

Tender Fee: Free of Cost

Request Information | Request Details

Inter Bank Funds Transfer (IBFT)

Transfer Details | Beneficiary Details

Debit Account No.	237941699
Debit Account Name	HOUSE BUILDING FINANCE COMPANY LIMITED
Credit Account No.	PK17HABB0004540013100701
Transaction Currency	PKR
Transaction Amount	28,200.00
Transaction Date	06/01/2026
Transfer Category	OTHERS
Purpose Of Payment	Vendor
Remarks	Paid 28200 to PPRA

Transaction ID : 6086870206

**Tender for Procurement of Laptop/s for HBFC Head office, Karachi.
Bid No. GSD/TEN/2026/01**

Bidding Document

Tender for Procurement of Laptop/s for HBFC Head office, Karachi.

Bid No. GSD/TEN/2026/01



Bid No. GSD/TEN/2026/01

Invitation for Bids (IFB)

Tender for Procurement of Laptop/s for HBFC Head office, Karachi

HBFC invites sealed bids reputed/ renowned GST registered suppliers to provide laptop/s for HBFC Head office.

Bids will be evaluated separately in terms of Rule 36 (a) of Public Procurement Rules-2004 i.e., “**Single stage-single envelope procedure**”. Bidding documents containing detailed BoQ / Scope of Work and Eligibility Criteria etc. can be downloaded Free of Cost from E-Pak Acquisition and Disposal System (EPADS) <https://eprocure.gov.pk> and HBFC website i.e., www.hbfc.com.pk This IFB is also available at PPRA website www.ppra.org.pk

Bids prepared in accordance with the instructions in the bidding documents containing Technical and Financial Proposals, must be submitted on EPADS below on or before **February 13th, 2026 at 11:00 am.**

The Bids along with Fixed Bid Security amounting to **PKR 20,000/- (Rupees Twenty Thousand Only)** in favor of **HBFC (NTN # 3098611-7)** in shape of a Pay Order / Bank Draft (Scanned copy) along with required documents must be submitted electronically through **PPRA EPADS Portal**. Only Original Bid Security must be submitted (hard form in a sealed envelope) on or before the submission deadline mentioned above.

All Bids will be opened through **EPADS** in the presence of HBFC Procurement Committee and representatives of the bidders who may wish to attend.

HBFC reserves the right to accept or reject any or all bids in accordance with relevant clause of Public Procurement Rules (PPR-2004).

Head - General Services Department
House Building Finance Company Limited
3rd Floor, FTC Building, Shahrah-e-Faisal, Karachi



General

1. Scope of Bid

HBFC invites sealed bids for from well reputed/ renowned GST registered suppliers to provide laptop/s for HBFC Head office, Karachi. Detailed Scope of Work at **Annexure – A**

Bidder/Firm, who is black listed by any government organization will not be eligible to participate in the bidding/procurement process.

2. Cost of Bidding

The Bidder will bear all costs associated with the preparation and submission of its bid and HBFC will in no case be responsible or liable for those costs.

Bidding Documents

3. Contents of Bidding Documents

Bidders are expected to examine all instructions, forms, terms, specifications, and other information in the Bidding Documents. Failure to furnish all information required by the Bidding Documents or submission of a bid not substantially responsive to the Bidding Documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.

4. Amendment of Bidding Documents

i. At any time prior to the deadline for submission of bids, HBFC may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, amend the Bidding Documents.

ii. Amendments will be provided in the form of Addenda to the bidding documents, which will be sent in writing to all prospective Bidders that received the bidding documents from the Company. Addenda will be binding on Bidders. Bidders are required to immediately acknowledge receipt of any such Addenda. It will be assumed that the Bidder in its bid will have taken the amendments contained in such Addenda into account.

iii. In order to offer prospective Bidders reasonable time in which to consider the amendment in preparing their bids, the Company may, at its discretion, extend the deadline for the submission of bids consistent with provision of Rule 27 of PPRA-2004.

