



INVITATION OF PREQUALIFICATION PAKISTAN STATE OIL COMPANY LIMITED

1. Pakistan State Oil Company Limited (PSO) intends to prequalify suppliers for Invitation to Bid(s), and sign the framework agreement(s) with the selected bidder(s) subsequent to bidding process in Open Framework Agreement(s) for the period of three (3) years in accordance with PPRA Rules # 16 A.
2. The objective of open framework agreement(s) is the **Procurement of Microsoft Licenses** through subsequent Call-off Contract(s) with successful bidders.
3. Only the prequalified applicants shall be entitled to participate in the procurement proceedings, and it is expected that the Invitation to Bids will be made to the Prequalified Applicants. And Open Framework Agreement(s) will be signed b/w Pakistan state Oil Company Limited and the successful bidder(s) as Framework Agreement Suppliers.
4. Prequalification process is open for all national applicants subject to fulfilling the eligibility requirements mentioned in the respective Prequalification Documents. Interested Applicants may obtain Prequalification Documents through SAP Ariba Link mentioned ahead: <https://tenderpso.com.pk:8022/TenderNotices.aspx>

Following is the scheduled of document collection, submission and opening dates:

PARTICULARS	DATE	TIME
DOCUMENTS COLLECTION (THROUGH SAP ARIBA) DATE & TIME	From 17.08.2026 till 02.09.2026	08:30 AM to 04:30 PM
DOCUMENT SUBMISSION (THROUGH SAP ARIBA) END DATE & TIME	02.09.2026	Till 02:15 PM
OPENING (THROUGH SAP ARIBA) DATE & TIME	02.09.2026	03:00 PM Onwards

5. Prequalification Documents in English shall be purchased by interested Applicants on the submission of electronic form on the link mentioned above through SAP Ariba Portal in the following manner:
 - Scanned copy of the duly signed and stamped request on official letterhead of the bidder shall be uploaded on SAP Ariba Portal. In the subject request letter, please mention "Prequalification Documents Collection Request – No. **PQ-A4922-IA**".
 - Request shall be accompanied by scanned copies of the following:
 - a. Valid NTN, GST/PST certificates, CNIC of owner/ authorized representative. Vendor should be an active tax payer.



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This advertisement is also available on PSO website www.psopk.com/procurement and PPRA website www.ppra.org.pk

Please note that interested vendors not having Ariba Network ID are requested to register themselves on SAP Ariba Portal by clicking on the link below to access and participate in upcoming PSO tenders.

<https://tenderpsoc.com.pk:8022/>

The bidders are urged to visit PSO & PPRA websites regularly for any further changes that may be updated by the Company, from time to time.

PAKISTAN STATE OIL COMPANY LIMITED
2ND FLOOR, PSO HOUSE, KHAYABAN-E-IQBAL,
CLIFTON, KARACHI TEL: 111-111-PSO (776), Ext: 2233
Website: www.psopk.com/procurement



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Part 1 – Prequalification Procedures Section I. Instructions to Applicants

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A. General	
1. Scope of Application	1.1 “Invitation for Prequalification”, Pakistan State Oil Company Limited has defined the procedure of obtaining prequalification document in invitation of Prequalification (IoP) and in invitation to Applicants. Therefore, Prequalification Data sheet (Section II), refers both head to all the potential prospective applicants for collection and submission of prequalification document. All prospective applicants who will be interested in submitting applications for Procurement of Microsoft Licenses shall comply with the requirement as specified in Section IV (Schedule of Requirements), otherwise considered as disqualified.
2. Fraud and Corruption	2.1 The Pakistan State Oil Company Limited requires that the Applicants observe the highest standard of ethics during the agreements period. 2.2 The Applicants/Bidders shall allow Pakistan State Oil Company Limited to inspection of all accounts, records and other documents relating to Application/Bid submission (whether declared or not) Primary Procurement process, Framework Agreement performance, Secondary Procurement process, and/or Call-off Contract performance and in the case of award of a Call-off Contract. 2.3 Any communications between the Applicant and the Pakistan State Oil Company Limited related to matters of alleged corrupt and fraudulent practices must be made in writing or in electronic forms that provide record of the content of communication. 2.4 Pakistan State Oil company limited will reject an application or bid or proposal, if it is established that the Applicant or the Bidder or Prosper was engaged in corrupt and fraudulent practices in competing for the contract.



