

TENDER NOTICE

Sealed bids are invited from potential suppliers for the supply, installation and configuration of the following equipment to be delivered at IT Directorate, Trademark Registry, Plot # ST 1 & 2, New Broadcasting House (Ground Floor), Behind KDA Civic Center, Block -14, Gulshan-e-Iqbal, Karachi:

SN	DESCRIPTION	TECHNICAL SPECIFICATIONS (MINIMUM)	QTY
1	15.6" Laptop (Genuine Windows and Office included)	<p>Intel® Core i7 Branded laptop or better equivalent</p> <p>Screen:15.6"</p> <p>Generation:10thor Higher</p> <p>Processor: Core i7 processor, 1.1GHz or higher (with turbo frequency 4.9GHz or higher)</p> <p>Memory:8 GB DDR4 or higher (upgradable up to 64GB)</p> <p>Storage: 512GB SSD(upgradable up to 1TB SSD)</p> <p>Camera: 720p HD Camera or better</p> <p>I/O Ports:2 USB 3.1 Type-C with Thunderbolt support; 2 USB 3.1 Gen 1; 1 headphone/microphone combo; 1 HDMI or more;</p> <p>Connectivity: Wireless connectivity (Wifi); HDMI; Bluetooth</p> <p>Keypad: Backlit keyboard with numeric keypad</p> <p>Operating System: Windows 10 Pro 64 Bit (OEM Licensed) or later</p> <p>Office: Microsoft Office 2019 Home & Business (OEM Licensed) or later</p> <p>Charging Adapter and Cable: Branded</p> <p>Carry case/Bag : Branded</p> <p>Local Warranty: 03 years Parts &Labour, Onsite</p>	6

SN	DESCRIPTION	TECHNICAL SPECIFICATIONS (MINIMUM)	QTY
2	SheetfedScanners	<p>Branded Sheetfed Scanner</p> <p>Automatic Document Feeder (ADF): Yes</p> <p>Duplex: Yes</p> <p>Scanning Sensor Technology: CIS</p> <p>Scanning Speed:</p> <p>(Black & White)</p> <p>45ppm (simplex) / 90ipm (duplex) [200dpi/300dpi]</p> <p>(Color)</p> <p>30ppm (simplex) / 60ipm (duplex) [200dpi]</p> <p>20ppm (simplex) / 40ipm (duplex) [300dpi]</p> <p>ADF Capacity: 60 sheets (A4, Letter, Legal)</p> <p>Long Document: up to 3000mm</p> <p>Scanner Advanced Features:</p> <p>Automatic Page Size Detection, Deskew, Colour Dropout (RGB), Colour Enhancement (RGB), Auto Colour Detection, Shadow Cropping, Adjustable gamma settings, Skip Blank Page, Folio Mode, Batch Separation with white blank sheet or patchcode, Moiré Reduction, Prevent Bleed Through/Remove Background, Contrast Arrangement, Background Smoothing, Double Feed Release, Double Feed Detection, 256 level gray scale, Passport Scanning</p> <p>Paper Weight: 27-209g/m²</p> <p>Daily Duty Cycle : up to 4000 scans with bundled software</p> <p>Connectivity: USB 2.0 or later</p>	6

