

Standard Bidding Document

Pre Qualification of Firms for supply of IT items and Accessories
(Goods)

National

Single Stage-One Envelope



September 30, 2026

*FGO HQRs (Federal Government Organization Headquarters), Director
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INVITATION FOR PREQUALIFICATION FOR OPEN FRAMEWORK AGREEMENT

PROCUREMENT OF GOODS

1. The **FGO HQRs (Federal Government Organization Headquarters)** has sufficient / has received / intends to apply for funds from **Non-ADP** and intends to apply part of such funds toward payments under the Framework Agreement for **Pre Qualification of Firms for supply of IT items and Accessories** having reference number **FFW10150**.
2. The **FGO HQRs (Federal Government Organization Headquarters)** intends to prequalify suppliers for subsequent Invitation to Bid(s) and to sign a Open Framework Agreement with the successful bidder(s) following completion of the bidding process.
3. The objective of the intended Open Framework Agreement is the on-demand supply of **Pre Qualification of Firms for supply of IT items and Accessories** through subsequent Call-Off Contract(s) during the Framework Agreement period. The purpose of this Prequalification Notice is to provide basic information to enable potential applicants to decide whether to respond to this Prequalification Notice.
4. Only the prequalified applicants shall be entitled to participate in the subsequent procurement proceedings. It is expected that Invitations to Bid will be issued to the Prequalified Applicants in **Wednesday, November 18, 2026** . The Open Framework Agreement is expected to be signed with the successful bidder(s) in **Monday, November 30, 2026** for a period of **12 Months**.
5. The Prequalification process is open to all **National** Applicants subject to fulfilling the eligibility requirements specified in the Prequalification Documents. Interested Applicants may obtain further information from **FGO HQRs (Federal Government Organization Headquarters)** through **EPADS v2.0** during office hours. A complete set of Prequalification Documents may be accessed by interested Applicants through **EPADS v2.0** at **<https://epads.gov.pk/opportunities/federal/framework-agreements/10150>**.

6. The application, prepared in accordance with the instructions contained in the Prequalification Documents, must be submitted through **EPADS v2.0** on or before **Monday, October 26, 2026 12:00 PM**. Applications will be opened electronically through **EPADS v2.0** on the same day at **Monday, October 26, 2026 12:30 PM**. Manual submission of applications shall not be entertained.

7. Vendors who have not yet registered on **EPADS v2.0** may complete their registration at <https://vendors.epads.gov.pk/>. Guidance regarding registration and bid submission is available on the portal.

In terms of Rule 48 of Public Procurement Rules, 2004, the Grievance Redressal Committee (GRC) has been notified for the subject procurement. The notification is available on the Procuring Agency's website and on PPRA's website.

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Instructions to Applicants

A. General

1. Scope of Application

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

2. Source of Funds

2.1. Source of funds is same as referred in Invitation for Prequalification.

3. Fraud and Corruption

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

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

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

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

3.5. Procuring Agency will also declare the Applicant as blacklisted in accordance with Public Procurement Rule 19 and predefined standard mechanism.

4. Eligible Applicants

4.1. An Applicant may be a private entity, a state-owned enterprise or institution subject to ITB 4.6, or any combination of such entities in the form of a joint venture (JV) under an existing JV agreement or with the intent to enter into such an agreement supported by a letter of intent.

In case of single (private or state-owned entity), it shall be liable for execution of all the provisions of the Framework Agreement (if signed b/w the Procuring Agency and the entity), the execution of any Call-off Contract(s) awarded (to the entity) under the Framework Agreement in accordance with the Call-off Contract conditions that apply.

In the case of a joint venture, all members shall be jointly and severally liable for the execution of all the provisions of the Framework Agreement (if signed b/w the Procuring Agency and the JV), the execution of any Call-off Contract(s) awarded (to the JV) under the Framework Agreement in accordance with the Call-off Contract conditions that apply.

The JV shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all the members of the JV during the Prequalification process, Bidding process (in the event the prequalified JV submits a Bid) and during the period of framework agreement and contract execution (in the event the JV is awarded the Contract). Unless specified in the PDS, there is no limit on the number of members in a JV.

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

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

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

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

4.4.2. would be involved in the implementation or supervision of such Framework Agreement or Call-off Contract, unless the conflict stemming from such relationship has been resolved throughout the Procurement Process, Bidding process during the execution of the Framework Agreement and/or Call-off Contract.

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

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

5. Eligibility (in terms of Nationality)

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

B. Contents of the Prequalification Documents

6. Sections of Prequalification Documents

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

PART 1 Prequalification Procedures

6.2. Section I - Instructions to Applicants (ITA)

6.3. Section II - Prequalification Data Sheet (PDS)

6.4. Section III - Qualification Criteria and Requirements

6.5. Section IV - Application Forms

6.6. Section V - Eligible Countries

6.7. Section VI - Fraud and Corruption

PART 2 Supply Requirements

6.8. Section VII - Schedule of Requirements

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

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

7. Clarification of Prequalification Documents and Pre-Application Meeting

7.1. An Applicant requiring any clarification of the Prequalification Documents shall contact the Procuring Agency in writing through ePADS. The Procuring Agency will respond in writing through ePADS to any request for clarification provided that such request is received no later than three (03) days prior to the deadline for submission of the Applications. The Procuring Agency shall forward a copy of its response to all prospective Applicants through ePADS who have obtained the Prequalification Documents from ePADS, including a description of the inquiry but without identifying its source. If so indicated in the PDS, the Procuring Agency shall also promptly publish its response through ePADS. Should the Procuring Agency deem it necessary to amend the Prequalification Documents as a result of a clarification, it shall do so in accordance with the provisions of ITA 16.2.

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

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

8. Amendment of Prequalification Documents

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

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

Provided that an Applicant who had already submitted their Applications prior to the issuance of any such addendum shall have the right to withdraw his already submitted Application and submit the revised Application prior to the original or extended Application submission deadline through ePADS.

8.3. To give Applicants reasonable time to take an Addendum into account in preparing their Applications, the Procuring Agency may at its discretion, extend the deadline for the submission of Applications in accordance with ITA 16.2:

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

C. Preparation of Applications

9. Cost of Applications

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

10. Language of Application

10.1. The Application as well as all correspondence and documents relating to the Prequalification exchanged by the Applicant and the Procuring Agency, shall be written in the language specified in the PDS. Supporting documents and printed literature that are part of the Application may be in

another language, provided they are accompanied by an accurate translation of the relevant passages in the language specified in the PDS, in which case, for purposes of interpretation of the Application, the translation shall govern.

11. Documents Comprising the Application

11.1. The Application shall comprise the following:

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

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

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

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

12. Application Submission Letter

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

13. Documents Establishing the Eligibility of the Applicant

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

14. Documents Establishing the Qualifications of the Applicant

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

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

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

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

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

14.4. The documentary evidence of the Applicant's qualifications to conclude a Framework Agreement, and/or to perform any Call-off Contract(s) if awarded, shall establish to the Procuring Agency's satisfaction:

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

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

D. Submission of Applications

15. Submission of the Applications through ePADS

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

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

16. Deadline for Submission of Applications

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

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

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

17. Opening of Applications

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

E. Procedures for Evaluation of Applications

18. Confidentiality

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

with ITA 26 through ePADS.

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

19. Clarification of Applications

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

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

20. Responsiveness of Applications

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

21. Margin of Preference

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

22. Sub-contractors

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

account the qualification and experience of the Subcontractor) should meet the qualification criteria.

