Pre-Qualification Document

Purchase of I.T Equipment (Goods)

National

Single Stage-One Envelope

November 05, 2026

Excise & Taxation Department ICT (Excise & Taxation Department – Islamabad),Secretary
HEC Building, Service Road East, H-9/4, Islamabad Capital Territory
Phone: +92-300-856-3765, Email: eto.ddo.id1439@gmail.com

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INVITATION FOR PRE-QUALIFICATION

PROCUREMENT OF GOODS

1. The **Excise & Taxation Department ICT (Excise & Taxation Department – Islamabad)** has reserved Funds for the procurement planned for FY **2026-27**. The **Excise & Taxation Department ICT (Excise & Taxation Department – Islamabad)** intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the "**Purchase of I.T Equipment**" with the reference of **"P188097"**

2. The **Excise & Taxation Department ICT (Excise & Taxation Department – Islamabad)** intends to pre-qualify suppliers for Invitation to Bid(s), and sign the contract agreement(s) with the selected bidder(s) subsequent to bidding process.

3. The objective of the intended pre-qualification is the on-demand supply of " **Purchase of I.T Equipment**" through subsequent signing of contract with successful bidders, and the purpose of this Pre-qualification Notice is to provide the very basic information to enable the potential applicants to decide whether or not to respond to this Pre-qualification Notice.

4. Only the pre-qualified applicants shall be entitled to participate in the procurement proceedings, and it is expected that the Invitation to Bids will be made to the Pre-qualified Applicants.

5. Pre-qualification process is open for all **National** Applicants subject to fulfilling the eligibility requirements mentioned in the respective Pre-qualification Documents. Interested Applicants may obtain further information from the Excise & Taxation Department ICT (Excise & Taxation Department – Islamabad) through **EPADS v2.0** during office hours. A complete set of Pre-qualification Documents may be accessed by interested Applicants through **EPADS v2.0** at **https://epads.gov.pk/opportunities/federal/procurements/188097.**

6. The application, prepared in accordance with the instructions in the Pre-qualification Documents, must be submitted through **EPADS v2.0** on or before **Monday, November 16, 2026 11:00 AM**. E-bids will be opened using **EPADS v2.0** on the same day at **Monday, November 16, 2026 11:45 AM**.

Manual submission of Bids shall not be entertained. Those vendors who have not yet registered on the new version of **EPADS v2.0,** may register themselves on **https://vendors.epads.gov.pk/**. A tutorial to explain the registration process is available at **https://www.youtube.com/watch?v=MNW6T38v7tc**

In terms of Rule 48 of Public Procurement Rules, 2004 Grievance Redressal Committee (GRC) is notified for the subject procurement and notification copy is available on the procuring agency's website and on Authority's website at (**www.ppra.org.pk**).

Excise & Taxation Department ICT (Excise & Taxation Department – Islamabad), Secretary
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+92-300-856-3765
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Instructions to Applicants

A. General

B. Contents of the Prequalification Documents

Sections of Prequalifica¬tion Documents

1. **Scope of Application**

1.1. In connection with the "**Invitation for Prequalification**", the Procuring Agency, as defined in Section II (Prequalification Data Sheet abbreviated as PDS), issues this set of Prequalification Documents (PD) to prospective applicants (also hereinafter referred as Applicants) interested in submitting applications (also hereinafter referred as Applications) to determine the capacity and capability of the Applicant(s) for supply of Goods and Related Services incidental thereto as specified in Section VII (Schedule of Requirements).

2. **Source of Funds**

2.1. Source of funds is same as referred in Invitation for Pre-qualification.

3. **Fraud and Corruption**

3.1. The Procuring Agency requires that the Applicants /Bidders/ Suppliers/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such agreements and contracts.

3.2. The Applicants/Bidders shall permit and shall cause their agents (whether declared or not), sub-contractors, sub-consultants, service providers, suppliers, and their personnel, to permit the Procuring Agency to inspect all accounts, records and other documents relating to any, Application/Bid submission, Secondary Procurement process, and to have them audited by auditors appointed by the Procuring Agency.

3.3. Any communications between the Applicant and the Procuring Agency related to matters of alleged corrupt and fraudulent practices must be made in writing or in electronic forms that provide record of the content of

communication.

3.4. Procuring Agency will reject an application or bid or proposal, if it is established that the Applicant or the Bidder or Prosper was engaged in corrupt and fraudulent practices in competing for the contract.

3.5. Procuring Agency will also declare the Applicant as blacklisted in accordance with rules and predefined standard mechanism.

4. **Eligible Applicants**

4.1. An Applicant may be a private entity, a state-owned enterprise or institution subject to ITB 4.6, or any combination of such entities in the form of a joint venture (JV) under an existing JV agreement or with the intent to enter into such an agreement supported by a letter of intent.
In case of single (private or state-owned entity), it shall be liable for execution of all the provisions of the Contract Agreement.
In the case of a joint venture, all members shall be jointly and severally liable for the execution of all the provisions of the Contract Agreement (if signed b/w the Procuring Agency and the JV), in accordance with the Contract conditions that apply.
The JV shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all the members of the JV during the Prequalification process, Bidding process (in the event the prequalified JV submits a Bid) and during the period of contract agreement and contract execution (in the event the JV is awarded the Contract). Unless specified in the PDS, there is no limit on the number of members in a JV.

4.2. An Applicant may apply for Prequalification both individually, and as part of a joint venture, or participate as a subcontractor. If prequalified as a JV only, it will not be permitted to bid for the same contract as an individual entity. Bids submitted in violation of this provision will be rejected.

4.3. An Applicant and any of its affiliates (that directly or indirectly control, are controlled by or are under common control with that entity) may submit its Application for Prequalification either individually, as joint venture or as a sub-contractor among them for the same contract. However, if prequalified only one prequalified Applicant will be allowed to bid for the same contract.

All Bids submitted in violation of this provision will be rejected.

