Government of Pakistan
Ministry of Information Technology and Telecommunication

Request for Qoutation(RFQ)

Ministry of Information Technology and Telecommunication Pakistan (MoITT) is the national focal Ministry and enabling arm of the Government of Pakistan for planning, coordinating and directing efforts to initiate and launch Information Technology and Telecommunications programs and projects aimed at economic development of the country.

1. MoITT invites the sealed bids from the firms registered with income and sales tax departments and who are active on active tax payer list of the FBR for the supply of hardware.
2. Bidding documents containing detailed terms and conditions, etc can be downloaded from PPRA(www.ppra.org.pk) and www.moitt.gov.pk website.
3. Interested firms must submit their RFQ on prescribed format and RFQ should reach the office of the undersigned through courier on or before 13th march 2023 till 11:30 A.M PST (GMT+5).
4. MoITT reserves the right to accept or reject all or any bid(s) as per PPRA Rules.

Section Officer – IT,
Ministry of IT and Telecommunications
7th Floor, Pakistan Secretariat, Kohsar Block, Islamabad
Tel: +92-51-9210964 Email: so.it@moitt.gov.pk

MINISTRY OF INFORMATION TECHNOLOGY AND TELECOMMUNICATION (MOITT)

REQUEST FOR QUOTATION (RFQ)

For

SUPPLY OF HARDWARE

FOR

PROJECT MONITORING & DIGITAL TRANSFORMATION CELL

Government of Pakistan

Ministry of Information Technology & Telecommunication

https://moitt.gov.pk

February, 2023

1. **General Terms & Conditions**

   1.1 Bids may be submitted to undersigned in a SEALED CONFIDENTIAL COVER at the address given below latest by **13th march 2023** at **11:30 hrs**. The bids will be opened on the same date at **11:30 hrs**.

   Project Director
   Ministry of Information Technology,
   7th Floor, Kohsar Block,
   Pak Secretariat,
   Islamabad.
   Ph: 9215348

   1.2 A bidders' conference will be held in the premises MOITT on **10th March 2023** at **11:30**. All queries relating to RFQ should be faxed or mailed to undersigned at least 3 days before the bidders' conference.

   1.3 Scope of Work
   The scope of work includes Supply, Installation and successful testing of the Hardware mentioned at Annexure-II.

   1.4 Responding Organizations (RO) can bid for all items or a single item. Responding organization are requested to submitted separate envelops for technical and financial proposals, clearly mentioning on the main envelop of technical and financial proposals.

   1.5 A bid bond, in the shape of a Bank Draft / Pay Order in the name of Project Director, Ministry of Information Technology and Telecom, equivalent to 2% of the total cost of bid should be submitted along with the tender.

   1.6 All proposal and price shall remain valid for a period of 90 days from the closing date of the submission of the proposal. However, the responding organization is encouraged to state a longer period of validity for the proposal.

   1.7 All currency in the proposal shall be quoted in Pakistan Rupees (PKR).

   1.8 The responding organization must be registered with Sales Tax Registration Department and should be in possession of valid NTN number. Copies of the certificates must be provided with the bid.

   1.9 The RO shall be responsible for payment of any duties / taxes etc. that are imposed by the GOP during the currency of the project.

   1.10 The responding organization is hereby informed that the Government shall deduct tax at the rate prescribed under the tax laws of Pakistan, from all payments for services rendered by any responding organization who signs a contract with the Government.

   1.11 The successful vendor shall be required to deposit in the form of a Bank Guarantee, a Performance Bond from the date of successful testing and acceptance, a sum equivalent to ten percent (10%) of the contract value, this Bank Guarantee shall be issued by a scheduled bank operating in Pakistan and shall be kept valid from the date of issue, until one (1) year after all contractual obligations have been fulfilled.

1.12 Responding Organization should have been in the IT business for at least (03) three years.

1.13 Hardware equipment should have one (01) year warranty, including parts and Labor after the delivery of hardware.

1.14 The responding organization (RO) to be authorized Partner / Reseller / Manufacturer, OF THE ORGINAL MANUFACTURER, in Pakistan.

1.15 All equipment should be supplied through verifiable distribution channels.

1.16 The Responding Organization to provide information as per (Annexure-II). RO may not propose any kind of refurbished / Used / End of Life Hardware equipment / components in their technical proposals.