F. Evaluation of Applications and Prequalification of Applicants

23. Evaluation of Applications

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

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

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

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

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

24.1. The Procuring Agency reserves the right to accept or reject all the Applications, and to annul the Prequalification process at any time, without

thereby incurring any liability to the Applicants. However, the procuring agency shall record its reasons and justifications on ePADS, duly approved by the Principal Accounting Officer or Head of Organization.

25. Prequalification of Applicants

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

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

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

26. Notification of Prequalification

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

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

27. Request for Bids

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

28. Changes in Qualifications of Applicants

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

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

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

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

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

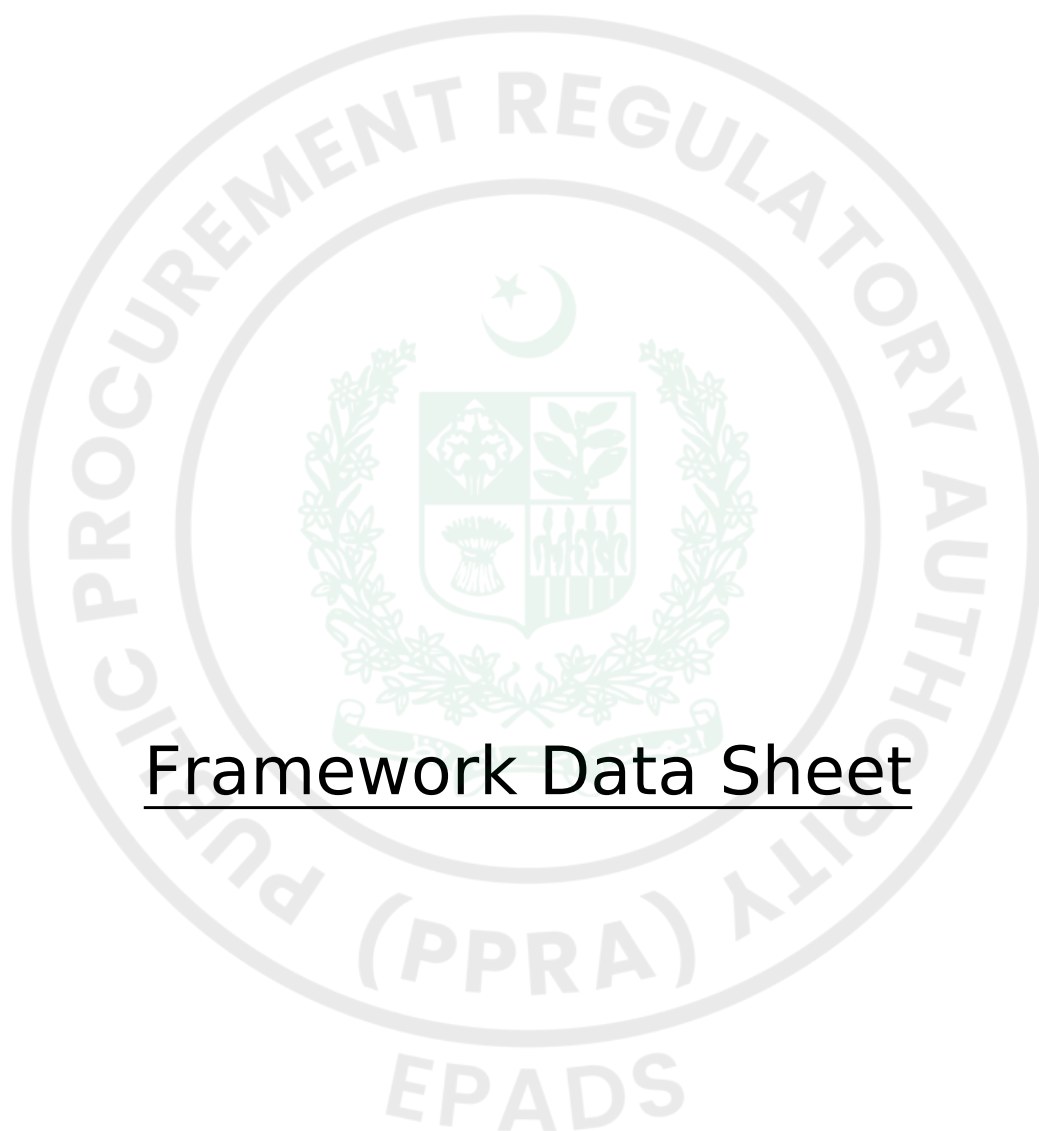
29. Redressal of Grievances

29.1. Procuring agency shall constitute a Grievance Redressal Committee (GRC) and proceed in accordance with the procedure and mechanism defined under Rule-65 of Public Procurement Rules, 2025.

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

30. Mechanism of Blacklisting

30.1. The procuring agency shall initiate blacklisting or debarment proceedings against any bidder, supplier or contractor in accordance with the mechanism prescribed under Rule-25 of Public Procurement Rules, 2025 read with "Mechanism for Blacklisting Regulations, 2024".



Framework Data Sheet

Framework Data Sheet (FDS)

The following specific data for the Framework Agreement shall complement, supplement, or amend the provisions in the Instructions to Applicants/Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

FDS Clause Number

ITB Number

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

A. General

FDS Clause Number 1

ITB Number 1.1

Identification Number of the Framework Agreement: **FFW10150**

The Procuring Agency is: **FGO HQRs (Federal Government Organization Headquarters)**

Framework Agreement Title: **Pre Qualification of Firms for supply of IT items and Accessories**

FDS Clause Number 2

ITB Number 2.1

The name of Procuring Agency is: **FGO HQRs (Federal Government Organization Headquarters)**

The name of Framework Agreement is: **Pre Qualification of Firms for supply of IT items and Accessories**

FDS Clause Number 3

ITB Number 2.2

Participating / Authorized Procuring Agencies under this Framework Agreement:

FDS Clause Number 4

ITB Number 3.1

Framework Type: **Open Framework Agreement**

FDS Clause Number 5

ITB Number 4.1

Framework Duration: **12 Months**

Commencement Date: **Expired after the framework duration of 12 months from the award date.**

Expiry Date:

Lot Title : PRINTER AND SCANNER SPARES

Item	UNSPSC	Delivery Schedule	Quantity	Manufacturer / Dealer Authorization	Warranty
Fuser Sleeve	Printer maintenance kit	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days Quantity: 150/Qty	150 / Qty	--	--
Pressure roller	Feed or drive rollers	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 150/Qty	150 / Qty	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Manufacturer / Dealer Authorization	Warranty
Formatter Board and DC Board	Kit for printer	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 40/Qty	40 / Qty	--	365 Days
ADF Hinge Assembly	Hinges	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 30/Qty	30 / Qty	--	--

Lot Title : PERIPHERALS AND ACCESSORIES

Item	UNSPSC	Delivery Schedule	Quantity	Manufacturer / Dealer Authorization	Warranty
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USB Flash Drive	Pen or flash drive	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 170/Qty	170 / Qty	--	365 Days
Printer Data Cable	Signal cable	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 50/Qty	50 / Qty	--	--
HDMI Cable	Signal cable	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 40/Qty	40 / Qty	--	--

HDMI to VGA Cable	Signal cable	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 30/Qty	30 / Qty	--	--
Display Port to VGA Vable	Signal cable	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 50/Qty	50 / Qty	--	--
Display Port to Display Port Cable	Signal cable	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 50/Qty	50 / Qty	--	--

Display Port to HDMI cable	Signal cable	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 20/Qty	20 / Qty	--	--
VGA Cable	Signal cable	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 40/Qty	40 / Qty	--	--
Headphone, Wired	Headphones	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 50/Qty	50 / Qty	--	365 Days

