



The Bank of Khyber

Bidding Document

UPS MAINTENANCE CONTRACT & HEAVY DUTY LASER JET PRINTER

Last Date for Submission: 5th October, 2018 at 03:30 P.M.
Tender Opening Date: 5th October, 2018 at 04:00 P.M.

Description of Work

1.1 SCOPE OF WORK

The Bank of Khyber (BoK) invites bids from eligible firms offering UPS Maintenance Services. The maintenance contract shall be procured for 229 UPS equipment, with following details, located in BoK branches across Pakistan.

List of the Online 6KVA/3kva UPSs for Maintenance Services

S #	Location	Brand	Rating	Batteries	Qty
1	North west Peshawar ATM	Libert	3KVA	12V 5Ah	1
2	Rawalpindi IIBank Road	Power ware	6KVA	12V 7Ah	1
3	Karachi SohrabGoat	Delta	6KVA	12V 17 Ah	1
4	Mingora II Branch (Islamic)	Delta	6KVA	12V 17 AH	1
5	I.T Division	Delta	6KVA	12V 17 AH	1
6	Islamabad New Branch	Delta	6KVA	12V 17 AH	1
7	Main Branch	Delta	6KVA	12V 17 AH	1
8	Bahawalpur branch	Delta	6KVA	12V 17 AH	1
9	Batagram Branch	Delta	6KVA	12V 17 AH	1
10	Rahimyar Khan Branch	Delta	6KVA	12V 17 AH	1
11	Karak Branch	Delta	6KVA	12V 17 AH	1
12	Assembly Hall Sub Branch	Delta	6KVA	12V 17 AH	1
13	Swabi Topi Branch	Delta	6KVA	12V 17 AH	1
14	Lahore DHK Branch	Delta	6KVA	12V 17 AH	1
15	Chitral II	Energenipower	3KVA	12V 44AH	1
16	Quetta II	Delta	6KVA	12V 17 AH	1
17	Dargi Branch	Delta	6KVA	12V 17 AH	1
18	GilgitII	Delta	6KVA	12V 17 AH	1
19	Kohat1 Branch	Delta	6KVA	12V 17 AH	1
20	Muzzafarabad Branch	Delta	6KVA	12V 17 AH	1

21	S.I.T.E Branch Karachi	Delta	6KVA	12V 17 AH	1
22	Sheerin Jinnah Branch Karachi	Delta	6KVA	12V 17 AH	1
23	RMD	Delta	6KVA	12V 17 AH	1
24	I.T Division Wan	Delta	6KVA	12V 17 AH	2
25	Kohat-II	Delta	6KVA	12V 17 AH	1
26	Hayatabad Phase 3	Inforise	6kva	12V 12Ah	1
27	Banking Operation	Inforise	6kva	12V 12Ah	1
28	Thall Branch	Inforise	6kva	12V 12Ah	1
29	Hyderabad	Inforise	6kva	12V 12Ah	1
30	Karachi Clifton	Inforise	6kva	12V 12Ah	1
31	Sargodha	Inforise	6kva	12V 12Ah	1
32	SareNaurang	Inforise	6kva	12V 12Ah	1
33	Jehlum	Inforise	6kva	12V 12Ah	1
34	Abbottabad 2	Inforise	6kva	12V 12Ah	1
35	Chinot Branch	Inforise	6kva	12V 12Ah	1
36	D.I.Khan Islamic	Inforise	6kva	12V 12Ah	1
37	Soweri Buner	Inforise	6kva	12V 12Ah	1
38	Sahiwal	Inforise	6kva	12V 12Ah	1
39	Hyderabad - 1	Inforise	6kva	12V 12Ah	1
40	Shahre Faisal Karachi	Inforise	6kva	12V 12Ah	1
41	BOK.I.T Division	Inforise	6kva	12V 12Ah	1
42	Lahore Davis Road	Inforise	6kva	12V 12Ah	1
43	BOK MD Chamber	Inforise	6kva	12V 12Ah	1
44	SAM Division	Inforise	6kva	12V 12Ah	1
45	High Court Branch	Inforise	6kva	12V 12Ah	1
46	Ring Road Peshawar	Zigor	3KVA	12V 65Ah	1
47	People Mandi Peshawar	Zigor	3KVA	12V 65Ah	1
48	Dalazak Road Peshawar	Zigor	3KVA	12V 65Ah	1
49	Chakdara	Zigor	3KVA	12V 65Ah	1
50	Takhtbai	Zigor	3KVA	12V 65Ah	1
51	Jhang	Zigor	3KVA	12V 65Ah	1

