

KHYBER PAKHTUNKHWA OIL AND GAS COMPANY LIMITED

(KPOGCL)

(KP Government Fully Owned & Provincial Holding Company)

3rd Floor, Ali Tower, Opposite Custom House, University Road, Peshawar, Pakistan

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In relentless pursuit for Energy Security of Pakistan



BIDDING DOCUMENTS

Procurement of Core i7 Laptop

(Quantity 01)

Tender NO. KPOGCL/TENDER/556/2020

Bid Submission Time/Date: 1100hrs, 15 Sept, 2020

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1. PURPOSE OF TENDER

KPOGCL need a Professional Laptop Core i7 from Registered Firm for the below specifications is attached as Annex-A.

2. TYPE OF TENDER OPEN COMPETITIVE BIDDING

The interested Bidders shall be engaged following KPPRA Rule 6(2)(a) a Single Stage, One Envelope Procedure for selection.

3. MANDATORY REQUIREMENTS

Table 1: Checklist for Bidders

S.No.	Descriptions	Mandatory
1	Tax Certificates i.e GST, NTN.	
2	Filer/ Tax Payer.	
3	The bidder shall submit an affidavit on stamp paper that it has never been blacklisted	
4	The firm must be authorized dealer/Distributor/Partner/Sub dealer/Reseller of concerned brand.	

Note- All mandatory documents/evidences MUST be submitted with the Bid. Failure to fulfill any of the above condition will disqualify the bidder from the Evaluation process. No document will be accepted after Bid submission Date & Time.

4. GENERAL CONDITION

- a) The quoted Prices are to be inclusive of all taxes levied by the Government. GST & WHT must be mentioned separately as per Annex-A. PLEASE ENSURE COMPLETION OF "ANNEX-A" AS PER THE GIVEN FORMAT.
- b) The firm should be registered with FBR having income tax and sales tax certificates. The firm should be on active tax payer list, as per KPPRA Rule 8(3) (b).
- c) Technical Department of KPOGCL will evaluate/verify the product, on their confirmation payment shall be process.
- d) Defective and substandard Laptop will not be accepted and returned to the suppliers for replacement with new and same specifications.

- e) Item(s) are required on immediate basis (Not later than 15 days) after issuance of Purchase Order.
- f) Interested firm should have regular place of business, telephone number, email address and must provide proof of their existence in the particular business.
- g) The procuring entity may reject one or all such Bid, which are vague (In terms of Financial Quote) or does not adhere to these instructions.
- h) The procuring entity may go for re-bidding in case the Bid does not satisfy its professional requirements.
- i) If bid submission date falls on public holidays, next consecutive day will be considered for bid submission.
- j) KPOGCL reserves the right to cancel or reject all bids at any time prior to its acceptance as per KPPRA Rule 47(1).
- k) Government taxes (GST/WHT) will be deducted at the time of payment as per Government prescribed rates.
- l) One bidder should quote only one brand.
- m) The tendering Process shall be according to KPPRA Act 2012 & KPPRA Rule 2014.
- n) Offers are liable to be rejected if: -
 - i. There is any deviation from any instruction.
 - ii. Offers are found conditional or incomplete in any respect.
 - iii. Multiple rates are quoted against one item or overwriting /Erasing in prices.
- o) Technical Specifications and basic features of tendered items is at **Annex A**.
- p) KPOGCL does not take any responsibility for delayed arrival of the bid.
- q) Any Bid received at KPOGCL's Head Office after the deadline for submission shall be returned unopened and not be part of the competitive bid.

5. BID SECURITY (EARNST MONEY)

The Contractor shall furnish the Bid Security (Earnest Money) as under:

- I. For an amount equivalent to 02% of the total bid.
- II. Amount should be in Pak Rupees;
- III. In the form of Call Deposit Receipt,
- IV. In the name of the **CEO KPOGCL**.

6. FOR ANY CLARIFICATION OR INFORMATION PLEASE CALL OR EMAIL

The last date for submitting queries/ clarifications is 8 September, 2020 and send to below address.

Mr. Tariq Saeed Awan

(HOD SCM Department)

Cell: +92 3331518390

Email: tariq.scm@kpogcl.com.pk

Phone: +92-91-9216283

Fax: +92-91-9216295.

7. SUBMISSION OF BIDS

All Bids must be sent at the following address:

Mr. USMAN GHANI KHATTAK

Chief Executive Officer,

Head Office Khyber Pakhtunkhwa Oil & Gas Company Limited (KPOGCL)

3rd Floor, Ali Towers, Opposite Customs House, University Road, Peshawar, Khyber Pakhtunkhwa, Pakistan.

Phone: +92-91-9216284

Bids are due at above address not later than **11:00 AM, on 15-September, 2020.**

Opening of Bid on 11:30 AM, on 15-Septmeber, 2020.

8. BID VALIDITY

The Bid shall remain valid for **Ninety (90)** days after the deadline for submission of Bid. If need arises, as per KPPRA Rule 2014, KPOGCL may request Bidders to extend the validity period of their Bid. Bidders who agree to such extension shall confirm in writing.

ANNEXURE- A

Serial No.	Item	Description	Technical Specification Fulfilled		Quantity	Unit Price With Out Taxes	Unit Price With Taxes	Total Price with Taxes
			Yes	No				
1	Professional Series Laptop HP or Equivalent	PROCESSOR: Intel® Core™ i7-10510U Processor.			01			
		DISPLAY: 14" diagonal FHD IPS eDP + PSR anti-glare flat						
		OPERATING SYSTEM: Genuine Windows 10 Pro with Backup CD.						
		RAM: 16 GB DDR4 2666 SDRAM						
		SSD: 1 TB Intel PCIe NVMe QLC M.2 SSD.						
		BULITIN PORTS AND CONNECTORS: 1) USB 3.1 Type-C™ Gen 1 (Power delivery, Display Port™); 2) 2xUSB 3.1 Gen 1; 3) 1 HDMI 1.4b; 4: 1 RJ-45; 5)1Xheadphone/microphone combo; 1 AC power; 6)1 USB 2.0 (powered port).						
		GRAPHICS CARD: Intel® UHD Graphics 630 or Intel® UHD Graphics 620						
		WIFI/ETHERNET: 1) Intel Dual Band Wireless-AC 9560 802.11a/b/g/n/ac (2x2) WLAN and Bluetooth 5 Combo, non-vPro 2) Realtek 10/100/1000 GbE NIC.						
		BATTERY TYPE: Genuine Long Life 3-cell, 45 Wh Li-ion.						

	Official Warranty of Laptop & Battery: 03 Years manufacturer backed Warranty, Parts & Replacement warranty. (Vendor shall be responsible)						
	Weight: Starting at 1.6 kg (non-touch)						
	OTHER ACCESSORIES: 1) 65W USB-C Power Adapter 2) USB-C Mini Dock 3) Business Top Load (Genuine Bag) 4) Comfort Grip Wireless Mouse						

Note:

- 1- In case of WHT Exemption, provide certificate or Government SRO, as the case may be.
- 2- In case of GST Exemption/percentage differentiation, Provide Certificate or Government SRO, as the case may be.
- 3- Total Price means Price of items including all taxes & all charges incurred till delivery to HQ, KPOGCL office.
- 4- The Product should be Completely genuine, brand new, unused, and non-refurbished, and not through grey channel.