

Standard Bidding Document

Repair and Maintenance of IT Equipment (Server, Workstations and Desktop Computers) of the Flood Forecasting Division, Lahore
(Non-Consultancy Services)

National

Single Stage-Two Envelope



May 20, 2026

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PROCUREMENT OF NON-CONSULTANCY SERVICES

1. The **Flood Forecasting Division, Lahore (Pakistan Meteorological Department)** has reserved Funds for the procurement planned for FY **2025-26**. The **Flood Forecasting Division, Lahore (Pakistan Meteorological Department)** intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the **“Repair and Maintenance of IT Equipment (Server, Workstations and Desktop Computers) of the Flood Forecasting Division, Lahore”**
2. The **Flood Forecasting Division, Lahore (Pakistan Meteorological Department)** invites Bids through **EPADS v2.0** from eligible Bidders registered on **EPADS v2.0** for provision of Non-Consultancy Services.
3. **Single Stage-Two Envelope** Procedure of Principal Method of Procurement (i.e. Open Competitive Bidding) will be used by adopting **Quality and Cost Based Selection (QCBS)** Technique for the subject procurement, in line with the Public Procurement Rules, 2004 and any Regulations, and Instructions issued by the Authority (from time to time).
4. All Bids must be accompanied by a Bid Security described in Bid Security Section in Bidding Document in the form of **Pay Order, Banker's Cheque, Call at Deposit** or Bid Securing Declaration on the prescribed format described.
5. E-Bidding documents, containing detailed terms & conditions, specifications and requirements etc. are available on **e-Pak Acquisition and Disposal System (EPADS)** at <https://vendors.epads.gov.pk/>.
6. The e-bids, prepared in accordance with the instructions in the e-Bidding documents, must be submitted through **EPADS v2.0** on or before **Thursday, June 4, 2026 11:00 AM**. E-bids will be opened on the same day at **Thursday, June 4, 2026 11:30 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>

7. In terms of Rules 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 also available on **EPADS v2.0** as well as Authority's website at (www.ppra.org.pk).

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Instructions to Bidders

A. Introduction

1. Scope of Bids

1.1. The Procuring Agency (PA), as indicated in the **Bids Data Sheet (BDS)** invites Bids through **EPADS v2.0** for the provision of Non-Consultancy Services for as specified in the BDS and **in Section Evaluation Criteria, Specifications & Schedule of Requirements**. The name, identification, and number of items/deliverables are provided in the **BDS**. **Single Stage-Two Envelope** procedure of the open competitive method shall be used. The successful Bidders will be expected to provide the services within the specified period and timeline(s) as stated in the **BDS**.

2. Source of Funds

2.1. Source of funds is referred in Clause-1 of Invitation for Bids.

3. Fraud & Corruption

3.1. As defined under Rule 2(1)(f) of the Public Procurement Rules, 2004.

4. Eligible Bidders

4.1. A bidder is eligible to participate in a procurement process if the bidder:

4.1.1. possesses or has access to the technical competence, financial resources, equipment and other physical facilities, personnel, managerial capability, experience and reputation necessary to complete the procurement contract;

4.1.2. has the legal capacity to enter into a procurement contract;

4.1.3. is not insolvent, in receivership, bankrupt or being wound up and its activities or affairs are not suspended or being administered under any Act, by a court or by a judicial officer;

4.1.4. is not the subject of legal proceedings for any of the matters mentioned in sub-rule (c);

4.1.5. has fulfilled or has made substantial arrangements satisfactory to the relevant authorities, to fulfil its obligations to pay taxes and social security (where applicable) other contributions of its employees; and

4.1.6. has not, or in the case of a company, its owners and beneficial owners, directors or officers have not, been convicted of a criminal offence related to:

4.1.6.1. its professional conduct; or

4.1.6.2. a bidder (or, in the case of a company, its key individuals such as owners, beneficial owners, directors, or officers) must not have engaged in any prohibited practice, such as fraud, corruption, collusion, or coercion, within the time period stated in the bidding documents, which can be up to three years before the start of the procurement process. Additionally, the bidder must not have been debarred (i.e., banned) from participating in public procurement processes in Pakistan or by any international organization or country. If they have, they are ineligible to participate in the current bidding.

4.2. The procuring agency may require a bidder participating in the procurement process to provide the prescribed documentary evidence or other information to satisfy itself that the bidder is qualified in accordance with the criteria in sub-clause (1).

4.3. A procuring agency shall set out in the bidding document all the criteria for qualification to be applied in accordance with sub-clause (1).

4.4. Except as permitted under the Ordinance, Rules and Regulations, the procuring agency shall not establish a criterion for eligibility of a bidder that:

4.4.1. discriminates against or among a bidder or against categories of bidders; or

4.4.2. is not required for the performance of the procurement contract; or

4.4.3. is not related to the avoidance or management of legal, reputational or economic risk to the procuring agency unless it is in the national interest to do so, and the criteria is set out in the bidding documents.

4.5. A procuring agency shall assess the eligibility of a bidder for participation in the procurement process against the criteria for qualification under sub-clause (1).

4.6. In the case of a joint venture, consortium, or association, all members shall be jointly and severally liable for the execution of the contract in accordance with the terms and conditions of the contract. The joint venture, consortium, or association shall nominate a lead member as nominated in the BDS,

4.7. who shall have the Authority to conduct all business for and on behalf of any and all the members of Joint venture, consortium, or association during the bidding process, and in case of award of contract, during the execution of the contract.

4.8. The appointment of the lead Member in the joint venture, consortium, or association shall be confirmed by submission of valid power of Attorney to the procuring agency.

4.9. Subject to the limits specified in the BDS, the procuring agency may allow bidders to participate in the form of a Joint Venture (JV). However, each party in the JV must individually meet the eligibility criteria specified in the BDS

4.10. No Bidder can be a sub-contractor while submitting a Bids individually or as a member of a joint venture in the same Bidding process.

5. Qualification of the Bidder

5.1. All Bidders shall provide in Section VI, Bid Forms, a preliminary description of the proposed work method and schedule, including drawings and charts, as necessary.

B. Bidding Documents

1. Contents of Standard Bidding Document

1.1. The Services required, bidding procedure, and terms and conditions of the contract are prescribed in the bidding document. In addition to the Invitation for Bids, the bidding document which should be read in conjunction with any addendum issued in accordance with **ITB 6.1** include:

Section I - Invitation to Bid

Section II Instructions to Bidders (ITB)

Section III Bid Data Sheet (BDS)

Section IV Eligible Countries

Section V Evaluation Criteria, Specifications, Schedule of Requirements, and Technical Specifications.

Section VI Bidding Forms

Section VII Fraud & Corruption

Section VIII - Material & Non-material deviation

Section IX General Conditions of Contract (GCC)

Section X Special Conditions of Contract (SCC)

Section XI Contract Forms

1.2. The Bidder is expected to examine all instructions, requirements, forms, terms and specifications in the bidding documents. Failure to furnish all the information required in the bidding document will be at the Service provider's risk and may result in the rejection of his bids.

2. Clarifications

2.1. Clarifications of the bidding documents may be requested in writing through EPADS v2.0 by any bidder up to three days prior to the deadline for the submission of bids.

The procuring agency shall respond promptly and in writing to any request by a bidder for clarification of the bidding documents and, in any event, no later than two days prior to the deadline for the submission of bids or proposals.

Responses to requests for clarification shall be communicated simultaneously and in writing to all bidders participating in the procurement proceedings.

No bidder shall be allowed to alter or modify his bid after the bids have been opened however, the procuring agency may seek and accept clarification to the bid that do not change the substance of the bid, through EPADS v2.0.

2.2. Procuring Agency's response will be uploaded on the EPADS v2.0, including a description of the inquiry.

2.3. Should the Procuring Agency deem it necessary to amend the bidding document as a result of a clarification, it shall do so following the procedure under **ITB 8** .

2.4. If indicated **in the BDS**, the bidder's designated representative is invited at the bidder's cost to attend a pre-bid meeting at the place, date and time mentioned **in the BDS**. During this pre-bid meeting, prospective bidder(s) may request clarification(s) regarding the schedule of requirements, the Evaluation Criteria or any other aspects of the bidding document.

2.5. Minutes of the pre-bid meeting, if applicable, including the text of the questions asked by bidders, and the responses given, together with any responses prepared after the meeting will be uploaded on EPADS v2.0. Any modification to the bidding document that may become necessary as a result of the pre-bid meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to **ITB 8** .

2.6. To assist in the examination, evaluation and comparison of Bids of the Bidders, the Procuring Agency may, ask any Bidder for a clarification of its bid including breakdown of prices, through EPADS v2.0. Any clarification submitted by a bidder that is not in response to a request by the Procuring Agency shall not be considered.

No change in the prices or substance of the bid shall be sought, offered, or permitted.

The alteration or modification in the bid which in any way affect the following parameters will be considered as a change in the substance of a

bid:

- 2.6.1. evaluation & qualification criteria;
- 2.6.2. required scope of work or specifications;
- 2.6.3. all securities requirements;
- 2.6.4. tax requirements;
- 2.6.5. terms and conditions of bidding documents; and
- 2.6.6. change in the ranking of the bidders.

From the time of bid(s) opening to the time of contract award, if any bidder wishes to contact the procuring agency on any matter related to the bid, it should do so in writing or through electronic form that provides record of the content of communication.

3. Amendment of Bidding documents

3.1. Before the deadline for submission of bids, the procuring agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder or pre-bid meeting may modify the bidding documents by issuing addendum.

3.2. Any addendum issued including the notice of any extension of the deadline shall be part of the bidding document pursuant to **ITB 8 .1** shall be uploaded on EPADS v2.0 as well as Authority's website. The procuring agency shall promptly publish the addendum at the procuring agency's website indicated in the **BDS**:

Provided that the bidder who had either already submitted his bid, shall have the right to withdraw his already submitted bid and submit the revised bid, prior to the original or extended bid submission deadline.

3.3. To give prospective bidders reasonable time in which to take an addendum/corrigendum into account in preparing their bids, the Procuring Agency may, at its discretion, extend the deadline for the submission of bids:

Provided that the Procuring Agency shall extend the deadline for submission of bids, if such an addendum is issued within last three (03) days of the bid submission deadline.

C. Preparation of Bids

1. Documents Constituting the Bids

1.1. The bids prepared by the bidders shall constitute the following components: -

1.1.1. Forms of bid and Bid Prices completed in accordance with ITB 10 and 11;

1.1.2. Documentary evidence established in accordance with ITB 8 that services to be provided by the bidder are eligible services, and conform to the bidding documents;

1.1.3. Documentary evidence established in accordance with ITB 9 that the bidder is eligible and/or qualified for the subject bidding process;

1.1.4. Documentary evidence established in accordance with ITB 9.3 that the bidder has been authorized to provide the services;

1.1.5. Bid security or Bids Securing Declaration furnished in accordance with ITB 14; and

1.1.6. Any other document required in the BDS.

2. Documents Establishing Eligibility of the Services and Conformity to bidding documents

2.1. To establish the conformity of the Non-Consulting Services to the Bidding document, the bidder shall furnish as part of its bid the documentary evidence that services provided conform to the requirements.

2.2. Standards for the provision of the Non-Consulting Services are intended to be descriptive only and not restrictive.

3. Documents Establishing Eligibility and Qualification of the Bidder

3.1. Pursuant to ITB 8, the bidder shall furnish, as part of its bid, all those documents establishing the bidder's eligibility to participate in the bidding process and/or its qualification to perform the contract if its bid is accepted.

3.2. The documentary evidence of the bidder's eligibility to bids shall establish to the satisfaction of the procuring agency that the bidder, at the time of submission of its bid, is from an eligible country as defined in Section-IV titled as "Eligible Countries".

3.3. The documentary evidence of the bidder's qualifications to perform the contract if its bid is accepted shall establish to the satisfaction of procuring agency that:

3.3.1. the bidder has the financial, technical, and supply/production capability necessary to perform the Contract, meets the qualification criteria specified in BDS.

3.3.2. that the bidder meets the qualification criteria listed in the Bids Data Sheet.

4. Form of Bid

4.1. The bidder shall fill the Form of Bid furnished in the bidding documents. The Bid Forms must be completed without any alterations to its format and no substitute shall be accepted.

5. Bids Prices

5.1. The Bids Prices quoted by the bidder in the Forms of Bid and in the price schedule shall conform to the requirements specified or exclusively mentioned hereafter in the bidding document.

5.2. All items in the Schedule of Requirements must be listed and priced separately in the Price Schedules. If a Price Schedule shows items listed but not priced and neither explicitly mentioned, their prices shall be construed to be included in the prices of other items.

5.3. The Bid price to be quoted in the Forms of Bid in accordance with ITB 12 shall be the total price of the bid, excluding any discounts offered.

5.4. The bidder shall indicate on the appropriate Price Schedule, the unit prices (where applicable) and total bid price of the services, it proposes to provide under the contract.

5.5. Prices quoted by the bidder shall be fixed during the currency of the contract and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and shall be rejected pursuant to ITB 28, unless otherwise price adjustment is permissible under Conditions of the Contract. (May be reviewed)

6. Price Adjustment

6.1. Price adjustment shall not be applicable on the contract with less than 12 months period.

6.2. Procuring agency may increase the remuneration of the human resources involved in non-consultancy services upto maximum 15% on annual basis.

6.3. Procuring agency shall incorporate the provisions to allow wage rate in compliance with Federal Government's minimum wage notification, subject to the condition that clause 11.2 shall not be applicable in that case.

7. Bids Currencies

7.1. Prices shall be quoted in Pakistani Rupees unless otherwise specified in the BDS.

8. Bid Validity Period

8.1. Bid(s) shall remain valid for the period specified in the BDS after the bid submission deadline prescribed by the Procuring Agency. A Bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive. The period of bid validity will be determined from the complementary bid securing instrument i.e. the expiry period of bid security or bid securing

declaration as the case may be.

9. Bid Security or Bid Securing Declaration

9.1. Unless otherwise specified in the BDS, the bidder shall furnish as part of its bid, in the amount and currency specified in the BDS or Bid Securing Declaration on the format provided in Section VI (Bid Forms) The scanned copy of the Bids Security shall be uploaded in the EPADS v2.0 while submitting bid, whereas the original forms of Bid Security shall be submitted to the procuring agency before the bid submission deadline. The bidder who failed to submit the original bid security before the submission deadline shall be disqualified straightaway.

9.2. The Bid Security or Bid Securing Declaration is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to ITB 17.5

9.3. The Bid Security shall be payable promptly upon written demand by the Procuring Agency in case any of the conditions listed in 14.5 are invoked.

9.4. Unsuccessful Bidders' Bid Security will be discharged or returned as promptly as possible after the award of contract, however in no case later than thirty (30) days after the expiration of the period of Bid Validity prescribed by the Procuring Agency pursuant to ITB 13. The Procuring Agency shall make no claim to the amount of the Bid Security, and shall promptly return the Bid Security document, whichever of the following that occurs earliest:

9.4.1. the expiry of the Bid Security;

9.4.2. the entry into force of a procurement contract and the provision of a Performance Guarantee, for the performance of the contract if such a guarantee, is required by the bidding document;

9.4.3. the rejection by the Procuring Agency of all Bids;

9.4.4. the withdrawal of the Bid prior to the deadline for the submission of bids, unless the bidding document stipulate that no such withdrawal is permitted.

9.5. The Bid Security may be forfeited or the Bid Securing Declaration executed:

9.5.1. if a bidder:

9.5.1.1. withdraws its bid during the period of bid validity as specified by the Procuring Agency, and referred by the bidder in the Forms of Bid, except as provided for in the ITBs; or

9.5.1.2. does not accept the correction of errors pursuant to ITB 26; or

9.5.2. in the case of a successful bidder fails:

9.5.2.1. **to sign the contract in accordance with ITB 32; or**

9.5.2.2. **to furnish Performance Guarantee in accordance with ITB 33.**

9.6. The bid security shall be valid for a period specified in BDS. Bids with shorter bid security validity period shall be rejected straight away.

10. Alternative Bids by Bidders

10.1. Alternatives will not be considered, unless specifically allowed for in the BDS.

10.2. When alternative times for completion are explicitly invited, a statement to that effect will be included in the BDS and the method of evaluating different time schedules will be described in Evaluation and Qualification Criteria.

11. Withdrawal, Substitution, and Modification of Bids

11.1. Before Bids submission deadline, any bidder may withdraw, substitute, or modify his bid after it has been submitted.

12. Format and Signing of Bids

12.1. The bidder shall prepare and submit his bid with due diligence after carefully reading all the terms and conditions before submission through EPADS v2.0.

12.2. Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person(s) signing the forms of bid.