52	Quetta II	Zigor	3KVA	12V 65Ah	1
53	Daska	Zigor	3KVA	12V 65Ah	1
54	Shiekhupura	Zigor	3KVA	12V 65Ah	1
55	Saleh Khana Branch	Zigor	3KVA	12V 65Ah	1
56	Tarnol	Zigor	3KVA	12V 65Ah	1
57	BadamiBagh Lahore	Zigor	3KVA	12V 65Ah	1
58	Jehangira	Zigor	3KVA	12V 65Ah	1
59	Taxila	Zigor	3KVA	12V 65Ah	1
60	Karachi New Chal Napier Road	Zigor	3KVA	12V 65Ah	1
61	Hayatabad Phase 3	Zigor	3KVA	12V 65Ah	1
62	Gilgit	Zigor	3KVA	12V 65Ah	1
63	Chitral-1	Zigor	3KVA	12V 65Ah	1
64	Hyderabad	Zigor	3KVA	12V 65Ah	1
65	Metrovil Karachi	Zigor	3KVA	12V 65Ah	1
66	Faisalabad Soosan Road	Zigor	3KVA	12V 65Ah	1
67	Rahim Yar Khan	Zigor	3KVA	12V 65Ah	1
68	Khyber Bazar	Zigor	3KVA	12V 65Ah	1
69	Topi Swabi	Zigor	3KVA	12V 65Ah	1
70	Mansehra-1	Zigor	3KVA	12V 65Ah	1
71	IBG Head Office	Zigor	3KVA	12V 65Ah	1
72	Garrison Park Peshawar	Zigor	3KVA	12V 65Ah	1
73	Multan II	Zigor	6Kva	12V 38Ah	1
74	Sukkar	Zigor	6Kva	12V 38Ah	1
75	Sadiqabad	Zigor	6Kva	12V 38Ah	1
76	Khanewal	Zigor	6Kva	12V 38Ah	1
77	Mardan-II	Zigor	6Kva	12V 38Ah	1
78	Kumber	Zigor	6Kva	12V 38Ah	1
79	KhawazaKhela	Zigor	6Kva	12V 38Ah	1
80	Shabqaddar	Zigor	6Kva	12V 38Ah	1
81	Kotli	Zigor	6Kva	12V 38Ah	1
82	Warsak Road	Zigor	6Kva	12V 38Ah	1
83	Attock City	Zigor	6Kva	12V 38Ah	1