4.4. Applicants shall be considered to have a conflict of interest, if they participated as a consultant in the preparation of the design or technical specifications or have been hired or proposed to be hired by the Procuring Agency for execution of subsequent Contract Agreement. In addition, Applicants may be considered to have a conflict of interest if they have a close business or family relationship with such professional staff of the Procuring Agency (or a recipient of a part of the funds) who:

4.4.1. are directly or indirectly involved in the preparation of the Prequalification Documents or Bidding Documents or specifications of Contract and/or the Prequalification or Bid evaluation process of such Contract; or

4.4.2. would be involved in the implementation or supervision of such Agreement t, unless the conflict stemming from such relationship has been resolved throughout the Procurement Process, Bidding.

4.5. An Applicant that has been declared debarred or blacklisted shall be ineligible to be prequalified to bid for such period of time and for such type of procurement for which he has been declared debarred or blacklisted. The list of debarred firms and individuals is available at PPRA's website.

4.6. An Applicant shall provide such documentary evidence for determining the eligibility of the Applicant to the reasonable satisfaction of the Procuring Agency.

5. **Eligibility (in terms of Nationality)**

5.1. Applicants may be ineligible if they are nationals of ineligible countries as indicated in Section V.

B. Contents of the Prequalification Documents

6. **Sections of Prequalification Documents**

6.1. This set of Prequalification Documents consists of Parts 1 and 2 which comprise all the sections indicated below, and which should be read in conjunction with any Addendum issued in accordance with ITA 8.

PART 1 Prequalification Procedures PART 2 Supply Requirements

6.2. Section I - Instructions to Applicants (ITA)

6.3. Section II - Prequalification Data Sheet (PDS)

6.4. Section III - Qualification Criteria and Requirements

6.5. Section IV - Application Forms

6.6. Section V - Eligible Countries

6.7. Section VI - Fraud and Corruption

6.8. Section VII – Schedule of Requirements

6.9. The Procuring Agency accepts no responsibility for the completeness of the Prequalification documents, responses to requests for clarification, the minutes of the pre-Application meeting (if any), or Addenda to the Prequalification documents in accordance with ITA 8. In case of any discrepancies, documents issued directly through ePADS shall prevail.

6.10. The Applicant is expected to examine all instructions, forms, and terms in the Prequalification Documents and to furnish with its Application all information or documentation as is required by the Prequalification Documents.

7. **Clarification of Pre-qualification Documents and Pre-Application Meeting**

7.1. An Applicant requiring any clarification of the Pre-qualification Documents shall contact the Procuring Agency in writing through ePADS as. The Procuring Agency will respond in writing through ePADS to any request for clarification provided that such request is received no later than three (03) days prior to the deadline for submission of the Applications. The Procuring Agency shall forward a copy of its response to all prospective

Applicants through ePADS who have obtained the Prequalification Documents from ePADS , including a description of the inquiry but without identifying its source. If so indicated in the PDS, the Procuring Agency shall also promptly publish its response through ePADS . Should the Procuring Agency deem it necessary to amend the Prequalification Documents as a result of a clarification, it shall do so in accordance with the provisions of ITA 16.2.

7.2. If indicated in the PDS, the Applicant's designated representative is invited at the Applicant's cost to attend a pre-Application meeting through online platform / **EPADS v2.0** as per date and time mentioned in the PDS. During this Pre-Application meeting, prospective Applicants may request clarification of the schedule of requirement, the qualification criteria or any other aspects of the Pre-qualification Documents.

7.3. Minutes of the Pre-Application meeting, if applicable, including the text of the questions asked by Applicants, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly through ePADS to all prospective Applicants who have obtained the Pre-qualification Documents. Any modification to the Pre-qualification Documents that may become necessary as a result of the pre-Application meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to ITA 8 and through **EPADS v2.0**. Non-attendance at the pre-Application meeting will not be a cause for disqualification of an Applicant.

8. **Amendment of Prequalifica¬tion Documents**

8.1. At any time prior to the deadline for submission of Applications, the Procuring Agency may amend the Prequalification Documents by issuing an Addendum through **EPADS v2.0**

8.2. Any Addendum issued shall be part of the Prequalification Document and shall be communicated in writing through ePADS to all Applicants who have obtained the Prequalification Documents from the Procuring Agency. The Procuring Agency shall promptly publish the Addendum at the Procuring Agency's web page and **EPADS v2.0**.

Provided that an Applicant who had already submitted their Applications

prior to the issuance of any such addendum shall have the right to withdraw his already submitted Application and submit the revised Application prior to the original or extended Application submission deadline through **EPADS v2.0**.

8.3. To give Applicants reasonable time to take an Addendum into account in preparing their Applications, the Procuring Agency may at its discretion, extend the deadline for the submission of Applications in accordance with ITA 16.2:
Provided that the Procuring Agency shall extend the deadline for submission of Applications, if such an addendum is issued within last three (03) days of the Application submission deadline.

C. Preparation of Applications

9. **Cost of Applications**

9.1. The Applicant shall bear all costs associated with the preparation and submission of its Application. The Procuring Agency will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Pre-qualification process.

10. **Language of Application**

10.1. The Application as well as all correspondence and documents relating to the Pre-qualification exchanged by the Applicant and the Procuring Agency, shall be written in the language specified in the PDS. Supporting documents and printed literature that are part of the Application may be in another language, provided they are accompanied by an accurate translation of the relevant passages in the language specified in the PDS, in which case, for purposes of interpretation of the Application, the translation shall govern.

11. **Documents Comprising the Application**

11.1. The Application shall comprise the following:

11.1.1. **Application Submission Letter**, in accordance with ITA 12.1;

11.1.2. **Eligibility**: documentary evidence establishing the Applicant's eligibility, in accordance with ITA 13.1;

11.1.3. **Qualifications**: documentary evidence establishing the Applicant's qualifications, in accordance with ITA 14; and

11.1.4. any other document required as specified in the PDS.

