

UNIVERSITY OF ENGINEERING AND TECHNOLOGY, Lahore



TENDER DOCUMENT

For

Desktop Computers

UET Lahore

Contact No. **042-99029101**

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Office of the Campus Coordinator

UNIVERSITY OF ENGINEERING AND TECHNOLOGY, LAHORE

1. Invitation to the Bid

- 1.1. Bids/Tenders are invited for **Desktop Computers** on turnkey basis from Sales Tax and Income Tax Registered firms.

The University of Engineering and Technology Lahore, invites electronic bids under single stage two envelop bidding procedure from active tax bidders registered on e-Pak Acquisition and Disposal System (E-PADS) from the Manufacturers/ Authorized Distributors/Importers/Sole Agents of Foreign Principals, well-reputed firms/companies having sufficient managerial, technical, financial capabilities to deploy, implement and maintain off the Purchase of equipment on turnkey basis. Detailed specifications of the items and other terms and conditions are given in the tender document.

Desktop Computers				
Sr. No.	Description	Estimated Price in (Rs. Million)	Amount of CDR (PKR)	Qty
1	Desktop Computers	21.990	439,800	95

The bidding documents are available on E-PADS and PPRA Website (<https://ppra.punjab.gov.pk/>) and can be downloaded free of charges. Encrypted electronic bids duly completed and in conformity with bidding documents must be submitted online on e-Pak Acquisition and Disposal System (E-PADS) Website till 10:00 am, Sep 1st, 2025 and e-bids shall be opened on the same day at 10:30 am.

The original Bid Security/Earnest Money @ 2% of the Estimated Cost as mentioned in the table above in the shape of call deposit receipt in favor of the Treasurer, UET Lahore is required to be submitted physically **in the office of Director Computer Cell, 1st Floor Research Center at UET Lahore** well before the closing date & time of e-bids. E-Bids submitted through e-PADS shall only be entertained/ accepted. E-bid submission on E-PADS Portal shall entirely be the responsibility of the bidder. The Procuring agency shall not be held responsible for any issues thereof.

2. Instructions to the Bidders

- 2.1.** Procurement will be made under Punjab Procurement Rules (PPRA), 2014.
- 2.2.** It will be clearly understood that the Terms and Conditions mentioned in this document are intended to be strictly enforced.
- 2.3.** Bidders must ensure that they attach all the required documents indicated in the Tender / Bidding Documents with their bids and no request for submission of missing documents will be entertained after opening of the Technical Bids.
- 2.4.** Bids without supporting documents, undertaking, valid documentary evidence, and bids not conforming to terms and conditions given in the Tender Document will be liable for rejection.
- 2.5.** **The bidder shall quote one rate for all items and Services.**
- 2.6. Type of Open Competitive Bidding**
 - 2.6.1.** E-bids would be opened under PPRA Rule 30(1) in presence of bidders or their representatives.
 - 2.6.2.** The Purchaser shall evaluate the technical proposal under **PPRA Rule # 32** and in a manner prescribed in this document, without reference to the price and reject any proposal which does not conform to the specified requirements/specification as listed in said sections. During the technical evaluation no amendments in the technical proposal shall be permitted.
 - 2.6.3.** The financial proposals of technically qualified bidders shall be opened publicly at a time, and venue announced and communicated to the bidders on telephonically/e-mail.
 - 2.6.4.** After the evaluation and approval of the technical proposals the procuring agency, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted and qualified bids only.

