

GOVERNMENT OF PAKISTAN
PAKISTAN NATIONAL ACCREDITATION COUNCIL
MINISTRY OF SCIENCE & TECHNOLOGY
Islamabad

Islamabad the 26th February 2019

TENDER NOTICE

Pakistan National Accreditation Council (PNAC), Ministry of Science & Technology, Islamabad invites "sealed quotations" from reputable firms/suppliers who are on Active Tax Payer List (ATL) of FBR and are registered with Sales Tax/Income Tax department, having GST/NTN Numbers, AGPR vendor number for the following items from Non-Development and Development budget of the Council:

- i. IT / Computers, Software/Hardware items.
- ii. Stationary and Miscellaneous items
- iii. Furniture and others Miscellaneous items

2. Complete Tender Details / Documents and Terms & Condition can be obtained during office hours **(09:00 AM- 05:00 PM)** on any working day from PNAC office **OR** can be downloaded from www.pnac.org.pk / www.ppra.org.pk.

3. Last day & time of receiving Tenders/Bidding documents in PNAC office is **27-03-2019 till 11.00 a.m.** whereas, the same will be opened on **same day i.e. 27/03/2019 at 11:30 a.m** in PNAC office Islamabad by the Purchase Committee in the presence of bidders/Representatives, who wish to attend the said meeting.

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Assistant Director (Admin)
(PNAC, Ground Floor, S & T Building,
1-Constitution Avenue, G-5/2, Islamabad)
Tel: 051-9209509 (Office)

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TENDER DOCUMENT

i. **IT / Computers, Software/Hardware items.**

| S.No | Items Detail | Quantity |
|-------------|--|-----------------|
| 1. | Scanner (ADF / Double Sided (80PPM)) | 08Nos |
| 2. | Crimping Tool (IT /fine- Best Quality) | 04 Nos |
| 3. | USB 32 GB with 02 Years Warranty | 48 Nos |
| 4. | <p><u>Desktop Computer with LCD + required Accessories</u> Operating system Windows 10 Home 64 Processor Intel® Core™ i7-8700 (3.2 GHz base frequency, up to 4.6 GHz with Intel® Turbo Boost Technology, 12 MB cache, 6 cores Graphics Integrated: Intel® UHD Graphics 630 Memory 12 GB DDR4-2666 SDRAM (1 x 4 GB, 1 x 8 GB) Maximum memory Upgradeable to 32 GB Memory slots 2 UDIMM Storage 1 TB 7200 rpm SATA Secondary storage 16 GB Intel® Optane™ Memory for storage acceleration Flash cache 16 GB Total External Bays One 9.5 mm occupied Total Internal Bays One 2.5" occupied; One 3.5" occupied Optical drive DVD-Writer Power supply 310 W internal power supply Expansion slots 1 PCIe x1; 1 PCIe x16; 2 M.2 Video connector 1 HDMI; 1 VGA</p> <p>LCD: Specifications Display; 24" Resolution 1600 x 900 (Native) View angle 90° horizontal 65° vertical Brightness 200 cd/m2 Contrast 600:1 static / 3000000:1 dynamic Response Time 5 ms on/off Connectors 1 x VGA</p> | 10 Nos |
| 5. | <p><u>Laptop Latest Version.</u> Operating system: Windows 10 Home 64 Processor: Intel® Core™ i5-8250u Quad Core Processor 8th Generation RAM: 08 GB7200 rpm DDR4-2400 SDRAM Storage 1TB HDD Optical Drive: DVD Write Battery life: Battery life mixed usage Up to 9 hours and 15 minutes Video Playback Battery life Up to 7 hours and 15 minutes Screen size: 15.6 Inches Screen resolution: 1920 x 1080 Graphics memory: Dedicated Type of graphics memory: NVIDIA GeForce 940MX (4 GB DDR3 dedicated)</p> | 06 Nos |
| 6. | Laptop Leather Bags Imported and fine quality. | 30 Nos |
| 7. | <u>Registered Antivirus with key</u> | 30 Nos |
| 8. | <u>Registered Window 10 with key</u> | 30 Nos |
| 9. | <u>Registered MS Office, Latest Version with key</u> | 30 Nos |
| 10. | Printers, imported (Laserjet Latest Model) with wifi, US & Bluetooth facility. | 15 Nos |
| 11. | Mouse Pads Best / Fine Quality | 100 |

