

Digital Economy Enhancement Project

Ministry of Information Technology and Telecommunication



Request for Quotations (RFQ) (Goods)

Procurement of End-User Computing Hardware, Software, and Office Printing Equipment

Country:	Pakistan
Project Name:	Digital Economy Enhancement Project (DEEP)
Implementing Agency:	Ministry of Information Technology and Telecommunication
Loan No:	Credit No. 7514-PK
Project ID No:	P174402
RFQ/ STEP Ref. No.	PK-MOITT-565839-GO-RFQ

August, 2026

**REQUEST FOR QUOTATION (RFQ)**

(Single-Stage One-Envelope Process)

Country: Pakistan
Name of Project: Digital Economy Enhancement Project (DEEP)
Contract(s) Title: Procurement of End-User Computing Hardware, Software, and Office Printing Equipment
Loan No./Credit No./ Grant No.: 7514-PK
RFQ/ STEP Reference No.: PK-MOITT-565839-GO-RFQ

1. The Islamic Republic of Pakistan has received financing from the World Bank toward the cost of the Digital Economy Enhancement Project (DEEP) and intends to apply part of the proceeds toward payments under the Purchase Order(s) "PO"/ Contract Agreement(s) for Procurement of End-User Computing Hardware, Software, and Office Printing Equipment. This procurement process will be conducted in accordance with the Request for Quotations "RFQ" method as specified in the World Bank "Procurement in Investment Project Financing, Goods, Works, Non-Consulting and Consulting Services, Fifth Edition, September 2023" ("Procurement Regulations"), and is open to all eligible Suppliers as defined in the Procurement Regulations and the procedures described herein.
2. Interested Suppliers are invited to submit their priced quotation(s) for **Procurement of End-User Computing Hardware, Software, and Office Printing Equipment** as follows/ per specifications/ requirements cited in Section III for entire items under each 'Lot' of this RFQ. Quotations for (single item or) items fewer than what is required/ covered under each Lot as tabulated below will not be accepted and evaluated. However, quotations may be submitted for one or any number of 'Lots' complete in all aspects as follows. The evaluation and award of individual PO will be on the basis of 'Lots'. Priced quotations will be evaluated for all the requirements/ items under each lot together and individual PO will be awarded to the Supplier offering the lowest evaluated total cost for each lot (not price of each and every item separately). Details of the Lots is as under;

Lot No	Description of Lots
Lot-I	Laptop, Software and Peripherals
Lot-II	Printing and Scanning Equipment

3. The quotations should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information for each item quoted, including names and addresses of firms providing after sales service facilities in Pakistan for establishing eligibility and qualification of the supplier as required in the RFQ.
4. The complete RFQ document is available at MOITT website (<https://moitt.gov.pk/Tenders>). Interested eligible Suppliers may obtain further information from procurement.specialist@deep.moitt.gov.pk during regular business hours latest by five days till the deadline for quotations submission date.
5. The quotation(s) shall be submitted (in person or by post/ surface mail – no electronic submission) **by/ before 15:00 Hours dated September 11, 2026**, as per the format given in the RFQ and marked as **"Procurement of End-User Computing Hardware, Software, and Office Printing Equipment"** and subsequent lots therein, addressed to:

Senior Procurement Specialist

Procurement and Contract Management Cell
Project Management Unit (PMU)
Digital Economy Enhancement Project (DEEP),
2nd Floor, TF Complex, G-9/4, Islamabad, Pakistan
Email: procurement.specialist@deep.moitt.gov.pk



Section II

Instructions for Preparing Quotations

1. Scope of Procurement:

Purchaser invites priced quotations for the procurement of Goods as described in the technical specifications attached. The successful Supplier will be expected to complete the delivery of goods within due time.

2. Eligibility to Quote: Suppliers duly registered with tax authorities may be eligible to participate only if they also submit/ provide, Failure to submit these documents with the quotation shall result in rejection of the quotation.

- a) The Supplier shall provide valid NTN and Sales Tax Registration certificates along with the quotation.
- b) The Supplier may submit only one Quotation for each Lot, either individually or as a partner in a Joint Venture (JV). Any Quotation submitted in violation of this requirement shall be rejected. In the case of a Joint Venture, all partners shall be jointly and severally liable for the execution of the Purchase Order.
- c) The Quotation shall be submitted on or before the prescribed submission date and time and shall be duly signed and stamped by the authorized representative of the Supplier.
- d) The Supplier shall provide complete technical/supporting documents, clearly mentioning Brand/ Model, Technical specifications, brochures, catalogues, and datasheets, demonstrating compliance of the offered goods with the technical specifications and all other requirements of the RFQ.
- e) The Quotation shall clearly indicate the quoted price, currency, delivery period, and validity period.
- f) The Supplier shall submit the Quotation-Securing Declaration in the form provided in the RFQ, duly completed and signed, along with the Quotation.