SN	DESCRIPTION	TECHNICAL SPECIFICATIONS (MINIMUM)	QTY
		OS Support: Windows 7 and higher Warranty: 3 years onsite , labour and parts	
3	Branded Laser Printer	Print Technology: Laser Print Speed (Normal, A4): Up to 38 ppm First page out: As fast as 6.3 sec (ready); As fast as 8.8 sec (sleep) Resolution: 600 x 600 dpi, Up to 4800 x 600 enhanced dpi Auto Duplex: Yes Paper Size: A4, A5, A6 and custom sizes up to 8.5 x 14in Duty Cycle (monthly, Letter or A4): Up to 80,000 pages Processor speed: 1200 MHz or more Display: LCD graphic display Connectivity: 1 Hi-Speed USB 2.0; 1 Host USB; 1 Gigabit Ethernet 10/100/1000T network; 1 Wireless 802.11b/g/n Wireless: Yes, built-in Wi-Fi 802.11b/g/n Mobile Printing Capability: Yes Memory: 256 MB or more OS compatibility: Windows 7 and higher; Mac OS Warranty: 3 years onsite , labour and parts	30
4	Branded Laser Printer (Color)	Printing Technology: Laser Print Speed (A4): up to 27ppm or higher First Page Out Color (Ready) : 11.3 sec or better First Page Out Color (Sleep) : 15.3 sec or better Print Resolution (Color): 600 x 600 dpi, Up to 38,400 x 600 enhanced dpi or better Paper Size: A4, A5, A6 and custom sizes up to 8.5 x 14in Duty Cycle (monthly, Letter or A4): Up to 50,000 pages or more	3

SN	DESCRIPTION	TECHNICAL SPECIFICATIONS (MINIMUM)	QTY
		<p>Auto Duplex: Yes</p> <p>Processor Speed : 1200MHz or higher</p> <p>Memory: 512MB or higher</p> <p>Standard Connectivity:1 Hi-Speed USB 2.0 port; 1 host USB; built-in GigabitEthernet 10/100/1000 Base-TX network port; 1 Wireless802.11b/g/n</p> <p>Mobile printing capability: Yes</p> <p>Wireless capability:Yes, built-in dual-band Wi-Fi; Authentication via WEP,WPA/WPA2, WPA Enterprise; Encryption via AES or TKIP; WPS;Wi-Fi Direct;</p> <p>Control Panel:Color touchscreen</p> <p>Local Warranty: 3 years onsite , labour and parts</p>	
5	Flatbed Scanner	<p>Scanner Technology: CMOS CIS (Contact Image Sensor)</p> <p>Scan Type: Flatbed, ADF</p> <p>Color scanning: Yes</p> <p>Duplex ADF Scanning: Yes</p> <p>Scan Speed: Up to 30ppm/40ipm</p> <p>Media size (ADF): A4; A5; A6; B5; B5 (JIS)</p> <p>Media Weight (ADF): 45 to 120 g/m²</p> <p>ADF Capacity: Standard, 50 sheets (75 g/m² paper)</p> <p>Multi Feed Detection: Yes</p> <p>Scan File format (for text and images): PDF, JPEG, PNG, BMP, TIFF, Text (.txt), Rich Text (rtf) and searchable PDF</p>	2

SN	DESCRIPTION	TECHNICAL SPECIFICATIONS (MINIMUM)	QTY
		<p>Scan size:</p> <p style="padding-left: 40px;"><u>For ADF:</u> 216 x 3100 mm (8.5 x 122 in)</p> <p style="padding-left: 40px;"><u>For Flatbed:</u> 216 x 356 mm (8.5 x 14 in)</p> <p>Scan resolution:</p> <p style="padding-left: 40px;"><u>Hardware:</u> Up to 600 x 600 dpi (colour and monochrome, ADF); Up to 1200 x 1200 dpi (colour and monochrome, flatbed)</p> <p style="padding-left: 40px;"><u>Optical:</u> Up to 600 x 600 dpi (colour and monochrome, ADF); Up to 1200 x 1200 dpi (colour and monochrome, flatbed)</p> <p>Scanner Advanced Features: Blank page removal, Auto orientation, Auto color detect, Auto crop, Auto exposure, Hole removal, Straighten content, Erase edges, Clean up background, Auto threshold, Color drop out, OCR, 256 level gray scale</p> <p>Duty Cycle (Daily): up to 4000 Pages (ADF), up to 100 Pages (Flatbed)</p> <p>Connectivity: USB 2.0 and USB 3.0 (SuperSpeed); Built-in Fast Ethernet 10/100/1000Base-TX network port</p> <p>OS Compatibility: Windows 7 and higher</p> <p>Warranty 3 years onsite , labour and parts</p>	

