

Request for Quotation

**Getting Results: Access and
Delivery of Quality
Education Services in
Balochistan (GRADES-B)**

Aug 2026

**Procurement of IT
Equipment for PMU-BESP**

Section 1
Invitation to Quote

Date: 3rd Aug, 2026

Procurement Ref No. PK-PMU-SED GOB-535870-GO-RFQ

Vendor Name: _____

Address: _____

SUBJECT: REQUEST FOR QUOTATIONS FOR PROCUREMENT OF IT EQUIPMENTS FOR PMU-BESP

1. The Government of Balochistan (GOB) has received financing from the World Bank toward **Getting Results: Access and Delivery of Quality Education Services in Balochistan (GRADES-B) (P507512)**, and intends to apply the proceeds of this grant to eligible payments for which this Request for Quotations is issued. This procurement process will be conducted in accordance with the Request for Quotation as specified in the World Bank's Procurement Regulations for Investment **Project Financing Goods, Works, Non-Consulting and Consulting Services** September 2023.
2. You are invited to submit your price quotation(s) for "**PROCUREMENT OF IT EQUIPMENTS FOR PMU-BESP**" for **Getting Results: Access and Delivery of Quality Education Services in Balochistan (GRADES-B)**: as per required specifications/requirements mentioned in Section III. You must quote for all the items under this Invitation. Price quotations will be evaluated for all the requirements together and Contract will be awarded to the firm offering the lowest evaluated total cost.
3. Your quotation(s) must be marked "**PROCUREMENT OF IT EQUIPMENTS FOR PMU-BESP**", House No 74-A, Chaman Housing Scheme, Airport Road Quetta.
4. The deadline for receipt & submission of your quotation(s) is **before 10:00 am dated 10th August 2026.**
5. Your quotation should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information for each item quoted, including names and addresses of firms providing after sales service facilities in Pakistan in case applicable.
6. RFQ cannot be electronically submitted. It must be delivered in hard at the office address; otherwise will be considered non-responsive.

Your quotation(s) should be submitted as per the instructions contained in the Quotation Documents.

Prices: The prices should be quoted in Pak Rupees and should be inclusive of all supply charges and government admissible taxes.

Evaluation & Award of Contract: Offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of their prices, in addition to the eligibility and qualification requirements outlined in the Section-II of Quotation Documents. The award will be made to the firm offering the lowest evaluated price and that meets the required standards of technical and financial capabilities.

Validity of the Offer: Your quotation(s) should be valid for a period of 30 days from the date for receipt of quotation(s) indicated in Paragraph 4 above.

Section II

Instructions for Preparing Quotations

1. Scope of Procurement:

PMU-BESP invites price quotations for the procurement of IT Equipment's as described in the technical specifications attached. The successful supplier will be expected to complete the delivery of goods within due course.

2. Eligibility to Quote: Suppliers duly registered with tax authorities may be eligible to participate only if they also:

- a) Submit Proof of registration with the Tax Department with the quotation. (Failure to enclose these documents would result in rejection of quotation).
- b) Submit only one Quotation, either individually, or as a partner in a joint venture. All Quotations submitted in violation of this rule shall be rejected. Partners in a joint venture shall be jointly and severally liable for the execution of the Contract.
- c) Submit the Quotes within Due Date and Time

3. Qualification of the Supplier: To qualify for award of Contract, a Supplier shall meet the following minimum qualifying criteria and submit following document's:

- a. As Manufacturer/Supplier must have at least five years of experience in supplying goods similar to the requirement mentioned in RFQ. Documentary evidence, interalia, must be provided with the quotation.
- b. The bidder must have completed at least three similar assignments worth PKR. 5 million in last three years.

4. Site Visit: If installation is also the defined responsibility of supplier in that case supplier, at his own responsibility, cost, and risk, is encouraged to visit and examine the Site of the Supplies and obtain all information that may be necessary for preparing the quotation and entering into a Contract.

5. Contents of Proposal Documents: The set of proposal documents comprises the documents listed below:

Section I	Invitation to Quote
Section II	Instruction for Preparing Quotations
Section III	Specifications
Section IV	Form of Quotation
Section V	Form of Contract
Section VI	Conditions of Contract Section

6. Documents Comprising the Proposal: The Proposal submitted by the Supplier shall comprise the following documents:

- (i) Form of Quotation (as per sample attached)
- (ii) Qualification and Experience Information
- (iii) Copies of taxation and other required documents as per RFQ

7. Price Quotation: The Contract shall be for the whole supplies and shall be based on

the unit and total price for fixed unit rate. Prices shall be quoted entirely in Pak Rupees. The Supplier shall fill in the rates and prices for all items of the Supplies described in the specifications. All duties, taxes and other levies payable by the Supplier under the Contract, shall be included in the rates, prices, and total price Quotation submitted by the Supplier. The rates and prices quoted by the Supplier shall be fixed for the duration of the Contract and shall not be subject to any adjustment on any account.