3. Qualification of the Supplier: To qualify for award of PO/ Agreement, a Supplier shall meet the following minimum qualifying criteria:

- a. As a Manufacturer must have at least Five (05) years of experience in manufacturing of goods similar to the goods mentioned herein.
- b. As a Supplier must have at least Five (05) years of experience in supplying, installing, and providing after sales services of goods similar to the good mentioned herein. Manufacturer's/ Dealership Authorization or Supplier's Warranty and After Sales Support Commitment must be provided with the quotation.
- c. The Supplier shall have a proven track record of successfully completing at least Two (02) contracts pertaining to Supply of IS/ IT/Office Equipment within the last five (05) years each with a value of PKR 10 Million. The claimed experience shall be supported by documentary evidence, including signed Contracts or Purchase Orders and Completion Certificates. Contracts without satisfactory completion and/ or signed delivery challans shall not be considered.
- d. Minimum average annual turnover of PKR 20 Million, calculated as total certified payments received for contracts in progress or completed, within the last Three (03) Years.

4. Site Visit: The Supplier at his own cost, is encouraged to visit and examine the Site of the Purchaser and obtain all information that may be necessary for preparing the Quotation and entering into an Agreement.

5. Contents of RFQ Documents: The RFQ comprises the documents listed below:

Section I	Invitation for Quotations
Section II	Instruction for Preparing Quotations
Section III	Purchaser Requirement



Section IV	Price Schedule
	• Annex-A Price Schedule for Lot-I Laptop, Software and Peripherals
	• Annex-B Price Schedule for Lot-II Printing and Scanning Equipment
Section V	Technical Specification
	• Annex-A Technical Specification of Lot-I Laptop, Software and Peripherals
	• Annex-B Technical Specification of Lot-II Printing and Scanning Equipment
Section VI	Form of Quotation
Section VII	Form of Contract Agreement
Section VIII	Conditions of Contract Section
Annex-F	Fraud and Corruption
Annex-G	Quotation-Securing Declaration Form

6. **Documents Comprising the Quotation:** The Quotation submitted by the Supplier shall comprise the following documents:
- Form of Quotation (as per sample attached)
 - Complete Price schedule including the Brand/ Model against each Quoted item under the Lot supported by the Technical Data Sheet for compliance.
 - Qualification and Experience Information
 - Copies of Taxation Documents
 - Authorized Dealership or Supplier's Warranty, Sales and Services Certificate
 - Quotation-Securing Declaration Form
 - Undertaken of non-Blacklisting and no litigation
7. **Priced Quotation:** The PO shall be for the whole supplies based on the unit and total price (LOT wise). Prices shall be quoted entirely and only in Pak Rupees on DDP (Delivered Duty Paid) basis inclusive of all supply/ delivery charges and admissible taxes till the final destination/ project site. The Supplier shall fill in the rates and prices for all items of the Supplies described in the specifications (Section III). All duties, taxes, and other levies payable by the Supplier under the PO shall be included in the rates, prices, and total price in the Quotation submitted by the Supplier. The rates and prices shall remain the same for the duration of the PO and not be subject to any adjustment on any account.
8. **Item-by-Item Compliance on the Technical Requirements:** The Supplier must provide an item-by-item commentary/ compliance on the Technical Requirements, demonstrating the substantial responsiveness of the overall Goods offered to those Requirements.
9. **Validity of Quotations.** The priced quotation shall remain valid for the period of 120 days from the closing date of submission of the Quotation specified in Clause 5 of Section I. The Purchaser may request the Suppliers to extend the period of validity for a specified additional period. The Purchaser's request and the Suppliers' responses in this regard shall be made in writing. A Supplier may refuse the request for extension of Quotation validity in which case; he may withdraw his Quotation without any penalty. A Supplier agreeing to the request will not be required or permitted to otherwise modify its Quotation.
10. **Language of the Quotation:** All documents relating to the RFQ, Quotations and PO shall be in the English language.
11. **Process to be Confidential:** Information relating to the examination, clarification, evaluation and comparison of quotations and recommendation for the PO award shall not be disclosed until the award to the successful Supplier has been announced.
12. **Evaluation and Comparison of Quotations:** The Purchaser will award the PO to the Supplier whose Quotation has been determined to be substantially responsive to the RFQ and who has



offered the lowest evaluated priced quotation (for each LOT) in addition to the eligibility requirements outlined in the Section II. In evaluating the quotations, the Purchaser will determine for each Quotation the evaluated priced quotation by adjusting the priced quotation making any correction for any arithmetic errors as follows:

- a. where there is a discrepancy between amounts in figures and in words, the amount in words will govern;
- b. where there is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;
- c. if a Supplier refuses to accept the correction, his Quotation will be rejected.

13. **Purchaser's Right to Accept Any Quotation and to Reject any or all Quotations:** The Purchaser reserves the right to accept or reject any quotation, and to cancel the process of competition and reject any or all quotations, at any time prior to the award of the PO, without thereby incurring any liability to the affected Supplier(s).
14. **Purchaser's Right to Increase or Decrease Quantities:** The Purchaser reserves the right to increase or decrease quantities of any listed items without any change to their respective unit prices.
15. **Interpretation:** The Purchaser is not responsible for any wrong interpretation of any clause of this document.