D. Submission of Bids

1. **Submission of Bids through EPADS v2.0 before Dead deadline**

1.1. The Technical and Financial Bids as the case may be, shall be submitted in the due portion of the EPADS v2.0, before bid submission deadline. The bid submission option shall be automatically disabled once the deadline is over.

1.2. The Procuring Agency may, under exceptional circumstances and at its discretion, extend the deadline for the submission of bids by amending the Bidding Documents in accordance with ITB 8. In such a case, all rights and obligations of the Procuring Agency and the Bidders that were previously subject to the original deadline shall thereafter be subject to the revised deadline.

E. Opening and Evaluation of Bids

1. **Opening & Evaluation of Bids by the Procurement Cell**

1.1. As per Rule 10 of Public Procurement Rules, 2004
(PA to establish a Procurement Cell which shall carryout procurements a per Rule 10 of Public Procurement Rules, 2004)

2. **Opening & Evaluation of Bids by the Bid Evaluation Committee**

2.1. As per Rule 11 of Public Procurement Rules, 2004
(PA to constitute odd number Bid Evaluation Committee for the purpose of bid opening and evaluation of all procurements with an estimated value up

to two billion rupees)

3. **Third Party Validation**

3.1. **In compliance with Rule 12** of Public Procurement Rules, 2004, the third-party validation committee or firm shall validate all procurements above five hundred million and up to two 2 billion rupees. The third-party validation shall be conducted at specifications, bidding documents preparation, technical (if any) & final evaluation stages.

4. **External Bid Evaluation Committee**

4.1. **As per Rule 13 of Public Procurement Rules, 2004**, procurements with an estimated value above two billion rupees shall be opened and evaluated by the Procuring Agency's notified External Bid Evaluation Committee.

5. **Opening of Bids**

5.1. The Procuring Agency will open all bids through EPADS, in the presence of bidders' or their representatives who choose to attend, and other parties with a legitimate interest in the bid proceedings at the place, on the date and at the time, specified in the **BDS**. The Bidders' representatives present shall sign attendance sheet as proof of their attendance.

5.2. The bids shall be opened one at a time, and the following read out and recorded: (a) the name of the bidder; (c) the presence of a bid security, if required; and (d) any other details as the procuring agency may consider appropriate.

5.3. No bid will be rejected at the time of bid opening except for bids whose bid security has not been provided to the procuring agency before submission deadline.

5.4. The procuring agency shall prepare minutes of the bid opening. The record of the bid opening shall include, as a minimum: the name of the bidder and the bid price, if applicable.

6. **Confidentiality**

6.1. Information relating to the examination, clarification, evaluation and comparison of bids and recommendation of contract award shall not be disclosed to bidders or any other person(s) not officially concerned with such process, until the time of the announcement of the respective evaluation report.

6.2. Any effort by a bidder to influence the procuring agency processing of bids or award decision may result in the rejection of his bid.

7. Preliminary Examination of Bids

7.1. Prior to the detailed evaluation of bids, the procuring agency will determine whether each bid:

7.1.1. meets the eligibility criteria defined in **ITB 3**;

7.1.2. has been prepared as per the format and contents defined by the procuring agency in the bidding document;

7.1.3. is accompanied by the required securities; and

7.1.4. is substantially responsive to the requirements of the bidding document.

7.2. The procuring agency will confirm that the documents and information specified under **ITB 9,10 and 11** have been provided in the bids. If any of these documents or information is missing, or is not provided in accordance with the Instructions to Bidders, the bids shall be rejected.

7.3. If a bid is not substantially responsive, it will be rejected by the procuring agency and may not subsequently be evaluated for complete technical responsiveness.

8. Examination of Terms and Conditions, Technical Evaluation

8.1. The procuring agency shall evaluate the technical aspects of the bids submitted in accordance with **ITB 21**, to confirm that all requirements specified in **Evaluation Criteria, Technical Specifications and Schedule of Requirements**, prescribed in the bidding document have been

met without material deviation or reservation.

8.2. If after the examination of the terms and conditions and the technical evaluation, the procuring agency determines that the bid is not substantially responsive in accordance with **ITB 21**, it shall reject the bids.

9. Correction of Errors

9.1. Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: -

9.1.1. if there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the procuring agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;

9.1.2. if there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and

9.1.3. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.

9.1.4. Where there is discrepancy between grand total of price schedule and amount mentioned on the Forms of bid, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.

9.2. The amount stated in the bid will be adjusted by the procuring agency in accordance with the above procedure for the correction of errors and, with the concurrence of the bidder that shall be considered as binding upon the bidder. If the Bidder does not accept the corrected amount, his bid will then be rejected, and the Bid Security may be forfeited or the Bid Securing Declaration may be executed in accordance with **ITB 17**.

10. Conversion to Single Currency

10.1. As per Rule 30(2) of Public Procurement Rules, 2004.

11. Evaluation of Bids

11.1. The procuring agency shall evaluate bids in accordance with Rule 30 of Public Procurement Rules, 2004 and compare only those bids determined to be substantially responsive, pursuant to **ITB 24**.

11.2. In evaluating the Technical Bids of each Bidder, the Procuring Agency shall apply the evaluation criteria and methodologies specified in the Bid Data Sheet (BDS) and in accordance with the Statement of Requirements and Technical Specifications. No other evaluation criteria or methodologies shall be permitted.

11.3. In case of tie of bids, the bidders shall be provided an opportunity to offer their best and final monetary offer through EPADS. However, in no case the rates shall be higher than the original financial bids.

11.4. The Procuring agency evaluation of a bid will take into account:

11.4.1. the bid price, excluding provisional sums and the provision, if any, for contingencies in the summary bill of quantities, but including day work items, where priced competitively;

11.4.2. price adjustment for correction of arithmetic errors in accordance with **ITB 26**;

11.5. converting the amount resulting from applying (a) and (b) above, if relevant, to a single currency in accordance with **ITB 27**;

11.6. The estimated effect of the price adjustment provisions of the Conditions of Contract, applied over the period of execution of the Contract, shall not be taken into account in bid evaluation.

11.7. If these bidding documents allow bidders to quote separate prices for different lots, and the award to a successful bidder of multiple lots, the methodology of evaluation to determine the lowest evaluated lot combinations in the Form of Bid, is specified in the **BDS**.

12. Determination of Most Advantageous Bids

12.1. Selection technique will be adopted for determining the Successful Bid in accordance with the criteria referred in the **BDS** or prescribed in the separate section titled as Evaluation Criteria.

13. Abnormally Low Financial Bids

13.1. Procuring agency may reject a bid if it has determined that the price, in combination with other constituent elements of the bid, is abnormally low in relation to the subject matter of the procurement, such that it raises material concerns on the part of the procuring agency, as to the ability of the bidder to perform the procurement contract satisfactorily for the offered price.

A procuring agency shall not reject a bid as abnormally low under sub-clause (1) above unless the procuring agency -

13.1.1. requested in writing through EPADS from the bidder a written clarification of his bid, including a detailed price analysis of his bid price in relation to the subject matter of the procurement contract, scope, methodology, schedule, allocation of risks and responsibilities and any other requirements of the bidding document; and

13.1.2. having taken account, the information provided by the bidder in response to a request under paragraph (a) and the information included in the bid, the procuring agency determines that the bidder has failed to demonstrate its ability to perform the procurement contract satisfactorily for the offered price.

The procuring agency shall promptly communicate to the bidder concerned its decision to reject the bid, including the reasons for the decision.

14. Rejection of Bids

14.1. As per Rule 33 of the Public Procurement Rules, 2004

15. Cancellation of procurement

15.1. As per Rule 33 of Public Procurement Rules, 2004

16. Single Responsive Bid

16.1. The procuring agency may consider single responsive bid subject to underlying conditions of Rule 38(b) of the Public Procurement Rules, 2004.

17. Alternate Dispute Resolution (ADR)

17.1. As per Rule 49 of Public Procurement Rules, 2004

18. Arbitration Clause

18.1. (Appointing Authority for the Arbitrator shall be Chief Justice of Honorable Islamabad High Court OR Managing Director (PPRA) OR Secretary (Ministry of Law & Justice),

19. Fee of the Arbitrator

19.1. The fee shall be specified in PKR as determined by the Appointing Authority and shall be shared equally by each party.

20. Socio-economic development

20.1. As per Rule 24 of Public Procurement Rules, 2004, PA to encourage the inclusiveness of small and medium enterprises, and marginalized groups by according preferences in line with the notified policies of the Federal Government

21. Environmental objectives

21.1. As per Rule 4 of the Public Procurement Rules, 2004, The procuring agency may seek to procure services with a reduced environmental impact throughout their life cycle when compared to services with the same primary function that may otherwise be procured.

F. Award of Contract

1. Appointment of Contract Manager

1.1. The procuring agency shall designate a Contract Manager for each procurement or class of procurement who shall manage the contract as per Public Procurement Rules, 2004.

2. Criteria of Award

2.1. The procuring agency will award the Contract to the bidder whose bid has been determined to be substantially responsive to the bidding document and who has been declared as Successful Bid .

3. Procuring Agency's Right to reject All Bids

3.1. The procuring agency reserves the right to reject all the Bids and to annul the procurement process at any time prior to acceptance of the bid(s), without thereby incurring any liability to the affected bidder(s).

3.2. Notice of the rejection of all bids shall be given promptly to all bidders that have submitted the bids. The procuring agency shall upon request communicate to any bidder the grounds for the rejection of his bid, but is not required to justify those grounds.

4. Procuring Agency's Right to Vary Quantities at the Time of Award

4.1. The procuring agency reserves the right, at the time of contract award, to increase or decrease not more than 15% of the original scope of related services originally specified in the Schedule of Requirements, provided that such variation does not exceed the percentage indicated in the **Bid Data Sheet (BDS)**. This adjustment shall be made without any change in the unit price or other terms and conditions of the Bids and Bidding Documents.

5. Notification of Award

5.1. Prior to the award of contract, the procuring agency shall issue a Final Evaluation Report giving justification for acceptance or rejection of the bids.

5.2. Bidder whose bid has been accepted, will be notified for the award by the Procuring Agency prior to expiration of the Bid Validity period through EPADS. The Letter of Acceptance will state the sum that the procuring agency will pay the successful bidder in consideration for the execution of the scope of works as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price).

5.3. The notification of award will constitute the formation of the Contract, subject to the condition that bidder furnish the Performance Guarantee and signing of the contract.

6. **Signing of Contract**

6.1. Promptly after notification of award, Procuring Agency shall send the successful bidder the draft agreement, incorporating all terms and conditions as agreed by the parties to the contract. The successful bidder and the procuring agency shall sign the contract.

7. **Performance Guarantee**

7.1. After the receipt of the Letter of Acceptance, the successful bidder, within the specified time, shall deliver to the Procuring Agency a Performance Guarantee in the amount and in the form stipulated in the **BDS and SCC**, denominated in the type and proportions of currencies in the Letter of Acceptance and in accordance with the Conditions of Contract.

7.2. Failure of the successful bidder to comply with the requirement of **ITB 49.1** shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the procuring agency may make the award to the next ranked bidder or call for new bids.

8. **Advance Payment**

8.1. The Procuring Agency will provide an Advance Payment as stipulated in the Conditions of Contract, subject to a maximum amount, as stated in the **BDS**. The Advance Payment request shall be accompanied by an Advance Payment Guarantee in the form provided in Contract Forms.

9. **Arbitration**

9.1. The Arbitrator shall be appointed by mutual consent of the both parties as per the provisions specified in the **SCC**.

10. **Corrupt & Fraudulent Practices**

10.1. Procuring Agencies (including beneficiaries of Government funded projects and procurement) as well as Bidders/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts, and will avoid to engage in any corrupt and fraudulent practices.

G. **Grievance Redressal & Complaint Review Mechanism**

1. **Constitution of Grievance Redressal**

1.1. Procuring agency shall constitute a Grievance Redressal Committee (GRC) comprising of an odd number of persons with proper power and authorization to address the complaint. The GRC shall not have any of the members of Procurement Evaluation Committee. The committee must have one subject specialist depending the nature of the procurement.

2. **GRC Procedure**

2.1. Any aggrieved party or bidder as the case may be, may file grievance in accordance with Rule 48 of the Public Procurement Rules, 20 and Redressal of Grievance Regulations, 2022

H. **Blacklisting/ Debarment**

1. **Procedure for Blacklisting/Debarment**

1.1. The procuring agency may initiate blacklisting proceedings against contractor/supplier in accordance with Rule-19 of the Public Procurement Rules, 2004, Mechanism for Blacklisting, Debarment Regulations, 2024 and "procedure for filling and disposal of review petition under rule-19(3) of the Public Procurement Rules, 2004.



Bid Data Sheet

Bids Data Sheet (BDS)

The following specific data for the procurement of Goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

BDS Clause Number

ITB Number

Amendments of, and Supplements to, Clauses in the Instruction to Bidders

A. Introduction

BDS Clause Number 1

ITB Number 1.1

Name of Procuring Agency: **Flood Forecasting Division, Lahore (Pakistan Meteorological Department)**

The subject of procurement is: **Repair and Maintenance of IT Equipment (Server, Workstations and Desktop Computers) of the Flood Forecasting Division, Lahore**

Expected commencement date: **Friday, June 19, 2026**

BDS Clause Number 2

ITB Number 2.1

Financial year for the operations of the Procuring Agency: **2025-26**

Name and identification number of the Contract: **P38645**

BDS Clause Number 3

ITB Number 4.6

JV/Consortium or Association Allowed: **No**

Number of JV/Consortium Members: **Nil**

B. Bidding Documents

BDS Clause Number 4

ITB Number 7.1

The Bidders may seek clarifications through **EPADS v2.0**: Clarification Date: Monday, June 1, 2026

BDS Clause Number 5

ITB Number 8.1

Any addendum, in case issued, shall be published on **Flood Forecasting Division, Lahore (Pakistan Meteorological Department)** website and on **EPADS v2.0**.

BDS Clause Number 6

ITB Number 9.1

List of documents required along with the bid:

1. 1. Lot-wise Technical Compliance Statement
2. 2. Manufacturer Brochures / Catalogues / Datasheets (offered model marked)
3. 3. OEM-Original Parts Undertaking
4. 4. Brand-Wise Compliance Statement (lot-wise)
5. 5. Supplier's Test / QC Report (formal SOP + sample report, or QC undertaking with checklist)
6. 6. OEM Authorization Letter(s) — covering all bid lots
7. 7. Extended Warranty Undertaking (if offering 12 / 18+ months above the 6-month baseline)
8. 8. Lahore Service Facility Proof (address + photo evidence, or MoU with Lahore service partner)
9. 9. On-Call SLA Letter (response within 2 business days during warranty)
10. 10. Qualified Technical Staff Documentation (certificates, CVs, payroll / EOBI / SESSI proof, MoU for contracted partners)
11. 11. Past Performance Evidence (Purchase / Work Orders + Completion / Satisfaction Certificates, last 3 years)
12. 12. Per-Lot Spec-Advantage Evidence (tagged brochure / datasheet lines per Factor V enhancement)

13. 13. Delivery Schedule Compliance Undertaking (07-day delivery confirmation)

BDS Clause Number 7

ITB Number 11.1

The qualification criteria to establish the supply / production capability of the bidder.

see Eligibility Criteria

BDS Clause Number 8

ITB Number 7.6

Services and Their related documents:

See section Required Services and Scope of Work

BDS Clause Number 9

ITB Number 13.1 & 13.2

Price schedule will be provided according to the format defined and acquired.

see section price schedule.

BDS Clause Number 10

ITB Number 7.6.2

Specifications:

see section of specifications.

C. Preparation of Bids

BDS Clause Number 11

ITB Number 13.5

The price shall be **Fixed**.

BDS Clause Number 12

ITB Number 15.1

Currency of the Bids shall be : **PKR**

BDS Clause Number 13

ITB Number 16.1

The Bids/Bid Validity period shall be: **120 Days**

BDS Clause Number 14

ITB Number 17.1

The amount of Bid Security shall be as defined in Bid Security Section for items and lots given in **BDS 6**

The Bid Security shall be in the form of: **Pay Order, Banker's Cheque, Call at Deposit**

BDS Clause Number 15

ITB Number 17.3

The Bids security shall be valid for twenty-eight (28) days beyond the expiry of the Bids validity period specified in the bidding documents, for example the bid validity is 180 days so the bid security shall be valid for $180+28 = 208$ days.

BDS Clause Number 16

ITB Number 18.1

Alternative Bids to the requirements of the bidding documents will not be permitted.

D. Submission of Bids

BDS Clause Number 17

ITB Number 21.1

Bid shall be submitted online on EPADS v2.0 whereas hard copy of the bid security should be submitted to the following;

46-jail road, lahore Flood Forecasting Division

Bids that are not submitted on EPADS v2.0 shall be disqualified.

