



PAKISTAN NATIONAL ACCREDITATION COUNCIL

Ministry of Science & Technology
4th floor ETC Building , Agha Khan Road,
F-5/1, Islamabad

May, 2010

TENDER NOTICE

Sealed tenders are invited from Islamabad/ Rawalpindi based reputed firms GST registered having proper shops/office with telephone facility, for purchase of the following items:-

1. Stationery/Miscellaneous/Computer & Electrical Items
2. Laptop
3. Desktop Computers (Branded)
4. UPS for Computers
5. Furniture & Fixtures (Wooden Table, Wooden Rack, Steel Almirah, Steel Cabinet & Officer Chair)

Security deposit @ 5% of quoted price for each item(s) in shape of pay order in favour of DDO, Pakistan National Accreditation Council (PNAC), will have to be deposited by each bidder which will be returned to un-successful bidders after scrutinizing. Security deposit of successful bidders will be retained as per terms & conditions of the tender/warranty period.

Sealed tenders must reach the undersigned by 8th June 2010 at 11.00 AM (instead of 4th June 2010), which will be opened on the same day at 11:30 AM in the presence of firm's representatives available on the spot.

The tender document containing all detail/ specifications can be obtained from PNAC official website at www.pnac.org.pk / www.ppra.org.pk or may be obtained from Admin Section of PNAC during the office hours on working day.

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Deputy Director (A&F)
Tel/Fax: 9209509

TERMS AND CONDITIONS

1. Only Islamabad / Rawalpindi based reputed workshops having proper shops/office with telephone facility, GST registered and after sales service facility, firms should participate.
2. Tender should accompany a pay order @ 5% of the total quoted amount in shape of call deposit in the name of DDO, PNAC, Islamabad. Cheques will not be accepted.
3. Tenders without call deposit will not be entertained.
4. Rates should be quoted in local currency alongwith GST and transportation charges, if any.
5. All admissible taxes will be deducted at source
6. The firms will provide warranty period of all the goods/supplies/equipments which should not be less than one year.
7. The warranty period will be considered from the date of actual supply/delivery of items.
8. The delivery period will be “one week” which will be counted from the date of issue of purchase order. In case of late delivery, 5% of the total value (per week) of purchase order will be deducted as penalty.
9. Income Tax Registration Certificate/NTN No. and GST Numbers should be provided with tenders.
10. Submission of any false statement/document including concealing of any information is likely to disqualify the bidder.
11. Call deposits of successful bidders will be retained till warranty period where as call deposits of unsuccessful bidders will be returned.
12. An affidavit should be submitted with tender that the firm has never been blacklisted by any department/organization.
13. The items will be supplied at PNAC premises, which will be subject to the clearance of PNAC' Inspection Committee. If there is any fault observed during the inspection, the firm will be bound to replace the item/items within 3 days.
14. The samples of furniture will be checked by the Inspection Committee before supplying so that if there is any fault, the same may be removed at the site.
15. The Committee has the right to increase or decrease the number of items/Qty.

1. Furniture & Fixture

S. No	Description	Specifications	Quantity
i	Officer Wooden Table	Length 5-½ ft., Width 2-½ ft., Height 30 inches One Shelf with three drawers along with side rack for Computer and Monitor.	One
ii	Officer Chair	Revolving/ China made	One
iii	Wooden Cabinet	Height of Cabinet 5 Ft. with Four Shelves with proper locking system. Internal width of shelf 18”, Depth of Shelf 20”, Height of Shelf 15”	3 Nos.
iv	Steel Cabinet	Height of Cabinet 5 Ft. with Four Shelves with proper locking system. Internal width of shelf 18”, Depth of Shelf 20”, Height of Shelf 15”	8 Nos.
v	Steel Almirah	Height 5 ft., Width 3 ft. with 4 shelves. 15” height and 15 “ depth of each shelf internal	8 Nos.

2. Lap Top /Note Book & Desk Top Computer

S.No	Description	Specifications	Quantity
i	Lap Top /Note Book	Intel Core 2 DUO or higher Processor: (2+ GHz , 800 MHz FSB, 3MBL2 Cache) or equivalent or higher. RAM: 2+ GB Hard Drive: 160+ GB Optical Media: DVD/RW Super Drive Audio: Built in sound Screen: 14-15.5 inches (TFT, Bright Led Display) Net work Interface:10/100/1000 GB Ethernet Wireless: LAN Available Blue Tooth: Available SD Card Slot: Available Slots: Available (USB, Serial, RGB etc) Warranty: Not Less than One Year Modem: Available Card Reader: Available Integrated Web Cam; Available Operating System: Window 7 Professional with DVD/CD Carrying Bag: Original Available	4 Nos.
ii	Desktop Computer (Branded)	Processor: Intel Core 2+ GHz (Core 2 Duo), 6 MB 1.2 Cache 1333- MHz FSB) or higher Mother Board: Intel Original 41 RQ or equivalent Ram: 2 GB, DDR II Synch DRAM PC3-10600 (1066/1333- MHz) Hard Disk Drive: 250+ GB SATA (7200 RPM) Optical Drive: DVD Writer Display: Flat panel 17” wide screen LCD, TFT Colour Display Operation System: Microsoft Windows XP Professional (OEM Version) licensed Warranty: Not less than one year	3 Nos.