Section III

Purchaser's Requirement

1. Scope of the Work/ Services

The Supplier will be required to supply and implement the hardware along with software/ system, if any, as mentioned in Technical Specifications.

2. Technical Proposal

This part of the Quotation should contain complete information relating technical specifications as mentioned below.

3. Project Completion Timeline

The tentative time provided to the Supplier will be 30 business days from the date of PO award/ signing respecting the successful Supplier.

4. Payment Terms

Payment shall be made in the Pakistani Currency (Rupees) of the Quotation in the following manner and will be subject to the Government Taxes as applicable and set by the Government - submission of Sales Tax Invoice is mandatory provided the cost of items includes the same. **100% payment will be made after complete delivery (including installation – if/ where applicable) at the Purchaser's site after deduction of applicable taxes and duties.**

5. Warranty

The Supplier should warrant that the products supplied under the Contract are new, unused, of the most recent or current models and those that incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The supplier should further warrant that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship or from any act or omission of the Supplier that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.

This warranty shall remain valid for **One (01) year** from the date of delivery (and installation if applicable) of the products (including all the accessories). The Supplier will provide full support/ technical assistance during the warranty period including the upgradation of new firmware, patches, and hardware replacement in case of failure within minimum reasonable time but not exceeding 5 working days, completely free of cost to the purchaser.

**1.1 List of Goods and Delivery Period**

Lot No.	Description of Goods	Quantity Required	Physical Unit	Named Place of Destination	Place of Final Destination	Applicable Incoterms	Delivery Period from the Date of Agreement
Lot-1	Laptop, Software and Peripherals	Price Schedule Lot-I (Annex-A)		PMU Deep Project	PMU Deep Project	DDP 2020	4-6 weeks
Lot-II	Printing and Scanning Equipment	Price Schedule Lot-II (Annex-B)					4-6 weeks



Section IV

Price Schedules

(Annex-A)

Price Schedule - Lot-I

Lot-I: Laptop, Software and Peripherals

Line Item	Description	Qty	Unit price in DDP PKR	Total Price in DDP PKR
1	Laptop Computer Category-I	1		
2	Laptop Computer Category II	1		
3	Laptop Computer Category III	3		
4	Laptop Computer Category IV	16		
5	Laptop Computer Category V	6		
6	Headphones with Microphones	26		
7	External Hard Drive (2 TB)	5		
8	HDMI Cables	20		
9	Rechargeable Slim Mouse	26		
10	USB Flash Drives (256 GB)	26		
11	Microsoft 365 E3	37		
12	Zoom Workplace Business	1		
Grand Total Lot-I in PKR				

**(Annex-B)****Price Schedule - Lot-II****Lot-II Printing and Scanning Equipment**

Line Item	Description	Qty	Unit price in DDP PKR	Total Price in DDP PKR
1	Monochrome Laser Printer with Built-in Scanner	6		
2	Color Laser Printer with Built-in Scanner	2		
3	Photocopier/ Multifunction All-in-One Printer (Heavy Duty)	1		
4	Desk Scanner	2		
5	Barcode / Label Printer	1		
6	Paper Shredder	6		
Grand Total Lot-II in PKR				



Section V

Technical Specifications

Technical Specification - Lot-I (Annex-A)

Lot-I: Laptop, Software and Peripherals

Line Item	Description	Technical Specification
1	Laptop Computer Category-I	Processor: Latest-generation ARM-based System-on-Chip (SoC) architecture designed for professional-grade computing - 18 physical CPU cores and 40 integrated GPU cores within the SoC, purpose-built for parallel processing, large language model (LLM) inference, and complex computations with dedicated Neural Processing Unit (NPU) or equivalent accelerator engine integrated into the SoC or equivalent or higher RAM: 128 GB unified high-bandwidth memory architecture – ultra-low-latency shared access across CPU, GPU, and AI processing cores Hard Drive: 2 TB SSD Ultrafast integrated onto the main system board with PCIe-class or proprietary high-speed controller performance Display: 16”-16.2” professional-grade screen, native resolution of at least 3450 x 2200 pixels HDR with mini-LED backlighting or equivalent advanced local-dimming technology and minimum sustained HDR peak brightness of 1,500 nits - Advanced anti-glare, anti-reflective, nano-texture, or equivalent chemically etched matte surface finish Graphics: Integrated high-performance GPU with a minimum of 40 graphics cores with dedicated hardware media engines Connectivity: Wi-Fi 6/ 7 and Bluetooth 5.3/ 6 I/O Ports: 3 USB-C (USB4 and Thunderbolt 4/5), DisplayPort Alt-Mode for video output, 1 Native HDMI output port, 1 SDXC memory card slot (or equivalent high-speed flash media reader) and 1 X 3.5 mm audio combo jack Camera and Audio: Integrated high-resolution intelligent camera system (minimum 12-megapixel sensor class or equivalent) supporting automatic subject tracking and advanced video conferencing enhancements Studio-quality integrated multi-microphone array with directional beamforming, paired with a high-fidelity multi-speaker system supporting spatial audio or equivalent immersive sound technology Battery: 99-100 Wh LiPo with 140 Watts Type-C Charger Keyboard: Full-size, backlit keyboard integrated into the chassis Mouse/ Trackpad: Large, precision multi-touch pressure-sensitive trackpad with comprehensive gesture-based navigation support Operating System: Factory-installed professional-grade 64-bit operating system, natively optimized for the underlying ARM-based processor architecture. Must support built-in virtualization and containerization capabilities for cross-platform development and testing environments Net Weight: 2.2-2.5 KG - Premium metallic unibody construction or equivalent or higher Carry Case/ Bag and other accompanying accessories (as applicable)
2	Laptop Computer Category-II	Processor: Latest x86 or ARM based SOC or equivalent or higher RAM: 16 GB DDR5 or equivalent or higher Hard Drive: 1 TB SSD NVME Display: Detachable Touchscreen LED (Tablet Mode) 17”-18” Flow display Graphics: Integrated Connectivity: Wi-Fi 6 and Bluetooth 5.2 USB Ports: 2 incl. USB-C with high-speed data and display support Camera: HD with integrated digital microphone