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	2.5 Pakistan State Oil company limited will also declare the Applicant as blacklisted in accordance with Public Procurement Rule 19.
3. Eligible Applicants	3.1 Only manufacturers/suppliers/contractors/Vendors are allowed to participate in prequalification process. 3.2 Applicants shall be considered to have a conflict of interest, if they participated as a consultant in the preparation of the design or technical specifications or have been hired or proposed to be hired by the PSO for execution of subsequent Framework Agreement(s) or Call off Contract(s). In addition, Applicants may be considered to have a conflict of interest if they have a close business or family relationship with such professional staff of the PSO who: (a) are directly or indirectly involved in the preparation of the Prequalification Documents or Bidding Documents or specifications of the Framework Agreement or Call-off Contract and/or the Prequalification or Bid evaluation process of such Contract; or (b) Would be involved in the implementation or supervision of such Framework Agreement or Call-off Contract, unless the conflict stemming from such relationship has been resolved throughout the Procurement Process, Bidding process during the execution of the Framework Agreement and/or Call-off Contract. 3.3 An Applicant that has been declared debarred or blacklisted shall be ineligible to be prequalified to bid or enter into any Framework Agreement or Call-off Contract for such period of time and for such type of procurement for which he has been declared debarred or blacklisted. The list of debarred firms and individuals is available at PPRA's website.



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	3.4 The parameters on which Vendors Performance Evaluation will be evaluated are as follows; <table border="1" data-bbox="544 465 1452 745"> <tr> <td data-bbox="544 465 810 745" rowspan="5">Timeliness</td><td data-bbox="810 465 1452 506">Work efficiently planned & executed</td></tr> <tr> <td data-bbox="810 506 1452 546">Compliance to timelines</td></tr> <tr> <td data-bbox="810 546 1452 586">Timely Completion</td></tr> <tr> <td data-bbox="810 586 1452 665">Timely documentation / reports / invoices submitted</td></tr> <tr> <td data-bbox="810 665 1452 745">Timely corrections made as advised/informed (Responsiveness)</td></tr> </table> <table border="1" data-bbox="544 779 1452 1171"> <tr> <td data-bbox="544 779 885 1171" rowspan="4">Quality of Works/ Services/Goods</td><td data-bbox="885 779 1452 898">Quality of services / works / goods / workmanship provided as per specifications</td></tr> <tr> <td data-bbox="885 898 1452 976">Machinery/Tools/procedures employed as per specification</td></tr> <tr> <td data-bbox="885 976 1452 1095">Adequate, professional and competent staff present at site for job execution.</td></tr> <tr> <td data-bbox="885 1095 1452 1171">General compliance to terms and conditions of the order.</td></tr> </table> <table border="1" data-bbox="544 1205 1452 1563"> <tr> <td data-bbox="544 1205 885 1563" rowspan="4">Health, Safety & Environment</td><td data-bbox="885 1205 1452 1323">Implementation of appropriate safety practices (as per safety permits issued etc.)</td></tr> <tr> <td data-bbox="885 1323 1452 1402">Use specified PPEs as per requirement</td></tr> <tr> <td data-bbox="885 1402 1452 1480">Trainings including completing safety talk with employees</td></tr> <tr> <td data-bbox="885 1480 1452 1563">General compliance to HSE terms and conditions of the order.</td></tr> </table>	Timeliness	Work efficiently planned & executed	Compliance to timelines	Timely Completion	Timely documentation / reports / invoices submitted	Timely corrections made as advised/informed (Responsiveness)	Quality of Works/ Services/Goods	Quality of services / works / goods / workmanship provided as per specifications	Machinery/Tools/procedures employed as per specification	Adequate, professional and competent staff present at site for job execution.	General compliance to terms and conditions of the order.	Health, Safety & Environment	Implementation of appropriate safety practices (as per safety permits issued etc.)	Use specified PPEs as per requirement	Trainings including completing safety talk with employees	General compliance to HSE terms and conditions of the order.
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	3.5 Vendor Performance Evaluation shall be made on all Purchase Order worth Rs. 3 Million. (a) Successful Bidder's performance has been monitored through Vendor Performance Evaluation System.																