Headphone, Wireless / Bluetooth	Headphones	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 30/Qty	30 / Qty	--	365 Days
Mouse, Wired	Computer mouse	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 120/Qty	120 / Qty	--	365 Days
Mouse, Wireless	Computer mouse	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 25/Qty	25 / Qty	--	365 Days

Keyboard, wired	Keyboards	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 120/Qty	120 / Qty	--	365 Days
Keyboard, Wireless	Keyboards	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 25/Qty	25 / Qty	--	365 Days
Keyboard and Mouse Set, Wireless	Keyboards	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 30/set	30 / set	--	365 Days

Mouse Pad, Large Size	Mouse pads	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 60/Qty	60 / Qty	--	365 Days
Computer Speaker	Computer speakers	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 15/set	15 / set	--	365 Days
Optical Media	Disks	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 150/box	150 / box	--	--

Webcam	Web cameras	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 15/Qty	15 / Qty	--	365 Days
Wi-Fi / Bluetooth Dongle	Wireless network interface cards	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 15/Qty	15 / Qty	--	365 Days
USB Hub	Universal serial bus hubs or connectors	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 15/Qty	15 / Qty	--	365 Days

Memory Card	Flash memory storage card	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 15/Qty	15 / Qty	--	365 Days
Card Reader	Magnetic stripe readers and encoders	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 10/Qty	10 / Qty	--	--
Power Cable, 2-Pin	Signal cable	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 50/Qty	50 / Qty	--	365 Days

Laptop Bag	Computer bags	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 20/Qty	20 / Qty	--	--
Dust Blower	Blowers	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 2/Qty	2 / Qty	--	365 Days

Lot Title : COMPUTER AND LAPTOP COMPONENTS

Item	UNSPSC	Delivery Schedule	Quantity	Manufacturer / Dealer Authorization	Warranty
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RAM	Random access memory RAM	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 200/Qty	200 / Qty	Any	365 Days
Hard Disk Drive, SATA	Hard disk drives	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 50/Qty	50 / Qty	Any	365 Days
Solid State Drive	Solid state drive SSD	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 200/Qty	200 / Qty	Any	365 Days

Server Hard Disk, SAS	Hard disk drives	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 30/Qty	30 / Qty	--	365 Days
Motherboard and Power Supply	Motherboards	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 20/Qty	20 / Qty	--	365 Days
Laptop Charger	Power adapters or inverters	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 07/Qty	7 / Qty	--	365 Days

Laptop Battery	Rechargeable batteries	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 07/Qty	7 / Qty	--	365 Days
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Lot Title : NETWORKING EQUIPMENT

Item	UNSPSC	Delivery Schedule	Quantity	Manufacturer / Dealer Authorization	Warranty
Networking Switch	Network switches	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 05/Qty	5 / Qty	Any	365 Days

Item	UNSPSC	Delivery Schedule	Quantity	Manufacturer / Dealer Authorization	Warranty
Wi-Fi Access Point	Wireless access point	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 03/Qty	3 / Qty	Any	365 Days
Wi-Fi Router	Network routers	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 10/Qty	10 / Qty	Any	365 Days
Fiber Media Converter	Transceivers and media converters	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 02/pair	2 / pair	--	365 Days

Item	UNSPSC	Delivery Schedule	Quantity	Manufacturer / Dealer Authorization	Warranty
Rack Fan	Fans	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 05/Qty	5 / Qty	--	--
Fiber patch cord, LC to LC	Fiber optic cable	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 40/Qty	40 / Qty	--	--
Fiber Patch Cord, SC to SC	Fiber optic cable	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 40/Qty	40 / Qty	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Manufacturer / Dealer Authorization	Warranty
Fiber Patch Cord, LC to SC	Fiber optic cable	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 40/Qty	40 / Qty	--	--

Lot Title : CABLING AND INSTALLATION MATERIAL

Item	UNSPSC	Delivery Schedule	Quantity	Manufacturer / Dealer Authorization	Warranty
CAT-6 Cable Roll	Network cable	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 15/roll	15 / roll	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Manufacturer / Dealer Authorization	Warranty
Outdoor Shielded CAT-5e Cable Roll	Network cable	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 05/roll	5 / roll	--	--
SFTP Cable Roll	Network cable	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 5/Qty	5 / Qty	--	--
Information outlets (I/Os), CAT-6	RJ jack and module	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 100/Qty	100 / Qty	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Manufacturer / Dealer Authorization	Warranty
RJ-45 Connector	RJ jack and module	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 6/box	6 / box	--	--
Loop Cable	Signal cable	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 50/Qty	50 / Qty	--	--
Face Plate	Wallplates	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 100/Qty	100 / Qty	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Manufacturer / Dealer Authorization	Warranty
Back Box	Electrical boxes	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 150/Qty	150 / Qty	--	--
PVC Duct	Wiring duct	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 100/Length	100 / Length	--	--
PVC Flexible Pipe	Electrical conduit	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 200/ft	200 / ft	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Manufacturer / Dealer Authorization	Warranty
Network Cable Tester	Cable network tester	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 3/Qty	3 / Qty	--	365 Days
Masking Tape	Adhesive tape spindles	Address: K-Block, Pak Secretariat Islamabad Schedule: 10 Days (as per Supply Order) Quantity: 10/roll	10 / roll	--	--

FDS Clause Number 6
ITB Number 5.1

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

B. Contents of the Framework Document

FDS Clause Number 7
ITB Number 7.1

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

FDS Clause Number 8

ITB Number 7.1 & 8.2

Information related to the Framework Agreement shall be published on: **EPADS v2.0**

FDS Clause Number 9

ITB Number 7.2

Pre-Bid Meeting: **Clarification Date: Wednesday, October 21, 2026**

C. Preparation of Applications / Bids

FDS Clause Number 10

ITB Number 10.1

This Framework Agreement Document has been issued in the language:
English

FDS Clause Number 11

ITB Number 11.1(d)

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

FDS Clause Number 12

ITB Number 14.2

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

E. Submission of Applications / Bids

FDS Clause Number 18

ITB Number 16.1

Deadline for Bid Submission:

Day: **Monday**

Date: **Monday, October 26, 2026**

Time: **12:00 PM**

FDS Clause Number 19

ITB Number 17.1

Opening of Bids shall be conducted through: **EPADS v2.0**

Day: **Monday**

Date: **Monday, October 26, 2026**

Time: **12:30 PM**

Virtual participation link: **<https://vendors.epads.gov.pk/>**

F. Evaluation and Award

FDS Clause Number 20

ITB Number 21.1

Margin of Domestic Preference: **Not Applicable**

FDS Clause Number 21

ITB Number 22.1

Framework Award Basis: **Least Cost Based Selection (LCBS)**

FDS Clause Number 22

ITB Number 23.1

Suppliers admitted to the Framework Agreement shall not be guaranteed any minimum quantity, value, or volume of business unless otherwise stated in the Framework Agreement.

FDS Clause Number 23

ITB Number 29.1

Framework-related complaints / grievances shall be submitted in writing through: **EPADS v2.0**

A complaint may challenge:

- The terms of the Framework Agreement Documents
- The Procuring Agency's evaluation decision
- The Procuring Agency's Framework Award decision

Framework Items / Lots

Brief Description

1. Purpose

The Procuring Agency invites applications for pre-qualification of firms for the supply of IT items and accessories through an open framework agreement under Rule 16-A of the Public Procurement Rules, 2004. The items concerned are recurrent and common use items, and items whose market prices fluctuate. Provisional annual estimates of the requirement have been prepared under Rule 16-A(2) and appear against each lot.

2. Lots

Applications are invited lot-wise. An applicant may apply for one or more of the following lots and may accordingly be pre-qualified in one or more of them:

Lot 1 — Printer and scanner spares: fuser sleeves, pressure rollers, formatter and DC boards, scanner spares.