Scope of Work, Terms & Conditions of the Tender

3. Definitions

- 3.1. "Purchaser" means the procuring agency i.e. University of Engineering and Technology (UET), Lahore.
- 3.2. "Bidder/Tenderer" means the Firm/Company/Supplier/Distributor that may provide or provides the Goods and related services to any of the public sector organization under the contract and have registered for the relevant business thereof.
- 3.3. "Contract" means the agreement entered into between the Purchaser and the Contractor, in form of Supply Order or as recorded in the Contract Form signed by the parties, including all Schedules and Attachments there to and all documents incorporated by reference there in.
- 3.4. "Contractor/The Successful Bidder" means the person whose Tender has been accepted and awarded to issuance of supply/purchase order by the Purchaser.
- 3.5. "Contract Value" means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract which is properly apportionable to the Goods or Services in question.
- 3.6. "Goods" means items/equipment and/or other materials which the Contractor is required to supply to the Purchaser under the Contract.
- 3.7. "Services" means all necessary obligations which the Contractor is required to provide to the Purchaser under the Contract.
- 3.8. "PPRA" means Punjab Procurement Regulatory Authority.

4. Tender Eligibility

Invitation to submission of e-bids/ proposals is open to bidders who meet following minimum conditions: -Eligible Bidder/Tenderer is one who:

- 4.1. has valid registration certificates of FBR
- 4.2. is an active Income Tax Payer;
- 4.3. has got the experience in supply of relevant items;
- 4.4. conforms to the clause of "Responsiveness of Bid" given in this tender document;
- 4.5. Has not been blacklisted.

5. Examination of the Tender Document

The bidder/Tenderer is expected to examine the Tender Document, including all terms and conditions.

6. Amendment of the Tender Document

- 6.1. The issuance of bidding documents authority at any stage prior to the deadline for submission of the Tender/bid, at its own initiative or in response to a clarification requested by the Bidder(s), amend the Tender Document, on any account, for any reason. All amendment(s) shall be part of the Tender Document and binding on the Bidder(s).
- 6.2. The Purchaser may, at its exclusive discretion, amend the Tender Document to extend the deadline for the submission of the Tender, in which case all rights and obligations of the Purchaser and the Tenderers previously subject to the deadline shall thereafter be subject to the deadline as extended.

7. **Bid Currency**

Bidder should quote price in **Pak Rupees only** and payments shall also be made in Pakistan Rupees only.

8. **Validity Period of the Bid**

- 8.1. Validity period of the bids shall be **90 days**.
- 8.2. In exceptional circumstances, the Committee may ask the Bidders for an extension of the period of validity. The request and the responses shall be made in writing. A bidder accepting the request will not be required nor permitted to modify its tender.

9. **Bid Security**

- 9.1. Bidder will submit Bid Security drawn in the name of **Treasurer, University of Engineering and Technology, Lahore** as detailed in the table below:

Desktop Computers			
Sr. No.	Description	Estimated Price in (Rs. Millions)	Amount of CDR (PKR)
1	Desktop Computers	21.990	439,800

- 9.2. Cheque or Cross Cheque shall not be accepted at all.
- 9.3. The amount submitted as Bid Security shall be refunded to the unsuccessful bidders after the decision for the award of the said tender.
- 9.4. Subject to the award of contract, the Bid Security in form of CDR, Demand Draft, and Pay Order shall be returned to successful bidder against submission of Performance Guarantee.
- 9.5. If the Bid Security is found less than the required amount then the bid will be rejected irrespective of the rates and the stage of the bid process.
- 9.6. The Bid Security may be forfeited if a Bidder:
- Refuses to acceptance of supply/purchase order/Award letter; or
 - Refuses to sign the contract within due date; or
 - Fails to furnish Performance Security.

