



GATEWAY TO NATIONAL PROSPERITY

PORT QASIM AUTHORITY

BIN QASIM, KARACHI-75020

NOTICE INVITING TENDER

Port Qasim Authority (PQA) under Federal Ministry of Port & Shipping invites sealed bids from the Authorized Distributors/Dealer (Tier-1/Tier-2) with five years valid authorization certificate, registered with Income Tax and Sales Tax Department for supply of 01 No. Plotter HP/or equivalent Design Jet T2500 e Multifunction Printers Series & 02 Nos. Laptops HP/Dell or equivalent.

2. Authorized Distributors/Dealer (Tier-1/Tier-2) may obtain Tender documents and Complete description along with Terms and Conditions from the Office of the Manager (Procurement), Port Qasim Authority, Port Qasim, Karachi, during the office hours 08am hours to 01pm (Monday to Friday) on payment of Rs. 1,000/- fee (non-refundable) in shape of Pay Order in favour of Port Qasim Authority. Bidding documents may also be downloaded from PQA and PPRA Websites.

3. Bidder shall submit Bid according to Single Stage one envelope Procedure under Rule 36(a) of Public Procurement Rules-2004. The Bid will comprise of a one package to be submitted with Bid Securities (Earnest Money 2%) in the shape of Pay orders in favour of Port Qasim Authority (**refundable**) issued by a Pakistani Scheduled Bank having a minimum AA Rating and located in Karachi. Tenders submitted without bid security shall be rejected. Bid must reach the office of Manager (Procurement), Stores Department Port Qasim Authority, Karachi on or before 12/7/2017 at 1330 hours. Bids shall be opened on the same day at 1400 hours in Admin Building – II, Conference Room.

4. Port Qasim Authority reserves the right to accept or reject any or all bids as per PPRA-2004 and no claim whatsoever will be entertained in this regard. Authority's decision in this respect shall be final and binding on all parties.

(MUHAMMAD SAQIB)
Secretary

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PPRA Website: www.ppra.org.pk



GATEWAY TO NATIONAL PROSPERITY

PORT QASIM AUTHORITY

BIN QASIM, KARACHI-75020

PQA/ST/P-217/N/15-16

Dated: 15 June, 2017

INSTRUCTIONS TO BIDDERS

Port Qasim Authority (PQA) under Federal Ministry of Port & Shipping invites sealed bids from the Authorized Distributors/Dealer (Tier-1/Tier-2) with five years valid authorization certificate, registered with Income Tax and Sales Tax Department & GST for supply of 01 No. Plotter HP/or equivalent Design Jet T2500 e Multifunction Printers Series. to quote their rates for the items which are as under:

S. #	DESCRIPTION OF ITEMS	A/C Unit	Qty. Req.	Unit Price	Amount (A)	GST (B)	Grand Total (A+B)
1.	Specification of Plotter: HP/ or equivalent Design Jet T2500 Multifunction Printer Series. Printer, Scanner and Copier with a single device.	No	01				
2	Standard Specification of Laptop: i. Dell / HP or equivalent (6 th Gen) ii. Processor Core i7 iii. 4 GB RAM, HD 500 GB iv. Standard Items 100 Base T/1000 Base –T and Wifi Network, Webcam, Carrying Case v. LED Screen 15.6" vi. Windows 10 Professional	No	02				

Bid Price: Rs. _____ (Rupees _____ only)

State the GST Rate in figures & words:- _____

2. Details of the items/specifications alongwith terms & conditions of the tender can be collected from the office of Manager (Procurement), Stores Department, Port Qasim Authority, Karachi during office hours. The details of items can be downloaded from PQA/PPRA Websites.

3. The method of procurement will be Single Stage one envelope procedure under Rule 36(a) of the Public Procurement Rules-2004.

4. Tender without earnest money will not be accepted.

5. Firm awarded the contract will be responsible to complete the supply as per Supply order.

6. Sealed bids from the Authorized Distributors/Dealer (Tier-1/Tier-2) with five years valid authorization certificate, registered with Income Tax and Sales Tax Department with quoted rates as per specification mentioned are to be submitted.

7. Rates quoted must be valid for 90 days from the date of opening of the tender.
8. Rates quoted should be on the basis of free delivery at Port Qasim Authority Stores Department Bin Qasim Karachi-75020 including all taxes and transportation charges. All delivery risks and consequence shall be of the supplier.
9. Hundred percent (100%) payment will be made on completion of full supply and submission of bill in a triplicate, Account No., Name of the Bank to be indicated on the body of the bill to facilitate payment.
10. Liquidated Damages at rate of 2% of the Contract Price per month maximum 10% of the Contract Price will be recovered if supply is not made within the contract period.
11. All type of taxes including GST and professional Tax etc. will be borne by the supplier.
12. Only tenderers registered with NTN & General Sales Tax Collectorate are eligible. Copy of the General Sales Tax Registration Certificate and Income Tax Certificate must be enclosed with the tender. Latest Taxpayer Online Verification by FBR has to be submitted.
13. Earnest Money of the successful bidder will be released after satisfactory supply. Earnest Money of other bidders shall be released on issuance of Supply Order to the successful bidder.
14. Conditional tenders will not be entertained.
15. The validity of supply period is 60 days, from the date of issuance of Supply Order.
16. Rates must be quoted for all the required items. If more than one quality of any items is quoted, rates shall be mentioned separately. The successful bidder will be considered on the basis of lowest evaluated bids.
17. Bid/quotation must under covering letter on the letter head of the Authorized Distributors/Dealer (Tier-1/Tier-2) with five years valid authorization certificate showing complete address, telephone, fax etc. GST Registration number, Income Tax number and details of the Earnest Money Pay Order shall also be mentioned.
18. Total Bid Price inclusive of GST must be written in figures and words.
19. Bid/quotation and the attached necessary documents/brochures of offered items alongwith complete NIT must be signed and stamped on each page.
20. Bidders should unconditionally sign, stamp and submit the copy of the complete NIT/Instructions to Bidders.
21. If any bidder fails to submit or comply with above, their bid/quotation will be treated as NON-RESPONSIVE.
22. Sub-standard items will be rejected and returned at the expense of tenderer/authorized distributor.



23. The proposal for award will be rejected if it is determined that the contactor/supplier recommended for award has been engaged directly or through an agent, in corrupt fraudulent, collusive or coercive, practices, as defined in the PPRA - Rules 2004 while competing for the contract in question.

24. Port Qasim Authority reserves the right to accept or reject any or all bids/quotation as per PPRA-2004 and no claim whatsoever will be entertained in this regard. Authority's decision in this respect shall be final and binding on all parties.



(MUHAMMAD SAQIB)
Secretary

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