Preparation of Bids

5. Bid Prices

The contract will be for the provision of laptop(s) for HBFC Head Office as described in **Annexure - A** and the bidder will fill in rates and prices for all items, accordingly. All bids will be quoted in Pak Rupee. Bids in any other currency will be rejected. The price quoted would be inclusive of all taxes levied by the local Authority/ Provincial Government/ Federal Government at the time of submission of bids. Any subsequent change in applicable direct/ indirect taxes/ duties levied by the government will accordingly be adjusted.



Submission of Bids

6. Deadline for Submission of Bids

- i. Bids must be submitted electronically through **PPRA EPADS Portal**. Only original Bid Security must be submitted (hard form in a sealed envelope) on or before the submission deadline mentioned above.
- ii. HBFC may extend the deadline for submission of bids by issuing an amendment, in which case all rights and obligations of the Company and the bidders pertaining to the original deadline will then be subject to the new deadline.

7. Late Bid

Any Bid received by the Company after the deadline will not be acceptable.

Bids Opening and Evaluation

8. Bid Opening

HBFC will open all bids in public, in the presence of bidders' representatives who choose to attend at the time, date and place specified in the Bid Data Sheet. Bidders' representatives will sign an attendance sheet as proof of their attendance.

9. Correction of Errors

HBFC for any arithmetic errors will check bids determined to be substantially responsive. HBFC, on the following basis will rectify arithmetical errors:

If there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price will prevail, and the total price will be corrected; if there is a discrepancy between the amounts in figures and in words, the amount in words will prevail. The amount stated in the Bid will be adjusted by the Company in accordance with the above procedure for the correction of errors and, with the concurrence of the Bidder, will be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, the Bid will be rejected, and the Bid Security may be forfeited.

10. Eligibility and Selection of Bids

The bids will be evaluated in terms of Rule 36 (a) of PPRA Rules. i.e., single stage – single envelope procedure. Bids will be evaluated as per the Compliance Based Eligibility Criteria at **Annexure – B**. Bidders must ensure to comply all the fields given in **Annexure – B**. If a bidder is unable to comply in any of the given field, their bid will be disqualified for further processing.

11. Client References

The bidder must mention the names and contact details of at least two (2) client references on prescribed format (**Annexure D**) who shall be able to provide information about services rendered by the firm.

12. Bid Security

The Bids along with Fixed Bid Security amounting to **PKR 20,000/- (Rupees Twenty Thousand Only)** in favor of **HBFC (NTN # 3098611-7)** in shape of a Pay Order / Bank Draft (Scanned copy) along with required documents must be submitted electronically through **PPRA EPADS Portal**. Only Original Bid Security must be submitted (hard form in a sealed envelope) on or before the submission deadline mentioned above.



Award Criteria

13. Award Criteria

The contract will be awarded to the most advantageous bidder whose bid has been found technically and financially compliant as per PPRA rules.

14. Company's Right to Reject All the Bids

The Company reserves the right to annul the bidding process and reject bids at any time prior to award of contract as per PPRA Rules.

15. Payment

Payments will be made by HBFC against the invoice/s raised along with performance/satisfactory certificate by the bidder by following the procedure in vogue.

100% payment will be made upon satisfactory delivery of laptop/s along with satisfactory certificate from HBFC.

16. Time Duration

Delivery of the laptop shall be completed within 10 working days after issuance of Purchase order. In case of any delay, the bidder must clearly justify and elaborate the reasons in the technical and financial proposals.

17. Liquidated Damages/ Penalty

Liquidated Damages / penalty at the rate of 0.2% per day on total amount of the Work Order/Purchase order will be imposed on delayed delivery / completion, or part thereof.

18. Code of Conduct

It is the Company's policy to require that Consultant/ Service Providers, Suppliers, and Contractor under Company-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. Under Rule 19 of PPRA-2004, the Company can blacklist bidders found to be indulging in corrupt or fraudulent practices. Such barring action will be duly publicized and communicated to the PPRA.

