



GOVERNMENT OF PAKISTAN
PAKISTAN ORDNANCE FACTORIES
TENDER ENQUIRY

TO

M/S _____

Dear Sir,

REF'NCE: TENDER ENQUIRY NO. **5167-40-LP-CAPT-SJL** DATED: **03-10.2017**

You are requested to submit quotations for the items noted in the schedule to the tender. Offers should be sent duly sealed in an envelope. Fax / e mail offers are not acceptable. Please note the following instructions for filling the tender:-

1. SUBMISSION OF TENDER

1.1 Tenders will be opened at **1200** hours on **24-10-2017** and must reach this office on the same date upto 1130 hrs. The tender received late will not be entertained. You may witness the opening of the tender if you so desire. If a representative is deputed, he should bear a letter of authority from you.

1.2 Only one tender should be included in one envelope. The outside of the envelope should be inscribed with:-

Tender Enquiry No. **5167-40-LP-CAPT-SJL** DATED: **03-10.2017**

Tender to be opened on: **24-10.2017**

Address as follows:

**MANAGING DIRECTOR POF SANJWAL
DISTT. ATTOCK, PAKISTAN.**

2. GENERAL INSTRUCTIONS REGARDING PREPARATION OF QUOTATIONS

2.1 For materials, the prices should be filled in column 5 and delivery date in column 6 of the schedule to this Tender Enquiry. The undertaking should be signed at the bottom of the schedule which shall form the quotation. You may use a separate sheet if necessary.

Cont.....P/2

- 2.2 Part II "Commercial Offer": It should indicate the commercial terms e.g.price, terms of payment, mode of payment, mode of supply.

Each part should be placed in a separate sealed cover. The envelopes should be inscribed with Part I "Technical Quotation without Price" and Part II "Commercial Quotation with Price".

- 2.3 The quotation must remain valid for, at least 90 days from the date of opening of tenders.
- 2.4 The quotation should hold good for any reduced or enhanced quantities without notice.
- 2.5 In the event of non acceptance of offer, no intimation will be given to the tenderers.
- 2.6 Conditional offers or alternative offers are likely to be ignored.
- 2.7 Quotations should be based on:
F.O.R. station of despatch basis, i.e. delivered free on rail, inclusive of packing and forwarding charges. The stores will be booked under military Credit Note, to be provided by the purchaser and/or Free delivery at POF's stores at SANJWAL.In this case Octroi duty if any, will be payable by the supplier.
- 2.8 Taxes and duties etc where applicable, must be shown separately quoting references to Registration No. in cases of sales tax and relevant authority in the case of inclusive of taxes and duties may be ignored.
- 2.9 Taxes and duties levied on or after tender opening date or on or after the date offer was signed and despatched will be allowed to include in the offered rates.
- 2.10 "Suppliers will furnished a certificate, issued by Excise & Taxation Deptt; that he has cleared all professional tax payable by him" offers received without this certificate will be rejected.
- 2.11 If the required information is not furnished on the TE forms or offer received is not conformity with the requirement of TE such offer shall be ignored
- 2.12 The supplier will render necessary information regarding hazardous effects on environment of the material/products supplied by them, alongwith despatch documents.

3. INSPECTION

- 3.1 Supplies shall be subject to the inspection and acceptance by the competent inspection authority nominated by the Purchaser, who will arrange it at his own cost. Inspection facilities such as tools, test equipment, instruments etc will, however, be provided by the suppliers in accordance with the relevant specifications.
- 3.2 Where considered necessary by the Purchaser, the stores may be obtained on warranty/guarantee subject to inspection on receipt. Rejected stores will be removed and replaced with the acceptable stores by the supplier at his own expense, within a specified time.

Contd....P/3

4. TENDER FEE

The technical tender must be accompanied by a non refundable fee by means of a crossed postal order in favour of MD POF Sanjwal. The rates of the tender fee are as follows:

Cost of supplies upto Rs. 1 lac	-	Rs.50
Cost of supplies from Rs. 1 lac to Rs. 5 lac	-	Rs.100
Cost of supplies over Rs. 5 lac	-	Rs.200

5. BID MONEY

- 5.1 Bid money at the rate of 5% of the quoted value, should accompany the commercial tender in the shape of deposit at Call Receipt from a scheduled bank drawn in favour of :
MD POF SANJWAL CANTT.
Tenders received without bid money will be rejected.
- 5.2 Bid money of the unsuccessful tenderer will be returned as soon as the scrutiny of the tenders is completed. Bid money of the successful tenderers will be retained until the contract is finalized. Bid money will be forfeited in case the quotation is withdrawn before the expiry of its validity date.
- 5.3 State owned organizations are not required to provide bid money.