Terms & Conditions

1. Bids Submission Requirements.

- 1.1. Two envelop bids (one for technical proposal and other for financial proposal) indicating "IT Equipment" on the envelop(s) should reach the undersigned at the address given below during the working hours in sealed cover(s) on or before 12:00pm 18th May 2021
- 1.2 Technical bids will be opened on the same day at 12:30 pm at IPO-Pakistan Trademarks Registry, Karachi in presence of bidders or their representative authorized to attend.
- 1.3 The envelopes shall be marked as "FINANCIAL PROPOSAL and TECHNICAL PROPOSAL" in bold and legible letters to avoid confusion.
- 1.4. The financial bids of those bidders will be opened who qualify the technical bids.
- 1.5. Quoted prices must include all taxes and charges including delivery and installation.
- 1.6. A Bank Draft or Pay Order of 5% of the bid amount as Earnest Money should accompany the bid in favor of Director General, IPO-Pakistan.
- 1.7. Products model/ brand should be European/American/Japanese or equivalent quoted by the bidder in his bid.
- 1.8. The supplier should be authorized dealer of the product (Documentary Proof Required).
- 1.9. The supplier should be registered with Income Tax and Sales Tax departments and taxes will be as per Government Rules.
- 1.10. The bidder must quote all items in a category as required in BOQ and the tender will be awarded as per lowest evaluated firm in a category.
- 1.11. The bidder can quote single category or all categories, however bidder are required to quote all items in a category. Incomplete category will not be entertained and the bid will be rejected.

2. General Terms and Conditions

- 2.1. The successful bidder will provide specified goods/services within 2 weeks.
- 2.2. All Hardware will be delivered and installed in IPO-Pakistan Pakistan Trademarks Registry, Karachi and consequently after sale services support.
- 2.3. IPO-Pakistan reserves the right to accept/ reject wholly or partially any tender at any stage of the tender process.
- 2.4. The amount submitted as Earnest money shall be refunded to the unsuccessful bidders after the decision of "Tender Committee" for the award of said tender.
- 2.5. In case of any dispute between the two parties of any matter arising out of after signing the contract agreement, the case shall be referred to Director General, IPO-Pakistan whose decision shall be final and binding on both parties.

- 2.6. Bidders indemnify IPO-Pakistan against all third party claims of infringement of patent trademark, industrial design rights arising from use of the goods of any part thereof in Pakistan.
- 2.7. The supplier shall be bound to provide onsite after sales services.
- 2.8. Preventive maintenance in the respect of system and its auxiliaries must be carried out on monthly basis.
- 2.9. Warranty period of product should be specified.
- 2.10. Conditional/ incomplete bids will be liable for rejection.

3. Terms for Payment

- 3.1. Hundred percent (100%) cost of equipment shall be paid after successful delivery of equipment at IPO-Pakistan Trademarks Registry, Karachi.
- 3.2. Ten Percent (10%) of the payable amount against each invoice/ payment will be retained as security/retention money and will be released after successful completion of warranty Services.
- 3.3. All Payments shall be made through cross cheque in the Pak Rupees.
- 3.4. Taxes will be deducted at source as per government rules at the time of payment.
- 3.5. The earnest money or equivalent bank guarantee of successful bidders shall be remained hold in department till the warranty period from the successful bidders.

4. Mandatory Requirements

1. The Bidder/supplier should be authorized distributor/reseller of the product in Pakistan **(Documentary Proof required)**.
2. If the storage device is to be replaced/repared during warranty period, the bidder/supplier shall be bound to recover official data from the faulty storage device or pay the recovery cost if recovered by third party **(Documentary endorsement required)**.
3. It will be the responsibility of the bidder to provide sufficient documentation of solution/product proposed by him to verify the compliance of offered product/solution with the technical specifications mentioned in the tender notice.
4. Bidder should have office/presence in **Karachi** to ensure onsite support. **(Documentary Proof Required)**
5. Bidder should provide three (03) CV's/profiles of their support and configuration team having skills and expertise in providing required services of this project.

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Registrar of Trademark

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