

BID SOLICITATION DOCUMENT

FOR

**PROCUREMENT OF I.T, HARDWARE, PLANT &
MACHINERY, VIRTUAL POINTS, STATIONARY & OTHER
MISCELLIOUS ITEMS**

DISTRICT & SESSIONS JUDGE, CHARSAKDA

INSTRUCTIONS	DETAILS/ DATE / TIME / PLACE
LAST DATE AND TIME FOR BID SUBMISSION	1st -June-2026 before 12:00 PM
BID SECURITY	2% OF THE BID FOR EACH ITEM IN EVERY LOT
ADDRESS FOR DELIVERY OF BID	OFFICE OF THE ACCOUNTANT SESSIONS COURTS, CHARSAKDA
DATE & TIME OF OPENING	1st -June-2026 on 1:30 PM
PLACE OF OPENENING THE TENDER	LIBRARY AT JUDICIAL COMPLEX CHARSAKDA

Phone: 091-9220444

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

Detail Description/Specifications of Items

S.No	Item with specification	Quantity
Lot # 1 All-in-one Computer System with Hard Drives		
1.	<p>1. All-in-One Computer System Brand-new, genuine and unused product Display Size: 23.8-inch or larger Full HD Display Resolution: 1920 × 1080 or higher Processor: Intel Core i7 13th Generation, equivalent or higher RAM: 16GB DDR4 or above (expandable) Storage: 512GB NVMe SSD or above Built-in HD Webcam, Microphones & Speakers Bluetooth, Wi-Fi and all necessary ports i.e (USB, HDMI, RJ45 LAN Gigabit) Genuine Licensed Windows 10/11 pre-installed UPS Backup minimum 30 minutes All necessary accessories including Wireless Keyboard and Mouse, cables and drivers included Standard warranty</p> <p>2. Hard Drives</p> <p>1.Storage Hard Disks for 1 TB HDD (External & Internal), 2.Storage Hard Disks for CFMIS & Court recording evidence, including 1 & 4 TB hard disks/SSDs</p>	As per Available budget
Lot # 2 Camera Systems		
2.	<p>CCTV Surveillance System</p> <p>1. IP Cameras IP-based 4MP or higher Full Color Cameras Resolution: Minimum 2560 × 1440 pixels Full-color night vision capability Built-in microphone/audio recording Compression: H.265 / H.265+ Weatherproof rating: IP67 or better IR range: Minimum 30 meters</p> <p>NVR: 16-channel 4K NVR Compression: H.265 / H.265+ HDMI & VGA output (4K supported) Support for minimum 8TB storage capacity USB ports for backup Includes branded wireless mouse</p> <p>Storage (HDD) Surveillance-grade hard disk Capacity: 4TB minimum per drive</p> <p>Network: Gigabit PoE Switches Cat-6 pure copper cable</p> <p>Accessories & Installation PVC conduit/piping and junction boxes NVR rack (branded) with: Power distribution unit (minimum 4 sockets), Double circuit breaker, Lockable front door</p>	As per Available budget

	<p>Complete installation, testing, configuration, and commissioning included</p> <p style="text-align: center;">Warranty:</p> <p>Minimum 01-year comprehensive warranty covering parts and labor On-site support during warranty period Replacement of defective components at no additional cost</p> <p style="text-align: center;">2. Branded Webcams with standard tripod Stand</p> <p>(For Court Evidence Recording System)</p> <p>Branded Full HD Webcam Video Resolution: 1080P (1920 × 1080) or higher, Built-in dual stereo microphones with noise reduction technology, USB Plug & Play functionality, Standard tripod thread/mount support for flexible installation, Compatible with multi-streaming and video conferencing applications, Compatible with existing computer systems, Suitable for courtroom evidence recording, virtual hearings Minimum 01-year comprehensive warranty Local after-sales service and technical support must be provided by the supplier</p>	
Lot # 3 Hardware		
3.	<p>1. Scanners</p> <p>Documents Scanner: Throughput Speeds: 70 ppm or higher @300 DPI in color (grayscale/monochrome black & white or advanced Document Size: Legal Document Feeding capacity: 60 to 80 sheets of 80 gsm Connectivity: USB 3.1 or higher Daily volume: 8,000 or higher. File Format Outputs: TIFF, JPEG, RTF, PDF (searchable) Warranty: 01 Years</p> <p style="text-align: center;">2. LED Screen 85 Inches</p> <p>Resolution 4K (UHD), (3840*2160) or higher, PQI (Picture Quality Index) 2200 or equivalent, HDR10+ support, Bluetooth support, WIFI, one billion color, Refresh rate not less than 100, Web service Microsoft365, 3 HDMI, 2 USB optical digital audio out with 4k 10m high quality HDMI cable with all accessories (wall mount stand etc) Warranty 1 Year</p> <p style="text-align: center;">3. Networking accessories</p> <p>(Cable for networking Premium Quality, Network tools kit, Switches 8 ports & 24 ports</p>	As per Available budget
Lot # 4 Plant & Machinery		
6.	<p>1. Lithium-Ion Battery / UPS Battery</p> <p>Battery Type: Lithium Iron Phosphate (LiFePO4),</p>	

