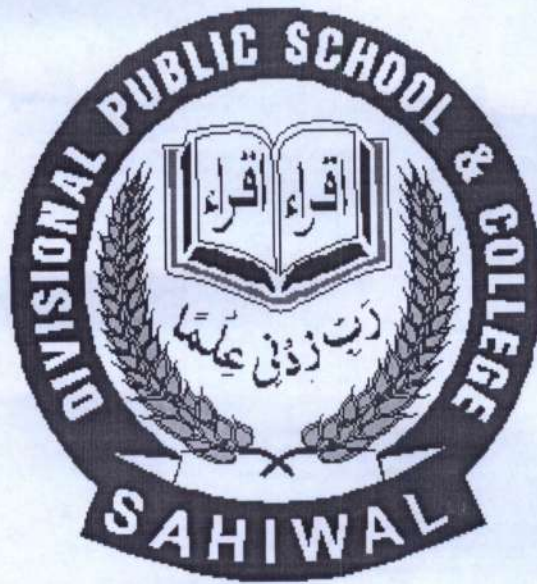


**DIVISIONAL PUBLIC SCHOOL & COLLEGE SAHIWAL
CAMBRIDGE CAMPUS**

BIDDING DOCUMENTS

COMPUTER & IT EQUIPMENTS



Tenderer Stamp or visiting card

Name of Firm: _____

Phone No: _____

NTN: _____

G.S.T No: _____

E-mail: _____

Ph. No. 040-4502663-4

Last Date & Time Submission: 13th February 2026, 02:00PM

Address: Principal Office DPS Sahiwal.

Tender Price - Rs: 5,000/-

A



TERMS AND CONDITIONS OF THE TENDER

1 Tender Scope

- 1.1 Divisional Public School & College Sahiwal (Cambridge Campus) (hereinafter referred to as "the Purchaser") invites / requests Proposals (hereinafter referred to as "the Tenders") for Purchase of school Computers and IT Equipments (here in after referred to as "the Goods").

2 Tender Eligibility

- 2.1 Eligible Tenderer is a Tenderer who has capability and resources to successfully perform the contract. Bank statement for last six months may be attached & assess the financial soundness and list of workshop with facilities may be added.
- 2.2 Is registered for GST and Income Tax.

3 Examination of the Tender Document

- 3.1 The Tenderer is expected to examine the Tender Document, including all instructions and terms and conditions. Any objection raised on account of not having examined the Tender Document shall not be accepted.

4 Clarification of the Tender Document

- 4.1 The Tenderer may require further information or clarification of the Tender Document, not later than three working days prior to the deadline for the submission of the Tender, in writing or by telephone or by visiting the office.

5 Tender Price

- 5.1 The quoted price shall be:
- 5.2 Best / final / fixed and valid until completion of the Contract i.e. not subject to negotiation / variation / escalation;
- 5.3 The price should inclusive of all taxes / levies as per Government rates.

6 Bid Security

- 6.1 Earnest Money (bid security) Rs.450,000/- to be deposited by the bidders shall be fixed as per the advertisement.
- 6.2 The earnest money shall be in the form of a demand draft/CDR from a scheduled bank preferably having a branch at Sahiwal.
- 6.3 The earnest money of unsuccessful bidders shall be refunded soon after the final acceptance of tenders.
- 6.4 The earnest money of the successful bidder shall be refunded after 6 month satisfactory completion of the project as the case may be.

7 Bid Validity

- 7.1 The Tender shall have a minimum validity period of 60 days from the last date for submission of the Tender.

8 Opening of the Tender

- 8.1 Tenders shall be opened, at the given place, time and date, in the presence of the Tenderer (s) for which they shall ensure their presence without further invitation.

9 Submission of the Tenders

The tender shall comprise a three-envelope system, all enclosed within one sealed outer envelope, as under::

- 9.1 First Envelope: Containing the pay order of Rs. 5,000/- (Tender Cost) along with CDR of earnest money (bid security).
- 9.2 Second Envelope: Containing the Technical Bid, along with all required supporting documents as follows:
- Latest copy Registration Certificate of GST.
 - Latest copy Registration Certificate of Income Tax.
 - Affidavit at Letter Head.(Specimen attached)



- Copy of N.I.C.
- Provide proof that you have supplied Computers and IT Equipments with at least two purchase orders of Rs. 5 million each.
- Account Maintenance Certificate
- Bank statement for last year with 20 million turnover.

