



GOVERNMENT OF PAKISTAN  
FEDERAL BOARD OF REVENUE  
**CORPORATE TAX OFFICE**  
**Tax House, Syed Mauj Darya Road, Lahore**

**TENDER NOTICE NO. 13/2022**

Sealed bids are invited from firms which are registered with Inland Revenue Department as Income / Sales Taxpayers and are also on Active Taxpayer List (ATL) for provision & installation of **Desktop PC's and Printers, etc.** as per details given below: -

**DESKTOP COMPUTERS: (Internationally Recognized Brands Only)**

Description	Specifications	Quantity
Processor	10 <sup>th</sup> Gen, Intel Core i5 10500 or higher processor	90
RAM	8GB (2x8GB)	
HDD	1TB 7200RPM SATA	
LAN	Integrated Gigabit LAN	
LED	21" or higher Wide Screen Full UHD	
Keyboard	Same as brand of desktop	
Mouse	Optical mouse same as brand of desktop	
Optical Drive	DVD-RW Super Drive	
Graphics	Intel® Graphics	
Operating System	Preloaded Licensed Windows® 10 Professional, 64-Bit, Genuine, along with restore DVD & Driver DVD.	
Accessories	All standard cables, connectors & accessories	
Warranty	Three (3) Years comprehensive onsite warranty & support	

**Category 1: Laser Jet Network Printer- Duplex**

Description	Specifications	Quantity
Print Speed	Up to 38ppm or higher	80
Memory	256 MB	
Processor	1200 MHz	
Resolution	(1200 x 1200 dpi)	
Connectivity	USB, Gigabit Ethernet	
Recommended monthly page volume	750 to upto 4000	
Warranty	3 Years Comprehensive onsite	

## Category 2: LaserJet Printer

Description	Specifications	Quantity
Speed	Up to 30 ppm	119
Memory	256 MB	
Resolution	(1200 x 1200 dpi)	
Processor Speed	800 MHz	
Connectivity	High Speed USB 2.0 network; Wireless	
Warranty	3 Years Comprehensive onsite	

### Terms and Conditions

1. The warranty and onsite support of the proposed hardware is required for a period of three years.
2. Vendor must provide evidence of partnership letter with OEM.
3. The replacement of faulty components is required within three business days.

### TERMS AND CONDITIONS:

1. The bids must be submitted before **23.06.2022 (02:00 P.M.)** at CTO, Lahore and will be opened on the same date at **03:00 P.M.** in the presence of the bidders or their representatives. Tender documents may be obtained from the office of the undersigned during office hours before **23.06.2022 or may be down loaded from the PPRA's Website [www.ppra.gov.pk](http://www.ppra.gov.pk).**
2. Successful bidder will supply the equipment at the office premises and install within a week from the issuance of supply order.
3. Every bidder shall submit Earnest / Bid money of Rs.400,000/- in shape of deposit-at-call, bid guarantee issued by any scheduled bank of Pakistan valid for 120 days from the opening date of tender in favour of Chief Commissioner Inland Revenue, Corporate Tax Office, Lahore.
4. All due taxes will be deducted as per government rules.
5. The Chief Commissioner Inland Revenue, Corporate Tax Office, Lahore reserves the right to reject all bids at any time prior to acceptance of the bids.



(TANVEER IQBAL)

Additional Commissioner (HQs)  
Corporate Tax Office, Lahore  
Ph: 042-99211717



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FEDERAL BOARD OF REVENUE  
**CORPORATE TAX OFFICE, LAHORE**  
TAX HOUSE, SYED MAUJ DARYA ROAD, LAHORE