11.2. **Application Submission Letter**

11.2.1. The Applicant shall complete an Application Submission Letter as provided in Section IV (Application Forms). This Form must be completed without any alteration to its format.

11.3. **Documents Establishing the Eligibility of the Applicant**

11.3.1. To establish its eligibility in accordance with ITA 4, the Applicant shall complete the eligibility declarations in the Application Submission Letter and Form ELI-1.1 (eligibility), included in Section IV (Application Forms).

11.4. **Documents Establishing the Qualifications of the Applicant**

11.4.1. To establish its qualifications to perform the contract(s) in accordance with Section III (**Qualification Criteria and Requirements**), the Applicant shall provide the information requested in the corresponding Information Sheets included in **Section IV (Application Forms)**.

11.4.2. Wherever an Application Form requires an Applicant to state a monetary amount, Applicants should indicate the Pak Rupee equivalent using the rate of exchange determined as follows:

11.4.2.1. for turnover or financial data required for each year - Exchange rate prevailing on the last day of the respective calendar year (in which the amounts for that year is to be converted).

11.4.2.2. value of single contract - Exchange rate prevailing on the date of the contract.

11.4.3. Exchange rates shall be taken from the publicly available source identified in the PDS. Any error in determining the exchange rates in the Application may be corrected by the Procuring Agency.

11.4.4. The documentary evidence of the Applicant’s qualifications to conclude a contract Agreement, shall establish to the Procuring Agency’s satisfaction:

11.4.4.1. that, if required in the BDS, an Applicant that does not manufacture or produce the Goods it offers to supply shall submit the Manufacturer’s Authorization using the form included in Section IV A (Bidding Forms) to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in the Procuring Agency’s Country;

11.4.4.2. that, if required in the BDS, in case of an Applicant not doing business within Islamic Republic of Pakistan (or the country where the procurement is being made), the Applicant is, or will be, (if awarded the call off contract) represented by an Agent in the country, equipped and able to carry out the Supplier’s maintenance, repair, and spare parts stocking obligations in respect of the Goods.

D. Submission of Applications

15. **Submission of the Applications through EPADS v2.0**

15.1. The Bidder shall prepare and submit Bid with due diligence after carefully reading all the terms and condition before submission through ePADS in accordance with the procedures specified in the PDS.

15.2. In case the Applicant is a JV, the Application shall submit an authorized representative of the JV on behalf of the JV and so as to be legally binding on all the members as evidenced by a power of attorney signed by their legally

authorized signatories.

16. **Deadline for Submission of Applications**

16.1. Applicants shall be submitted through ePADS no later than the deadline indicated in the PDS.

16.2. If required in accordance with the provisions of ITA 8.3, the Procuring Agency will extend the deadline for the submission of Applications, in which case all rights and obligations of the Procuring Agency and the Applicants subject to the previous deadline shall thereafter be subject to the deadline as extended.

16.3. The deadline will be extended in the same manner as that of original Invitation for Prequalification (or the advertisement) through **EPADS v2.0**.

17. **Opening of Applications**

17.1. The Procuring Agency shall open all Applications on the date and time specified in the PDS through **EPADS v2.0**. Late Applications shall be treated in accordance with ITA 16.1.

E. Procedures for Evaluation of Applications

18. **Confidentiality**

18.1. Information relating to the Applications, their evaluation and results of the Prequalification shall not be disclosed to Applicants or any other persons not officially concerned with the Prequalification process until the notification of Prequalification results is made to all Applicants in accordance with ITA 26 through **EPADS v2.0**.

18.2. From the deadline for submission of Applications to the time of notification of the results of the Prequalification in accordance with ITA 26, any Applicant that wishes to contact the Procuring Agency on any matter related to the Prequalification process may do so only in writing through **EPADS v2.0**

19. **Clarification of Applications**

19.1. To assist in the evaluation of Applications, the Procuring Agency may, ask an Applicant for a clarification (including missing documents) of its Application, to be submitted within a stated reasonable period of time. Any request for clarification from the Procuring Agency and all clarifications from the Applicant shall be in writing through **EPADS v2.0**

19.2. If an Applicant does not provide clarifications and/or documents requested by the date and time set in the Procuring Agency's request for clarification, its Application shall be evaluated based on the information and documents available at the time of evaluation of the Application.

20. **Responsiveness of Applications**

20.1. The Procuring Agency may reject any Application which is not responsive to the requirements of the Prequalification Documents. In case the information furnished by the Applicant is incomplete or otherwise requires clarification as per ITA 19.1, and the Applicant fails to provide satisfactory clarification and/or missing information within prescribed time, it may result in disqualification of the Applicant.

21. **Margin of Preference**

21.1. Unless otherwise specified in the PDS, a margin of preference shall not apply in the Bidding process resulting from this Pre-qualification.

22. **Sub-contractors**

22.1. Subcontractors' qualification and experience will not be considered for evaluation of the Applicant. The Applicant on its own (without taking into account the qualification and experience of the Subcontractor) should meet the qualification criteria.

F. Evaluation of Applications and Prequalification of Applicants

23. **Evaluation of Applications**

23.1. The Procuring Agency shall use the factors, methods, criteria, and requirements defined in Section III, Qualification Criteria and Requirements, to evaluate the qualifications of the Applicants, and no other methods, criteria, or requirements shall be used. The Procuring Agency reserves the right to waive minor deviations from the qualification criteria if they do not materially affect the technical capability and financial resources of an Applicant to perform the contract, however subject to the provisions of ITA 25.

23.2. Subcontractors proposed by the Applicant shall be fully qualified for their parts of the Scope of Supply of the Goods and Allied Services.

23.3. In case of multiple contracts, Applicants should indicate in their Applications the individual contract or combination of contracts in which they are interested. The Procuring Agency shall prequalify each Applicant for the maximum combination of contracts for which the Applicant has thereby indicated its interest and for which the Applicant meets the appropriate aggregate requirements. The Qualification Criteria and Requirements are mentioned in Section III.