10. **Bid Preparation and Submission**

- 10.1. The Tender shall be filed in / accompanied by the prescribed Forms, Annexes, Schedules, Documents which shall be completely filled in, stamped and signed by the Tenderer or his Authorized Representative. In case of copies, photocopies may be attested.
- 10.2. The e-Bids should be submitted in two parts (1) **Technical Proposal** and (2) **Financial Proposal**. The Technical Proposal and Financial Proposal shall be submitted in separate files.
- 10.3. **Technical Proposal**
The Technical Proposal will enable the Purchase/Technical Committee to evaluate whether the bidder is technically competent and capable of executing the order and the specifications offered by the bidder meet the ones given in the Tender/Bid Documents. Only those bids which qualify in the technical stage will be eligible for the Financial Proposal opening. The Financial Proposals of bidders who failed in the Technical Stage will not be opened.
- 10.4. The Technical Proposal form as given in the Bid/Tender Document shall be filled, signed and stamped in all pages. The Purchase Committee will not be responsible for the errors made in the bids by the bidders.
- 10.5. The Technical Proposal should not strictly contain any Price/Cost indications as such otherwise the bids will be summarily rejected.
- 10.6. The Bidder should quote only one brand/model/make of all related items ensuring the compatibility.
- 10.7. **Detail and Order of Documents to be furnished with the Technical proposal (Envelope A):**
The documents attached with the Technical Bid must be signed and stamped by the Authorized Representative of the Bidder. The documents attached must be numbered and attached in the following order:
 - 10.7.1. Covering letter (*Annexure-A*) duly signed and stamped by authorized representative along with copy of Bid Security.
 - 10.7.2. Submission And Arrangement of Supporting Documents (*Annexure-B*).
 - 10.7.3. Bid Form (*Annexure-C*).
 - 10.7.4. Affidavit/Undertaking on Stamp Paper (*Annexure-D*).

11. **Financial Proposal**

- 11.1. The Financial Proposal of the bidder shall also include the price break up of taxes/duties. All taxes/duties as applicable shall be responsibility of the bidders.
- 11.2. The cost quoted by the bidder shall be kept firm and unchanged for a period specified in the Bid/Tender Documents from the date of opening of the bids. The bidder shall keep the price firm/unchanged during the period of Contract including during the period of extension of time if any.
- 11.3. The quoted price will be inclusive of all taxes, duties, levies, insurance, freight (transportation charges), etc.
- 11.4. The Bid is liable for rejection if Financial Proposal contains conditional offer.
- 11.5. **Details to be furnished with Financial proposal (Envelope B)**
 - 11.5.1. Financial Proposal Covering Letter (**Annexure E**).
 - 11.5.2. Price Schedule
(**Annexure F**).
 - 11.5.3. Bid Security

12. Bid Opening

12.1. Technical Proposal Opening

The e-bids having the title technical proposal/bid will be opened by the Central Procurement Cell on the date and time as specified in the Tender Notice/Bid Data Sheet. The bids will be opened in the presence of the bidders who choose to be present. A maximum of two representatives for each bidder would be allowed to attend the Bid Opening.

Only those bids which qualify in the technical stage will be eligible for the Financial Proposal opening. The Financial Proposals of bidders who failed in the Technical Stage will not be opened.

12.2. Suppression of facts and misleading information

12.2.1. During the bid evaluation, if any suppression or misrepresentation of information is brought to the notice of the Committee, the Committee shall have the right to reject the Bid and if it happens so after selection of the Bidder, the Committee may terminate the Contract or award of the Contract or further processing of the Bid as the case may be and that will be Without any compensation to the Bidder and the Bid Security/Performance Guarantee, as the case may be, shall be forfeited.

12.2.2. It is the Bidder's responsibility to prove the Bidder's requisite qualification, experience and capacity to undertake the project to the entire satisfaction of the Purchase Committee failing which the Bid may be rejected.

13. Determination of Responsiveness of the Bid

13.1. The Purchaser shall determine the substantial responsiveness of the Tender to the Tender Document, prior to the Tender evaluation, on the basis of the contents of the Tender itself without recourse to extrinsic evidence. A responsive Bid is one which:

13.1.1. meets eligibility criteria for the Bidder / the Goods / the Services;

13.1.2. meets all the mandatory requirements of the evaluation criteria;

13.1.3. meets the Technical Specifications for the Goods / the Services;

13.1.4. is accompanied by the required Bid Security;

13.1.5. is otherwise complete and generally in order;

13.1.6. Conforms to all terms and conditions of the Tender Document, without material deviation or reservation;

13.2. A material deviation or reservation is one which affects the scope, quality or performance of the Goods or limits the Purchaser's rights or the Bidder's obligations under the Contract.

