



**SECURITIES & EXCHANGE COMMISSION OF PAKISTAN
(Administration Department)
Islamabad.**

T# 06/10-11

TENDER NOTICE

HEAVY DUTY DIGITAL PHOTOCOPIER MACHINE

The Securities and Exchange Commission of Pakistan invites sealed tenders from the authorized tier one dealers/partners from the principal, based in Pakistan and registered with sales tax department, having National Tax Number (NTN) for the supply and installation of the 01 Nos of HEAVY DUTY DIGITAL PHOTOCOPIER MACHINE.

The detail of specifications, and terms & conditions of the tender may be obtained from the undersigned personally or by visiting the website

www.secp.gov.pk/Procurement.asp

Sealed bids may be dropped in the tender box at Ground floor, NIC building or send through courier on the address mentioned below. The last date for the receipt of the tenders is 03-09-2010 till 11.00 a.m. and will be opened on the same day at 11.30 a.m. Commission reserves the right to accept or reject any or all bids received.

Deputy Director (Admin-III)
4th Floor, 63-NIC Building, Jinnah Avenue,
Blue Area, Islamabad
Ph.# 051-9207091-4 Ext. 387



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1. Hardware:

Photocopier Console Type	<ol style="list-style-type: none">1) World's Leading brands2) Available original size: maximum A33) Paper capacity: 2 x 550 cassettes, 2x550 sheets Cabinet & 100 sheets bypass4) Multiple copies: 1-9995) Zoom Range: 25% to 400%6) Copying Speed: 60 CPM with trolley7) First Copy Time: less then 4 seconds8) Warm-up time: Max 3 minutes9) Printing Resolution: 1200x1200 dpi10) Power Consumption: Max 2Kw11) Total number of copies: Not less then 300,000 copies12) ADF13) RADF14) Network Photocopier and Printer
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2. Services (on-site):

- Installation
- Configuration
- Deployment

3. Training:

- Required (on-site) for 02 persons

4. Consumables:

- Per copy cost must be mentioned in the quote
- Life and price of Toner
- Life and price of Drum
- Life and price of Developer

5. Useful Life of Machine:

TERMS & CONDITIONS

- Comprehensive warranty & on site Support for 01 year shall be given for the equipment at Islamabad Office. However extended warranty and support would be an added advantage.
- Copy of valid authorized partnership from the principals is to be submitted with the tender.
- Trade in Value of the old copier must be mentioned separately, however ex-stock delivery preferred.
- Price of Toner, Drum, and Developer shall be mentioned separately, and the same shall remain valid till July 2011.
- Equipment delivery time shall be 2-4 weeks from the date of the order.
- Tender should be accompanied with earnest money (refundable) for an amount of 5% of the total quoted price (Inclusive GST if applicable) in shape of either pay order, demand draft or an unconditional guarantee from a reputable financial institution valid for not less than 03 months in favor of Securities and Exchange Commission of Pakistan.
- Tender without earnest money will not be entertained and rejected straightway. The equipment supplied must be duty paid in respect of all applied duties and taxes.
- All offers should be valid for 90 (Ninety) calendar days from the date of opening of tenders.
- The tender should be sent in sealed envelope and at the top left of the envelope it should be clearly marked "**Tender for HEAVY DUTY DIGITAL PHOTOCOPIER**".
- The Quantities mentioned above may vary according to SECP requirement.
- The end user License, end user warranties and end user support services will be in the name of SECP for all equipment and software loaded on the equipment delivered (if applicable).
- Sealed tenders may be drop in the tender drop box placed at Ground Floor of the NIC Building, 63 Jinnah Avenue, Islamabad. Or sent through courier
- Proposal received by Fax or e-mail shall not be accepted.
- Tender should reach by 11:00 am 03-09-2010 and will be opened same day at 11:30 am in the presence of authorized representatives of bidders who may wish to be present.
- The Commission reserves the right to accept or reject any or all tenders.