



**NATIONAL ENGINEERING SERVICES  
PAKISTAN (PRIVATE) LIMITED**

## **PROCUREMENT OF NEW DESKTOP COMPUTERS**



## **BIDDING DOCUMENT**

**September 2022**



National Engineering Services Pakistan (Pvt.) Limited  
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# PROCUREMENT OF NEW DESKTOP COMPUTERS

## BIDDING DOCUMENT

### INSTRUCTIONS TO BIDDERS

#### 1. Introduction

National Engineering Services Pakistan (Private) Limited (NESPAK) invites sealed bids from well reputed national suppliers on "Single Stage One Envelope" bidding procedure for the Procurement of New Desktop Computers.

#### 2. Scope of Procurement

Scope of procurement of Items/Goods is described in detail in respective Bill of Quantities as attached hereto.

#### 3. Cost of Bidding

The bidder shall bear all costs associated with the preparation and submission of its bid.

#### 4. Validity of the Bids

The bids shall remain valid for a period of ninety (90) days after the date of bid opening.

#### 5. Submission of Bids

Sealed bids can be submitted on or before **October 14, 2022** up to 1100 hours along with an original Bid Security amounting to Rs. 10,000/- (Rupees Ten Thousand only) in the form of a pay order/CDR/bank draft in the name of National Engineering Services Pakistan (Pvt.) Limited. Bids will be opened on the same day at 1130 hours.

Bids received without Bid Security and after due date and time shall not be entertained.

#### 6. Bid Prices and Currency of Bid

The prices in Bill of Quantities shall be quoted by the bidder entirely in Pak Rupees. The payment shall also be made in Pak Rupees. The Bid Price shall be quoted inclusive of all prevailing duties and taxes such as income tax, GST, Sindh Sales Tax (SST) etc.

## **7. Validity of Bids**

The validity period of the bids is Ninety (90) days from the date of submission of the bids. NESPAK reserves the right to increase or decrease the quantity of each Items/ Goods.

In case a better /higher model is available in the market in this period at same price the Bidder shall supply it.

## **8. Mandatory Requirements**

All the bidders should provide following documents/ information with their bids:

1. Valid NTN Certificate from Federal Board of Revenue.
2. Should be an active Tax payer.
3. Valid GST certificate must be registered with firm name.
4. Valid Sales Tax Certificate from Sindh Revenue Board (SRB).
5. Registration/ Incorporation/ Business Certificate and number of business years in Pakistan.
6. The bidder should be a company/firm having operational office in Karachi.
7. Minimum five (5) years' experience in supply and installation of new desktop computers. Details of similar works carried out by the firm (along with copies of work orders/ completion certificates or any other relevant document).
8. An affidavit on non-judicial stamp paper to the effect that not black-listed, not involved in any litigation and rendered ineligible for corrupt and fraudulent practices by any Government or a public sector organization/ Division/ Ministry.
9. Bidding Document shall be duly signed/ stamped by the Supplier's authorized person.

The bidders who do not fulfill the above mandatory requirements shall be considered disqualified.

## **9. Purchase Order**

Pursuant to Rule 38 of Public Procurement Rule 2004, the purchase order shall be issued to the most advantageous bidder being substantially responsive to the Bidding Documents with lowest Bid Price.



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## 10. NESPAK' Rights

NESPAK reserves the right to reject any or all the bids in accordance with Rule 33 of Public Procurement Rule 2004.

## 11. BID SUBMISSION

Sealed Bid shall be addressed to the following address:

**SECRETARY, PROCUREMENT NESPAK - KARACHI**  
13th Floor, NICL Building, Abbasi Shaheed Road,  
Off: Shahrah-e-Faisal, Karachi-74400, Pakistan  
Tel: +92-021-99090689, Fax: +92-021-35651994  
E-mail: [karachi@nespak.com.pk](mailto:karachi@nespak.com.pk), nespakh@gmail.com



**NATIONAL ENGINEERING SERVICES PAKISTAN (PVT.) LIMITED**

**PROCUREMENT OF NEW DESKTOP COMPUTERS**

**SUMMARY OF COST**

<b>S. No.</b>	<b>DESCRIPTION</b>	<b>AMOUNT IN PAK. RUPEES</b>
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**NEW DESKTOP COMPUTERS**

1. Core i5 or above \_\_\_\_\_

**Total amount including SST \_\_\_\_\_ % \_\_\_\_\_**



**NATIONAL ENGINEERING SERVICES PAKISTAN (PVT.) LIMITED**  
**PROCUREMENT OF NEW DESKTOP COMPUTERS**  
**BILL OF QUANTITIES**

