit their financial capabilities in form of Bank Statement/Audit Report for last two years.
- c) Bidder shall submit undertaking on Rs. 100/- stamp paper declaring not blacklisted by any Govt. Semi Government, or bilateral/multi-lateral financial institutions.
- d) Firm should be registered with the income tax department. Documentary evidence to be provided.
- e) The vendor should be Sales Tax registered. Documentary evidence to be provided.
- f) Latest paid Professional tax should be attached with tender documents.
- g) The vendor should be an active taxpayer. Documentary evidence to be provided.
- h) The product offered must meet all of the above specifications failing which quotation will stand non-responsive. Documentary evidence for the fulfillment of above specifications must be attached with the quotation/invoice.

## Single Stage Two Envelop Procedure

- i. All procurement will be carried out as per PPRA rules 2014 (amended up to date) Single Stage Two Envelop procedure and Work Order will be issued to the lowest evaluated responsive bidder.
- ii. Firms / companies / individuals not meeting the criteria mentioned above shall be considered as non-responsive bidders.
- iii. Sealed bid must be received on or before 13.03.2024 up to 11:00 hours; and shall be opened publically at 11:30 hours on the same day in the presence of bidders.
- iv. Lot wise Final Evaluated Lowest Responsive Bidder will be announced after the detail evaluation.