<p>Capacity: 100Ah / 200Ah, Installation Type: Wall Mount, Minimum Life Cycles: 6000 cycles Charge / Discharge Cut-Off Voltage: 44.8V ~ 55.2V; Protection: Overcharge, Short Circuit, Over Current, Temperature Protection All accessories required for installation shall be included, Standard warranty</p> <p>2.Alarm system (fire and emergency)</p> <p>Addressable Conventional Fire Alarm System. Fire Alarm Control Panel with Battery Backup, Smoke Detectors, Heat Detectors, Manual Call Points, Fire Alarm Cable. Power backup battery. Warranty: 2 Years.</p> <p>3. Blower Machine</p> <p>Electric Air Blower/Dust Blower. Power: 600W, 220V AC. Speed: Variable speed control 13000-16000 RPM. Body: Industrial grade plastic with copper winding motor. Accessories: Nozzle set, 3m Power Cable. Warranty: 1 Year</p> <p>4.Fire Extinguishers</p> <p>For electrical fire. Standard: ISO approved, with pressure gauge & safety pin. Casing: Mild steel cylinder with red powder coating. (Premium quality) Warranty:1 Year</p>	<p>As per Available budget</p>
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Lot # 5 Virtual Court/Points

<p><u>Establishment of Virtual Courts/Points</u></p> <p>Webcam (Branded) with Standard Tripod Stand Full HD 1080p @30fps90° Wide FOV, Dual Stereo Microphones with Noise Cancellation, Autofocus, USB Plug-and-Play, Tripod Thread, Multi Streaming, Logi-Capture Support.</p> <p>Computer System (branded) Intel Core Ultra 5 225 (20 MB cache, 10 cores, 10 threads, 3.30 GHz to 4.90 GHz Turbo, 65W) Part No 16 GB DDR5-5600MT/s (UDIMM) 512GB SSD M.2 2280 PCIe 4.0x4 NVMe Opal 2.0 Intel UHD Graphics 770, Intel Q870 (Intel Core Ultra) Front:(2) USB 2.0 ports; (1) USB 3.2 Gen 1 Type-C port; (1) USB 3.2 Gen 1 port; (1) Global headset jack Rear:(2) USB 2.0 with Smart PowerOn ports; (2) USB 3.2 Gen 1 ports; (1) RJ45 Ethernet port (1 Gbps); (1) HDMI 2.1 (TMDS) port; (1) DisplayPort1.4 port Wi-Fi 6E, Bluetooth Keyboard and Mouse (Brand Specific) LED: 27 inches (with HDMI Port and VGA port/VGA Converter), Brand Specific Power, VGA, HDMI Port Cables: (Branded) Original Win</p>	<p>As per Available budget</p>
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11	Pro Mac Binded OS	<p>Tower, 180W Bronze internal power supply unit, 3 Years On-Site warranty,</p> <p>UPS: Computer UPS 1KVA 12 Volt Power Factor 1 with 12 Volt Lithium-ION Dry Battery 100 AH, Branded,</p> <p>LED Screen (branded)</p> <p>Size: 55" Resolution:4K (UHD) original screen, (3840*2160), 3 bezel-less, PQI (Picture Quality Index)2200, HDR10+ support, Bluetooth (BT5.2), Noise reduction, One billion color Atleast 3 HDMI, 2 USB With 02 Nos. 4K 10meter High Quality HDMI Cable (Version 2.1) With all accessories (wall mount stand & screws etc) of good quality</p> <p>Warranty: Official Local Warranty,</p> <p>Table Speaker Set</p> <p>Blue Tooth, USB, SD/MMC Card Slot, wireless remote control, Hi-Fi Sub-Woofer 4" Bass Duct2.1 Channel Sound.</p> <p>Document Visualizer</p> <p>A3 size 1 Adjustable arm/mechanical design for flexible positioning Built-in LED light system with adjustable brightness Flicker-free illumination Anti-glare support for glossy documents HDMI output (mandatory) VGA output (optional but preferred) USB (Type-A/Type-B) for PC connectivity High-resolution camera (minimum 8 MP) Optical zoom: ≥12x, Digital zoom: ≥8x Auto/Manual focus with one-touch autofocus Frame rate: 30 fps or higher,</p> <p>Internet Connection 30 MB (Shared)</p> <p>Video Conferencing ID Trueconf user IDs for video conferencing via Peshawar High Court, Peshawar Trueconf Server IP</p>
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Lot # 6 Stationary Items