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- (b) The evaluation will be conducted in accordance with the parameters of Vendor Performance Report as attached in SAP Ariba project.
- (c) Bidder's performance will be evaluated from issuance of purchase order to Goods receipt, not limited to this, it shall also cover the period of performance / support during the warranty period.
- (d) In case of monthly payments, vendor performance evaluation will be conducted every month and on the basis of that VPES will automatically calculate the scoring of the vendor and an average of all VPES scores will consider as the final score of that project.
- (e) Following Scoring / Ranking Grid will be used to evaluate vendor performance against the awarded project:

Scoring Grid / Methodology	Marks %	Score
Unsatisfactory	up to 50	1
Needs improvement in some areas	More than 50 up to 70	2
Satisfactory with minor improvements required	More than 70 up to 80	3
At Par - Meets all requirements	More than 80 up to 90	4
Exceptional - Exceeds requirements/expectations	More than 90 up to 100	5

- (f) In view of above, vendor scores less than three in two projects of a fiscal year should be considered as non-performer, and may attract temporary blacklisting for six (6) months, subject to the procedure as provided in PPRA rules and the Company Policy.
- (g) Vendor Cumulative Score less than 3 in a Fiscal year on the basis of performance evaluation of at least 3 procurement projects, then it will be considered to be Non-Performing Vendor and can be recommended for upto 3 years temporary blacklisting subject to the



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	procedure as provided in PPRA rules and the Company Policy. (h) Keeping in view of above, for continued participation vendors should have maintained at least satisfactory standard of performance.
B. Contents of the Prequalification Documents	
4. Sections of Prequalification Documents	4.1 Prequalification Documents consists sections indicated below, and which should be read in conjunction with any Addendum issued in accordance with ITA 6. Prequalification Procedures: • Section I - Instructions to Applicants (ITA) • Section II - Prequalification Data Sheet • Section III - Qualification Criteria and Requirements • Section IV - Application Forms • Section V - Eligibility • Section VI - Scope of Supply • Section VII - Supply Requirements 4.2 PSO accepts no responsibility for the completeness of the Prequalification documents, responses to requests for clarification, the minutes of the pre-Application meeting (if any), or Addenda to the Prequalification documents in accordance with ITA 6. In case of any discrepancies, documents issued directly by the PSO shall prevail. 4.3 The Applicant is expected to examine all instructions, forms, and terms in the Prequalification Documents and to furnish with its Application all information or documentation as is required by the Prequalification Documents.
5. Clarification of Prequalification Documents and Pre-Application Meeting	5.1 Applicant's may require clarification of the Prequalification Documents via SAP Ariba event message board. PSO will provide clarification no later than three (03) days prior to the deadline for submission of the Applications. PSO will share the same response to all prospective Applicants



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	who have obtained the Prequalification Documents via SAP Ariba event message board. PSO shall also promptly update its response on SAP Ariba RFP. 5.2 Applicants can attend a pre-Application meeting via zoom link date and time will provided. Applicants may obtain clarification of the schedule of requirement, the qualification criteria or any other aspects of the Prequalification Documents in the meeting. 5.3 PSO may called Pre-Application meeting, if necessary. Any modification to the Prequalification Documents that may become necessary as a result of the pre-Application meeting shall be made by PSO exclusively through the use of an Addendum pursuant to ITA 6. Non-attendance at the pre-Application meeting will not be a cause for disqualification of an Applicant.
6. Amendment of Prequalification Documents	6.1 At any time prior to the deadline for submission of Applications, PSO may amend the Prequalification Documents by issuing an Addendum. 6.2 Any Addendum issued shall be part of the Prequalification Document and shall be communicated via SAP Ariba message board to all Applicants who have obtained the Prequalification Documents from PSO. The Procuring Agency shall promptly publish the Addendum at the PSO SAP Ariba message board: Provided that an Applicant who had either already submitted their Applications electronically via SAP Ariba shall have the right to alter his already filed Application and submit the revised Application prior to the Application submission deadline. 6.3 In case of Addendum, PSO may at its discretion extend the deadline for the submission of Applications if it deemed necessary.



