| 07. | | | | TENDE | R DATE & TIM |
|--|--|--|--|--|--|
| QTY. | | | | FEE | OF OPENING |
| 02.No | | DESCRIPTION | | CONTROL OF THE PROPERTY OF THE | 0/- 27.02.2025 |
| | Light Duty Photocopie | ight Duty Photocopier Machine Jongwith Copier, Scapper, Printers of Law | | Rs. 300 | 3:00 p.m |
| | Alongwith Copier, Scar | iner Printer and ray | | | 3:00 p.m. |
| Copying Prov | | THINE BIRD FAX | | | |
| Copy speed: | | Twin laser beam scanning & electro photographic princing. | | | |
| Resolution: | Pressed Configuration assessed and the AAC Provided Autor the entire that | 50/40 copies ger minute | | the second secon | and the second section of the second section of the second section of the second section of the second section is a second section of the second section of the second section is a second section of the section of the section of the second section of the sectio |
| Multiply cop | | | | | والمنافرة والمنا |
| Memory: | | | | | degree = d |
| a childra | the second secon | Standard: | | de la financia come contra (cinta 10 à 10 de la final de la financia del financia de la financia de la financia del financia de la financia del la financia del la financia de la financia | |
| | | 125MB | | | |
| | | Maximum. | | 1,525 | and the property of the first property and the second seco |
| Paper size: | The state of the s | Sheets | e ne do en demos demonina 8.5x13 | promocing the control of the control | the second of the second second periods and design the second second second second |
| Weight | | Lagal, letter, Evecutive, A4, A5, A5, E3, E4, E5(US), E5(ISO) & 8.5x13. | | | |
| Samer sance | y. | Ess than 62 kg | | ope in the decrease of these by Land originates (1964 to 1994 | |
| Pawer consur | Teher | 20-240K 20-60 F | | | |
| | 19 p. 14 14 J h. | Operation: 1.32km | | Meditur | |
| | | Energy saver mode: | | LESS | |
| DOMET | and the state of t | then 120W | | | al est de compressa en la respector a esta esta de la compressa de la compress |
| LICH LEN | SCANNER (OPTIONAL) | | | e y processor de la companya de la companya de company | page i harm der hammen har hij mend i hardine van i dag vanne augen har harben van de meine seller |
| Printer speed: | | PRINTER | | | |
| Printer langua | | ZS/30 capies per minute | THE PARTY OF THE PROPERTY. | | magel for major to the control of th |
| | | Standard: Outlien: | POLS, POLSE, POLS, RPOS** 400BE* PossScript* 3** | A Secretary of Contract and Contract Adjustments | and the second section of |
| Menore: | And the second s | 354 MS + 4058 Hard Disk Driv | | and the second of the second o | |
| Resolution: | the second section of the section of the second section of the second section of the second section of the section of t | Махітит 500 x 600 арі | | The second section of the sec | |
| Marie Carlos Car | and the state of t | SAME | | | Company of the Compan |
| can speed: | | Maximum 52 originals per min | | parameter and the second of the first parameter and the parameter of the second of the | |
| lesciution; | | Maximum 500 dpi (Twan: 1,2) | C dpi) | | and the second |
| Original size: | The second secon | A5-A3 | | and and thought to grid of the second of the | |
| estination: | | Maximum 50 folders per job. | | nde Nelson, glasse and set en tip de proposition is better conserved to be grifted in grown and the planetic and the set of the second and the set of the second and the se | egypennekken (am 4 giff) milde for det ig 15 to to glad one of the state for the state of the st |
| AX (OPTIO | ONAL) | | | | tak lahin ali, masani - anda ini magamunia mila (sa) andi ma yal-i antipin-mip jima amani mili mila in d |
| ircuit | | PSTN. PSX | | | ng katanan arawan sagata salah s |
| Yodem speed: | | Waximum 33.5 Kbps. | | | allere dither the special and continue the delivery signer in all and conservatives (1) is stated at a special strain of the special strains and the special strains and the special strains and the special strains are special s |
| esciunen: | | Standard / Detail. | 200 x 100/200 dpi | | and the second s |
| e de la la companya de la companya d | | Махиши. | 400 x 400 cipi (option) | | the analysis of the second state of the company of the second state of the second state of the second state of |
| emory | | Standard / Waximum. | 12/64 W3 | | |
| anning speed: | | Less than 0.5 | 6 seconds (200 x 200 dp), A4/S6F) | | |
| emery backup: | | *5 | in a stray from the former and of the anti-from the former greater and an anti-from a financial plant after a former part of part of the stray of th | | and the second section of the section of t |

Specification criteria:

All bidders must be mentioned the specification in data sheets with unit price rate as per item wise.

3. Delivery times

- Maximum delivery installation time for the supply of tender items will be one week ì. from the date of supply order.
- Validity period of the bid shall be 90 days from the date of opening of bids. 11.
- The successful bidders will be bound to supply the items on the quoted rates within 111. one week from the issuance of purchase order.
- In case the supplier fails to supply & install the agreed material in time, the competent IV. authority reserves the right to reject his offer and confiscate the bid security.

4.Procedure of open competitive bidding:

The "Single Stage One Envelope" method will be used for competitive bidding.

5. Bidevaluationeriteria:

- The bids shall be evaluated on the basis of required specification and competitive price for each item.
- The Departmental Purchase Committee will open the bids on 27.02.2025 at 3:00 pm in the presence of the bidders or their authorized representatives, who may like to be present. Bids not accompanied by the documents shall be declared as Non-responsive.
- The price must be quoted against each item for each of the category with cumulative total at the end.
- The description of the items in Tender Document must be supported with brochure.
- Relevant experience upto 2-3 years having purchase of order not less 5 Nos from Govt. Semi Govt. and other institutions.
- Turn over of 03 years at least upto 1.0 million.
- Performance Security: 5% of quoted amount from successful bidder.