The deadline for Bids submission is: **Thursday, June 4, 2026 11:00 AM**

E. Opening and Evaluation of Bids

BDS Clause Number 18

ITB Number 26.1

The Bids opening shall take place on **EPADS v2.0**.

Day : **Thursday**

Date: **Thursday, June 4, 2026**

Time : **11:30 AM**

BDS Clause Number 19

ITB Number 32.1

Selection technique adopted will be: **Quality and Cost Based Selection (QCBS)**

see Evaluation Criteria

F. Award of Contract

BDS Clause Number 20

ITB Number 49.1

The Performance guarantee shall: **5.00%**.

The Performance Guarantee shall be acceptable in the form of: **Pay Order, Banker's Cheque, Call at Deposit**

21.

51.1

Arbitrator shall be appointed by mutual consent of the both parties.

G. Review of Procurement Decisions

BDS Clause Number 22

ITB Number 53.1

Grievance against this procurement shall be submitted online on EPADS v2.0.

Eligibility Criteria

Bidder's Type	Required Registration
Individual / Individual Consultant	FBR (NTN)
Sole Proprietorship	FBR (GSTN)
Partnership Firm	Punjab (PRA)
Company (Private Limited)	
Company (Public Limited)	

Eligibility Criteria	Document
1. Business / Company Registration Certificate Valid Registration / Incorporation / Business Certificate of the bidder firm in Pakistan, engaged in supply, repair, or maintenance of IT equipment and components. No minimum vintage required; newly-registered firms are encouraged to participate. SECP Incorporation Certificate, Partnership Deed, or	Yes
2. Affidavit — Non-Blacklisting & No Pending Liabilities Affidavit on legal stamp paper of minimum Rs. 50, duly attested by Oath Commissioner / Notary Public, confirming the bidder is not blacklisted or declared ineligible by any Federal, Provincial, or Local Government department / agency / autonomous body in Pakistan, and has no pending liabilities with any Government / Semi-Government organization. F	Yes

<p>3. OEM-Original Parts Undertaking Written undertaking on bidder's letterhead, signed and stamped, that all parts quoted under this tender shall be OEM-original (genuine manufacturer build), fully tested and functional, with verifiable manufacturer brand, model, part number, and serial number. Counterfeit, cloned, or assembled parts shall not be accepted. A brand-wise compliance statement listing all offered parts must be attache</p>	<p>Yes</p>
<p>4. Brochures / Catalogues of Offered Parts Original manufacturer brochures, catalogues, or datasheets for all offered parts and components (system board, processor, memory, storage, RAID controller, power supply, chassis, and ancillaries as applicable per lot), bearing OEM model numbers and technical specifications. Bidder shall mark / highlight the quoted models. Mandatory for compliance verification against Section E</p>	<p>Yes</p>
<p>5. Supplier's Test / QC Report Supplier's Test / Quality Control Report covering all offered parts and components, signed and stamped by the bidder, confirming functional verification with serial-number / part-number traceability. May be submitted as a written QC undertaking with sample checklist at bid stage; final per-asset QC report shall be supplied with delivery. Mandatory; non-submission shall result in disqualification.</p>	<p>Yes</p>
<p>6. Lot-wise Technical Compliance Statement Lot-wise Technical Compliance Statement against Section E (Technical Specifications) of the Tender Document, on bidder's letterhead, item-by-item, marking "Compliant / Not Compliant / Better" for each specification line, with cross-reference to attached brochures / catalogues. Any deviation must be explicitly stated. Non-submission or material non-compliance shall lead to disq</p>	<p>Yes</p>
<p>7. Delivery Schedule Compliance Undertaking Written confirmation on bidder's letterhead undertaking to deliver, install, configure, and functionally test all up-graded assets at Flood Forecasting Division, 46 Jail Road, Lahore, within seven (07) days from issuance of the Supply / Work Order, as per Schedule of Supplies (Section C). Liquidated damages of 1% per day (max 10%) shall apply on delay. Non-submission leads to</p>	<p>Yes</p>
<p>8. Bid Validity Undertaking (120 days) Bidder's written undertaking to keep the bid valid and open for acceptance by the Procuring Agency for a minimum period of one hundred and twenty (120) days from the date of opening of Technical Bids, in accordance with Section B of the Tender Document. Bids with shorter validity shall be rejected. To be included in Bid-Form 1 (Letter of Intention).</p>	<p>Yes</p>

Evaluation Criteria

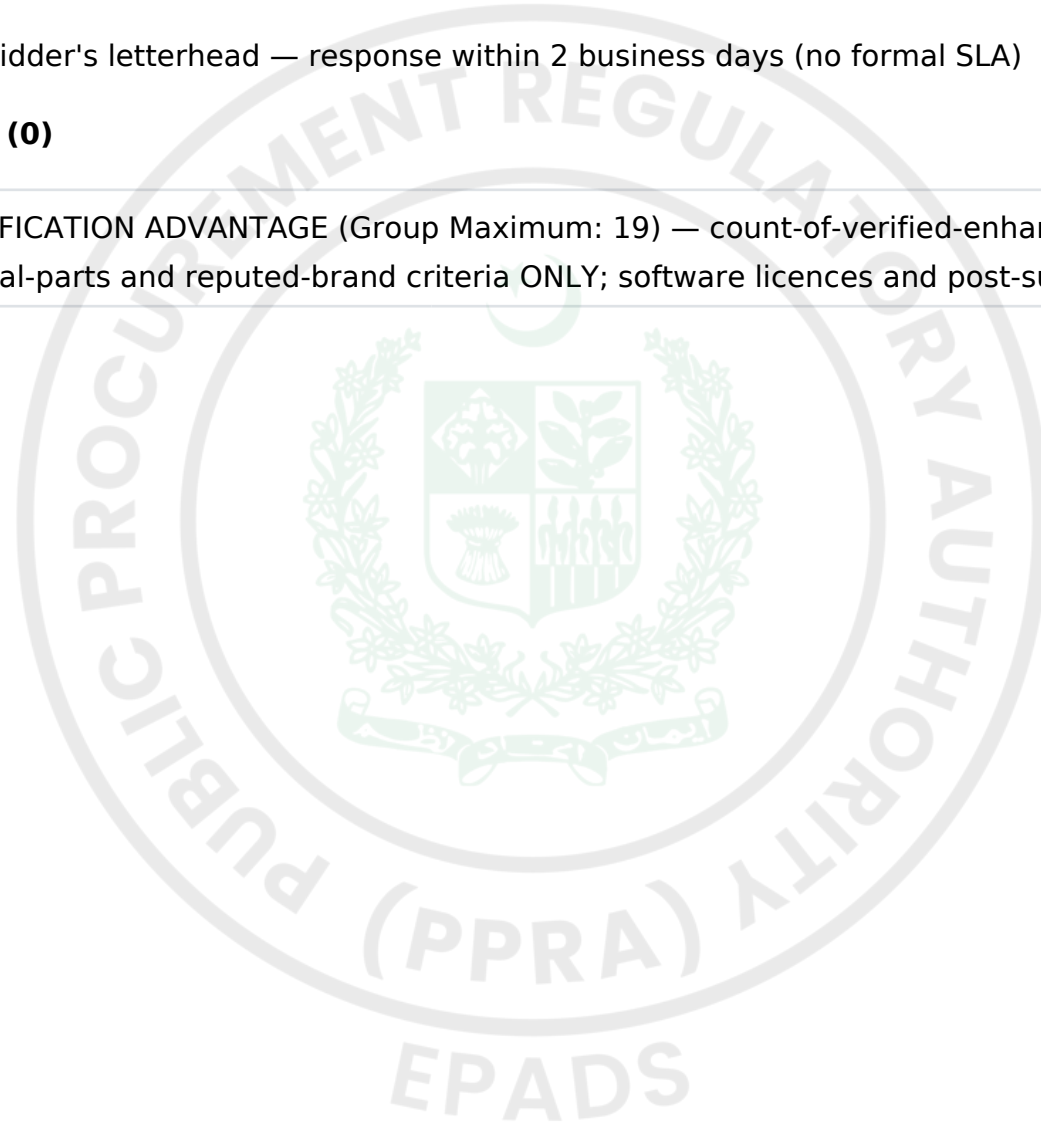
Quality and Cost Based Selection (QCBS)

Technical Marks	100
Passing Marks	50
Bidder Profile & Capacity (35 marks)	
GROUP / FACTOR I — BIDDER CREDENTIALS (Group Maximum: 10) — TICK ONE (the highest applicable tier) (Quantitative)(Doc Required)	10
Company age — at least 5 years (registered / incorporated) (10)	
Company age — at least 2 years and less than 5 years (7)	
Company age — less than 2 years (including newly registered) (5)	
GROUP / FACTOR II — PAST PERFORMANCE ON SIMILAR REPAIR / UP-GRADATION / IT-SUPPLY WORK (LAST 3 YEARS) (Group Maximum: 15) — TICK ONE (Quantitative)(Doc Required)	15
At least 2 similar work orders successfully completed (15)	
At least 1 similar work orders successfully completed (10)	
Letters of Intent / ongoing orders / comparable IT-supply work orders (5)	
No prior work history (not disqualifying) (0)	

GROUP / FACTOR III — QUALIFIED TECHNICAL / SERVICE STAFF (Group Maximum: 10) — TICK ONE (the highest applicable tier; staff = on bidder's payroll OR via attached MoU)	
<p>At least 3 certified IT service engineers (CompTIA A+, Dell / HP / Cisco certified, or equivalent) on payroll (Quantitative)(Doc Required)</p> <p>At least 3 certified IT service engineers (CompTIA A+, Dell / HP / Cisco certified, or equivalent) on payroll (10)</p> <p>At least 2 certified IT service engineers on payroll (7)</p> <p>At least 1 certified IT service engineer on payroll, OR at least 3 experienced (>= 2 years documented) non-certified IT technicians on payroll (5)</p> <p>At least 1-2 experienced (>= 2 years documented) non-certified IT technicians on payroll (3)</p> <p>Only contracted service partners via attached MoU (no qualified staff on bidder's own payroll) (2)</p> <p>No qualified staff documented (not disqualifying) (0)</p>	10
GROUP / FACTOR IV — WORK QUALITY & QUALITY ASSURANCE (Group Maximum: 36) — five independent axes (a)-(e); TICK ONE row per axis	
<p>Axis (a) — OEM Authorization Status (Axis Max: 10) — tick one (Quantitative)(Doc Required)</p> <p>(a) OEM authorization letter(s) covering EVERY lot the bidder is bidding for (10)</p> <p>(a) OEM authorization covering at least one bid lot but not all (5)</p> <p>(a) Authorized dealer / distributor letter only (no service authorization) (3)</p> <p>(a) No OEM / dealer authorization (0)</p>	10

<p>Axis (b) — Documented Quality-Control SOP (Axis Max: 10) — tick one (Quantitative)(Doc Required)</p> <p>(b) Formal written QC SOP submitted with sample QC report (component-level testing, burn-in, serial-number tracking) (10)</p> <p>(b) QC undertaking with checklist only (no formal SOP) (5)</p> <p>(b) No QC SOP submitted (0)</p>	<p>10</p>
<p>Axis (c) — Extended Warranty — minimum offered across all bid lots (Axis Max: 8) — tick one (Quantitative)(Doc Required)</p> <p>(c) Minimum offered warranty across all bid lots is \geq 18 months (8)</p> <p>(c) Minimum offered warranty across all bid lots is \geq 12 months and 18 months (4)</p> <p>(c) Minimum offered warranty across all bid lots is the baseline 6 months (0)</p>	<p>8</p>
<p>Axis (d) — Service Facility in Lahore (Axis Max: 6) — tick one (Quantitative)(Doc Required)</p> <p>(d) Own in-house service / repair facility in Lahore (verifiable by address + photo evidence; site visit possible) (6)</p> <p>(d) Contracted Lahore service-partner arrangement with attached MoU (3)</p> <p>(d) No Lahore service facility (0)</p>	<p>6</p>

<p>Axis (e) — On-Call SLA within Lahore during warranty (Axis Max: 2) — tick one (Quantitative)(Doc Required)</p> <p>(e) Written SLA on bidder's letterhead — response within 2 business days for hardware faults (2)</p> <p>(e) Verbal commitment on bidder's letterhead — response within 2 business days (no formal SLA) (1)</p> <p>(e) No on-call commitment (0)</p>	2
<p>GROUP / FACTOR V — SPECIFICATION ADVANTAGE (Group Maximum: 19) — count-of-verified-enhancements banded per lot. TICK ONE tier per lot. Physical-parts and reputed-brand criteria ONLY; software licences and post-supply services NOT credited.</p>	



LOT A — Server (Lot Max: 6) — TICK ONE tier based on count of verified enhancements (Quantitative)(Doc Required)

6

LOT A: 5-6 of 6 verified. Enhancements (each verified by tagged brochure line): (1) CPU 3rd-gen+ Xeon Gold/Platinum; (2) RAM \geq 384GB DDR4 ECC RDIMM Tier-1 (Samsung/SK Hynix/Micron); (3) Storage \geq 48TB SAS or all-flash datacenter SSD Tier-1; (4) Network 25GbE+ or dual 10GbE w/ OEM optics; (5) PSU dual 1600W Titanium hot-swap OEM; (6) Hardware RAID \geq 4GB cache + BBU. **(6)**

LOT A: 3-4 of 6 verified. Enhancements (each verified by tagged brochure line): (1) CPU 3rd-gen+ Xeon Gold/Platinum; (2) RAM \geq 384GB DDR4 ECC RDIMM Tier-1 (Samsung/SK Hynix/Micron); (3) Storage \geq 48TB SAS or all-flash datacenter SSD Tier-1; (4) Network 25GbE+ or dual 10GbE w/ OEM optics; (5) PSU dual 1600W Titanium hot-swap OEM; (6) Hardware RAID \geq 4GB cache + BBU. **(4)**

LOT A: 1-2 of 6 verified. Enhancements (each verified by tagged brochure line): (1) CPU 3rd-gen+ Xeon Gold/Platinum; (2) RAM \geq 384GB DDR4 ECC RDIMM Tier-1 (Samsung/SK Hynix/Micron); (3) Storage \geq 48TB SAS or all-flash datacenter SSD Tier-1; (4) Network 25GbE+ or dual 10GbE w/ OEM optics; (5) PSU dual 1600W Titanium hot-swap OEM; (6) Hardware RAID \geq 4GB cache + BBU. **(2)**

LOT A: 0 of 6 verified. Enhancements (each verified by tagged brochure line): (1) CPU 3rd-gen+ Xeon Gold/Platinum; (2) RAM \geq 384GB DDR4 ECC RDIMM Tier-1 (Samsung/SK Hynix/Micron); (3) Storage \geq 48TB SAS or all-flash datacenter SSD Tier-1; (4) Network 25GbE+ or dual 10GbE w/ OEM optics; (5) PSU dual 1600W Titanium hot-swap OEM; (6) Hardware RAID \geq 4GB cache + BBU. **(0)**

LOT B — Workstations (Lot Max: 6) — TICK ONE tier based on count of verified enhancements (Quantitative)(Doc Required)

6

LOT B: 5-6 of 6 verified. Enhancements (each verified by tagged brochure line): (1) CPU 6C/12T+ workstation (Xeon W or Core i7-K); (2) RAM 64GB DDR4 ECC Tier-1; (3) Primary storage \geq 1TB NVMe M.2 Tier-1; (4) Discrete workstation GPU \geq 4GB VRAM (Quadro/T/RTX A or Radeon Pro; NO gaming GPUs); (5) PSU 80+ Gold+ OEM; (6) Workstation motherboard Tier-1 OEM (Dell Precision/HP Z/Lenovo ThinkStation P). **(6)**

LOT B: 3-4 of 6 verified. Enhancements (each verified by tagged brochure line): (1) CPU 6C/12T+ workstation (Xeon W or Core i7-K); (2) RAM 64GB DDR4 ECC Tier-1; (3) Primary storage \geq 1TB NVMe M.2 Tier-1; (4) Discrete workstation GPU \geq 4GB VRAM (Quadro/T/RTX A or Radeon Pro; NO gaming GPUs); (5) PSU 80+ Gold+ OEM; (6) Workstation motherboard Tier-1 OEM (Dell Precision/HP Z/Lenovo ThinkStation P). **(4)**

LOT B: 1-2 of 6 verified. Enhancements (each verified by tagged brochure line): (1) CPU 6C/12T+ workstation (Xeon W or Core i7-K); (2) RAM 64GB DDR4 ECC Tier-1; (3) Primary storage \geq 1TB NVMe M.2 Tier-1; (4) Discrete workstation GPU \geq 4GB VRAM (Quadro/T/RTX A or Radeon Pro; NO gaming GPUs); (5) PSU 80+ Gold+ OEM; (6) Workstation motherboard Tier-1 OEM (Dell Precision/HP Z/Lenovo ThinkStation P). **(2)**

