

**ANNUAL MAINTENANCE CONTRACT  
FOR ADF SCANNERS**

Technical and financial bids on "Single Stage-Two Envelope Basis Bidding Procedures" are invited from the well reputed organizations/companies for Annual maintenance Contract for ADF Scanners in the branches/offices/sub-offices and Head Office of The Bank of Punjab countrywide as per following details:-

**ANNUAL MAINTENANCE CONTRACT FOR ADF SCANNERS :**

1. Bid documents may be obtained free of cost against written request through email at [procurement@bop.com.pk](mailto:procurement@bop.com.pk) on any working day (Monday to Friday) between **9:00 AM to 05:00 PM** till **03-12-2020**.
2. The Sealed Bid must be addressed to Head Centralized Procurement, Head Office, and should be received at CPD, 1st Floor, BOP Tower, 10-B, Block E/II, Main Boulevard, Gulberg III, Lahore and be dropped in a Bid Box available/ placed there for this purpose on or before **04-12-2020 (till 11:00AM)**.
3. The words "Technical bid" & "Financial bid" should be clearly marked on each sealed envelope.
4. Technical Bids will be opened by a Committee on the same day i.e. **04-12-2020 at 11:30 AM**, in the presence of bidders or their authorized representatives who wish to attend the bid opening process. Financial Bids of only technically qualified bidders shall be opened on a date/time to be announced subsequently. Financial bids of bidders not qualified shall be returned unopened.
5. The bid security, minimum 2% of the estimated cost must be submitted with technical bid in the form of Call Deposit Receipt (CDR) in favor of The Bank of Punjab.
6. Incomplete/conditional bids and bids bearing cutting/overwriting without authentication will not be considered.
7. Price must be quoted inclusive of all taxes.
8. Valid NTN and GST Registration are mandatory requirement to apply.
9. This Advertisement is also uploaded on the both websites of PPRA ([www.ppra.punjab.gov.pk](http://www.ppra.punjab.gov.pk)) and BOP ([www.bop.com.pk](http://www.bop.com.pk)).
10. Bank will not be responsible for any cost incurred in submission of documents.

**Head Centralized Procurement, Head Office  
The Bank of Punjab, 1st Floor, BOP Tower,  
10-B, Block E/II, Main Boulevard, Gulberg III, Lahore  
Ph: 042-35783670, 35784094  
Email:- [procurement@bop.com.pk](mailto:procurement@bop.com.pk)**