


GOVERNMENT OF PAKISTAN
REGIONAL DIRECTORATE OF NATIONAL SAVINGS
ABBOTTABAD

TENDER NOTICE

Sealed bids are invited from well reputed firms/suppliers/authorized dealers duly registered with Tax Authorities for the supply of items mentioned below.

S#	Name of Articles	Qty	Specification
1	Note Counting Machine	10	<ul style="list-style-type: none">• Equipster or Equivalent• Automatic fake note detection through UV, MG, MT while counting with Value Counting Option.• Counting Speed: 1000 pcs/min• Size of Countable Note: 50 x 110 – 90 x 190 mm• Hopper Capacity: 200 pcs• Stacker Capacity: 200 pcs• Dimension: 290 mm x 255 mm x 165 mm• Automatic start, stop and clearing feature.• With batching, adding and self-examination functions.• Double-note, half note, chained note detection.• One (01) year on-site service warranty.
2	Q-Matic Machine	05	<p><u>Brand/Model:</u> Hobtec or equivalent</p> <p><u>Ticket Dispenser. (1 No.)</u></p> <ul style="list-style-type: none">• Integrated Queue Processor with Ticket Printer• Touch Screen Display (min. 10")• Web base Solution• Unlimited Counter Support• Graphical and tubular Reports• Multilanguage support <p><u>Teller Calling Software. (3 No.)</u> Software Web base Calling Software compatible with multiple browsers</p> <p><u>LED Display. (3No.)</u></p> <ul style="list-style-type: none">• 7-segment super bright, red colour• Ticket Number 4 digit• Integrated speakers with electronic chime <p><u>Power Supply Hub. (1 No.)</u></p> <p>A junction hub will supply the power to all the connected devices</p> <p><u>Ticket Announcements (including Amplifier & Speakers). (1 No.)</u> Ticket announcement System (English & Urdu)</p> <p><u>Installation</u></p> <p>Installation of complete system including cabling</p> <p><u>Warranty</u></p> <p>One year comprehensive onsite warranty with parts and services</p>

3	Staff Chair	50	<ul style="list-style-type: none"> • Master Offices, Torch or equivalent • Low Back Revolving Chair with seat and back fully upholster in Leatherier (Green) with arms and hydraulic base, 5 castors with lockable revolving Mechanism for extra stability. • One year comprehensive onsite warranty 	
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2. The Procurement method as per Public Procurement Rule 36(a) will be observed for the processing of this tender and the bid shall be evaluated on the basis of most advantageous quoted prices of the above mentioned items. The bidder whose bid found to be non-conforming the specification and requirements of the procuring agency shall be rejected straight away. The tender documents (Terms of Reference) containing detailed information and a list of items to be purchased are available in the office of the undersigned which can be collected during office timings on any working day or may be downloaded from PPRA website <http://www.ppra.org.pk> or CDNS website <http://www.savings.gov.pk>.

3. Bidders are required to submit a Bid Bond in shape of Call Deposit, Demand Draft, Pay Order or Bankers Cheque for Rs.10,000/- in favor of Joint Director, Regional Directorate of National Savings, Abbottabad along with the bidding documents as bid security without which bid shall not be entertained. The bids containing financial and technical (where applicable) details along with supporting documents in sealed envelope must reach this Directorate up to **11:00 A.M. on 27th May, 2022** which will be opened at **11:30 A.M. on the same day in the office of Joint Director, Regional Directorate of National Savings, Behind Kashmir Cloth, Mansehra Road, Abbottabad** in the presence of bidders or their representatives who wish to attend the proceedings.

4. The procuring agency reserves the right to increase or decrease the quantity of items at its convenience/ budget provisions.