LOT B: 0 of 6 verified. Enhancements (each verified by tagged brochure line): (1) CPU 6C/12T+ workstation (Xeon W or Core i7-K); (2) RAM 64GB DDR4 ECC Tier-1; (3) Primary storage \geq 1TB NVMe M.2 Tier-1; (4) Discrete workstation GPU \geq 4GB VRAM (Quadro/T/RTX A or Radeon Pro; NO gaming GPUs); (5) PSU 80+ Gold+ OEM; (6) Workstation motherboard Tier-1 OEM (Dell Precision/HP Z/Lenovo ThinkStation P). **(0)**

LOT C — Desktop Computers (Lot Max: 6) — TICK ONE tier based on count of verified enhancements (Quantitative) (Doc Required)

6

LOT C: 5-6 of 6 verified. Enhancements (each verified by tagged brochure line): (1) CPU Intel Core i7 12th gen+ OEM-stamped; (2) RAM 32GB DDR4 Tier-1 (Samsung/SK Hynix/Micron/Crucial); (3) Primary storage 512GB NVMe Tier-1; (4) Secondary storage 1TB SATA SSD Tier-1; (5) Business motherboard Tier-1 OEM (Dell OptiPlex/HP EliteDesk/Lenovo ThinkCentre M Pro); (6) PSU 80+ Gold+ OEM. **(6)**

LOT C: 3-4 of 6 verified. Enhancements (each verified by tagged brochure line): (1) CPU Intel Core i7 12th gen+ OEM-stamped; (2) RAM 32GB DDR4 Tier-1 (Samsung/SK Hynix/Micron/Crucial); (3) Primary storage 512GB NVMe Tier-1; (4) Secondary storage 1TB SATA SSD Tier-1; (5) Business motherboard Tier-1 OEM (Dell OptiPlex/HP EliteDesk/Lenovo ThinkCentre M Pro); (6) PSU 80+ Gold+ OEM. **(4)**

LOT C: 1-2 of 6 verified. Enhancements (each verified by tagged brochure line): (1) CPU Intel Core i7 12th gen+ OEM-stamped; (2) RAM 32GB DDR4 Tier-1 (Samsung/SK Hynix/Micron/Crucial); (3) Primary storage 512GB NVMe Tier-1; (4) Secondary storage 1TB SATA SSD Tier-1; (5) Business motherboard Tier-1 OEM (Dell OptiPlex/HP EliteDesk/Lenovo ThinkCentre M Pro); (6) PSU 80+ Gold+ OEM. **(2)**

LOT C: 0 of 6 verified. Enhancements (each verified by tagged brochure line): (1) CPU Intel Core i7 12th gen+ OEM-stamped; (2) RAM 32GB DDR4 Tier-1 (Samsung/SK Hynix/Micron/Crucial); (3) Primary storage 512GB NVMe Tier-1; (4) Secondary storage 1TB SATA SSD Tier-1; (5) Business motherboard Tier-1 OEM (Dell OptiPlex/HP EliteDesk/Lenovo ThinkCentre M Pro); (6) PSU 80+ Gold+ OEM. **(0)**

<p>Cross-Lot Consistency Bonus (Axis Max: 1) — TICK ONE (Quantitative)(Doc Required)</p> <p>Consistency bonus EARNED: (a) multi-lot bidder offering verifiable spec advantage in 2 or more bid lots (i.e. scored on at least one enhancement in each of ≥ 2 lots); OR (b) single-lot bidder scoring at the top tier (5-6 of 6 enhancements verified) on the bid lot. (1)</p> <p>Consistency bonus NOT earned (single-lot bidder below top tier, OR multi-lot bidder with spec advantage in only 1 lot) (0)</p>	<p>1</p>
<p>GROUP / FACTOR VI — QUALITY OF TECHNICAL DOCUMENTATION (Group Maximum: 10) — three independent axes; TICK ONE row per axis. (Mere presence of these documents is already mandatory under §7.1 Eligibility — this group scores their QUALITY.)</p>	
<p>Axis — Lot-wise Compliance Statement (Axis Max: 4) — tick one (Quantitative)(Doc Required)</p> <p>Lot-wise compliance statement — complete, item-by-item, with cross-references to specific brochure / datasheet pages (4)</p> <p>Lot-wise compliance statement — signed but without cross-references (2)</p> <p>Lot-wise compliance statement — not submitted (also disqualifying under §7.1) (0)</p>	<p>4</p>
<p>Axis — Brochures / Datasheets Quality (Axis Max: 3) — tick one (Quantitative)(Doc Required)</p> <p>Brochures / datasheets — all quoted parts covered, with the offered model marked / highlighted (3)</p> <p>Brochures / datasheets — partial coverage (some parts missing or offered model not marked) (1)</p> <p>Brochures / datasheets — not submitted (also disqualifying under §7.1) (0)</p>	<p>3</p>

Axis — Supplier's QC Report Quality (Axis Max: 3) — tick one (Quantitative)(Doc Required)	3
Supplier's QC report — formal stamped report with sample serial-number traceability table (3)	
Supplier's QC report — undertaking with blank checklist only (no actual report) (1)	
Supplier's QC report — not submitted (also disqualifying under §7.1) (0)	

Required Services

Positions Without Lots :

Position	Delivery Schedule	Quantity	Bid Security
Up-gradation of Server (01 Item) to Enterprise Tower Server configuration by supply and installation of OEM-original parts	Address: 46-jail road, LahoreFlood Forecasting Division Schedule: 7 Days Quantity: 1	1	19680
Up-gradation of Workstations (02 Items) to Workstation-Class Tower configuration by supply and installation of OEM-original parts	Address: 46-jail road, LahoreFlood Forecasting Division Schedule: 7 Days Quantity: 2	2	8800

Position	Delivery Schedule	Quantity	Bid Security
Up-gradation of Desktop Computers (08 Items) to Business-Class Desktop configuration by supply and installation of OEM-original parts	Address: 46-jail road, lahoreFlood Forecasting Division Schedule: 7 Days Quantity: 8	8	18400

Related Services :

Yes

Position	Related Services
Up-gradation of Server (01 Item) to Enterprise Tower Server configuration by supply and installation of OEM-original parts	installation, configuration, and functional testing at FFD Lahore
Up-gradation of Workstations (02 Items) to Workstation-Class Tower configuration by supply and installation of OEM-original parts	installation, configuration, and functional testing at FFD Lahore
Up-gradation of Desktop Computers (08 Items) to Business-Class Desktop configuration by supply and installation of OEM-original parts	installation, configuration, and functional testing at FFD Lahore

Services Specifications

Positions Without Lots :

Position: Up-gradation of Server (01 Item) to Enterprise Tower Server configuration by supply and installation of OEM-original parts

Specifications / Requirements:

Up-gradation of the existing server by supply and installation of OEM-original parts (including chassis/enclosure where applicable) to the following target configuration: Enterprise Tower Server (Tier-1 OEM build); dual-socket Intel Xeon Scalable Gold (Cascade Lake / 2nd-gen, ≥ 16 cores/socket, ≥ 2.1 GHz); 256 GB DDR4 ECC RDIMM (across both sockets, expandable to ≥ 1 TB); hardware RAID controller (PERC H730P/H740P or equivalent) with ≥ 2 GB cache and battery/flash-backed write cache; storage: 2 \times 480 GB Enterprise NVMe SSD in RAID 1 for OS + 8 \times 4 TB Enterprise SAS HDD 7.2K RPM 12 Gb/s CMR (≥ 32 TB raw, RAID 6 default; RAID 5/10 at FFD option, no extra cost); dual hot-plug redundant PSU (≥ 1100 W each, 80+ Platinum/Titanium); 2 \times 10 GbE SFP+ ports plus 2 \times 1 GbE management LAN; enterprise out-of-band management (iDRAC9 Enterprise / iLO Advanced / XClarity Enterprise) with remote KVM; tower chassis with tool-less access. Reference Configuration: Dell PowerEdge T640 Tower or equivalent. Supply, delivery to FFD Lahore, installation of parts into existing server, RAID configuration, BIOS/firmware update, POST/burn-in testing, and handover at FFD Lahore. Warranty: minimum 6 months on all supplied parts (longer manufacturer warranty per part shall apply where applicable).

Position: Up-gradation of Workstations (02 Items) to Workstation-Class Tower configuration by supply and installation of OEM-original parts

Specifications / Requirements:

Up-gradation of an existing workstation by supply and installation of OEM-original parts (including chassis/enclosure where applicable) to the following target configuration: Workstation-Class Tower (Tier-1 OEM build); CPU: Intel Xeon W-series or Core i9 X-series (≥ 8 cores); RAM: 32 GB DDR4 ECC (expandable to ≥ 128 GB); Storage: 512 GB NVMe SSD + 1 TB HDD; Graphics: dedicated workstation-grade GPU (NVIDIA Quadro / RTX A-series or equivalent) with ≥ 4 GB VRAM; PSU ≥ 650 W 80+ Gold; tool-less chassis; Gigabit Ethernet. Reference Configuration: Dell Precision 5820 Tower / HP Z4 G4 / Lenovo ThinkStation P520 or equivalent. Supply, delivery to FFD Lahore, installation of parts into the existing workstation, OS configuration, driver installation, and functional testing. Warranty: minimum 6 months on all supplied parts (longer manufacturer warranty per part shall apply where applicable).

Position: Up-gradation of Desktop Computers (08 Items) to Business-Class Desktop configuration by supply and installation of OEM-original parts

Specifications / Requirements:

Up-gradation of an existing desktop computer by supply and installation of OEM-original parts (including chassis/enclosure where applicable) to the following target configuration: Business-Class Desktop (Tier-1 OEM build); CPU: Intel Core i7, 10th generation or higher (8 cores / 16 threads); Chipset: Intel Q470 / Q570 or equivalent (vPro preferred); RAM: 16 GB DDR4 (expandable); Storage: 256 GB NVMe/SSD + 1 TB HDD; Graphics: Intel UHD integrated (min); Ports: $\geq 4 \times$ USB, HDMI + DisplayPort, RJ-45 Gigabit Ethernet; Form factor: Tower or SFF; OEM-original PSU. Reference Configuration: Dell OptiPlex 7080 / 7090 / HP EliteDesk 800 G6 / Lenovo ThinkCentre M70q Gen 2 or equivalent. Supply, delivery to FFD Lahore, installation of parts into the existing desktop, OS configuration, driver installation, and functional testing. Warranty: minimum 6 months on all supplied parts (longer manufacturer warranty per part shall apply where applicable).

Scope of Work

1. Background

The Flood Forecasting Division (FFD) is a specialized operational unit of the Pakistan Meteorological Department, responsible for real-time hydrological and meteorological data processing, flood forecasting, early-warning issuance, and dissemination of flood-related information to relevant stakeholders. The Division relies on IT infrastructure — comprising a central forecasting server, engineering / GIS workstations, and office desktop computers — for uninterrupted operational, forecasting and technical activities.

A standing Technical Committee of the Division has inspected the existing IT equipment and recorded that several of these assets have become functionally inadequate for current operational workloads, are based on obsolete-generation parts, exhibit performance limitations, and are no longer supportable for the Division's mission. The Committee has accordingly recommended up-gradation of the said assets by replacement of all necessary parts (including chassis / enclosure where applicable) so that each existing FFD asset is brought to the target configuration specified in this tender.

This procurement is a parts-based up-gradation of EXISTING FFD assets — No new asset is being procured under this tender; existing inventory / asset tags are retained on the up-graded assets. It falls under Repair and Maintenance head expenditure, governed by the Public Procurement Rules, 2004.

2. Purpose and Objectives

The purpose of this tender is to enable the supply and installation of OEM-original parts that restore and enhance the functionality of the Division's existing IT assets, in line with current operational target configurations, in order to:

- a)** Restore reliability of the forecasting server, including hardware-RAID redundancy, sufficient memory and storage for current dataset volumes, and modern processor performance for hydrological / meteorological modelling.
- b)** Restore engineering workstations to specifications adequate for current GIS, modelling and visualisation applications.
- c)** Restore Division desktop computers (at FFD Lahore and at the sub-offices feeding into the Lahore operations) to specifications adequate for routine office and operational workloads on modern operating systems.
- d)** Improve overall data reliability and uptime of the Division's IT estate, in support of timely flood-warning dissemination.

3. Governing Framework

This procurement is governed by:

- Public Procurement Rules, 2004 — Rules 36 and 38 (Single Stage Two Envelope under Rule 36(b)).
- E-Pak-Procurement Regulations, 2023 (Quality-and-Cost Based Selection where applied — see Evaluation Criteria).
- General Financial Rules and Public Property Rules of the Government of Pakistan, as applicable to Repair and Maintenance head expenditure on existing public assets.
- The Tender Document and its Annexures, the Schedule of Supplies, and the Technical Specifications at Section E of the Tender Document.

4. Scope of Up-gradation — Lot-wise

The procurement is divided into three (3) Lots. Bidders may bid for one (1), two (2), or all three (3) Lots. Each Lot is awarded separately. The Lot-wise scope is as follows.

4.1 LOT A — Up-gradation of Server (01 Item) to Enterprise Tower Server Configuration with Hardware RAID

Scope: One (1) existing server of the Division at FFD Lahore shall be up-graded to the target enterprise tower configuration specified in Section E of the Tender Document, by the supply and installation of OEM-original parts. The parts shall include, as appropriate, the system board, processors, memory modules, storage drives, hardware RAID controller, power supplies, chassis / enclosure where required, and ancillary components.

Reference Configuration: Dell PowerEdge T640 Tower (or equivalent enterprise-class tower server meeting the requirements of Section E). The reference is provided solely for clarity of class and generation; bidders may quote any OEM parts / configuration that fully meets the requirements above.

Target capability (full details in Section E): dual Xeon Scalable Gold (2nd-gen min; 3rd-gen+ preferred), 256 GB DDR4 ECC RAM, hardware RAID with cache+BBU, \geq 32 TB enterprise SAS or all-flash, dual 80-Plus Platinum/Titanium PSU, lights-out management (iDRAC9 Enterprise or equivalent), and 10 GbE networking.

4.2 LOT B — Up-gradation of Workstations (02 Items) to Workstation-Class Tower Configuration

Scope: Two (2) existing workstations of the Division at FFD Lahore shall be up-graded, each individually, to the target workstation-class tower configuration specified in Section E of the Tender Document, by the supply and installation of OEM-original parts. The parts shall include, as appropriate, the system board, processor, memory modules, storage drives, discrete workstation-class GPU (where specified), power supply, chassis / enclosure where required, and ancillary components.

Reference Configuration: Dell Precision 5820 Tower (or equivalent workstation-class tower meeting the requirements of Section E). The reference is provided solely for clarity of class and generation.

Target capability (full details in Section E): workstation-class CPU (4C/8T min; 6C/12T+ preferred), 32 GB DDR4 ECC RAM, 512 GB NVMe primary storage, optional discrete workstation GPU (Quadro/T/RTX A or Radeon Pro — gaming GPUs NOT acceptable), 80-Plus Bronze+ PSU, Tier-1 OEM motherboard/chassis (service-tag verifiable).

4.3 LOT C — Up-gradation of Desktop Computers (08 Items) to Business-Class Desktop Configuration

Scope: Eight (8) existing desktop computers of the Division shall be up-graded, each individually, to the target business-class desktop configuration specified in Section E of the Tender Document, by the supply and installation of OEM-original parts. The parts shall include, as appropriate, the system board, processor, memory modules, storage drives, power supply, chassis / enclosure where required, and ancillary components.

Reference Configuration: Dell OptiPlex 7080 / 7090 Tower or SFF, HP EliteDesk 800 G6 / G8, Lenovo ThinkCentre M70q / M70t / M80q Gen 2 (or equivalent business-class desktop meeting the requirements of Section E). The references are provided solely for clarity of class and generation.

Target capability (full details in Section E): Intel Core i7 10th gen+ (12th gen+ preferred), 16 GB DDR4 RAM min (32 GB preferred), 256 GB NVMe primary (512 GB preferred), 1 TB SATA secondary, 80-Plus Bronze+ OEM PSU, Tier-1 OEM business-class motherboard/chassis (service-tag verifiable).

5. Place of Delivery and Installation

All deliveries under this tender, for every Lot, shall be made on F.O.R. (Free on Road) Lahore basis to the following single address:

Flood Forecasting Division (FFD), Pakistan Meteorological Department, 46 Jail Road, Lahore.