Quality of items:

All item(s) supplied by successful bidder should be wholesome and include all the basic Criteria. The offered item(s) should not be of substandard nature.

7. Warranty:

Please mention the specification against each item.

8.Installation:

The installation of goods should be provided free of cost at the locations of Energy Department, Government of Sindh.

DATA SHEET OF ITEM

| 1, | Photocopier Machine with | PARTICULAR/ITEM |
|----|----------------------------|---------------------------------------|
| | Copier, Scanner, Printer & | Light duty Photocopier Machine with |
| | Fax | Scanner, Printer & Fax (specification |

Bidders are requested to mention the specifications and specify the sample / standard size of the product with literature/ brochures proposal, if any.

TERMS AND CONDITIONS

Instruction to Bidders:

- General: Sealed bids are invited for the purchase of Photocopier Machine with Copier, scanner, printer & Fax from the authorized dealers / sole distributors / suppliers / firms on free delivery basis, with warranty. The supplies are to be delivered Energy Department at Karachi.
- ii. <u>Bill of quantities</u>: The price must be quoted against each item for each of the category with cumulative total at the end.
- Date & time of submission of tenders: The interested bidders shall submit their bids on the prescribed form, available on written request on the firm/company letter pad available from the office of Section Officer-II/DDO, EM&RC, Energy Department along with a Pay Order/ demand draft. amounting to Rs.3000/-(Non-refundable) in favor of Section Officer-II/DDO EM&RC, Energy Department on any working day upto 2:00 p.m. on or before 27.02.2025 which will be opened publicly on 27.02.2025 at 3:00 pm in the presence of bidders or their representatives, who may care to be present.
- iv. <u>Bid Security</u>: The tenders without or containing less than 2% Bid Security of the total quoted amount in shape of Pay Order/Bank Draft or Bank Guarantee in favor of <u>Section Officer-II/DDO EM&RC, Energy Department</u>, otherwise it will not be accepted.
- V. <u>Change in Quantities</u>: Energy Department reserves the right to increase/decrease quantities as per provision of SPPRA Rules and it will be the responsibility of the supplier/contractor to deliver the item on time, at the stipulated site.
- vi. <u>NTN/GST Certificate</u>: Bidders must be registered with GST and NTN. Contractor/ suppliers must mention their National Tax Registration Number (NTN) or General Sales Tax (GST) number and furnish a copy of NTN and GST certificate along with tender.
- vii. <u>Tax deductions:</u> Taxes will be deducted from the amount as per rules enforced at that time.
- viii. <u>Acceptance/Rejection</u>: Procuring Agency may reject all or any bids / proposals subject to relevant provision of PPRA Rules.

ENERGY DEPARTMENT GOVERNMENT OF SINDH, KARACHI

3rd floor State Life Insurance Corporation of Pakistan Building No.3, Dr. Ziauddin Ahmed Road, Opposite C.M House Karachi.

| SCH | EDULE TO INVITATION TO TEN | DER NO. |
|-----|----------------------------|---------|
| 1. | Date of Opening of Tender | |
| 2. | Time of Receipt of Tender | |
| 3. | Time of Opening Tender | |

As per above mentioned schedule tenders shall be opened in the presence of bidders before the Department Purchase Committee, Energy Department, Government of Sindh, 3rd floor State Life Insurance Corporation of Pakistan Building No.3, Dr. Ziauddin Ahmed Road, Opposite C.M House Karachi.

The offer shall remain open for <u>15 days</u> from the date publication of tender notice. Tender should quote their price clearly on the basis of free delivery to consignee at Karachi, inclusive all taxes.

ENERGY DEPARTMENT GOVERNMENT OF SINDH, KARACHI

3rd floor State Life Insurance Corporation of Pakistan Building No.3, Dr. Ziauddin Ahmed Road, Opposite C.M House Karachi.

| | Dated: | A CANONIA AND PROMISE MANAGEMENTS | |
|-------|--|---|---------|
| ro, | Control Control and Control Co | ang Caranta kengili Calabiran an Ingalian dan kemanan antah Calabir | |
| M/S. | | | |
| | | | الماسية |
| Invit | tation to Tender No. | | - |
| Dea | r Sir, | | |

You are invited to submit tender for supply of Photo Copier, subject to the condition as laid down in the instructions, contained in tender notice. The tender quoting against this invitation shall be deemed to have read and understood the conditions and specifications for this assignment.

- 2. The tender shall quote on the prescribed schedule attached with this invitation on the basis of specifications indicated therein and shall sign the certificate given therein to the effect that the stores shall be supplied exactly in accordance with the requirements specified in the schedule. In case there is any deviation, the same should be clearly stated by tender, otherwise it shall be presumed that the offer is strictly in accordance with the requirements of the tender notice.
- 3. The Energy Department requires the delivery as stated in the schedule. This Purchase shall be governed by the Sindh Public Procurement Regulatory Authority Rules 2010 a copy of which may be obtained from the URL http://pprasindh.gov.pk.
- 4. The procuring agency may reject all or any bid or proposals at any time prior to the acceptance of a bid or proposal, subject to the relevant provision of SPPRA Rules, without assigning the reasons.

Yours Faithfully,

(MOAZAM ALI MEMON) SECTION OFFICER-II/DDO



Rs.3000/-

ENERGY DEPARTMENT GOVERNMENT OF SINDH, KARACHI

3rd floor State Life Insurance Corporation of Pakistan Building No.3, Dr. Ziauddin Ahmed Road, Opposite C.M House Karachi.

TENDER DOCUMENT

FOR

PHOTOCOPIER MACHINE ALONGWITH COPIER, SCANNER, PRINTER & FAX