



Government of Pakistan

Pakistan Electronic Media Regulatory Authority

Headquarters, Islamabad

EXTENSION IN DATE

Reference to the advertisement “**Tender Notice for Machinery & Equipment**” Published in National Dailies on 15th February, 2019. It is hereby informed that last date for submission of bids has been extended to **22nd March, 2019**.

Revised terms and conditions may be obtained from websites of PEMRA (www.pemra.gov.pk) and PPRA (www.ppra.org.pk).

For any further information / query the undersigned may be contacted:

MUDESSAR QAYYUM
Deputy General Manager (Admin-II)

Pakistan Electronic Media Regulatory Authority

2nd Floor, Mauve Area, G-8/1, Islamabad.

Phone No. 051-9107115, Fax No. 051-9107173

“DONATE FOR DIAMER-BASHA AND MOHMAND DAMS”

حکومت پاکستان
پاکستان الیکٹرانک میڈیا
ریگولیری اتھارٹی
ہیڈکوارٹرز، اسلام آباد



تاریخ میں توسیع

بحوالہ اشتہار ”ٹینڈر نوٹس برائے مشینری و آلات“ جو کہ مورخہ 15 فروری 2019ء کو مختلف قومی اخبارات میں شائع ہوا مطلع کیا جاتا ہے کہ مذکورہ اشتہار کے لیے پیشکشیں جمع کرانے کی تاریخ میں 22 مارچ 2019ء تک توسیع کر دی گئی ہے۔

تبدیل شدہ شرائط و ضوابط پیمر ا (www.pemra.gov.pk) اور پیپرا (www.ppra.org.pk) کی ویب سائٹس پر دستیاب ہیں۔
کسی بھی قسم کی مزید معلومات / استفسار کیلئے درج ذیل نمبر پر رابطہ کیا جاسکتا ہے۔

مدثر قیوم

ڈپٹی جنرل منیجر (ایڈمن - II)

پاکستان الیکٹرانک میڈیا ریگولیری اتھارٹی

سیکنڈ فلور، ماڈو ایریا، G-8/1، اسلام آباد

فون نمبر: 051-9107115، فیکس نمبر: 051-9107173



Government of Pakistan

Pakistan Electronic Media Regulatory Authority

Headquarters, Islamabad

TENDER NOTICE

Sealed bids are invited from well reputed GST & NTN registered companies / firms / general order suppliers / authorized dealers / distributors / sole proprietors / manufactures / vendors, based in Islamabad / Rawalpindi for supply of Machinery & Equipment to PEMRA Headquarters, Mauve Area, G-8/1, Islamabad, during the financial year 2018-2019.

Separate Tender Documents (containing specifications of the items along-with terms & conditions) are available on PEMRA/PPRA websites (given below) and can also be collected from the undersigned from **15th February, 2019** during **0900 to 1700 Hrs.** on any working day (Monday to Friday).

(www.pemra.gov.pk) & (www.ppra.org.pk)

Each bidder shall have to submit 2% of the bid amount as earnest money in the form of Pay Order or Bank Draft in favor of PEMRA along-with sealed bids. Bids without earnest money shall be outrightly rejected.

Bids shall be submitted in sealed envelope addressed to the undersigned before **7th March, 2019** at **11:00 am** which shall be opened on same day at **11:30 am** at Ground Floor, Auditorium PEMRA, H/Qs, G-8/1, Islamabad.

The Authority reserves the right to accept or reject any or all bids prior to the acceptance as per PPRA rules.

For any further information / query the undersigned can be contacted:

MUDESSAR QAYYUM
Deputy General Manager (Admin-II)

Pakistan Electronic Media Regulatory Authority

2nd Floor, Mauve Area, G-8/1, Islamabad.

Phone No. 051-9107115, Fax No. 051-9107173

"DONATE FOR DIAMER-BASHA AND MOHMAND DAMS"

حکومت پاکستان

پاکستان الیکٹرانک میڈیا ریگولیشن اتھارٹی

ہیڈکوارٹرز، اسلام آباد



ٹینڈر نوٹس

پیمر اہیڈ کوارٹرز، ماڈو ایریا، G-8/1، اسلام آباد میں مالی سال 2018-2019 کے دوران مشینری و آلات کی فراہمی کیلئے راولپنڈی / اسلام آباد کی معروف جی ایس ٹی و این ٹی این رجسٹرڈ کمپنیوں / فرموں / جنرل آرڈر سپلائرز / مجاز ڈیلرز / ڈسٹری بیوٹرز / سول پروپرائیٹرز / مینوفیکچررز / وینڈرز سے سربمہر پیشکشیں مطلوب ہیں۔