Item No.	Description	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
<b>NEW DESKTOP COMPUTERS</b> Supply, installation and commissioning of following new desktop computers etc. complete in all respects:					
1	<b>Core i5or above</b> (Engineering Software, Revit, AutoCAD etc.)  <b>Casing:</b> Corsair / Lian Li / 1st Player or approved equivalent <b>Processor:</b> Intel Core i5 12400 or Approved Equivalent (12 <sup>th</sup> Generation) <b>Motherboard:</b> Asus / MSi / Gigabyte B560m or Approved Equivalent <b>Power Supply:</b> 650 Watt (80+ Bronze Rating) <b>RAM:</b> 8 GB DDR4, 3200 MHz (ADATA / Kingston / Corsair / Lexar) or Approved Equivalent <b>HDD:</b> 1TB (WD / Seagate) or Approved Equivalent <b>SDD:</b> 256GB (Kingston / HKVision / Samsung) or Approved Equivalent <b>Keyboard / Mouse:</b> Logitech / A4Tech or Approved Equivalent <b>Monitor:</b> 22" (Dell / HP) Full HD Monitor 1080p with HDMI input or Approved Equivalent <b>Warranty: One (1) Year</b>	Set	8		

**Total Amount** \_\_\_\_\_  
(Carried over to Summary of Cost)

SST @ \_\_\_\_\_%

**Total Amount including SST** \_\_\_\_\_



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# DRAFT CONTRACT



## CONTRACT FOR PROCUREMENT OF NEW DESKTOP COMPUTERS

**THIS CONTRACT** which constitutes an integral part thereof (herein referred to as the Contract), is entered into on this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

between

**M/s National Engineering Services Pakistan Pvt. Limited** having its registered office at 13<sup>th</sup> Floor NICL Building Abbassi Shaheed Road, Off Shahrah-e-Faisal, Karachi. (herein referred to as the "Client") of the first part;

and

**M/s \_\_\_\_\_** having its registered office at \_\_\_\_\_ (herein referred to as "Supplier"), of the second part. Together they are referred as "Parties"

The Parties hereto agree as under:-

### 1. Terms of Supply and Delivery

The Supplier shall submit schedule of inspection of Items/ Goods for approval of the NESPAK. After successful inspection of Items/ Goods, the Supplier shall complete delivery, inspection & commissioning of specified Items/ Goods, within two (2) weeks from the date of issuance of purchase order by NESPAK.

The delivery of Items/ Goods will be made at NESPAK Karachi office by the Supplier.

Warranty certificate, technical brochures/ data sheets for the hardware shall also be provided.

### 2. Warranty

The comprehensive warranty shall remain valid for one (01) year, applicable after the Items/ Goods thereof, have been delivered to and accepted at the final destination. The Supplier shall correct any defects covered by the Warranty.

### 3. Terms of Payment

The terms of payment shall be as under:

- Payment shall be made within three weeks after successful completion of delivery, inspection, installation and commissioning of specific Items/ Goods up to the satisfaction of NESPAK at specified station/ place, as per unit rates quoted in respective items of Priced bill of Quantities.
- No payment shall be made in advance.
- Payment against partial delivery of the Items/ Goods shall not be made.





- Payment shall be made after deduction of applicable taxes at source, as per Government Rules/ Instructions/ Notifications.

#### 4. Additional Procurement and Services

The Client may ask the Supplier to provide additional goods during the currency of this Contract. Such Additional Services shall be performed with the prior concurrence of both the Parties. The Supplier shall submit an estimate of the additional time (if any) and the additional remunerations for such Additional Services which shall be approved in writing by the Client before the commencement of the Additional Services.

#### 5. Resolution of Dispute

Any dispute or difference arising out of the Contract which cannot be amicably settled between the Parties, shall be finally settled under the provisions of the Arbitration Act, 1940 (Act No. X of 1940) and Rules made thereunder as amended from time to time. The venue of arbitration shall be Karachi Pakistan.

#### 6. Applicable Law

This Contract shall, in all respects, be read and construed and shall operate in conformity with the laws of Pakistan and the courts at the location indicated in Karachi Pakistan.

#### 7. Contract Amendment

No variation in or modifications to the terms of the Contract shall be made, except by a written amendment signed by the Parties hereto.

IN WITNESS WHEREOF, the Parties have executed this Contract, in two (2) identical counterparts, each of which shall be deemed as original, as of the day, month and year first above written.

FOR AND ON BEHALF OF  
(The Supplier)

FOR AND ON BEHALF OF  
(The Client)

Signed by:-----

Signed by:-----

Designation:-----

Designation: \_\_\_\_\_

(Seal)

(Seal)

Witness:

Witness:

Signed by:-----

Signed by:-----