1	White Paper size 8.5x13 (80 gm) Premium Quality	As per Available budget
2.	White Paper (photostat) size 8.5x13 (70 gm) Premium Quality	
3.	Pencil	
4.	Marker Permanent (Blue, Black Red)	
5.	Stapler Machine 24/6	
6.	Stapler Pin 24/6	
7.	Squash Tap & Stand	
8.	Paper Flags/Sticky notes (three colours)	

9.	File Tags		
10.	Paper Pins		
11.	High lithers		
12.	Stamp pad with ink		
13.	Eraser/Rubber		
14.	Sharpeners		
15.	Fluids		
16.	Ball Points (Blue, Black & Red)		
17.	Fluid Pen		
18.	Gum Sticks		
19.	File Covers (VIP)		
20.	Uni Ball (black)		
21.	Steel Ruler		
22.	Short hand note book		
23.	Simple Register		
24.	Stapler pin opener		
25.	Envelops (small, medium, large size)		
Toners			
1.	79-A		As per Available budget
2.	26-A		
3.	107-A		
4.	106-A		
5.	17-A		
6.	19-A		
7.	36-A		
8.	85-A		
9.	110-A		
10.	35-A		
11.	Xerox WorkCentre (5021) Toner		

Lot # 7 Others Miscellanies Items:

1.	Bulbs (Energy Savers 30 & 50w)	As per Available budget
2.	Tissue Papers	
3.	Phenyl	
4.	Marp alongwith sticks	
5.	Sweeps	
6.	Dish Wash liquid	
7.	Room Spray/Air freshener	
8.	Dust bin	
9.	Cleaning brush	
10.	Wipers	
11.	Hand Wash	
12.	Extension Board	
13.	Paper punch and Awl (Sumba)	
14.	Basket for Bail points & Pens	
15.	Red Cloths for record room	
16.	Paper Weight	
17.	Card Reader	
18.	Mask	
19.	Sound System for courts (amplifier + 02 Mics & Speakers)	
20.	Plastic Water Cooler (15lts)	

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. Bids will be evaluated on scoring basis of each lot as per Annexure "A".
The requirements for Tender for Stationary & Others Miscellanies Items, only S. Nos 1,2,7,9 and 14 of Annexure A shall be followed.
The requirement of Tender for the remaining items shall be the same as mentioned in the bidding documents of Annexure A. The Technical Bids must include.
 - i. Valid income tax and sale tax registration (Active Status).
 - ii. Affidavit of non blacklisting.
 - iii. Authorization letter from manufacturer (for Machinery and I.T).
 - iv. Proof of similar contracts executed in the last three years in Government Institution/Departments.
 - v. Details of Technical Staff.
2. The bidders must submit the proposals through EPADs and as per specified procurement method Single Stage Two Envelops Process.
3. The proposals must contain a transmittal letter on the bidder's letterhead, duly stamped.
4. The Financial proposal should be on the name address and contact details of the addressees and the addressors.
5. The proposal shall contain sales tax registration certificate.
6. 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.
7. 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.
8. The proposals should be in accordance with specification(s).
9. Response time: all bidders shall submit proposals till closing date and time. No proposal in any case shall be accepted after the deadline.
10. The bidder shall submit an affidavit that he/she has never been blacklisted under any of the provision of this Act or any other law in respect of or relating to public procurement, including any rules, regulations, orders or instructions made in this behalf and for the time being in force.
11. The bidder must quote all items in a Lot failing of any single item quoted will lead to disqualification of bid.

