

No.F.1-7/2025-26/ALP-Project (AE-0094)/AEI  
National Agricultural Research Centre  
Directorate of Procurement

**INFORMATION AND INSTRUCTIONS FOR THE BIDDERS TO PARTICIPATE IN**

**NARC Tender Notice No.F.1-7/2025-26/ALP-Project (AE-0094)/AEI**

Procurement & Installation of Laptop & Printer under ALP-Project, Development and Promotion of Chili Harvesting Technology for Small Farmers (AE-0094), Agricultural Engineering Institute, NARC

**Issue Date: 16-04-2026**

**Opening Time at 11:30 Hours on Monday, 4<sup>th</sup> May, 2026  
at NARC, Islamabad**

**ISSUED BY**

**DIRECTORATE OF PROCUREMENT**

PARC - National Agricultural Research Centre

Park Road, Chak Shahzad, Islamabad

ISLAMABAD – PAKISTAN

Phone No: 051-90733046 - 48

**Tender Fee: Rs. 3000/-**

No.F.1-7/2025-26/ALP-Project (AE-0094)/AEI  
National Agricultural Research Centre  
Directorate of Procurement

Issue Date: **16/04/2026**  
Due date: **04/05/2026**

Receiving Time: **11:00 am**  
Opening Time: **11:30 am**

**TENDER NOTICE**

National Agricultural Research Centre (NARC) invites bids from the firms registered with GST/Income tax Department GOP, PPRA, E-PADS portal for procurement & installation of Laptop & Printer for ALP-Project, Development and Promotion of Chili Harvesting Technology for Small Farmers (AE-0094), Agricultural Engineering Institute, NARC as per detail given in tender document through E-PADS.

The eligible firms, companies may participate in bidding process on the terms and conditions given in the tender document which can be downloaded from EPADS. Tender Document may be downloaded from EPADS or collected from Procurement Department, NARC, Islamabad on payment of bank/demand draft amounting to **Rs.3000/-** (non-refundable) in favor of PARC, Islamabad along-with request on firms letter head pad. Procurement will be conducted through EPADS [www.eprocure.gov.pk](http://www.eprocure.gov.pk). The bidder must submit the bid security both physically and online before the deadline as per rule 25 of PPRA-Rules, 2004, amounting to **Rs.47806/-** in the shape of Bank Draft / Pay Order in favor of NARC, Islamabad.

Bids shall be valid till 30-06-2026. In case of unsuccessful bidders, Earnest Money (Bid Security) will be released/returned within a fortnight and in case of successful bidder the same shall be released on furnishing of performance security equivalent to **4%** of the total amount of contract.

Bids will be opened at NARC, Islamabad at 11:30 hours in the presence of bidders or their nominated representative who choose to be present. Procuring agency reserves the rights to reject bid(s) in terms of Rule 33 of PPRA Rules 2004. In case public holiday occurs on the day of opening of the tender, the same shall be held on the next working day. This tender notice is available on PPRA / EPADS Website [www.ppra.gov.pk](http://www.ppra.gov.pk) and PARC website [www.parc.gov.pk](http://www.parc.gov.pk). NARC may decrease or increase the quantity of items or may revise it as deemed appropriate.

**(WIQAR AHMAD)**

Director

Phone No: 051-90733046-48

No.F.1-7/2025-26/ALP-Project (AE-0094)/AEI  
National Agricultural Research Centre  
Directorate of Procurement

Name of Items & Specification for Procurement & Installation of Laptop & Printer for  
ALP-Project, Development and Promotion of Chili Harvesting Technology for Small  
Farmers (AE-0094), Agricultural Engineering Institute, NARC