9.3 Third Envelope: Containing the Financial Bid.

10 Evaluation of the Tenders

The Tender Evaluation Committee shall evaluate the tenders strictly in accordance with the prescribed criteria.

- 10.1 At the time of opening, the Committee shall first examine the first envelope to verify the availability and validity of the pay order of tender cost and the CDR of earnest money (bid security). Tenders found deficient in this regard shall be declared non-responsive and shall not be considered further.
- 10.2 Only those tenders found responsive at the preliminary stage shall have their Technical Bids opened and evaluated. Tenderers who submit complete technical documentation and meet the prescribed technical requirements shall be declared technically qualified.
- 10.3 The Financial Bids of only the technically qualified tenderers shall be opened subsequently and evaluated in accordance with the approved procedure and evaluation criteria. The tender shall be awarded on an item-wise basis to the lowest responsive and evaluated bidder(s).

11 Samples.

- 11.1 The successful bidder shall provide the requested samples within 10 days of issuance of the purchase order.

12 Rejection / Acceptance of the tender

- 12.1 The Purchaser shall have the right, at his exclusive discretion, to increase / decrease the quantity of any or all item(s) without any change in unit prices or other terms and conditions, accept a Tender for one /more item(s) / Lot(s), reject any or all tender(s), cancel / annul the Tendering process at any time prior to award of Contract, without assigning any reason or any obligation to inform the Tenderer of the grounds for the Purchaser's action, and without thereby incurring any liability to the Tenderer and the decision of the Purchaser shall be final.

13 Acceptance Letter

- 13.1 The Purchaser shall send the Acceptance Letter to the successful Tenderer, prior to the expiry of the validity period of the Tender.

14 Delivery

- 14.1 The contractor shall within 30 days of the execution of the supply order, deliver the all Computers and IT Equipments (items) in Cambridge campus school building.
- 14.2 The contractor shall provide such packing of the items supplied, as is sufficient to prevent their damage / deterioration during storage.

15 Inspection / Testing

- 15.1 The client may reject the items supplied if they fail in any inspections (s) / test (s) giving the defect (s) / shortcomings / reason (s) and specifying the work required to be done by the Contractor.
- 15.2 The contractor shall within seven working days of such rejection, either replace the Computers and IT Equipments supplied under the contract, or make all alterations necessary to pass inspections (s) / test (s) free of cost to the purchaser / client.

16 Payment

- 16.1 The contractor shall submit bill of payment for the Computers and IT Equipments supplied to the client which shall:
- 16.2 Be in prescribed form;



- 16.3 Be accompanied by such invoices, receipts or other documentary evidence as the client may require;
- 16.4 Be submitted within seven working days of completion of each phase after which payment is due, as per payment schedule;
- 16.5 State the particulars of the Computers and IT Equipments supplied.
- 16.6 State the amount claimed.
- 17 Taxes and Duties**
- 17.1 The contractor shall be exclusively and entirely responsible for all taxes, duties and other such levies chargeable as per the legal provisions applicable at the time of delivery. Taxes and duties shall be deducted as per Law. The contractor is supposed to know and understand the legal provisions applicable in this regard.

Ab A S.

Principal DPS Sahiwal



TENDER FOAM

1. We, [Name and Address of the Tenderer]
- _____
- _____
2. having read, understood and accepted the Tender Document, including the Addendum(s), if any, offer to supply and installation, the school computers and IT equipments in conformity with the said Tender Document, to **Divisional Public School & College Sahiwal Cambridge Campus** for the Total Tender Price of **PKR** _____ only in accordance with the Price Schedule and the Execution Schedule, attached hereto and made part of the Tender.
3. We undertake that the Tender shall have a minimum validity period of **60** days from the last date for submission of the Tender and may be accepted at any time before the expiration of that period.
4. We undertake to be bound by the Tender and the Acceptance Letter.

