



TRANS PESHAWAR
The Urban Mobility Company

Bid Solicitation Document

Supply and Delivery of IT Equipment to TransPeshawar

Procurement Title	Supply and Delivery of IT Equipment to TransPeshawar
Source of Funding	Government of KPK
Bid Security	Bid Security shall be two (2%) of the bid price submitted in shape of CDR from a scheduled bank of Pakistan in the name of Chief Executive Officer (CEO), TransPeshawar (The Urban Mobility Company). The bid security shall be provided from the account of bidder submitting the bid.
Tender Ref. No.	TPS/IT/OCB/2022-23/001
Date of issuance of Bid Solicitation Document	February 28, 2023
Deadline for Submission of Bids	March 16, 2023 11:30 AM (PST)
Opening of Bids	March 16, 2023 11:45 AM (PST)

Bid Solicitation Document
“Supply and Delivery of IT Equipment to TransPeshawar”

1. The TransPeshawar (The Urban Mobility Company) (hereinafter called “the Purchaser”) hereby requests Sole Proprietors/AoP/Firms/Companies/General Order Distributors/Suppliers, or Manufacturer, registered with income tax and sales tax and reflected on Active Tax payer list of FBR to submit price quotation for **Supply and Delivery of IT Equipment to TransPeshawar**. Following is the qualification requirement to be fulfilled by the bidder. The supporting document shall be attached accordingly.

- (i) Sole Proprietors/AoP/Firms/Companies/General Order Distributors/Suppliers, or Manufacturer;
- (ii) Registered with FBR for sales and income tax and reflected on Active Tax Payer List (ATL);
- (iii) Attached Brochures, catalogue(s) or other printed material or pertinent information (in English language) of the quoted item/brand.
- (iv) Submission of requisite Bid Security in accordance with Bid Solicitation Document.

To assist you in the preparation of your bid price we enclose the necessary technical specifications and quantity as “**Technical Specifications and Standards of Performance**” (Appendix-I)

2. You must quote for all the items under this request. Bids will be evaluated for all items collectively and the contract awarded to the qualified bidder offering the lowest evaluated total cost of all the items.

3. You shall submit one original of the Bid Price with the Form of Bid, and clearly marked “Original”. In addition, you shall also submit one copy marked as “COPY”. In case of any discrepancy between the Original and Copy, the original shall prevail. Your bid in the attached format should be signed, sealed in an envelope and addressed and delivered to the following address:

Purchaser’s Address:

Chief Executive Officer TransPeshawar
First (1st) Floor KPUMA Building Main BRT Depot,
Opposite NHA Complex Chamkani, Peshawar.

4. You shall submit only one set of bids for the given items. Your bid must be typed or written in indelible ink and shall be signed by you or your authorized representative. Without a signature in your Form of Bid, your bid will not be considered further.

5. Your bid should be submitted as per the following instructions and in accordance with the attached form of Contract. The attached Terms and Conditions of Supply is an integral part of the Contract:

- i. **PRICES:** The prices shall be quoted for supply and delivery of given items at office of TransPeshawar. Prices shall be quoted in PKR.
- ii. **BID SECURITY:** Bid security shall be submitted to the amount of two (2%) of the total bid amount in shape of CDR from scheduled bank of Pakistan in the name of Chief Executive Officer (CEO) TransPeshawar. The bid security shall be provided from the account of bidder submitting the bid. A bid not accompanied by compliant bid security shall be rejected as non-responsive;
 - (a) The requisite bid security shall remain valid for a period of Twenty-Eight (28) days beyond the original validity period of the bids;
 - (b) Bid Security of the unsuccessful bidders shall be released as promptly as possible upon the successful Bidder’s furnishing of the performance security;
 - (c) The bid security of successful bidder shall be returned once the successful bidder has signed the contract agreement and furnished the required performance security.