The bidder shall not be required to deliver to any sub-office. Onward distribution of the up-graded assets from FFD Lahore to any sub-office of the Division (where the existing asset originally resides) shall be performed by the Procuring Agency separately, after acceptance of the work at FFD Lahore. The bidder's scope ends at successful installation, configuration, functional testing and acceptance at FFD Lahore.

6. Bidder's Scope of Work

For each awarded Lot, the bidder's scope covers the following activities, all of which are mandatory and are deemed to be included in the lot price quoted by the bidder:

- a)** Supply of OEM-original parts that fully meet the Section E target configuration for each item being up-graded. Counterfeit, cloned, or assembled parts are not acceptable.
- b)** Delivery of the parts to FFD Lahore on F.O.R. Lahore basis, including all packing, freight, insurance-in-transit, and handling charges.
- c)** De-mounting and removal of obsolete parts from each existing FFD asset, where required to enable installation of the supplied parts. (Removed parts remain the property of the Procuring Agency — see Section 11 below.)
- d)** Installation of the supplied parts into the corresponding existing FFD asset, including the system board where applicable, processors, memory modules, storage drives, expansion cards, power supplies, chassis / enclosure replacement where required, and all ancillary components specified.
- e)** Configuration of the up-graded asset, including BIOS / firmware update to the latest OEM-released stable version, hardware RAID configuration (for the server), boot-order configuration, lights-out management initial setup (for the server), and basic operating-system installation where the OS is provided as part of the bid scope.
- f)** Functional testing of the up-graded asset at FFD Lahore — including POST, full memory diagnostic, storage SMART status verification, RAID consistency check (for the server), GPU functional test (for workstations where a discrete GPU is supplied), network connectivity test, and lights-out management remote-access test (for the server).

g) Supply of one (1) signed and stamped test / QC report per up-graded asset, on the bidder's letterhead, recording the parts installed (with OEM model and serial numbers), the results of each functional test, the date of testing, and the signature of the bidder's authorised service engineer.

h) Submission of all bidder-side delivery documentation as required for FFD's Goods Receipt Note (GRN) / Work Completion Certificate issuance.

7. Installation, Configuration and Commissioning

All installation, configuration and functional-testing activities required to bring each up-graded asset into operational service at FFD Lahore are the sole responsibility of the bidder, and shall be performed by the bidder's qualified service personnel at no additional cost to the Procuring Agency. The bidder shall:

a) Coordinate, in writing, with FFD's IT Section to schedule installation visits, in line with the 07-day delivery period (Section C of the Tender Document).

b) Execute the installation during normal office hours (Monday-Thursday, 0900-1600 PST), unless otherwise agreed in writing with FFD's IT Section.

c) Use only manufacturer-approved tools, anti-static precautions and standard procedures when handling parts.

d) Apply the latest OEM-released stable firmware / BIOS to each up-graded asset prior to handover.

e) Configure hardware RAID for the server in accordance with the RAID-level specified in Section E, including hot-spare drives where applicable.

f) Verify that the visible manufacturer brand, model and service tag / serial number on the up-graded asset are legible and match the relevant supplier QC report.

g) Make good any disturbance to the FFD facility (cabling, racks, dust, etc.) caused by the installation activity, before vacating the site.

8. Quality, Brand and OEM Originality

The bidder warrants in writing, on the bidder's letterhead, that all parts supplied under this tender shall be:

- a)** OEM-original — the genuine manufacturer's build, traceable by the manufacturer's part number and serial number on the manufacturer's own portal where applicable; not counterfeit, cloned, or assembled.
- b)** Fully tested and functional at the time of supply and installation, with the supplier's test / QC report covering each supplied part / sub-assembly.
- c)** Verifiable by a brand-wise compliance statement, accompanied by manufacturer brochures / catalogues / datasheets, with the offered model marked / highlighted, attached with the bid.
- d)** For Tier-1 brand verification of major components (chassis, CPU, memory, storage, GPU, RAID controller, PSU, network optics), accompanied by an OEM-portal service-tag / part-number lookup confirmation where feasible.

Tier-2, whitebox or unbranded parts are NOT acceptable for any item under this tender, even if they are notionally compliant with the Section E specifications.

9. Testing and Acceptance Criteria

Each up-graded asset shall be inspected on receipt by the designated FFD Inspection Committee / Officer. Acceptance criteria:

- a)** Physical conformity — chassis / enclosure, parts installed, and labels match the bid documentation and the supplier QC report.
- b)** Functional conformity — POST, memory diagnostic, storage health, RAID status (server), GPU functional test (workstations), network connectivity, and lights-out management remote test (server) all pass.
- c)** Configuration conformity — BIOS / firmware versions match the OEM-published current stable releases; RAID levels and storage layout match Section E; boot order and OS state (where provided) are as specified.

d) Documentation conformity — supplier QC report, brand-wise compliance statement, warranty certificates per part, and serial-number list are submitted.

Any up-graded asset found defective, sub-standard, or not matching the bid documentation shall be rejected. The bidder shall rectify or replace the defective parts at no cost to the Procuring Agency within seven (7) days of written intimation. Repeated failure may trigger the penalty and / or contract-termination provisions of the Tender Document.

10. Warranty and Service Support

Minimum warranty: six (6) months from the date of acceptance of the up-graded asset, covering all supplied parts (system board, processors, memory, storage, RAID controller, GPU where applicable, power supply, chassis where supplied, network adapters and optics, ancillary components).

Where the relevant manufacturer warranty on an individual part extends beyond the six-month tender warranty, the longer manufacturer warranty period shall apply on that part. The bidder shall provide warranty / certification documents from the OEM alongside the delivery, where applicable.

During the warranty period the bidder shall: (a) respond to any hardware fault reported by FFD's IT Section within the SLA undertaken (Factor IV(e) of the Technical Evaluation), (b) replace defective parts free of cost to the Procuring Agency, and (c) maintain a register of warranty calls, response times, and resolution actions, available to FFD on request. Extended warranty (12 / 18 months or more) above the six-month baseline is credited under Factor IV(c) of the Technical Evaluation.

11. Removed Parts — Procuring Agency's Property

All parts or items removed from any existing FFD asset during the up-gradation shall, at the moment of removal, become and remain the property of the Procuring Agency. The bidder shall hand over every removed part to FFD's IT Section against a written acknowledgement, item-by-item (with brief identification, e.g. 'system board, Item ID X, serial number Y'); shall not handle, transport, dispose of, or account for any removed part; and shall not credit or off-set its value against the lot price. Disposal of removed parts is the Procuring Agency's responsibility under the GFR / Public Property Rules, separately from this tender. No trade-in, buy-back, or off-set arrangement is contemplated.

12. Documentation Requirements

The bidder shall submit the following documents along with each delivery / installation event, as applicable:

- a)** Delivery challan listing the supplied parts with OEM model and serial numbers.
- b)** Supplier's test / QC report per up-graded asset, signed and stamped.
- c)** Manufacturer brochures / datasheets for all supplied parts.
- d)** Brand-wise compliance statement, lot-wise, cross-referenced to the brochures / datasheets.
- e)** Warranty certificates, where the manufacturer warranty exceeds the six-month tender baseline.
- f)** Service-tag / serial-number lookup printouts from the OEM portal, where feasible.
- g)** Installation completion certificate per up-graded asset, signed by the bidder's service engineer and counter-signed by FFD's nominated officer.
- h)** Acceptance certificate, signed by the FFD Inspection Committee / Officer after successful functional testing.

13. Delivery Schedule and Liquidated Damages

Delivery, installation, configuration, functional testing and acceptance of every awarded Lot shall be completed within seven (07) calendar days from the date of issuance of the Supply / Work Order, on F.O.R. Lahore basis, at FFD Lahore, as specified in Section C (Schedule of Supplies and Payment) of the Tender Document.

Liquidated damages at one per cent (1%) of the lot price per day apply for the penalty window (days 08-17), subject to a maximum deduction of ten per cent (10%). Maximum Delivery Period including the penalty window: seventeen (17) days. If delivery exceeds this, the Procuring Agency may terminate the Supply / Work Order, in which event the Performance Guarantee shall be forfeited and the supplier may be blacklisted.

14. Procuring Agency's Obligations

- a) Provide reasonable access to FFD Lahore premises and to the existing assets being up-graded, during the agreed installation window.
- b) Nominate an FFD officer to coordinate the installation, sign acknowledgements for removed parts, and to participate in the Inspection / Acceptance.
- c) Constitute an Inspection Committee / Officer to inspect and accept each up-graded asset on the basis of the criteria in Section 9.
- d) Process payment within thirty (30) days of receipt of a complete invoice and the documentation listed in Section 12, subject to deduction of applicable taxes at source under prevailing FBR rules.
- e) Take custody of and dispose of removed parts / items separately under the GFR / Public Property Rules.

15. Inspection and Audit

The Procuring Agency reserves the right to inspect, at any reasonable time: the bidder's premises / service facility (where the up-gradation parts are tested / staged prior to delivery to FFD Lahore); the bidder's QC documentation, training records of service personnel, and the manufacturer relationship documentation for the offered OEMs; and the OEM portal records for any service-tag / part-number lookups submitted by the bidder. The bidder shall extend full cooperation to any such inspection and shall make the relevant records available on request. The Procuring Agency, the Pakistan Meteorological Department, and the Auditor General of Pakistan retain the right of post-payment audit on the entire transaction in accordance with applicable government rules.

Price Schedule

For Individual Positions

#	Position Title	Quantity	Unit Price (PKR)	Total Price (PKR)	Delivery Location	Delivery Period / Year	Country of Origin
1							
2							

For Lots

#	Lot Title	Total Lot Price (PKR)	Country of Origin
1	[Lot 1 Title]		







General Conditions of Contract

A. General

1. Definitions

1.1. Unless the context otherwise requires, the following terms whenever used in this Contract shall have the same meaning and shall be interpreted as indicated

1.1.1. "Applicable Law" means the laws and any other instruments having the force of law in the Government's Country, or in such other country as may be specified in the Special Conditions of the Contract (SC), as they may be issued and in force from time to time;

1.1.2. "The Contract" means an agreement enforceable by law;

1.1.3. "The Contract Price" means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations;

1.1.4. "The Services" means the work to be performed by the Contractor pursuant to this Contract and as prescribed in the Specifications and Schedule of Activities included in the Contractor's Bid;

1.1.5. "Ancillary Services" means those services ancillary to the provision of Services, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Contractor covered under the Contract;

1.1.6. "GCC" means the General Conditions of Contract contained in this section;

1.1.7. "SCC" means the Special Conditions of Contract by which the GCC may be amended or supplemented;

1.1.8. "Day" means calendar day unless indicated otherwise;

1.1.9. "Effective Date" means the date on which this Contract comes into force and effect;

1.1.10. "The Contractor" means the individual or corporate body whose Bids to provide the Services has been accepted by the Procuring Agency;

1.1.11. "The Project Site," where applicable, means the place or places named in Bid Data Sheet and technical Specifications;

1.1.12. "Government" means the Government of Pakistan;

1.1.13. "Local Currency" means the currency of Pakistan;

1.1.14. "In Writing" means communicated in written form with proof of receipt;

1.1.15. "Completion Date" means the date of completion of the Services by the Contractor as certified by the Procuring Agency;

1.1.16. "Foreign Currency" means any currency other than the currency of the country of the Procuring Agency;

1.1.17. "Party" means the Procuring Agency or the Contractor, as the case may be, and "Parties" means both of them;

1.1.18. "Service" means any object of procurement other than goods or works;

1.1.19. "Subcontractor" means any entity to which the Bidder subcontracts any part of the Services.

2. **Applicable Law**

2.1. The contract shall be governed and interpreted in accordance with the laws of Pakistan, unless otherwise specified in SCC.

3. **Language**

3.1. The Contract as well as all correspondence and documents relating to the Contract exchanged between the Contractor and the Procuring Agency, shall be written in the **English language** unless otherwise stated in the SCC. Supporting documents and printed literature that are part of the Contract may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Contract, this translation shall govern.

4. **Notices**

4.1. Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile to such Party at the address specified in the SCC.

5. **Location**

5.1. The Services shall be performed at such locations as the Procuring Agency may approve and as specified in SCC.

6. **Authorized Representatives / Authority of Member in charge**

6.1. Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Agency or the Contractor may be taken or executed by the officials specified in the SCC.

B. **Commencement, Completion, Modification, and Termination of Contract**

1. **Effectiveness of Contract**

1.1. This Contract shall come into effect on the date the Contract is signed by both parties and such other later date as may be stated in the SCC.

2. Commencement of Services

2.1. The Contractor shall confirm availability of Key Experts and begin carrying out the Services not later than the number of days after the Effective Date specified in the SCC.

3. Program schedule

3.1. Before commencement of the Services, the Contractor shall submit to the Procuring Agency for approval a Program showing the general methods, arrangements, order and timing for all activities. The Services shall be carried out in accordance with the approved Program as updated.

4. Starting Date/Expiration Date

4.1. The Contractor shall start carrying out the Services Five (05) days after the date the Contract becomes effective, or at such other date as may be specified in the SCC.

4.2. Unless terminated earlier pursuant to Clause **GCC 14** hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SCC.

5. Entire Agreement

5.1. This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein.

6. Modification

6.1. Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any modification(s) or variation(s) made by the other Party.

6.2. In cases of any modification(s) or variation(s), the prior written consent of the Procuring Agency is required.

7. Force Majeure

7.1. Definition

For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Contractor and which makes a Contractor's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

7.2. No Breach of Contract

The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract in so far as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

7.3. Extension of Time

Any period within which a Contractor shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

7.4. Payments

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Contractor shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

8. Termination

8.1. By the Procuring Agency

The Procuring Agency may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (e) of this Clause. In such an occurrence the Procuring Agency shall give at least thirty (30) calendar days' written notice of termination to the Contractor in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e);

8.1.1. If the Contractor fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension;

8.1.2. If the Contractor becomes (or, if the Contractor consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;

8.1.3. If the Contractor fails to comply with any final decision reached as a result of arbitration proceedings;

8.1.4. If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;

8.1.5. If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;

8.2. By the Contractor

The Contractor may terminate this Contract, by not less than thirty (30) calendar days' written notice to the Procuring Agency, in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.

8.2.1. If the Procuring Agency fails to pay any money due to the Contractor pursuant to this Contract and not subject to dispute within forty-five (45) calendar days after receiving written notice from the Contractor that such payment is overdue;

8.2.2. If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;

8.2.3. If the Procuring Agency fails to comply with any final decision reached as a result of arbitration;

8.2.4. If the Procuring Agency is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Bidder may have subsequently approved in writing) following the receipt by the Procuring Agency of the Contractor's notice specifying such breach.

C. Obligations of the Contractor

1. General

1.1. Standard of Performance

1.1.1. The Contractor shall perform the Services and carry out the Services with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Contractor shall always act, in respect of any matter relating to this Contract or to the Services, as a faithful adviser to the Procuring Agency, and shall at all times support and safeguard the Procuring Agency's legitimate interests in any dealings with the third parties;

1.1.2. The Contractor shall employ and provide such qualified and experienced Experts and Sub-Contractors as are required to carry out the Services.

1.2. Law Applicable to Services

The Contractor shall perform the Services in accordance with the Contract and in accordance with the Law of Pakistan and shall take all practicable steps to ensure that any of its Experts and Sub-Bidders, comply with the Applicable Law.

2. Conflict of Interests

2.1. Contractor Not to Benefit from Commissions and Discounts

The remuneration of the Contractor shall constitute the Contractor's sole remuneration in connection with this Contract or the Services, and the Contractor shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Contractor shall use their best efforts to ensure that the Personnel, any Subcontractors, and agents of either of them similarly shall not receive any such additional remuneration.

2.2. Contractor and Affiliates Not to be Otherwise Interested in Project

The Contractor agree that, during the term of this Contract and after its termination, the Contractor and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing Services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services.

2.3. Prohibition of Conflicting Activities

Neither the Bidder nor its Subcontractors nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

2.3.1. during the term of this Contract, any business or professional activities in the Government's country which would conflict with the activities assigned to them under this Contract;

2.3.2. during the term of this Contract, neither the Contractor nor their Subcontractors shall hire public employees in active duty or on any type of leave, to perform any activity under this Contract;

2.3.3. after the termination of this Contract, such other activities as may be specified in the SCC.

3. Insurance to be Taken Out by the Contractor

3.1. The Contractor(a) shall take out and maintain, and shall cause any Subcontractors to take out and maintain, at its (or the Sub-contractors', as the case may be) own cost but on terms and conditions approved by the Procuring Agency, insurance against the risks, and for the coverage, as shall be specified in the SCC; and (b) at the Procuring Agency's request, shall provide evidence to the Procuring Agency showing that such insurance has been taken out and maintained and that the current premiums have been paid.