علیحدہ سے ٹینڈر دستاویزات (آنمز کی تصریحات مع شرائط و ضوابط پر مشتمل) پیمر / اسپراویب سائٹس (درج ذیل) پر دستیاب ہیں جو کہ 15 فروری، 2019 کو صبح 9:00 بجے تا شام 5:00 کے دوران کسی بھی یوم (پیر تا جمعہ) کو زبردستی سے حاصل کیے جاسکتے ہیں۔

<http://www.pemra.gov.pk> اور <http://www.ppra.org.pk>:

ہر بولی دہندہ کو سربمہر پیشکش کے ہمراہ مالیت بولی کا 2% زر بیعانہ بشکل بینک ڈرافٹ / پے آرڈر بحق پیمر جمع کرانا ہوگا۔ زر بیعانہ کے بغیر موصولہ پیشکشیں مسترد کر دی جائیں گی۔ پیشکشیں سربمہر لفافوں کے اندر زبردستی سے 7 مارچ 2019 کو دن 11:00 بجے تک جمع کرادیں۔

جو کہ اسی روز 11:30 بجے گراؤنڈ فلور، آڈیٹوریم پیمر، ہیڈ کوارٹرز، G-8/1، اسلام آباد میں کھولی جائیں گی۔

اتھارٹی PPRA رولز کے مطابق منظوری سے قبل کسی بھی ایک یا تمام پیشکشوں کو منظور یا مسترد کرنے کا حق محفوظ رکھتی ہے۔

کسی بھی قسم کی مزید معلومات / استفسار کیلئے درج ذیل نمبر پر رابطہ کیا جاسکتا ہے۔

مدثر قیوم ڈپٹی جنرل منیجر (ایڈمن - II)

پاکستان الیکٹرانک میڈیا ریگولیشن اتھارٹی

سیکنڈ فلور، ماڈو ایریا، G-8/1، اسلام آباد

فون نمبر: 051-9107115، فیکس نمبر: 051-9107173



Tender Documents for Pre-qualification
of Registered Firms / Companies etc. for
Supply of
Procurement of Machinery &
Equipment, to
Pakistan Electronic Media Regulatory
Authority, Islamabad

www.pemra.gov.pk

Mauve Area, G-8/1, PEMRA
Headquarters, Islamabad.
Tel: 051-9107115

TERMS & CONDITIONS

- i. Each bidder must submit earnest money equivalent 2% of the total bid amount in the shape of Pay Order or Bank Draft in favor of Pakistan Electronic Media Regulatory Authority (PEMRA), Islamabad. Earnest money of successful bidder shall be retained during the bid validity period of one year. Previous deposited earnest money for any other tender shall not be acceptable for this tender.
- ii. Bidders shall provide attested copies of valid NTN, sales tax and GST certificates.
- iii. Single stage one envelop will be adopted for bidding procedure.
- iv. The prices / rates shall remain valid for the financial year 2018-19 (ending on 30th June 2019).
- v. All the interested bidders shall provide bank statement of last one year, at least.
- vi. The Authority reserves the right to purchase the items on as and when required or increase/decrease quantity of the items or split the order during the validity period F.Y. 2018-2019.
- vii. Firm(s)/supplier(s) shall be responsible to supply all the agreed items on issuance of formal work/purchase order at PEMRA Headquarters, located at Mauve Area, G-8/1, Islamabad. In case of failure to provide supplies within fifteen (15) days period after issuance of work order and items provided other than approved / enlisted, firm may be blacklisted at PEMRA.
- viii. The prices should be clearly mentioned without GST which shall be applicable as per policy of the Federal Government from time to time. Whereas, all other applicable taxes shall be included by the bidders in their quoted rates. The unit / lot cost must be clearly mentioned as per given format in each category.
- ix. All payments shall be released in favor of the pre-qualified bidder(s) / supplier(s).
- x. All Government taxes / levies will be deducted at source at the time of releasing payments.
- xi. The bidder(s) shall be responsible to provide items and to carry out required work as per approved sample / design / color / specifications.
- xii. Only genuine and approved items shall be provided during the bid validity period. (Defective or unapproved items shall not be accepted)
- xiii. An affidavit to the effect that the firm has never been blacklisted by any Ministry / Division / Department / Organization of the Government must be attached with bid.
- xiv. Authorized dealership & sole proprietors' certificate(s) from manufacturers / suppliers letter shall have to be provided in case of branded items.
- xv. Submission of any false statement / documents or concealment of information is likely to disqualify the bidder(s).
- xvi. The bidder(s) shall refrain from giving multiple options for the same item with higher specifications

and higher prices.

