



# THE BANK OF PUNJAB

## RENEWAL OF MICROSOFT ENTERPRISE AGREEMENT

Technical and financial bids on the “Single Stage-Two Envelope Bidding Process” are invited from well-reputed organizations/companies for the Renewal of Microsoft Enterprise Agreement as per the following details: -

1. Bid documents are immediately available at E-Pads portals (<https://punjab.eprocure.gov.pk/>) and the PPRA website after this publication and may be obtained/download free of cost.
2. The Applicants/Vendors are advised to follow both processes i.e E-Pads portals and Physical bid submission (Both are Mandatory). For physical submission, Bids must reach to Head Centralized Procurement, Head Office, 1st Floor, BOP Tower, 10-B, Block E/II, Main Boulevard, Gulberg III, Lahore and be dropped in a Bid Box available/placed for the purpose, on or before **08-10-2024** (till 11:00 AM) as per specifications mentioned in tender documents.
3. The words “Technical bid” & “Financial bid” should be clearly marked on each envelope.
4. Technical Bids will be opened by a Committee on the same day i.e. **08-10-2024** 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 which may not qualify shall be returned unopened.
5. The bid security minimum 2% of the estimated cost with technical bids must be submitted to Head CPD before submission time in the form of Call Deposit Receipt (CDR)/UC in favor of The Bank of Punjab.
6. Incomplete/conditional bids and bids bearing cutting/overwriting without authentication will not be considered.
7. Prices must be quoted inclusive of all applicable taxes and delivery charges.
8. Valid NTN / GST Registration Certificates are required with the bid.
9. This Advertisement is uploaded on websites of PPRA ([www.ppra.punjab.gov.pk](http://www.ppra.punjab.gov.pk)), BOP ([www.bop.com.pk](http://www.bop.com.pk)) and E-Pads portals (<https://punjab.eprocure.gov.pk/>).
10. The Bank will not be responsible for any cost incurred in the submission of documents

### Head Centralized Procurement

The Bank of Punjab, 1st Floor, Head Office BOP Tower, 10-B, Block E/II,  
Main Boulevard, Gulberg III, Lahore.

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