

NATIONAL UNIVERSITY OF MODERN LANGUAGES  
H-9 ISLAMABAD  
TENDER NOTICE

Sealed tenders are invited from well reputed and GST registered firms for supply, installation, configuration and commissioning of OMR (Scanning device) and data capturing software at the Main Campus, Islamabad.

The tender documents, wherein terms & conditions and other details are given, can be obtained from office of the undersigned OR can be downloaded from NUML's website ([www.numl.edu.pk](http://www.numl.edu.pk)) against payment of non-refundable fee of Rs. 5,000/- in shape of Bank Draft/Pay Order. Bank draft/Pay Order must be provided at the time of bid submission and bid will not be accepted without non-refundable fee. 5% earnest money of the project will be provided in the shape of separate Bank draft/CDR.

The tender must reach "**Administration Branch**" Jinnah Block in sealed envelope at 1100 hrs on 12<sup>th</sup> Dec 2023 which will be opened on the same day at 1130 hrs in presence of the available bidders.

The University reserves the right to reject all the bids or proposals at any time prior to the acceptance of a bid or proposal.

This tender notice is also available on PPRA and NUML websites.

Director IT  
Tele: 9265100  
Ext: 2701 & 2703

**NATIONAL UNIVERSITY OF MODERN LANGUAGES**  
**ISLAMABAD**

**TENDER DOCUMENT FOR OPTICAL MARK RECOGNITION (OMR) SCANNING DEVICE AND DATA CAPTURING SOFTWARE AT MAIN CAMPUS, ISLAMABAD ON TURNKEY BASIS**

**Note**

- The bidding firms are bound to fill the rates only in the attached tender form (Page# 2).
- The responses shall be according to the PPRA rule 36(a), (**Technically Qualified, Financially Lowest**)

**TERMS AND CONDITIONS: -**

1. All the potential bidders are advised to read carefully all the terms and conditions prior to submission of their bids. The bids must accompany a covering letter indicating acceptance of all clauses and instructions of the tender.
2. Tender shall be sent in a sealed envelope addressed to the Director Administration, National University of Modern Languages, H-9, Islamabad which must reach on the date and time as published in the tender notice.
3. Bank Draft/Pay Order of the amount equal to 5% of the total cost in favour of Rector NUML, Islamabad must accompany the bid as Earnest Money.
4. Earnest money of the successful bidder will be released after satisfactory supply, installation, configuration and training of the requisite solution.
5. Warranty period of the equipment shall be one year (12 Calendar months or more as provided by the manufacturers) and technical support when required. Please mention the warranty details provided by the manufacturer (if any).
6. The successful bidder shall be responsible to maintain the equipment, during the warranty period and **10%** of the total bill shall be retained as security, which will be released after satisfactory completion of the warranty period, whereas, the warranty will start from the date of successful installation, testing and training of the solution on client side.
7. An engineer of the firm will visit the site within 24 hours to remove the fault free of cost and provide relevant support/assistance during the warranty period.
8. The rates quoted shall be in PAK Rupees including all taxes and shall be valid for 90 days; however, the project must be completed within 60 days after placing order. In case of failure to delivery in the specified time period, a penalty @ 0.1% of the contract amount will be imposed on daily basis for the total number of days delayed. However, the penalty should not exceed than 10% of the total contract amount.
9. An affidavit (on Stamp Paper) to affirm that the firm is not blacklisted by any Government/semi Government organization.
10. NUML will not allow any compensation to the Selected Bidder for any variation in the exchange rate of Rupee against Dollar or any other currency. No additional claim arising out of change in legislation, exchange rate variation or any sort of taxes will be entertained.
11. In case of non-provision of the desired solution, the firm will be blacklisted.
12. The firm must provide a proof of experience/JV of at **least 02 years** on the quoted solution in various Govt/Semi Govt institutions/organizations and provide Manufacturing Authorization Letter (MAL) of quoted item serial # **17 (i-b)**.
13. The University reserves the right to increase or decrease number of items while placing the order.
14. NUML reserves the right to reject all the bids/proposals at any time prior to acceptance of a bid or proposal without disclosing reasons.
15. In case of dispute, Rector NUML will act as the Arbitrator whose decision will be binding on both sides and will in no case be challengeable at any court of law.
16. Pre-conditions set by the contractor/bidder in addition to the abovementioned terms & conditions will not be accepted in any case.

**17. SUPPLY / INSTALLATION, CONFIGURATION, COMMISSIONING & TRAINING OF:**

S. #	Item Name	Qty.	Each at rate PKR (exclusive taxes)	Tax Rate (%)	Total (PKR) (inclusive taxes)
i.	<p><b>TURNKEY SOLUTION:</b></p> <p><b>a. Marking Software with OMR and OCR Features:</b>                      OMR Reading software with Inbuilt OMR Sheet Designer and sheet printing option required.                      100% OMR reading Accuracy                      Built-in OMR Reading accuracy validation function.                      Data Validation Features: Manual Verification / Validation powerful Functions to ensure 100% Reading Accuracy.                      Data Export to Excel in CSV and can be used with any database.                      Multi Subject / Multi Question Book Versions Test Function.                      License activation validity: Lifetime (Online Lifetime activation and Life Time License validity)                      Built-in sheet designing tool (OMR custom application designer).                      Multi Subject / Multi Question Book Support.                      1-Year technical support.                      Include Training on complete project                      Or equivalent.</p> <p><b>b. Optical Mark Recognition (OMR) and Data Capturing Device: QTY-01</b>                      70 ppm Speed, Scan Speed: 70 pages per min @300 dpi color /Grayscale, Black &amp; White or advance                      Daily Scanning Duty Cycle Up to 10,000 pages per day.                      Connectivity: USB 3.0 or higher                      Or equivalent.</p> <p><b>c. Computing/Processing Device (Dell/HP/Lenovo) or Equivalent: Qty-01</b>                      Intel Corei7, 13th Generation or latest                      RAM: 1x 16GB DDR4 (2666 MHz or higher) upto 32GB supported                      Hard Disk: 1x SSD Drive 512 GB                      Built-in 1 Gbps LAN Card                      Graphic Card: 1x 256 MB (Nvidia GeForce)                      Operating System: DOS  <b>LED:</b>                      LED Display: (23/24") or higher                      Availability of same display ports on CPU and LED with Cables.                      Keyboard, Mouse of same brand with standard accessories.</p>	01 Solution			

**Note:** Each and every page of this document must be signed and stamped by the authorised signatory of the firm. We, the under-mentioned firm, hereby undertake to abide by the abovementioned terms and conditions.

Name of Firm & Address \_\_\_\_\_ Telephone No. \_\_\_\_\_

GST No. \_\_\_\_\_ (Please attach a copy of GST Certificate)

Draft/Pay order No. \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

Issued by

Authorised person's name with Signature & firms Seal

Dated \_\_\_\_\_