Lot 2 — Peripherals and accessories: input devices, cables, storage media and allied accessories.

Lot 3 — Computer and laptop components: memory, storage, server disks, boards, chargers and batteries.

Lot 4 — Networking equipment: switches, access points, routers and media converters.

Lot 5 — Cabling and installation material: data cable, outlets, connectors, ducting and allied material.

3. Nature of the framework

3.1 Pre-qualification under this document does not by itself confer any right to supply, nor does it constitute an order or a commitment to purchase. Supply orders shall be placed on need basis and the quantum of orders may vary. No minimum quantity, value or volume of business is guaranteed.

3.2 On completion of pre-qualification, an open framework agreement shall be signed between the Procuring Agency and each pre-qualified firm in respect of the lot or lots for which the firm has been pre-qualified.

3.3 The framework agreement shall be valid for a period of one year, extendable for a further period of up to two years on mutually agreed terms subject to satisfactory performance, so that the total duration shall not exceed three years, in terms of Rule 16-A(4).

3.4 In terms of Rule 16-A(5), the Procuring Agency may on need basis pre-qualify new suppliers during the continuity of the framework agreement. Fresh applications may accordingly be invited at such intervals as the Procuring Agency may determine, and firms admitted on such fresh pre-qualification shall be entitled to participate in requirements arising thereafter.

4. How rates are invited — call-off procedure

4.1 The framework being an open framework, rates shall not stand fixed at the time of signing of the agreement.

4.2 As and when a requirement arises, the Procuring Agency shall invite rates from all firms pre-qualified in the relevant lot. Firms shall submit rates within seven (07) days of invitation.

4.3 The supply order shall be placed with the lowest evaluated most advantageous responsive firm for that requirement.

4.4 Rates quoted shall be inclusive of General Sales Tax and all other applicable taxes and duties, and inclusive of delivery to the premises notified by the Procuring Agency.

4.5 At the stage of invitation of rates and issuance of supply orders, the Procuring Agency may seek item-wise detailed specifications, make and model, warranty, confirmation of compatibility and samples, where required. Items which have been grouped for the purpose of estimation may be required to be quoted separately at the time of the requirement.

4.6 Any reference in this document to Least Cost Based Selection relates to the placing of supply orders at the call-off stage under paragraph 4.3, and not to pre-qualification, which is determined on a pass or fail basis in accordance with paragraph 9.6.

5. Security deposit and performance guarantee

5.1 Each pre-qualified firm shall, before signing of the framework agreement, furnish a security deposit in the form of a Pay Order, Demand Draft or Call Deposit Receipt in favour of the Procuring Agency, refundable on expiry of the framework agreement and discharge of all obligations thereunder.

5.2 Where required in the supply order, the firm shall furnish a performance guarantee not exceeding ten (10) per cent of the value of that supply order, in terms of Rule 39, valid up to completion of contractual obligations and the warranty period.

6. Supply, inspection and warranty

6.1 Items shall be supplied within the delivery period stated against each item, reckoned from the date of issuance of each supply order, at the premises notified by the Procuring Agency. The delivery period stated against an item is the period applicable to each supply order for that item, and does not relate to the provisional annual estimate shown against it.

6.2 All items supplied shall be new and unused, shall conform to the specification ordered, and shall be subject to inspection and testing by the Procuring Agency. Payment shall be processed only after satisfactory receipt, inspection and acceptance.

6.3 Items found defective or not conforming to the specification ordered shall be replaced by the firm, free of cost, within seven (07) days of rejection on inspection.

6.4 Items shall carry warranty as specified against each item in the item schedule, reckoned from the date of acceptance, against defect in material and workmanship and against damage caused to the equipment by use of the item supplied. Where no warranty period is specified against an item, no warranty shall apply to that item, without prejudice to the obligation at paragraph 6.3 above.

6.5 Payment shall be made through AGPR after completion of codal formalities, and applicable taxes shall be deducted as per Government rules.

7. Specifications and equivalence

7.1 Where a make, model or catalogue reference appears against any item, it is stated solely for the purpose of establishing compatibility with equipment already installed, and is in every case to be read as followed by the words “or equivalent”. An item shall be treated as equivalent where it is compatible with the equipment specified and meets or exceeds the stated technical parameters. Firms shall state the make and model offered against each item at the time of quoting rates.

7.2 Item-wise specifications, units, provisional annual quantities, delivery periods, warranty and the items requiring Manufacturer’s Authorization are set out in the Annexure — Schedule of Requirements published with this document. Detailed item-wise specifications, make and model, confirmation of compatibility and samples may further be sought at the stage of invitation of rates in accordance with paragraph 4.5.

8. Default, termination and blacklisting

8.1 The framework agreement may be terminated in respect of any firm which fails to supply within the stipulated period on two or more occasions, supplies items repeatedly rejected on inspection, or supplies items not conforming to the specification ordered.

8.2 The Procuring Agency may at any stage bar a firm from participating in its procurement proceedings in accordance with Rule 19 and the regulations made thereunder, after issuance of show cause notice and opportunity of personal hearing.

8.3 A firm shall not sublet or transfer any supply order to any other firm without prior written approval of the Procuring Agency. Violation may lead to cancellation of the order, forfeiture of the security deposit and further action under the applicable rules.

8.4 Any dispute arising under the framework agreement shall be resolved amicably, failing which it shall be settled through arbitration in accordance with the applicable laws and rules.

9. General

9.1 Joint ventures are not permitted. The qualifications and experience of subcontractors shall not be taken into consideration; the applicant shall meet the requirements on its own.

9.2 The award of any supply order shall be subject to security clearance and vetting of the firm.

9.3 The Procuring Agency may at any stage, on credible reasons or on prima facie evidence of a defect in the capacity of a firm, require information concerning its professional, technical, financial, legal or managerial competence, whether already pre-qualified or not, in terms of Rule 17.

9.4 A firm shall be disqualified at any time if it is found that the information submitted concerning its qualification was false, materially inaccurate or incomplete, in terms of Rule 18.

9.5 The Procuring Agency may reject all applications at any time prior to acceptance, in terms of Rule 33. The grounds of rejection shall be communicated to any applicant on request. Notice of rejection of all applications shall be given promptly to all applicants, and the Procuring Agency shall incur no liability thereby.

9.6 Qualification shall be determined on a pass or fail basis against the eligibility requirements published with this document. No marks shall be assigned and no comparative ranking shall be made. Every applicant meeting all the requirements shall be pre-qualified in the lot or lots applied for, and no limit is placed on the number of firms that may be pre-qualified in any lot.

9.7 The result of pre-qualification shall be intimated to all applicants in writing. Applicants not pre-qualified shall be informed of the reasons therefor. The list of pre-qualified firms shall be placed on e-PADS and the PPRA website.

9.8 A complaint against the eligibility parameters or the terms of this document shall be filed with the Grievance Redressal Committee of the Procuring Agency before the submission deadline.

9.9 Periods expressed in days in this document, including the delivery period stated against each item, the period for replacement of rejected items and the period for submission of rates, mean calendar days.