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C. Preparation of Applications	
Language of Application	English
Document comprises the Application	As mentioned in IOP (invitation of Prequalification)
Application Submission	Electronically Via SAP Ariba as mentioned in IOP (invitation of Prequalification)
Document Establishing the Eligibility of the Applicant	Document mentioned in IoP is the minimum requirement for participating in the Prequalification event.
Document Verification	Qualification of Applicant with respect to participation in the prequalification event and in accordance with section III – Qualification criteria and requirement will confirm after verification of provide document. And if successful than the applicant will provide access to the prequalification documents electronically for participation in the event or will notify in case of prequalify.
D. Submission of Applications	
7. Deadline for Submission of Applications	7.1 Applicants should submit their Applications electronically, as mentioned in Prequalification Invitation. 7.2 If required in accordance with the provisions of ITA 6.3, PSO will extend the deadline for the submission of Applications, in which case all rights and obligations of PSO and the Applicants subject to the previous deadline shall thereafter be subject to the deadline as extended. 7.3 The deadline will be extended in the same manner as that of original Invitation for Prequalification (or the advertisement).
8. Late Applications	8.1 No late application(s) will entertain. Once time stop no applicant will able to submit their application electronically in SAP Ariba.



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9. Opening of Applications	9.1 Applications Open electronically through SAP ARIBA on 02-Sep-2026 at 03:00 P.M
E. Procedures for Evaluation of Applications	
10. Confidentiality	10.1 Information relating to the Applications, their evaluation and results of the Prequalification shall not be disclosed to Applicants or any other persons not officially concerned with the Prequalification process until the notification of Prequalification results is made to all Applicants in accordance with ITA 28. 10.2 From the deadline for submission of Applications to the time of notification of the results of the Prequalification in accordance with ITA 28, any Applicant that wishes to contact PSO on any matter related to the Prequalification process may do so only in writing through SAP Ariba event message board.
11. Clarification of Applications	11.1 To assist in the evaluation of Applications, PSO may, ask an Applicant for a clarification (including missing documents) of its Application, to be submitted within a stated reasonable period of time. Any request for clarification from the PSO and all clarifications from the Applicant shall be in writing through SAP Ariba message board. 11.2 If an Applicant does not provide clarifications and/or documents requested by the date and time set in the PSO request for clarification, its Application shall be evaluated based on the information and documents available at the time of evaluation of the Application.
12. Responsiveness of Applications	12.1 PSO may reject any Application which is not responsive to the requirements of the Prequalification Documents. In case the information furnished by the Applicant is incomplete or otherwise requires clarification as per ITA 11.2, and the Applicant fails to provide satisfactory clarification and/or missing information within prescribed time, it may result in disqualification of the Applicant.