5. Please feel free to contact the undersigned for any query related to this tender.

Assistant Director (HQ)
Regional Directorate of National Savings,
Abbottabad
PH#0992-400409

TERMS OF REFERENCE

- i. The Procurement method as per Public Procurement Rule 36(a) will be observed for the processing of this tender and the bid shall be evaluated on the basis of most advantageous quoted prices of the above mentioned items.
- ii. Bidders are required to submit a Bid Bond in shape of Call Deposit, Demand Draft, Pay Order or Bankers Cheque for a value of Rs.10,000/- (Rupees ten thousand only) in favor of Joint Director, Regional Directorate of National Savings, Abbottabad along with the bidding documents as bid security without which the bid will be rejected.
- iii. Any Bid not accompanied by the bid security shall be rejected as non-responsive. The bid security shall be refundable not later than 14 days from the date of signing of contract agreement by the successful bidder.
- iv. The bid security of unsuccessful bidder will be returned without any interest, as promptly as possible: however the bid security of the 2nd lowest bidder will be will be return on acceptance of offer letter by the successful bidder(s) or bid validity as the case may be.
- v. The successful bidder's bid security will be returned, without any interest, upon the bidder signing of the contract agreement and furnishing the performance security in accordance with the provision thereof.
- vi. The firm should be registered with the FBR, NTN and Sales Tax number shall be mentioned in the bid and copies attached therewith.
- vii. The bidders should provide after sales service / support and warranty as mentioned against each item.
- viii. The price inclusive of all taxes (where applicable) should be quoted in Pak Rupees and shall be valid upto **30.06.2022.**
- ix. Bidders are required to furnish photocopies of National Identity Card of their proprietor.
- x. The bidder shall furnish an affidavit on **Rs.100/- stamp paper (original and latest duly attested by Notary Public)** to the effect that the firm is not blacklisted from any Government Department.
- xi. Late / incomplete receipt of bids shall neither be accepted nor entertained and shall be returned by hand at the time of opening of tenders, or by mail as the case may be.
- xii. The procuring agency reserves the right to increase or decrease the quantities of items.
- xiii. This procuring agency reserves the right to accept or reject any or all or a part of tender for which reason may be conveyed if desired in writing.
- xiv. Each bid shall comprise one single envelope containing, separate financial proposal and technical proposal (if any). All bids received shall be opened and evaluated in the light of Tender Notice, ToRs and PPRA Rules.
- xv. The procuring agency reserves the right that the bidders who's bid proved to be non-confirming with the financial and technical specifications (where applicable) and requirements of the procuring agency shall be rejected straight away.
- xvi. No transportation and carriage / mobilization charges will be paid.
- xvii. The bidder is bound to provide sample of item at S#3 within fifteen days of tender opening to seek the approval.

- xviii. The items, which will be supplied, should be free from any defects and same as per approved samples provided / inspected before the finalization of tender.
- xix. Income Tax, including other applied taxes will be deducted at source as per Tax rules.
- xx. All the pages of bid documents must be signed by the authorized signatory of the bidder firm.
- xxi. The successful bidder shall execute an agreement on **Rs.500/- stamp paper** for award of contract within 15 days of supply order. The draft may be obtained from procuring agency.
- xxii. The payment shall be made on submission of bill(s) for the items supplied and on satisfactory completion of the job.
- xxiii. After supply / delivery and installation of item, during the inspection / verification any fault found in supplied items, procuring agency reserve the rights to stoppage the payment, forfeit the bank guarantee, blacklist the firm or may ask to replace faulty item(s) with good item(s).
- xxiv. The bids should reach this Directorate on **27th May, 2022** up to **11.00 A.M.** which will be opened at **11.30 A.M.** on the same day in the **Joint Director, Regional Directorate of National Savings, Behind Kashmir Cloth, Mansehra Road, Abbottabad** in the presence of bidders or their representatives who wish to attend the proceedings.
- xxv. The unconditional / irrevocable Performance Guarantee equal to 5% of the contract value in shape of CDR from any scheduled bank in favor of **Joint Director, Regional Directorate of National Savings, Behind Kashmir Cloth, Mansehra Road, Abbottabad** valid for contract period shall be provided by the successful bidder on or before submitting invoice(s).
- xxvi. The bidders are required to mention experience (in years) for supply of the same equipment and furnish supporting documents.
- xxvii. The bidders are required to furnish financial documents/ statement describing the annual business turnover of the firm for the last three years.
- xxviii. **The Que Management System must have ability of the solution to extend in future by integrating with any other Central System by means of API/Web Services.**
- xxix. **The Q-Management System must have Centralized Monitoring & Reporting Software to monitor branches in real time and end of day branches reports for analysis (frequency, Daily, Weekly & Monthly).**
- xxx. The bidder(s) can quote rate for one or more items of the published tender notice.

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