



REQUEST FOR QUOTATIONS (RFQ)

The Govt. of Punjab (hereinafter called "Borrower") has received from the International Development Association (IDA) in the form of a "Credit" (hereinafter called "Credit") toward the cost of "Punjab Cities Program (PCP)". The Local Government & Community Development (LG&CDD), an implementing agency, intends to apply a portion of the proceeds of this loan to eligible payments for procurement of various items/Good. Accordingly, sealed quotations are invited from the bidders, which are on the active taxpayer's list Income & Sales Tax FBR.

2. Procurement will be conducted under Request for Quotations (RFQ) method as specified in the World Bank's Procurement Regulations for IPF Borrowers (Revised) and is open to all eligible bidders as defined in the Procurement Regulations.

3. LG&CDD now invites sealed quotations from eligible bidders for supply of the items as per detail mentioned below:

Sr. No.	Description	Item Required
1	Request for Quotations	Furniture & Fixtures
2	Request for Quotations	IT Equipment
3	Request for Quotations	Equipment/Machines

The qualification criteria of the bidders and other details are mentioned in the RFQ document.

4. A complete set of RFQ documents of containing detailed terms & conditions can immediately be downloaded from the website www.lgd.punjab.pk or www.pmdfc.punjab.gov.pk

5. Quotations, duly accompanied by "Bid Security" equivalent to the amount as given in the RFQ document in shape of bank guarantee / pay order / demand draft / call deposit from nationalized / scheduled Bank in Pakistan in the name of the Punjab Municipal Development Fund Company, must be delivered at the address given below on or before March 14, 2023 till 1500 hours. Electronic submission shall not be permitted. Quotations received late will not be accepted.

6. Quotations will be opened publicly on the same day at 1530 hours, in the presence of the suppliers' representatives and anyone who chooses to attend, in the PMDFC Conference Room, Upper Mall, Lahore.

IPL-1596

Section Officer (Projects)

Local Government & Community Development
Department (LG&CDD)

Govt. of the Punjab, Civil Secretariat, Lahore

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LOCAL GOVERNMENT & COMMUNITY DEVELOPMENT DEPARTMENT (LG&CDD)

GOVT. OF THE PUNJAB, CIVIL SECRETARIAT LAHORE

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PUNJAB CITIES PROGRAM (PCP)
REQUEST FOR QUOTATIONS (RFQ)

Supply, Installation, Testing & Commissioning of
Equipment/Machines for LG&CDD

DEADLINE DATE& TIME FOR SUBMISSION OF RFQ: March 14, 2023, 1500 PST

OPENING DATE & TIME OF RFQ March 14, 2023, 1530 PST

1. The Government of Punjab has received a loan (Credit No. 62430-PK) from the International Development Association (IDA) for funding the Punjab Cities Program (PCP). The Program is being implemented by Local Government & Community Development Department (LG&CDD) / Punjab Municipal Development Fund Company (PMDFC). Local Government & Community Development Department (LG&CDD) / Punjab Municipal Development Fund Company (PMDFC), an implementing agency, intends to apply a portion of the proceeds of this loan to eligible payments under the contract for Supply, Installation, Testing & Commissioning of Equipment/Machines for LG&CDD. Accordingly, sealed quotations are invited from the local bidders, which are on the active taxpayers list (Income & Sales Tax) at FBR.

2. The LG&CDD now invites sealed quotations from eligible suppliers for the Supply, Installation, Testing & Commissioning of Equipment/Machines for LG&CDD at the place of delivery/on-sites as per attached delivery schedule.

3. The Requests for Quotations document and accompanying documents must be delivered in PMDFC as per mentioned date & time

4. Qualification Requirements:-

- a. Suppliers must be registered with appropriate forum – Copy of Incorporation Certificate must be provided.
- b. Copy of valid NTN & GST certificate and Active Tax Payer Status of both Income Tax and Sales Tax.
- c. Suppliers must not be blacklisted from PPRA/Procuring agency/Donors/Any other Agency/Organization – Undertaking of no black-listing to be provided on non-judicial stamp paper of appropriate value.
- d. Suppliers must have at least three (03) years of experience of for supply of similar items as requisitioned in the RFQ documents. Suppliers must provide copies of at least three (03) valid purchase orders/contract agreements against the supply of similar items in the last three (03) years to establish the required experience.
- e. Suppliers must have active office/depot in Pakistan – evidence to be provided

5. **Evaluation Criteria and Issue of Purchase Order/Notification of award:**

The quotations shall be evaluated and Purchase Order/Notification of Award shall be issued to the lowest evaluated responsive supplier based on lowest evaluated cost of the responsive quotation for each LOT and as per the following criteria: -

- a. Technical responsiveness / full compliance to the specifications/requirements for all the items to assure conformity of goods as per specifications prescribed in RFQ for which price has been quoted.
- b. Acceptance of Terms and Conditions of the RFQ document.