9.10 All other terms and conditions shall be as per the Public Procurement Rules, 2004, as amended from time to time.

Eligibility & Qualification Criteria

Bidder's Type	Required Registration
Individual / Individual Consultant	NADRA CITIZENSHIP (CNIC/NICOP)
Sole Proprietorship	FBR (NTN)
Partnership Firm	FBR (GSTN)
Company (Private Limited)	SECP
Company (Public Limited)	

Eligibility Criteria	Document
M1 — E-PADS Registration: The applicant shall be registered with the PPRA e-Pak Acquisition and Disposal System. Document: E-PADS registration particulars.	Yes
M2 — Income Tax Registration: The applicant shall be registered with the Federal Board of Revenue for Income Tax. Document: NTN certificate.	Yes
M3 — Sales Tax Registration: The applicant shall be registered in Sales Tax. Document: STRN / GST registration certificate.	Yes
M4 — Active Taxpayer Status: The applicant shall appear on the Active Taxpayer List of the FBR. Document: Proof of Active Taxpayer List status.	Yes
M5 — Non-Blacklisting: The applicant shall not have been blacklisted or debarred by any Government, semi-Government, autonomous or private sector entity in Pakistan. Document: Affidavit on stamp paper of minimum value Rs. 100, not older than one month.	Yes

M6 — Litigation Disclosure: The applicant shall disclose any litigation. Document: Affidavit on stamp paper of minimum value Rs. 100; where litigation exists, complete particulars to be furnished.	Yes
M7 — Constitution and Ownership: The constitution and ownership of the firm shall be established. Document: Registration certificate, partnership deed or memorandum and articles of association, as applicable.	Yes
M8 — Place of Business: Regular place of business, store or warehouse, or a verified supply and replacement arrangement at Islamabad or Rawalpindi, with valid office address, active contact number, email address and focal person details. Document: Proof of office, store or warehouse, or of the supply and replacement arrangement, together with contact details and undertaking; subject to physical verification where required.	Yes
M9 — Supply Experience: Not less than three (03) supply orders of similar nature satisfactorily executed during the last three (03) years. Document: Copies of supply orders, invoices, completion certificates, proof of payment or satisfactory performance certificates, verifiable from the issuing organization.	Yes
M10 — Financial Capacity: Minimum average annual turnover of Rs. 3,000,000 (Rupees three million only). Document: Bank statement of the last twelve months, duly verified, along with bank certificate, or income tax returns of the last three years.	Yes
M11 — Stock or Supply Arrangement: Availability of stock or a verified supply arrangement. Document: Stock availability certificate, OR undertaking regarding verified supply and replacement arrangement, in respect of the lot applied for	Yes
M12 — Genuineness and Compatibility: Undertaking that items supplied shall be new, unused and genuine, shall not be refilled or remanufactured, and shall be compatible with the equipment specified.	Yes
M13 — Replacement Support: Undertaking to replace defective items free of cost within seven (07) days of rejection on inspection.	Yes

M14 — Product Source: In respect of those items marked in the item schedule as requiring Manufacturer's Authorization / Authorized Dealership, the applicant shall furnish manufacturer's authorization, authorized dealership or sub-dealership certificate, OR verifiable source proof together with an undertaking as to genuineness, compatibility and warranty / replacement.	Yes
M15 — Verification: Undertaking to permit physical verification of business premises and stock by a committee constituted for the purpose.	Yes
M16 — Clarification of Applications: The Procuring Agency may seek clarification or documentary evidence from an applicant, which shall not change the substance of the application. Any such request and its response shall invariably be in writing, and shall be furnished within the period stated. Where an applicant does not furnish it within that period, the application shall be evaluated on the information available at the time of evaluation.	No
M17 — Acceptance of Framework Terms: The applicant shall submit an undertaking to accept the terms of the framework agreement, including furnishing of a security deposit before signing, replacement of defective items free of cost, no subletting or transfer of supply orders, no joint ventures, and award of supply orders being subject to security clearance and vetting of the firm.	Yes
M18 — Equivalence: Where a make or model appears against any item it is stated only to establish compatibility with equipment already installed and shall be read as followed by "or equivalent"; an item is equivalent where it is compatible with the equipment specified and meets or exceeds the stated technical parameters. The applicant shall undertake to state the make and model offered when quoting rates, and to provide warranty as specified against each item in the item schedule.	Yes
M19 — Provisional Estimates: The quantities shown against the items in each lot are provisional annual estimates prepared under Rule 16-A(2) of the Public Procurement Rules, 2004. They do not constitute a commitment to purchase. Supply orders shall be placed on need basis and the quantum of orders may vary. Pre-qualification confers no right to supply, and no minimum quantity, value or volume of business is guaranteed.	No

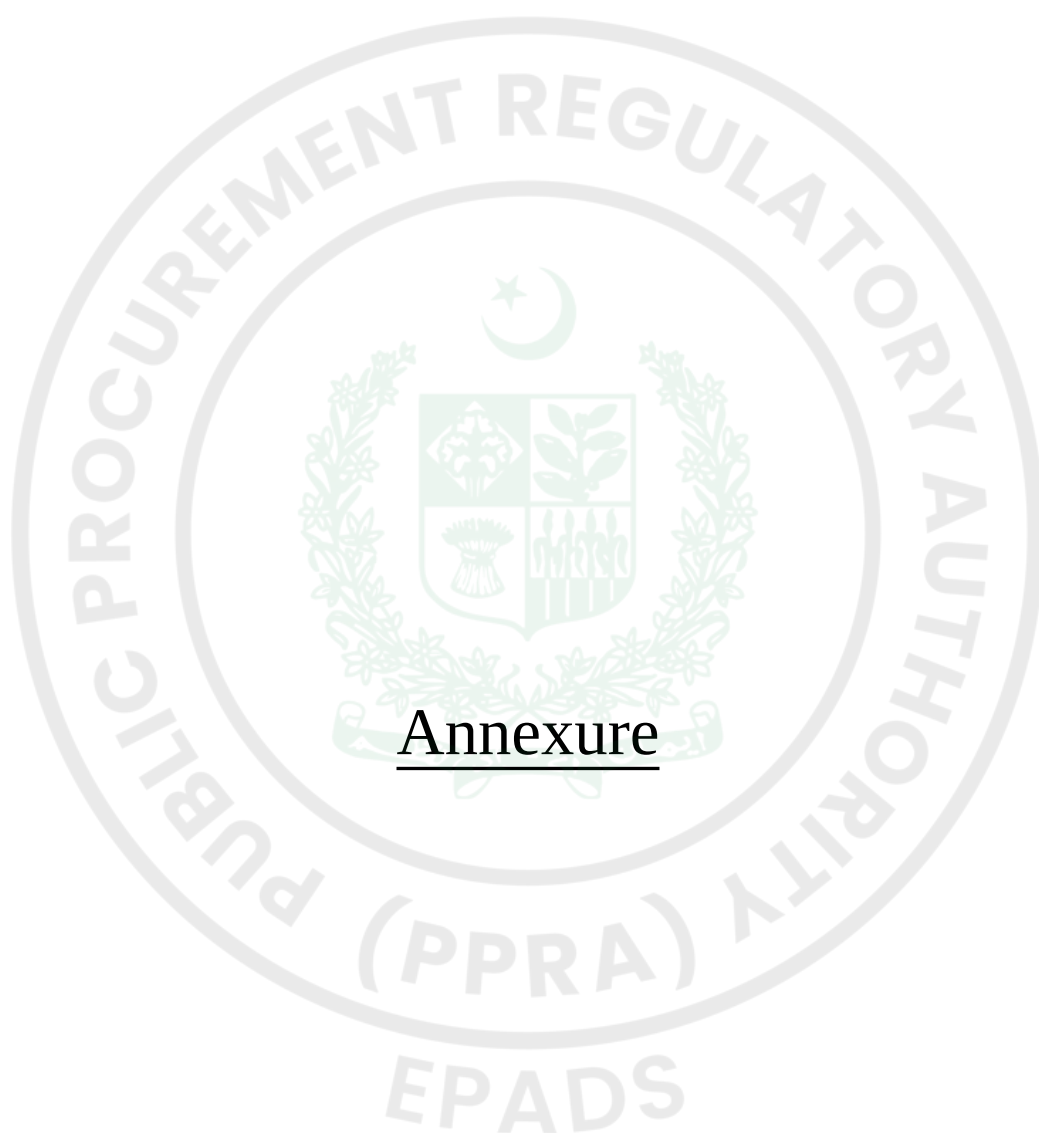
Evaluation Criteria

Least Cost Based Selection (LCBS)

Call-Off / Secondary Procurement Procedure







Annexure

Annexure — Pro-forma Undertaking and Affidavits

PRESCRIBED FORMATS

Applicants shall use the formats prescribed below. The complete formats are also available in the PDF attached to this annexure.

