



PUNJAB PUBLIC SERVICE COMMISSION, LAHORE

LDA PLAZA, EDGERTON ROAD, NEAR AIWAN-E-IQBAL, LAHORE

TENDER NOTICE NO.05/2024-25

The Punjab Public Service Commission (PPSC) invites sealed bids from eligible and qualified firms/companies for the supply and installation of I.T. equipment at its Head Office located at LDA Plaza, 7-Edgerton Road, Lahore. The procurement will be carried out in accordance with Punjab Procurement Rules 2014 (PPRA-14).

1. Detail of Procurement:

Lot	Name & Description	QTY	Estimated Cost	2% Bid Security
01	Desktop Computers (Core i5) with OS (Windows 11 Professional 64 bit)	12	Rs.35,40,000/-	70,800/-
02	Medium Duty Printers	10	Rs.11,50,000/-	23,000/-
03	Multi-Function Printers (Scanner, Copier, Printer)	03	Rs.7,80,000/-	15,600/-
04	Antivirus/Internet Security (For Client Operating Systems)	20	Rs.1,40,000/-	28,00/-
05	Microsoft Office 2021	03	Rs.3,45,000/-	6,900/-

2. Eligibility Criteria:

- Bidders must be registered with relevant Registration Authorities and Tax Departments (Income Tax, Sales Tax, Punjab Sales Tax).
- Bidders must not be blacklisted or debarred by any government organization or international agency.
- Bidders must have a proven track record of supplying I.T. equipment to government or large private organizations.

3. Contact Person:

- For any query regarding bidding documents the bidder may contact with **Deputy Director (Admn), PPSC, Contact No. 042-99202748.**

4. Bid Submission and Opening:

- Tender Documents must be submitted online on E-Pak Acquisition and Disposal System (**E-PADS**) website i.e., <https://Punjab.eprocure.gov.pk> till closing date **01-10-2024** at **11:00 A.M** and bids shall be opened on **01-10-2024** at **12:15 P.M.**

5. Bid Security:

- All bids must be accompanied by a Bid Security of **2%** of the total bid price in the form of a CDR.

6. Procurement Procedure:

- The procurement will be conducted as per the **Single Stage – Two Envelope** Procedure in accordance with **Rule 38(2)(a)** of **Punjab Procurement Rules 2014.**

7. Bid Validity:

- Bids shall remain valid for **90 days** from the date of bid opening.

8. Acquisition of Bidding Documents:

- The Tender Notice / Bidding Documents are immediately available free of cost after date of Publication/uploading on PPRA and PPSC website: www.ppsc.gov.pk and at www.ppra.punjab.gov.pk.

9. Delivery Period:

- Successful bidder will have to complete/provide I.T Equipment on stipulated period after issuance of Purchase Order (Supply Order) at consignee address.

10. Important Notes:

- Bidders are advised to ensure uploading the Bid on **E-PADS Portal**, well before the submission deadline. Bid submission on E-PADS Portal shall entirely be the responsibility of the bidder. PPSC shall not be held responsible for any issues therefore. For any assistance regarding E-PADS Portal, bidders can contact at: **0300-5970303 & 042-99202491.**
- In case of an official holiday on the day of submission, the **next working day** will be treated as the closing date.
- The PPSC reserves the right to accept or reject any or all bids or proposals as per **Rule 35** of the **Punjab Procurement Rules 2014**, without assigning any reason thereof.
- Bidders are advised to read all instructions carefully before submitting their bids.

(SECRETARY)

UAN: 042-111-988-722 Tel: 042-99200161, 99200162. Website: www.ppsc.gov.pk