| Printers and Fax Machine Model wise Tonners (Separate rates for Original as well as Best/No.1 China Quality tonners as per below) | | | |
|--|--|---------------------------------------|--------|
| 12 | a) HP 30A Black | HP LaserJet Pro MFP M227fdw | 08 Nos |
| | b) HP 53A/49 Black | HP LaserJet P 2015 | 10 Nos |
| | c) CF 226A/ 26A | HP LaserJet Pro M402d/dn/dne | 16 Nos |
| | d) HP 13A | HP LaserJet | 04 Nos |
| | e) 201A (4 Colors) | HP Color Laserjet Pro M252N | 02 Nos |
| | f) 508A (4 Colors) | HP Color Laserjet Printer | 02 Nos |
| | g) KX-FAT 472 | Panasonic Fax Machine Model KX-MB2120 | 04 Nos |
| | h) KX-FAC 283ECN | Panasonic Fax Machine Model KX-FL512 | 04 Nos |
| 13 | Cord less/ Wireless mouse best quality | | 10 Nos |
| 14 | Cord less / wireless key boards | | 10 Nos |

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TENDER DOCUMENTS

ii. Stationary and Miscellaneous items

| S. No | Items Detail | Quantity |
|--------------|--|----------------------|
| 1. | Paper Ream Imported A-4 (90 GSM) Fine/ Best Quality | 400 Nos |
| 2. | Paper Ream Imported Legal (90 GSM), Fine/Best Quality | 20 Nos |
| 3. | Ball Points Blue (Fine/ Best Quality) | 30Pckts |
| 4. | UniBall Pen Eye- Micro Blue (Fine/ Best Quality) | 30Pckts |
| 5. | UniBall Pen Eye- Micro Red (Fine/ Best Quality) | 4 Pckts |
| 6. | UniBall Pen Eye-Micro Green (Fine/ Best Quality) | 6 Pckts |
| 7. | PNAC meeting Folder (As per Standard/Sample of PNAC) | 24 Nos |
| 8. | Security Guard Register/ Visitor/In-Out Register (Best Quality) | 6 Nos |
| 9. | Cash Register (Best Quality) | 10 Nos |
| 10. | Vehicles Fuel Register (Best Quality) | 08 Nos |
| 11. | File Register (Best Quality) | 30 Nos |
| 12. | Diary / Dispatch Register (Best Quality) | 40 Nos |
| 13. | Paper Separator (Plastic) Fine/ Best Quality | 500 Nos |
| 14. | Paper Ream Imported for PERs (Yellow Pages) Fine/ Best Quality | 15 Reams |
| 15. | Paper Ream Imported for PERs (Pink) Fine/ Best Quality | 12 Reams |
| 16. | Paper Ream Imported for PERs (Green) Fine/ Best Quality | 10 Reams |
| 17. | File Flippers fine quality lace extra thick and large in size. | 200 Nos |
| 18. | Tape Holder Plastic Best/Fine Quality | 25 Nos |
| 19. | Double Punch Iron/Steel Best/Fine Quality | 30 Nos |
| 20. | Single Punch Iron/Steel Best/Fine Quality | 50 Nos |
| 21. | Large Double Punch Fine / Best Quality | 10 Nos |
| 22. | Yellow Posted Pad Best/Fine Quality | 200 Nos |
| 23. | White Cloth Duster Best/Fine Quality | 100 Nos |
| 24. | Yellow Cloth Duster Best / Fine Quality | 300 Nos |
| 25. | Scissors Medium Size Best / Fine Quality | 36 Nos |
| 26. | Calculator (Non-Scientific/General) Dual Power (Solar + Battery) Best / Fine Quality | 20 Nos |
| 27. | Box Folder Blue (Legal Size) Best / Fine Quality | 300 Nos |
| 28. | Box Training Folder Blue (Small Size) Best / Fine Quality | 500 Nos |
| 29. | Gum Stick Best/Fine Quality | 100 Nos |
| 30. | File Tags Large Size Best / Fine Thread Quality | 50 Pckts/ Bundles |
| 31. | Officer Diary, Blue Color Best/Fine Quality | 36 Nos |
| 32. | Telephone index Diary Best/ Fine Quality | 36 Nos |

