



Sports & Youth Affairs Department
Government of Sindh



Habib University Foundation

Bidding Document

Invitation for Submission of Bids for the Purchasing of Laptops/desktop for INSPIRE Project.

Through this Bidding document, all interested and relevant parties are invited to submit their sealed bid as per the following details.

Details of the Bidder

Date of submission: _____ Ref. Code _____

Name of Vendor: _____ NTN/GST # _____

Address: _____

Security Deposit amount: _____

DD/Pay order number: _____ Bank/Branch name _____

Phone number: _____ Fax number: _____



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Bill of Quantities for the Purchasing of Laptops/Desktop for INSPYRE Project.
(All costs should be expressed in PKR)

#	Item	Unit Rate (PKR)	Total
A	Laptop Computers		
	Dell Inspiron 15 (3542) Notebook - 4th Gen Intel Core i5 4210U - 4GB Memory - 500GB HDD - 2GB Dedicated Graphics - 15.6" Display with MS-DOS With principle 1 year local warranty Dell Inspiron 15 5547 Laptop - Intel Core i7 4500U - 16GB Memory - 1TB Hard Drive - 2GB Dedicated Graphics - 15.6 inch LED Backlit Touch Display with HD - Windows 8.1 With principle 1 year local warranty. OR Equivalent		
	Desktop Core i7 (Intel) Desktop Board BLKDH87MC Hard Disk (3tb) Ram (16GB) DVD Combo OR Equivalent		
	Total Amount		

Bidder Seal / Stamp

Signature



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Important Information for Bidders

Submitting the Bids

1. All bids should be submitted on the **Bidding Document** attached with this notice. Bidding Document can also be obtained from the Administration Department of Institute for Advancing Careers and Talents(iACT) within fifteen days from the date of publication of this Tender Notice between 10:00 a.m.to 5:00p.m.
2. Bids may be submitted to the undersigned in **SEALED ENVELOPES** at the address given below latest by **02.00 PM 05-05-2015**
3. Tenders/Bids submitted after the dead line will not be accepted and will be returned unopened.
4. Bids will be opened in the presence of tender opening committee and bidders'
5. representatives who choose to attend the meeting at **03.00 PM on 05-05-2015** at Institute for Advancing Careers and Talents (i-ACT) - Habib University Foundation, Opposite Bhitai Rangers Unit near Saudabad Chorangi, Malir, Karachi
6. The bidder must quote rates including all the taxes and other charges if there are any.
7. All bids should be submitted along with a pay order of 2.5%(Bid Security)of the total tendered cost in the name of "Secretary Youth Affairs Department Government of Sindh". Any offer without the bid security will be rejected.
8. The provisions in the instruction to bidders and in the General Condition of Contract are the provisions of the Sindh Public Procurement Ordinance.
9. Sports and Youth Affairs Department, Government of Sindh reserves the right to reject any bid without assigning any reason.
10. The bidders are requested to give their best and final bids as no negotiations are expected
11. The rates quoted in the Bill of Quantities represent the maximum rates chargeable by the Bidder for such items and are not subject to any escalation for any reason.

Method of Procurement

1. After the finalization of the tender, purchase order will be issued to the vendor.
2. Vendor will be responsible to supply all the items within 20 days after the receipt of the Purchase Order.
3. Upon receiving the equipment, Good Receive Note will be issued.
4. Payment will be made within 10 days of receiving and satisfactory inspection of all equipment.
5. All payments will be made through financial instruments (cheque, payorder etc.) in the name of the Bidder only and are subject to applicable tax deductions.



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Evaluation Criteria.

1. Procuring agency will proceed under single stage. One envelope method in terms of Rule -46 of SPPRA Rules,2010
2. All the interested bidders are instructed to provide documentary evidence of:-
 - Sample having requisite specification.
 - Turnover of last three years.
 - Relevant experience of similar assignments (up to three)