84	Mian Channu	Zigor	6Kva	12V 38Ah	1
85	Gujar Khan	Zigor	6Kva	12V 38Ah	1
86	Fysal Town Lahore	Zigor	6Kva	12V 38Ah	1
87	Karachi DHA	Zigor	6Kva	12V 38Ah	1
88	Karachi Bahadurabad	Zigor	6Kva	12V 38Ah	1
89	Marketting Deptt	Zigor	6Kva	12V 38Ah	1
90	FMD/Security Deptt	Zigor	6Kva	12V 38Ah	1
91	Okara	Zigor	6Kva	12V 38Ah	1
92	Ravi Road Lahore	Zigor	6Kva	12V 38Ah	1
93	Islamabad PWD	Zigor	6Kva	12V 38Ah	1
94	Ring Road Peshawar	Inforise	6Kva	12V 70Ah	1
95	PeepalMandi Peshawar	Inforise	6Kva	12V 70Ah	1
96	Dalazak Road Peshawar	inforise	6Kva	12V 70Ah	1
97	Timargarah	inforise	6Kva	12V 70Ah	1
98	Chakdara	inforise	6Kva	12V 70Ah	1
99	Takhtbai	inforise	6Kva	12V 70Ah	1
100	Jang	inforise	6Kva	12v 70Ah	1
101	Quetta II	inforise	6kva	12v 70Ah	1
102	Daska	inforise	6kva	12v 70Ah	1
103	Shekhapura	inforise	6kva	12v 70Ah	1
104	Salehkhana	inforise	6kva	12v 70Ah	1
105	Tarnol	inforise	6kva	12v 70Ah	1
106	BadamiBagh Lahore	inforise	6kva	12v 70Ah	1
107	Jehangira	inforise	6kva	12v 70Ah	1
108	Taxila	inforise	6kva	12v 70Ah	1
109	Karachi New Challi	inforise	6kva	12v 70Ah	1
110	CPU Deptt	inforise	6kva	12v 70Ah	1
	Total – A				110

List of the line Interactive 6KVA/3kva UPSs for Maintenance Services

S #	Location	Brand	Rating	Batteries	Qty
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1	Share Department Peshawar H.O	Powerscan	3KVA	Maintenance Free	1
2	Multan	Powerscan	6KVA	Maintenance Free	1
3	Gujranwala	Powerscan	6KVA	Maintenance Free	1
4	Mirpur	Powerscan	6KVA	Maintenance Free	1
5	Gujrat	Powerscan	6KVA	Maintenance Free	1
6	Faisalabad I Kotwali Road	Premier Series	6KVA	Maintenance Free	1
7	Faisalabad I ATM	Powerscan	3KVA	Maintenance Free	1
8	Faisalabad II Soosan Road	Powerscan	6KVA	Maintenance Free	1
9	Swabi	Premier Series	6KVA	Maintenance Free	1
10	Peshawar City Branch	Premier Series	6KVA	Maintenance Free	1
11	Upper Dir	Powerscan	6KVA	Maintenance Free	1
12	Jamrud Road Peshawar	Premier Series	6KVA	Maintenance Free	1
13	Saddar Road Peshawar ATM	Powerscan	3KVA	Maintenance Free	1
14	University Rd. Peshawar ATM	Powerscan	3KVA	Maintenance Free	1
15	Hangu	Premier Series	6KVA	Maintenance Free	1
16	Training Center 9 th Floor	Premier Series	3KVA	Maintenance Free	1
17	Quetta	Powerscan	6KVA	Maintenance Free	1
18	Chaman	Powerscan	6KVA	Maintenance Free	1
19	Abbottabad I	Powerscan	6KVA	Maintenance Free	1
20	CAD Peshawar	Premier Series	6KVA	Maintenance Free	1
21	Rawalpindi II Jinnah Road	Premier Series	6KVA	Maintenance Free	1

22	Rawalpindi II ATM Jinnah Road	Premier Series	3KVA	Maintenance Free	1
23	Rawalpindi I ATM Bank Road	Premier Series	3KVA	Maintenance Free	1
24	HR personnel Deptt	Premier Series	6KVA	Maintenance Free	1
25	Jauhar Town Lahore	Premier Series	6KVA	Maintenance Free	1
26	Jauhar Town Lahore ATM	Premier Series	3KVA	Maintenance Free	1
27	Shah Alam Gate Lahore	Premier Series	6KVA	Maintenance Free	1
28	Havallian	Powerscan	6KVA	Maintenance Free	1
29	Charsadda	Powerscan	6KVA	Maintenance Free	1
30	Karachi Stock Exchange	Powerscan	6KVA	Maintenance Free	1
31	Karachi Metrovill Site Branch	Powerscan	6KVA	Maintenance Free	1
32	Nowshera	Powerscan	6KVA	Maintenance Free	1
33	Hattar	Powerscan	6KVA	Maintenance Free	1
34	Batkhela	Powerscan	3KVA	Maintenance Free	1
35	Tank	Powerscan	6KVA	Maintenance Free	1
36	Nowshera	Powerscan	3KVA	Maintenance Free	1
37	Shah Alam Gate Lahore	Powerscan	3KVA	Maintenance Free	1
38	Mansehra Branch	Powerscan	3KVA	Maintenance Free	1
Total -B					39