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TENDER DOCUMENT

iii. **FURNITURE & OTHER MISCELLANOUES ITEMS**

| S. No | Items Detail | Quantity |
|-------|--|----------|
| 1. | <p><u>Wooden Table for Officers, Executive Class. With side Rack</u> <u>Size width 3'.5", Length 6' and height 2'.5"</u></p> <p>i. Fine quality solid-wood with Polish Finishing ii. Triplet moveable drawers with fine hardware's, fine finishing and proper locks iii. Foot Rest fine quality</p> <p><u>Side Rack</u> <u>Size width 20", Length 3'.5" and height 2'.5"</u></p> <p>i. Fine quality solid wood with polish finish ii. One shelf on right side for CPU iii. One shelf on left side with lock (internal partitioning of two shelves) iv. Cables holes on top or back side</p> <p><u>NOTE: Sample will be checked and approved by the Committee at site before awarding supply order.</u></p> | 10 |
| 2. | <p><u>Wooden Tables for staff along with rack,</u> <u>Size width 3", Length 5' and height 2'.5"</u></p> <p>i. Fine quality solid wood with Polish Finish ii. Triplet moveable drawers with fine hardware's, fine finishing and proper locks iii. Foot rest fine quality</p> <p><u>Side Rack</u> <u>Size width 20", Length 3'.5" and height 2'.5"</u></p> <p>i. Fine quality solid wood with polish finish ii. One shelf on right side for CPU iii. One shelf on left side with lock (internal partitioning of two shelves) iv. Cables holes on top or back side</p> <p><u>NOTE: Sample will be checked and approved by the Committee at site before awarding supply order.</u></p> | 12 |
| 3. | <p><u>Officer Chairs, Executive Class.</u></p> <p>i. Revolving steel based with wooden arms of solid fine quality wood. ii. Structure made with Solid fine quality wood iii. Upholstered with best quality foam and lather. iv. Polished finish v. Commercial ply back and base vi. Pedestal and Gas lifter machine. vii. Cushioned with fine quality lather on seat and back.</p> <p><u>NOTE: Sample will be checked and approved by the Committee at site before awarding supply order.</u></p> | 12 |
| 6. | <p><u>Committee Rooms Revolving Chairs Executive Class</u></p> <p>i. Revolving steel based with imported hydraulic system. ii. Arms with Solid wood fine quality and polish finish iii. Pedestal and Gas lifter machine. iv. Cushioned with fine quality lather on seat and back.</p> <p><u>NOTE: Sample will be checked and approved by the Committee at site before awarding supply order.</u></p> | 24 |

