BIDDING DOCUMENT

FOR

PROCUREMENT OF IT EQUIPMENT

(LAPTOP & DESKTOP/PC, FOR PIDC OFFICES IN KARACHI & LAHORE)

PIDC/IT/Tender/Jan2026

MANAGER (IT)
Pakistan Industrial Development Corporation (Pvt.) Ltd.
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1. Introduction

Pakistan Industrial Development Corporation Private Limited (PIDC), a state-owned enterprise intends to procure IT equipment including laptops, desktops/ PC, photocopiers system for PIDC offices in Karachi & Lahore.

2. Detail Specification & Quantities / Schedule

Detailed specifications and estimated quantity for required equipment are as under: -

Item	Specifications	QTY
Brand New Laptop (i5/i7) (Karachi)	• Processor: Modern architecture (ARM-based or x86 equivalent), minimum 8 cores • Memory: Minimum 16 GB RAM / unified memory • Storage: Minimum 256 GB SSD (NVMe/PCIe or equivalent) • Graphics: Integrated GPU with hardware acceleration support • Display: 13"–14", resolution minimum 1920×1200 (preferred 2560×1600), brightness ≥400 nits • Build: Lightweight aluminum or high-grade metal chassis • Weight: ≤ 1.40 kg (Optional) • Ports: Minimum 2 × USB-C / Thunderbolt or USB 4 • Connectivity: Wi-Fi 6 or higher, Bluetooth 5 or higher • Camera & Audio: 1080p HD webcam, stereo speakers, dual microphones (optional) • Input: Backlit keyboard, precision touchpad, biometric authentication (fingerprint or equivalent) **Official Warranty: Minimum 1-year warranty**	**01**
Brand New Laptops-i5 (Karachi)	• CPU: Core i5-13th Generation (minimum) • Minimum RAM: 8GB, DDR5 (upgradable) • Internal Storage: 512 GB M.2 (minimum) • Display: 15” or above FHD (1920 x 1080 or above). • LAN port • Camera, HDMI port, WIFI, multiple USB Ports, Type-C(optional), Numpad etc • Input:Backlit keyboard, precision touchpad, biometric authentication (fingerprint or equivalent) – optional. **Official Warranty: Minimum 1-year local warranty**	**02**
Brand New Laptop-i3 (Karachi & Lahore)	• CPU: Core i3-13th Generation (minimum) • Minimum RAM: 8GB, DDR5 (upgradable) • Internal Storage: 512 GB M.2 (minimum) • Display: 15” or above FHD (1920 x 1080 or above). • LAN port • Camera, HDMI port, WIFI, multiple USB Ports, Type-C(optional), Numpad etc • Input:Backlit keyboard, precision touchpad, biometric authentication (fingerprint or equivalent) – optional. **Official Warranty: Minimum 1-year local warranty**	**Total = 05** **04 Karachi &** **01 Lahore**
Brand New Desktops-i5 (Karachi)	• CPU: Core i5-13th Generation (minimum) • Minimum RAM: 8GB, DDR5 (upgradable) • Internal Storage: 512 GB M.2 (minimum) • Ports: Display port, HDMI, headphone jack 3.5mn, multiple USB ports 2.0-3.0, LAN, thunderbolt (optional), VGA (optional), USB type C (optional), WIFI (optional) & Bluetooth (optional). • Input:Backlit keyboard, precision touchpad, biometric authentication (fingerprint or equivalent) – optional. **Official Warranty: Minimum 1-year local warranty**	**Total = 03** **02 Karachi &** **01 Lahore**

Brand New Multifunction Photocopier/ Printer/Scanner (Karachi & Lahore)	• **Output Speed:** 25 PPM (minimum). • **Function:** Print, Scan, Copy, Fax • **Resolution:** 600 dpi. • **Interface: Standard:** USB Host I/F, Ethernet. • **Paper Capacity:** 500 sheets (minimum) • **Option:** Wireless LAN, USB Server for Second Network Interface, USB 2.0. • **Network protocol:** TCP/IP (IP v4, IP v6) • **Supported operating systems:** Windows® Vista/7/8/8.1/10,11 and server latest and previous versions. • **Mac OS environments:** Mac OS X v.10.7 or later • **UNIX environments:** Sun® Solaris, HP-UX, SCO Open Server, RedHat® Linux, • **IBM®** AIX, IBM® iSeries/AS/400-using OS/400 Host Print transforms. • **SAP®** R/3® environments: SAP® R/3® • **SCANNER:** • Scanning speed: ARDF: Max. Standard: 100 dpi, 200 dpi, 300 dpi, 400 dpi, 600 dpi Default: 200 dpi Original size: A3, A4, A5, B4, B5, B6 File format: TIFF, JPEG, PDF, High Compression PDF, PDF-A, Bundled drivers: • Network card or LAN port. • Scan to email: SMTP (Mail Server) Gateway and TCP/IP, POP, IMAP4 • Scan to folder: SMB, FTP • **PAPER HANDLING**: • Paper size: A3, A4, A5, A6, B4, B5, B6 Paper input capacity. • **GENERAL:** Memory: Standard: 2 GB (minimum) Power source: 220-240 V, 50/60 Hz **Official Warranty: Minimum 1-year warranty**	**Total = 04 03-Karachi & 01-Lahore**

Delivery and after-sales service of Consignment:

Delivery and after-sales service of items at Pakistan Industrial Development Corporation Private Limited (PIDC).