19. Integrity Pact

Pursuant to Rule 7 of PPRA-2004, bidders will be required to sign an Integrity Pact in accordance with prescribed format attached at **Annexure - E**.

20. Overriding Effect of PPRA-2004

Wherever, in conflict with these documents the stipulation of PPRA-2004 will prevail.



Bid Data Sheet

The following specific data for services to be acquired will complement, supplement or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein will prevail over ITB.

Instructions to Bidders (ITB)	
S#	Details
1.	Tender for Procurement of Laptop/s for HBFC Head office, Karachi. Ref No. HOK/GSD/2026/01
2.	<p><u>Contact Information and Communication</u> The contact detail for all correspondence in relation to this bid is as follows:</p> <p>Name: Mr. Fahad Shafique Designation: Manager Procurement – General Services Department (GSD) Email: fahad.shafique@hbfc.com.pk Address: House Building Finance Company Limited, Head Office, 3rd Floor, Finance & Trade Centre, Shahrah-e-Faisal, Karachi. Phone: +92 21 35641711-14, Ext.752</p> <p><u>Technical Contact:</u> Name: Mr. Javed Ali Khan Designation: Infrastructure - IT Department Email: javed.khan@hbfc.com.pk Address: House Building Finance Company Limited, Head Office, 3rd Floor, Finance & Trade Centre, Shahrah-e-Faisal, Karachi. Phone: +92 21 35641711-14, Ext.790</p>
3.	Bidder/Firm, who is black listed by any government organization will not be eligible to participate in the bidding/procurement process.
4.	The bids will be evaluated in terms of Rule 36 (a) of PPRA Rules. i.e., Single stage – single envelope procedure. Bids will be evaluated as per the Compliance Based Eligibility Criteria at Annexure – B . Bidders must ensure to comply all the fields given in Annexure – B . If a bidder is unable to comply in any of the given field, their bid will be disqualified for further processing.
5.	The period of Bid validity will be 120 days after opening of the Bids.
6.	The Bids along with Fixed Bid Security amounting to PKR 20,000/- (Rupees Twenty Thousand Only) in favor of HBFC (NTN # 3098611-7) in shape of a Pay Order / Bank Draft (Scanned copy) along with required documents must be submitted electronically through PPRA EPADS Portal . Only Original Bid Security must be submitted (hard form in a sealed envelope) on or before the submission deadline mentioned above.
7.	All clarification responses regarding this tender will be provided only through the E-PADS (Electronic Procurement and Documentation System) portal to ensure transparency and equal access for all prospective bidders. We kindly request bidders to refrain from seeking clarifications via email or phone calls, as responses will not be entertained through these channels.

8	<p>The Company's address for the purpose of bid security submission is: Head - General Services Department, House Building Finance Company Limited, 3rd Floor, Finance and Trade Centre, Shahrah-e-Faisal, Karachi, Pakistan</p>
9	<p>The deadline for submission of bids will be February 13th, 2026 at 11:00 am. Proposals will be opened on same day at 11:30 am through EPADS or at the following address</p> <p>House Building Finance Company Limited, 3rd. Floor, Finance and Trade Centre, Shahrah-e-Faisal, Karachi –Pakistan.</p>