Only the qualifications of the Applicant shall be considered. The qualifications of other related entities such as the Applicant's subsidiaries, parent entities, affiliates, subcontractors or any other firm(s) different from the Applicant shall not be taken into consideration in determining the qualifications of the Applicant.

24. **Procuring Agency's Right to Accept or Reject Applications**

24.1. The Procuring Agency reserves the right to accept or reject all the Applications, and to annul the Prequalification process at any time, without thereby incurring any liability to the Applicants. However, the procuring agency shall record its reasons and justifications on **EPADS v2.0**, duly approved by the Principal Accounting Officer or Head of Organization.

25. **Pre-qualification of Applicants**

25.1. All Applicants whose Applications substantially meet or exceed the specified qualification requirements will be prequalified by the Procuring

Agency.

25.2. An Applicant may be “conditionally prequalified,” that is, qualified subject to the Applicant submitting or correcting certain specified nonmaterial documents or deficiencies to the satisfaction of the Procuring Agency.

25.3. Applicants that are conditionally prequalified will be so informed along with the statement of the condition(s) which must be met to the satisfaction of the Procuring Agency before or at the time of submitting their Bids.

26. **Notification of Prequalification**

26.1. The Procuring Agency shall notify all Applicants in writing through **EPADS v2.0** indicating the names of those Applicants who have been prequalified or conditionally prequalified. In addition, those Applicants who have been disqualified will be informed separately through **EPADS v2.0**.

26.2. The procuring agency shall communicate to those suppliers or contractors who have not been pre-qualified the reasons for not pre-qualifying them through **EPADS v2.0**

27. **Request for Bids**

27.1. Promptly after the notification of the results of the Prequalification, the Procuring Agency will invite the Bids from all the Applicants that have been prequalified through **EPADS v2.0**.

28. **Changes in Qualifications of Applicants**

28.1. Any change in the structure or formation of an Applicant after being prequalified in accordance with ITA 25 and invited to bid (including, in the case of a JV, any change in the structure or formation of any member thereto) shall be subject to the written approval of the Procuring Agency prior to the deadline for submission of Bids. Such approval shall be denied if:

28.1.1. a prequalified Applicant proposes to associate with a disqualified Applicant or in case of a disqualified joint venture, any of its members;

28.1.2. as a consequence of the change, the Applicant no longer substantially meets the qualification criteria set forth in Section III, Qualification Criteria and Requirements; or

28.1.3. in the opinion of the Procuring Agency, the change may result in a substantial reduction in competition.

28.2. Any such change should be submitted to the Procuring Agency before the date of “Invitation to Bids”.

29. **Redressal of Grievances**

29.1. Procuring agency shall constitute a Grievance Redressal Committee (GRC) and proceed in accordance with the procedure and mechanism defined under Rule-48 of Public Procurement Rules, 2004.

29.2. The GRC shall not have any of the members of Procurement Evaluation Committee. The committee must have one subject specialist depending on the nature of the procurement.

30. **Mechanism of Blacklisting**

30.1. The procuring agency shall initiate blacklisting or debarment proceedings against any bidder, supplier or contractor in accordance with the mechanism prescribed under Rule-19 of Public Procurement Rules, 2004 read with “Mechanism for Blacklisting Regulations, 2024”.

Pre-qualification Data Sheet

Prequalification Data Sheet (PDS)

The following specific data for the Prequalification of Applicants shall complement, supplement, or amend the provisions in the Instructions to Applicants (ITA). Whenever there is a conflict, the provisions herein shall prevail over those in ITA.

PDS Clause No
ITA No

Amendments of, and Supplements to, Clauses in the Instructions to Applicants

A. General

PDS Clause No 1
ITA No 1.1

Identification Number of the Invitation for Prequalification: **P188097**
The Procuring Agency is: **Excise & Taxation Department ICT (Excise & Taxation Department – Islamabad)**
List of Contracts*:*
See section items and Lots

PDS Clause No 2
ITA No 2.1

The name of Procuring Agency is: **Excise & Taxation Department ICT (Excise & Taxation Department – Islamabad)**
The name of Project / Procurement is: **Purchase of I.T Equipment**

PDS Clause No 3
ITA No 4.2

Maximum number of members in a Joint Venture (JV): **01**

PDS Clause No 4
ITA No 4.5

A list of debarred firms and individuals is available on PPRA website: **https://ppra.gov.pk**

B. Contents of the Prequalification Document

PDS Clause No 5
ITA No 7.1

For clarification, the Applicant shall seek clarifications through: **EPADS v2.0**

PDS Clause No 6
ITA No 7.1 & 8.2

Information related to Prequalification shall be published on: **EPADS v2.0**

PDS Clause No 7
ITA No 7.2

Pre-Application Meeting: **Clarification Date: Friday, November 13, 2026**

C. Preparation of Applications

PDS Clause No 8
ITA No 10.1

This Prequalification Document has been issued in the language: **English**

PDS Clause No 9
ITA No 11.1(d)

Additional documents to be submitted through EPADS v2.0:
No

PDS Clause No 10
ITA No 14.2

Source for determining exchange rates: **Not Applicable**

D. Submission of Applications

PDS Clause No 11
ITA No 16.1

Deadline for Application Submission:
Day: ***Monday***
Date: ***Monday, November 16, 2026***
Time: ***11:00 AM***

PDS Clause No 12
ITA No 17.1

Opening of Applications shall be conducted through: **EPADS v2.0**
Day: ***Monday***
Date: ***Monday, November 16, 2026***
Time: ***11:45 AM***
Virtual participation link: **https://vendors.epads.gov.pk/**

E. Procedures for Evaluation of Applications

PDS Clause No 13
ITA No 21.1

Margin of Domestic Preference: **Not Applicable**
(Applicable only if authorized in Procurement Plan)

PDS Clause No 14
ITA No 29.1

Prequalification-related complaints / grievances shall be submitted in writing through: **EPADS v2.0**
A complaint may challenge:

- The terms of the Prequalification Documents
- The Procuring Agency’s decision not to prequalify an Applicant

Eligibility & Qualification Criteria

All Active Taxpayers shall be eligible to participate in the procurement process, unless expressly excluded or otherwise restricted under the Eligibility Criteria specified by the Procuring Agency.