8. **Item-by-Item Commentary on the Technical Requirements:** The Offeror must provide an item-by-item commentary on the Implementing Entity's Technical Requirements, demonstrating the substantial responsiveness of the overall design of the System and the individual Works, Goods, and Services offered to those Requirements
9. **Validity of Quotations.** The price quotation shall remain valid for the period of thirty (30) calendar days counted from the closing date of submission of the Quotation specified in Clause 4 of Invitation to Quote. The Purchaser may request the Suppliers to extend the period of validity for a specified additional period. The Purchaser's request and the Suppliers' responses shall be made in writing or by fax or by email. A Supplier may refuse the request for extension of Quotation validity in which case he may withdraw his Quotation without any penalty. A Supplier agreeing to the request will not be required or permitted to otherwise modify its Quotation.
10. **Language of the Quotation:** All documents relating to the Quotation and Contract shall be in the English language.
11. **Place and Deadline for Submission of Price Quotations:** The Price Quotations shall be delivered to the Purchaser as per deadline specified in Paragraph 6 of the Invitation to Quote. Any Quotation (Price Quotation) received by the Purchaser after the deadline of submission will be rejected.
12. **Modification and Withdrawal of Quotations:** No Quotation shall be modified after the deadline for submission of Quotations specified above in Paragraph 6 of Invitation to Quote. Withdrawal of a Quotation between the deadline for submission of Quotations and the expiration of the validity of the Quotation as specified in Clause 8 above will result in the Supplier being excluded from the list of Suppliers for a period of two years.
13. **Process to be Confidential:** Information relating to the examination, clarification, evaluation and comparison of quotations and recommendation for the Contract award shall not be disclosed until the award to the successful Supplier has been announced.
14. **Evaluation and Comparison of Quotations:** The Purchaser will award the Contract to the Supplier whose Quotation has been determined to be substantially responsive to the proposal documents and who has offered the lowest evaluated price quotation. In evaluating the quotations, the Purchaser will determine for each proposal the evaluated price quotation by adjusting the price quotation by making any correction for any arithmetic errors as follows:

(a) where there is a discrepancy between amounts in figures and in words, the amount in words will govern; where there is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;

(b) if a Supplier refuses to accept the correction, his Quotation will be rejected.

15. Purchaser's Right to Accept Any Quotation and to Reject any or all Quotations:

The Purchaser reserves the right to accept or reject any quotation, and to cancel the process of competition and reject any or all quotations, at any time prior to the award of the Contract, without thereby incurring any liability to the affected Supplier(s).

16. Purchaser's Right to Increase or Decrease Quantities: The Purchaser, reserves the right to increase or decrease quantities of supplies.

17. Notification of Award and Signing of Contract: Results of evaluation would be known in a reasonable time, Suppliers are instructed not to approach the Purchaser after opening of quotations until the finalization of award. The Supplier whose Quotation has been accepted will be notified of the award by the Purchaser prior to the expiration of the validity period of the Quotation, by registered letter.

18. Interpretation: The purchaser is not responsible for any wrong interpretation of any clause of this document.

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Section III Specifications

1. **Scope of the Services:** The Offeror will be required to supply the required items as mentioned in Technical Specifications
2. **Technical Proposal:** This part of the proposal should contain complete information relating technical specifications as mentioned below.
3. **Project Completion Timeline:** It is assumed that the time provided to the Offeror Supplier will be 30 Days from the date of signing contract/Purchase Order with the successful Offeror.
4. **Payment Terms:** Payment shall be made in the Pakistani Currency (Rupees) of the Quotation in the following manner and will be subject to the Government Taxes as applicable and set by the Government.