Sr.	Description	Quantity
01	<b>Laptop:</b> The brand must be one of the top global manufacturers (preferably Lenovo, or Dell, HP or Equivalent) with a published presence ≥ Windows 11. ≥ Intel® Core Ultra 9 275HX, 24C (8P + 16E) / 24T, Max Turbo up to 5.4GHz, 36MB Processor. NVIDIA® GeForce RTX™ 5070Ti 12GB GDDR7 Graphics. ≥ 32 GB DDR5 RAM. 1 TB M.2 SSD PCIe®Gen5. 16" WQXGA OLED LED 240Hz Display HDR™ True Black 1000 display. Intel® HM870 Chipset. Wi-Fi 7 2x2 BE 320MHz. Bluetooth® 5.4. 2.5GbE (RJ-45) Ethernet. Power adapter with connector. Official brand warranty: at least 1 year. Condition: NEW. Reference Model: Lenovo Legion Pro 7i (161AX10H) or equivalent. Online Verification: The specific unit supplied must have a Unique Service Tag (ST) / Serial Number (SN) that can be verified directly on the Principal Manufacturer's official website for warranty status and original factory configuration.	01Unit
02	<b>Printer (3 in 1 MFP):</b> The brand must be one of the top global manufacturers (preferably HP, or Cannon or Equivalent) with a published presence Color LaserJet technology. Multifunction Printer (MFP) (Printer, Scanner, Copier, Fax). Print resolution: ≥ 600 x 600 dpi. Print speed (Letter): Up to 35 ppm. Print speed (A4): Up to 33 ppm. Print speed color (ISO): Up to 33 ppm. Scan resolution: ≥ 1200 x 1200 dpi. Processor: ≥ 1200 MHz. Memory: ≥ 512 MB. Connectivity: USB; Ethernet. Duplex printing: Automatic. Reference Model: HP Color LaserJet 4303FDW MFP or equivalent. Online Verification: The specific unit supplied must have a Unique Service Tag (ST) / Serial Number (SN) that can be verified directly on the Principal Manufacturer's official website for warranty status and original factory configurations.	01Unit

**NOTE: In case of any query OR information required, please contact Mr. Hadeed Ashraf, Project Incharge Phone No: 051-90733611)**

**(WIQAR AHMAD)**

Director

Phone No: 051-90733046-48

No.F.1-7/2025-26/ALP-Project (AE-0094)/AEI  
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Procurement & Installation of Laptop & Printer for ALP-Project, Development and Promotion of Chili Harvesting Technology for Small Farmers (AE-0094), Agricultural Engineering Institute, NARC

**Format for Submission of Bid/Quotation (Technical Bid)**

Sr.	Description	Make/Model/Cat No./Country/Origin	Quantity

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**Name/Signature with Stamp of Firm/Company**

**NOTE:** This is only a sample and not to use it. Submit your bid on your company letter pad.

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Procurement & Installation of Laptop & Printer for ALP-Project, Development and Promotion of Chili Harvesting Technology for Small Farmers (AE-0094), Agricultural Engineering Institute, NARC

**Format for Submission of Bid/Quotation (Financial Bid)**

Sr.	Description	Make/Model/Cat No./Country/Origin	Quantity	Unit Price (including taxes)	Total Price (including taxes)

**Summary of Bid**

Agreed upon the followings

1. Bid validity up to 30-06-2026 for completion of tender/supplies as may deem appropriate by Competent Authority, PARC.
2. Warranty period/after sale service/backup support/maintenance/parts etc.
3. Earnest money (Given Fix amount), CDR/Pay Order/DD No. \_\_\_\_\_  
date \_\_\_\_\_ Bank Name/Account \_\_\_\_\_
4. Quoted Bid Amount Rs. \_\_\_\_\_
5. Total GST % Rs. \_\_\_\_\_
6. Net Bid Amount inclusive GST/Taxes Rs. \_\_\_\_\_
7. Earnest money Rs. \_\_\_\_\_

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**Name/Signature with Stamp of Firm/Company**

**NOTE:** This is only a sample and not to use it. Submit your bid on your company letter pad.

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**STANDARD TERMS & CONDITIONS**

**Instructions to Bidders**

National Agricultural Research Centre (NARC), Islamabad invites bids from the firms registered with GST/Income Tax Department GOP and fulfills the prescribed terms and conditions for procurement & installation of laptop & printer for ALP-Project, Development and Promotion of Chili Harvesting Technology for Small Farmers (AE-0094), Agricultural Engineering Institute, NARC as per required specifications given in the tender document or as may be deemed appropriate by TOC/End Users. However, payment of applicable GST / Other Taxes shall be the responsibility of firm / supplier concerned. The rates quoted must remain valid up to 30<sup>th</sup> June, 2026.

