

## **Procurement/True up of Microsoft Licenses under Enterprise Agreement**

Technical and financial bids on "Single Stage-Two Envelope Basis Bidding Procedures" are invited from the well reputed organizations/companies for purchase/True up of Microsoft Licenses under Enterprise Agreement as per following details:-

### **Purchase/True up of Microsoft Licenses under Enterprise Agreement**

1. Bid documents are immediately available after publication of this advertisement and 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 09:00 AM to 05:00 PM till 29-1-2018.
2. The Bid must be addressed to Head Centralized Procurement and should received at CPD, Head Office, 1st Floor, BOP Tower, 10-B, Block E/II, Main Boulevard, Gulberg III, Lahore on or before 30-1-2018 (till 11:00AM).
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. 30-1-2018 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 do not qualify technically shall be returned unopened.
5. The bid security, minimum 2% of the estimated cost in PKR must be submitted in the form of Call Deposit (CDR) in favor of The Bank of Punjab with technical bid.
6. Incomplete/conditional bids and bids bearing cutting/over writing without authentication will not be considered.
7. Prices must be quoted inclusive of all taxes.
8. Valid NTN / GST Registration Certificates required with the bid.
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  
The Bank of Punjab  
1<sup>st</sup> Floor, Head Office BOP Tower,  
10-B, Block E/II, Main Boulevard  
Gulberg III, Lahore  
Ph: 042-35783717  
Email [procurement@bop.com.pk](mailto:procurement@bop.com.pk)**