Required Registration
FBR (NTN)
FBR (GSTN)

Eligibility Criteria	Document
Latest Professional Tax Certificate (ETO), Islamabad	Yes
Earnest Money Pay Order 01 Million	Yes
Sample Box and List of Sample	Yes

Evaluation Criteria

Quality Based Selection (QBS)

Weightage (Without Financial Criteria)

Technical Evaluation %

100

Technical Marks	**50**
Passing Marks	**40**
Technical Evaluation Criteria	
Experience 01 Marks for each year Maximum 10 Marks (Qualitative)(Doc Required)	10
Financial Capability Annual turnover for last years (Attached Income tax Return 2026 for reference) (Quantitative)(Doc Required) Annual Turnover Above 35 million **(10)** Annual Turnover 25–35 million **(7)** Annual Turnover 15–25 million **(5)** Annual Turnover 10–15 million **(2)**	10
Human & Technical Resource Qualified technical staff. 01 Marks for each employee Maximum 10 Marks (Qualitative) (Doc Required)	10
Government Experience Prior experience with Government / Semi- Government / Autonomous Bodies. 01 Marks for each client Maximum 05 Marks (Qualitative)(Doc Required)	5
Tools & Equipment List of Available tools & equipment in the workshop & premises of the work shop, marks will be decided by the evaluation committee (Qualitative)(Doc Required)	5
Sample with technical specification Company must provide sample of the I.T Equipment as mentioned in List. (Qualitative)(Doc Required)	10

PUBLIC PROCUREMENT REGULATORY AUTHORITY
(PPRA)
EPADS

Annexure

Tender Documents

Technical Submission (Vendor)

Document Required

See Form Under Additional Forms and Documents: **Tender Documents** (page number: 30)

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Procurement Forms

PUBLIC PROCUREMENT REGULATORY AUTHORITY
(PPRA)
EPADS

PUBLIC PROCUREMENT REGULATORY AUTHORITY
(PPRA)
EPADS

Additional Forms and Documents

No. 3(310)-Account/E&T/2026-27
Government of Pakistan
Excise and Taxation Department
H-9, Islamabad
***

Bidding Document

This bid will be received on or before **16th November, 2026 at 11:00 hours** in the office of the undersigned at **ETO OFFICE, PLOT # 35 SECTOR H-9, ISLAMABAD**, and will be opened on the same day at **11:45 hours**.

Terms & Conditions

1. Tender Notice issued in the Print Media, PPRA Websites and EPADs is part of this contract document.
2. The bidding process will be according to PPRA "Single stage – One envelope procedure" with pre-qualification.
3. Bid shall be submitted in a single package containing "TECHNICAL PROPOSAL" and "FINANCIAL PROPOSAL".
4. Initially, the firms are pre-qualified in the light of technical proposal, the said proposals shall be opened in the presence of representative of bidding companies.
5. The envelope marked as "FINANCIAL PROPOSAL" shall be retained in the custody of the E&TD without being opened.
6. The E&TD shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements/documents of E&TD as defined in Annex-A.
7. During the technical evaluation no amendments in the technical proposal shall be permitted.
8. The bidder should quote item-wise rates clearly in the Financial Proposal as per given performa Annex-B.
9. All financial proposal / bids shall be evaluated on lot-wise in the light of sample and rates offer by the bidder.
10. The participating bidders/firms shall provide the sample of the items mentioned in lists, if sample is not provided by the bidder the said proposal will be rejected.
11. Financial Bid should be valid till 30-06-2027 from opening of technical proposal.
12. Bid security amounting to Rs. 1,000,000/- (Refundable) in shape of pay order / Bank draft (Cheque will not be accepted) in favor of Excise and Taxation Officer, Islamabad, should be attached with the Technical

Proposal. Technical Proposal without of Bid security will be rejected forthwith.

13. Bid Security of successful bidders will be released after the completion of current Financial Year.
14. Bidder shall provide professional tax registration certificate (latest), Islamabad.
15. Bidder shall provide MOU if case of JV.
16. Only technical qualified bidders shall be allowed to participate in the financial bid opening process. The financial bids of technically disqualified bidders shall be returned un-opened.
17. Rates for items mentioned in Financial proposal with specification may be quoted for same specification. The items supplied should be according to quality, quantity and specification.
18. The quality of the items will be checked at the time of delivery. Unsatisfactory/sub-standard items will be returned to the venders on the spot. The payment shall be made after physical inspection by E&TD Purchase Committee of the delivered items as per supply order. The department also reserves the right to proceed against the venders under the relevant provisions of PPRA Rules.
19. Taxes will be deducted at source as per Government rules.
20. All pages of Technical and Financial Proposal will be duly signed and stamped with by the bidder. All documents except financial bid must be attached with technical proposal, otherwise bid will be rejected at the time of evaluation.
21. If any clause of biding document is not accepted by bidder, then bid will be rejected without any reason (in written) at the time of evaluation of technical and financial proposal.
22. Bidder are required to get themselves registered on EPADS v2.0, bids should be submitted through PPRA, E-Procurements portal-e-Pads at (www.eprocure.gov.pk) / e-Pads and tender documents in original should be submitted in ETO before closing of tender time along-with samples.
23. Excise and Taxation Department, Islamabad reserves the right to accept or reject whole or partially the tender as per PPRA Rules.
24. Black listed firms are not eligible to participate in bidding process.

