

**ITB No. PEF/PROC/IT/2018-19/09**  
**INVITATION TO BID NOTICE FOR**  
**TENDER FOR PROCUREMENT OF EQUIPMENT FOR OFFICE AUTOMATION**

1. The Punjab Education Foundation has received budget from Government of Punjab towards the cost of Tender for Procurement of Equipment for Office Automation in Punjab. It is intended that part of the proceeds of this budget will be applied to eligible payments under the contract for supply of following items:

<b>Lot</b>	<b>Item</b>	<b>Qty.</b>	<b>Bid Security</b>
A	Laptop	03	=15,000/-
B	Computer LED	01	=1,000/-

**Note:** Detailed specifications of the goods required and eligibility criteria are given in the relevant bidding document.

2. The Punjab Education Foundation now invites sealed bids from eligible bidders, Manufacturers, authorized Sales & Service Dealers for the supply of above mentioned items.
3. Bidding shall be conducted through Open Competitive Bidding (Single Stage-Two Envelope) procedure specified in the Punjab Procure Rules PPR 2014 (amended till date), and is open to all eligible bidders as defined in the bidding document
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.
6. Interested eligible bidders may obtain bidding documents and further information from the office of Deputy Director (Procurement) only, on cash payment of Rs. 500/- (nonrefundable).
7. The provisions in the Instructions to Bidders and in the General Conditions of Contract are the provisions of the Bidding Documents.
8. A pre-bid meeting will be conducted at **03:00 p.m.** on **November 09, 2018** in order to clarify the queries of the prospective bidders
9. Sealed Bids must be delivered to the above office **on or before 03:00 p.m.** on **November 16, 2018** and must be accompanied by a **Bid Security as mentioned above** in the form of CDR, Pay Order, Demand Draft, or Banker's Cheque from a Scheduled Bank of Pakistan.
- 10. Bids will be opened in the presence of bidders' representatives who choose to attend at 03:30 p.m. in the Office of Punjab Education Foundation at 29A, Model Town, Lahore, on the same date.**
11. Taxes will be deducted as per applicable government rules. NTN and Sales Tax registration certificate must be provided.
12. For obtaining any further information or clarifications, please contact the person named below:

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