

BID SOLICITATION DOCUMENT
FOR
PROCUREMENT OF ITEMS UNDER AJDF SCHEME

DISTRICT & SESSIONS JUDGE, CHARSADDA
ADDRESS: JUDICIAL COMPLEX, CHARSADDA

Phone: 091-9220444

<https://www.districtjudiciarycharsadda.gov.pk>

Detail Description/Specifications of Items

Description	Quantity
1. Computer Paper 80 grams (8.5 x 13) Best Quality. 2. Photostat Paper 70 grams (8.5 x 13) Best Quality 3. 6 KW SOLAR SYSTEM i. 48 Volt , 06-KW inverter, High-capacity hybrid solar inverter with built-in MPPT solar charge controller with 2-outputs, IP-65 ii. Lithium battery 100 AMP equivalent or above. iii. Solar Panel 585/590-Watts, N Type Grade A, Bifacial iv. Solar frame L2 (14 g) with multiple adjustment. v. DC earthing. vi. Cable with all accessories (DC cable 10mm) vii. Installation: Complete Installation and Checking 4. Water Dispenser with Bottles Cooling Method: Compressor, Hot & Cold Water, three – tape, Storage Cabinet, 01-year warranty 5. Scanner Sheet-fed document scanner, 600 x 600 dpi or higher 20 ppm or above in black & white, legal page support, USB connectivity, format PDF, JPEG, and TIFF, Minimum 50 sheets, ADF capacity, with standard warranty 6. All in One Computer Systems All in one-Computer, screen 22 inch or larger, FHD Core i5- 10th Generation or above, SSD 512 GB or above, Memory 8 GB (DDR4) RAM or above, Bluetooth, Wi-Fi and all necessary ports, accessories (wireless Keyboard, wireless Mouse etc.), with Registered Windows 10/11 Installation Disk , Standard Warranty 7. Printer + Toner (required for same printer) Multifunction, Branded LaserJet (Black & White), 28 ppm or higher, Minimum 600 x 600 dpi or higher, Wireless (Wi-fi) support, Automatic Duplex, Legal page support	As per budget

8. LED Screen 65 inch Branded Screen Size: 65 inches Display Type: QLED, HVA Panel Resolution: 4K UHD Refresh Rate: 60Hz or higher HDR 10+, Operating System: Android TV/ Google TV or equivalent Processor: Quad-core or higher Memory: 2GB RAM or higher Storage: 16GB or higher With HDMI & USB Ports, Bluetooth WIFI Support, With panel & parts, Standard warranty 9. Internet High Speed, 20 mbps, with all relevant accessories (router, switches etc.) 10. Subscription Online Library Pakistan Law Site 11. Ergonomic Chairs Standard Size 12. Office Table 2.5 ft x 2.5 ft x 2.5 ft Wooden or imported, polished with glass finishing	
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District & Sessions Judge
Chairman, District Development Committee,
Charsadda

1. I hereby tender the rate for the above stated supply of _____ at the rates noted on attached demand list (s).
2. The earnest money @ 2% call deposit of Total Cost for different category is attached herewith.
3. I certify that I have carefully read all the specifications and conditions of contract concerning the supply mentioned in advertisement for supply to the department before tendering and hereby agree to abide the same.

Name of Firm/Supplier:

NIT No: _____

GST No: _____

Call Deposit No: _____

Amount _____

Dated: _____

Bank _____

Branch Name & Code _____

Signature of Contractor with Seal

INSTRUCTION TO BIDDERS

1. The bidder/ proponent must submit the proposals in sealed envelopes and as per specified procurement method Single Stage Two Envelops Process.
2. The proposals must contain a transmittal letter on the bidder's letterhead, duly stamped.
3. The envelopes should be on the name address and contact details of the addressees and the addressors.
4. The proposal shall contain sales tax registration certificate.
5. Bidders may associate with other organizations to enhance their capacity; however, such associations may only take place before the bidding. Once firms are short listed, no such association will be allowed.
6. Collusion between the firms is strictly prohibited. Any firm / group of firms found involved in creating a cartel or any other collusion arrangement against the interest of the project/government, will be blacklisted and debarred.
7. The proposals should be in accordance with specification(s).
8. Response time: all bidders shall submit proposals till closing date and time. No proposal in any case shall be accepted after the deadline.
9. The bidder shall submit an affidavit that it has never been blacklisted.
10. The Supplier shall deposit with the Procuring Entity a bid security @ 2 % in the shape of CDR, of the budget/total cost value, the fixed sum as per the following:

S. No.	Item	CDR Required
1	Computer Paper Photostat Paper Toner	Rs. 10,000/-
2	Solar System	Rs. 60,000/-
	i. UPS Inverter	
	ii. Dry Battery	
	iii. Solar Panels	
	iv. Accessories and installation	
3	Water Dispenser	Rs. 40,000/-
	All-in-One Computer	
	Scanner	
	Printer	
	LED Screen	
4	Chairs, Office Table	Rs. 8,000/-
5	High Speed Internet + Subscription	Rs. 6,000/-

Note: Any firm applying for One item or multiple items of the same category shall submit the above-mentioned CDR. Separate CDR must be submitted for each category.