4. Contractor's Actions Requiring Procuring Agency's Prior Approval

4.1. The Contractor shall obtain the Procuring Agency's prior approval in writing before taking any of the following actions:

4.1.1. appointing such members of the Personnel not provided by the Contractor;

4.1.2. changing the Program of activities; and

4.1.3. any other action that may be specified in the SCC.

5. Reporting Obligations

5.1. The Contractor shall submit to the Procuring Agency the reports and documents in the numbers, and within the periods as prescribed by the Procuring Agency.

6. Liquidated Damages

6.1. Payments of Liquidated Damages

The Contractor shall pay liquidated damages to the Procuring Agency at the rate per day stated in the SCC for each day that the Completion Date is later than the Intended Completion Date. The total amount of liquidated damages shall not exceed the amount defined in the SCC. The Procuring Agency may deduct liquidated damages from payments due to the Contractor. Payment of liquidated damages shall not affect the Contractor's liabilities.

6.2. Correction for Over-payment

If the Intended Completion Date is extended after liquidated damages have been paid, the Procuring Agency shall correct any overpayment of liquidated damages by the Contractor by adjusting the next payment certificate. The Contractor shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in SCC.

6.3. Lack of performance penalty

If the Contractor has not corrected a Defect within the time specified in the Procuring Agency's notice, a penalty for Lack of performance will be paid by the Contractor. The amount to be paid will be calculated as a percentage of the cost of having the Defect corrected, assessed as specified in the Contractor

7. Performance Guarantee

7.1. Within the time stipulated in the acceptance letter from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in shape and amount **specified in SCC**.

7.2. The proceeds of the Performance Guarantee shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

7.3. The Performance Guarantee shall be denominated in the currency of the Contract, or in a freely convertible currency acceptable to the Procuring agency and shall be in the acceptable form as specified in **SCC**.

7.4. The Performance Guarantee will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless otherwise **specified in SCC**.

8. Sustainable Procurement

8.1. The Contractor shall conform to the sustainable procurement contractual provisions, if and as specified in the **SCC**.

D. Contractor's Personnel

1. Description of Personnel

1.1. The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Contractor's Key Personnel. The Key Personnel listed by title as well as by name are hereby approved by the Procuring Agency.

2. Removal and / or Replacement of Personnel

2.1. Except as the Procuring Agency may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the Contractor, it becomes necessary to replace any of the Key Personnel, the Contractor shall provide as a replacement a person of equivalent or better qualifications.

2.2. If the Procuring Agency finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Contractor shall, at the Procuring Agency's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the Procuring Agency.

2.3. The Contractor shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

E. Obligations of the Procuring Agency

1. Change in the Applicable Law

1.1. If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of the Services rendered by the Contractor, then the remuneration and reimbursable expenses otherwise payable to the Contractor under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred in the SCC.

2. Services and Facilities

2.1. The Procuring Agency shall make available to the Contractor and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described in the Terms of Reference, at the times and in the manner specified in the Terms of Reference.

2.2. In case that such services, facilities and property shall not be made available to the Contractor, the Parties shall agree on (i) any time extension that it may be appropriate to grant to the Contractor for the performance of the Services, (ii) the manner in which the Contractor shall procure any such services, facilities and property from other sources, and (iii) the additional payments, if any, to be made to the Contractor as a result thereof.

F. Payments to the Contractor

1. Contract Price

1.1. The price payable shall be in Pakistani Rupees unless otherwise specified in the SCC.

2. Terms and Conditions of Payment

2.1. Payments will be made to the Contractor according to the payment schedule stated in the SCC and as per actual invoice submitted by the Contractor.

2.2. Unless otherwise stated in the SCC, the advance payment shall be made against the provision by the Contractor of a bank guarantee for the same amount, and shall be valid for the period stated in the SCC. Any other payment shall be made after the conditions listed in the SCC for such payment have been met, and the Contractor have submitted an invoice to the Procuring Agency specifying the amount due.

3. Quality Control Identifying Defects

3.1. The principle and modalities of Inspection of the Services by the Procuring Agency shall be as indicated in the SCC. The Procuring Agency shall check the Contractor's performance and notify him of any Defects that are found. Such checking shall not affect the Contractor's responsibilities. The Procuring Agency may instruct the Contractor to search for a Defect and to uncover and test any service that the Procuring Agency considers may have a Defect. Defect Liability Period is as defined in the SCC.

4. Correction of Defects, and Lack of Performance Penalty

4.1. The Procuring Agency shall give notice to the contractor of any Defects before the end of the Contract. The Defects liability period shall be extended for as long as Defects remain to be corrected.

4.2. Every time notice a Defect is given; the contractor shall correct the notified Defect within the length of time specified by the Procuring Agency's notice.

4.3. If the contractor has not corrected a Defect within the time specified in the Procuring Agency's notice, the Procuring Agency will assess the cost of having the Defect corrected, the contractor will pay this amount, and a Penalty for Lack of Performance.

5. Settlement of Disputes Amicable Settlement

5.1. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation.

6. Dispute Settlement

6.1. Arbitration

If any dispute of any kind whatsoever shall arise between the procuring agency and the contractor in connection with or arising out of the Contract, including without prejudice to the generality of the foregoing, any question regarding its existence, validity or termination, or the execution of the contract, the parties shall seek to resolve any such dispute or difference by mutual consultation. If the parties fail to resolve such a dispute or difference even after negotiations or mediation, then the dispute shall be referred within fourteen (14) days in writing by either party to the Arbitrator, with a copy to the other party.

Any dispute in respect of which a notice of intention to commence arbitration has been given, in accordance with **GCC sub-clause 32.1**, shall be finally settled by arbitration. Arbitration may be commenced prior to or after completion of the Contract. Arbitration proceedings shall be conducted in accordance with Arbitration Act 1940. Notwithstanding any reference to arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless otherwise agreed. The Procuring Agency shall continue to pay the Contractor any undisputed amounts due under the Contract during the resolution of any dispute.



Special Conditions of Contract

SECTION VIII. SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

Number of GC Clause

Amendments of, and Supplements to, Clauses in the General Conditions of Contract

Definitions

The Procuring Agency is: Flood Forecasting Division, Lahore (Pakistan Meteorological Department), Programmer 46-jail road, lahore Flood Forecasting Division

The Supplier is:

The title of the subject procurement is: Repair and Maintenance of IT Equipment (Server, Workstations and Desktop Computers) of the Flood Forecasting Division, Lahore

Number of GC Clause 2

Applicable/Governing Law:

The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan

Number of GC Clause 3

Language:

The language of the Contract, all correspondence and communications to be given, and all other documentation to be prepared and supplied under the Contract shall be in **English**.

Number of GC Clause 4

Notices:

The addresses for the notices are:

Procuring Agency:

Flood Forecasting Division, Lahore (Pakistan Meteorological Department), Programmer 46-jail road, lahore Flood Forecasting Division
+92-310-434-8899
usman.ali.pmd@gmail.com

Contractor/ Bidder:

[Name, address and telephone number].

The Contractor/ Bidder's Representative(s)

[Name, address, telephone number and e-mail address]

Number of GC Clause 6.1

The Authorized Representatives are:

For the Procuring Agency:

Flood Forecasting Division, Lahore (Pakistan Meteorological Department),Programmer
46-jail road, lahore Flood Forecasting Division
+92-310-434-8899
usman.ali.pmd@gmail.com

For the Bidder:

Name:

Designation:

Address:

Number of GC Clause 7

Effectiveness of the contract

The Contractor/Bidder shall be effective within days from the date of signature of the Contract by both parties

Number of GC Clause 8

Commencement of Contract:

The Contractor/ Bidder shall provide Non-Consultancy Services from the effective date of contract.

Number of GC Clause 10.2

Expiration of Contract:

The time period shall be

Number of GC Clause 14

Termination

In the event of termination of the contract due to any reason as already defined in the General Conditions of Contract, the Bidder shall be responsible for providing to the Authority the Goods till the time of alternate arrangements.

Number of GC Clause 16

Conflict of Interest:

The Procuring Agency reserves the right to determine on a case-by-case basis whether the Bidder should be disqualified from providing goods or services due to a conflict of a nature described in Clause GCC 17.

Number of GC Clause 20

Liquidated Damages

If the Bidder fails to provide services as required under the contract or in case of any data loss/data breach or any incident compromising the data security or other such failures related to any services, the Bidder shall pay to the Procuring Agency as Liquidated Damages at a rate of **1.00%** to **10.00%** of the Contract value, in accordance with the extent of performance failure & the cost of investigating such incidents as judged by the Authority.

Number of GC Clause 21

Performance Guarantee:

The amount of performance guarantee shall be 5.00% of the contract price in acceptable form of Pay Order, Banker's Cheque, Call at Deposit

Number of GC Clause 27

Currency of Payment:

All the payment to be released to the contractor/Bidder shall be in Pakistani Rupees.

Number of GC Clause 28

Payment terms:

Payment will be made to the Bidder against the procured Goods and services according to the actual invoice or running bills submitted by the Bidder against the services provided within the time given in the conditions of the contract.

Number of GC Clause 29

Identifying Defects:

The Authority reserves the right at any time to inspect the premises of the provider to inspect the goods and monitor the goods being provided.

Inspections & Tests Requirements

For Physical Fitness having No Damages (Certificate from supplier)

For conformance to specifications and performance parameters, through Prior to delivery inspection (Inspection Report by Procurement Committee / Inspection Team)

For successful operation at site after complete installation, testing and commissioning of the equipment (Installation, Testing and Commissioning Report by Procurement Committee / Inspection Team)

Successful Operation at Site — Installation, Testing and Commissioning Report

Delivery & Documents

Copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;

Copies of the packing list identifying contents of each package;

Manufacturer's or Supplier's Valid Warranty Certificate;

Number of GC Clause 31

Following is the guidance for Dispute Resolution

1. If any dispute of any kind whatsoever shall arise between the Authority and the Bidder in connection with or arising out of the Contract, including without prejudice to the generality of foregoing, any question regarding its existence, validity, termination and the execution of the Contract – whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual diligent negotiations in good faith within 14 (fourteen) days following a notice sent by one Party to the other Party in this regard.
2. At future of negotiation the dispute shall be resolved through mediation and mediator shall be appointed with the mutual consent of the both parties.
3. At the event of failure of mediation to resolve the dispute relating to this contract such dispute shall finally be resolved through binding Arbitration by sole arbitrator in accordance with Arbitration Act 1940. The arbitrator shall be appointed by mutual consent of the both parties. The Arbitration shall take place in Islamabad, Pakistan and proceedings will be conducted in English language.
4. The cost of the mediation and arbitration shall be shared by the parties in equal proportion however the both parties shall bear their own costs and lawyer's fees regarding their own participation in the mediation and arbitration. However, the Arbitrator may make an award of costs upon the conclusion of the arbitration making any party to the dispute liable to pay the costs of another party to the dispute.
5. Arbitration proceedings as mentioned in the above clause regarding resolution of disputes may be commenced prior to, during or after completion of the contract.

Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that the Authority shall pay the Bidder any monies due to the Bidder.

Arbitrator's fee:

The fee shall be specified in Pak Rupees, as determined by the Arbitrator, which shall be shared equally by both parties.

Appointing Authority for Arbitrator:

By the Mutual Consent or in accordance with the provisions of Arbitration Act, 1940, in case the parties fail to reach a consensus on the name of sole arbitrator, any party may submit an application to the Chief Justice Islamabad High Court for appointment of sole arbitrator. The Chief Justice IHC may appoint a former judge of any High Court or Supreme Court as the sole arbitrator to resolve the dispute between the parties.

Rules of procedure for arbitration proceedings:

Any dispute between the Authority and a Bidder who is a national of the Islamic Republic of Pakistan arising in connection with the present Contract shall be referred to adjudication or arbitration in accordance with the laws of the Islamic Republic of Pakistan including Arbitration Act 1940, however above provision shall prevail in referring the case to the Arbitrator.

Place of Arbitration and Award:

The arbitration shall be conducted in English language and place of arbitration shall be at Islamabad. The award of the arbitrator shall be final and shall be binding on the parties.





Bid Securing Declaration

Form 9: Bid Securing Declaration

Date: *[insert date (as day, month and year)]*

Bid No.: **P38645**

To: **Flood Forecasting Division, Lahore (Pakistan Meteorological Department), Programmer46-jail road, lahore Flood Forecasting Division**

We, the undersigned, declare that:

We understand that, according to your conditions, Bids must be supported by a Bid Securing Declaration.

We accept that we will be blacklisted and henceforth cross debarred for participating in respective category of public procurement proceedings for a period of (not more than) six months, if fail to abide with a bid securing declaration, however without indulging in corrupt and fraudulent practices, if we are in breach of our obligation(s) under the Bid conditions, because we:

1. have withdrawn or modified our Bid during the period of Bid Validity specified in the Form of Bid;
2. Disagreement to arithmetical correction made to the Bid price; or
3. having been notified of the acceptance of our Bid by the Procuring Agency during the period of Bid Validity, (i) failure to sign the contract if required by Procuring Agency to do so or (ii) fail or refuse to furnish the Performance Security or to comply with any other condition precedent to signing the contract specified in the Bidding Documents.

We understand this Bid Securing Declaration shall expire if we are not the successful

Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) twenty-eight (28) days after the expiration of our Bid.



Contract Form

SECTION IX: CONTRACT FORMS

THIS AGREEMENT made the _____ day of _____ 20_____ between **Flood Forecasting Division, Lahore (Pakistan Meteorological Department), Programmer 46-jail road, Lahore Flood Forecasting Division**

(hereinafter called “the Procuring Agency”) of the one part and [name of Bidder] of [city and country of Bidder] (hereinafter called “the Bidder”) of the other part:

WHEREAS the Procuring Agency invited Bids for provision of goods, viz., **Repair and Maintenance of IT Equipment (Server, Workstations and Desktop Computers) of the Flood Forecasting Division, Lahore (P38645)** and has accepted a Bids by the Bidder for the provision of Goods in the sum of [contract price in words and figures] (hereinafter called “the Contract Price”).

NOW THIS CONTRACT WITNESSETH AS FOLLOWS:

1. In this Contract words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Contract, In the event of any ambiguity or conflict between the Contract Documents listed below, the order of precedence shall be the order in which the Contract Documents are listed below:-

1. This form of Contract;
2. the Form of Bids and the Price Schedule submitted by the Bidder;
3. the Schedule of Requirements;
4. the Technical Specifications;
5. the Special Conditions of Contract;
6. the General Conditions of the Contract;
7. the Procuring Agency’s Letter of Acceptance; and

8. [add here: any other documents]

3. In consideration of the payments to be made by the Procuring Agency to the Bidder as hereinafter mentioned, the Bidder hereby covenants with the Procuring Agency to provide the Goods related services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Procuring Agency hereby covenants to pay the Bidder in consideration of the provision of Goods and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Contract to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Witness to the signatures of the Procuring Agency:

.....

Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Witness to the signatures of the Bidder:





Integrity Pact

Integrity Pact

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS.10.00 MILLION OR MORE

Contract Number: Contract Value: Contract Title:

Dated:

[Name of Supplier] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoP) through any corrupt business practice.

Without limiting the generality of the foregoing [Name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fee etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultations fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

[Name of Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representative or warranty.

[Name of Supplier] accepts full responsibility and strict liability for making and false declaration, not making full disclosure, misrepresenting fact or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [Name of Supplier] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [Name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.



Performance Guarantee Form

Performance Guarantee Form

To: **Flood Forecasting Division, Lahore (Pakistan Meteorological Department), Programmer 46-jail road, Lahore Flood Forecasting Division**

WHEREAS *[name of Bidder]* (hereinafter called “the Bidder”) has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated *[insert date]* for provision of Goods (hereinafter called “the Contract”).

AND WHEREAS it has been stipulated by you in the said Contract that the Bidder shall furnish you with a Bank Guarantee by a reputable bank for the sum specified therein as security for compliance with the Bidder’s performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Bidders guarantee:

THEREFORE, WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Bidder, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Bidder to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the: *[insert date]*

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]



Annexure

ANNEXURE-A: AFFIDAVIT OF LEGITIMATE BIDDER

Undertaking

We, [Name and Address of Bidder], do hereby declare on solemn affirmation that:

I. We have not been blacklisted by any Government Department or Agency.

II. We have not been involved in litigation with any client during the last three (3) years.

III. We acknowledge that we have read, understood, and accepted the Tender Document together with all terms and conditions stated therein.

IV. We understand that FFD shall have the right, at its sole discretion, to require in writing any further information or clarification of the Tender from any or all of the Bidder(s).

V. We have read FFD's Standard Operating Procedure for blacklisting.

VI. We have no objection to being tried in the event of a breach of contract.

VII. We have no objection to being tried in the event that any forged document is provided to FFD in respect of the Lot(s) for which we are participating.