- (d) The Bid security shall be forfeited:
 - If a bidder withdraws his bid during the period of bid validity; or
 - If a bidder doesn't accept the correction of his Bid Price, pursuant to Para below; or
 - (e) In the case of a successful bidder, if he fails to:
 - Furnish the Performance security in accordance with Para below;
 - Sign the contract agreement, in accordance with Para below
- iii. EVALUATION OF BIDS: Offers meeting the terms and conditions, technical and qualification requirements stipulated in Bid solicitation document shall be determined as substantially responsive and shall be evaluated by comparison of their prices. An offer is not substantially responsive if it contains material omissions, deviations or reservations to the terms, conditions, qualification and technical specifications in this Bid Solicitation Document, and it will not be considered further. In evaluating the bids, the Purchaser will adjust for any arithmetical errors as follows:
 - (a) Where there is a discrepancy between amounts in figures and in words, the amount in words will govern;
 - (b) where is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern; and
 - (c) If a Supplier refuses to accept the correction, his bid will be rejected and bid security will be forfeited.
- iv. VALIDITY OF THE OFFER: Your bid should be valid for a period of sixty (60) days from the deadline for receipt of bid. If you withdraw your bid during the validity period and/or refuse to accept the award of a contract when and if awarded, then your bid security will be forfeited.
- v. AWARD OF PURCHASE ORDER. The award will be made to the substantially responsive bidder offering the lowest evaluated price by issuing Purchase Order.
- vi. PERFORMANCE SECURITY: Within seven (07) days of issuance of Purchase Order from the Purchaser, the successful bidder shall furnish the performance security in Pak Rupees to the amount of ten (10%) of contract price in shape of CDR/Bank Guarantee on given format as prescribed by the purchaser, at the option of bidder, in the name of CEO TransPeshawar from schedule bank of Pakistan. Performance Security shall remain valid thorough out execution of the contract and will be released after completion of the contract including warranty obligations and subject to satisfactory performance;
 - a) Failure of the successful bidder to submit the requisite performance security or to sign the contract agreement shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security. In that event, the Purchaser may award the contract to the next lowest evaluated bidder whose offer is substantially responsive.
 - b) The performance security may be forfeited fully or partially if the Supplier defaults under the contract.
- vii. Signing of Contract: Within seven (07) days of issuance of the Purchase Order, the successful bidder will sign the contract agreement with the purchaser.

- viii. Purchaser's Right to Accept Any Bid, and to Reject Any or All Bids: The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to bidders. In case of annulment, all bids submitted and specifically, bid securities, shall be promptly returned to the bidders

8. Further information can be obtained from:

Chief Executive Officer TransPeshawar,
First (1st) Floor KPUMA Building Main BRT Depot,
Opposite NHA Complex Chamkani, Peshawar.

E-mail: fayyaz.khan@transpeshawar.pk, khalil.ahmed@transpeshawar.pk,
mustafa.beg@transpeshawar.pk, it@transpeshawar.pk

FORM OF BID

To:

**Fayyaz Ahmad Khan,
Chief Executive Officer TransPeshawar
(The Urban Mobility Company),
First (1st) Floor, KPUMA Building, Main BRT Depot,
Opposite NHA Complex, Chamkani, Peshawar.**

We offer to execute the **Supply and Delivery of IT equipment to TransPeshawar**, Ref. No. TPC/IT/OCB/G/2022-23/001 in accordance with the Terms and Conditions of Supply accompanying this BSD at a Bid Price of ----- (amount in words and figures) (Inclusive of Taxes). We propose to complete the supply and delivery of Goods under the Contract within the delivery time stipulated in the contract after issuance of Purchase Order.

1- **Scope:**

S#	Item Description or Make	Quoted Brand & model	Unit.	Qty.	Unit Price (PKR) (Inclusive of Taxes)	Total Price (PKR) (Inclusive of Taxes)
1.	Supply & Delivery of Scanner as per Technical Specification and Standard of Performance provided for under Appendix-I.		No	01		
2.	Supply & Delivery of Laptop as per Technical Specification and Standard of Performance provided for under Appendix-I		No	02		
	Total					

This Form of Bid and your written acceptance will constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any bid you receive.

We hereby confirm that this Bid complies with the Validity of the Offer, Warranty obligation and other terms & conditions imposed by the Bid Solicitation Document.

