



# Pakistan State Oil Company Limited

PSO House, Khayaban-e-Iqbal, Clifton, Karachi-75600, Pakistan  
 Telephone (021) 9203866-85 Fax (021) 9203796

PAGE

1	OF	2
RFQ No	IT-19618FI	
DATE	15.04.2026	

## REQUEST FOR QUOTATION

(THIS IS PRICE ENQUIRY-NOT AN ORDER)  
 SAP No.6100016440

Company PSO Dummy Vendor PAKISTAN	QUOTATION REQUIRED		
	ON (Date)	06.05.2026	BY (Time)

Please quote your best price for all items of following specifications. Please read the instructions attached herewith EARNEST MONEY %  
 Rs. \_\_\_\_\_ PO/DD NO. \_\_\_\_\_

**Title:** Upgrade of Microsoft Exchange Server Licenses

S.No.	Description/Specifications	Location	Unit	Qty	Unit Price Rs.	Amount Rs.
1	<b>Software</b> Exchange Server Enterprise (1 Year SA)	<b>PSO House</b>	<b>EA</b>	4		
2	<b>Software</b> Exchange Standard Cals (1 Year SA)	<b>PSO House</b>	<b>EA</b>	2,300		
	<p>=====            Scope Of Work:            =====            Provide Microsoft products licenses as per above mentioned licensing program</p> <p>=====            Terms And Conditions:            =====</p> <p>1. The bidder will nominate a representative from whom all clarifications about the bidding document will be made. All correspondence between PSO and bidder will be carried out only through e-mail submitted along with the bid. Responses from bidder against any query will be verified and is a part of technical evaluation.</p> <p>2. The successful bidder must ensure that the delivery of licenses shall not exceed beyond 4 weeks after the issuance of purchase order.</p> <p>3. Bidder shall be responsible for any defects, errors and faults in any of the delivered items and will replace within two weeks of delivery at PSO House.</p> <p>4. PSO reserves the right to reject any bid during technical evaluation stage of tender.</p> <p>i.If any document submitted by bidder such as partner certificate, MAF, NTN etc found manipulated, forged or fabricated.</p> <p>ii.If bidder directly or indirectly influences the evaluation process or harass any employee of PSO.</p> <p>iii.If PSO found that any bidder is in litigation with any other company or directly with PSO at any stage before or during the tender process.</p> <p>iv.If the bidder quotes or attributes any false, manipulated or distorted information about PSO as a whole or any PSO employee at any public forum without any credible evidence.</p>					



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**Title:** Upgrade of Microsoft Exchange Server Licenses

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	<p>5. Bidder shall submit technical and commercial proposal in a separate and sealed Envelope clearly marked #TECHNICAL BID# and #COMMERCIAL BID# separately.</p> <p>6. The bidder must be registered with Income Tax Department / FBR with valid NTN/STN.</p> <p>7. Any bidder found not meeting the required terms and conditions of the tender at any time prior to the award of purchase would be considered disqualified even if the bidder has submitted lowest bid.</p> <p>8. Bidder responsible for delivery of items in the premises of the Pakistan State Oil 2nd Floor PSO House, Khayaban-e-Iqbal, Clifton Karachi.</p> <p>9. The bidder shall quote the prices of each individual item in the bid.</p> <p>10. Bidding Procedure: Single stage, two envelopes.</p> <p>11. Price shall be quoted in USD and accordingly PO shall be issued in USD. Vendor will submit commercial invoice in USD and PKR both, along with exchange rate sheet of State Bank of Pakistan (SBP).</p> <p>12. Payment will be made in PKR as per SBP-notified rate (Exchange Rate for Market-to-Market Revaluation) as on the date of delivery.</p> <p>13. The Software Assurance payment is upfront for 1 Year only.</p> <p>14. All are on-premises licenses.</p>					