EXCISE AND TAXATION OFFICER
MOTOR REGISTERING AUTHORITY
ISLAMABAD

PRE-QUALIFICATION CRITERIA AND REQUIRE DOCUMENTS IN TECHNICAL PROPOSAL:

The company shall be pre-qualified/evaluated on the basis of following criteria: -

Sr. No.	Description of Criteria	Criterion Likert scale	Marks Allocation
1	**Experience**	Company Establish date. 01 Marks for each year Max 10 Marks	10
2	**Financial Capability**	Annual turnover for last years (Attached Income tax Return 2026 for reference). 1. PKR 10–15 million = 02 2. PKR 15–25 million = 05 3. PKR 25–35 million = 07 4. Above 35 million = 10	10
3	**Human & Technical Resource**	Qualified technical staff. 01 Marks for each employee Max 10 Marks	10
4	**Government Experience**	Prior experience with Government / Semi-Government / Autonomous Bodies. 01 Marks for each client Max 05 Marks	05
5	**Tools & Equipment**	List of Available tools & equipment in the workshop & premises of the work shop, marks will be decided by the evaluation committee	05
6	**Sample with technical specification**	Company must provide sample of the I.T Equipment as mentioned in List.	10
		Total Marks	**50 Marks**

Applicants must secure at least 40 marks out of 50 to be declared

prequalified.

Note: Passing of Mandatory Criteria is a precondition.

List of I.T Equipment

S.No	Description	Qty	Rate Inclusive all Taxes
01	**Enterprise Rack 2U Server**		
	12 x 3.5" LFF Drive Bay Chassis, Dual Enterprise Processors (20 Cores / 40 Threads per CPU, 2.0GHz Base Frequency or higher), 128GB DDR4 ECC Registered RAM, Enterprise SAS/SATA RAID Controller, Storage: 10 x 10TB 3.5" Enterprise HDDs plus 2 x 2TB 2.5" Enterprise SSDs, Quad-Port 1GbE Network Interface Card (NIC), Dual Redundant Hot-Plug Power Supplies, windows server 2025 and Rack Mount Kit. along with 2-hour power backup for the server system.	01 No.	
02	**LTO Ultrium 7 Data Cartridge 6TB/15TB**		
	LTO Ultrium 7 (LTO-7) Data Cartridges fully compatible with Dell EMC Tape Drives and Autoloaders, offering a native storage capacity of 6.0 TB (up to 15.0 TB compressed), data transfer rates between 300 MB/s and 750 MB/s, and support for AES 256-bit hardware encryption with pre-attached barcode labels designed for seamless operation with Dell EMC optical library scanners for automated backup and archival management.	20 No.	
03	**Enterprise Structured Cabling & Networking Infrastructure**		
	80 x Network Points Cat6 i/os dual RJ45 faceplates, surface/flush mounting boxes, termination modules, and pure copper Cat6 23AWG Network Cable laid through high-quality PVC conduits, trucking, and ducting; 2 x 48-Port Gigabit Enterprise-Grade Managed PoE+ Switches featuring at least 10G SFP+ uplink ports, dual power supply support (or enterprise-grade power redundancy), and full Layer 2+/Layer 3 management capabilities; 1 x Floor/Wall-Mount Network Rack 42U Cabinet Toten or equivalent (fully equipped with power distribution units, rack shelves, and cable management organizers), patch panels, and high-speed Cat6 patch cords (1m and 3m); including complete end-to-end laying, pulling, termination, cable labeling, port testing/certification, physical mounting, and full turn-key deployment at site.	01 No.	
04	**Enterprise Core Switch**		
	24 x 10GbE SFP+ optical downlink ports, 6 x 40GbE/100GbE QSFP28 uplink ports, minimum 1.68 Tbps switching capacity and 490 Mpps forwarding rate, dual hot-swappable AC power supplies for 1+1 redundancy, hot-swappable cooling fans, and full Layer 3 routing capabilities (including OSPF, BGP, VXLAN, and Stacking support).	01 No.	

	Next-Generation Firewall (NGFW)		
05	Supply, installation, testing, and commissioning of a 1U Rack-Mountable Enterprise Next-Generation Firewall (or equivalent) powered by dedicated hardware-accelerated security processors. The appliance must feature a minimum interface density of 16 x 10/100/1000Base-T RJ45 ports, 8 x 1G SFP optical slots, 2 x dedicated GE Management/HA ports, and at least 4 x 10G SFP+ high-speed optical slots. The system must deliver a minimum Firewall Throughput of 35 Gbps, IPsec VPN Throughput of 30 Gbps, IPS Throughput of 5 Gbps, NGFW Throughput of 3 Gbps, and Threat Protection Throughput of 2.5 Gbps. The firewall must support hardware-accelerated deep SSL/TLS inspection, SD-WAN steering, Zero Trust Network Access (ZTNA) enforcement, High Availability (HA Active-Active / Active-Passive), and integrated access layer control for managing external switches and access points. The unit must be equipped with dual internal redundant power supplies (1+1) for mission-critical reliability and include 1-Year Unified Threat Protection (UTP) license subscriptions along with 24x7 manufacturer support.	01 No.	
06	**IP Telephony & Unified Communication System Solution**		
	Enterprise IP PBX Appliance supporting up to 1000 users / 150 concurrent calls with built-in 4x FXO (PSTN Trunk) and 4x FXS ports, Gigabit LAN/WAN ports, integrated PoE, and automated provisioning/video conferencing support; 20 x Desktop IP Phones featuring dual Gigabit Ethernet ports, integrated PoE (Power over Ethernet), 2-line/SIP account capability, and backlit display; including complete structured network cabling (Cat6), patch panels, patch cords, testing, physical mounting, full system configuration, and turn-key deployment/installation at site.	01 No.	
07	**IP Video Surveillance & CCTV Solution**		
	26 x High-Definition Outdoor/Indoor IP Cameras (minimum 4MP/5MP resolution with Smart IR night vision and PoE support), 1 x 64-Channel Enterprise Network Video Recorder (NVR) supporting up to 4K decoding and dual HDMI/VGA outputs, 4 x 8TB Surveillance-Grade Hard Drives (32TB total storage), 2 x 48-Port Managed/Unmanaged Gigabit PoE+ Switch (with dedicated Uplink ports), 1 x 43" Commercial/Industrial LED Display Screen with HDMI connectivity, and 4 x Rolls (305m each) of Pure Copper Cat6 23AWG Network Cable; including complete structured cabling, PVC ducting/conduit piping, physical mounting, IP scheme configuration, remote viewing setup, testing, and full turn-key deployment/installation at site.	01 No.	
08	**Turnkey Electronic Queue Management System (QMS)**		