Technical Proposal

**Tender for Procurement of Laptop/s for HBFC Head office, Karachi.
Ref No. GSD/TEN/2026/01**



Bill of Quantities (BoQ) / Scope of Work

S. No.	Description	Unit	Qty
1	<p>Supply of Laptop/s</p> <p>1. Brand HP/Dell/Apple or Equivalent.</p> <p>1. Processor Up to Intel Core Ultra 9 275HX (up to 5.4 GHz with Intel Turbo Boost Technology, 36 MB L3 cache, 24 cores, 24 threads) (14th Generation or better).</p> <p>2. Memory 32 GB RAM.</p> <p>3. Hard Drive 2 TB PCIe Gen4 NVMe Performance M.2 SSD or up to 1 TB PCIe Gen5 NVMe Performance M.2 SSD.</p> <p>4. Display 16 (inch) with Click pad Backlit spill-resistant Premium Keyboard.</p> <p>5. Communication Features.</p> <p>i) 2 Thunderbolt with USB Type-C 40Gbps signaling rate(USB Power Delivery, DisplayPort 1.4, HP Sleep and Charge)</p> <p>ii) 2 USB Type-A 10Gbps signaling rate</p> <p>iii) 1 RJ-45 ethernet port</p> <p>iv) 1 headphone/mic combo jack v) 1 AC smart pin vi) 1 HDMI 2.1 with 8k monitor support at 60hz.</p> <p>6. Battery Backup Minimum Three hours of backup Energy efficient.</p> <p>7. Operating System MS Windows 11 Professional 64-bit.</p> <p>8. MS Office (latest version).</p> <p>9. 03 Years On-Site Comprehensive Warranty.</p>	Nos	1

Compliance Based Eligibility/Mandatory Criteria

S. No.	Criteria	Yes	No	Provide Evidence
1	Supplier must be a registered Tax Payer for at least last 5 Years must appear on the Active Taxpayer List.			
2	Supplier must have valid GST.			
3	The bidders must submit an affidavit on a Rs.200/- Stamp Paper that they have not been blacklisted or debarred by any organization			
4	The bidder must be an authorized dealer of OEM.			
5	Bidder must provide 3 years comprehensive onsite local warrant which must include but not limited to parts and services.			

Note:

- i. Bids will be evaluated in terms of Rule 36 (a) of PPRA Rules. i.e., Single Stage – Single envelope procedure.
- ii. If a bidder is unable to comply in any of the given field, the proposal will not be considered for further processing.
- iii. Bidders must place their provided evidences as Appendix (clearly marked).
- iv. Contract will be awarded to the successful bidder(s) whose bid has been technically compliant and financially lowest and emerged as the most advantageous bid.
- v. During the evaluation no amendments by the bidder in the proposal will be permitted; however, HBFC may seek clarification.
- vi. The bid security of bids of unsuccessful bidders will be returned once the Contract is awarded to the successful / most advantageous bidder.

Bid Form

(To be printed on bidder's letterhead)

To:

Dated:

The Head, General Services Department,
House Building Finance Company Limited,
3rd Floor, Finance & Trade Centre,
Shahrah-e-Faisal, Karachi

Dear Sir,

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, we the undersigned, offer to supply and deliver the required item or services in conformity with the said bidding documents as may be ascertained in accordance with the Mandatory Criteria at Annexure - B and Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the services in accordance with the schedule specified in the Technical Requirements and Specifications.

We agree to abide by this Bid for a period of (120) One Hundred and Twenty Days from the date fixed for Bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

If the Bid is accepted then until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this _____ day of _____ 2026

[Seal & signature] [In the capacity of]
Duly authorized to sign Bid for and on behalf of _____



Client References

Reference One (1)	
Client Name	
Contact Person with email	
Address and Contact Number	
Industry	
Any Comments	
Reference Two (2)	
Client Name	
Contact Person with email	
Address and Contact Number	
Industry	
Any Comments	

Integrity Pact

Tender for Procurement of Laptop/s for HBFC Head office, Karachi

[Bidder Name] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan (GoP) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoP) through any corrupt business practice.

Without limiting the generality of the foregoing, [Bidder Name] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

[Bidder Name] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty. [Bidder Name] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [Bidder Name] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [the Bidder] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.

