



The Bank of Khyber

Bidding Document

HEAVY DUTY LASER JET PRINTER

Last Date for Submission: 7th January, 2019 at 03:30 P.M.
Tender Opening Date: 7th January, 2019 at 04:00 P.M.

Laser jet Network printer

SNO	Description	Amount	GST	Grand Total
1	<p><u>Laserjet Network Printer</u></p> <p>Print Speed A4 Normal: Up to 43 ppm or higher Print Speed A4 Duplex: Up to 34 ipm or higher Print Resolution: Up to 1200x1200 dpi Print Technology: 300 dpi, 600 dpi, Fast Res 1200, ProRes 1200 Monthly Duty Cycle: Up to 150,000 pages or higher Duplex Printing: Automatic (Standard) Processor: 800MHz or higher Memory: 512MB or higher Trays: Standard 2 Trays Connectivity: Hi-Speed USB 2.0 port; Built-in Fast Gigabit Ethernet Port Warranty: 1 Year Warranty Quantity 05.</p>			
TOTAL AMOUNT (in Rs.)				

Mandatory Requirements

Bidder is required to submit its Technical Proposal in accordance with the **Mandatory Requirements** as mentioned below. Failing to which the proposal will not be considered.

SNo	Mandatory Requirements	Vendor Response
1	Bidder must have legal presence in Pakistan and must be registered with FBR and should provide its NTN and certificate of incorporation under the laws of Pakistan.	
2	The bidder should be Tier – 1 / Gold Partner of the Manufacturer and must provide its certificate.	
2	The bidder should be an Active Tax Payer and must provide KPRA (Khyber Pakhtunkhwa Revenue Authority) Registration Certificate	
3	The bidder should not have been blacklisted by any of the Provincial / Federal Government or organizations of the State / Federal Government in Pakistan and must provide Undertaking on stamp papers that it is not being blacklisted. Also must provide List of arbitration/legal suits/unsettled disputes with organizations/clients (if any) in last five years	
4	The bidder must submit Annual Audited Report for the last 01 Financial years. Annual Audit Report including Balance Sheet, Income Statement and Profit & Loss accounts along with auditors' notes for the last one (1) audited year should be submitted	
5	Bidder must provide at least 03 Purchase Orders of supplying similar equipment with relevant client references	
6	Bidder should submit list of Offices across Pakistan. Bidder must have its Office in major cities across Pakistan along-with Technical Engineer for maintenance/support purposes at specified locations.	

1.1.3 Technical Evaluation Criteria is as follows: -

The Bidders complying with the Mandatory Requirements will be considered Qualified and eligible for Financial Bid Opening.

Non – Compliance of Mandatory Requirements will effect in Disqualification and bidder will not be considered for further financial bid opening / Evaluation.

2.2.1 Currency

All currency in the proposal shall be quoted in Pakistan Rupees (PKR).

2.2.2 Withholding Tax, Sales Tax and other Taxes

Bidder is hereby informed that the Bank shall deduct tax at the rate prescribed under the tax laws of Pakistan, from all payments rendered by any bidder who signs a contract with the Bank. Bidder will be responsible for all taxes on transactions and/or income, which may be levied by government.

2.2.3 Governing Law

This bidding document and any contract executed pursuant to this document shall be governed by and construed in accordance with the laws of Pakistan. The Government of Pakistan and all bidders responding to this bidding document and parties to any contract executed pursuant to this document shall submit to the exclusive jurisdiction to Courts.

2. Acceptance of Proposals

The Bank of Khyber reserves the right not to accept the lowest or any proposal and to annul the bidding process as per KPPRA rules.

The acceptance criteria is as follows:

1. Technical proposal submitted by the Bidder must comply with Technical Evaluation Criteria mentioned in 2.1.3.
2. Bidder must comply with all the Terms & Conditions mentioned in the bidding document.
3. Bidder quoted the lowest price among the Technically Qualified Bidders.

TERMS & CONDITIONS

1. The Procurement shall be conducted in accordance with the Khyber Pakhtunkhwa Procurement Rules 2014 on **Single Stage Two Envelope Procedure**.
2. The Bank of Khyber invites two separate sealed envelopes, one for Technical Proposal and One for Financial proposal having legal presence in Pakistan, for the Purchase of LaserJet network printers.
3. Bidder is required to submit both sealed proposals to the office of the Head Procurement Division, The Bank of Khyber on or before **Monday 7th January, 2019 at 3:30PM**. Tender Opening date is **Monday 03rd January, 2019 and Time is 4:00PM** at The Bank of Khyber, Head Office.
4. Company should sign and stamp BoK bidding document and must attach with its proposal.
5. All the firms applied for the Tender must provide documents in line with the Mandatory requirements and should qualify the Technical Evaluation Criteria. **If any firm fails to qualify the Technical Evaluation Criteria, then Financial Proposal of the same will not be opened.**
6. Company seal / stamp must be fixed on both Technical Proposal and Financial Proposal.
7. **Any bid submitted after due date and time will not be entertained.**
8. Bid Security of two percent (2%) of the total bid amount must be attached with financial proposal in separate sealed envelope in favor of The Bank of Khyber.
9. **Suppliers / vendors quoting for more than one lot must quote separately in Sealed Envelope for each Lot mentioned in this document. Each lot will be separately evaluated.**
10. All prices quoted must be inclusive of all Taxes applicable, such as GST, Income Tax, etc.
11. The prices quoted shall remain valid for 120 days, after the date of opening the tender.
12. Failure to provide the requisite maintenance services within stipulated amount of time period will invoke. In addition to that, two percent (2%) Bid Security amount will be forfeited.
13. The Bank of Khyber will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
14. **No negotiations and revised bids will be allowed.**

**Head Procurement, Head office,
The Bank of Khyber, State Life Building, Peshawar.
Phone: 091-5279690, 5274399
UAN: 091-111-95-95-95**