Line Item	Description	Technical Specification
		Battery: 65-75 Wh with Applicable Charger Keyboard: Detachable from display, Spill Proof Mouse/ Trackpad: Built-in (Touchpad/ Trackpad) Operating System: Multi OS supporting Windows 11 Pro 64 Bit Net Weight: 1.5-1.8 KG Carry Case/ Bag and Sleeve along with Input Pen/Stylus (if applicable)
3	Laptop Computer Category III	Processor: Latest x86 or ARM based SOC or equivalent or higher. RAM: 16 GB DDR5 Hard Drive: 512 GB SSD NVME Display: Detachable Touchscreen LED (Tablet Mode) 13.0" Flow display Graphics: Integrated Connectivity: Wi-Fi 6 and Bluetooth 5.2 USB Ports: 2 incl. USB-C with high-speed data and display support Camera: HD with integrated digital microphone Battery: 45-55 Wh with Applicable Charger Keyboard: Detachable from display, Spill Proof Mouse/ Trackpad: Built-in (Touchpad/ Trackpad) Operating System: Windows 11 Pro 64 Bit Net Weight: 1.3-1.6 KG Carry Case/ Bag and Sleeve along with Input Pen/Stylus (if applicable)
4	Laptop Computer Category IV	Processor: Intel Core/ Ultra 7 or equivalent or higher RAM: 16 GB DDR5 Hard Drive: 512 GB SSD NVME Display: 2-in-1 Convertible Touchscreen LED – 13.5"-14" FHD/QHD UWVA 180" Graphics: Integrated Connectivity: Wi-Fi 6 and Bluetooth 5.2 USB Ports: 2-3 incl. USB-C with high-speed data and display support Camera: HD with integrated digital microphone Battery: 40-65 Wh Express Charge Capable Charger: Type C or as per the Model requirements Keyboard: Backlit and Spill proof Mouse/ Trackpad: Built-in (Touchpad/ Trackpad) Operating System: Windows 11 Pro 64 Bit Net Weight: 1.5-1.9 KG Laptop Bag: Yes, Executive Certification: ISO 9001 Quality Management and Energy efficiency certification or equivalent recognized international standard
5	Laptop Computer – Category V	Processor: Intel Core/ Ultra 5 or equivalent or higher RAM: 16 GB DDR5 Hard Drive: 512 GB SSD NVME Display: Non-touch LED – 14"-15" WUXGA (1920 x 1200)" Graphics: Integrated Connectivity: Wi-Fi 6 and Bluetooth 5.2 USB Ports: 2-3 incl. USB-C with high-speed data and display support Camera: HD with integrated digital microphone Battery: 40-65 Wh Express Charge Capable Charger: Type C or as per the Model requirements Keyboard: Backlit and Spill proof Mouse/ Trackpad: Built-in (Touchpad/ Trackpad) Operating System: Windows 11 Pro 64 Bit Net Weight: 1.5-1.9 KG Laptop Bag: Yes, Executive Certification: ISO 9001 Quality Management and Energy efficiency certification or equivalent recognized international standard