- xvii. The bids should be submitted in sealed envelope addressed to Deputy General Manager (Admin-II), PEMRA 2nd Floor, Mauve Area, G-8/1, Islamabad, before 11:00 hours on 7th March, 2019 which shall be opened at 11:30 hours on same day in presence of bidders, willing to be present.
- xviii. No advance payment shall be made to the successful bidders(s).
- xix. Bids with incomplete specification of items shall be liable for rejection.
- xx. The successful pre-qualified bidders shall be liable to provide catalogue and specifications of the concerned items prior their delivery.
- xxi. The bids shall be in English Language.
- xxii. The bid must be accompanied by following:
 - (a) An item wise bid mentioning the unit / lot price /rate as per Performa attached at the end of this document.
 - (b) Specifications of the item being offered along with technical brochures (if necessary).
 - (c) A list of clients to whom the same items has been supplied during the past 2 years along with quantities.
 - (d) No deviation from the required specifications shall be acceptable. Bidders may however quote item with higher specifications.
 - (e) Authorized representative(s) of the Authority will inspect the items within one week of supply of the items. The suppliers shall be liable to remove any discrepancies found by the purchase committee / inspection committee within 05 working days.
 - (f) In case of non-compliance to any of the condition mentioned in the bid documents, the earnest money shall be liable to be forfeited by the Authority.
 - (g) The bidder shall clearly mention the terms & conditions of service agreements for the supplied items after expiry of initial warranty period (if any).
 - (h) The bidding process will be governed under PEMRA Accounting Manuals & Internal Control System & PPRA Rules 2004, as amended from time to time.

Specifications of the Equipment

Sr #	DESCRIPTION	SPECIFICATION
1	LAPTOP	<p>i Laptop Processor 8th Generation or higher i7-8565U 1.8Up to 4.6 GHz, RAM 8GB DDR-4, HARD DRIVE 512 SSD, OS WIN 10 64bit Professional DVD, 13.3" FHD LED TOUCH SCREEN, X360 WEBCAM HD, Laptop Color Dark Ash Sliver, With One Year OEM Warranty Genuine Carrying Case with same brand</p> <p>ii Laptop Processor 8th Generation or higher i7 8550 - 1.80 GHz Up To 3.70 GHz, RAM 8GB DDR-4, HARD DRIVE 1TB, OS WIN 10 64bit Professional DVD, 15.6" anti-glare FHD LED SCREEN, WEBCAM HD, Finger Print, Backlit Keyboard, Laptop Color Sliver With One Year OEM Warranty. Genuine Carrying Case with same brand.</p>
2	DESKTOP COMPUTER	<p>CPU Processor 8th Generation Or higher Core i7, 8700, Intel® Chipset B360 Board, Ram 8GB DDR-4, Hard drive 1TB, Optical Drive DVD/RW, OS WIN 10 64bit Professional DVD, KB/MOUSE, LED 18.5" With Three Years OEM Warranty.</p>
3	PRINTER	<p>i. HP LASERJET PRO 400 M402DN PRINTER with Three Years OEM Warranty, or Equivalent</p> <p>ii. HP LASERJET CLJ PRO 400 M452DN PRINTER, or Equivalent</p> <p>iii. HP LASERJET PRO M12A PRINTER or Equivalent</p>
4	SCANNERS	<p>SCANNER HP 7000 S3 SHEET With Three Years OEM Warranty or Equivalent</p>