VIII. We warrant that all parts supplied under this tender are OEM-original, fully tested and functional, and are not counterfeit, cloned, or assembled. We confirm that our scope under this tender is the supply and installation of OEM-original component parts into the existing FFD assets, on a parts-only basis.

IX. We understand that FFD shall have the right, at its sole discretion, to increase or decrease the quantity of any or all item(s), to accept or reject any or all tender(s), and to cancel or annul the tendering process at any time prior to award of contract, without assigning any reason and without any obligation to inform the Bidders of the grounds for FFD's action, and without thereby incurring any liability to the Bidder. The decision of FFD in this regard shall be final.

Dated: _____

BIDDER:

Signature _____

CNIC # _____

Designation _____

Address _____

WITNESSES:

Signature: _____	Signature: _____
CNIC #: _____	CNIC #: _____

Name: _____	Name: _____
Designation: _____	Designation: _____
Address: _____	Address: _____

Information (Read-Only)

See Form Under Additional Forms and Documents: **ANNEXURE-A: AFFIDAVIT OF LEGITIMATE BIDDER** (page number: 90)

Technical submission forms

- ? Mandatory technical-bid forms to be completed, signed, and uploaded by the bidder: Bid Form 1 (Letter of Intention), Bid Form 2 (Evidence of Eligibility checklist), Bid Form 3 (Past Performance Statement), and Annexure-A
- ? Affidavit (Rs. 50 stamp paper — not blacklisted, no pending liabilities).

Technical Submission (Vendor)

Document Required

See Form Under Additional Forms and Documents: **Technical submission forms** (page number: 93)

A3 — Financial Submission (Vendor)

A3 — Financial Submission (Vendor)

- ? Bid Form 4 — Financial Bid Letter. Bidder declares the lot-wise total price (inclusive of all taxes, delivery on
- ? F.O.R. Lahore basis, installation, commissioning, functional testing, and warranty as per Section E). To be signed,
- ? stamped, and submitted in the sealed Financial Bid envelope.

Financial Submission (Vendor)

Document Required

See Form Under Additional Forms and Documents: **A3 — Financial Submission (Vendor)** (page number: 98)



Procurement Forms

Past Experience and Completed Contracts

This form is your opportunity to demonstrate that you have successfully delivered similar work for other clients within the last five (5) years.

"Similar" here means contracts for the supply, repair, or maintenance of IT equipment or components — desktops, workstations, servers, parts, or related technical services. List your contracts in reverse chronological order (most recent first) and attach a copy of the Purchase Order or Work Order, together with the corresponding Completion or Satisfaction Certificate, for each entry. The table provides ten serial-numbered rows; if you have more than ten qualifying contracts, annex additional sheets in the same format and refer to them in the last row. Quality of evidence matters more than quantity: two well-documented similar contracts with client reference letters will score higher than ten loosely-described entries without supporting paperwork. Each entry must include a verifiable client-officer name and phone or email — FFD's Technical Committee reserves the right to call any listed client to verify the engagement. This form's contents feed directly into Factor II (Past Performance on Similar Work) of the Evaluation Criteria, worth up to fifteen (15) marks. An absence of past similar contracts is not in itself disqualifying — newly-registered firms can compensate through Factors IV and V.

See Form Under Additional Forms and Documents: **Past Experience and Completed Contracts** (page number: 100)

Historical Contract Non-Performance, and Pending Litigation and Litigation History

This is a disclosure form. Honesty here matters more than impression: a forthright declaration of one closed dispute will rarely affect evaluation, while a suppressed pending matter that surfaces during reference checks is grounds for outright disqualification and possible blacklisting. The form has three sub-tables. Part A covers contracts that were suspended, terminated, or materially delayed (more than 30% beyond the contracted timeline) by any client in the last five years. Part B covers all currently-pending litigation, arbitration, or dispute-resolution proceedings to which your firm is a party — irrespective of forum, monetary value, or who initiated. Part C covers cases closed in the last five years, with their outcomes. If you have nothing to disclose in a sub-table, enter "None / Nil" explicitly in row one — do not leave the table blank, as a blank table is treated as an incomplete disclosure and will trigger a clarification request that delays evaluation. Routine tax notices from FBR or PRA that are not the subject of legal proceedings need not be listed. The declaration at the foot of the form is binding: changes between bid submission and contract award must be notified to FFD in writing within seven (7) days. The Procuring Agency reserves the right to verify all disclosures with the listed forums and counter-parties.

Current Contracts and Their Progress

List every contract presently in execution as of your bid submission date — awarded but not yet fully completed and handed over. This includes ongoing supply contracts, repair and maintenance contracts, annual maintenance contracts (AMCs), and any framework agreements where individual call-offs remain pending. "Progress" may be reported as either physical progress (percentage of scope delivered) or financial progress (amounts billed against total contract value), whichever is more representative of the present execution status — please indicate which basis you have used. The purpose of this form is for the Technical Committee to assess whether you have the spare execution capacity to take on the present contract within its 07 (seven)-day delivery window. If your declared ongoing commitments are so heavy that timely execution looks questionable, the Committee may seek clarification or, in extreme cases, conclude that you lack the capacity envisaged under Factor III (Qualified Technical / Service Staff). Each entry must carry a client reference (officer name, designation, phone or email). FFD reserves the right to call the listed clients to verify both the engagement and the stated progress. If you have no current contracts, enter "None / Nil" in row one of the table; do not leave the table blank, as that will be treated as an incomplete disclosure.

See Form Under Additional Forms and Documents: **Current Contracts and Their Progress** (page number: 103)

Financial Capacity and Net Worth Evaluation Form

This form requires figures drawn strictly from audited financial statements — not management accounts, not internal projections, and not bank statements. Attach the audited Balance Sheet and Profit & Loss Account for the most recent completed financial year, signed and stamped by the chartered accountant or qualified auditor who conducted the audit. Section A asks you to compute Net Worth as Total Assets minus Total Liabilities, alongside Paid-up Capital and Reserves; reference each figure to the relevant schedule or page of the attached statements so the Committee can cross-check quickly. Section B covers working capital and liquidity — a healthy current ratio (above 1.0) and positive working capital are taken as comfort signals; a current ratio below 0.5, while not automatically disqualifying, will invite scrutiny. Section C asks for available banking facilities (running finance, overdraft, LC, LG) with sanctioned limits, current outstanding, and available headroom — attach the bank's confirmation letter (not merely statements) for each facility, on the bank's letterhead, dated within ninety (90) days of bid submission. Do not pad Net Worth with revaluation reserves or unrealised gains; FFD will rely on operational figures. Newly-registered firms with

limited financial history should furnish whatever audited statements exist and need not extrapolate.

See Form Under Additional Forms and Documents: **Financial Capacity and Net Worth Evaluation Form** (page number: 104)

Average Annual Turnover

List your annual gross turnover (sales revenue, not gross billing) for each of the last three completed financial years — typically FY 2022-23, 2023-24, and 2024-25 if your accounting year ends 30 June. Figures must be drawn from the audited Profit & Loss Account for each year, and the full audited statements for all three years must be attached as supporting documents. Reference each year's figure to the relevant page or schedule of the corresponding audited P&L. The arithmetic average is computed as $(Y1 + Y2 + Y3) \div 3$ and entered in the last row. Exclude any inter-group, related-party, or non-operating revenue that does not arise in the ordinary course of business — auditors' notes will usually flag these, and the Technical Committee may reconcile if a discrepancy appears. If your firm has been in operation for fewer than three completed financial years, furnish turnover for all completed years and compute the average over that lesser number. This will not disadvantage you: per sub-section 7.2 (Factor I) of the Tender Document, newly-registered firms are explicitly not penalised on vintage and can earn full marks on Factors IV (Work Quality) and V (Specification Advantage). Where bidding as a sole proprietor without audited statements, attach the most recent Income Tax Return (filed with FBR) showing declared business turnover as a substitute.

See Form Under Additional Forms and Documents: **Average Annual Turnover** (page number: 106)





Additional Forms and Documents

ANNEXURE A1 — INFORMATION (READ-ONLY)

General Conditions of Contract (GCC)

Tender Reference	IT/4(1)/Tender/25-26
Procuring Agency	Flood Forecasting Division (FFD), Pakistan Meteorological Department
Address	46 Jail Road, Lahore
Subject	Up-gradation of existing IT Equipment by supply and installation of OEM-original parts (3 Lots)

1. Definitions

1.1 In this Contract, the following terms shall be interpreted as indicated:

- (a) The Contract:** the agreement entered into between the Purchaser (FFD) and Supplier, including all attachments and appendices.
- (b) The Contract Price:** the price payable to the Supplier for full and proper performance.
- (c) The Goods:** all equipment, machinery, and parts the Supplier is required to supply.
- (d) The Services:** services ancillary to supply — transportation, insurance, installation, commissioning, technical assistance, training.
- (e) GCC:** the General Conditions of Contract in this section.
- (f) Special Conditions of the Contract:** terms supplementary to these GCC, agreed in writing between the Parties.
- (g) The Purchaser:** Flood Forecasting Division (FFD), Pakistan Meteorological Department, Lahore.
- (h) The Supplier:** the individual or firm supplying the Goods and Services under this Contract.
- (i) The Project Site:** Flood Forecasting Division, 46 Jail Road, Lahore.
- (j) Day:** calendar day.

2. Application

2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.

3. Standards

3.1 The Goods supplied shall conform to the standards in the Technical Specifications, or to authoritative standards appropriate to the Goods' country of origin (latest issue).

4. Inspections and Tests

4.1 The Purchaser may inspect and / or test the Goods at no extra cost to confirm conformity. Section E and Section B sub-section 3.7 specify inspection requirements.

4.2 Inspections may be conducted at the Supplier's premises, at point of delivery, or at final destination.

4.3 Goods failing to conform may be rejected; Supplier shall replace or remedy, free of cost.

4.4 Right to inspect at final destination is not limited or waived by earlier inspections.

4.5 Nothing in this clause releases the Supplier from warranty obligations.

5. Packing

5.1 Supplier shall provide adequate packing to prevent damage during transit. Packing shall withstand rough handling and exposure to extreme temperature, salt, precipitation, and open storage.

5.2 Packing, marking, and documentation shall strictly comply with Contract requirements.

6. Delivery and Documents

6.1 Delivery shall be in accordance with the Schedule of Supplies and Payment (Section C).

6.2 F.O.R. Lahore basis: price inclusive of taxes, transportation, delivery, insurance, and warranties, to the Purchaser's premises.

7. Transportation

7.1 Supplier is required to transport the Goods to the specified destination in Pakistan, including insurance and storage. All costs are included in the Contract Price.

8. Warranty

8.1 Supplier warrants that supplied parts are OEM-original, fully tested, functional, and incorporate manufacturer-grade quality. All parts shall be free of defects during the warranty period under normal use.

8.2 Warranty is valid for the period specified in Section E (minimum 06 months from acceptance).

8.3 Purchaser shall promptly notify the Supplier in writing of warranty claims.

8.4 Supplier shall, within 07 working days, repair or replace defective parts at no cost.

8.5 Failure to remedy entitles the Purchaser to take remedial action at the Supplier's risk and expense.

9. Payment

9.1 Payment per the conditions in Section C.

9.2 Supplier's requests for payment must be in writing, with invoice describing Goods delivered and Services performed.

9.3 Payment shall be made within 30 days of submission of a complete invoice / claim.

9.4 Currency: Pakistani Rupees (PKR).

10. Prices

10.1 Prices shall not vary from quoted prices, except for adjustments expressly authorized in writing by the Purchaser.

11. Change Orders

11.1 The Purchaser may issue change orders in writing covering: (a) drawings / designs / specifications for parts to be specifically manufactured, (b) method of packing, (c) place of delivery.

11.2 Cost or time impacts of change orders shall be equitably adjusted in the Contract Price or schedule; claims must be asserted within 30 working days of receipt of the change order.

12. Contract Amendments

12.1 No variation or modification except by written amendment signed by both parties.

13. Assignment

13.1 Supplier shall not assign its obligations to a subcontractor.

14. Delays in Supplier's Performance

14.1 Delivery shall be per Section C.

14.2 Supplier shall notify the Purchaser promptly of any delay, its likely duration and cause. Purchaser may extend time with or without liquidated damages, at its discretion.

14.3 Delay shall render the Supplier liable to liquidated damages under Clause 15 unless an extension is agreed under Clause 14.2 without LD.

15. Liquidated Damages

15.1 Subject to Clause 17: if the Supplier fails to deliver within the period(s) specified in the Contract, the Purchaser shall deduct from the Contract Price, as liquidated damages, 1% per day of delay of the delivered price of the delayed Goods, up to a maximum of 10% of the Contract Price of the respective lot. Once the maximum is reached, the Purchaser may consider termination under Clause 16.

16. Termination for Default

16.1 The Purchaser may terminate the Contract by written notice: (a) for failure to deliver, (b) for failure to perform any other obligation, (c) for corrupt or fraudulent practices.

16.2 Upon termination, the Purchaser may procure similar Goods / Services elsewhere; Supplier shall be liable for any excess costs.

17. Force Majeure

17.1 Supplier shall not be liable for forfeiture of bid security, LD, or termination for default if delay results from a Force Majeure event.

17.2 Force Majeure means an event beyond the Supplier's control and not involving its fault — including acts of the sovereign, wars, fires, floods, epidemics, quarantine restrictions, freight embargoes.

17.3 Supplier shall promptly notify the Purchaser of any Force Majeure condition and continue performance where reasonably practical.

18. Resolution of Disputes

18.1 Parties shall make every effort to resolve disputes amicably by informal negotiation.

18.2 If not resolved within 30 days, dispute may be referred to arbitration under the Arbitration Act, 1940. Seat and venue: Lahore, Pakistan.

19. Governing Language

19.1 Contract and all correspondence shall be in English.

20. Applicable Law

20.1 The Contract shall be interpreted in accordance with the laws of the Islamic Republic of Pakistan.

21. Notices

21.1 Notices in writing, to the address in the Supply / Work Order or in the bidder's Letter of Intention (Bid-Form 1).

21.2 Notice is effective upon delivery or on its effective date, whichever is later.

22. Taxes and Duties

22.1 Supplier shall be entirely responsible for all taxes, duties, license fees, etc. incurred until delivery to the Purchaser.

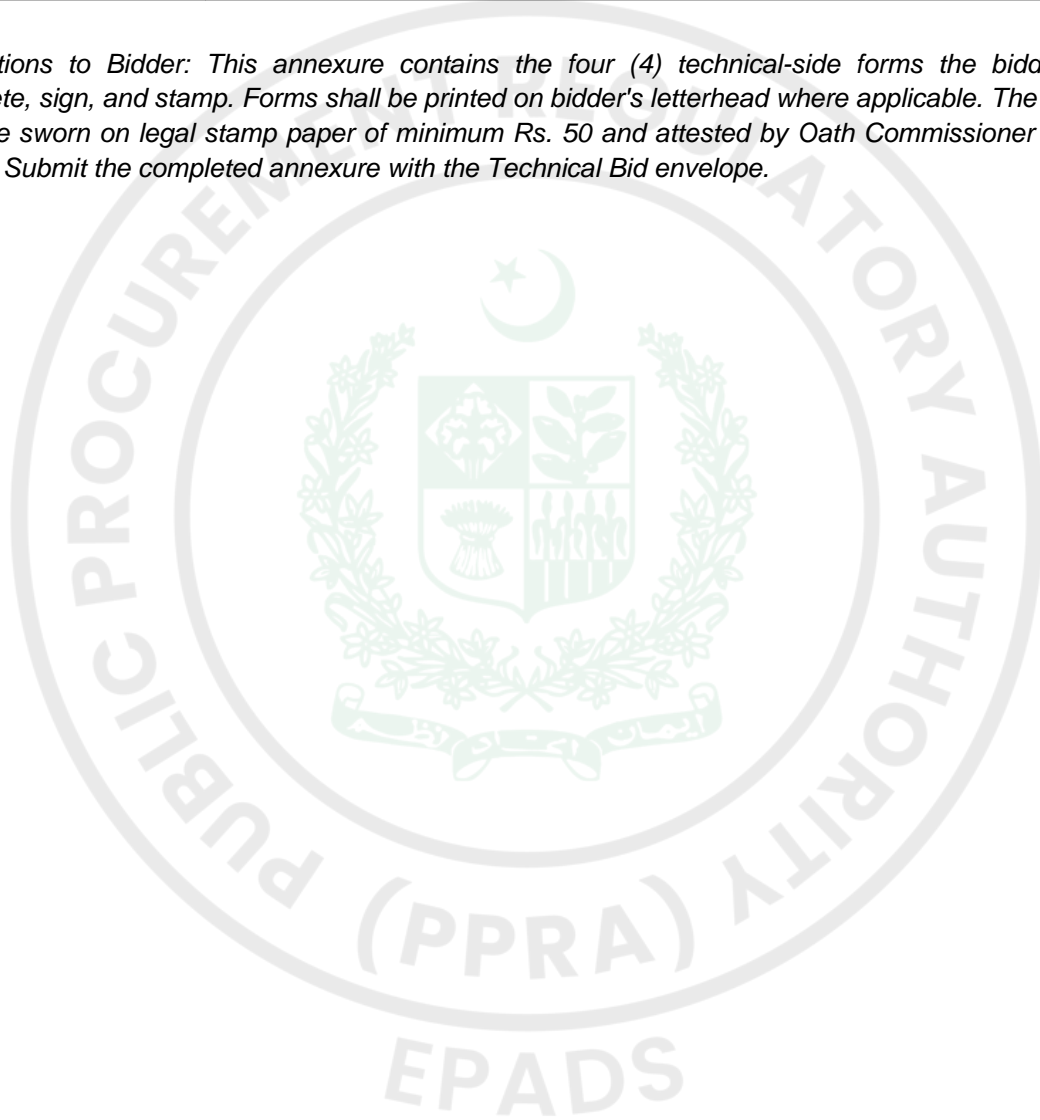
— END OF GENERAL CONDITIONS OF CONTRACT —

ANNEXURE A2 — TECHNICAL SUBMISSION (VENDOR)

Bid Form 1 (Letter of Intention) | Bid Form 2 (Evidence of Eligibility) | Bid Form 3 (Past Performance) | Annexure-A (Affidavit)

Tender Reference	IT/4(1)/Tender/25-26
Procuring Agency	Flood Forecasting Division (FFD), Pakistan Meteorological Department
Address	46 Jail Road, Lahore
Subject	Up-gradation of existing IT Equipment by supply and installation of OEM-original parts (3 Lots)

Instructions to Bidder: This annexure contains the four (4) technical-side forms the bidder must complete, sign, and stamp. Forms shall be printed on bidder's letterhead where applicable. The Affidavit shall be sworn on legal stamp paper of minimum Rs. 50 and attested by Oath Commissioner / Notary Public. Submit the completed annexure with the Technical Bid envelope.



