

INVITATION FOR BIDS

BENAZIR INCOME SUPPORT PROGRAMME

Purchase of Office Equipment

IFB # 3(14)/NSER/BISP/2017

The Benazir Income Support Programme (BISP), Government of Pakistan hereby invites sealed bids from interested bidders having valid NTN/STRN and placed at Active Taxpayers List (ATL) of FBR for "purchase of office Equipment" for BISP Secretariat, Islamabad, as per the following lots that shall conform to the technical specifications and Schedule of Requirements as mentioned in the bidding document:-

Lot. No	Description	Quantity	Lot.No	Description	Quantity
Lot-1	Laser Jet Printers- Colored	03	Lot-5	Fax Machines	02
	Laser Jet Printers- Monochrome	06	Lot-6	Digital Cameras	04
Lot-2	Heavy Duty Scanners	15	Lot-7	Paper Shredders	02
	Other Scanners	03	Lot-8	Air Conditioners(1.5 ton)	03
Lot-3	Desktops	10	Lot-09	Photocopiers	01
	Monitors LED 27"	10	Lot-10	Microsoft office Suit License for Windows for 20 User	20
Lot-4	Laptops	20	Lot-11	VPN Connectivit Devices	15

2. A complete set of Bidding documents, containing specifications of items and detailed terms & conditions can be obtained from Room#236, F-Block, Pak. Secretariat, Islamabad, on submission of written application on company letter head, duly supported by **copy of NTN & GST certificates** and on payment of **non-refundable fee** in shape of pay order/demand draft/call deposit of Rs. 500/- (Rupees five hundred only) in the name of Director (Procurement), BISP.

3. A bidder may bid for one or more "Lots"; however, **the bidder is required to bid for entire (100%) items/quantity of the Lot for which he shall bid**. Conditional or incomplete bid will not be accepted. Evaluation and comparison of bids for each lot shall be carried out separately. A Pre-Bid meeting will be held on **7th May, 2018 at 1100 hours** at the address given below. Bidders are strongly encouraged to attend the Pre-Bid meeting.

4. Single stage-one envelope procedure shall apply. Bids, duly accompanied by a "Bid Security" i.e. 2% of the bid value in shape of a Bank draft/Call Deposit/Demand Draft/Banker's Cheque in the name of Director (Procurement), BISP, shall be delivered to the address given below on or before **16th May, 2018 at 1100 hours**. Electronic bidding shall not be permitted. Late bids will not be accepted. Bids will be publicly opened at **1130 hours on the same day** at the address given below, in the presence of the bidders' designated representatives, who may choose to attend.

5. The bidders are requested to give their best and final prices inclusive of all indirect taxes, freight etc. as no negotiations on the prices are allowed. BISP may reject all bids at anytime prior to the acceptance of a bid by invoking rule 33 of Public Procurement Rule (PPR), 2004.

Director (Procurement)

Benazir Income Support Programme,
BISP Secretariat, F – Block,
Pak. Secretariat, Islamabad.
051-9246420