OIL & GAS DEVELOPMENT COMPANY LIMITED
PROCUREMENT DEPARTMENT (LOCAL), ISLAMABAD
SCHEDULE OF REQUIREMENT

Material : **A3 PRINTER, A3 SCANNER AN DHEAVY DUTY COLOR PRINTER.**

Due Date:

Tender Enquiry No: **PROC–LG/PT/SYS–17360**

Bid Bond Value : 19,000/–

Attachment(if any) : YES

EVALUATION WILL BE CARRIED OUT ON ITEM WISE

Sr No	Description	Quantity	Make/Brand offered	Unit	Unit Price (PKR) Inclusive Of All Taxes Except GST	Unit Price (PKR) Inclusive of GST	Total Price (PKR) Inclusive of GST	Delivery Period Offered	deviation from Tender Spec. If Any
1	A3 PRINTER (SPECIFICATION ATTACHED)	1		Number					
2	A3 SCANNER (SPECIFICATION ATTACHED)	1		Number					
3	Heavy Duty Color Printer (Specification Attached)	1		Number					

Special Note:– The prospective bidders also download the master set of Tender Document
– The prospective bidders may keep in touch with OGDCL web site for downloading the clarifications/amendments (if any) issued by OGDCL.
– DELIVERY PERIOD:– 90 DAYS AFTER ISSUANCE OF P.O. DELIVERY LOCATION:– I–9 BASE STORE ISLAMABAD. PAYMENT TERM 100% AFTER DELIVERY AND INSPECTION.

Discount (if any) shall only be entertained on Schedule of Requirement of Bidding Document (Financial Proposal). If the discount is mentioned elsewhere in the bid, the same shall not be entertained.

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Mandatory Checklist

Please confirm the compliance of the following mandatory information along with the bid(s) (failing which bids(s) will not be accepted)

Documents	To be Attached with the Technical/Financial Bids	Compliance			
Original Bid Bond	Technical Bid	Yes	☐	No	☐
Copy of NTN Certificate	Technical Bid	Yes	☐	No	☐
Copy of GST Certificate	Technical Bid	Yes	☐	No	☐
Confirmation that the Firm is appearing on FBR's Active Taxpayer List	Technical Bid	Yes	☐	No	☐
Duly signed and stamped **Annexure–A (Un–priced)**	Technical Bid	Yes	☐	No	☐
Duly filled, signed and stamped **Annexure–B**	Technical Bid	Yes	☐	No	☐
Duly filled, signed and stamped **Annexure–D**	Technical Bid	Yes	☐	No	☐
Duly filled, signed and stamped **Annexure–L** on Company's Letterhead	Technical Bid	Yes	☐	No	☐
Duly signed and stamped **Annexure–M** on Company's Letterhead	Technical Bid	Yes	☐	No	☐
Duly signed and stamped **Annexure–N** on Non–Judicial Stamp Paper duly attested by Notary Public	Technical Bid	Yes	☐	No	☐
Duly filled, signed and stamped **Annexure–A (Priced)**	Financial Bid	Yes	☐	No	☐
Duly filled, signed and stamped **Annexure–C**	Financial Bid	Yes	☐	No	☐
Duly filled, signed and stamped **Annexure–E**	Financial Bid	Yes	☐	No	☐

A3 PRINTER SPECIFICATION:

LCD Display : Yes, Technology: Laser
Print Speed: Mini: 35 ppm, Resolution: up to 1200 x 1200 dpi
Duty Cycle: up to 65,000 monthly, Print languages: PCL 6, PCL 5, Postscript, PCLm
Paper Handling: Input tray : 100-sheet (min)
Memory: 256/512 MB (DDR3 RAM)
Connectivity: ePrint capability,1 USB 2.0 device port,1 Fast Ethernet 10/100 Network ready
Media sizes supported: A4,A3,B4 (JIS),B5 (JIS),A5,16K
Media types: Paper (colored, letterhead, light, plain, preprinted, prepunched, recycled, rough, heavy), bond, cardstock, envelope, labels, transparency, vellum
Windows Compatibility: Win 10/8/7 (32/64), Mac: OS X v10.6
Authorized Partner of manufacture
Warranty 3/3/3 by manufacture

A3 SCANNER SPECIFICATION:

Scan speed (color, single-pass 2-sided):Up to 120ppm/240ip
Automatic document feeder capacity sheets: 200
Input type Flatbed, ADF
Scan size : A3, ADF paper size: A3
Resolution: up to 600ppi, Bit depth 24-bit external 48-bits internal
Scans embossed ID cards and business cards: yes
Connectivity: 10/100/1000 Ethernet; 1 Hi-Speed USB Host (rear); 1 Hi-Speed USB Host (walk-up); 1 Hardware Integration Pocket (HIP) Hi-Speed USB, 1 USB-Device Port (Rear)
Control panel : LCD display: Light touch technology that supports gesture based interactions; Screen brightness-adjustment control; Home icon for quick return to the UI Home Screen; Virtual keyboard and a physical keyboard.
Drivers : TWAIN/ISIS/WIA, Built-in OCR
Software Scan: I.R.I.S Readiris Pro, I.R.I.S Cardiris Nuance, PaperPort 14.6, Capture App Kofax VRS Pro 5.1.
Windows compatibility: Win 10/8/7 (32/64Bit)
Authorized Partner of manufacture
Warranty 3/3/3 by manufacture

HEAVY DUTY COLOR PRINTER SPECIFICATION:

Display : Color Graphics Display (Yes)
Print speed, Black/Color (normal) : Up to 60 ppm
Resolution (Black/Color) : Up to 1200 x 1200 dpi
Monthly Duty Cycle : Up to 120,000 pages
Print Languages : PCL 6, PCL 5, Postscript, PCLm, postscript level 3 emulation, native PDF printing
Media Sizes Supported : Letter, Legal, A4, A5, A6, B5, B6, envelopes (DL, C5, B5, C6).
Automatic Paper Sensor : Yes, Paper Trays Standard : 2
Processor speed : 1.2 GHz. Memory : 1/2 GB
Number of print cartridges : 4 (1 each black, cyan, magenta, yellow) Compatible cartridge will not be accepted, Ink cartridge manufacturing date must be mention.
Connectivity : 1 Hi-Speed Device USB 2.0; 2 Hi-Speed USB 2.0 Host; 1 Gigabit/Fast Ethernet 10/100/1000 Base-TX network; Hardware Integration Pocket.
Duplex Printing : Automatic (standard)
Warranty 3/3/3 by manufacture, (seller must to Authorized Delivery Partner).
Windows Support : Windows 10,8,7 (32/64).