Line Item	Description	Technical Specification
6	Headphones with Microphones	Wearing Method: Head-mounted, on-ear (supra-aural) for comfort Weight: ≥ 200g, lightweight for extended use Build Quality: Durable plastic frame, comfortable for daily use Padding: Soft memory foam-like ear cushions for longer wear Audio Performance Specifications Driver Type: Dynamic drivers Driver Size: 30-40mm Frequency Response: 50Hz–20kHz Impedance: 32 ohms, compatible with laptops, phones, and tablets. Sensitivity: Standard for wireless headphones Noise Isolation: Limited passive isolation, due to on-ear design Microphone & Call Quality Mic Position: Built-in earcup mic, Microphone Type: MEMS beamforming mic, reduces background noise Mic Frequency Response: 100Hz–10kHz, suitable for calls Connectivity Options Wireless 2.4GHz USB-C dongle + Bluetooth 5.0
7	External Hard Drive (2 TB)	Capacity: 2 TB (Terabytes) or higher Form-Factor: 2.5-inch Portable Interface: USB 3.0 Gen 1 (formerly USB 3.0) or higher Connector Type: USB Type-A or USB Type-C (with USB-A adapter preferred) Rotational Speed: 5400 RPM (Minimum), 7200 RPM or above (Recommended) Data Transfer Speed: Up to 5 Gbps (USB 3.0) or higher
8	HDMI Cables	Bandwidth: 18 Gbps Resolution/Refresh Rate: Supports 4K@60Hz (4:4:4 color) HDR: Supports HDR10 and Dolby Vision Construction: High quality connectors, braided sheath, high-purity copper Length: 15 meters
9	Rechargeable Slim Mouse	Connectivity: Dual Mode: Bluetooth and 2.4 GHz wireless Multi-Device: Supported DPI: 4-Level Adjustable Sensor: Optical Buttons: 4 Silent Click: Yes Battery: Built-in Battery Rechargeable Distance: 5-10 meters Report Rate: 125 Hz Compatibility: Windows, Mac, Chrome OS, Android Design: Symmetric with Anti-Slippery Side
10	USB Flash Drives (256 GB)	Capacity: 256 GB Interface/Standard: USB 3.2 Gen 1 or higher, with USB 2.0 backward compatibility Connector Type: Dual Connector Type-C & Type-A (legacy compatibility) Performance (Speed): - Read Speed: Up to 400 MB/s (High-performance, SSD-level preferred) or minimum 130 MB/s. - Write Speed: Minimum 40 MB/s to 300 MB/s (Ideally >90 MB/s for large file handling) - Environmental: Water-resistant, shock-resistant, and dust-resistant Compatibility: Windows, macOS, Android (with OTG support), Linux
11	Microsoft 365 E3	The Supplier shall provide genuine Microsoft 365 E3 subscription licenses through an authorized Microsoft Cloud Solution Provider (CSP) program or Microsoft Volume Licensing program.



Line Item	Description	Technical Specification
		The offered licenses shall include, at a minimum, all services, applications, security features, and entitlements available under the Microsoft 365 E3 plan, including but not limited to: • Exchange Online • SharePoint Online • OneDrive for Business • Microsoft Teams • Microsoft 365 Apps for Enterprise (Office Desktop Applications) • Microsoft Entra ID P1 (formerly Azure Active Directory Premium P1) • Microsoft Intune The licenses shall be genuine, new, unused, transferable to the Purchaser's tenant, and eligible for activation and management directly through the Purchaser's Microsoft 365 Admin Center.
12	Zoom Workplace Business	Zoom Workplace Business -1 Annual License The required product is one (1) annual license of Zoom Workplace Business, a cloud-based video conferencing and collaboration platform (Software-as-a-Service). The license must support a minimum of 300 participants per meeting with no restriction on meeting duration (minimum 30-hour session cap), and must include the ability to host a minimum of two (2) concurrent meetings simultaneously under a single license, cloud recording with a minimum of 10 GB storage, HD video quality (720p minimum, 1080p Full HD supported), screen sharing, breakout rooms, unlimited digital whiteboard, Single Sign-On (SSO), managed domains, AI-generated meeting summaries and action items (Zoom AI Companion or equivalent), live auto-captions, and integrated team chat. The platform must be fully compatible with Windows 10 and later, macOS 10.15 and later, Android 8.0 and later, iOS 16.0 and later, and accessible via standard web browsers (Chrome, Firefox, Edge, Safari latest versions) without requiring desktop client installation. The platform must incorporate end-to-end encryption (AES-256-GCM minimum) for all meeting data in transit, with waiting room controls, meeting password protection, host participant management controls (mute, remove, lock meeting, manage screen sharing permissions), and two-factor authentication (2FA) for account login. The vendor must hold ISO 27001 certification or equivalent information security standard. The licence must include 24/7 technical support, a minimum 99.9% monthly uptime SLA, and automatic software and security updates at no additional cost throughout the subscription period. The licence shall be delivered electronically within five (5) working days of purchase order issuance, with an official licence certificate on company letterhead confirming the product name, plan type, quantity (1), and validity period (12 months from activation date). A tax invoice must be issued in Pakistani Rupees (PKR) or USD with full vendor details and itemised pricing. Bidders must be either Zoom Video Communications, Inc. or its authorized reseller/distributor.