TENDERER

Name _____

CNIC # _____

Address _____

Signature _____

Date:- _____

Note: The Tender Foam should be on the letterhead of the Tenderer.



AFFIDAVIT

1. We, [Name and Address of the Tenderer]

do hereby declare on solemn affirmation that:

2. We have not been black listed from any Government Department / Agency.
3. We have not been involved in litigation with any client during the last 3 years.
4. We acknowledge that we have read, understood and accepted the Tender Document.
5. We understand that the Purchaser shall have the right, at his exclusive discretion, to require, in writing, further information or clarification of the Tender, from any or all the Tenderer(s).
6. We understand that the Purchaser shall have the right, at his exclusive discretion, to increase / decrease the quantity of any or all item(s), accept / reject any or all tender(s), cancel / annul the Tendering process at any time prior to award of Contract, without assigning any reason or any obligation to inform the Tenderer of the grounds for the Purchaser's action, and without thereby incurring any liability to the Tenderer and the decision of the Purchaser shall be final.

TENDERER

Name _____

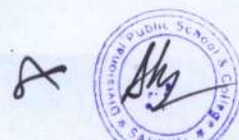
CNIC # _____

Address _____

Signature _____

Date:- _____

Note: The Affidavit should be on the Rs.100 e.stamp paper of the Tenderer.



DIVISIONAL PUBLIC SCHOOL & INTER COLLEGE SAHIWAL

CAMBRIDGE CAMPUS

FINANCIAL BID

COMPUTERS AND IT EQUIPMENTS

Sr. #	Product Name	Specifications	Qty.	Offered Rate (Inclusive all taxes)	
				Per Unit	Total
1	All in One Computers	Processor Intel Core i5 (13th Gen or newer) RAM 16 GB Storage 512 GB SSD Display 24" LED Monitor (Full HD) Graphics Integrated Graphics Operating System Windows 11 (64-bit) Key Board, Mouse & Power Cables. DELL, HP , Lenovo, Dahua	48		
2	All in One Computers	Processor Intel Core i7 (13th Gen or newer) RAM 32 GB Storage 01 TB SSD Display 24" LED Monitor (Full HD) Graphics Integrated Graphics Operating System Windows 11 (64-bit) Key Board, Mouse & Power Cables. DELL, HP , Lenovo, Dahua	2		
3	Printer	HP LaserJet Pro M4003DN B&W Printer or higher Duplex Print Yes Print Resolution Up to 1200 x 1200 dpi	5		
4	Smart Interactive White Board	Dahua, Hikvision, SIPW Pro Series, 4K UHD, built-in Android 14 (Upgradable), RAM 16GB, ROM 128 GB, iQ tools, multi-touch, SMART Learning Suite, good warranty & education features. Official specs PDF available with OPS (RAM 16GB, 01 TB SSD) Typical Size: 86" Easy to Share, File Management, Similar to Real Writing Experience, Wireless Screen Sharing	6		
5	Photocopying Machine	Konica Minolta Bizhub 808 (Branded) with 110 to 220 Stabilizer Speed: 80 Copy	1		
6	Speakers	Audionic (Mehfil Series, MH-75 ADV) TWS Function (Connect Two Speakers Together with same Transmission) Sound Mixer (Audio Effects Controller)	1		



7	Sound systems	Digital Mixer Amplifier (A-2120D-EB) 3 Microphone Inputs, 2 AUX input and 1 Recording output DD-Varieties with 2 Phone Jacks and 1, 5Pin DIN input D-Varieties with 3 Phonee Jacks Speaker output of constan voltage distribution system (100 V) Independent tone control of boost and cut type for both high and low frequency. MIC 1 with Phantom power and mute Function Current Limiter to prevent damage due to current overload. Excess Heat limit to protect the transistor and power transformer Available in 30W, 60W, 120W and 240 W rated output.	1		
8	LED	Typical Size: TCL Android LED "65"	2		
Total					
Note: 1. Bidders are requested to quote rates brand-wise. 2. All pages of the Financial Bid must be signed and stamped.					

Stamp

Signature