6. ACCEPTANCE OF OFFERS

- 6.1 The right to accept or reject any offer in full or in part, without assigning any reason or to negotiate price without prejudice to the original offer is hereby reserved.

6.2 PERFORMANCE BOND

- a. The successful bidders shall provide performance bond at the following rates in the form of a Deposit at Call Receipt from a scheduled bank or an un-conditional bank guarantee on the prescribed format. The performance bond will be in favour of COFA Sanjwal Cantt and will be returned on satisfactory completion of the contract:
- i) For contract valuing upto Rs.1,000,000/- = 10%
 - ii) For contract valuing beyond Rs.1,000,000/- and upto Rs.2,500,000/- = 05% but not less than Rs.1,00,000/-
 - iii) For contract valuing beyond Rs.2,500,000/- = 2% but not less than Rs.125,000/-.
- b) If the supplier fails to furnish the performance bond within the specified time, such failure will constitute a breach of the contract and the purchaser shall be entitled to make other arrangements for purchase of the stores at the risk and expenses of the supplier.
- 6.3 Performance Bond from state owned organizations may be waived off at the discretion of the purchaser.

6.4 FAILURE TO SUPPLY THE STORES:

All deliveries must be completed by the specified date. In case of failure to deliver the stores within the scheduled time should have arisen from "Force Majeure", which the purchaser may admit as reasonable ground for further time, he will allow such additional time as he may consider to have been required by the circumstances of the case. Otherwise, he will be entitled at his discretion to cancel the contract and / or claim liquidated damages upto 2% but not less than 1% of the contract price of the items and their quantities for each and every month or part of a month, beyond the specified delivery date, during which these may not be delivered, subject to a maximum of 10% of the total contract value; or to purchase from elsewhere, the unsupplied stores at the risk and cost of the supplier.

6.5 PAYMENT:

Payment will be made by the CMA (POF) through crossed cheques on receipt/acceptance of stores, on our prescribed bill form supported by receipt voucher on part/full supply basis.

7. Spare Parts

Spare parts, etc. for two year running (5,000 hours per year) should be quoted. Item wise price should be shown against each spare part.

7.1 DOCUMENTATION

All the descriptive literature, price lists, drawing, specifications and other documentation sent along with the quotation or letter on with the supply, should be in English language or carry clear English translation. In case an order is placed on you we shall require four (04) sets of the following documentation for turning machines.

- i Operator's instruction book.
- ii Maintenance service and trouble shooting.
Instruction manuals.
- iii Wiring diagrams, foundation drawing and erection instructions.
- iv Dimensioned drawing of spare part object to rapid wear.
- v. General tool arrangement drawings and dimension drawings of tools and fixtures.
- vi. Trouble shooting procedure/diagram.

7.2 The literature at 7.1 of (iii) above should be made available soonest possible after the receipt of the contract. The spare parts manual should be comprehensive enough for us to be able to identify and order all spare parts from you or your sub-suppliers.

8. SECURITY OF INFORMATION

The tenderer and his employees must not communicate any information relating to the sale/purchase of stores under this enquiry to any person other than the manufacturer or to any press or agent not authorized in writing by POF to receive it.

Please return the schedule to the tender duly signed by the specified date, alongwith the specifications, drawings etc if any, enclosed herewith – even if you are unable to quote

Yours faithfully

(MUHAMMAD ARSHAD)
MANAGING DIRECTOR

SCHEDULE TO TENDER ENQUIRY NO.**5167-40-LP-CAPT-SJL****DATED: 03-10-2017.****TO BE OPENED ON 24-10-2017**

S R. N O.	DESCRIPTION OF STORE	A/U	QTY.	PRICE PER UNIT	DELIVERY DATE/PERIOD
1	Core i7 PCS Branded with LEDs (HP 280 G2 or Equivalent) (Specification as per Annex-A)	20	NO.		
2	132 Column Dot Matrix Printer with USB Port (Epson LQ-2190) (Specification as per Annex-B)	02	NO.		
3	80 Column Dot Matrix Printer with USB Port (Epson LQ-310) (Specification as per Annex-C)	08	NO.		
4	Printer Laser Black (HP Laser jet Pro M401dn or Equivalent) (Specification as per Annex-D)	02	NO.		