TERMS AND CONDITIONS

1. Bidders should provide the name of the firm, complete postal address, Telephone No, Email address, and web address (if any).
2. Interested bidders are requested to submit their bids electronically through PPRA EPADS on **"Single Stage One Envelope"** procedure, and one original hard copy to below mentioned address.
3. Bidder has a right to submit their proposal for a single item or for multiple items.
4. The Most Advantageous Bid would be accepted for each item.
5. Before announcing the final result of the evaluation, the procuring agency may visit personally the high-ranked bidders (authorized dealers/ distributors/ suppliers) to check the sample of the above items.
6. Bid should be accompanied by **2% bid security** (refundable) in shape of pay order/ demand draft in favor of Pakistan Industrial Development Corporation (Pvt.) Ltd. Scanned copy of bid security will be submitted on PPRA EPADS along with the scanned bid; however, the original bid security shall be submitted to PIDC on the address given below before the deadline of submission i.e., on or before **11:00 am** by **13th February 2026**. The bids will be opened through PPRA EPADS on the same day at **11:30 am** in the presence of representatives of the bidders who may wish to attend.
7. Bid securities will be returned to non-eligible bidders after the announcement of the evaluation result, whereas the Bid security of the successful bidder will be returned after full supply of IT equipment.
8. Quoted rates should be inclusive of all applicable taxes, and will be evaluated as per our demand & terms and conditions.
9. Bids shall remain valid and open for acceptance for a period of 90 days from the last date of submission of Bids.
10. Payment will be made within two weeks after the supply of verified IT equipment by the bidder alongwith the submission of original invoice.
11. Most Advantageous bidders will be required to deliver items within (10) working days after issuance of the Purchase Order.
12. Penalty @ 1% of quoted fee (of an item) against delay in supply will be charged on a weekly basis.
13. If the successful bidder fails to supply the items within a month of issue date of purchase order, the bid security will be forfeited. Accordingly, the Purchase order will be cancelled and new Purchase Order will be issued to the 2nd lowest Evaluated Bidder with approval of the Competent Authority, as per PPRA rules.
14. The procuring agency reserves the right to **increase or decrease the quantities of items** depending upon the availability of budget and need/requirement.

15. Incomplete bids / conditional bids will be liable for rejection.

16. Refurbished/Used systems shall not be accepted in any case.

17. The supplied Items as per demand will be checked by our IT department and if found otherwise will be rejected at once and the earnest money will be forfeited which may leads to the blacklisting of the stated vendor as per PPRA rules and laws.

18. Warranty of the items shall start from the date of delivery.

19. Competent Authority reserves the right to reject all bids or proposals at any time prior to the acceptance of a bid or proposal in the light of PPRA rules.

MANDATORY REQUIREMENTS

1. Firm must be registered with PPRA on e-PADS.
2. Firm must be registered with relevant Tax authorities.
3. Bidder should provide documentary proof of their existence in the same business since last 3 years by submitting similar nature experiences in supplying Laptop/ PC/ Photocopier's.
4. Affidavit (verified stamp paper minimum Rupees 100) be submitted for not Blacklisted on any project/task/assignment or by any Government Department.
5. No bid shall be accepted without a Draft/PO of Bid Security

Manager (IT)
Pakistan Industrial Development Corporation (Pvt.) Ltd.
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Phone: 021-99205751, 021-38266666
Email: syed.sameer@pidc.com.pk
Web: www.pidc.com.pk

FORM OF BID

Dated: _____

Manager (IT) 2nd Floor Dr. Ziauddin
Ahmed Road, Karachi, Pakistan

Tender Reference No. PIDC/IT/Tender/Jan2026

Nature of Tender: **PROCUREMENT OF IT EQUIPMENT INCLUDING LAPTOPS, DESKTOPS/ PC, PHOTOCOPIERS FOR PIDC OFFICES IN KARACHI AND LAHORE.**

Having examined the Bidding Documents, we the undersigned, being a company/vendor/firm doing business under the Name of M/S _____ and address _____ and is duly incorporated under the laws of Pakistan. We hereby offer to execute and complete the job.

1. We understand that all papers to or forms are part of this Bid.
2. As security for due performance of the undertakings and obligation of this Bid, we submit herewith a Bid Security of Rs. _____ drawn in favor "Pakistan Industrial Development Corporation Private Limited."
3. We undertake, if our bid is accepted, we shall provide you goods to your entire satisfaction as mentioned in tender.
4. We agree to abide by this Bid under the relevant laws.
5. We undertake that you are not bound to accept the lowest or any bid you may receive.

Signature: ----------

In the capacity of ---------- duly authorized to sign bid for and or behalf of ----------

(Name of Bidder/Firm in Block Capitals) (Seal)
Address: ----------

Witness: (Signature) Name:

Address: ----------

Name of Vendor/ Firm: _____

Registered Address: _____

Telephone No: _____

Cell No: _____

E-Mail ID: _____

NTN No: _____

Sales Tax No: _____

Name of Official: _____
(Who will represent vendor/Firm on the day of tender opening)

Vendor/ Firm Rep Signature _____

CNIC No: _____

Seal of Firm: _____

Signature of the Authorized Signatory

Designation: _____

(Office seal of the Bidder)

UNDERTAKING

(on stamp paper/letter head)

I, the undersigned undertake that the photocopies submitted in support of proof of having fulfilled the mandatory requirements are authentic and genuine. In case any variance is found by the purchaser on comparing with the originals the bidder shall be responsible for action to be taken against him by the purchaser as deemed fit.

Signature of the Authorized Signatory

Designation: _____(Office seal of the Bidder)

Date:- _____

Place:- _____