PART 1 — UNDERTAKING *(on the letterhead of the firm, signed and stamped by the authorised person; gives effect to M12, M13, M15, M17 and M18)*

I / We, M/s _____, having our registered office at _____, hereby undertake as follows in respect of the lot or lots for which pre-qualification is sought:

That all items supplied shall be new, unused and genuine, shall not be refilled or remanufactured, and shall be compatible with the equipment specified.

That any item found defective or not conforming to the specification ordered shall be replaced by us free of cost within seven (07) days of rejection on inspection.

That we shall permit physical verification of our business premises and stock by a committee constituted by the Procuring Agency for the purpose.

That we accept the terms of the framework agreement, including furnishing of a security deposit before signing, no subletting or transfer of supply orders, no joint ventures, and that the award of any supply order shall be subject to security clearance and vetting of the firm.

That where a make or model appears against any item, we understand it to be stated only to establish compatibility with equipment already installed and to be read as followed by the words "or equivalent"; that we shall state the make and model offered at the time of quoting rates; and that items supplied shall carry warranty as specified against each item in the item schedule, reckoned from the date of acceptance, against defect in material and workmanship and against damage caused to the equipment by use of the item supplied.

That we understand the quantities shown against the items in each lot to be provisional annual estimates prepared under Rule 16-A(2) of the Public Procurement Rules, 2004, conferring no commitment to purchase and no right to supply.

That the information furnished by us in support of this application is true, correct and complete, and that we understand that if any information is found to be false, materially inaccurate or incomplete at any stage, the firm shall be liable to disqualification and to such further action as may be provided under the Public Procurement Rules, 2004.

Signature: _____ Name: _____ Designation: _____ Date: _____ Stamp of the Firm:

PART 2 — AFFIDAVIT I: NON-BLACKLISTING *(stamp paper of minimum value Rs. 100, not older than one month, duly attested; gives effect to M5)*

I, _____, son / daughter of _____, holder of CNIC No. _____, being the proprietor / partner / authorised representative of M/s _____, do hereby solemnly affirm and declare that the said firm has not at any time been blacklisted or debarred by any Government, semi-Government, autonomous or private sector entity in Pakistan. That the contents of this affidavit are true and correct to the best of my knowledge and belief, and that nothing material has been concealed therefrom.

DEPONENT — Signature: _____ CNIC No.: _____ Date: _____

PART 3 — AFFIDAVIT II: LITIGATION DISCLOSURE (*stamp paper of minimum value Rs. 100, duly attested; gives effect to M6*)

I, _____, son / daughter of _____, holder of CNIC No. _____, being the proprietor / partner / authorised representative of M/s _____, do hereby solemnly affirm and declare that (strike out whichever is not applicable):

- (a) No litigation is pending against the said firm before any court, tribunal or arbitral forum; OR
(b) The litigation particularised below is pending, and complete papers in respect thereof are annexed — case title, forum, case number, subject matter and present status.

That the contents of this affidavit are true and correct to the best of my knowledge and belief.

DEPONENT — Signature: _____ CNIC No.: _____ Date: _____

Information (Read-Only)

See Form Under Additional Forms and Documents: **Annexure — Pro-forma Undertaking and Affidavits** (page number: 59)

Schedule of Requirements

Information (Read-Only)

See Form Under Additional Forms and Documents: **Schedule of Requirements** (page number: 62)



Procurement Forms

Past Experience and Completed Contracts

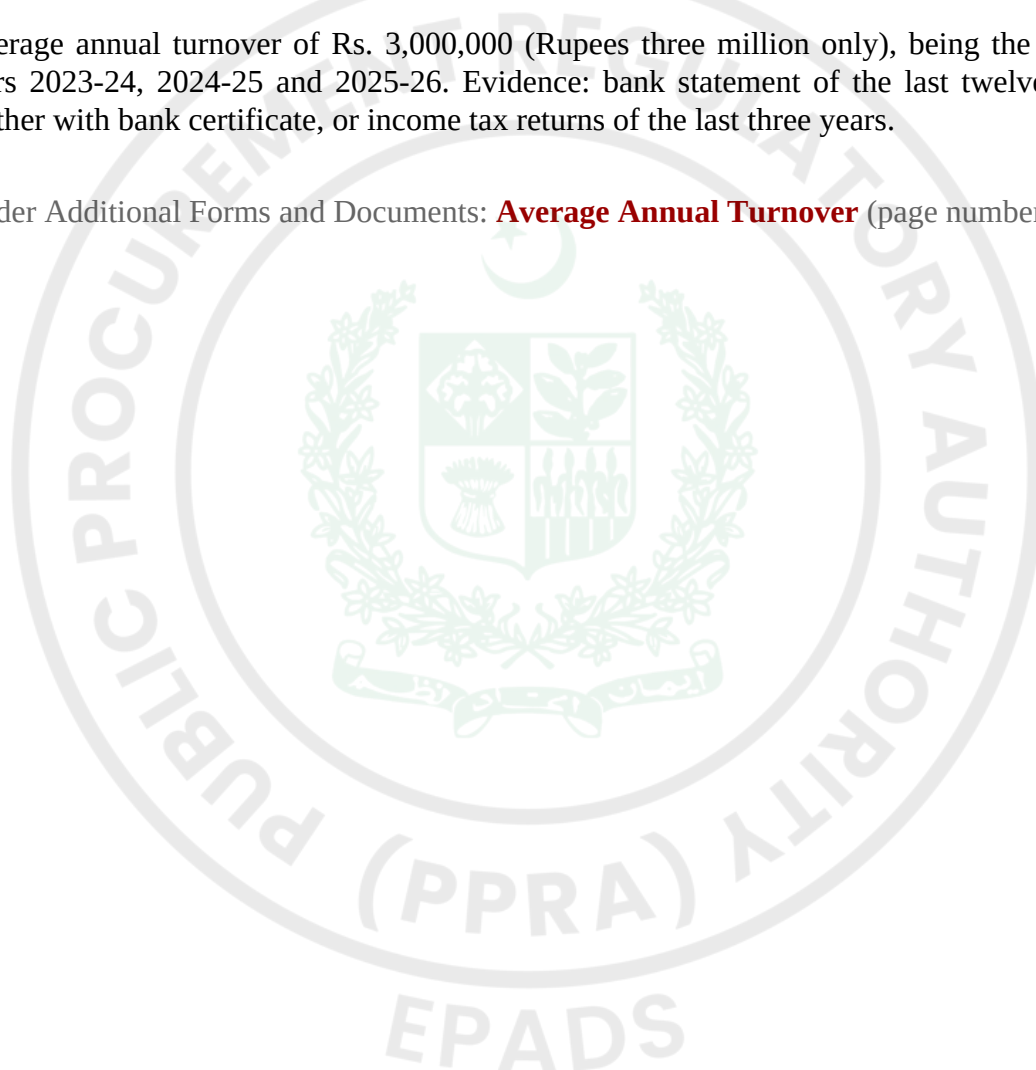
Not less than three (03) supply orders of similar nature satisfactorily executed during the last three (03) years. Evidence: copies of supply orders, invoices, completion certificates, proof of payment or satisfactory performance certificates, verifiable from the issuing organization.

