



# KARACHI CHAMBER OF COMMERCE & INDUSTRY

## Tender Notice

The **Karachi Chamber of Commerce & Industry (KCCI)**, the premier trade body representing a broad spectrum of economic activities in Pakistan, invites sealed tenders from reputable and eligible firms/vendors for the supply of laptops and printers.

### PURCHASE OF LAPTOPS & PRINTERS

S. No.	Description of the Requirement	Quantity
1	Laptop: Intel Core i3 with 13 <sup>th</sup> Generation or equivalent	12
2	Laptop: Intel Core i7 13 <sup>th</sup> Generation or equivalent	04
3	Laptop: Intel Core i5 13 <sup>th</sup> Generation or equivalent with GPU	01
4	Printer: Monochrome Laser Printer	01
5	Printer: Color Multifunction Printer or equivalent	01

Bidding documents containing detailed terms and conditions, procurement method, submission procedures, bid security requirements, bid validity, evaluation criteria, and other relevant information are available electronically on **EPADS (Electronic Pakistan Acquisition & Disposal System)**.

The proposal must be submitted electronically through EPADS in accordance with the instructions provided in the bidding documents. The bid submission deadline is April 15, 2026 at 11:00 AM, and the bids will be opened at 11:30 A.M Same day.

This tender notice is also available on the KCCI & PPRA website ([www.ppra.org.pk](http://www.ppra.org.pk)).

**Admin**  
**Karachi Chamber of Commerce & Industry (KCCI)**  
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**KARACHI CHAMBER OF COMMERCE &  
INDUSTRY**

# **BIDDING DOCUMENT**

**FOR**

**THE SUPPLY OF  
LAPTOPS & PRINTERS**

**KARACHI CHAMBER OF COMMERCE & INDUSTRY  
KARACHI (KCCI)**



# KARACHI CHAMBER OF COMMERCE & INDUSTRY

## INVITATION FOR BIDS

Karachi Chamber of Commerce & Industry (KCCI) is the premier chamber of the country, representing a broad spectrum of economic activities by virtue of its location in the main industrial and commercial hub of Pakistan. The Karachi Chamber of Commerce & Industry (KCCI) invites electronic bids from eligible firms for procurement of firms/vendors for the supply of laptops and printers.

The procurement shall be conducted through **EPADS (Electronic Pakistan Acquisition & Disposal System)**. Tender documents, including specifications, may be downloaded from [www.ppra.org.pk](http://www.ppra.org.pk)

Bids must be supported by relevant experience, client references, and required documentation. All equipment must be new, branded, and delivered to KCCI premises in Karachi.

**Bid Submission Deadline:** April 15, 2026, 11:00 AM

**Bid Opening Date & Time:** April 15, 2026, 11:30 AM

**Venue:** Committee Room, KCCI Building, Aiwan-e-Tijarat Road, opposite Sindh Madrastul Islam University, Serai Quarters, Karachi

### Scope of work, Timeframe

Milestones	Time Period
Delivery, Installation, After-Sale Service, Warranty	15 days from the Date of Signing of the Contract/Issuance of the Purchase Order

### **A. GENERAL TERMS & CONDITIONS**

1. Tender documents can be obtained from the Karachi Chamber of Commerce & Industry (KCCI) at the KCCI Building, Aiwan-e-Tijarat Road, opposite Sindh Madrastul Islam University, Serai Quarters, Karachi, during office hours.
2. All proposals and prices shall remain valid for a period of 90 days from the closing date of the submission of the proposal.
3. Bidder must be registered with the Income Tax and Sales Tax Departments and must appear on the Active Tax Payers List of the Federal Board of Revenue (FBR).
4. Bidder should be an Authorized Delivery Partner/Seller/Distributor of the Original Equipment.
5. Manufacturer (OEM) for the required goods/products in this procurement.
6. Bidder must never have been blacklisted by any Government Organization.
7. Bidder with reasonable experience for accomplishing similar nature of assignments will



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be preferred. Bidder should provide value, size and nature of assignments done in the past with respect to requisitioned products/goods in this procurement.