| S. No | Items Detail | Quantity |
|-------|---|--------------------|
| 7. | <p><u>Visiting Chairs.</u></p> <p>i. Solid wood fine quality arms and legs standard height</p> <p>ii. Polish finished</p> <p>iii. Cushioned with fine quality lather and back.</p> <p><u>NOTE: Sample will be checked and approved by the Committee at site before awarding supply order.</u></p> | 24 |
| 8 | <p><u>Steel Almirahs best quality.</u></p> <p>i. Hight 6', weight 3' depth 18"</p> <p>ii. 4 shelves equally space in size.</p> <p>iii. Dual lock (Handle + hook lock)</p> | 24 |
| 9 | Glass for Tables 8 mm white Best Quality/ <u>Rate per running feet are required</u> | As per actual need |
| 10. | Fine quality wooden Polish finish Coat Hanger/Towel Stand for Officer subject to provision/approval of <u>Sample.</u> | 15 |
| 9. | Mirror with wooden Stand for Officer Best / Fine Quality, subject to provision/approval of <u>Sample.</u> | 15 |
| 10. | Soap Box Plastic Best / Fine Quality | 60 |
| 11. | Tea Spoon Stainless Steel Best / Fine Quality heavy weight | 100 |
| 12. | Eating Spoon Medium Size, Stainless Steel Best / Fine Quality | 100 |
| 13. | Heater Fan, imported/Fine Quality, subject to provision/approval of <u>Sample.</u> | 30 |
| 14. | el Best/Fine Quality (high gage), subject to provision/approval of <u>Sample.</u> | 20 |
| 15. | Almirah Steel Best / Fine Quality as per sample approved by Purchase Committee | 12 |
| 16. | File Rack Wooden Best / with provision of standard folder placement Fine Quality as per sample approved by Purchase Committee | 12 |

TERMS & CONDITIONS:

1. All purchases/procurements are subject to strict observance of **PPRA Rules**.
2. Interested firms/dealers must provide following information/ documents with their bids:
 - a. The proof of active/filers w.r.t. Registration with Sale Tax department and quote their NTN/GST Number, issued by Income tax/Sales tax department.
 - b. The seal tenders should accompany Call/Security deposit (refundable after successful supply/warranty period) in shape of Bank Draft/Pay order equal to 05% of the total bid amount in favor of "Pakistan National Accreditation Council (PNAC), Islamabad. Cross cheques will not be accepted. No tender would be entertained without call deposit / Earnest money.
 - c. Security Deposit/Earnest Money of non-successful bidders will be released/returned to concerned after issuance of Supply Order to successful bidders.
 - d. An Affidavit on stamp paper that the firm/dealer has never been BLACKLISTED by any Ministry/Division/Department/Organization of the Government of Pakistan.
 - e. Actual Supplier/Sale/Service/ Authorization Certificate should be accompanied with tender wherever applicable. Time period for supply of items will be two weeks from the date of issuance of Supply/Work Order by the Council.
3. The successful bidder(s) are liable to provide the item on quoted price within current financial year (2018-19) as per demand/budget/need basis of the Council otherwise; the call/security deposit will be forfeited along with blacklisting of the relevant firm/vendor/bidder.
4. All items are subject to Supplier/Manufacturer warranty/guarantee period not less than one year where applicable. Moreover, the Council will not compromise on low quality of specified items.
5. Samples of required quality items, if required can be demanded from the successful bidders (subject to recommendations of the purchase committee & approval of the competent authority) before issuing of supply order.
6. Rates inclusive GST should be quoted. Withholding tax and GST at source will be deducted as per GoP Rule.
7. Tender document can be obtained during office hours (09:00 AM- 05:00 PM) on any working day within specified date & time whereas, the same can also be downloaded from Council website www.pnac.org.pk or PPRA website www.ppra.org.pk. Tenders must reach in PNAC office by 27-03-2019 till 11:00 a.m and will be opened on the same day at 11:30 a.m by the Purchase Committee on the above-mentioned address in the presence of bidders/representatives who wish to attend the said meeting.
8. Items provided will be subject to the clearance of quality and quantity as per approved samples by the Purchase and Inspection Committee of PNAC. Low standard items supplied by the vendor will be returned/rejected accordingly.
8. The Council reserves the rights to reject any or all the tenders/firms offering items of low quality or not fulfilling the required criteria i.e. subject to assigning justified reasons as per defined PPRA Rules.

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