5	SERVER	<p> Gen10 Hot Plug LFF Configure-to-order Server Gen10 LFF CTO Server Gen10 Intel Xeon-Bronze 3104 (1.7GHz/6-core/85W) FIO Processor Kit Gen10 Intel Xeon-Bronze 3104 (1.7GHz/6-core/85W) Processor Kit 16GB (1x16GB) Single Rank x4 DDR4-2666 CAS-19-19-19 Registered Smart Memory Kit 2TB SATA 6G Midline 7.2K LFF (3.5in) LP 1yr Wty Digitally Signed Firmware HDD 9.5mm SATA DVD-RW Optical Drive Ethernet 1Gb 2-port 332T Adapter Raid 5 w/SP Drive 1 FIO Setting 500W Flex Slot Platinum Hot Plug Low Halogen Power Supply Kit Gen10 Embedded SATA Cable Kit for LFF Configuration USB US Keyboard/Mouse Kit FIO Enable Smart Array SW RAID 3years OEM WARRANTY LED 18.5" SCREEN WINDOWS SERVER 2016 STANDARD 16CORES WITH 10 USER CALS </p>																																
6	PHOTOCOPIER	<table border="0"> <tr> <td>Type</td> <td>Desktop Dual Component</td> </tr> <tr> <td>Copy Per Minute (CPM)</td> <td>30-35 CPM A4</td> </tr> <tr> <td>Display</td> <td>7" Touch Screen Full Color LCD Panel</td> </tr> <tr> <td>Copy Selector</td> <td>1 to 999</td> </tr> <tr> <td>Original Size</td> <td>A3 (11" x 17")</td> </tr> <tr> <td>Memory</td> <td>Minimum 4 GB</td> </tr> <tr> <td>Hard Disk</td> <td>Minimum 250 GB</td> </tr> <tr> <td>Paper Capacity</td> <td>1500 Sheets (500 x 3 Trays), Bypass 100 Sheets</td> </tr> <tr> <td>Duplex</td> <td>Built-in</td> </tr> <tr> <td>RADF</td> <td>Built-in 100 Sheets Minimum</td> </tr> <tr> <td>Network Color Scanner</td> <td>Scan-to-Email, Scan-to-FTP, Scan-to-SMB,</td> </tr> <tr> <td>Scanning Speed</td> <td>45 OPM</td> </tr> <tr> <td>Network Printer</td> <td>Built-in</td> </tr> <tr> <td>Processor</td> <td>Minimum 1.2 GHz Dual Core</td> </tr> <tr> <td>Printing Resolution</td> <td>1800 x 600 dpi</td> </tr> <tr> <td></td> <td>Original Cabinet</td> </tr> </table>	Type	Desktop Dual Component	Copy Per Minute (CPM)	30-35 CPM A4	Display	7" Touch Screen Full Color LCD Panel	Copy Selector	1 to 999	Original Size	A3 (11" x 17")	Memory	Minimum 4 GB	Hard Disk	Minimum 250 GB	Paper Capacity	1500 Sheets (500 x 3 Trays), Bypass 100 Sheets	Duplex	Built-in	RADF	Built-in 100 Sheets Minimum	Network Color Scanner	Scan-to-Email, Scan-to-FTP, Scan-to-SMB,	Scanning Speed	45 OPM	Network Printer	Built-in	Processor	Minimum 1.2 GHz Dual Core	Printing Resolution	1800 x 600 dpi		Original Cabinet
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List of Annexure(s): -

- | | | |
|-------------|---------------------|---|
| I. | Annexure – A | Sample pre-qualification evaluation form |
| II. | Annexure – B | Format for financial proposals (supply of machinery & equipment) |
| III. | Annexure – C | Bid opening check list |
| IV. | Annexure – D | Format power of attorney |
| V. | Annexure – E | Bid offer form (without price) (Bidder's Letter Head)
OFFER LETTER |
| VI. | Annexure – F | Bidder's Information |

ANNEXTURE- A

**Sample Pre – qualification Evaluation Form
Pre – qualification / Preliminary Assessment of Tenderers
Provision of Machinery & Equipment Items**

Name of Bidder	Completeness of Bid	Valid NTN Certificate	Bid Security 2% Earnest Money (Valid P.O / D.D)	Relevant Experience in terms of Years	Relevant Experience in terms of Project Execution	Authorized Dealership / Sole Proprietor Certificate	Quality Assurance Certificate
Bidder -A	Yes / No	Yes / No	Yes / No	Yes / No	Yes / No	Yes / No	Yes / No

ANNEXTURE- B

**Format for Financial Proposals
(Pre – qualification for Supply of Machinery & Equipment)
Cost Summary**

S. No.	Item as per specifications mentioned in Bid Documents	Per Unit / Lot Price	GST	Price with GST
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

ANNEXTURE- C

Bid Opening Checklist

(To be filled out by PEMRA for each bid as it is read out)