Technical Specification - Lot-II (Annex-B)

Lot-II: Printing and Scanning Equipment

Line Item	Description	Technical Specification
1	Monochrome Laser Printer with Built-in Scanner	Monochrome Print – Printer Technology: Laser Connectivity, Standard: 1 Hi-Speed USB 2.0 or above, Fast Ethernet 10/100Base-TX, Wi-Fi Mobile Printing Capability: Yes Wireless: Yes Print Quality: Up to 600 x 600 dpi quality Speed: Up to 20-25 ppm (or higher) Paper Tray: ≥ 250 sheets Scanner Type: Sheetfed/ Flatbed with ADF Scanning Resolution: 600 DPI x 600 DPI or higher. Paper Formats: A4, A5, A6, Letter, Legal Color Depth Input: 24 Bits Color / 8 Bits Monochrome Light Source: LED Scanning Speed: Up to 20-25 ppm (or higher) Automatic Document Feeder: ≥50 pages Network/ Folder/ USB Scan Connectivity/ Interfaces: Wired Network Network Interface Panel / Unit: Built-in Ethernet Settings: 10BASE-T / 100BASE-TX / 1000BASE-T Panel Type: ≥2.5 LCD or higher
2	Color Laser Printer with Built-in Scanner	Color Print – Printer Technology: Laser Connectivity, Standard: 1 Hi-Speed USB 2.0 or above, Fast Ethernet 10/100Base-TX, Wi-Fi Mobile Printing Capability: Yes Wireless: Yes Print Quality: Up to 600 x 600 dpi quality Speed: Up to 20-25 ppm (or higher) Paper Tray: ≥250 sheets Scanner Type: Sheetfed/ Flatbed with ADF Scanning Resolution: 600 DPI x 600 DPI Paper Formats: A4, A5, A6, Letter, Legal Color Depth Input: 24 Bits Color / 8 Bits Monochrome Light Source: LED Scanning Speed: Up to 20-25 ppm (or higher) Automatic Document Feeder: ≥50 pages Advanced Document Integration:- Network/ Folder/ USB Scan Connectivity/ Interfaces: Wired Network, Network Interface Panel / Unit: Built-in Ethernet Settings: 10BASE-T / 100BASE-TX / 1000BASE-T Panel Type: 3-5 line LCD
3	Photocopier/ Multifunction All-in-One Printer (Heavy Duty)	Functionality: Monochrome Copy with Automatic Feeder Print Speed: Up To 30 PPM or higher Copying Resolution: 600x600 DPI Magnification Zoom: 25 – 400% Print Resolution: 600x600 DPI Scanning: Up to A3 Size Color Scanning Connectivity: LAN/ USB/ WiFi Document Feeder: Automatic Trays: Double Tray and Multi Sheet Bypass Multiple Copy Prints: 1 to 999 sheets Paper Capacity: 1,000 sheets or as per model specifications



		Media Size: A3, A4, A5, A6 Display: Large Screen with full menu options
4	Desk Scanner	Speed: Up to 20-25 ppm (or higher) with ADF Scan Size: Width 2.0” - 8.5” and Length 2.12”-14.0” Passport Scanning Ability: Yes Folio Mode: Yes Sheet Feeding: Automatic Scanning Resolution: 600 DPI x 600 DPI Color Depth Input/ Output: 24 Bits Color / 8 Bits Monochrome Duty Cycle: up 3,000 Pages per day Types Supported: PDF, PDF-A TIFF, JPEG, BMP, PNG Bundle Software: TWAIN and/or ISIS compatible drivers Other Features: Ultrasonic Double Feed Detection, Advance Text Enhancement (I&II), Batch Separation, CMOS CIS Scanning Element, Real Time Processing and Storage
5	Barcode / Label Printer	Printing Method: Thermal Transfer (Ribbon) and Direct Thermal (Ink-less) Print Resolution: Minimum 200 dpi (8 dots/mm) for standard, 300 dpi for high-precision (QR codes, small labels) Print Width: 4 inches (104–108 mm) Processor: 32-bit RISC CPU Memory: 128MB Flash Memory/ 128MB SDRAM Sensors: Transmissive (Gap) and Reflective (Black Mark) sensors for accurate label positioning Command Languages: Common industry barcode printer command languages (or equivalent) Operating System Compatibility: Windows, Linux, MAC OS Interface/Connectivity: USB 2.0 (Standard), Ethernet/LAN (RJ45), optional Wi-Fi/Bluetooth Drivers & Software: Windows Driver and Barcode Label Design Software (e.g., Bartender) Barcodes: Support for 1D (Code 39, 128, EAN) and 2D (QR Code, Data Matrix, PDF417)
6	Paper Shredder	Sheets Capacity: 15-20 Sheets Cut Size: 4 x 40 mm Throat Width: 200-220mm Auto Start & Stop: Yes Basket Capacity: 20L



Section VI

Form of Quotation

Date: _____

To: _____

We offer to execute the supply (installation and commissioning) of (name and number of Contract) in accordance with the Conditions of Contract accompanying this Quotation for the Contract Price of _____ (amount in words and numbers) for Lot # _____ (_____). We propose to complete the Supplies described in the Contract within a period of _____ (words and number) _____ calendar days from the Start Date.

This Quotation and your written acceptance will constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any Quotation you receive.

We hereby confirm that this Quotation complies with the Validity of the Quotation required by the proposal documents.