6. **Bid Security: -**

- a. Suppliers must provide Bid Security of **PKR 10,000/- for LOT No. 1, PKR 25,000/- for LOT No. 2, PKR 15,000/- for Lot No. 3, and PKR 12,000 for Lot No. 6 respectively** in shape of a Bank Guarantee/Bank Draft/Pay Order/Demand Draft from nationalized/Scheduled Bank in Pakistan in the name of *Punjab Municipal Development Fund Company*.
- b. The bids found without Bid Security shall be rejected.
- c. The bids found deficient of the Bid Security amount shall be rejected.
- d. No personal cheques shall be acceptable at any cost.
- e. Any previous bid security shall not be considered or carried forward.
- f. The bid security to the unsuccessful suppliers shall be returned immediately after issuance of Purchase Order to the lowest evaluated responsive supplier and in case of successful supplier, bid security will be released upon expiry of warranty period.

7. **General Terms and Conditions:-**

- a. Purchase Order/Notification of Award shall be issued to the lowest evaluated responsive supplier meeting all the requirements stated in the Requests for Quotations document.
- b. Evaluation will be done for complete 100% required quantity & Delivered Duty Paid (DDP) Price basis i.e. inclusive of all taxes, fees and costs.
- c. The prices charged for the Goods supplied shall not be adjustable.
- d. The quotations must be submitted in sealed envelope according to the attached BOQ and must be completed in all respect.
- e. Taxes will be deducted at source.
- f. One supplier can quote only one offer.
- g. In case of any difference in unit cost and total cost, unit rate shall prevail. In case of difference in amount in words and figures, calculations from unit rate shall prevail.
- h. Incomplete quotations shall be rejected.
- i. Quotations must be signed by authorized representative and stamped with company stamp.
- j. Quotations must be typewritten as per BOQ.
- k. Supply, installation of items must be completed at site as per delivery schedule attached from issuance of Purchase Order/Notification of Award.
- l. The Prices indicated in the Price Schedule shall be **delivered duty paid (DDP)**.
- m. Prices shall be fixed and bid price should be in Pak Rupees.
- n. The suppliers are requested to give their best and final prices as no negotiations are expected.
- o. Quotations shall be valid for a period of 90 days from the last date of submission.

- p. Full Payment shall be made after submission of successful job completion / delivered goods acceptance certificate/s duly signed by the concerned officers incharge at site /countersigned by the authorized representative of LG&CDD along with the original bill and sales tax invoice. Partial payment shall not be made in any case.
- q. In case provided goods in not conforming to specifications, the Purchaser may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Purchaser within next 03 days and there shall be no extension in time in the original specified delivery period on these grounds.
- r. The Purchaser reserves the right at the time of issuance of Purchase Order/Notification of award to increase or decrease, by the 15%, the quantity of goods and services originally specified in the BOQ without any change in unit price or other terms and conditions.
- s. The Purchaser reserves the right to accept or reject any quotation, and to annul the procurement process and reject all quotations at any time prior to issuance of Purchase Order/Notification of award, without thereby incurring any liability to the affected supplier or suppliers or any obligation to inform the affected supplier or suppliers of the grounds for the Purchaser's action.
- t. The Bank requires compliance with the Bank's Anti-Corruption Guidelines and its prevailing sanctions policies and procedures as set forth in the World Bank Group's [WBG] Sanctions Framework.
- u. In further pursuance of this policy, Suppliers shall permit and shall cause their agents (where declared or not), subcontractors, subconsultants, service providers, suppliers, and personnel, to permit the Bank to inspect all accounts, records and other documents relating to the RFQ and contract performance (in the case of award), and to have them audited by auditors appointed by the Bank.
- v. A Supplier that has been sanctioned by the Bank, pursuant to the Bank's Anti-Corruption Guidelines, in accordance with its prevailing sanctions policies and procedures as set forth in the WBG's Sanctions Framework as described in the Contract Conditions (Attachment A) paragraph 2.2 d., shall be ineligible to submit Quotations or be awarded or otherwise benefit from a Bank-financed contract, financially or otherwise, during such period of time as the Bank shall have determined. A list of debarred firms and individuals is available on the Bank's external website: <http://www.worldbank.org/debarr>
- w. Request for clarification (if any) should be received in writing no later than five (05) days after advertisement.