SCHEDULE OF REQUIREMENTS

The delivery schedule expressed as Days/Weeks/Months stipulates hereafter a delivery date which is the date of delivery required

S #	Description	Required Delivery Schedule from the Date of Notification of Award	Delivery Locations
01	Procurement of IT Equipment's for PMU-BESP	30 Days after Contract Signing	PMU-BESP Office

IT Equipment's

S. No	Description of Goods	Total Quantity	Unit	Final Destination
1	Laptop 1	11	No	PMU-BESP Office
2	Laptop 2	12	No	
3	Laptop 3	2	No	
4	Tablet Computer with Pen and official Keyboard	2	No	
5	Tablet Computer with Pen and official Keyboard	1	No	
6	Color Printer	1	No	
7	Video Conferencing System	1	No	
8	Multimedia Projector	1	No	
9	Heavy Duty Scanner	1	No	
10	Paper Shredder Heavy Duty	2	No	
11	Attendance Machine	2	No	

Technical Specifications

S. No	Description of Goods	Unit	Technical Specifications
1	Laptop 1	No	Generation: 14 or higher, Ultra 7, 258V Processor (8 Cores / 8 Threads, 12 MB Smart Cache, NPU up to 47 TOPS), RAM 32GB Soldered LPDDR5x-853, Memory: 1 TB M.2 2242 PCIe® 4.0x4 NVMe® Opal 2.0, display size: 14" 2.8K (2880x1800) or higher, OLED 500nits Anti-glare Backlit, English (UK), Windows® 11 Pro
2	Laptop 2	No	Generation: 14 or higher, Ultra 7, 255U, 16GB DDR5-5600 RAM, Memory: 1TB SSD M.2 2280 PCIe 4.0x4 NVMe Opal 2.0, display size:14" WUXGA 1920x1200 IPS 400nits Anti-Glare, 45% NTSC, 60Hz, Windows® 11 Pro
3	Laptop 3	No	AMD Ryzen™ 9 270 Processor (8 Cores, 16 Threads, 24MB Cache), 32GB LPDDR5X Onboard, 14" 3K OLED Nebula Display (2880 x 1800), 1TB PCIe 4.0 NVMe M.2 SSD, NVIDIA® GeForce RTX™ 5070 Laptop GPU 8GB GDDR7, 120hz refresh rate, 500 nits brightness, windows 11 pro
4	Tablet Computer with Pen and official Keyboard	No	Chip: M5 chip 9-core GPU Space Black, Memory: 8GB, Storage: 512GB SSD, Display: 13 inch Liquid Retina XDR display (2752-by-2064-pixel resolution at 264 ppi) , Camera: 12MP Wide camera, f/1.8 aperture, Pen and official Keyboard
5	Tablet Computer with Pen and official Keyboard	No	Chip: M4 chip, Color: Silver, Memory: 8GB, Storage: 256GB, Display: 11inch Liquid Retina XDR display 1080P, Camera: 12MP Wide camera, f/1.8 aperture, Pen and official Keyboard
6	Color Printer	No	Multifunction colour printer, print speed: 25ppm (black), 15ppm (colour) , first page print out: 10.9 sec (black) 11 sec (colour), Display: 4,3 inch, Dulpex automatic: yes, memory 512 MB.
7	Video Conferencing System	No	Camera: Smooth motorized pan, tilt and zoom, controlled from remote or console, Output resolution: 1080p HD, Height x Width x Depth: 83 mm x 83 mm x 21 mm, Weight: 230 g, Microphone yes, speaker: 3 builtin speakers with 80 db output.
8	Multimedia Projector	No	Brightness: 4000 Lumens, Lamp life: 100,000 hours, Day light, Screen size 8 x 10 wall mounted
9	Heavy Duty Scanner	No	Scanner Speed: ADF Speed Up to 75 PPM/150 IPM, Capacity 80 pages, Resolution: Up to 600 dpi ADF Up, 4.3 inches color touch screen 1-pass duplex scanning, Wireless scanning
10	Paper Shredder Heavy Duty	No	Pull out bin. Auto feed feature, can shred 150 sheets per load. operation time: 30 mins,Mini crosscut (4x 12mm)Sheet capacity: Auto feed 150, Manual Capacity10 sheets, Bin Capacity: 32.2 liter, Noise Level (dB): 58, Unit size (L x W x H mm): 350 x 466 x 580, Unit weight (kg): 12
11	Attendance Machine	No	Main Processor: Embedded Processor, Basic Product Type: Standalone, Display Screen: 8-inch, Screen Type: Capacitive Touchscreen, Screen Resolution: 800 (H) × 1280 (V), Camera: 1/2.8" 2MP CMOS HD, WDR: Dual Cameras, WDR: 120 dB , Casing Material: Aluminum alloy + tempered glass

