




TENDER NOTICE

Senate Secretariat invites sealed bids on Single Stage-Two envelope procedure from well reputed Firms/ Vendors for Commissioning, Configuration and installation of Archiving Solution along with relevant IT Equipment including 05 Auto Document Feeder (ADF) Scanner, 02 Book Scanner, 04 Bar Code Scanners, 01 Bar Code Printer and Document Digitization & Archival Management Software on the following terms and conditions:-

- i. Firm/ Vendor should be income Tax/GST registered and on the Active Tax Payer List (ATL) of FBR.
 - ii. Firm/ Vendor must be based at Islamabad/Rawalpindi and having three-year experience for document digitization and management services.
 - iii. Firm/ Vendor must not be black listed by any Government during last three years.
 - iv. Senate Secretariat reserves the right to accept/reject the proposals or cancel altogether the tendering process at any stage under PPRA Rules.
 - v. Senate Secretariat reserves the right to increase or decrease the quantity of the items.
2. The bid documents containing terms and conditions, Technical and Financial criteria, details of specifications can be obtained (free of cost) from the reception of the Senate Secretariat, Parliament House, Islamabad on written request during office hours.
3. The bids should reach the office of the undersigned on 12-12-2022 at 11:00 a.m. which will be opened on the same day at 11:30 a.m.
4. For any query/information, please contact Mr. Mukhtar Ahmed Siddiqui, Assistant Director (IT), Senate Secretariat on Telephone No. 051-9204152 during office hours.


(MUHAMMAD ZUBAIR SALEEM)
Assistant Director (IT)
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