Stationary & Misc. Items

S-No	Required Item Name	Qty. Required	Per Unit Cost Rs	Total Cost Rs
1	Uni-Ballpoint (Signo) Black	70 Nos		
2	Scale Steel 12" (fine quality)	20 Nos		
3	Table Set (plastic) fine quality	04 Nos		
4	Envelope (A4 Khaki)	1,000		
5	Eraser Soft (Peliken AI-30)	50 Nos		
6	Uni-Ballpoint (Signo) Blue	150 Nos		
7	Paper Ream (Imported A4 Size-80 gsm) "BLC"	200 Nos		
8	Box File Folder (Executive/Exclusive)	200 Nos		
9	Envelops (Small Khaki)	4000 Nos		
10	Gum Stick –Medium (UHU)	100 Nos		
11	Fluid Pen (Uni)	50 Nos		
12	Attendance Register N0-3	10 Nos		
13	Tissue Box	150 Nos		
14	Tissue Roll	100 Nos		
15	Led Pencils (Gold Fish/Stedler)	50 Pkt		
16	Paper Ream (Imported) A4 Size-70 gsm) BLC for Digital Photo copier	200-Ream		
17	Dusting Cloths yellow (for vehicles) fine quality.	200 Nos		
18	Plastic sheet for ring binding (Transparent),A4 Size	300 Nos		
19	Telephone Index book	20 Nos		
20	Bank Book	02 Nos		
21	Log Book For Vehicles	05 Nos		
22	Scotch Tape Holder	05 Nos		

Computers/ Electrical and Misc Items

1	Toner HP inkjet 131 black for 460 DeskJet Portable Printer for DG office "Hp original with warranty"	05 Nos		
2	Toner HP inkjet 135 Tri-Color 460 DeskJet Portable Printer for DG office "Hp original with warranty"	05 Nos		
3	Toner HP laser jet 1215 Color Printer for DG office "Hp original with warranty"	05 Nos		
4	Toner Photo Copier (RICOH–FT 4015), Admin & Accounts section "Original with warranty"	03 Nos		
5	Toner Rex Rotary MP-7500 Digital Photo Copier, IL section "Original with warranty"	03 Nos		
6	Toner HP Laser jet (2015) New original with warranty	15 Nos		
7	Computer Keyboard (Focus Original with USB connector)	15 Nos		

8	Computer Mouse (A4Tech/Focus, optical USB)	15 Nos		
9	LCD View Sonic 17" or equivalent (with warranty)	03 Nos		
10	Starter for Tube Light (Philips)	100-Nos		
11	Electric Wire/Cable 7/29 "Pak Cable fine quality"	03 Roles		
12	Electric Wire/Cable 3/29 "Pak Cable fine quality"	01 Role		
13	Rechargeable Emergency Light "Philips" with warranty	02 Nos		
14	Battery 180 Amp Exide/Volta, Dry Cycle (HOMAGE) with warranty	03 Nos		
15	Battery VOLTA , HOMAGE 85 Amp for Exchange UPS with warranty	01 Nos		
16	Distilled water for 'Exide' Batteries	200 Nos		
17	Electric Type Writer "IBM Latest Model fine quality with warranty"	01 No		
18	Electronic Weighing Scale "Range 0-25 Kg weight" Imported with warranty.	01 No		
19	UPS for Computers "Imported APC Latest Model/Equivalent, fine quality with warranty"	20 Nos		
20	Computer Hard Disk 250 GB Seagate (SATA) "with warranty"	02 Nos		
21	Computer Hard Disk 250 GB Seagate (IDE) "with warranty"	02 Nos		
22	RAM, 1GB DDR-II (Kingston) "with warranty"	05 Nos		
23	RAM, 512 MB DDR (Kingston) "with warranty"	05 Nos		
24	DVD Combo Drive (Sony Japan) "Latest Model with warranty"	05 Nos		
25	Calculator Citizen CT-912 Made in Japan	10 Nos		
26	Printer Data Cable HP-1100	01 No		
27	Energy Saver Bulbs (Philips 23 W) with 1 Yr Warranty	12 Nos		
28	Telephone set with CLI 'TIP / Panasonic'	12 set		
29	Employee Card Holder with Dori	100 Nos		
30	Door Closer "KGI" Fine Quality	05 Nos		
31	Milk Pot (Glass Fine quality)	06 Nos		

32	Sugar Pot (Glass Fine quality)	06 Nos		
33	Table Locks (Fine Quality)	50 Nos		
33	Soap (Lux large size)	100 Nos		
35	Power Leads for PC & UPS (03 shoe) (Fine Quality)	20 Nos		
36	Extension Leads (Fine Quality) with long wire	20 Nos		
37	Wall Clock Cell (Toshiba) AA	50 Nos		
38	Table Glass 8mm (Fine-Quality) for different sections of PNAC including Conference Room round table	385 Sq-Feet (Estimated)		
39	Paste Board (width 03-f, Height 25-inches) with green cloth fine quality	02 Nos		
40	UPS H.D Imported “APC for Network Server backup” new with warranty (Min Backup 02 Hrs)	02 Nos		
41	Toner HP laser jet 1500 Color Printer for DG office “Hp original with warranty”	02 Sets of 03 Cartridges		
42	Bar Code Reader “Fine Quality With Warranty”	01 No		
43	Portable Hard Disk 500 GB Seagate “New with warranty”	01 No		
44	Drinking Glass Medium Size	24 Nos		
53	Scientific Calculators Casio Japan	06 Nos		
54	Paper Shredder (Heavy Duty 12 Sheets/ CD)	One No		
55	Anti Virus Software Licensed for Server and 24 Clients on Network			