11. The bid security money so deposited shall be returned after signing the contract (s).
12. The procuring entity may reject one or all such proposals, which are unclear or does not adhere to these instructions.
13. Successful bidders must furnish a 10% Performance Bank Guarantee,

valid throughout the contract, which can be forfeited if the supplier fails to deliver goods as per terms and conditions. This bank guarantee should be from a scheduled bank.

14. Contract will be signed with the successful bidders and its terms and conditions will govern the executive of the contract.
15. Arbitration as per law will be in case of disagreement arising out of contract execution, which cannot be settled, between the two parties (procuring entity and supplier/vendor/bidder).
16. The goods will be inspected by the committee at Judicial Complex, Charsadda.
17. Payment will be made upon production of signed invoice, authenticated sales tax invoice, and other required documents, with applicable taxes deducted at source and satisfactory inspection by the committee.
18. If the supplier fails to deliver goods as per contract, the procuring entity can recover damages, purchase from another source, cancel the contract, or take other actions.
19. Disputes will be settled by a committee constituted by the Procuring Entity, with appeals to KPPRA, and the procurement process won't be suspended due to complaints.
20. The supplier will indemnify the procuring entity against claims for infringement of patent, design, or trademark rights.
21. The supplier can't sub-let or assign the contract without written permission from the procuring entity.
22. Neither party will be liable for obligations suspended due to events beyond their control, such as natural disasters or wars.
23. The agreement will be governed by KPPRA Act 2012 and KPPRA Rules 2014.
24. Notices must be in writing and delivered in person or through registered mail to designated addresses.

Sr. #	Description/ Specification	Unit Rate (Rs.)	GST + Income Tax + any other applicable government tax	Total
1.				
2.				

Following are the details regarding request for quotation for District & Sessions Judge, Charsadda.

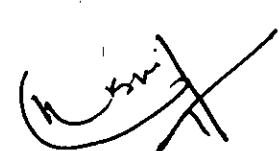
Matrix to be filled by the bidder as per the instructions laid down here.

- a) The above details shall be submitted in a sealed envelope
- b) Sample must be submitted separately when asked by the Procurement Committee.
- c) The Supplier (s) must be registered with the Sales Tax authorities.
- d) Warranty of Goods (Where applicable) shall be provided along with "quote".

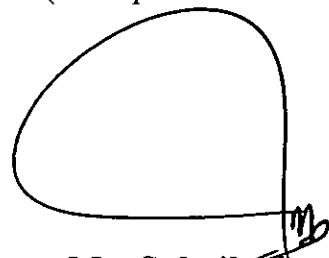
- e) The quote (s) must remain valid till 30.06.2026.
- f) The request for quotation is non-transferable.
- g) Quotations must be submitted on or before the given time and date to Chairman, Procurement Committee, Sessions Courts, Charsadda.
- h) No late quotation for any reason whatsoever, will be considered.
- i) The quote(s) must be accompanied with a bid security valuing 2 % of the total quoted price.
- j) NTN certificate shall be enclosed.
- k) Each supplier can only submit one offer / quote for an item.
- l) The quotation must carry the authorized signatures of the representative of the supplier.
- m) All the Items must be in brand new condition.
- n) Chairman, Procurement Committee, Sessions Courts, Charsadda has the right to accept or reject any or all offers without assigning any reason thereof.



Ms. Nighat Bibi
Senior Civil Judge (Judl:),
Charsadda
(On Special Invitation)



Mr. Muhammad Kashif Jan,
ADC (Finance & Planning):
Charsadda
(Member)



Mr. Sohail Ahmad
SDO (C&W: Building Division),
Charsadda
(Member)



Mr. Fayaz Ali
B&A, Asst: Sessions Courts,
Charsadda
(On Special Invitation)



Mr. Usman Bashir Khan
District & Sessions Judge,
Charsadda
(Chairperson)