13.3. The Tender determined as not substantially responsive shall not subsequently be made responsive by the Tenderer by correction or withdrawal of the material deviation or reservation. However, the Purchaser may waive off any minor non-conformity or inconsistency or informality or irregularity in the Tender.

14. Evaluation Criteria

The Bidders who have duly complied with the Eligibility/Qualification and Evaluation will be eligible for further processing.

The Bids which do not conform to the Technical Specifications or Bid conditions or the Bids from the Bidders without adequate capabilities for supply and maintenance / warranty services will be rejected.

The Eligible/Technically Qualified Bidders will be considered for further evaluation.

Under PPRA Rules # 31, Technical Bids will be evaluated on the basis of following criteria and Financial Bids of only those bidders will be opened who have fulfilled the criteria:

The lowest financial bid fulfilling/meeting the technical requirements/Evaluation Criteria as well as the terms & conditions of the RFP will be awarded work order.

Evaluation Criteria			Requirement
S. No.	Item Name and Description	Marks	Maximum Marks
01	Registration with GST/NTN		10
02	IT Sector experience 03 or more years → 10 Marks Less than 03 Years, marks will be proportionally calculated		20
03	Office in Lahore City		20
04	Type of Company Pvt. Limited = 10 marks Partnership/JV = 5 marks		10
05	SECP Registration or Equivalent		10
06	Financial Position/ Status Last Two years audited statements. 5 marks for each year		10
07	Bidder Human Resource Strength 05 or more Employees = 10 Marks		10
08	Account maintenance certificate from a schedule bank		10
TOTAL		--	100

The bidder must provide Verifiable documentary proof against all the mandatory requirement along with the Technical Proposal and no document will be received or considered after opening of the Technical Proposal.

Conformance to the required specification of items given in Schedule of Requirement will be evaluated by the Technical Evaluation Committee. The Qualifying marks are seventy (70).

The supplier will bear all costs associated with the preparation and delivery.

15. Financial Proposal Evaluation

- 15.1. Technically qualified/successful bidder(s)/Tenderer(s) shall be called for opening of the Financial Proposal(s). The Financial Proposals will be opened in the presence of the Bidders at the time and venue indicated by the Purchaser accordingly. The technically Eligible/Successful Bidder(s)/Tenderer(s) or their authorized representatives against each item shall be allowed to take part in the Financial Proposal(s) opening against their relevant item.
- 15.2. Financial Proposal evaluation will be conducted under the Punjab Procurement Rules, 2014. The Price evaluation will include all duties, taxes and expenses etc. In case of any exemption of duties and taxes made by the Government in favor of the Purchaser, the contractor shall be bound to adjust the same in the Financial Proposal.
- 15.3. Financial proposal will be evaluated on the basis of One person One Bid in terms of Rule 36A (PPRA Rules 2014). No serial # or item name will be changed in the financial proposal. **The bidder will quote one rate for all items and services within estimated price.** The bidder will follow the bidding documents in letter and spirit.