Authorized Signature: _____

Name and Title of Signatory _____

Name of Supplier: _____

Address: _____

Phone Number _____

Fax Number, if any _____



Section VII

Form of Contract Agreement

AGREEMENT

This Agreement, made the _____ day of _____ 20_____, by and between _____ (name and address of Purchaser hereinafter called “the Purchaser”) and M/s. _____ (name and address of Supplier hereinafter called “the Supplier”) of the other part.

Whereas the Purchaser is desirous that the Supplier execute supplies (installation and commissioning) of _____

_____ (name and identification number of Contract hereinafter called “the Supplies/Goods”)

and the Purchaser has accepted the Quotation submitted by the Supplier for the installation and commissioning of such Supplies/Goods and the remedying of any defects therein over a warranty period of at least one year after supply as per agreed terms and conditions.

Now this Agreement witnessed as follows:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereafter referred to, and they shall be deemed to form and be read and construed as part of this Agreement.
2. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to execute and complete the Supplies/Goods and remedy any defects therein in conformity in all respects with the provisions of the Contract.
3. The Purchaser hereby covenants to pay the Supplier in consideration of the supply (installation and commissioning) of the Supplies/Goods and the remedying of defects wherein the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
4. The Contract shall be subject to provisions of World Bank Anticorruption Guidelines as per Attachment hereto (Annex-A).

In Witness whereof the parties thereto have caused this Agreement to be executed the days and year first before written

The Common Seal of _____

was hereunto affixed in the presence of:

Signed, Sealed, and Delivered by the

_____ in the presence of:

Binding Signature of Purchaser: _____

Binding Signature of Supplier: _____



Section VIII

Conditions of Contract (CC)

1. Definitions: Boldface type is used to identify the defined terms

(a) **The Contract** is the Contract between the Purchaser and the Supplier to execute, complete, and maintain the Supplies as specified in the specifications or in other sections of the Contract. The name/ identification number of the Contract is given in the Invitation to Quotation.

(b) **The Supplier** is a person or corporate body whose Quotation to carry out the Supplies has been accepted by the Purchaser.

(c) **The Supplier's Price Quotation** is the completed document (Invitation to Quotation together with attachments) submitted by the Supplier to the Purchaser.

(d) **The Contract Price** is the price stated in the Quotation and thereafter as adjusted in accordance with the provisions of the Contract.

(e) **Days** are calendar days; **months** are calendar months.

(f) **A Defect** is any part of the Supplies not completed in accordance with the Contract.

(g) **The Required Completion Date** is the date on which it is required that the Supplier shall complete the Supplies. The Required Completion Date may be revised only by the Purchaser by issuing an extension time or an acceleration order in writing.

(h) **Specification** means the Specification of the Supplies included in the Quotation and any modification or addition made or approved by the Purchaser.

2. Language and Law. The Contract shall be in the English language. The law governing the Contract shall be the applicable law(s) of the Government of Islamic Republic of Pakistan.

3. Communications. Communications between parties that are referred to in these Conditions shall be effective only when made in writing. A notice shall be effective only when it is delivered.

4. Supplier's Risks. The risks of personal injury, death, and loss or damage to property and adjacent property (including, without limitation, the Supplies, materials, and equipment) are Supplier's risks.

5. Supplies to be completed by the Completion Date. The Supplier shall commence execution of the Supplies on the Start Date (i.e. date of signing of contract) and shall carry out the Supplies in accordance with the work schedule submitted by the Supplier, as updated with the approval of the Project Supervisor, and complete them by the Required Completion Date.

6. Defects. The Purchaser shall give notice to the Supplier of any Defects before the end of the Warranty Period, which begins at completion of supplies. The Warranty Period shall be extended for as long as Defects remain uncorrected. Every time notice of a Defect is given, the Supplier shall correct the notified Defect within the length of time specified by the Purchaser. If the Supplier has not corrected a Defect within the time specified Purchaser will assess the cost of having the Defect corrected, and the Supplier will pay this amount, or the Purchaser shall recover these amounts by deduction from the amounts due to the Supplier.



7. **Payments.** The Purchaser shall pay the Supplier the amounts as per following schedule:

On Delivery and Acceptance: 100% payment of the Contract Price shall be paid within thirty (30) days of receipt/ installation of the Supplies/Goods and upon submission of claim supported by the acceptance certificate issued by the Purchaser.

8. **Taxes.** The Supplier is responsible for all taxes in accordance with the laws of Islamic Republic of Pakistan.

9. **Force Majeure:** Either party may terminate the Contract by giving a thirty (30) days' notice to the other for events beyond that party's control, such as Wars and acts of God such as earthquakes, floods, fires, etc.

10. **Resolution of Disputes.** The Purchaser and the Supplier shall make every effort to resolve amicably by direct negotiations any disagreement or dispute arising between them under or in connection with the Contract. In case of further disagreement either party can take the matter to arbitration in accordance with the Arbitration Act of 1940.



Annex-F

Fraud and Corruption

(Text in this Appendix shall not be modified)

1. Purpose

- 1.1 The Bank's Anti-Corruption Guidelines and this annex apply with respect to procurement under Bank Investment Project Financing operations.