BID FORM 1 — LETTER OF INTENTION

Bid Ref No.: _____

(Default: IT/4(1)/Tender/25-26)

Date **of** **Technical** **Bid** **Opening:**

Name of the Contract: Repair and Maintenance of IT Equipment (Server, Workstations and Desktop Computers) of the Flood Forecasting Division, Lahore.

To: Chief Meteorologist, Flood Forecasting Division, 46 Jail Road, Lahore.

Dear Sir,

Having examined the bidding documents, including Addenda Nos. [insert numbers and dates of each Addendum, if any], the receipt of which is hereby acknowledged, we, the undersigned, offer to supply and deliver the Goods under the above-named Contract in full conformity with the said bidding documents and at the unit prices described in the Price Schedule provided in the Financial Bid.

We undertake, if our Financial Bid is accepted, to deliver the Goods in accordance with the delivery schedule specified in the Schedule of Supplies and Payment (Section C).

If our Financial Bid is accepted, we undertake to provide a Performance Security / Guarantee in the form, amounts, and within the times specified in the bidding documents (5% of the Lot value, inclusive of GST, within 14 days of issuance of the Supply / Work Order).

We agree to abide by this bid, for the Bid Validity Period (120 days) specified in the bidding documents, and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

Until the formal final Contract is prepared and executed between us, this bid, together with your written acceptance and notification of award, shall constitute a binding Contract between us.

We undertake to strictly observe the laws against fraud and corruption in force in Pakistan in competing for and, if awarded, in executing the above contract.

We confirm that we comply with the eligibility requirements per sub-section 2.3 of the bidding documents and have duly provided bid security at 2% of the total quoted value of each lot bid for, in the shape of pay order / demand draft / call deposit in the name of Chief Meteorologist, Flood Forecasting Division, Lahore.

Dated this: _____

Day of: _____

Year: _____

Signed: _____

In the capacity of: _____

Duly **authorized** **to** **sign** **for** **and** **on** **behalf** **of:**

BID FORM 2 — EVIDENCE OF ELIGIBILITY

Name of the Company: _____

Bid Ref No.: _____

Date _____ of _____ Technical _____ Bid _____ Opening: _____

Note: Initial against each requirement attached. Leave blank if not attached. Mention the exact page number of the relevant document in the Bid.

Sr.	Requirement / Document	Page # in Bid (Initial if attached)
1	Registration / Incorporation / Business Certificate (Pakistan)	
2	Valid NTN Certificate	
3	Valid GST Certificate — Active on FBR Taxpayers List	
4	Income Tax Return (most recent financial year)	
5	Affidavit on Rs. 50 stamp paper (Annexure-A) — not blacklisted, no pending liabilities	
6	Lot-wise Technical Compliance Statement against Section E	
7	OEM-Original Parts written undertaking with brand-wise compliance statement	
8	Manufacturer brochures / catalogues / datasheets (with offered model marked)	
9	Supplier's Test / QC Report covering all supplied parts (signed and stamped)	
10	Bid Security at 2% of quoted lot value (Pay Order / Demand Draft / CDR)	

BID FORM 3 — COMPANIES PAST PERFORMANCE

Name of the Firm: _____

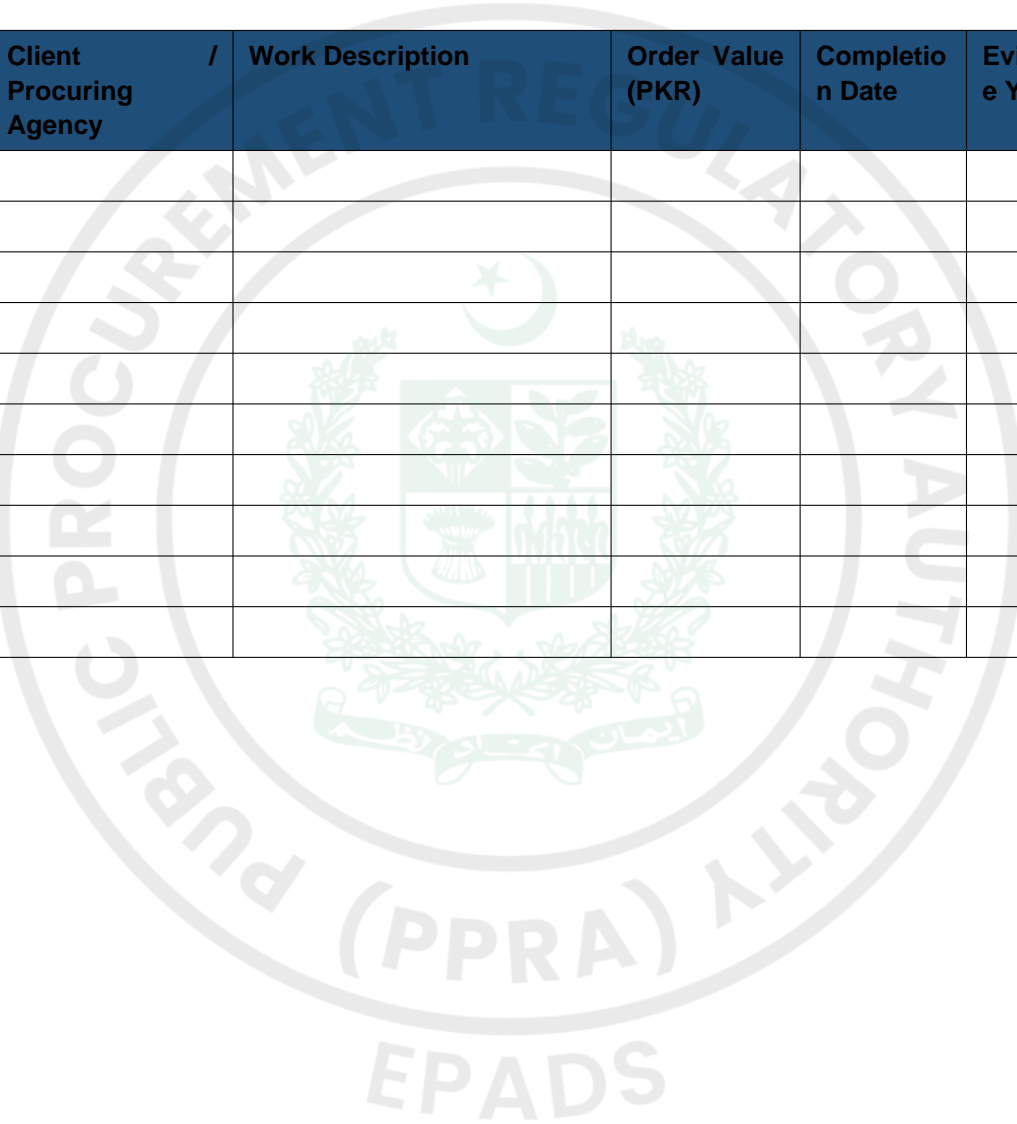
Bid Ref No.: _____

Date _____ of _____ Technical _____ Bid _____ Opening: _____

Assessment Period: Minimum Three (3) Years as per Evaluation Criteria.

List all similar Repair / Up-gradation / IT-Supply work orders completed in the last 3 years. Documentary evidence (Purchase / Work Order + Completion / Satisfaction Certificate) shall be attached for each entry.

Sr.	Client Procuring Agency /	Work Description	Order Value (PKR)	Completion Date	Evidence Y/N
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					



ANNEXURE-A — AFFIDAVIT OF LEGITIMATE BIDDER

(To be sworn on legal stamp paper of minimum Rs. 50, duly attested by Oath Commissioner / Notary Public)

I / We, _____ son / daughter / wife of _____, resident of _____, holding CNIC No. _____, in my capacity as _____ of M / s. _____ (the Bidder), do hereby solemnly affirm, declare and undertake on oath that:

1. The Bidder is duly registered / incorporated in Pakistan under applicable law and is engaged in the supply, repair, or maintenance of IT equipment and components.
2. The Bidder is registered with the Tax Authorities of Pakistan (NTN and GST) and is on the Active Taxpayers List of the FBR.
3. The Bidder is not blacklisted, debarred, or declared ineligible by any Federal, Provincial, or Local Government department, agency, organization, or autonomous body anywhere in Pakistan.
4. The Bidder has no pending liabilities with any Government or Semi-Government department / organization in Pakistan.
5. The Bidder has not engaged, and shall not engage, in any corrupt or fraudulent practice in the competition for, or execution of, this tender.
6. The Bidder agrees that this Affidavit forms an integral part of the Bid and any false statement herein shall render the Bid liable to rejection and / or termination of contract and blacklisting.
7. All information contained in the Bid documents is true and correct to the best of the Deponent's knowledge and belief.

Deponent's Signature: _____

Name: _____

CNIC No.: _____

Date: _____

Attested by (Oath Commissioner / Notary Public): _____

Stamp / Seal: _____

ANNEXURE A3 — FINANCIAL SUBMISSION (VENDOR)

Bid Form 4 — Financial Bid

Tender Reference	IT/4(1)/Tender/25-26
Procuring Agency	Flood Forecasting Division (FFD), Pakistan Meteorological Department
Address	46 Jail Road, Lahore
Subject	Up-gradation of existing IT Equipment by supply and installation of OEM-original parts (3 Lots)

Name of the Firm: _____

Bid Ref No.: _____

Date _____ **of** _____ **Technical** _____ **Bid** _____ **Opening:** _____

User Note:

- i) This Financial Bid shall be completed by the Bidder for each item in every lot for which the bidder is bidding, and submitted in the sealed Financial Bid envelope (or as required by EPADS).
- ii) All rates quoted shall be inclusive of the costs of inspection, delivery, installation, commissioning, functional testing, transportation, all applicable taxes, import duties (if any), and other levies.
- iii) All prices shall be quoted in PKR.
- iv) See companion 'A5 — Financial Table Inputs' for the lot-wise Price Schedule tables (LOT A / B / C). Lot price totals from A5 shall be transcribed into this Letter.

Letter — Financial Bid

To: Chief Meteorologist, Flood Forecasting Division, 46 Jail Road, Lahore.

Dear Sir,

With reference to the bidding documents under Tender No. IT/4(1)/Tender/25-26, we hereby submit our Financial Bid for the Lots indicated below. All quoted amounts are in Pakistani Rupees (PKR), are inclusive of all taxes (GST, withholding, etc.), duties, transportation, insurance, delivery to FFD Lahore on F.O.R. Lahore basis, installation, configuration, functional testing, and warranty as per Section E.

Lot-wise Financial Summary (transcribed from A5 — Financial Table Inputs):

Sr.	Lot	Lot Total (Incl. all taxes) PKR (Figures)	PKR (in Words)
1	LOT A — Up-gradation of Server (01 Item)		
2	LOT B — Up-gradation of Workstations (02 Items)		
3	LOT C — Up-gradation of Desktop Computers (08 Items)		
	AGGREGATE OF BID LOTS		

FINAL TOTAL PRICE OF BID (in figures) — PKR:

FINAL TOTAL PRICE OF BID (in words) — PKR:

Signature: _____

Designation: _____

Date: _____

Official Stamp: _____



Historical Contract Non-Performance, and Pending Litigation and Litigation History

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

<input type="checkbox"/> Not debarred due to deviation from commitment of Bid Securing Declaration- <input type="checkbox"/> Not debarred due to non-performance			
Year	Non-performed portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and PKR equivalent)
<i>[insert year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i> Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Reason(s) for nonperformance: <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>
Pending Litigation, in accordance with Section III, Qualification Criteria and Requirements			
<input type="checkbox"/> Pending litigation in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.3 as indicated below.			
Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), US\$ PKR Equivalent (exchange rate)

<i>[insert year]</i>	<i>[insert amount]</i>	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Procuring Agency" or "Supplier"]</i> Status of dispute: <i>[Indicate if it is being treated by the Adjudicator, under Arbitration or being dealt with by the Judiciary]</i>	<i>[insert amount]</i>
<input type="checkbox"/> No consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4. <input type="checkbox"/> Consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4 as indicated below.			
Year of award	Outcome as percentage of Net Worth	Contract Identification	Total Contract Amount (currency), PKR Equivalent (exchange rate)
<i>[insert year]</i>	<i>[insert percentage]</i>	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Procuring Agency" or "Supplier"]</i> Court/ arbitral award decision: <i>[Indicate if the award decision was against the Applicant or any member of a joint venture.]y]</i>	<i>[insert amount]</i>

Current Contract Commitments / Contracts in Progress Form

1. Name of Contract(s)
2. Procuring Agency Contact Information [insert address, telephone, fax, e-mail address]
3. Value of outstanding contracts [current PKR equivalent]
4. Estimated Delivery Date
5. Average monthly invoices over the last six months (PKR/mon.)

Financial Situation and Performance

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

1. Financial data

Type of Financial information in (currency)	Historic information for previous <i>[insert number]</i> years, <i>[insert in words]</i> (amount in currency, currency, exchange rate*, PKR equivalent)				
	Year 1	Year 2	Year 3		
Statement of Financial Position (Information from Balance Sheet)					
Total Assets (TA)					
Total Liabilities (TL)					
Total Equity/Net Worth (NW)					
Current Assets (CA)					
Current Liabilities (CL)					
Working Capital (WC)					
Information from Income Statement					
Total Revenue (TR)					
Profits Before Taxes (PBT)					
Cash Flow Information					
Cash Flow from Operating Activities					

* Refer ITA 14 for the exchange rate

3. Financial documents

The Applicant and in case of JV, members of JV shall provide copies of financial statements for *[number]* years pursuant Section III, Qualifications Criteria and Requirements. The financial statements shall:

- (a) reflect the financial situation of the Applicant or in case of JV member, and not an affiliated entity (such as parent company or group member).
 - (b) be independently audited or certified in accordance with local legislation.
 - (c) be complete, including all notes to the financial statements.
 - (d) correspond to accounting periods already completed and audited.
- Attached are copies of financial statements¹ for the *[number]* years required above; and complying with the requirements.

¹ If the most recent set of financial statements is for a period earlier than 12 months from the date of Application, the reason for this should be justified.

Average Annual Turnover (Annual Sales Value)

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Annual Turnover Data			
Year	Amount Currency	Exchange rate* (If applicable)	PKR equivalent
<i>[indicate calendar year]</i>	<i>[insert amount and indicate currency]</i>		
			Average Annual Turnover **

* Refer ITA for date and source of exchange rate.

** Total PKR equivalent for all years divided by the total number of years. See Section III, Qualification Criteria and Requirements, ITA.