



Invitation for Bids (IFB)

IFN No. GSD (Pro. Div-III)/ 1426 / (Light & Heavy Duty MF Photocopier Diff-Deptt-SBP)-2014-15

Date: March 26, 2015

SBP Banking Services Corporation (SBP BSC) invites sealed bids from the experienced and tax registered firms for supply/installation of light & heavy duty multifunction photocopier machines as per following details:

Package	Detail of Photocopier Machine	Qty
1	Multifunction Photocopier (Heavy Duty)	3
2	Multifunction Photocopier (Light Duty)	1
	Total Units	4

- Bidding will be conducted under National Competitive Bidding pursuant to “**Single stage- two envelope procedure**” as per **Rule 36(b) of Public Procurement Rules 2004 (PPR-2004)** and is open to all eligible Bidders as defined in the PPR 2004. Who meets the following minimum eligibility/qualification criteria:
 - Bidder must be Manufacturer/ authorized agent of the manufacturer for the required item in Pakistan.*
 - Bidder must have minimum three (05) years of experience in supplies of similar (Heavy/ Light) Photocopier machine(s) to government/semi-government/ private company/department.*
 - Bidder should have verifiable presence at Karachi, with ability to provide rapid/prompt support at SBP BSC-HOK.*
 - Bidders must be registered with Income Tax and Sales Tax Department.*
- Bid security of not less than **2%** of the bid price must be accompanied by **Financial Proposal** in sealed envelope, payable in the form of bank draft/pay order, drawn in favour of SBP Banking Services Corporation. **Conditional**, incomplete, late submission or bid(s) submitted un-signed Bid Form by authorized nominee of the bidder will be rejected.
- Eligible and qualified bidders can submit bids for both or for INDIVIDUAL Package of Equipment(s). Separate contracts will be signed for each Package. Bidder will have to comply with COMPLETE REQUIREMENTS for the quoted Package(s).
- The Bidders are requested to give their best and final prices as no negotiations are expected. The rates quoted must remain **valid for a period of ninety (90) days** after opening of bids.
- Interested eligible bidders may obtain the bidding documents on submission of a written application on their firms’ letter head to the address below upon payment of Rs.600/- (non-refundable) in the of bank draft/pay order in favour of SBP BSC (Bank), Karachi from the address given below from **9:00 am to 5:30 pm**. If the bidding documents are requested by post courier then non-refundable fee of Pak Rs.800/- will be charged. IFB is also uploaded for display on the websites <http://www.ppra.org.pk> and <http://www.sbp.org.pk>.
- Bids must be delivered to the address below on or before **Monday April 13, 2015 at 11:00am**. Bids will be opened in the presence of bidders’ representatives who choose to attend at **11:30am** same day at the meeting room of **LRC, 2nd Floor, I.I Chundrigar Road, State Bank of Pakistan, Karachi**.

Joint Director
Procurement Division
General Services Department
State Bank of Pakistan – SBP BSC
4th Floor, Subsidiary House, I.I Chundrigar Road, Karachi -Pakistan
Telephone No: 92-21-32455415-5915 Facsimile: 92-21-99218175
gsd.proc-III@sbp.org.pk