List of the Online UPSs Purchase in 2014

S #	Location	Brand	Rating	Batteries	Qty
1	Ring Road Peshawar	Zigor	3 Kva	12v 65Ah	1
2	PepeelMandi Peshawar	Zigor	3 Kva	12v 65Ah	1

3	Dalazak Road Pesh	Zigor	3 Kva	12v 65Ah	1
4	Chakdara	Zigor	3 Kva	12v 65Ah	1
5	Takhtbai	Zigor	3 Kva	12v 65Ah	1
6	Jhang	Zigor	3 Kva	12v 65Ah	1
7	Quetta New	Zigor	3 Kva	12v 65Ah	1
8	Daska	Zigor	3 Kva	12v 65Ah	1
9	Shekupura	Zigor	3 Kva	12v 65Ah	1
10	Saleh Khana Branch	Zigor	3 Kva	12v 65Ah	1
11	Tarnol Branch	Zigor	3 Kva	12v 65Ah	1
12	BadamiBagh Lahore	Zigor	3 Kva	12v 65Ah	1
13	Jehangira Branch	Zigor	3 Kva	12v 65Ah	1
14	Taxila	Zigor	3 Kva	12v 65Ah	1
15	Karachi New	Zigor	3 Kva	12v 65Ah	1
16	Hayatabad Phase 3	Zigor	3 Kva	12v 65Ah	1
17	Gilgit	Zigor	3 Kva	12v 65Ah	1
18	Chitral-I	Zigor	3 Kva	12v 65Ah	1
19	Hyderabad	Zigor	3 Kva	12v 65Ah	1
20	Metrovile Karachi	Zigor	3 Kva	12v 65Ah	1
21	Faisalabad Soosan Road	Zigor	3 Kva	12v 65Ah	1
22	Rahim Yar Khan	Zigor	3 Kva	12v 65Ah	1
23	Khyber Bazar	Zigor	3 Kva	12v 65Ah	1
24	Topi Swabi	Zigor	3 Kva	12v 65Ah	1
25	Mansher-I	Zigor	3 Kva	12v 65Ah	1
26	IBG Head Office	Zigor	3 Kva	12v 65Ah	1
27	Garission Park Branch	Zigor	3 Kva	12v 65Ah	1
	Total-C				27

List of the Online UPSs Purchase in 2015

S #	Location	model	Rating	Batteries	Qty
1	University Road	GPS	6 KVA	12V 80Ah	1
2	Bajur	GPS	6 KVA	12V 80Ah	1