SPECIAL TERMS & CONDITIONS

- A. Rates quoted should clearly indicated inclusive or exclusive of sales tax otherwise it will be assumed that rates are inclusive of sales tax.
- B. Amount of performance bond and outstanding payment of bill against other contracts shall not be treated as bid money etc.
- C. All manufacturer of taxable goods and importer are required to be registered with the sales tax department and to issue tax invoices in respect of all their sales and all the supplier are advised to provide the sales tax invoices whenever they buy taxable goods from any manufacturer/ importer. The production of these invoices may also be attached when supplies are made by supplier/ contractors. If a supplier claims that he is neither an importer nor a manufacturer and not authorised to issue tax invoices, then he will provide sales tax invoices issued by the concerned registered importer/manufacturer from whom such supplier had procured the goods.
- D. Tender fee should be attached with technical offer and bid money should be attached with commercial offer.
- E. Technical offer should be sent to MD POF Sanjwal and Commercial offer should be sent to SOC – POF Wah Cantt.
- F. Authorization letter:- Firm will provide authorization from OEM
- G. In case of foreign make units the firm will provide export permit for Pakistan .
- H. In case pre-shipment Inspection /training is required to be carried out prior to shipment Supplier will be bound to bear the charges incurred in Air Traveling to and fro, Boarding/Lodging, Inland TPT charges and general medical to POF team.
- I. Supplier will submit alongwith the offer an undertaking that he will provide spares sufficient for two years on free of cost alongwith the machine and supplier will also ensure availability / supply of spare for the machine being supplied upto a period of 10 years.

UNDERTAKING

should our offer be accepted, we hereby undertake to supply the stores/render the services contracted on the basis of general conditions of contract embodied in form pof-1281, and to deposit the performance bond within the prescribed time, failing which it will constitute a breach of contract, and pof will have the right to purchase the stores/services elsewhere at our

PLACE-----

DATE-----

SIGNATURE OF THE TENDERER-----

NAME-----

POSITION:-----

ADDRESS:-----

i) Core i7 PCs Branded with LEDs (HP or Equivalent.)
Qty- 20 Nos.

- 6th Generation, Intel® Core i7-6700 (3.4 GHz, 8 MB cache, 4 cores)
- Intel® HD Graphics 530
- Should Support an optional discrete graphics card
- Intel® H110 chipset
- Supports DDR4 memory up to 2133 MT/s data rate
- 8GB DDR4-2133 DIMM (1x8GB) RAM Installed & should be upgradable up to 32GB DDR4 Unbuffered Memory (UDIMM)
- SATA 3.5" 6Gb/s HDD: 1TB 7200 RPM SATA Hard Disk Drive
- Integrated 10/100/1000 Ethernet NIC
- Should Support Wake-on-LAN (WOL)
- Should Support both Hard Disk and Solid State Drives
- High definition audio
- 8 USB ports (including 2-USB 3.0 ports)
- Serial Port should be available
- Parallel port should be available
- Standard internal speaker
- USB Key Board and Mouse
- Required with Free DOS, however desktop should support Windows 10 Pro, Windows 10 Home, Windows 7 Professional & Linux Operating System
- 18.5 Inch LED Monitor
- 3 Years Warranty

LED (HP or Equivalent)

- Type : TN with LED backlight
- Viewable Image Area: 46,99 cm (18.5 in) widescreen; diagonally measured
- Active Area(W x H): 40,98 x 23,04 cm (16.13 x 9.07 in)
- Aspect Ratio: 16:9
- Viewing Angle (typical): Up to 90° horizontal/65° vertical (10:1 minimum contrast ratio)
- Brightness (typical): 200 cd/m²
- Contrast Ratio (typical): 600:1
- Dynamic Contrast Ratio (typical): 5,000,000:1
- Response Rate (typical): 5 ms (on/off)
- Pixel Pitch: 0.3 mm
- Backlight Lamp Life(to half brightness): 30K hours minimum
- Color Gamut: 72% (typical)
- Horizontal Frequency : 30 to 80 kHz
- Vertical Frequency : 50 to 60 Hz
- Anti-Glare : Yes