Contract Identification: _____

Bid Opening Date: _____

Time: _____

Name of Bidder: _____

- (a) Is outer envelope of bid sealed?
- (b) Is bid form completed and signed?
- (c) Is bid expired or valid?
- (d) The representative of the firm has valid Power of Attorney?
- (e) Amount of bid security (if required): Rs. _____
- (f) Describe any “Withdrawal”, “Substitution”, or “Modification” submitted
- (g) Describe any alternative bid made:
- (h) Describe any discounts or modifications offered:
- (i) Additional comments:
- (j) Name of bidder or representative present: _____
- (k) Total bid price: Rs. _____

Signature of Bid Opening Committee:

Date: _____

ANNEXTURE- D

**Format Power of Attorney
(On Stamp Paper of relevant value)**

Know all men by the present, we _____ (name of the company/Firm and address of the registered office) do hereby appoint and authorize Mr. _____ (full name and residential address) who is presently employed with us holding the position of _____ as our attorney, to do in our name and on our behalf, deed and things necessary in connection with or incidental to our proposal for “_____” in response to the RFP / Tender No. dated by PEMRA, including signing and submission of all the documents and providing information/responses to PEMRA in all the matter in connection with our bid. We hereby agree to ratify all deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all deeds and things done by our aforesaid attorney shall always be deemed to have been done by us. Dated this _____ day of _____ 2019 For _____

_____.

(Signature)

(Name Designation and Address)

Accepted (Signature)

(Name Designation) Date:

Business Address:

ANNEXTURE- E

Bid Offer Form (without Price)

(Bidder's Letter Head)

OFFER LETTER

To:

Date: _____

**The Assistant General Manager (Admin-II) PEMRA
Headquarters,
Islamabad.**

Dear Sir,

**Subject: Regarding RFP / Tender No: _____ dated _____ for "Supply of
_____ Items".**

We have examined the above referred RFP / Bid document. As per the terms and conditions specified in the RFP / Bid document, and in accordance with the schedule of prices indicated in the commercial bid and made part of this offer.

While submitting this bid, we certify that:

1. Prices have been quoted in Pak Rupees (Rs.)
2. The prices in the bid have not been disclosed and will not be disclosed to any other bidder of this RFP / Bid document.
3. We have not induced nor attempted to induce any other bidder to submit or not submit a bid for restricting competition.
4. We agree that the rates / quotes, terms and conditions furnished in this RFP / Bid document are for PEMRA only. If our offer is accepted, we undertake, to start the assignment under the scope immediately after receipt of your order. We have taken note of penalty clauses in the RFP / Bid document and agree to abide by the same. We also note that PEMRA reserves the right to cancel the order and order cancellation clause as per terms and condition would be applicable. We understand that for delays not attributable to us or on account of uncontrollable circumstances, penalties will not be levied and that the decision of PEMRA will be final and binding on us. We agree to abide by this offer till 180 days from the last date stipulated by PEMRA for submission of bid, and our offer shall remain binding upon us and may be accepted by PEMRA any time before the expiry of that period.
5. Until receipt of Purchase Order, this offer will be binding on us. We also certify that the information/data/particulars furnished in our bid are factually correct. We also accept that in the event of any information / data / particulars are found to be incorrect, PEMRA will have the right to disqualify /blacklist us and forfeit bid security.
6. We undertake to comply with the terms and conditions of the bid document. We understand that PEMRA may reject any or all of the offers without assigning any reason whatsoever.

**Yours sincerely,
Authorized Signature [In full and initials]: Name and Title of Signatory:
Name of Company/Firm:
Address:**

ANNEXTURE- F

Annexure Bidder's Information

Details of the Bidder				
1	Name of the Bidder			
2	Address of the Bidder			
3	Constitution of the Company/Firm(Public Ltd./Pvt. Partnership or Sole Proprietor			
4	Details of Incorporation/ Registration of the Company/Firm. Relevant Certificate to be Submitted	Date:		
		Ref#		
5	Details of Commencement of Business, if Applicable	Date:		
		Ref#		
6	Valid Sales tax Registration No.			
7	Valid Service tax Registration No.			
8	Permanent Account Number (PAN)			
9	Name & Designation of the contact person to whom all references shall be made regarding this RFP/Tender			
10	Telephone No. with City Code			
11	E-Mail of the contact person:			
12	Fax No. with City Code			
13	Website			
Financial Details (as per audited Balance Sheets)(in millions)				
14	Year	2015-16	2016-17	2017-18
15	Net worth			
16	Turn Over			
17	Profit After Tax(PAT)			