Authorized Signature: _____

Name and Title of Signatory _____

Name of Supplier: _____

Address : _____

Phone Number: _____

Fax Number, if any _____

Email address (optional) _____

FORM OF CONTRACT

THIS AGREEMENT number **TPC/IT/OCB/G/2022-23/001** made on -----, **2022**, between Chief Executive Officer TransPeshawar (The Urban Mobility Company) (hereinafter called "the Purchaser") on the one part and ----- (hereinafter called "the Supplier") on the other part.

WHEREAS the Purchaser has requested bids for **Supply and Delivery of IT Equipment to TransPeshawar**, to be provided by Supplier, viz. Contract **Supply and Delivery of IT Equipment to TransPeshawar**, (hereinafter called "the Contract") and has accepted the bid by the Supplier for the supply of goods under the Contract at a sum of (Amount in words and figures) hereinafter called "the Contract Price".

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. The following documents shall be deemed to form and be read and construed as part of this agreement, viz:
 - a) Form of Contract, Purchase Order, Form of Bid, Bid Solicitation Document, Terms and Conditions of Supply, Technical Specifications (Appendix-I & Appendix-II), Performance Security.
 - b) Addendum (if applicable);
2. Taking into account payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby concludes an Agreement with the Purchaser to execute and complete the supply, delivery, and installation of goods under the Contract and remedy any defects therein in conformity with the provisions of the Contract.
3. The Purchaser hereby covenants to pay, in consideration of the acceptance of Contract, supply, delivery, and installation of the goods and remedying of defects therein, the Contract Price in accordance with Payment Conditions prescribed by the Contract.

IN WITNESS whereof the parties hereto have executed the Contract under the laws of Pakistan on the date indicated above.

Signature and seal of the Purchaser:
For and on behalf of

Signature and seal of the Supplier:
For and on behalf of

Authorized Representative of Purchaser

Authorized Representative of Supplier

TERMS AND CONDITIONS OF SUPPLY

Purchaser: TransPeshawar (The Urban Mobility Company)
Procurement Title: **Supply, Delivery and installation of IT Equipment to TransPeshawar**

1. Schedules for Supply and undertaking of allied works:

S#	Discription	Quantity	Schedule	Place of Delivery
1.	Supply & Delivery of Scanner as per Technical Specification and Standard of Performance provided for under Appendix-I	01	Within 14 days After Signing of contract	TransPeshawar Office, Chamkani
2.	Supply & Delivery of Laptop as per Technical Specification and Standard of Performance provided for under Appendix-I	02	Within 14 days After Signing of contract	TransPeshawar Office, Chamkani

2. Fixed Price: The price indicated in the Form of Bid shall be firm and fixed and not subject to any adjustment during performance of the contract.
3. Delivery: The Supplier shall complete the delivery within above stated duration at place of delivery.
5. Applicable Law: The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan.
6. Resolution of Disputes: The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute between them under or in connection with the Contract. In the case of a dispute between the Purchaser and the Supplier, the dispute shall be settled in accordance with the provisions of the Arbitration Act, 1940 of Pakistan.
7. Delivery and Documents: Upon delivery, the Supplier shall provide the following documents to the Purchaser:
(i) copies of the Supplier's invoice showing goods' description, quantity, unit price, and total amount;
(ii) Delivery Challan/Note;
(iii) manufacturer's or supplier's warranty certificate/Card.
8. Payment: Before payment, the Purchaser will inspect the delivered goods for meeting the quality and quantity against the prescribed specification and quantity. Any payment shall be processed after satisfactory assessment/inspection and acceptance by the Purchaser. Payment shall be made in following manner:
a) 100% payment will be made after successful delivery, installation and acceptance of all goods by the purchaser at given site in accordance with the contract.
9. Performance Security: Within ten (10) days of the issuance of Purchase Order from the Purchaser, the successful bidder shall furnish the performance security in Pak Rupees to the amount of ten (10%) of contract price in shape of CDR/DD or Bank Guarantee on the given format as prescribed by the purchaser, at the option of bidder, in the name of CEO TransPeshawar from schedule bank of Pakistan. Performance Security shall remain valid thorough out execution of the contract and will be released after completion of the contract including warranty obligations and subject to satisfactory performance. The performance security may be forfeited fully or partially if the Supplier defaults under the contract.