12. The Supplier shall deposit with the Procuring Entity a bid security @ 2 % of each item/full lot in the shape of CDR. The proof of CDR must be placed in financial proposal and the original will be deposited with Procuring Entity. A certificate stating "Bid Security included must be placed in the technical proposal".
13. The bid security money so deposited shall be returned after signing the contract (s).
14. The procuring entity may reject one or all such proposals, which are unclear or does not adhere to these instructions.
15. 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.
16. Contract will be signed with the successful bidders and its terms and conditions will govern the executive of the contract.
17. 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).
18. The goods will be inspected by the committee at Judicial Complex, Charsadda.
19. 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.
20. 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.
21. Disputes will be settled by the Grievance Redressal Committee mechanism as per section 35 of KPPRA Act 2012 and Grievance Redressal Rules 2017.
22. The supplier will indemnify the procuring entity against claims for infringement of patent, design, or trademark rights.
23. The supplier can't sub-let or assigns the contract without written permission from the procuring entity.
24. Neither party will be liable for obligations suspended due to events beyond their control, such as natural disasters or wars.

25. The agreement will be governed by KPPRA Act 2012 and KPPRA Rules 2014.

26. 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 online through EPADs.
- b) Samples for stationery and other miscellaneous items must be submitted on the day of technical opening. For all other items, samples shall 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 for 90 days from the date of bid opening, extendable as per rule 30 KPPRA.
- f) Quotations must be submitted on or before the given time and date to Chairman, Procurement Committee, Sessions Courts, Charsadda through EPADs.
- g) No late quotation for any reason whatsoever will be considered.
- h) The quote(s) must be accompanied with a bid security valuing 2 % of the total quoted price.
- i) NTN certificate shall be enclosed.
- j) Each supplier can only submit one offer / quote for an item.
- k) The quotation must carry the authorized signatures of the representative of the supplier.

- l) All the Items must be in brand new condition.
- m) The aggrieved firms/bidders may file appeal/complaint to Grievance Redressal Committee within three days of the technical evaluation.
- n) The Procurement Committee, Sessions Courts, Charsadda has the right to accept or reject any or all offers without assigning any reason thereof.



Ms. Tahira Zainab Malik
Senior Civil Judge (Family),
Charsadda
(Member)



Ms. Qura-Tul-Ain,
Senior Civil Judge (Judl),
Charsadda
(Member)



Mr. Muhammad Ali
Superintendent Sessions Court,
Charsadda
(Member)



Mr. Hamid Ali
Computer Operator
Sessions Court, Charsadda
(Member)



Akbar Ali
Addl. District & Sessions Judge - IV/
Chairman Procumbent Committee
Charsadda

Name of Firm				
Representative				
Signature				
SNO	SUB PARAMETER	MAX. MARKS	OBTAINED TECHNICAL	OBTAINED FINANCIAL MARKS
	Legal Requirement			
1	Compliance to Purchaser's Specifications, Fully complied with the required specifications (total 05 marks), Half Specs (02 marks)	5		
2	company's profile, & company's registrations, Firm must be Registered and have company's profile registered Firm (05 marks) Unregistered firm (2)	5		
3	HR Capabilities, Engineers (05 Marks) DAE Technician or below (02)	5		
4	Work shop Facility (Availability of After sales services) 01 for each franchise (total max 05 marks)	5		
5	ISO Certificate (ISO certified firm (05 marks) un certified (total 02 marks)	5		
6	OEM authorized Dealer Manufacturer Authorization Certificate (05 Marks) partnership Deed with manufacturer, Un Authorized Dealer (02 Marks)	5		
7	Taxes Certificate Firm must be Active tax payer (02 Marks), Max payer (01 Mark) GST tax Payer (01 Mark). Professional Tax payer (01 Mark)	5		
8	satisfactory /Completion certificate for each quoted equipment from the public sector institutions within Pakistan (01 Marks for each certificate) (total 05 marks)	5		
9	KPPRA Registered (total 05 marks)	5		
10	The firm registered with PEC (total 05 marks)	5		
11	Work completed with Judiciary Minimum 03 projects & 01 marks each project (total Max 05 marks)	5		
12	only QCR Audit Reports Financial Audited Annual Statement 01 marks for each year (total Max 05 marks)	5		

13	Bank statement of Minimum last 03 year as 01 mark for each year with the Bank credit statements (total Max 05 marks upto 05 years)	5		
14	Undertaking on judicial stamp for Full CDR @2% (05 marks)	5		
	Total Marks (Technical)	70		
	Minimum Qualifying Technical Marks 55			
	Obtained Marks in Technical			
	Total Marks (Financial)	30		
	Obtained Marks in Financial			
	Grant Total Marks (Technical + Financial)			
	Remarks			