1.17 RO should clearly indicate the duration of delivery of equipment after the award of contract.

1.18 The end user licenses, end user warranties and end user contracting support services will be in the name of Customer, for all the equipment and Software loaded on the equipment delivered during the course of the project.

1.19 Proposals shall be delivered by hand or courier so as to reach the address given at section 1.2 by the last date indicated for submission. PROPOSALS RECEIVED BY FAX OR EMAIL SHALL NOT BE ACCEPTED

1.20 The Bid Bond to be enclosed in a separate envelope, labeled as "Bid Bond", and which should be sealed. It must be ensured that bid bond should not be in the same envelope as the financial proposal.

1.21 Envelope for financial proposals should clearly mark: "Financial Proposal". Two hard copies of Financial Proposal are required.

1.22 Main Envelope for technical proposal should clearly mark: "Technical Proposal". Main envelope for technical proposal should contain 02 hard copies and 02 two soft copies of the technical proposal (each being physically separated, bound, sealed and labeled as "Technical Proposal"). Each envelope should contain similar supporting documents.

2. **Implementation & Payment Schedule**

	Milestones	Time Period	Payment
1.	Supply of Hardware	Four-Eight weeks from date of signing of contract	40%
2.	Installation, configuration of Hardware and successful testing and acceptance	Three (03) weeks from Supply of Hardware	60%

Technical Evaluation

There will be a two-stage technical evaluation. **Preliminary evaluation** (Initial Screening) of technical bids will be done on the basis of following parameters:

1) RO or partners / affiliates should be a Pakistani Company OR a branch office of a Multinational Corporation having local presence.

2) RO or partners / affiliates should be in IT business for at least three years.

3) RO or partners /affiliates should have successfully completed three similar projects in size, nature & value.

4) The responding organization (RO) should be authorized Partner, FROM THE ORIGINAL MANUFACTURER, for the equipment.

5) All equipment should have one year's comprehensive onsite warranty including parts and labor. Equipment having more than one (01) year warranty shall be given preference.

6) RO or partners /affiliates should be a Company / firm having operational office at Islamabad / Rawalpindi

Detailed technical evaluation will be done for firms who qualify the preliminary evaluation mentioned above.

In detailed technical evaluation the Evaluation & Award Committee will verify the compliance with specifications mentioned in Annexure-II. The Government's Evaluation & Award Committee on the parameters given in the technical proposal will make the technical evaluation.

Financial bids of the technically qualified firms will be opened before the representatives who wish to attend the tender opening.

Technical Specifications

S. No	Hardware / Software Items	Description	Qty	Unit Price without GST	GST	Total Price with GST
		Laptop				
1	Laptops	Processor: 10th Generation Intel® Core™ i7 or higher. Mother Board: Intel integrated Chipset. TPM. Memory: RAM: 16 GB DDR-IV Upgradeable to 32 GB RAM. Hard Drive: Min ITB SSD. Video/Graphic Card: 2GB or Higher. Sound Card: On-Board. Network Adapter: Built-in Gigabit Ethernet card. LCD Display: 14"-15.6" FHD or higher. In-built Wifi-6, Bluetooth. Integrated I/O Interfaces: 2 x USB 2.0/3.1 Port at least 1 type C USB Port, HDMI, RJ45, headphone – Mic (Combo) Built-in HD Camera with shutter privacy cover. Battery: Re-chargeable Battery pack with estimated 10 hours battery backup or higher. Key Board: Spill Resistance, Back light with white LED lightening, US English AC Adapter Included (Fast Charging). Laptop Bag: Topload 15.6" case Integrated Touch Pad with additional Wireless 3.0 USB 2-Button Optical external Mouse of same brand with Scroll OS: Windows 10 Pro 64 bit (licensed) Or Higher.	09			
2	**Heavy Duty Printer**					

	Printers	Printer Type: Duplex LaserJet Network Printer Print Technology: Laser Resolution: 1200 x 1200 dpi or higher Printer Speed: 40 ppm or higher Output: Mono, Duty Cycle: Up to 80,000 pages or Above Processor Speed: 750 MHz or Above Memory: 128 MB or Above Control Panel: 2-line Display Input Capacity: 250 sheet or above Connectivity: 1 Hi-Speed USB 2.0 Device or Above , 1 Ethernet or Above OS Compatibility: Mac OS, Windows 10, 8, 7, 11 Accessories: power cord cables, USB cable, Manual driver CD's etc. Or Higher	07			