- 8.** Bidder must have Technical Strength of at least three (03) qualified/certified professionals/trained resources to be able to carry out the installation, configuration of equipment.
- 9.** Bidder shall be responsible for payment of any Duties/Taxes imposed by the Government of Pakistan during the payment of the project. The bid price **MUST** be inclusive of all taxes.
- 10.** Only brand-new equipment will be accepted; refurbished or end-of-life products are strictly prohibited.
- 11.** The Purchaser reserves the right to increase or decrease the quantities and accept or reject any or all bids or cancel any or all items at any time without assigning any reason thereof.
- 12.** The successful bidder must provide a sample of the ordered item if requested by the purchase committee before actual delivery. Acceptance will be subject to inspection by KCCI authorities.
- 13.** The bid security must be enclosed in a separate sealed envelope and to be submitted at the time of bid opening.
- 14.** The successful vendor shall be required to deposit in the form of a Bank Guarantee, a Performance Bond upon execution of the contract, a sum equivalent to ten percent (5%) of the contract value, this Bank Guarantee shall be issued by a scheduled bank Operating in Pakistan and shall be kept valid from the date of issue, and should cover the warranty period after all contractual obligations have been fulfilled.



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## B. EVALUATION CRITERIA:

### 1. Technical Evaluation Criteria (70 marks)

Criteria	Yes / No
Compliance with Technical Specifications	
Warranty & After-Sales Support	
OEM Authorization	
Relevant Experience	
Registration & Tax Compliance	
Technical Documentation of the equipment	
<b>Total</b>	

### 2. Final Evaluation

Least Cost Base.

The contract shall be awarded to the Most Advantageous Bidder. KCCI may request clarifications or presentations during the evaluation process. No changes to the submitted price or proposal shall be permitted.

## C. SUBMISSION GUIDELINES

1. All bids must be submitted on or before April 15, 2026 at 11:00 AM via EPADS only.
2. All bids must include a Bid Security equal to 60,000/- of the total bid amount in the form of pay order in the name of KCCI (Refundable).
3. The original Bid Security must be submitted before the deadline; failure to do so will result in disqualification.
4. Prices must be quoted in both words and figures and must be inclusive of all charges.
5. Delivery must be completed within 15 days of Purchase Order issuance.
6. Payment will be made within 45 working days after successful delivery and acceptance.
7. Bid document fees is Rs. 5,000/- payable in form of pay order in the name of KCCI (Non-refundable).

## D. ADDITIONAL REQUIREMENTS

1. Multiple rates for a single item will result in disqualification.
2. Only one bid per bidder is allowed.
3. Bidders will bear their own costs for participation.



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## E. TECHNICAL SPECIFICATIONS

The following are the **minimum required specifications**. Bidders may quote higher specifications, but not lower. Equivalent or better products may be offered, subject to documentary proof and compliance verification.

### 1. **Standard Business Laptop (Quantity: 12)**

- Processor: Intel Core i3 (13th Gen or equivalent)
- Memory: Minimum 8 GB RAM
- Storage: Minimum 256 GB SSD
- Display: Minimum 15.6" Full HD
- Connectivity: Wi-Fi
- Operating System: Licensed Windows 11 Professional
- Warranty: Minimum 1-year local warranty

### 2. **High-Performance Business Laptop (Quantity: 04)**

- Processor: Intel Core i7 (13th Gen or equivalent)
- Memory: Minimum 16 GB RAM
- Storage: Minimum 512 GB SSD
- Display: Minimum 15.6" Full HD
- Connectivity: Wi-Fi
- Operating System: Licensed Windows 11 Professional
- Warranty: Minimum 1-year local warranty

### 3. **High-Performance Laptop with Dedicated GPU (Quantity: 1)**

- Processor: Intel Core i5 (13th Gen or higher)
- Memory: Minimum 16 GB RAM
- Storage: Minimum 512 GB SSD
- Graphics: Dedicated GPU (minimum 4 GB)
- Display: Minimum 15.6" Full HD
- Operating System: Licensed Windows 11 Professional
- Warranty: Minimum 1-year local warranty

### 4. **Monochrome Laser Printer (Quantity: 1)**

- Technology: Monochrome Laser
- Print Speed: Minimum 25 ppm
- Connectivity: USB or Network
- Warranty: Minimum 1-year local warranty



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## **5. Color Multifunction Printer (Quantity: 1)**

- Functions: Print / Scan / Copy
- Technology: Color
- Connectivity: USB or Network
- Warranty: Minimum 1-year local warranty



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## BILL OF QUANTITIES

### Price Schedule (Technical Specifications as per clause “E”).

Sr. No.	Item Description	Quantity	Unit Price (PKR)	Total Price (PKR)
1	Standard Business Laptop	12		
2	High-Performance Business Laptop	4		
3	High-Performance Laptop with Dedicated GPU	1		
4	Monochrome Laser Printer	1		
5	Color Multifunction Printer	1		
	<b>Grand Total</b>			

**Price must be inclusive of all taxes**