

REGISTERED/ IMMEDIATE
Heavy Industries Taxila
Project Dte ARDIC
Taxila Cantt
Tel: 051-9315450
Fax: 051-9315151
No. 5646/IT-05/Proc/ARDIC
17 Sep 2019

To: M/s _____

Subject: **Tender Inquiry of OCR Device**
Dear Sir,

1. You are requested to please forward your offer for the following:-

Ser #	Part No and Nomenclature	A/U	Qty	Remarks
1.	<p>Optical Character Recognition Device along with Storage Drive</p> <p>OCR HP/Kodak (s2060w) or Equivalent with specs mentioned below:</p> <p>(a) Daily Volume: up to 7,000 pages per day, black and white / gray scale / color: up to 60 ppm / 120 ipm at 200 dpi and 300 dpi.</p> <p>(b) Scan Tech: Double CIS; Bit depth of the gray scale output 256 levels (8 bits); Bit depth of the color output 24 bits (8 x 3).</p> <p>(c) Processor: Built-in Cortex A15 Dual Core (1.5 GHz) processors with two DSP (750 MHz) image processors and several Cortex M4 sub-processors.</p> <p>(d) Operator Control Panel: Color touchscreen LCD</p> <p>(e) Output file formats: JPEG, RTF, BMP, PDF and searchable PDF, TXT, PNG, CSV, Word and Excel.</p> <p>(f) Max. /Min. Document Size: 216 mm x 356 mm (8.5 x 14 in.) / 52 mm x 52 mm (2.08 in. x 2.05 in.) Long document mode: 216 mm x 3,000 mm (8.5 in. x 118 in.)</p> <p>(g) Paper</p>	Nos	01	For routine office correspondence

	<p>Thickness & Weight: 27–433 g/m² (7.2–160 lb. cover stock). ID card thickness: up to 1.4 mm (0.55 in.)</p> <p>(h) Feeder</p> <p>Capacity: Up to 80 sheets of 80 g/m² (20 lb.) paper. Can also handles small documents such as A8, ID cards, embossed hard cards, and insurance cards (portrait and landscape orientations)</p> <p>(i) Connectivity:</p> <p>USB 3.1 GEN1, Wireless Network 802.11 b/g/n and 10/100 Ethernet WLAN Security- WEP 64/128 Bit, WPA-PSK, WPA2-PSK, MSCHAPv2, EAP-TLS.</p> <p>(j) OS Supported:</p> <p>i. WINDOWS 7 SP1 (32 Bit and 64 Bit)</p> <p>ii. WINDOWS 8 (32 Bit and 64 Bit)</p> <p>iii. WINDOWS 10 (32 Bit and 64 Bit)</p> <p>iv. WINDOWS Server 2012 X64 Editions</p> <p>v. WINDOWS Server 2016 X64 Editions</p> <p>vi. LINUX UBUNTU 14.04/16.04 and SUSE 13.2</p> <p>vii. CITRIX Certified</p>			
2.	<p>shiba External Data Storage Unit or Equivalent</p> <p>Interface: USB 3.0 (USB 2.0 compatible)</p> <p>Max. transfer rate: ~ 5.0 Gbit/s</p> <p>c) Power: USB bus power (max. 900mA)</p> <p>d) System requirements: Microsoft® Windows® 10, Windows® 8.1, Windows® 7; One free port of USB 3.0 or USB 2.0</p>	Nos	01	

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(Items Two Only)

Instructions to Bidders

2. Rates will be quoted on **FOR Taxila Cantt** basis. Offer best competitive price while submitting your quotation.
3. Over writing and cutting of any nature in the quotation will not be accepted.
4. Part-I and Part-II quotations will be enclosed in separate sealed envelopes for each tender inquiry. For identification purpose, the words “**TECHNICAL QUOTATION PART-I WITHOUT PRICE**” and “**COMMERCIAL QUOTATION (PART-II) WITH PRICE**” shall be written in BLOCK CAPITAL LETTERS on

the respective sealed envelopes which will be placed in a large envelope bearing complete details of the tender as under:-