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F. Evaluation of Applications and Prequalification of Applicants	
13. Evaluation of Applications	13.1 The PSO shall evaluate all proposal as per criteria defined in Section II, Qualification Criteria and Requirements, to evaluate the qualifications of the Applicants, and no other methods, criteria, or requirements shall be used. PSO Shall reserves the right to waive minor deviations from the qualification criteria if they do not materially affect the technical capability and financial resources of an Applicant to perform the contract, however subject to the provisions of ITA 18. 13.2 Only the qualifications of the Applicant shall be considered. The qualifications of other related entities such as the Applicant's subsidiaries, parent entities, affiliates, subcontractors or any other firm(s) different from the Applicant shall not be taken into consideration in determining the qualifications of the Applicant.
14. PSO's Right to Accept or Reject Applications	14.1 PSO reserves the right to accept or reject all the Applications, and to annul the Prequalification process at any time, without thereby incurring any liability to the Applicants.
15. Prequalification of Applicants	15.1 All Applicants whose Applications substantially meet the specified qualification requirements will be prequalified by PSO.
16. Notification of Prequalification	16.1 PSO shall notify all Applicants in writing of the names of those Applicants who have been prequalified. In addition, those Applicants who have been disqualified will also be informed. 16.2 PSO shall upon request communicate to any supplier or contractor who submitted a proposal, the grounds for its rejection, but is not required to justify those grounds.
17. Grievance Redressal Committee Links	https://tenderpsoc.com.pk:8022/GrievanceRedressalCommittee.pdf



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18. Mechanism of Blacklisting	Following procedure for blacklisting of a bidder shall be adopted: 18.1 The process of blacklisting will start from the issuance of a Show Cause Notice ("SCN") to the bidder/contractor wherein the reasons for issuance of said notice shall be mentioned in sufficient details together with the background of the case. 18.2 The SCN shall be issued by the Chief Supply Chain Officer ("CSCO"), on joint recommendation of GM indenting department and GM-P&S. Such recommendations shall include basis for initiation of blacklisting proceedings in reasonable detail. 18.3 P&S department will act as a facilitator for the purpose of blacklisting in fair and transparent manner. P&S Department shall be responsible to maintain the record of all blacklisting proceedings together with copies of SCNs, replies thereto, material submitted by the parties during the blacklisting proceedings and final decisions. 18.4 The bidder/supplier/contractor shall be required to reply to the show cause notice within a minimum seven days period from the date of the receipt of the SCN. 18.5 The hearing opportunity to the bidder shall be afforded by the CSCO. The venue, time and date of the hearing shall be intimated through the same SCN. 18.6 In case the CSCO has conflict of interest, P&S department shall apprise the MD who may authorize Chief Financial Officer ("CFO") or any other officer to proceed with the matter. If CFO or any other officer is appointed to take any action under this Mechanism, he shall exercise and perform all powers and functions of CSCO under this Mechanism.
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	18.7 The bidder/supplier/contractor may respond to the SCN and/or appear on the given date for personal hearing. The bidder/supplier/contractor may either appear in person or through a duly authorized representative. 18.8 In case the bidder/supplier/contractor neither respond to the SCN nor appear for personal hearing, the CSCO may decide: 18.8.1 Either to provide another opportunity to the bidder/supplier/contractor to respond to the SCN and/or appear for personal hearing on some other date; or 18.8.2 Subject to clause (xi) and (xii) of this Mechanism, proceed further in ex-parte manner on the basis of available information and record. 18.9 In case the bidder/supplier/contractor fails to respond the SCN and do not appear for personal hearing in response to the SCN issued under clause 4 (i) and (ii), the CSCO may proceed further in the matter in ex-parte manner. 18.10 In case the bidder or his duly authorized representative respond to the SCN and/or appear for person hearing, he shall be provided a full opportunity of personal hearing in accordance with the principles of natural justice and fair play. 18.11 In case the concerned Chief is satisfied that the allegations levelled against the bidder/contractor/supplier are not established, he may pass a decision to this effect by mentioning the reasons/grounds and close the proceedings. 18.12 In case the concerned Chief is satisfied that the allegations levelled against the bidder/contractor/supplier are established, he may pass a decision, together with all reasons and grounds, to blacklist and cross debar in any public
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	procurement or disposal proceedings the bidder/contractor/supplier: 18.12.1 Up to the period of ten (10) years, if the corrupt and fraudulent practice is established against the bidder/contractor/supplier; 18.12.2 Subject to clause 3 above, up to the period of three (03) years, if the bidder fails to perform his contractual obligations during the execution of contract or breaches the contract due to his capacity and capability to perform or otherwise; 18.12.3 Up to the period of six (06) months, if the bidder/contractor/supplier fails to abide by a bid securing declaration without being indulged in any corrupt and fraudulent practice. 18.13 The decision of blacklisting, under the signature of CSCO, shall be communicated to the Authority and respective bidder/contractor/supplier within a period not exceeding seven (7) days. The decision shall clearly specify the period of blacklisting/ cross-debarring in accordance with rule 19 of the Rules. 18.14 Post decision circumstances will be handled by P&S Department in accordance with Rule 19, sub-rule (2) to (5) of the said rule.
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Section - II Prequalification Data Sheet

