

**Invitation to Bid Notice No. PEF/PROC/IT/2018-19/07**  
**“TENDER FOR PROCUREMENT OF CONSUMABLE ITEMS FOR I.T.**  
**(New Toners, Refilling / Recycling Of Old Toners and Liquid Batteries)”**

Punjab Education Foundation (PEF) is an autonomous organization, established under the auspices of the Government of the Punjab, committed to the promotion of Quality Education through Public Private Partnership.

Sealed Technical and Financial Proposals in accordance with Punjab Procurement Rules-2014 (Amended till date of advertisement of this ITB notice), Clause 38 (2) (a), “Single Stage - Two Envelope Bidding Procedure” are invited from registered bidders for Procurement of Consumable Items for I.T. as per following details:

Sr. #	Lot	Detail of Consumable Items	Quantity	Bid Security
1	A	New Toners	40	25,000
2	B	Toner Refilling / Recycling	100	10,000
3	C	Liquid Batteries with Interlinks	36	10,000

**Note:** Detailed specifications of the required items are given in the relevant bidding document.

**ELIGIBILITY CRITERIA**

Eligible Bidder is a Bidder who:

1. Is registered with Tax Authorities for NTN and GSTN/ PSTN as per relevant laws in Pakistan (whichever is applicable);
2. Provides copies of audited financial statements / work orders / contracts / MOUs, etc. for the FY 2016-17 or 2017-18 depicting sound financial strength [Minimum Rs.5 million in a Financial year for Lot – A (New Toners) and minimum Rs.3 million in a Financial Year for Lot – B (Toner Refilling / Recycling) and Lot – C (Liquid Batteries with Interlinks)];
3. Has relevant experience of last three years supported by copies of work orders/contracts/MOUs, etc.
4. Has minimum four clients to whom similar type of goods / services are provided.
5. Is an authorized distributor / dealer and provides authorization certificate of distributorship / dealership (only for Lot – A: New Toners).
6. Must have minimum three resources (service engineers) on payroll (only for Lot – B: Toner Refilling / Recycling)
7. Does not apply in the capacity of joint venture;
8. Has submitted bid security in amounts mentioned in above table in form of a PO/CDR/DD/BC in favor of Punjab Education Foundation as per bid security Rule of Punjab Procurement Rules 20 14 (Amended till date of advertisement of the relevant ITB notice) which states that a procuring agency may require the bidders to furnish a bid security not exceeding five per cent of the price of procurement estimated by the Procuring Agency;
9. Has not been blacklisted by any of Provincial or Federal Government Department, Agency, Organization or Autonomous Body or Private Sector Organization anywhere in Pakistan;
10. Has purchased Bidding Document from the office of Deputy Director (Procurement) only, on cash payment of Rs. 500/- (nonrefundable).

**Note:** Noncompliance of any term or condition mentioned in the relevant ITB Notice or Bidding Document shall also lead to disqualification.

**TERMS AND CONDITIONS**

1. A pre-bid meeting will be conducted at **03:00 pm** on **November 08, 2018** in order to clarify the queries of the prospective bidders.
2. The proposals must be submitted in the office of Deputy Director Procurement till **November 15, 2018** before **03:00 pm** at the below mentioned address.
3. Technical Proposals will be opened publically by a Committee at **03:30 pm** on the last day of submission of proposals in the presence of Bidders or their authorized representatives who wish to witness the bid opening. After the Technical evaluation, Financial Proposals of only technically qualified bidders shall be opened on a date and time to be announced subsequently.
4. Bidding Document would be immediately available for purchase after the publication of this notice.
5. Punjab Education Foundation reserves the right to reject all the proposals at any time prior to the acceptance of a bid or proposal.

**Director (HR and Admin),**  
**Punjab Education Foundation, 29A, Model Town,**  
**Lahore. Ph. # 042-99232774-75**