16. Rejection and Acceptance of the Tender/Bid

- 16.1. The Purchaser shall have the right, at his exclusive discretion, to increase / decrease the quantity of any or all item(s), under PPRA Rules 2014 without any change in unit prices or other terms and conditions, accept a Tender, reject any or all tender(s), cancel / annul the Tendering process at any time prior to award of Contract, without assigning any reason or any obligation to inform the Tenderer of the grounds for the Purchaser's action, and without thereby incurring any liability to the Tenderer and the decision of the Purchaser shall be final.
- 16.2. Parties shall mutually settle disputes related to this contract. If attempts do not yield any results within a period of 15 days, The Vice Chancellor shall be the competent authority to resolve dispute(s) related to this contract and his decision shall be final.
- 16.3. **The Tender / bid shall be rejected if:**
 - 16.3.1 It is substantially non-responsive; or
 - 16.3.2 The bidder does not meet any of the mandatory criteria mentioned in Clause No.14; or
 - 16.3.3 It does not contain the documentary proof against any of the mandatory criteria mentioned in Clause No. 14; or
 - 16.3.4 **The bid is incomplete, conditional, alternative, late; or**
 - 16.3.5 the bidder does not submit Bid Security in Shape of Demand Draft, Pay Order, CDR; or
 - 16.3.6 the bid security is not attached or it is less than the required amount; or
 - 16.3.7 the Bidder submits more than one Bids against one Tender; or
 - 16.3.8 the Bidder tries to influence the Purchase Committee / Contract award; or
 - 16.3.9 the Bidder engages in corrupt or fraudulent practices in competing for the Contract award; or
 - 16.3.10 there is any discrepancy between bidding documents and bidder's proposal i.e. Any non-conformity or inconsistency or informality or irregularity in the submitted bid; or
 - 16.3.11 the Bidder submits any financial conditions as part of its bid which are not in conformity with tender document.

17. Contacting the Procuring Agency

- 17.1. No Bidder shall contact the Committee on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded.
- 17.2. Any effort by a Bidder to influence the Procuring Agency in its decisions on bid evaluation, bid comparison, or Contract Award will disqualify the bidder and rejection of the bid. Canvassing by any Bidder at any stage of the Tender evaluation is strictly prohibited.

18. Announcement of Evaluation Report

- 18.1 The Procuring Agency shall announce the results of bid evaluation in the form of a report at least ten days prior to the award of Contract. The report shall be made available on EPADS/PPRA website and all the bidders shall be informed of this.

19. Award of Contract

The Tender will be awarded to the Lowest Evaluated Bidder who has been declared Technically Qualified.

20. Issuance of Supply Order or Signing the Contract

- 20.1. The Committee shall issue a Supply Order and sign a Contract with the Successful Bidder within a week.
- 20.2. The Successful Bidder will provide stamp **paper of 0.25% of total order value** for Signing the Contract/Agreement.
- 20.3. The procuring agency may increase or decrease quantity in supply order subject to provision of budget in the relevant head.

21. Payment of Performance Security

We will receive 10% of the total purchase order/bill value as a security amount in the form of a CDR before signing the contract agreement. The CDR will be released after the successful completion of the Defect Liability/Warranty Period, following the repair or replacement of any defects found during the warranty period.

22. Redressal of grievances by the procuring agency

- 22.1. Any bidder feeling aggrieved by any act of the procuring agency after the submission of his bid may lodge a written complaint concerning his grievances not later than 10 days after the announcement of the bid evaluation report.
- 22.2. The committee shall investigate and decide upon the complaint within fifteen days of the receipt of the complaint.
- 22.3. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.
- 22.4. Any bidder not satisfied with the decision of the committee of the procuring agency may lodge an appeal in the relevant court of jurisdiction.

23. General Conditions of Contract / Supply Order

23. Delivery of Items

- 23.1. The Supplier will be responsible for **delivery of Item/equipment** University of Engineering & Technology Lahore.
- 23.2. Delivery Period will be **ninety (90) days** counted **after issuance of Supply/Purchase Order** extendable under the special circumstances subject to approval of the competent authority.
- 23.3. After delivery of items, the Bidder must get the items inspected by Inspection committee/Team.
- 23.4. The supplier will bear all costs associated with the preparation, delivery and installation of the Items and the Purchaser will in no case be responsible or liable for those costs. The supplier will make such arrangements to ensure safe delivery of goods. Any damage sustained during transportation / delivery will be rectified by the supplier at his cost.
- 23.5. The bidder / supplier is bound to provide the items as per specifications. The bidder / supplier will change the items if the inspection committee/team rejects it.