3	Wari	GPS	6 KVA	12V 80Ah	1
4	Mingora -1	GPS	6 KVA	12V 80Ah	1
5	Charasadda Road Peshawar	GPS	6 KVA	12V 80Ah	1
6	BOK Islamabad-I	GPS	6 KVA	12V 80Ah	1
7	Chitral-I	GPS	6 KVA	12V 80Ah	1
8	MankiShareef	GPS	6 KVA	12V 80Ah	1
9	Tor Ghar	GPS	6 KVA	12V 80Ah	1
10	Matta	GPS	6 KVA	12V 80Ah	1
11	Bannu-II	GPS	6 KVA	12V 80Ah	1
12	Ring Road	GPS	6 KVA	12V 80Ah	1
13	Manashera-I	GPS	6 KVA	12V 80Ah	1
14	Torkham	GPS	6 KVA	12V 80Ah	1
15	Taxila	GPS	6 KVA	12V 80Ah	1
16	Bannu-I	GPS	6 KVA	12V 80Ah	1
17	Hairpur	GPS	6 KVA	12V 80Ah	1
18	Lahore Faysal Town	GPS	6 KVA	12V 80Ah	1
19	Karachi Teasury	GPS	6 KVA	12V 80Ah	1
20	GT Road Branch	GPS	6 KVA	12V 80Ah	1
21	Khyber Bazar branch	GPS	6 KVA	12V 80Ah	1
22	Ashraf Road Branch	GPS	6 KVA	12V 80Ah	1
23	MFD 10 Floor	GPS	6 KVA	12V 80Ah	1
24	Accounts/ Finance Division	GPS	6 KVA	12V 80Ah	1
25	Abbottabad I	GPS	6 KVA	12V 80Ah	1
	Total-D				25

List of the Online UPSs Purchase in 2015

S #	Location	model	Rating	Batteries	Qty
1	BOK Bhawalpur Branch	Engeren I Power	3 KVA	12V 65Ah	1
2	BOK State Life ATM	Engeren I Power	3 KVA	12V 65Ah	1
3	Mingora-I	Engeren I Power	3 KVA	12V 65Ah	1
4	Barikot	Engeren I Power	3 KVA	12V 65Ah	1
5	Sahiwal	Engeren I Power	3 KVA	12V 65Ah	1

6	Gulbahar	Engeren I Power	3 KVA	12V 65Ah	1
7	Pabbi	Engeren I Power	3 KVA	12V 65Ah	1
8	Timergara	Engeren I Power	3 KVA	12V 65Ah	1
9	Tangi	Engeren I Power	3 KVA	12V 65Ah	1
10	Dargi	Engeren I Power	3 KVA	12V 65Ah	1
11	Jehlum	Engeren I Power	3 KVA	12V 65Ah	1
12	Abbottabad-II	Engeren I Power	3 KVA	12V 65Ah	1
13	Sargodha	Engeren I Power	3 KVA	12V 65Ah	1
14	Charsadda Road Peshawar	Engeren I Power	3 KVA	12V 65Ah	1
15	Bajur	Engeren I Power	3 KVA	12V 65Ah	1
16	Manki Sharif	Engeren I Power	3 KVA	12V 65Ah	1
17	AlpuriShangla	Engeren I Power	3 KVA	12V 65Ah	1
18	AchiniPayan	Engeren I Power	3 KVA	12V 65Ah	1
19	BRR Karachi	Engeren I Power	3 KVA	12V 65Ah	1
20	Banuu-II	Engeren I Power	3 KVA	12V 65Ah	1
21	Matta	Engeren I Power	3 KVA	12V 65Ah	1
22	Wari	Engeren I Power	3 KVA	12V 65Ah	1
23	Torghar	Engeren I Power	3 KVA	12V 65Ah	1
24	Torkham	Engeren I Power	3 KVA	12V 65Ah	1
25	Jamrud	Engeren I Power	3 KVA	12V 65Ah	1
26	Chiniot	Engeren I Power	3 KVA	12V 65Ah	1
24	Islamabad-I	Engeren I Power	3 KVA	12V 65Ah	1
28	ADC Deptt Ground floor	Engeren I Power	3 KVA	12V 65Ah	1
	Total-E				28
	Grand Total				229

2. Proposal Response Format

Procurement process shall be carried out in accordance with KPPRA Procurement Rules 2014 on single stage two envelop basis. Bidder is required to submit two separate sealed proposals i.e. Technical and Financial. The proposals must be submitted in the following format:

2.1 Format of Technical Proposal

2.1.1 General

The responding organization (Bidder) should provide the following:-

1. Name of the participating organization or participating organizations (if more than one) in the responding consortium, including their scope of involvement and Agreement.
2. Number of years of incorporation of the participating organization or participating organizations (if more than one).