Section - I instruction to Applicant and Invitation to Prequalification Covers all the relevant information / requirement of this section - II as mentioned in ITA 1.1. All Applicant are request to carefully read all the instruction for submission of Application.

Section - III Qualification Criteria and Requirements

1	Prequalification Criteria (100 Marks) - Suppliers / Contractors failing in Mandatory Requirements (1.1) will be disqualified. - Suppliers / Contractors obtaining less than 70% (overall) and less than 70% marks in any section (1.2 to 1.5) will not be technically qualified.
1.1	Mandatory Requirements
1.1.1	NTN Certificate.
1.1.2	Please attach the scan copy of valid NTN Certificate.
1.1.3	GST Certificate.
1.1.4	Please attach the scan copy of valid GST Certificate.
1.1.5	Has your firm ever been blacklisted with PSO or any other firm?
1.1.6	- If Yes, please provide details. - If no, please provide signed and stamped undertaking on the Company's Letterhead that your company is not black listed by PSO or any other firm.
1.1.7	Whether any director / partner of your company / Firm (as the case may be) is / was the Director or partner in any other company or firm which is currently blacklisted either by PSO or any other person/entity?
1.1.8	- If your answer is no, please provide a duly signed and stamped undertaking to this effect on your company's / Firm's letterhead. - If yes, you shall not be qualified.
1.1.9	Any major accident / incident occurs at any job site resulting in Loss of life / Damage to assets and harm to environment in the last 5 years?
1.1.10	- If no, please provide signed and stamped undertaking on the Company's Letterhead. - If yes, you shall not be qualified.



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1.1.11	Firms having declared un-satisfactory performance against any PSO contract shall not be qualified in this tender
1.1.12	- If No, please provide signed and stamped undertaking on the Company's Letterhead - If Yes, you shall not be qualified in this tender.
1.1.13	Bidder should be Authorized Microsoft licensing partner in Pakistan. All Bidders must submit a valid Authorized Microsoft licensing partner certificate for the current year.
1.1.14	If Yes, please attach Certificate
1.2	FINANCIAL POSITION (Marks 30)
	Average annual turnover of Vendor in last 3 years (10 marks)
1.2.1	Greater than Rs. 300 million (100%) Greater than Rs. 200 million but less than or equal to Rs. 300 million (80%) Greater than or equal to Rs. 160 million but less than or equal to Rs. 200 million (70%) Greater than Rs. 80 million but less than Rs. 160 million (50%) Less than or equal to Rs. 80 million (0%)
1.2.2	Please provide relevant documents as a evidence.
1.2.3	Firm Status (10 marks) Public/Private (100%) Partnership/Proprietorship (70%)
1.2.4	Please provide agreement/ certificate for evidence.
	Cashflow Position/ Liquidity (Working Capital): (10 marks)
1.2.5	Greater than Rs. 75 million (100%) Greater than Rs. 60 million but less than or equal to Rs. 75 million (80%) Greater than or equal to Rs. 45 million but less than or equal to Rs. 60 million (70%) Greater than Rs. 20 million but less than 45 million (50%) Less than or equal to Rs. 20 million (0%)
1.2.6	Please provide relevant documentary evidences.