**TENDER DOCUMENTS**

- a) SUPPLY OF DESKTOP PCs
- b) SUPPLY OF PRINTERS

**Tender Issuance Date 06.06.2022**

**Bid Submission Date 23.06.2022**



# CORPORATE TAX OFFICE, LAHORE, LAHORE

No. Bud. / A09203 /CTO / 3837

Dated: 06.06.2022

**SUBJECT: TENDER FOR THE SUPPLY OF DESKTOP PC'S, PRINTERS AT CORPORATE TAX OFFICE, LAHORE**

<b>Organization Name</b>	<b>Corporate Tax Office</b>
<b>Address</b>	<b>1<sup>st</sup> Floor, Tax House, Syed Mauj-e-Darya Road</b>
<b>City</b>	<b>Lahore</b>
<b>Tele No.</b>	<b>042-99211717, 042-99210317</b>
<b>Fax No.</b>	<b>042-99211816</b>
<b>Tender documents No.</b>	<b>08 / 2021-22</b>
<b><u>Description &amp; Instructions</u></b>	
<p>1) The Chief Commissioner Inland Revenue, Corporate Tax Office, Lahore, Federal Board of Revenue (hereinafter called CCI R, Corporate Tax Office, Lahore / Purchaser) invites sealed tenders for the supply of <b>Desktop pc's, Printers</b> as per detail given in Schedule of Requirement. All bidders can get detailed specifications and any other terms and conditions form Mr. Muhammad Irshad Butt, Drawing &amp; Disbursing Officer, 042-99210317, 0322-4191525.</p> <p>2) The Chief Commissioner Inland Revenue, Corporate Tax Office, Lahore reserves the right to reject all bids at any time prior to award of Contract (s) without thereby incurring any liability to the affected bidder or bidders or any obligation inform the affected bidder or of the grounds for Chief Commissioner action.</p> <p>3) Income / Withholding Taxes will be deducted in accordance with the law. The Sales Tax shall also be deducted in accordance with the law.</p> <p>4) <b>DELIVERY SCHEDULE</b></p> <p>The provision of supply of <b>Desktop pc's, Printers</b> of Requirement Annexure "B" is required within a week (in Lahore at the premises) after award of the contract (s) to be issued against this tender inquiry. So, the lowest bidder may be in a position to complete delivery with the given time frame.</p> <p>5) <b>PENALTY:</b></p> <p>For failure to comply with delivery schedule of Supply and installation Order (s) to be issued against this tender document, penalty will be imposed on defaulting Supplier as under:</p> <p>5.1 1% of the cost of entire supply order of such supply order(s) as remains un-supplied / un-completed for every day up to maximum of 5% for 10 days exceeding the supply period.</p> <p>5.2 If the supply of <b>Desktop pc's, Printers</b> are not supplied or not installed even after payment of penalty for 10 consecutive days the Chief Commissioner Inland Revenue, Corporate Tax Office, Lahore reserves the right to cancel the supply and installation order and to purchase required items elsewhere at risk and cost of the defaulting Supplier.</p> <p>6) Quoted rates must be inclusive of all taxes (Sales Tax etc.) &amp; in <b>Pak Rupees</b>.</p> <p>7) Rates must be quoted including all charges like travelling &amp; transportation of the supply of <b>Desktop pc's, Printers</b>.</p>	

- 8) Bidding Form Annexure "A" must also be duly filled in, stamped and signed by authorized representative of the bidder.
- 9) Quoted rates shall be valid for at least one (1) year from the opening date of the bid. However, any subsequent change in taxes and duties as notified by Federal Board of Revenue will be given due consideration.
- 10) Every bidder shall submit Earnest / Bid money Rs.400,000/- in shape of deposit-at-call, bid guarantee issued by any scheduled bank of Pakistan valid for 120 days from the opening date of tender in favour of Chief Commissioner Inland Revenue, Corporate Tax Office, Lahore. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal. In case of cancellation of Purchase Order as default of the Supplier the earnest money shall be forfeited in favour of "The Chief Commissioner Inland Revenue, Corporate Tax Office, Lahore".

**11) WARNING**

There will be no compromise on quantity & quality wise, originality and on required specifications and installation. So, mention clearly, Brand Name, Quantity, Quality and original specifications of the product.