See Form Under Additional Forms and Documents: **Past Experience and Completed Contracts** (page number: 66)

Average Annual Turnover

Minimum average annual turnover of Rs. 3,000,000 (Rupees three million only), being the average of the financial years 2023-24, 2024-25 and 2025-26. Evidence: bank statement of the last twelve months, duly verified, together with bank certificate, or income tax returns of the last three years.

See Form Under Additional Forms and Documents: **Average Annual Turnover** (page number: 67)







Additional Forms and Documents

ANNEXURE-A
PRO-FORMA UNDERTAKING

Pre-Qualification of Firms for Supply of IT Items and Accessories through Open Framework Agreement

Reference No. FFW10150 · Financial Year 2026-27

(To be furnished on the letterhead of the firm, signed and stamped by the authorised person)

I / We, M/s _____, having our registered office at _____, hereby undertake as follows in respect of the lot or lots for which pre-qualification is sought:

1. That all items supplied shall be new, unused and genuine, shall not be refilled or remanufactured, and shall be compatible with the equipment specified.
2. That any item found defective or not conforming to the specification ordered shall be replaced by us free of cost within seven (07) days of rejection on inspection.
3. That we shall permit physical verification of our business premises and stock by a committee constituted by the Procuring Agency for the purpose.
4. That we accept the terms of the framework agreement, including furnishing of a security deposit before signing, no subletting or transfer of supply orders, no joint ventures, and that the award of any supply order shall be subject to security clearance and vetting of the firm.
5. That where a make or model appears against any item, we understand it to be stated only to establish compatibility with equipment already installed and to be read as followed by the words "or equivalent"; that we shall state the make and model offered at the time of quoting rates; and that items supplied shall carry warranty as specified against each item in the item schedule, reckoned from the date of acceptance, against defect in material and workmanship and against damage caused to the equipment by use of the item supplied.
6. That we understand the quantities shown against the items in each lot to be provisional annual estimates prepared under Rule 16-A(2) of the Public Procurement Rules, 2004, conferring no commitment to purchase and no right to supply.
7. That the information furnished by us in support of this application is true, correct and complete, and that we understand that if any information is found to be false, materially inaccurate or incomplete at any stage, the firm shall be liable to disqualification and to such further action as may be provided under the Public Procurement Rules, 2004.

Signature of authorised person: _____

Name: _____

Designation: _____

Date: _____

Stamp of the Firm:

ANNEXURE-B
PRO-FORMA AFFIDAVITS

Pre-Qualification of Firms for Supply of IT Items and Accessories through Open Framework Agreement

Reference No. FFW10150 · Financial Year 2026-27

AFFIDAVIT I — NON-BLACKLISTING

(On stamp paper of minimum value Rs. 100, not older than one month, duly attested)

I, _____, son / daughter of _____, holder of CNIC No. _____, being the proprietor / partner / authorised representative of M/s _____, do hereby solemnly affirm and declare that the said firm has not at any time been blacklisted or debarred by any Government, semi-Government, autonomous or private sector entity in Pakistan.

That the contents of this affidavit are true and correct to the best of my knowledge and belief, and that nothing material has been concealed therefrom.

DEPONENT

Signature: _____

CNIC No.: _____

Date: _____

AFFIDAVIT II — LITIGATION DISCLOSURE

(On stamp paper of minimum value Rs. 100, duly attested)

I, _____, son / daughter of _____, holder of CNIC No. _____, being the proprietor / partner / authorised representative of M/s _____, do hereby solemnly affirm and declare that:

**Strike out whichever is not applicable.*

(a). No litigation is pending against the said firm before any court, tribunal or arbitral forum;

OR

(b). The litigation particularised below is pending, and complete papers in respect thereof are annexed to this affidavit — case title, forum, case number, subject matter and present status:

That the contents of this affidavit are true and correct to the best of my knowledge and belief.

DEPONENT

Signature: _____

CNIC No.: _____

Date: _____



SCHEDULE OF REQUIREMENTS

Pre-Qualification of Firms for Supply of IT Items and Accessories through Open Framework Agreement

- (1) Quantities shown are provisional annual estimates prepared under Rule 16-A(2) of the Public Procurement Rules, 2004. They do not constitute a commitment to purchase, and supply orders shall be placed on need basis.
- (2) Where a make or model is named, it is stated solely to establish compatibility with equipment already installed and is to be read as followed by the words “or equivalent”.
- (3) The delivery period is the period applicable to each supply order, reckoned from the date of its issuance, and does not relate to the annual estimate.
- (4) A dash in the warranty column means no warranty period is specified for that item; the obligation to replace defective items free of cost within seven (07) days of rejection on inspection applies to every item.
- (5) Items marked **[MA]** require Manufacturer’s Authorization, authorized dealership or sub-dealership certificate, or verifiable source proof with an undertaking, in terms of M14.

LOT 1 — PRINTER AND SCANNER SPARES

S/N	Item	Unit	Provisional Annual Qty	Delivery Period	Warranty	Specification and Compatibility
1	Fuser Sleeve	Qty	150	10 Days	—	Fuser sleeve compatible with HP printer models 2035, 1020, 1200, 1300, 102a, 400, 402n, 402dn, 402dw, 1606dn, 4003dn, 1505, 1005, 1102, 127fn, 404dn, 107a, 9050, 452dn, 251nw, 277dw, 254dw, 254nw, 139fnw, 451dn, 351a, 351nw, 3203dw, 4203dw and 4303dw, or equivalent.
2	Pressure Roller	Qty	150	10 Days	—	Pressure roller compatible with HP printer models 2035, 1020, 1200, 1300, 102a, 400, 402n, 402dn, 402dw, 1606dn, 4003dn, 1505, 1005, 1102, 127fn, 404dn, 107a, 9050, 452dn, 251nw, 277dw, 254dw, 254nw, 139fnw, 451dn, 351a, 351nw, 3203dw, 4203dw and 4303dw, or equivalent.
3	Formatter Board and DC Board	Qty	40	10 Days	365 Days	Formatter board and DC board compatible with HP printer models 2035, 1020, 1200, 1300, 102a, 400, 402n, 402dn, 402dw, 1606dn, 4003dn, 1505, 1005, 1102, 127fn, 404dn, 107a, 9050, 452dn, 251nw, 277dw, 254dw, 254nw, 139fnw, 451dn, 351a, 351nw, 3203dw, 4203dw and 4303dw, or equivalent.
4	ADF Hinge Assembly	Qty	30	10 Days	—	Automatic document feeder hinge assembly compatible with HP scanner models 7500, 8500 and 2600, or equivalent.

LOT 2 — PERIPHERALS AND ACCESSORIES

S/N	Item	Unit	Provisional Annual Qty	Delivery Period	Warranty	Specification and Compatibility
1	USB Flash Drive	Qty	170	10 Days	365 Days	USB flash drive, capacities 16 GB, 32 GB, 64 GB and 128 GB, USB 3.0 or above, as ordered.
2	Printer Data Cable	Qty	50	10 Days	—	Printer data cable, lengths 3 m, 5 m and 10 m, as ordered.
3	HDMI Cable	Qty	40	10 Days	—	HDMI cable, lengths 3 m, 5 m, 10 m, 15 m and 20 m, as ordered.
4	HDMI to VGA Cable	Qty	30	10 Days	—	HDMI to VGA cable with active converter
5	Display Port to VGA Cable	Qty	50	10 Days	—	Display Port to VGA cable with active converter
6	Display Port to Display Port Cable	Qty	50	10 Days	—	Display Port to Display Port cable, lengths as ordered.