	10 Customer Counters/Service Desks, comprising: 1 x Heavy-Duty Touchscreen Interactive Ticket Kiosk (minimum 15" or 17" thermal dispenser with multi-service/category selection and built-in printer), 10 x LED Counter Display Units (displaying ticket numbers and counter IDs), 10 x Physical/Software Counter Teller Terminals/Keypads for staff, 1 x Main Waiting Area Multi-Line LED/TV Display Unit for centralized call visibility, 1 x Centralized Audio Announcement Controller System with high-clarity ceiling/wall-mounted speakers for automated multi-lingual voice calling, and Centralized QMS Server/Management Software supporting real-time reporting, queue status, and dashboard analytics; including complete structured cabling, power wiring, physical installation, software configuration, system integration, and on-site testing/training.	01 No.	
09	**Next-Generation Firewall (NGFW)**		
	Supply, installation, testing, and commissioning of a Desktop/Rack-mountable Hardware Enterprise Next-Generation Firewall (or equivalent) powered by dedicated hardware acceleration chips. The appliance must feature a minimum interface density of 10 x 10/100/1000Base-T RJ45 ports and at least 2 x 10G SFP+ high-speed optical slots. The system must deliver a minimum Firewall Throughput of 25 Gbps, IPsec VPN Throughput of 15 Gbps, IPS Throughput of 4 Gbps, NGFW Throughput of 2 Gbps, and Threat Protection Throughput of 2 Gbps. The firewall must support hardware-accelerated SSL/TLS deep packet inspection, IPSec/SSL Remote Access VPN, Deep Packet Inspection (DPI), Intrusion Prevention (IPS), Application Control, Web Filtering, Anti-Malware, Sandboxing integration, High Availability (HA Active-Passive & Active-Active), and centralized cloud/on-premise management via CLI, Web GUI, and SNMP, supplied complete with 1-Year Unified Threat Protection (UTP) security licenses and 24x7 vendor support.	01 No.	
10	**Enterprise Access Switch 48 Port**		
	Supply, installation, and commissioning of an Enterprise-Grade 48-Port Managed Layer 3 Gigabit Ethernet PoE+ Switch (or equivalent), 48 x 10/100/1000Base-T Auto-negotiating RJ45 ports supporting IEEE 802.3af/at PoE+ with a minimum total power budget of 740W, 4 x 10G SFP+ dedicated high-speed optical uplink ports. Minimum non-blocking switching capacity of 176 Gbps and a forwarding rate of at least 130 Mpps. Layer 3 routing protocols including Static IP Routing, RIP v1/v2, OSPF v2/v3, VRRP, and Inter-VLAN routing, alongside advanced enterprise features such as 802.1X Access Control, Dynamic ARP Inspection, IP Source Guard, ACLs (L2-L4), DHCP Server/Relay/Snooping, and IGMP Snooping (v1/v2/v3). The switch should offer robust high-availability features including hardware stacking capability with a dedicated stacking throughput of at least 320 Gbps, support for dual hot-swappable redundant power supplies, and full out-of-band management via CLI (SSHv2), SNMP (v1/v2c/v3), Web GUI, and a dedicated RJ45 management port, supplied complete with 19-inch standard rack-mount hardware.	06 No.	

List Samples of I.T Equipment

S.No	Description	Qty	Remarks
01	**Enterprise Rack 2U Server**		
	12 x 3.5" LFF Drive Bay Chassis, Dual Enterprise Processors (20 Cores / 40 Threads per CPU, 2.0GHz Base Frequency or higher), 128GB DDR4 ECC Registered RAM, Enterprise SAS/SATA RAID Controller, Storage: 10 x 10TB 3.5" Enterprise HDDs plus 2 x 1TB 2.5" Enterprise SSDs, Quad-Port 1GbE Network Interface Card (NIC), Dual Redundant Hot-Plug Power Supplies, and Rack Mount Kit. along with 2-hour power backup for the server system.	01	Attached Technical Information id est Brand, Model and Data sheet.
02	**LTO Ultrium 7 Data Cartridge 6TB/15TB**		
	LTO Ultrium 7 (LTO-7) Data Cartridges fully compatible with Dell EMC Tape Drives and Autoloaders, offering a native storage capacity of 6.0 TB (up to 15.0 TB compressed), data transfer rates between 300 MB/s and 750 MB/s, and support for AES 256-bit hardware encryption with pre-attached barcode labels designed for seamless operation with Dell EMC optical library scanners for automated backup and archival management.	20	Provide sample of 01 Data Cartridges
03	**Enterprise Structured Cabling & Networking Infrastructure**		
	80 x Network Points Cat6 i/os dual RJ45 faceplates, surface/flush mounting boxes, termination modules, and pure copper Cat6 23AWG Network Cable laid through high-quality PVC conduits, trucking, and ducting; 2 x 48-Port Gigabit Managed PoE+ Switches featuring at least 10G SFP+ uplink ports, dual power supply support (or enterprise-grade power redundancy), and full Layer 2+/Layer 3 management capabilities; 1 x Floor/Wall-Mount Network Rack 27U Cabinet (fully equipped with power distribution units, rack shelves, and cable management organizers), patch panels, and high-speed Cat6 patch cords (1m and 3m); including complete end-to-end laying, pulling, termination, cable labeling, port testing/certification, physical mounting, and full turn-key deployment at site.	01	Provide sample of Cable, I/O and face plate
04	**Enterprise Core Switch**		
	24 x 10GbE SFP+ optical downlink ports, 6 x 40GbE/100GbE QSFP28 uplink ports, minimum 1.68 Tbps switching capacity and 490 Mpps forwarding rate, dual hot-swappable AC power supplies for 1+1 redundancy, hot-swappable cooling fans, and full Layer 3 routing capabilities (including OSPF, BGP, VXLAN, and Stacking support).	01	Provide sample of switch