2. Requirements

- 2.1 The Bank requires that Borrowers (including beneficiaries of Bank financing); bidders (applicants/proposers), consultants, contractors and suppliers; any sub-contractors, sub-consultants, service providers or suppliers; any agents (whether declared or not); and any of their personnel, observe the highest standard of ethics during the procurement process, selection and contract execution of Bank-financed contracts, and refrain from Fraud and Corruption.

- 2.2 To this end, the Bank:

- a. Defines, for the purposes of this provision, the terms set forth below as follows:
 - i. "Corrupt practice" is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
 - ii. "Fraudulent practice" is any act or omission, including misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain financial or other benefit or to avoid an obligation;
 - iii. "Collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;
 - iv. "Coercive practice" is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
 - v. "Obstructive practice" is:
 - (a) deliberately destroying, falsifying, altering, or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede a Bank investigation into allegations of a corrupt, fraudulent, coercive, or collusive practice; and/or threatening, harassing, or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or
 - (b) acts intended to materially impede the exercise of the Bank's inspection and audit rights provided for under paragraph 2.2 e. below.
- b. Rejects a proposal for award if the Bank determines that the firm or individual recommended for award, any of its personnel, or its agents, or its sub-consultants, sub-contractors, service providers, suppliers and/ or their employees, has, directly or indirectly, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the contract in question;
- c. In addition to the legal remedies set out in the relevant Legal Agreement, may take other appropriate actions, including declaring mis procurement, if the Bank determines at any time that representatives of the Borrower or of a recipient of any part of the proceeds of the loan engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices during the procurement process, selection and/or execution of the contract in question, without the Borrower having taken timely and appropriate action satisfactory to the Bank to address such practices when they occur, including by failing to inform the Bank in a timely manner at the time they knew of the practices;
- d. Pursuant to the Bank's Anti- Corruption Guidelines and in accordance with the Bank's prevailing sanctions policies and procedures, may sanction a firm or individual, either indefinitely or for a



stated period of time, including by publicly declaring such firm or individual ineligible (i) to be awarded or otherwise benefit from a Bank-financed contract, financially or in any other manner;¹ (ii) to be a nominated² sub-contractor, consultant, manufacturer or supplier, or service provider of an otherwise eligible firm being awarded a Bank-financed contract; and (iii) to receive the proceeds of any loan made by the Bank or otherwise to participate further in the preparation or implementation of any Bank-financed project;

- e. Requires that a clause be included in bidding/request for proposals documents and in contracts financed by a Bank loan, requiring (i) bidders (applicants/proposers), consultants, contractors, and suppliers, and their sub-contractors, sub-consultants, service providers, suppliers, agents personnel, permit the Bank to inspect³ all accounts, records and other documents relating to the procurement process, selection and/or contract execution, and to have them audited by auditors appointed by the Bank.

¹ For the avoidance of doubt, a sanctioned party's ineligibility to be awarded a contract shall include, without limitation, (i) applying for pre-qualification, expressing interest in a consultancy, and bidding, either directly or as a nominated sub-contractor, nominated consultant, nominated manufacturer or supplier, or nominated service provider, in respect of such contract, and (ii) entering into an addendum or amendment introducing a material modification to any existing contract.

² A nominated sub-contractor, nominated consultant, nominated manufacturer or supplier, or nominated service provider (different names are used depending on the particular bidding document) is one which has been: (i) included by the bidder in its pre-qualification application or bid because it brings specific and critical experience and know-how that allow the bidder to meet the qualification requirements for the particular bid; or (ii) appointed by the Borrower.

³ Inspections in this context usually are investigative (i.e., forensic) in nature. They involve fact-finding activities undertaken by the Bank or persons appointed by the Bank to address specific matters related to investigations/audits, such as evaluating the veracity of an allegation of possible Fraud and Corruption, through the appropriate mechanisms. Such activity includes but is not limited to: accessing and examining a firm's or individual's financial records and information, and making copies thereof as relevant; accessing and examining any other documents, data and information (whether in hard copy or electronic format) deemed relevant for the investigation/audit, and making copies thereof as relevant; interviewing staff and other relevant individuals; performing physical inspections and site visits; and obtaining third party verification of information.



Annex-G

Form of Quotation-Securing Declaration

Date: _____

To:

We, the undersigned, declare that:

We understand that, according to your conditions, Quotations must be supported by a Quotation-Securing Declaration.

We accept that we will automatically be suspended from being eligible for bidding or submitting proposals in any contract with the Purchaser for the period of time of *12 Months* starting from the submission of Quotation, if we are in breach of our obligation(s) under the Quotation conditions, because we:

- (a) have withdrawn our Quotation during the period of Quotation validity specified in the Quotation; or
- (b) having been notified of the acceptance of our Quotation by the Purchaser during the period of Quotation validity, fail or refuse to execute the Contract, if required.

We understand this Quotation-Securing Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) thirty days after the expiration of our Quotation.

Name of the Supplier* _____

Name of the person duly authorized to sign the Quotation on behalf of the Supplier** _____

Title of the person signing the Quotation _____

Signature of the person named above _____

Date signed: _____