



The Urban Unit

Urban Sector Planning & Management Services Unit (Pvt.) Ltd.



URBAN SECTOR PLANNING & MANAGEMENT SERVICES UNIT (PRIVATE) LIMITED



	NAME	SIG.	DATE
Draft	Harry Raf	[Signature]	20-3-19
Review I	M. Karf	[Signature]	20-3-19
Review II	A. Raf	[Signature]	21/3/19
Approved		[Signature]	

TENDER DOCUMENT PURCHASE OF ANDROID TABLET

(Single Stage One Envelope)

(Note: Procurement is done by Urban Unit in line with PPRA Rules 2014)

Tender # UU/2018-19/18

via [Signature]

Sign & Stamp of bidder



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Urban Sector Planning & Management Services Unit (Pvt.) Ltd.



Table of Contents

TERMS & CONDITIONS.....	3
1. General:	3
2. Time Period:	3
3. Extension of Delivery period:	3
4. Cancellation / Penalty of Delay:.....	3
5. Payment to the Contractors:	4
6. Deduction of Taxes:.....	4
7. Dispute:	4
8. Eligibility Criteria	4
9. Bid / Tender opening procedure:.....	4
10. One Person One Bid.....	4
TENDER CHECKLIST	5
ANNEX-A	6
FINANCIAL PROPOSAL	6
BIDDER INFORMATION	8

Signature

Sign & Stamp of bidder



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TERMS & CONDITIONS

Urban Sector Planning & Management Services Unit (Pvt.) Limited (*hereinafter referred to as "The Urban Unit" or Client*) invites sealed bids from eligible and experienced income tax & sales tax registered sole proprietors / firms / companies (*hereinafter referred to as "Bidder"*) for purchase of Android Tablet as per Annex-A (*hereinafter referred to as "goods"*).

1. General:

- 1.1 Any offer not received as per terms & conditions of the tender enquiry is liable to be ignored. No offer shall be considered if:
 - a) it is received after the time and date fixed for its receipt
 - b) not signed & stamped by authorized person on each page of tender document
 - c) the offer is ambiguous
 - d) the offer is received by fax or e-mail
 - e) the offer is from a black listed firm
 - f) offer received with shorter validity than required
 - g) the offer is not conforming to specifications indicated in the tender documents
 - h) any additional terms & conditions added by the bidder
 - i) any conditional offer
- 1.2 Only Income & Sales tax registered sole proprietors / firms / companies are eligible to participate in the tender.
- 1.3 Bid will remain valid for a period of 90 days from the date of opening the tender. No change in price will be made in case of Pak rupees variation against US\$ and any other case as may be.
- 1.4 The cover envelop must be properly sealed.
- 1.5 Bidders shall participate for complete items at Annex-A. Partial bidding is not allowed.
- 1.6 Purchase Order(s) will be placed to the technically responsive lowest bidder (s) as per detailed at Annex-A.
- 1.7 The bidder must indicate their National Income Tax No. and Sales Tax No. registration numbers.
- 1.8 Offered rates will be on the basis of complete delivery at the office of Shaheen Complex 5th floor as detailed at Annex-A and shall be inclusive of all taxes, transportation and labor costs.
- 1.9 Purchase order(s) will be issued by The Urban Unit after the approval of Competent Authority i.e. Chief Executive Officer of The Urban Unit.

2. Time Period:

The bidder will have to complete delivery within fourteen (14) days from the date of issuance of purchase order.

3. Extension of Delivery period:

In special circumstances, request for extension of delivery of goods, completion period may be considered by the Competent Authority on the written request of the firm before the target date, which will be authorized to either accept or reject the request of bidder without assigning any reason.

4. Cancellation / Penalty of Delay:

- 4.1 In case, bidder fails to execute the contract in accordance with the terms & conditions laid down in the tender document, penalty @ 0.5% of total cost per day maximum up to 10% of total value of work/purchase order will be imposed.