For and On Behalf Of

Signature: _____

Name: _____



Non-Disclosure Agreement

Tender for Procurement of Laptop/s for HBFC Head office, Karachi

1. This Non-Disclosure Agreement exists between [Bidder] (hereinafter referred to as “RECIPIENT”) and House Building Finance Company (HBFC).
2. This agreement serves to protect confidential information develop and owned by HBFC which will be used by the bidder from the Work order till during the contract/SLA period under the following terms.
3. "Confidential Information" means any information directly or indirectly concerning, or related to the: Information about the activities of the HBFC.
4. Information about the above mentioned categories in Project by HBFC, including but not limited to: Policies, Procedures, Business, Rules, Validation, Checks, all project related information Process followed etc.
5. Information about HBFC, above-mentioned categories in project as per RFP.
6. Any other information the recipient having obtained from HBFC deliberately or otherwise during the course if this exercise.
7. Confidential Information and Intellectual Property may be Oral, written, electronic or other machine-readable form.
8. Translated from the original, modified, updated, or altered Originated or obtained by HBFC.
9. Recipient shall protect the disclosed Confidential Information by using the same degree of care to prevent the unauthorized use, dissemination or publication of the Confidential Information as the recipient uses to protect its own Confidential Information of a similar nature.
10. Recipient must ensure the secure custody of the Confidential Information and must take all reasonable precautions to prevent the access, use or disclosure of this information by third parties.
11. Recipient shall not disclose or attempt to disclose any Confidential Information to any person or entity other than its consultants and legal advisors who need access to such Confidential Information, and shall assure that all such persons treat the Confidential Information in accordance with all of the terms hereof.
12. Recipient shall not make or take any copies of Confidential Information, unless previously approved by Disclosure.
13. Recipient shall not use or attempt to use any of the Confidential Information for his/her own benefit or for the benefit if any other person or entity.
14. Recipient shall not be authorized to use or process the Confidential Information upon the date that his/her services to HBFC are completed or terminated.
15. Recipient shall promptly return the Confidential Information, or certify in writing to the complete destruction thereof, as directed by HBFC in writing.
16. The laws of Pakistan shall govern the interpretation and enforcement of this Agreement.
17. Recipient shall be bound by conditions until released in writing by HBFC.

Agreed to and Accepted by

House Building Finance Company

(Signature of “Authorized Representative”)

(Signature of HBFC Authorized Official)



Financial Proposal

Tender for Procurement of Laptop/s for HBFC Head office, Karachi Bid No. GSD/TEN/2026/01

Financial Proposal

S. No.	Description	Unit	Amount (PKR)
1	<p>Brand HP/Dell/Apple or Equivalent.</p> <p>1. Processor Up to Intel Core Ultra 9 275HX (up to 5.4 GHz with Intel Turbo Boost Technology, 36 MB L3 cache, 24 cores, 24 threads) (14th Generation or better).</p> <p>2. Memory 32 GB RAM.</p> <p>3. Hard Drive 2 TB PCIe Gen4 NVMe Performance M.2 SSD or up to 1 TB PCIe Gen5 NVMe Performance M.2 SSD.</p> <p>4. Display 16 (inch) with Click pad Backlit spill-resistant Premium Keyboard.</p> <p>5. Communication Features.</p> <p>i) 2 Thunderbolt with USB Type-C 40Gbps signaling rate (USB Power Delivery, DisplayPort 1.4, HP Sleep and Charge)</p> <p>ii) 2 USB Type-A 10Gbps signaling rate</p> <p>iii) 1 RJ-45 ethernet port</p> <p>iv) 1 headphone/mic combo jack v) 1 AC smart pin vi) 1 HDMI 2.1 with 8k monitor support at 60hz.</p> <p>6. Battery Backup Minimum Three hours of backup Energy efficient.</p> <p>7. Operating System MS Windows 11 Professional 64-bit.</p> <p>8. MS Office (latest version).</p> <p>9. 03 Years On-Site Comprehensive Warranty.</p>	1	
	Total Amount (inclusive of all taxes).		

Total Amount in Words: _____

Note: All rates should be inclusive of all applicable tax(es). Tax-exclusive bids will be rejected.

Authorized Signature: _____

Name and Title of Signatory: _____

Name of Bidder: _____

Address: _____