Price Schedule

S. No	Item Name	Unit	Quantity	Unit Price	Total
1	Laptop 1	No	11		
2	Laptop 2	No	12		
3	Laptop 3	No	2		
4	Tablet Computer with Pen and official Keyboard	No	2		
5	Tablet Computer with Pen and official Keyboard	No	1		
6	Color Printer	No	1		
7	Video Conferencing System	No	1		
8	Multimedia Projector	No	1		
9	Heavy Duty Scanner	No	1		
10	Paper Shredder Heavy Duty	No	2		

11	Attendance Machine	No	2		
GRAND TOTAL					

Grand Total in Words: _____

Official Seal/ Name of the Company: _____

NTN No: _____

GST No: _____

Section IV
Form of Quotation

Date: _____

To:

Project Director
Project Management Unit,
Balochistan Education Support Program
H. No 74-A, Chaman Housing Scheme, Quetta

We offer to execute the Procurement of IT Equipment's for PMU-BESP, RFQ reference no **(PK-PMU-SED GOB-535870-GO-RFQ)** in accordance with the Conditions of Contract accompanying this Quotation for the Contract Price of

(In Words) _____

_____(In numbers)_____.

We propose to complete the Supplies described in the Contract within a period of

_____words and number)_____calendar days from the Start Date.

This Quotation and your written acceptance will constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any Quotation you receive.

We hereby confirm that this Quotation complies with the Validity of the Quotation required by the proposal documents.

Authorized Signature: _____

Name and Title of Signatory _____

Name of Supplier: _____

Address: _____

Phone Number _____

Fax Number, if any _____

Section V
Form of Contract Agreement

AGREEMENT

This Agreement, made the _____ day of _____ 20____, by and between

(name and address of Purchaser hereinafter called “the Purchaser”) and

(name and address of Supplier hereinafter called “the Supplier”) of the other part.

Whereas the Purchaser is desirous that the Supplier execute supplies, installation and commissioning of _____

(name and identification number of Contract hereinafter called “the Supplies”)

and the Purchaser has accepted the Quotation/Quotation submitted by the Supplier for the installation and commissioning of such Supplies and the remedying of any defects therein over a warranty period of at least one year after supply.

Now this Agreement witnesseth as follows:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereafter referred to, and they shall be deemed to form and be read and construed as part of this Agreement.
2. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to execute and complete the Supplies and remedy any defects therein in conformity in all respects with the provisions of the Contract.
3. The Purchaser hereby covenants to pay the Supplier in consideration of the supply, installation and commissioning of the Supplies and the remedying of defects wherein the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

In Witness whereof the parties thereto have caused this Agreement to be executed the days and year first before written

The Common Seal of

was hereunto affixed in the presence of:

Signed, Sealed, and Delivered by the
said

in the presence of :

Binding Signature of Purchaser:_____

Binding Signature of Supplier:_____

Section-VI Conditions of Contract (CC)

Definitions: Boldface type is used to identify the defined terms

(a) **The Contract** is the Contract between the Purchaser and the Supplier to execute, complete, and maintain the Supplies as specified in the specifications or in other sections of the Contract. The name and identification number of the Contract is given in the Invitation to Quote.

(b) **The Supplier** is a person or corporate body whose Quotation to carry out the Supplies has been accepted by the Purchaser.

(c) **The Supplier's Price Quotation** is the completed document (Invitation to Quote together with attachments) submitted by the Supplier to the Purchaser.

(d) **The Contract Price** is the price stated in the Quotation and thereafter as adjusted in accordance with the provisions of the Contract.

(e) **Days** are calendar days; **months** are calendar months.

(f) **A Defect** is any part of the Supplies not completed in accordance with the Contract.

(g) **The Required Completion Date** is the date on which it is required that the Supplier shall complete the Supplies. The Required Completion Date may be revised only by the Purchaser by issuing an extension time or an acceleration order in writing.

(h) **Specification** means the Specification of the Supplies included in the Quotation and any modification or addition made or approved by the Purchaser.

2. **Language and Law.** The Contract shall be in the English language. The law governing the Contract shall be the applicable law(s) of the Government of Islamic Republic of Pakistan.

3. **Communications.** Communications between parties that are referred to in these Conditions shall be effective only when made in writing. A notice shall be effective only when it is delivered.

4. **Supplier's Risks.** The risks of personal injury, death, and loss or damage to property and adjacent property (including, without limitation, the Supplies, materials and equipment) are Supplier's risks.