Sign & Stamp of bidder

Signature



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- 4.2 The works/items will be inspected by The Urban Unit through authorized personnel and will be rejected, if not found according to the given specifications as mentioned at Annex – A and The Urban Unit will not be responsible for any costs or expenses incurred by the bidders in connection with the preparation and fixation.
5. **Payment to the Contractors:**
- 5.1 Payment will be made through crossed cheque to the bidder against invoice after 100% completion of satisfactory delivery of goods and inspection of works. No payment will be made as advance.
- 5.2 Payment against partial delivery will not be made.
6. **Deduction of Taxes:**
- All taxes including Sales tax will be deducted while making payment as per Government Rules / Instructions/ Notifications. Bidder will be responsible for the payment of duties, levies and clearance from customs authorities etc.
7. **Dispute:**
- In case of any dispute before or after the execution of contract, matter will be resolved as per Punjab Procurement Rules, 2014.
8. **Eligibility Criteria:**
- 8.1 NTN & GST registration is mandatory.
- 8.2 Meet the required technical specifications of the equipment.
9. **Bid / Tender opening procedure:**
- As per PPRA Rules 2014, single stage one envelope bidding procedure shall be adopted.
10. **One Person One Bid**
- (1) One person may submit one bid and if one person submits more than one bid, the procuring agency shall reject all such bids.
- (2) If a consortium of persons has submitted a bid in any procurement, it shall be construed that each member of the consortium submitted the bid.

Khalid Sherdil
Chief Executive Officer
Urban Sector Planning & Management
Services Unit (Pvt.) Limited

Sign & Stamp of bidder



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<u>TENDER CHECKLIST</u>				
S. #	DESCRIPTION	Tick Yes / No		Documents Attached at Annexure
1.	Copy of the Proprietor's CNIC (if applicable)			
2.	Copy of Income Tax Registration certificate			
3.	Copy of Sales Tax Registrations certificate			

Note: Bidders must fill-up above mentioned checklist / table and attach copies of required documents with proper annexures along with tender document.
All above documents will be used for technical evaluation.

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FINANCIAL PROPOSAL

ANDROID TABLET SPECIFICATION				Unit Rate (with all taxes)	Total Amount (with all taxes)
Brands		Samsung OR equivalent top Internationally recognized brands			
Sr. No	ITEM	DESCRIPTION	QTY		
1.	Processor	Octa-core Min. 4x2.2GHz main with graphic processor	01 Nos.		
2.	Mother Board	Latest Qualcomm Snapdragon Chipset supporting above processor			
3.	Random Memory	Min. 4GB RAM or higher memory			
4.	Internal Storage	Min. 64GB or above Solid State Drive & Support for micro SD memory card Min.400GB or above			
5.	Memory Card	Micro SD Card 128GB branded.			
6.	Display Size	10.5 inches diagonal with Min.5 Multi-touch capacitive touchscreen			
7.	Display Type	Super active-matrix organic light-emitting diode			
8.	Display Screen Resolution	1600 x 2560 pixels OR better			
9.	Integrated I/O Interfaces	Mini USB 3.0 or higher Port for Data & Charging, FM Radio, Head phone Jack, Built-in AGPS for GPS satellite navigation.			
10.	Communication Network	Built-In LTE Module as manufacturer standard compatible with Standards mobile LTE frequency licensed band as allocated by PTA for LTE mobile operations in Pakistan.			
11.	Wireless Connectivity	Built-in Wireless 802.11 b/g/n/ac.			
12.	Sound, Mic & Camera	Built-in (Sound speaker, Microphone, Dual Camera Back Camera Min.13MP min.30fps & Front Camera Min.8MP with Auto Focus & Flash with back camera or Bother Higher Cameras).			
13.	Battery & Power Adopter	Min. 7300mAh built-in battery Li-Pro (Non-removable) with manufacturer standard backup with manufacturer standard power adopter.			

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14.	Writing Pen	Manufacturer Standard Writing Pen with all built-in integrated features compatibilities in tablet as Standard Feature for taking notes / writing etc.			
15.	Operating System	Android OS 8.1 or latest as standard			
16.	Accessories	Manufacture Standard Accessories including Power Adopter, USB data/charging cable etc.			
Total Amount (Incl. of Taxes)					
Total Amount in Words:					

Offered Brand (Attachments):	Provide Name	Yes	No	Annex
Make / Brand Name:				
Model Name:				
Sub-Model (if any):				
Country of origin:				
Boucher / Technical Datasheet with Make, Model (Sub-Model (if any)).				
Local authorized dealers service and warranty setup details				
Agreed to provide the requisite equipment with in prescribed time frame.				
Agreed to provide the required PTA type approval of the equipment.				

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Sign & Stamp of bidder



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BIDDER INFORMATION

Name of Firm/Company	
Complete Postal Address	
Phone	
Contact Person / Designation	
Cell Number	
E-Mail	
Fax Number	
National Tax Number	
GST Number	

Date of Submission / opening of technical proposals:

Receipt of tenders : April 30, 2019 till 11:00 AM
Opening of tenders : April 30, 2019 at 11:30 AM at Committee Room of
The Urban Unit, 503 – Shaheen Complex, Egerton
Road, Lahore

Signature

Sign & Stamp of bidder