05	**Next-Generation Firewall (NGFW)**		
	Next-Generation Firewall powered by SP5 hardware acceleration. The appliance must feature a minimum interface density of 16 x GE RJ45 switch ports, 1 x HA port, 1 x Management port, 8 x GE SFP slots, and 4 x 10 GE SFP+ slots. It must deliver a minimum firewall throughput of 39 Gbps, IPS throughput of 5.3 Gbps, NGFW throughput of 3.1 Gbps, and Threat Protection throughput of 2.8 Gbps. The unit shall include dual redundant AC power supplies, support for minimum 3 Million concurrent TCP sessions, integrated SD-WAN capabilities, and comprehensive FortiGuard AI-powered security subscription support.	01	Attached Technical Information id est Brand, Model and Data sheet.
06	**IP Telephony & Unified Communication System Solution**		
	Enterprise IP PBX Appliance supporting up to 1000 users / 150 concurrent calls with built-in 4x FXO (PSTN Trunk) and 4x FXS ports, Gigabit LAN/WAN ports, integrated PoE, and automated provisioning/video conferencing support; 15x Desktop IP Phones featuring dual Gigabit Ethernet ports, integrated PoE (Power over Ethernet), 2-line/SIP account capability, and backlit display; including complete structured network cabling (Cat6), patch panels, patch cords, testing, physical mounting, full system configuration, and turn-key deployment/installation at site.	01	Provide sample of 01 telephone set and IP PBX
07	**IP Video Surveillance & CCTV Solution**		
	16 x High-Definition Outdoor/Indoor IP Cameras (minimum 4MP/5MP resolution with Smart IR night vision and PoE support), 1 x 32-Channel Enterprise Network Video Recorder (NVR) supporting up to 4K decoding and dual HDMI/VGA outputs, 2 x 8TB Surveillance-Grade Hard Drives (16TB total storage), 1 x 24-Port Managed/Unmanaged Gigabit PoE+ Switch (with dedicated Uplink ports), 1 x 43" Commercial/Industrial LED Display Screen with HDMI connectivity, and 2 x Rolls (305m each) of Pure Copper Cat6 23AWG Network Cable; including complete structured cabling, PVC ducting/conduit piping, physical mounting, IP scheme configuration, remote viewing setup, testing, and full turn-key deployment/installation at site.	01	Provide sample of NVR and Camera
08	**Turnkey Electronic Queue Management System (QMS)**		
	10 Customer Counters/Service Desks, comprising: 1 x Heavy-Duty Touchscreen Interactive Ticket Kiosk (minimum 15" or 17" thermal dispenser with multi-service/category selection and built-in printer), 10 x LED Counter Display Units (displaying ticket numbers and counter IDs), 10 x Physical/Software Counter Teller Terminals/Keypads for staff, 1 x Main Waiting Area Multi-Line LED/TV Display Unit for centralized call visibility, 1 x Centralized Audio Announcement Controller System with high-clarity ceiling/wall-mounted speakers for automated multi-lingual voice calling, and Centralized QMS Server/Management Software supporting real-time reporting, queue status, and dashboard analytics; including complete structured cabling, power wiring, physical installation, software configuration, system integration, and on-site testing/training.	01	Provide sample of Counter LCD and Ticket dispenser.

	Next-Generation Firewall (NGFW)		
09	Supply, installation, testing, and commissioning of a Desktop/Rack-mountable Hardware Enterprise Next-Generation Firewall (or equivalent) powered by dedicated hardware acceleration chips. The appliance must feature a minimum interface density of 10 x 10/100/1000Base-T RJ45 ports and at least 2 x 10G SFP+ high-speed optical slots. The system must deliver a minimum Firewall Throughput of 25 Gbps, IPsec VPN Throughput of 15 Gbps, IPS Throughput of 4 Gbps, NGFW Throughput of 2 Gbps, and Threat Protection Throughput of 2 Gbps. The firewall must support hardware-accelerated SSL/TLS deep packet inspection, IPSec/SSL Remote Access VPN, Deep Packet Inspection (DPI), Intrusion Prevention (IPS), Application Control, Web Filtering, Anti-Malware, Sandboxing integration, High Availability (HA Active-Passive & Active-Active), and centralized cloud/on-premise management via CLI, Web GUI, and SNMP, supplied complete with 1-Year Unified Threat Protection (UTP) security licenses and 24x7 vendor support.	01	Attached Technical Information id est Brand, Model and Data sheet
	Enterprise Access Switch 48 Port		
10	Supply, installation, and commissioning of an Enterprise-Grade 48-Port Managed Layer 3 Gigabit Ethernet PoE+ Switch (or equivalent), 48 x 10/100/1000Base-T Auto-negotiating RJ45 ports supporting IEEE 802.3af/at PoE+ with a minimum total power budget of 740W, 4 x 10G SFP+ dedicated high-speed optical uplink ports. Minimum non-blocking switching capacity of 176 Gbps and a forwarding rate of at least 130 Mpps. Layer 3 routing protocols including Static IP Routing, RIP v1/v2, OSPF v2/v3, VRRP, and Inter-VLAN routing, alongside advanced enterprise features such as 802.1X Access Control, Dynamic ARP Inspection, IP Source Guard, ACLs (L2-L4), DHCP Server/Relay/Snooping, and IGMP Snooping (v1/v2/v3). The switch should offer robust high-availability features including hardware stacking capability with a dedicated stacking throughput of at least 320 Gbps, support for dual hot-swappable redundant power supplies, and full out-of-band management via CLI (SSHv2), SNMP (v1/v2c/v3), Web GUI, and a dedicated RJ45 management port, supplied complete with 19-inch standard rack-mount hardware.	06	Provide sample of 01 switch