Please forward your quotation not later than **09 Oct 2019** at 10:30 hours. The address on the envelope will be indicated as under:-

BID

REGISTERED

TENDER INQUIRY NO. 5646/IT-05/Proc/ARDIC dated 17 Sep 2019

TO BE OPENED ON. 09 Oct 2019

To: PROCUREMENT OFFICER
ARDIC HIT TAXILA CANTT

FROM M/S _____

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IT FOR _____

5. **Delivery of Tender:** The tender/bid will be enclosed in a sealed envelop which will be invariable marked with "Bid against Tender Inquiry No. **5646/IT- 05/Proc/ARDIC dated 17 Sep 2019** and complete address. The tender if brought by hand, will be handed over to security staff on duty at ARDIC Gate for placing the same in bid box (available at the gate). The bid will not be brought by hand by any firm while visiting the office of Proc officer (ARDIC). Moreover if required endorsements are found missing, the bid will be liable for rejection.

6. The bid must be dropped in the bid box, latest by 1030 hours on **09 Oct 2019**, at ARDIC Gate. The bid will be opened same day at 1100 hours in the presence of the available representative of the firms in ARDIC HIT Taxila Cantt. **No bid will be entertained / considered after 1030 hours**, on the aforementioned date.

7. All papers must be signed and stamped and items not quoted / quoted must be mentioned clearly.

8. All clauses/terms mentioned in this inquiry will be considered accepted by the bidding firms, even if no reference to them is given in the respective offers.

9. **Postal order for Rs. 200/- (Rupees Two Hundred) as a tender fee, in favor of MD (ARDIC) HIT Taxila Cantt**, will invariably be enclosed with the offer, failing which the bid will be ignored.

10. Firms are instructed NOT to send Telex and Fax bids. Such bids/offers would not be accepted.

11. Following confirmation regarding availability of the advance sample be endorsed by all bidders in their quotations:-

" It is confirmed that advance sample against items mentioned at serials _____ of the bid are really available."

12. Please confirm receipt of the tender inquiry immediately and also intimate your participation or otherwise in this tender inquiry. In case any firm does not wish to bid, then it should return the tender inquiry documents at the earliest.

13. HIT reserves its right to cancel the bidding process with reason but without any obligation to justify such a reason.

14. The store are required to be delivered at ARDIC, Taxila Cantt within 01 months from the date of signing of the contract.

15. The offered price quoted must be firm, final and inclusive of all taxes, packing, handling charges etc and delivery at HIT Taxila Cantt.

16. **Offers must remain open valid for 100 days** from the date of opening of the tender.

17. The store will be packed in standard grade, worthy of transportation by the means adopted.

18. This inquiry may not be taken as an indication of subsequent supply order and does not in any way commit HIT to purchase the items offered.

19. Warranty period will be one years from the date of issuance of CRV of the stores.

20. In case of failure to supply the stores within the stipulated periods, liquidated damages at the rate of 2% but not less than 1% of amount involved per month and maximum value not more than 10% of contracted store value or a part there-of will be levied.

21. **Payment Terms**

a. Payments will be made by either by CMA (DP), Rawalpindi or CMA (HIT) Taxila Cantt, through cheques against pre-receipted bills (duly affixed with revenue stamps) alongwith professional tax certificates (attested photocopies) of the suppliers after delivery and acceptance of stores.

b. Partial payments against partial deliveries will be allowed / not allowed.

c. The payment to the registered person is linked with active taxpayer status of the suppliers as per FBR data base. If any registered supplier is not on active Taxpayer list, his payment will be stopped till he / she files his / her mandatory returns and appears on ATL of FBR.

22. HIT reserves the right to increase / decrease the quantity of items, placed on the tender without any reference to the firm.