The payment of procured equipment will be made out of the budget of ALP-Project, Development and Promotion of Chili Harvesting Technology for Small Farmers (AE-0094), Agricultural Engineering Institute, NARC FY 2025-2026, subject to inspection/ acceptance of supplies by the end users/ inspection committee. The supply/installation of items/equipment should be completed on receipt of confirmed supply order within given time mentioned in the supply order or within extended time if any provided by PARC. Partial payment or partial delivery of items will not be allowed/accepted

If the firm / supplier makes delay in supply within stipulated period, 0.2% late delivery (LD) charges per day will be deducted/claimed on the total amount/supply order. The firms must submit complete literature, brochure, catalogue, warranty etc along with technical bid.

An earnest money Rs.47,806/- fixed amount in shape of Bank Draft (CDR) or Pay Order through Bank in favor of NARC, Islamabad may be enclosed with the technical bid along-with non black listing certificate on stamp paper otherwise bid without earnest money or containing less earnest money as well as conditional bids or any quotation/bid received after expiry of time given in the tender notice shall not be accepted/entertained. The price of each item should be quoted in Pak rupees with GST (where applicable) otherwise incomplete bid will not be entertained and will be at the discretion of tender committee / competent authority. Hand written bid/documents may be avoided.

The supplies are subject to the deduction of income tax unless an exemption certificate is provided from the income tax department. The acceptance of equipment/ machinery will be as per-quoted specification as may be selected by end user/committee. The inspection will be conducted at NARC, Islamabad after the completion of supplies & installation.

Chairman, PARC reserves the right to reject all or any bid / proposal as per provision given in PPRA rules. In case of any dispute/ambiguity in any matter with any supplier(s), the Chairman, PARC has the discretion to solve/settle the matter/dispute as an authority/arbitrator in the case and if it further feels necessary, a grievance committee will be constituted.

Interested firms/suppliers/manufacturers are requested to submit their bids containing the following information duly supported by necessary documents.

a)	Full name of firm/suppliers/manufacture, phone/e-mail, specific business activity, other branches, past experience years/months.
b)	The price must be quoted with applicable GST/Tax, accurately otherwise committee as its description can reject the said proposal(s) in bidding process.
c)	Qualification of supplier/ manufacturer/ firms will subject to physical verification of workshops/setup regarding procurement of equipment where deem necessary.
d)	Detail/list for such supply already conducted / accomplished during last 02 years along with experience may be provided. An Undertaking (Affidavit on Stamp) from the bidder/supplier will also be required that firm is not black listed or not involved in any litigation legal inquiry with any of private/ public department/procuring agency PARC/NARC.
e)	Attested Photocopy of computerized National Identity Card.
f)	NTN registration certificate and copy of last year paid income tax and GST return copies (Preferably).
g)	Firm/suppliers profile managerial capability and list of staff.
h)	Date of establishment and particulars of registration with Government, Semi Government and Autonomous bodies.
i)	The previous experience/work orders for execution of said work already perform may be provided with the bid.
j)	Procurement shall be conducted as per PPRA Rules. Warranty and after sale service/ maintenance of supplied items, equipment, material /parts as per tender specifications from the acceptance date of delivery by NARC (applicable). 4% performance guarantee will be furnished by the successful bidders for the period of one (01) year in shape of Bank Draft, CDR or Pay Order issued by scheduled Bank in favor of <b>“PARC Retention Money A/C No. 1103-6”</b> at the time of payment.
k)	If firm/company does not complete the supply within the given time, the procuring agency has right to forfeit the earnest money.

### **Bid Evaluation Criteria (Rule 36b of PPRA Rules 2004)**

The bids shall be evaluated by tender committee on the basis of technical specifications and financial proposals as under: -

- i). The “Technical Proposals” will be opened first by the tender committee in the presence of bidders or their nominated representatives at the occasion of tender opening date at NARC on EPADS.
- ii). After technical evaluation, the evaluation report will be uploaded on EPADS and the date and time for opening of financial bids will be communicated subsequently to all such responsive firms.
- iii). Tender opening and evaluation committee/procuring agency shall make recommendations in a form of comparative statement both for technical and financial duly signed by members of committee for procurement of items/equipment under the tender for award of work order etc.
- v). Any fake information or fake document/statement/CDR/pay order etc., if found/proved during scrutiny or at later stage, the action will be initiated in light of provision/instruction given in PPRA Rules.
- vi). Complete supplies / delivery of equipment with accessories will be installed/delivered by the supplier at Central Store, National Agriculture Research Centre (NARC), Park Road, Chak Shahzad, Islamabad.

**(WIQAR AHMAD)**

Director

Phone No: 051-90733046-48