8. **Liquidated Damages:-**

Applicable rates shall not exceed (0.5) % per day and the maximum shall not exceed (10) % of the total contract/award price.

If the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the purchase order, the Purchaser shall, without prejudice to its other remedies under the purchase order, deduct from the purchase order Price, as liquidated damages, a sum equivalent to the percentage specified above of the delivered price of the delayed Goods for each day or part thereof of delay until actual delivery, up to a maximum deduction of the percentage specified above.

9. Payment Terms:-

Hundred (100) percent payment shall be made in PKR within **thirty (30) days** of presentation of claimed invoice along with supporting documents indicating acceptance of all items & on-time delivery of supplies.

Following supporting documents are required with the bill/payment invoice:

- a. Sales tax invoice
- b. Exemption certificate if applicable
- c. Delivery Challan indicating date, quantity and specification of delivered items
- d. Certificate that items provided are new/unused and with warranty if applicable.
- e. A certificate of completion order from the Purchaser declaring that the supply of Goods at designated sites have been delivered and accepted by Purchaser.

10. Warranty Terms:-

- a. Supplier shall provide 12 months warranty from the date of delivery of items supplied.
- b. During warranty period, Supplier undertakes that any fault shall be replaced within 3-5 days of issue without any cost.

The suppliers must comply the above stated terms & conditions in all respects otherwise their quotations shall not be considered.

Bill of Quantities

Equipment and Machines for LG&CDD				
Lot - 1				
Sr. No.	Item details	No	Rate (PKR)	Total cost (PKR)
1	Photocopiers	1		
Sub Total				
GST @ 17%				
Total				
In Words				

Equipment and Machines for LG&CDD				
Lot - 2				
Sr. No.	Item details	No	Rate (PKR)	Total cost (PKR)
1	Digital camera	1		
2	Video cam / DSLR	2		
Sub Total				
GST @ 17%				
Total				
In Words				

Equipment and Machines for LG&CDD				
Lot - 3				
Sr. No.	Item details	No	Rate (PKR)	Total cost (PKR)
1	Telephone sets (land line)	15		
2	PABX Exchange	1		
Sub Total				
GST @ 17%				
Total				
In Words				

Equipment and Machines for LG&CDD				
Lot - 6				
Sr. No.	Item details	No	Rate (PKR)	Total cost (PKR)
1	Water dispenser	3		
2	Electric heater	10		
3	UPS	5		
Sub Total				
GST @ 17%				
Total				
In Words				

Specifications

PBAX Telephone Exchange	
Recommended Specifications	
Trunk Line	4 Or Higher
Extension Port	64 Or Higher
Operator Console	1
Telephone sets	1 Executive Class
Telephone sets	10 Normal
Supply & Installation of 20-Pair Fuse protected MDF make ZTE Complete with MDF make ZTE Complete with MDF to PABX cables	Yes
All necessary for operation of PBAX with telephone sets and cabling should be in proper PVC conduit of appropriate size and type	Yes
One Year SLA must be part of bid price with free on site trouble shooting	Yes
Telephone sets	
Recommended Specifications	
type	corded phone
LED	2 line display
Call	Call ID, Call Waiting
	Wall mountable
Keys	Navigation keys ,Redial, Vol
Dialer	One-touch dailer with memory buttons
Phone Book	50-station phone book and 20 redial numbers

Water Dispenser	3 Taps, 220V
	Cabinet With Fridge
	Hot, Cold and normal Water
	Thermostat Refrigerator
	Safety lock

	Hot water > 90 degree Celcius
	R134a, Capacity hot water 1 L or above and cold water 3.5L
	One year local warranty

	UPS for Desktop Computer
Recommended Specifications	
Capacity	1000 VA or higher, Surge Protection, processor control, Line Interactive Technology
Battery	Sealed Maintenance Free (Built-in battery)
Input Voltage:	230V
Output Voltage	220V, 240V
Backup time	At least 10 minutes backup time or higher on 70% load
Recharge Time	Maximum 6-8 hours
Other features	Serial/USB Port with other standard features
All Accessories	Yes
Warranty Period	1 Year local warranty