23. The supplier shall furnish a 5 to 10 % performance bank guarantee within one month from the date of signing of the contract from scheduled bank in Pakistan against the total value of contract

excluding taxes/duties. This bank guarantee must remain valid 12 x months after the stores are put in operation. Performance Bank Guarantee will be released on the completion of warranty period, in case the firm fails to provide a/m performance bank guarantee within the stipulated time period, the contract will be cancelled and bid security will be encashed. Moreover, the contract shall then be awarded to next best evaluated bidder.

24. **All Firms participating in the tender will deposit 5% bid security of total quoted value in the shape of CDR / bank guarantee addressing to MD ARDIC Heavy Industries Taxila. The bid security will be provided by the firms in commercial envelope and clear mentioning of the same in the technical quotation will be ensured by the firms, failing which the bid will stand rejected. The bid securities will be returned as under:-**

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a. **Unsuccessful Bidders.** Within 15 days of completion/announcement of the bid evaluation result.

b. **Successful Bidders.** Upon submission of 5 to 10% PBG (para 23).

25. The net offered price will be inclusive of 17 % GST as imposed by Government of Pakistan. The offers without mentioning of 17% GST will not be considered. The GST will always be mentioned separately to the base price.

26. Integrity pact will invariably be involved/invoked when the total value of the contract exceed 10 million as specified in PPRA Rule 2002-2004.

27. In case of any dispute regarding the terms and conditions and the quality of stores, the decision of the MD (ARDIC)/Chairman HIT will be considered as final and binding on the suppliers/firms.

28. In case, the contracted firm fails to execute the order within the stipulated time and does not materialize the supply of ordered stores, the supply order/contract would be cancelled at the firm's risk and expense. Expenditure incurred on the re-purchase of offered stores will be recovered from the defaulting firm, under existing procedures.

29. Inspection of the store will be carried out at HIT Taxila Cantt.

30. Samples for consultation / reference will not be provided, however if drawing is available then the same may be handed over to the best evaluated bidder. **Samples are displayed in _____ display room for the convenience of the firms.**

31. Only registered suppliers / persons who are on Active Taxpayer List (ATL) of FBR are eligible to supply goods/services to government departments. Thus the bidders will submit a certificate to this regard along with the technical bid.

32. Country of Origin: All countries except India, Israel and Taiwan.

33. In case of indigenously / locally manufactures item, the firms should have relevant experience and capacity of manufacturing these parts and should be duly qualified by Quality Control department of ARDIC HIT. capacity for manufacturing of parts will be verified by a team ex ARDIC HIT.

34. In the case of FOR imported items, the firms are responsible to provide evidence of the agency agreement/certificate of conformance, principal proforma invoice (in original and without price) and OEM certificates of all the items being quoted against this tender inquiry along with countries of origin. Separate OEM certificate for each / major assembly will be provided by the firms. The firms will clearly indicate that all the parts used in the manufacturing (in case of assembling) are brand new from current production. Confirmation to fulfill technical specifications related to imported items on FOR basis must be highlighted in the technical bid.

35. Confirmation of the validity period of the quote, delivery period and warranty period.

36. Confirmation of the willingness of the firms to arrange the visit of a two member HIT team (ex ARDIC HIT) on firms' expenses for ascertaining / validity the manufacturing, stocking and financial capabilities quoted.

37. Confirmation of all technical parameters specified in the IT or confirmation as per sample.

38.. Confirmation of manufacturer, brand and approval of advance sample as per specifications mentioned in IT. **Manufacturer brand of each item must be highlighted in the bid.**

39. **IT document can be downloaded from PPRA and HIT website www.hit.gov.pk.**

40. On site survey is mandatory for detailed understanding of work and sharing of technical specifications. Only firms having valid registration with government sector organization can participated in tender.

SA
Proc Officer
(Muhammad Aleem Ahsan)