24. Liquidated Damages

- 24.1. When the supplier fails to deliver or install the goods or both within the time period specified in the contract, the Committee may, without prejudice to any other remedy it may have under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to 0.50% of the price of the delayed goods per day of delay, maximum up to 10% of the price of total value of the contract.
- 24.2. The Successful Bidder will be responsible to provide the delivery, Delivery Challan and Bill within the delivery period in order to avoid Late Delivery Charges.

25. Inspection and Tests

- 25.1. The Technical Committee will also act as Inspection Committee/team.
- 25.2. The Inspection Committee shall inspect and test the Goods supplied, the Services provided, under the Contract/Supply Order, to verify their conformity to the Technical Specifications.
- 25.3. An inspection will be done at the University of Engineering and Technology Lahore.
- 25.4. The Inspection Committee shall verify the authenticity/quality of items.
- 25.5. After the inspection or test if the Inspection Committee is of the opinion that items do not conform to the specifications and the criteria mentioned above, the Inspection Committee may reject them, and the supplier shall either replace the rejected goods or make all alterations necessary to meet the requirements of the specifications free of cost to UET Lahore.

26. Release of Performance Guarantee (PG)/Security

The Performance Guarantee will be refunded to the Successful Bidder(s) after 1 years of completion of delivery or completion of all procurement along with warranty/guaranty subject to approval of the procuring agency or case to case will be decided by the competent authority.

27. Contract Amendment

- 27.1. The Purchaser may, at any time, by written notice served on the Contractor, alter, amend, omit, increase, decrease or otherwise change the nature, quality, quantity and scope, of all / any of the Goods, in whole or in part.
- 27.2. No variation in or modification in the Contract shall be made, except by written amendment signed by both the Purchaser and the Contractor.

28. Termination for Default

The Committee may, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the tenderer, terminate this Contract in whole or in part if:

- 28.1.** the bidder fails to provide services within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring entity.
- 28.2.** the successful bidder fails to deliver goods and services as per its technical specifications offered in the bid
- 28.3.** the successful bidder fails to perform any other obligation(s) under the Contract.
- 28.4.** the bidder, in the judgment of the Committee has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

29. Blacklisting

If the Contractor fails / delays in performance of any of the obligations, under the Contract/issuance of supply/purchase order, violates any of the provisions of the Contract/ issuance of supply/purchase order, commits breach of any of the terms and conditions of the Contract/ issuance of supply/purchase order or found to have engaged in corrupt or fraudulent practices in competing for the award of contract/ issuance of supply/purchase order or during the execution of the contract/ issuance of supply/purchase order, the Purchaser may without prejudice to any other right of action / remedy it may have, blacklist the Contractor, either indefinitely or for a stated period, for future tenders in public sector, as per mechanism provided in Punjab Procurement Rules, 2014.

30. Force Majeure

Force Majeure means an act of nature or an event beyond the control of the Supplier and not involving the Supplier's fault or negligence directly or indirectly purporting to mis-planning, mismanagement and /or lack of foresight to handle the situation. Such events may include but are not restricted to acts of the Procuring Agency in its sovereign capacity, wars or revolutions, fires, floods, earthquakes, strikes, epidemics, quarantine restrictions and freight embargoes. If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring Agency in writing with sufficient and valid evidence of such condition and the cause thereof. The Committee constituted for Redressal of grievances, shall examine the pros and cons of the case and all reasonable alternative means for completion of purchase order under the Contract and shall submit its recommendations to the Vice-Chancellor. However, unless otherwise directed by the Procuring Agency in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical and shall seek reasonable alternative means for performance not prevented by the Force Majeure event.

31. Termination for Insolvency

The Committee may at any time terminate the Contract by giving written notice of 30 days' time to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination shall be without compensation to the Supplier, provided that such termination shall not prejudice or affect any right of action or remedy which has accrued or shall accrue thereafter to the Parties.

32. Forfeiture of Performance Security

If the Contractor/supplier fails / delays in performance of any of the obligations, under the Contract / violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract / Acceptance of Supply/Purchase Order, without prejudice to any other right

of action / remedy it may have, forfeit Performance Security of the Contractor.