	Photocopier Machine
Recommended Specifications	
Warmup Time	20 Sec or Less
First Output Speed	5 Sec or Less
Printing Speed	45 CPM/PPM or Higher
Memory	4 GB or High
HDD	300 GB or High
Paper Size	Letter, Legal, A3, A4, A5
Paper Input Capacity	2 Tray X 500 pages each
Bypass Tray	Yes
Multiple Copying	1000 or High
Print Resolution	1200 X 1200 dpi or higher
Copy Resolution	600 X 600 dpi or higher
Duplex	Duplexing Standard from Feeder
Zoom	25 % to 400 % or Better

Duty Cycle	Monthly Duty Cycle 100K or Higher
Interfaces	RJ-45 Ethernet, (10/100/1000), USB 2.0
Supported OS	Windows 7, 8, 8.1, 10. Windows Server 2012/R2

	Digital Camera
Effective pixels	24.2 million
Image sensor	23.2 x 15.4 mm CMOS sensor
Image size (pixels)	6,016 x 4,000 [L], 4,512 x 3,000 [M], 3,008 x 2,000 [S]
File format	NEF (RAW): 12 bit, compressed JPEG: JPEG-Baseline compliant with fine (approx. 1:4), normal (approx. 1:8) or basic (approx. 1:16) compression NEF (RAW)+JPEG: Single photograph recorded in both NEF (RAW) and JPEG formats
Media	SD (Secure Digital) and UHS-I compliant SDHC and SDXC memory cards
Frame coverage	Approx. 95% horizontal and 95% vertical
Magnification	Approx. 0.8x (50 mm f/1.4 lens at infinity, -1.0 m-1)
Eyepoint	18 mm (-1.0 m-1; from center surface of viewfinder eyepiece lens)
Diopter adjustment	-1.7 to +0.5 m-1
Speed	1/4,000 to 30 s in steps of 1/3 EV; Bulb; Time (requires optional ML-L3 Remote Control)
Flash sync speed	X=1/200 s; synchronizes with shutter at 1/200 s or slower
Range (ISO 100, f/1.4 lens, 20°C/68°F)	Matrix or center-weighted metering: 0 to 20 EV Spot metering: 2 to 20 EV
Frame size (pixels) and frame rate	1,920 x 1,080, 30p (progressive)/25p/24p, ★ high/normal 1,280 x 720, 60p/50p, ★ high/normal 640 x 424, 30p/25p, ★ high/normal Frame rates of 30p (actual frame rate 29.97 fps) and 60p (actual frame rate 59.94 fps) are available when NTSC is selected for video mode; 25p and 50p are available when PAL is selected for video mode; Actual frame rate when 24p is selected is 23.976 fps
Video compression	H.264/MPEG-4 Advanced Video Coding
ISO sensitivity	ISO 200 to 6400; can also be set to approx. 1 EV above ISO 6400 (ISO 12800 equivalent)
USB	Hi-Speed USB
Video output	NTSC, PAL
HDMI output	Type C mini-pin HDMI connector
Dimensions (W x H x D)	Approx. 125 x 96 x 76.5 mm/5.0 x 3.8 x 3.1 in.

Electric Heater	<ul style="list-style-type: none"> • 2 Heat Settings 1000/2000W • Cool/Warm/Hot wind for selection • Adjustable Room Thermostat • Automatic Control Temperature of Fan Heater • Overheat protection • Power Indicator Light • With tip-over switch • 90° Oscillation
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<u>Video Camera/DSLR</u>	
Recommended Specifications	
MegaPixel	26.2MP Full-Frame CMOS Sensor , Mirror Less
Image Processor	DIGIC 8 Image Processor
Vedio	UHD 4K and Full HD 1080 Video
View Finder	2.36m-Dot OLED Electronic Viewfinder
LCD	3" 1.04m-Dot Vari-Angle Touchscreen LCD
	Dual Pixel CMOS AF, 4779 AF Points
ISO	ISO 100-40000, Up to 5 fps Shooting
Connectivity	Wi-Fi and Bluetooth Connectivity, microphone, audio/video interface
Lens	RF 24-105mm f/4-7.1 IS STM Lens
	with Tripod stand



Delivery Schedule

The successful supplier shall be liable to supply, install, testing and, commission all items **within 40 - 60 days** starting from the date of issuance of Purchase Order/Notification of award, at LG&CDD Civil Secretariat, and in nominated offices Lahore.