**12) PAYMENT:**

100% payment of the total value of the bill / supply order will be released subject to:

- 12.1 Payment will be made on submission of bill in accordance with the terms & conditions mentioned in this tender document.
- 12.2 Earnest money will be released to the bidder after of the successful completion of 3-years Warranty period contract / supplies, installation and best satisfaction by this office.

**13) SEALING AND MARKING OF BIDS.**

- 13.1 The envelopes shall be submitted in sealed envelope marked as under

**(TANVEER IQBAL)**

Additional Commissioner (Hqrs)

Corporate Tax Office, Lahore

Ph: 99211717, Fax: 99211816

**14) DEAD LINE FOR SUBMISSION OF BIDS:**

All bids must be delivered in the Office of the undersigned on or before the prescribed deadline **02:00 PM on 23.06.2022.**

**15) OPENING OF BIDS:**

- 15.1 The Purchaser will open the bids in the presence of bidders / representatives who choose to attend at **03:00 PM on 23.06.2022** at the below mentioned address.
- 15.2 Address: Office of the Chief Commissioner Inland Revenue, Corporate Tax Office, 1<sup>st</sup> Floor, Tax House Building, Syed Mauj Darya Road, Lahore.

**16. WARRANTY**

- 16.1 The Supplier shall warrant / responsible that all items of supply and installation order (s) shall have no defect arising from any act or omission of the Supplier that may develop under normal supply of goods under the conditions prevailing at final destination.



16.2 The Supplier shall warrant / responsible that all items of supply order (s) shall have original, quantity & quality wise and according to the required specification.

16.3 The Supplier shall be responsible for 3-year service & maintenance of the equipment.

17. All bids must include:

17.1 Company's profile, list of clients with their telephone number.

17.2 Copies of Income Tax, Sales Tax Registration Certificates and Active Taxpayers List (ATL).

17.3 Every bidder shall submit Earnest / Bid money Rs.400,000/- in shape of deposit-at-call, bid guarantee issued by any scheduled bank of Pakistan valid for 120 days from the opening date of tender in favour of Chief Commissioner Inland Revenue, Corporate Tax Office, Lahore.

17.4 Brochures and other technical material of the quoted items.

17.5 Companies / agencies will produce capability, relevant experience Certificate from the principal that the Vendor is Sole Distributor / Authorized Dealer / Authorized Re-Seller etc.

17.6 Affidavit (on legal paper) that the Supplier / Company is neither blacklisted nor in litigation with any of its clients.



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Signature & Stamp of the Bidder on every Page of the Bid

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CORPORATE TAX OFFICE  
1<sup>ST</sup> FLOOR, TAX HOUSE, SYED MAUJ DARYA ROAD, LAHORE**

<b>PARTICULARS</b>	<b>DESCRIPTION</b>	<b>ATTACHMENTS (Page Nos. or Annexure Nos.)</b>
Name of Firm.		
Address (Telephone, Fax, & Email)		
Year of Establishment (Attach any documentary evidence or furnish a statement on Oath)		
Weather Pay Order as Earnest Money equal to 5% of the total value of bid is enclosed in proposal)		
Banker's related to the similar assignments		
Experience related to the similar assignments		
Annual Turnover Supported by Sales or Income Tax Return		
Enlistment Certificate (Copy of Certificate enlisted with Govt./Sami Govt. or Organization if any		
Assignments in Hand (Current)		
Clientele attached as separate Annexure (if necessary)		
Affidavit ( that the firm has not been blacklisted by private, Govt. Semi Govt./autonomous body)		
Managerial / Technical Capability (Manpower attach if necessary)		
Name of Contact Person Telephone, Fax & Mobile No.		

[illegible]

Authorized Signature with Stamp  
Name \_\_\_\_\_  
Land Line Number \_\_\_\_\_  
Mobil Number \_\_\_\_\_