2.1.2 Mandatory Requirements

Bidder is required to submit its Technical Proposal in accordance with the **Mandatory Requirements** as mentioned below. Non – Compliance of Mandatory Requirements will effect in Disqualification and bidder will not be considered for financial opening/further Evaluation.

SNo	Mandatory Requirements	Vendor Response
1	Bidder must have legal presence in Pakistan and must be registered with FBR and should provide its NTN and certificate of incorporation under the laws of Pakistan	
2	The bidder should be an Active Tax Payer and must provide KPRA (Khyber Pakhtunkhwa Revenue Authority) Registration Certificate	
3	The bidder should not have been blacklisted by any of the Provincial / Federal Government or organizations of the State / Federal Government in Pakistan and must provide Undertaking on stamp papers that it is not being blacklisted. Also must provide List of arbitration/legal suits/unsettled disputes with organizations/clients (if any) in last five years	
4	The bidder must submit Annual Audited Report for the last 02 Financial years. Annual Audit Report including Balance Sheet, Income Statement and Profit & Loss accounts along with auditors' notes for the last two (2) audited years should be submitted	
5	Bidder must provide Purchase Orders/Agreements of at least 02 projects of similar in nature with relevant client references	
6	Bidder should submit list of Offices across Pakistan. Bidder must have its Office in major cities across Pakistan along-with Technical Engineer for maintenance/support purposes at specified locations.	

2.1.3 Maintenance Services Period

The bidder shall give (1) One year comprehensive UPS Maintenance Services located in branches across Pakistan as mentioned in the required scope of work of this document.

2.1.4 Terms and Condition.

- a) Preventive maintenance shall be performed by the contractor on site at BOK Branch location.
- b) 2-Routine mandatory services per annum and response to maintenance calls as and when required.
- c) A well trained engineer availability on fault call within same day in major cities and 24 hours in remote area branches.
- d) Testing and necessary adjustment/primary repairs to be carried out on site.
- e) Critical spare parts inventory to be kept by the vendor.
- f) Repair of faulty UPS (inclusive of all faulty parts) shall be carried out by the vendor.
- g) Vendor shall provide back-up UPS in case the UPS is removed for repair.
- h) Bidder will be responsible for replacement of the faulty equipment/accessories at its own cost certifying that the goods supplied confirm the required specifications and are secured and that in the event any material being found defective or not conforming to specifications bidder will be held

responsible for all losses and that the unacceptable items shall be substituted with the acceptable items at bidder expense and cost.

i) Payment shall be made bi-annually against Field Service Report.

2.2 Format of Financial Proposal

Bidder must submit its financial proposal in accordance with the following format: -Payment will be made on quarterly basis.

SNO	Description	Amount	GST	Grand Total
1	Total Amount for 1 Year UPS Maintenance support			
TOTAL AMOUNT (in Rs.)				

Lot 2 Laserjet Network printer

SNO	Description	Amount	GST	Grand Total
1	<u>Laserjet Network Printer</u> Resolution (black) Up to 1200 x 1200 dpi Monthly duty cycle Up to 225,000 pages Processor speed 800 MHz or higher Connectivity, standardBuilt-in Gigabit Port. Memory 512MB or higher Duplex Printing Automatic (Standard) Warranty 1 Year			
TOTAL AMOUNT (in Rs.)				

Mandatory Requirements

Bidder is required to submit its Technical Proposal in accordance with the **Mandatory Requirements** as mentioned below. Failing to which the proposal will not be considered.