9. Warranty: Goods offered should be covered by local/supplier warranty for at least 12 months from the date of delivery to the Purchaser. During the warranty period If the item is non repairable the supplier is bound to replace the item with new one.
10. Defects: All defects in Goods/defective items will be corrected/replaced without any cost to the Purchaser within 15 days of from the date of notice by the Purchaser. The name and address of service facility where the defects/defective item are to be corrected/replaced by the supplier are:

Facility _____

Address _____

11. Force Majeure: The supplier shall not be liable for penalties or termination for default if and to the extent that it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but not restricted to, act of Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by Force Majeure event.

12. Required Technical Specifications:

The Technical Specifications and standard for performance are attached as **Appendix-I** to this Bid Solicitation Document. Suppliers shall confirm the compliance with the mentioned specifications of goods.

13. Failure to Perform: The Purchaser may cancel the Agreement if the Supplier fails to supply and deliver the Goods, in accordance with the above terms and conditions, in spite of a 14-day notice given by the Purchaser, without incurring any liability to the Supplier.

NAME OF SUPPLIER: _____

Authorized Signature: _____

Place: _____

Date: _____



Appendix-I

Laptops Technical Specification and Standard of Performance

The bidder shall conform to the following specification.

The required quantity of laptops is two (02).

Operating system	FreeDOS
Processor family	11 or 12th Generation Intel® Core™ i7 processor
Processor	Intel® Core™ i7-1255U (up to 4.4 GHz with Intel® Turbo Boost Technology, 12 MB L3 cache, 10 cores, 12 threads) 1 2
Graphics	Intel® Iris® Xe Graphics / NVIDIA (2GB Graphic Card)
Memory	16 GB DDR4-3200 MHz RAM (1 x 16 GB)
Internal Storage	512 or 1TB GB PCIe® NVMe™ SSD
Display	15.6" (or 14") diagonal, FHD (1920*1080), narrow bezel, anti-glare, 250 nits, 45% NTSC 3 4 5
Touchscreen	No
Battery type	Long Life 3-cell, 51 Wh Li-ion
Wireless	Realtek RTL8852AE Wi-Fi 6 (2x2) and Bluetooth® 5.2 combo
Keyboard	Premium Keyboard – spill-resistant, full-size, with numeric keypad, Backlit keyboard
Audio	Dual stereo speakers, dual array microphones
Pointing device	Clickpad with multi-touch gesture support, taps enabled as default
Ports	SuperSpeed USB Type-A 5Gbps signalling rate (1 charging, 1 power); 1 SuperSpeed USB Type-C® 10Gbps signalling rate (USB Power Delivery, DisplayPort™ 2.1); 1 headphone/microphone combo; 1 AC power; 1 RJ-45; 1 HDMI 2.1b
Power	Smart 65 W External AC power adapter 8
Fingerprint reader	Fingerprint sensor
Original Windows	Windows 10 64-bit or 11 with key card
Original Office	MS Office 2021 64-bit with key card



Scanner Technical Specification and Standard of Performance

The bidder shall conform to the following specification.

The required quantity of scanners is one (01).

S#	Features	Specification
1	Resolution	Up to 600 dpi (color and mono, Sheet-feed)
2	Control panel	2-line 16 character per line LCD display, Simplex button, Duplex button, Cancel button, Power button with a LED and Tool button.
3	Bit depth	24-bits external 48-bits internal
4	Maximum document scan size	8.5 x 122 in
5	Scannable media types	Cut Sheet Paper, Printed Paper (Laser and ink), Pre-Punched Paper, Bank Checks, Business Cards, Freight Bills, Carbonless forms, Plastic Carrier sheets for easily damaged documents, previously stapled media with staple removed, Plastic cards (up to 1.24mm)
6	Input type	Sheetfed
7	Auto document feeder	80 sheets of 4024 75 g/m ² paper
8	Connectivity	USB 2.0 and USB 3.0 (Hi-Speed)
9	Dimensions (W X D X H)	12.20 x 7.79 x 7.48 in
10	Weight	8.4 lb
11	Supported operating systems	OS X El Capitan 10.11, Microsoft® Windows®10, 8, 7, XP
13	Warranty	12 months supplier/Local warranty