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1.3	EXPERIENCE AND PAST PERFORMANCE (Marks 35)
1.3.1	Number of years representing the Foreign Associate (Principle Vendor) (20 marks) More than 10 years (100%) Greater or Equal to 5 & Less than 10 years (70%) Less than 5 years (40%)
1.3.2	Please provide copy of relevant agreement/certificate documents as evidence.
1.3.3	Bidder must have done licensing assignments of Microsoft Products with at least 3 Corporate companies or equivalent stature in last three (03) years. (15 marks) 5 or more Corporate Companies (100%) From 3-4 Corporate Companies (70%) Less than 3 Corporate Companies (0%)
1.3.4	Please provide copies of purchase orders.
1.4	Capabilities wrt Personnel (Marks 30)
1.4.1	Locations of Bidder's Offices (15 marks) Offices in all regions (South / Central /North) (100%) Offices in two regions (80%) Office in one Region (70%) No any office (0%)
1.4.2	Please provide details of all locations.
1.4.3	Total number of employees currently working in the organization (15 marks) 3 or more Employees (100%) From 2 - 3 Employees (70%) Less than 2 Employees (40%)
1.4.4	Please provide details
1.5	HSE Compliance (Marks 05)
1.5.1	Company HSE Policy (05 marks) Yes (100%) No (0%)
1.5.2	Please attach signed and stamped HSE policy.



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Section IV – Application Forms (Pertain to Bidder)

Application Submission Letter (Rs. 100 Bond Paper)

Date: [insert day, month, and year]

IFP No. and title: [insert IFP number and title]

To: [insert full name of Procuring Agency]

We, the undersigned, apply to be prequalified for the referenced IFP and declare that:

- (a) No reservations: We have examined and have no reservations to the Prequalification Document, including Addendum(s) No(s) if any, issued in accordance with Instructions to Applicants (ITA) 6.
- (b) No conflict of interest: We have no conflict of interest in accordance with ITA 3.2;
- (c) Eligibility: We meet the eligibility requirements as stated ITA 3.1, we have not been suspended by the Procuring Agency based on execution of a Bid/Proposal.
- (d) Not bound to accept: We understand that PSO may cancel the Prequalification process at any time without incurring any liability to the Applicants, in accordance with ITA 14.1. Only Manufacturers who have been pre-qualified shall be entitled to participate further in the procurement proceedings.
- (e) True and correct: All information, statements and description contained in the Application are in all respect true, correct and complete to the best of our knowledge and belief.

Signed: [insert signature(s) of an authorized representative(s) of the Applicant]

Name: [insert full name of person signing the Application]

In the capacity of: [insert capacity of person signing the Application]

Address: [insert street number/town or city/country address]

Dated: [insert date the document is signed i.e. day number] day of [insert month], [insert year]



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Section V - Eligibility

All national bidder who fulfils the participation requirements are eligible to participate in this Prequalification.

Section VI – Scope of Supply

The Vendor shall supply and deliver the Licenses to specific account (Portal) as specified by the Purchaser. Upon delivery, the supplied licenses shall undergo a detailed physical verification by PSO's authorized representatives against the specifications, quantities, and configurations mentioned in the Purchase Order. The verification shall include, but not be limited to, validation of licenses quantity, specific name and expiry.

Following successful physical verification, the Vendor shall deploy its qualified technical resources to perform to integrate the licenses with existing Admin Portal (Microsoft). The Vendor shall install all necessary configuration activities as per PSO requirements.

The delivery of licenses shall be considered complete and accepted only after successful integration with Admin Portal (Microsoft)

The Vendor shall remain responsible for resolving all the issues related to portal or licenses

Section VII – Supply Requirements

Licenses will be procured on as and when required basis based on the business requirement. Delivery will be made as per the requirement in Call of contract from the date of issuance of Purchase Order.

Delivery:

1. Purchase order will be issued on as and when required basis through Call of contract for required quantity.
2. The supplier shall also ensure that the supplies are exactly as per specifications laid down in our RFQ document / purchase order.



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3. The job includes labour, transportation and all material charges.

Terms & Conditions:

1. The above items shall be subjected to be checked/approved by PSO Information Communication Technology (ICT) Dept. before delivery of each consignment,
2. The vendor will be responsible for delivery on shared Admin Portal Account.
3. Bids may be evaluated on item wise basis or as a whole. Part payment against part delivery is allowed.