



Power Information Technology Company

To harness the potential of Information Technology as a key contributor

In the development of Power Sector of Pakistan

405 Wapda House, Lahore- Ph: 042-99202666 Fax: 042-99202799



No. PITC/G-224/ 4679-81

Dated: 16-06-2026

List Attached

SUBJECT:- LETTER TO CALL QUOTATIONS FOR PROCURING IT EQUIPMENT

Reference:- Q01-06/2026

This office intends to procure IT Equipment. Please quote unit rate inclusive of all taxes as per following specifications:

1. **SPECIFICATIONS:**

In Bill of Quantity at ANNEXURE-A

2. **INSTRUCTIONS TO THE BIDDER:**

- 2.1 You are required to submit a sealed quotation with Unit Rate inclusive of all taxes against above specifications.
- 2.2 The last date of the receipt of Quotations is **29-06-2026** up-till 11.00 am.

3. **DELIVERY PERIOD:**

Items be delivered within 10 days from the date of issuance of Purchase order.

4. **WARRANTY:**

You will furnish a full comprehensive warranty certificate, certifying that items supplied conform exactly to the specifications laid down in the Annexure-A and that in event of the items being found defective at the time of delivery and for a period of warranty minimum one (1) year you will be held responsible for all losses and that the faulty equipment shall be substituted with the alternate equipment at your expense and cost.

5. **PERFORMANCE SECURITY**

You shall deposit 5 % of the total amount of the supplied items, in shape of Bank Draft or Bank Guaranty issued by any scheduled Bank in favour of PITC as security otherwise the same shall be deducted from your invoice and shall be released after completion of warranty period.

6. **TERMS OF PAYMENT:**

100 % payment shall be made for the items supplied upon submission of following documents:-

1. Sales Tax Invoice in triplicate having NTN.
2. Inspection Certificate issued by Chief Executive Officer (PITC) or his representative.
3. Warranty Certificate if applicable.
4. Non – Payment Certificate.
5. 5% performance security certificate.

Amjad
16/6/26
DM (PCM)
PITC

Copy to:

- 1- Director Finance (PITC).
- 2- Notice Board.



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Bill OF Quantity

ANEXURE-A

Sr. No	Item Description	Qty.	Unit Rates without Taxes (Rs)	Unit Rates with all Taxes (Rs)	Total Amount with all Taxes (Rs)
1	<p><u>Printer (first hand/new)</u></p> <ul style="list-style-type: none">• Features/Specs: Monochrome Laser Printer ,• Print Speed: Minimum 40 pages per minute (A4 size).• Print Resolution: Minimum 600 × 600 dpi or higher.• Processor Speed: Min. 1.0 GH ,• Memory: Min. 256 MB.• Automatic Duplex Printing: Built-in automatic double-sided printing facility• Supported Media Sizes: A4, A5, A6, Letter, Legal, Executive and envelopes.• Connectivity: a) High-Speed USB 2.0; b) Gigabit Ethernet (10/100/1000 Mbps); and c) Dual-band Wi-Fi (2.4 GHz and 5 GHz).• Mobile Printing Support: Compatibility with standard mobile printing protocols.• Display Panel: Built-in LCD or equivalent display• Consumables: Toner cartridge and imaging components shall be readily available in the local market.	2			
2	<p><u>Scanner (first hand/new)</u></p> <ul style="list-style-type: none">• Type: Sheet-fed document scanner suitable for office use.• Scanning Mode: Color, grayscale, and monochrome scanning. Scan Resolution: Minimum 600 × 600 dpi optical resolution.• Scanning Speed: Minimum 40 pages per minute (ppm) and 80 images per minute (ipm) for duplex scanning at 200/300 dpi.• Duplex Scanning: Built-in single-pass automatic duplex scanning capability.• Automatic Document Feeder (ADF): Minimum 50-sheet input capacity.• Connectivity: High-Speed USB 3.0 or higher.• Multi-Feed Detection: Ultrasonic or equivalent double-feed detection mechanism to prevent document loss.• Optical Character Recognition (OCR): a. Searchable PDF creation. b. OCR support for editable document generation.	1			

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