



REQUEST FOR QUOTATION (RFQ)

Procurement of Renewal of Antivirus
Subscription

Contract # PIE/P&C/Antivirus/24/03

Head Office:

Commercial Area (North), Sundar Industrial Estate,
Sundar-Raiwind Road, Lahore.

Tel :- 042-35297203-6 Fax :- 042-35297207

REQUEST FOR QUOTATION (RFQ)

Subject: REQUEST FOR QUOTATION (RFQ) FOR PROCUREMENT OF RENEWAL OF ANTIVIRUS SUBSCRIPTION

Punjab Industrial Estates Development and Management Company (PIEDMC) is a company set up under section 42 of the Companies Act 1984 (Now companies Act 2017), owned by the Government of the Punjab with Public Private Partnership, to facilitate and accelerate the industrial growth of Punjab, Pakistan.

PIEDMC intends to procure Renewal of Antivirus Subscription for its Head Office at Sundar Industrial Estate, Lahore according to specifications given below:

| S. No | Description | Subscription Period | Unit | Qty | DDP Unit Rate with all Taxes US\$ | Amount US\$ |
|---|--|----------------------------|-------------|------------|--|--------------------|
| 1 | Renewal of Antivirus Subscription Kaspersky Endpoint Security for Business Select | 1 Year | No | 80 | | |
| Total Amount of US\$ Inclusive of all Applicable Taxes | | | | | | |

SUBMISSION OF BID

Deadline for Submission, Modification & Withdrawal of Bids

- i. Bids must be received by the Employer at the address/provided in Bidding Data not later than the time and date stipulated there in.
- ii. Bids submitted through telegraph, telex, fax or e-mail shall not be considered.
- iii. Any bid received by the Employer after the deadline for submission prescribed in Bidding Data will be returned unopened to such bidder.

Terms and Conditions

Name of Employer

Punjab Industrial Estates Development & Management Company (PIEDMC)

Brief Description of Works

“ Procurement of Renewal of Antivirus Subscription at PIEDMC Head Office”

(a) Employer's address:

Chief Engineer -Planning & Contracts

Punjab Industrial Estates Development & Management Company (PIEDMC)

Commercial Area (North), Sundar Industrial Estate

Sundar-Raiwind Road, Lahore.

Tel: 042-35297203-7.

(b) Focal Person

In case of any query, the interested parties may consult,

Manager IT

Punjab Industrial Estates Development & Management Company (PIEDMC)

Commercial Area (North), Sundar Industrial Estate

Sundar-Raiwind Road, Lahore.

Tel: 042-35297203-7.

Mob: 0320-0840621

Amount of Bid Security

Rs. 6,238 (2% of Bid Amount)

Period of Bid Validity

90 Days

Number of Copies of the Bid to be Submitted

One (01) Original

Payment

The payment shall be made to the supplier through cross cheque / payorder in Pak Rupees at the inter-bank foreign currency exchange rate of US Dollar to Pak Rupee, on the date of Purchase order, as per mode given below.

- i. 100% on full delivery of licenses at PIEDMC Head Office after acceptance note as per rate quoted above. Payment invoice will be submitted with documents i.e. Warranty Certificate, Inspection Certificate, Certificate of origin, Acceptance Note.

Time for Completion

- i. Delivery Schedule should be attached with quotation and shall not more than Ten (10) days from the date of issuance of Purchase Order.
- ii. PIEDMC intends to procure Renewal of Antivirus subscription for its Head Office according to specifications.

CDR / Pay Order/Demand Draft

The bid must be accompanied with bid security which is 2.0% of the estimated cost, as in the form of CDR / Pay Order/Demand Draft from a scheduled Bank in Pakistan in favor of PIEDMC, which will be released on satisfactory completion of work. Bid security of unsuccessful bidders will be released on award of work to successful bidder.

The Bid must be valid for at least 90 calendar days from bid opening date and rate quoted must be inclusive of all applicable taxes.

Liquidity Damage

In case of delay in completion of work, 0.5% of contract amount per day will be charged as liquidity damage and maximum up to 10% of contract amount.

Evaluation

The Evaluation will be carried out on Least Cost Method; and award of work will be made to the lowest evaluated responsive bidder; from among those bidders who have fulfilled the criteria mentioned below:

- a) Firm should be registered with the income tax department. Documentary evidence to be provided.
- b) The vendor should be Sales Tax registered. Documentary evidence to be provided
- c) The vendor should be an active tax payer. Documentary evidence to be provided.
- d) The product offered must meet all of the above specifications failing which quotation will stand non-responsive. Documentary evidence for the fulfillment of above specifications must be attached with the quotation

Single Stage One Envelope Procedure

- i. All procurement will be carried out as per PPRA rules 2014 (amended up to date) Single Stage One Envelope procedure and Work Order will be issued to the lowest evaluated responsive bidder.
- ii. Firms / companies / individuals not meeting the criteria mentioned above shall be considered as non-responsive bidders.
- iii. Sealed financial bid must be received on or before **7th February, 2024** up to 1100 hours; and shall be opened publically at 11:30 hours on the same day in the presence of bidders who wish to attend at PIEDMC Head Office Sunder Industrial Estate Rai-wind Road Lahore.
- iv. Final Evaluated Lowest Responsive Bidder will be announced after the detail evaluation.

Mandatory Requirements

(i) Name of Firm/ Company:-----

(ii) Name of Bidder:-----

(iii) Postal Address:-----

(iv) Office Phone No:-----

(v) Active Mobile No:-----

(vi) GST No:-----

(vii) NTN No:-----

(viii) Bid Security/Bank Draft/CDR:-----

Name of Authorised Person

Date of Submission

Official Stamp