S/N	Item	Unit	Provisional Annual Qty	Delivery Period	Warranty	Specification and Compatibility
7	Display Port to HDMI Cable	Qty	20	10 Days	—	Display Port to HDMI cable, lengths as ordered.
8	VGA Cable	Qty	40	10 Days	—	VGA cable, lengths as ordered.
9	Headphone, Wired	Qty	50	10 Days	365 Days	Headphone, wired, with microphone, 3.5 mm or USB connector.
10	Headphone, Wireless / Bluetooth	Qty	30	10 Days	365 Days	Headphone, wireless or Bluetooth, with microphone and charging cable.
11	Mouse, Wired	Qty	120	10 Days	365 Days	Optical mouse, wired, USB interface.
12	Mouse, Wireless	Qty	25	10 Days	365 Days	Optical mouse, wireless, with USB receiver.
13	Keyboard, Wired	Qty	120	10 Days	365 Days	Keyboard, wired, USB interface, full size.
14	Keyboard, Wireless	Qty	25	10 Days	365 Days	Keyboard, wireless, full size, with USB receiver.
15	Keyboard and Mouse Set, Wireless	Set	30	10 Days	365 Days	Wireless keyboard and mouse combination set with single USB receiver.
16	Mouse Pad, Large Size	Qty	60	10 Days	365 Days	Mouse pad, large size, non-slip base.
17	Computer Speaker	Qty	15	10 Days	365 Days	Computer speaker set, USB or 3.5 mm powered.
18	Optical Media	Qty	150	10 Days	—	Optical media — CD-R, CD-RW, DVD-R and DVD-RW discs, as ordered.
19	Webcam	Qty	15	10 Days	365 Days	Webcam
20	Wi-Fi / Bluetooth Dongle	Qty	15	10 Days	365 Days	USB Wi-Fi and Bluetooth adapter dongle.
21	USB Hub	Qty	15	10 Days	365 Days	USB hub, 2-in-1, 3-in-1 and 5-in-1 configurations, as ordered.
22	Memory Card	Qty	15	10 Days	365 Days	Memory card, SD or microSD, 256 GB and 512 GB, Class 10 or above.
23	Card Reader	Qty	10	10 Days	—	Multi-format memory card reader
24	Power Cable, 2-Pin	Qty	50	10 Days	365 Days	Power cable, 2-pin, for computer and peripheral equipment.
25	Laptop Bag	Qty	20	10 Days	—	Laptop bag, padded, for 14, 15 and 16 inch laptops, as ordered.
26	Dust Blower	Qty	02	10 Days	365 Days	Electric dust blower for cleaning of computer and printer equipment.

LOT 3 — COMPUTER AND LAPTOP COMPONENTS

S/N	Item	Unit	Provisional Annual Qty	Delivery Period	Warranty	Specification and Compatibility
1	RAM	Qty	200	10 Days	365 Days	Memory module — DDR-4 16 GB, DDR-4 8 GB and DDR-3 8 GB, desktop and laptop form factors, as ordered. [MA]
2	Hard Disk Drive, SATA	Qty	50	10 Days	365 Days	Hard disk drive, 3.5 inch SATA, capacities 1 TB and 2 TB. [MA]
3	Solid State Drive	Qty	200	10 Days	365 Days	Solid state drive, 2.5 inch SATA capacities 256 GB, 512 GB and 1 TB. [MA]

S/N	Item	Unit	Provisional Annual Qty	Delivery Period	Warranty	Specification and Compatibility
4	Server Hard Disk, SAS	Qty	30	10 Days	365 Days	Server hard disk, SAS interface compatible with Dell PowerEdge R-730, R-740 and R-760 servers, or equivalent.
5	Motherboard and Power Supply	Qty	20	10 Days	365 Days	Motherboard and power supply compatible with Dell and HP desktop models 3010, 3020, 3050, 360, 6300, 7010, 7040, 7050, 8300, 9010, 9020 and ProDesk 400 G7, or equivalent.
6	Laptop Charger	Qty	07	10 Days	365 Days	Laptop charger for HP, Dell and Lenovo laptops, or equivalent. Model and rating to be specified at the time of the requirement.
7	Laptop Battery	Qty	07	10 Days	365 Days	Laptop battery for HP, Dell and Lenovo laptops, or equivalent. Model and capacity to be specified at the time of the requirement.

LOT 4 — NETWORKING EQUIPMENT

S/N	Item	Unit	Provisional Annual Qty	Delivery Period	Warranty	Specification and Compatibility
1	Networking Switch	Qty	05	10 Days	365 Days	Unmanaged network switch [MA]
2	Wi-Fi Access Point	Qty	03	10 Days	365 Days	Wireless access point [MA]
3	Wi-Fi Router	Qty	10	10 Days	365 Days	Wireless router supporting Wi-Fi 6 [MA]
4	Fiber Media Converter	Pair	02	10 Days	365 Days	Fiber media converter
5	Rack Fan	Qty	05	10 Days	—	Rack Fan
6	Fiber Patch Cord, LC to LC	Qty	40	10 Days	—	Fiber patch cord, LC to LC, single mode duplex — lengths 3 m, 5 m, 10 m and 25 m, ten of each length.
7	Fiber Patch Cord, SC to SC	Qty	40	10 Days	—	Fiber patch cord, SC to SC, single mode duplex — lengths 3 m, 5 m, 10 m and 25 m, ten of each length.
8	Fiber Patch Cord, LC to SC	Qty	40	10 Days	—	Fiber patch cord, LC to SC, single mode duplex — lengths 3 m, 5 m, 10 m and 25 m, ten of each length.

LOT 5 — CABLING AND INSTALLATION MATERIAL

S/N	Item	Unit	Provisional Annual Qty	Delivery Period	Warranty	Specification and Compatibility
1	CAT-6 Cable Roll	Roll	15	10 Days	—	CAT-6 cable, 23/24 AWG, in white, black and orange, supplied on rolls.
2	Outdoor Shielded CAT-5e Cable Roll	Roll	05	10 Days	—	Outdoor shielded CAT-5e cable, 1000 ft roll, solid bare copper conductor, 23/24 AWG, supporting up to 1 Gbps.
3	SFTP Cable Roll	Roll	05	10 Days	—	SFTP cable roll, 23/24 AWG, 305 metre
4	Information Outlets (I/Os), CAT-6	Qty	100	10 Days	—	Information outlet module, CAT-6, RJ-45

S/N	Item	Unit	Provisional Annual Qty	Delivery Period	Warranty	Specification and Compatibility
5	RJ-45 Connector	Box	06	10 Days	—	RJ-45 connector
6	Loop Cable	Qty	50	10 Days	—	Patch cord / loop cable
7	Face Plate	Qty	100	10 Days	—	Face plate, single and dual shutter type
8	Back Box	Qty	150	10 Days	—	Back box
9	PVC Duct	Qty	100	10 Days	—	PVC cable duct with cover, sizes 10×38, 16×25, 16×38 and 40×40 mm, as ordered.
10	PVC Flexible Pipe	Qty	200	10 Days	—	PVC flexible pipe for cable routing, sizes as ordered.
11	Network Cable Tester	Qty	03	10 Days	365 Days	Network cable tester for CAT-5e and CAT-6 cabling, with remote unit.
12	Masking Tape	Qty	10	10 Days	—	Masking tape

Past Experience / Contracts

Contracts over <i>[insert amount]</i> during the last three years:				
Procuring Agency	Value	Year	Goods/Services Supplied	Country of Destination



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.