**ii) 132 Column Dot Matrix Printer with USB port (Epson LQ-2190)
Qty- 02 Nos.**

- Print speed: LQ: 12 cpi: 144 chars/s, 10 cpi: 120 chars/s, Draft: 12 cpi: 432 chars/s, 10 cpi: 360 chars/s, HighSpeed-Draft: 12 cpi: 576 chars/s, 10 cpi: 480 chars/s
- Print Method: Impact Dot Matrix
- No of Pin: 24
- No. of columns: 136
- Printing resolution: 360 x 180 DPI
- Consumables: Ribbon
- Paper Width: Sheet Paper (single- and multi-layer), Continuous Paper (single- and multi-layer), Labels (single- and multi-layer), Roll Paper, Envelopes, Cardboard.
- Interface and Connectivity: Parallel IEEE-1284 / Centronics, USB Port 2.0 & Serial Connectivity.
- Printer Software and Drivers: Software/drivers compatible with Window XP / Window 7 / Windows
- Paper Handling: Easier paper loading and cartridge replacement and resumption of job with zero paper loss.
- Literature: Operational manual, Software installation & configuration manual, Complete set of installation software/drivers.
- Warranty & Support: 03 years.

iii) 80 Column with USB port (Epson LQ-310)

Qty- 08 Nos.

- Print speed: LQ: 12 cpi: 144 chars/s, 10 cpi: 120 chars/s, Draft: 12 cpi: 432 chars/s, 10 cpi: 360 chars/s, HighSpeed-Draft: 12 cpi: 576 chars/s, 10 cpi: 480 chars/s
- Print Method: Impact Dot Matrix
- No of Pin: 24
- No. of Columns: 80
- Printing Resolution: 360 x 180 DPI
- Consumables: Ribbon
- Paper Width: Sheet Paper (single- and multi-layer), Continuous Paper (single- and multi-layer), Labels (single- and multi-layer), Roll Paper, Envelopes, Cardboard.
- Interface and Connectivity: Parallel IEEE-1284 / Centronics, USB Port 2.0 & Serial Connectivity.
- Printer Software and Drivers: Software/drivers compatible with Window XP Window 7 / Windows
- Paper Handling: Easier paper loading and cartridge replacement and resumption of job with zero paper loss.
- Literature: Operational manual, Software installation & configuration manual, Complete set of installation software/drivers.
- Warranty & Support: 03 years

**iv) Printer Laser Black (HP LaserJet Pro M401dn or Equivalent)
Qty- 02 Nos**

- Print speed: 33 ppm
- Print Method: Laser
- Print quality black (best): Up to 1200 x 1200 dpi
- Duty cycle (monthly, A4): Up to 50,000 pages
- Interface and Connectivity: Hi-Speed USB 2.0; 1 Host USB; 1 Ethernet 10/100/1000 Base-TX network; 1 Walk-up USB.
- Printer Software and Drivers: Full software installs supported on: Microsoft® Windows®7 32-bit/64-bit, Windows Vista® 32-bit/64-bit, Windows® XP 32-bit (SP2 or higher); Driver only installs supported on: Microsoft® Windows® Server 2008 32-bit/64-bit, Windows® Server 2003 32-bit (SP3 or higher); Mac OS X v10.5, v10.6, v10.7; Linpus Linux: 9.4, 9.5; RED HAT Enterprise Linux: 5.0, 6.0; OpenSuSE: 11.3, 11.4; Fedora™: 14, 15; Ubuntu®: 10.04, 10.10, 11.04; Debian: 5.0, 6.0 and HPUX11i
- After Sale Service & Support: By the firm
- Warranty: One year with Parts & Labor except consumables.
- Paper trays, standard: 2
- Paper trays, maximum: 3
- Paper handling input, standard: 50-sheet multipurpose tray, 250-sheet input tray, automatic duplexer for two-sided printing
- Paper handling input, optional: Optional 500-sheet tray
- Paper handling output, standard: 150-sheet output bin
- Duplex printing: Automatic (standard)
- Media sizes supported: A4; A5; A6; B5 (JIS)