SNo	Mandatory Requirements	Vendor Response
1	Bidder must have legal presence in Pakistan and must be registered with FBR and should provide its NTN and certificate of incorporation under the laws of Pakistan.	
2	The bidder should be Tier – 1 / Gold Partner of the Manufacturer and must provide its certificate.	
2	The bidder should be an Active Tax Payer having valid NTN & registration with FBR	
3	The bidder should not have been blacklisted by any of the Provincial / Federal Government or organizations of the State / Federal Government in Pakistan and must provide Undertaking on stamp papers that it is not being blacklisted. Also must provide List of arbitration/legal suits/unsettled disputes with organizations/clients (if any) in last five years	
4	The bidder must submit Annual Audited Report for the last 01 Financial years. Annual Audit Report including Balance Sheet, Income Statement and Profit & Loss accounts along with auditors' notes for the last one (1) audited year should be submitted	
5	Bidder must provide at least 03 Purchase Orders of supplying similar equipment with relevant client references	
6	Bidder should submit list of Offices across Pakistan. Bidder must have its Office in major cities across Pakistan along-with Technical Engineer for maintenance/support purposes at specified locations.	

2.1.3 Technical Evaluation Criteria is as follows: -

The Bidders complying with the Mandatory Requirements will be considered Qualified and eligible for Financial Bid Opening.

Non – Compliance of Mandatory Requirements will effect in Disqualification and bidder will not be considered for further financial bid opening / Evaluation.

2.2.1 Currency

All currency in the proposal shall be quoted in Pakistan Rupees (PKR).

2.2.2 Withholding Tax, Sales Tax and other Taxes

Bidder is hereby informed that the Bank shall deduct tax at the rate prescribed under the tax laws of Pakistan, from all payments rendered by any bidder who signs a contract with the Bank. Bidder will be responsible for all taxes on transactions and/or income, which may be levied by government.

2.2.3 Governing Law

This bidding document and any contract executed pursuant to this document shall be governed by and construed in accordance with the laws of Pakistan. The Government of Pakistan and all bidders responding to this bidding document and parties to any contract executed pursuant to this document shall submit to the exclusive jurisdiction to Courts.

TERMS & CONDITIONS

1. The Procurement shall be conducted in accordance with the Khyber Pakhtunkhwa Procurement Rules 2014 on **Single Stage Two Envelope Procedure**.
2. The Bank of Khyber invites two separate sealed envelopes, one for Technical Proposal and One for Financial proposal having legal presence in Pakistan, for the UPS Maintenance Services and Purchase of LaserJet network printers.
3. Bidder is required to submit both sealed proposals to the office of the Head Procurement Division, The Bank of Khyber on or before **Friday 5th October, 2018 at 3:30PM**, which shall be opened on the same date at **4:00PM** at The Bank of Khyber, Head Office.
4. Company should sign and stamp BoK bidding document and must attach with its proposal.
5. All the firms applied for the Tender must provide documents in line with the Mandatory requirements and should qualify the Technical Evaluation Criteria. **If any firm fails to qualify the Technical Evaluation Criteria, then Financial Proposal of the same will not be opened.**
6. Company seal / stamp must be fixed on both Technical Proposal and Financial Proposal.
7. **Any bid submitted after due date and time will not be entertained.**
8. Bid Security of two percent (2%) of the total bid amount must be attached with financial proposal in separate sealed envelope in favor of The Bank of Khyber. An affidavit to this effect to be placed with technical proposal.
9. Technical & Financial proposals to be clearly marked.

10. **Suppliers / vendors quoting for more than one lot must quote separately in Sealed Envelope for each Lot mentioned in this document. Each lot will be separately evaluated.**
11. All prices quoted must be inclusive of all Taxes applicable, such as GST, Income Tax, etc.
12. The prices quoted shall remain valid for 120 days, after the date of opening the tender.
13. Failure to provide the requisite maintenance services within stipulated amount of time period will invoke. In addition to that, two percent (2%) Bid Security amount will be forfeited.
14. The Bank of Khyber will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
15. **No negotiations and revised bids will be allowed.**

**Head Procurement, Head office,
The Bank of Khyber, State Life Building, Peshawar.
Phone: 091-5279690, 5274399
UAN: 091-111-95-95-95**