Failure to supply required items/services within the specified time period will invoke penalty as specified in this document.

33. Payment

33.1 Payment will be made after withholding applicable taxes to the Successful Bidder after delivery and installation of goods and on receipt of the following documents:

- i. Delivery Challan.
- ii. Original Bill/Invoice.
- iii. General Sales Tax Invoice
- iv. Inspection/Completion report (*Satisfactory*)

33.2. Payment will be made on availability of funds, if delayed due to any reason, no extra interest/mark up will be accepted or paid.

33.3. Part/advance payment is not allowed in any case.

34. Mandatory Requirements

Vendors must fully fill the following mandatory requirement. Failing any of following will lead to the technical disqualification and financial bid will not be announced. Documentary proof must be provided with technical bid.

- 1) Vendor must be the authorized Partner of the brand offered directly from Principal in Pakistan and must attach authorization certificate.
- 2) Vendors must quote only those items which strictly conform to the specifications otherwise the whole bid may be rejected.
- 3) Desktop must be of international brands like Dell, HP, Lenovo, IBM, DAHUA, Acer or equivalent.
- 4) Vendor must have minimum 5 years work experience of providing IT solutions. Documentary evidence like customer purchase orders must be attached.
- 5) Vendor must not ever be blacklisted by any Firm or organization undertaking on stamp paper is required.
- 6) Vendor must be registered with SECP and relevant tax department. Please attached documentary proves.
- 7) The vendor shall meet 100% of the technical specifications in the tender, financial proposals for the only technically qualified companies will be opened.
- 8) Offered equipment should be brand new.
- 9) Vendor must have trained technical resource, attach the list of technical team.
- 10) Principal of quoted equipment must have after sales support offices minimum in THREE cities in Pakistan.
- 11) Warranty of the equipment shall be not less than 01 years directly from the principal.
- 12) Vendor must provide Manufacturer Authorization Letter issued by Principal to participate in the tender.
- 13) Joint venture is not allowed.
- 14) Project completion time 90 days.
- 15) Principal must be registered with SECP in Pakistan since last five years at least.

35. Detail of Infrastructure and Services

**Project UET Lahore,
BOQ FOR (IP Surveillance System Cameras)**

Technical Specifications (Supply, Installation, Integration and Commissioning)

The minimum requirements of Equipment are given below. The quoted systems and all other specifications should be equal or higher.

Bidders are required to quote turnkey basis. The quoted specifications should be equal or higher. Installation, integration and site readiness will be the vendors responsibility.

S. No.	Specifications		Qty.
1	Desktop Computers:		95
	Processor Type	Processor type Core i7 13th generation or higher	
	RAM size	16 GB DDR4	
	Hard drive size	512 GB Nvme card	
	Network	Gigabit Ethernet controller 10/100/1000 Mb/s Ethernet (RJ-45), Wi-Fi 6 +BT	
	Operating System	OS suitability 64-bit, Operating system DOS/Open source supportive	
	Graphics	Integrated Graphic Card	
	Keyboard + Mouse	USB optical keyboard & Mouse	
	Display Monitor	LED 21.5" FHD Display	
	Warranty	1 Year Local/Channel Warranty	
	Chipset	Intel® Chipset.	
	Ports & Connector	Ports and connectors as per manufacturer default. HDMI/DP/VGA, RJ45, USB (Two USB 3.1 Gen 1 port and Four USB 2.0 Ports)	

Annexure- A Technical Proposal Covering Letter

To

The Convener,
Central Procurement Cell,
University of Engineering and Technology, Lahore.

Dear Sir,

We are hereby submitting our Proposal, which includes the Technical Proposal and the Financial Proposal. We have attached the **Technical Bid Form, Check List, Detailed Specifications, CDR/ Earnest Money** and the required **supporting documents** along with our Technical Bid.