5. **Supplies to be completed by the Completion Date.** The Supplier shall commence execution of the Supplies on the Start Date and shall carry out the Supplies in accordance with the given work schedule, as updated with the approval of the Project Supervisor, and complete them by the Required Completion Date. Supplies will be delivered at Schools destination throughout Balochistan.

6. **Defects.** The Purchaser shall give notice to the Supplier of any Defects before the end of the Warranty Period, which begins at completion of supplies. The Warranty Period shall be extended for as long as Defects remain uncorrected. Every time notice of a Defect is given, the Supplier shall correct the notified Defect within the length of time specified by the Purchaser. If the Supplier has not corrected a Defect within the time specified Purchaser will assess the cost of having the Defect corrected, and the Supplier will pay this amount, or the Purchaser shall recover these amounts by deduction from the amounts due to the Supplier.

7. **Payments.** The Purchaser shall pay the Supplier the amounts as per following schedule:

(ii) **On Acceptance:** 100 percent of the Contract Price shall be paid within fifteen (15) days of receipt of the Goods and upon submission of claim supported by the acceptance certificate issued by the Purchaser

8. **Taxes.** The Supplier is responsible for all taxes in accordance with the laws of Islamic Republic of Pakistan.

9. **Force Majeure:** Either party may terminate the Contract by giving a thirty (30) days `notice to the other for events beyond that party's control, such as Wars and acts of God such as earthquakes, floods, fires, etc.

10. **Resolution of Disputes.** The Purchaser and the Supplier shall make every effort to resolve amicably by direct negotiations any disagreement or dispute arising between them under or in connection with the Contract. In case of further disagreement either party can take the matter to arbitration in accordance with the Arbitration Act of 1940.

11. **Packing.** The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

Purchase Order Format

No. _____

Getting Results: Access and Delivery of Quality
Education Services in Balochistan (**GRADES-B**)

Dated: _____

To,

Subject:-

Reference to RFQ No. dated. It is to inform you that your price quotation No. _____ dated _____ for the supply of the subject goods has been approved by the Committee after thorough Evaluation on the basis of your Technical and Financial bids evaluation and review of quoted samples, for an amount of **PKR XXXXX (In words)** as per terms & Conditions described in Attachment-I to this purchase order.

Terms and Conditions of Supply

1. Prices and Schedules for Supply

S.No	Description	Specification	Quantity	Unit Rate	Total Cost
1					
2					
3					
4					
Total In Words:					

- Fixed Price:** The prices indicated above are firm, fixed and are DDP prices and not subject to any adjustment during contract performance.
- Delivery Schedule/Date:**
- Payment:** 100 % payment in case of delivery at PMU-BESP.
- Warranty:** Goods offered should be covered by manufacturer's warranty for at least 12 months from the date of delivery to the Purchaser or the terms provided by you whichever is more favorable to Purchaser, If applicable.
- Packaging and Marking Instructions:** Packing properly for PMU-BESP
- Failure to Perform:** The Purchaser may cancel the Purchase Order if the Supplier fails to deliver the Goods, in accordance with the above terms and conditions, in spite of a 21 day notice given by the Purchaser, without incurring any liability to the Supplier.

General Terms & Conditions:

- Any Deviation from the specification mentioned in RFQ shall be deemed a violation of this document and may result in cancellation of the Purchase Order, even if the product required has been delivered.
- The samples provided for review by the vendor will remain in custody of PMU-BESP until the final delivery. However, the vendor may deduct the quantity of items as per the samples provided.

- (c) No Claim or Escalation on any account shall be admissible under this Purchase Order.
- (d) Payment will be made on satisfactory delivery of supplies (complete in all respect) in PKR through Cross Cheque on Company/Firm Name, within 20 days against submission of Invoice.
- (e) Income Tax and GST shall be deducted from the invoice at time of payment at source.
- (f) In case the supplies are delayed, PMU-BESP will impose fine (Liquidated damages) of @0.5%/Day of the remaining total contract price for each day of delay / for late completion of work, and if the fine reaches 10% of the total PO amount, the PO will be cancelled, and the firm may not be allowed to participate in future RFQ.
- (g) The bidder shall warrant to PMU-BESP that the Goods supplied by the offeror under the award are brand new, as per approved specifications.

**Project Director
PMU-BESP**

Acceptance by Vendor:

Signature & Stamp: ____ Name: _____ Contact No.: ____ Date