Yours sincerely,

Authorized Signature

(In full and initials)

Name and Designation of Signatory Name of Firm Address

Annexure- B

SUBMISSION AND ARRANGEMENT OF SUPPORTING DOCUMENTS

The Bidder must provide all the Supporting Documents, number all the pages of supporting documents, provide the page information and arrange the documents in the following order.

Envelope A: Enclosures of Technical Proposal		Attached YES/NO	Page#
1	Covering Letter		
2	Copy of Bid Security		
3	Copy of Income Tax Registration Certificate		
4	Copy of Sales Tax Registration Certificate		
5	Affidavit/Undertaking on the Stamp Paper		
6	Specifications of quoted items on the Letter Head of the bidder		
7	The specified catalogues / brochures of items quoted by the bidder		
Note: All the above documents and any other supporting document must be numbered and page number must be mentioned in the column specified for the purpose.			
Total Number of pages attached with the Technical Bid		_____ Pages	
8	Tender Document duly signed and stamped each page by the bidder must be attached at the end of the Technical Bid but numbering is not required for this document.		

Annexure- C Bid Form**A) Profile of the Bidder:**

S#	Particulars	BIDDER
1	Name of the Company	
2	Year of Incorporation	
3	Registered Office	
	Address	
	Office Telephone Number	
	Fax Number	
4	Contact Person	
	Name of Authorized	
	Representative Personal Telephone	
	Number Email Address	
5	Registration Detail	
	NTN Registration Number	
	GST Registration Number	

B) Bid Security (Please do not mention amount of CDR)

<u>S#</u>	Particulars	Please Furnish Details
1	Name of the Bank	
2	Instrument Number and Date	

Annexure- D AFFIDAVIT/BIDDER'S UNDERTAKING ON THE STAMP PAPER

Ref: **Tender No. Desktop Computers/03/2025**

1. We have examined the Tender/Bid Document and we undertake to meet the requirements regarding supply of Items, warranty and services as required and are prescribed in the Tender Document.
2. It is certified that the information furnished here in and as per the document submitted is true and correct and nothing has been concealed or tampered with.
3. We have read the provisions of Tender/Bid Document and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our response shall not be given effect to.
4. We agree to unconditionally accept all the terms and conditions set out in the Tender/Bid Document
5. We undertake, if our Bid is accepted, to supply the items within the delivery period mentioned in the Tender Document.
6. We understand that no document regarding evaluation criteria will be accepted after opening of the Technical Bids and we are bound to provide all the documentary proofs regarding evaluation criteria or any other supporting document before the opening of Technical Bids.
7. We agree that the Committee reserves the right in absolute sense to reject all the products/ services specified in the Bid Response without assigning any reason whatsoever under PPRA Rules 2014.
8. Bidders should not be blacklisted by PPRA and UET Lahore.

[Name and Signatures of authorized Person along with stamp]

Annexure- E Financial Proposal Form
(to be attached with Financial Proposal)

To

The Convener,
Central Procurement Cell,
University of Engineering and Technology, Lahore.

Dear Sir,

With Reference to your Tender No.Desktop Computers/03/2025 dated: _____ of procurement of the Desktop Computers ().

Please find attached our Financial Proposal for the sum of Rs. (insert amount in words and figures) __. This amount is inclusive of all government applicable taxes.

We have attached the Bid Security of amount Rs. _____/- (Rupees:_____only) against Item# having CDR, Demand Draft, Pay Order No. along with our Financial Bid.

Yours sincerely,

Authorized Signature

Annexure- F Price Schedule

(Please attach this page along with Financial Bid or quote rates on the Letter Head of the Bidder)

Item. #	Name of Item	Specifications	Qty.	Unit Price including Taxes	Total Price Including Taxes
1.					
2.					
3.					

Envelope B: Enclosures of Financial Proposal		Attached YES/No	Page #
1	Financial Proposal Form duly filled, signed and stamped by the bidder		
2	Price Schedule Form duly filled, signed and stamped by the bidder		