



Pakistan State Oil Company Limited

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

PAGE

1	OF	3
RFQ No	AD-20004MS	
DATE	09.09.2026	

REQUEST FOR QUOTATION

(THIS IS PRICE ENQUIRY-NOT AN ORDER)

SAP No.6100018182

Company PSO Dummy Vendor
PAKISTAN

QUOTATION REQUIRED

ON
(Date)

29.09.2026

BY
(Time)

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

Title: Procurement of Multi-Functional Attendance Machines for PSO Locations

S.No.	Description/Specifications	Location	Unit	Qty	Unit Price Rs.	Amount Rs.
1	<u>Multi-functions Attendance Machine</u> Supply and Installation of Attendance Machines with the following specifications: - Built-in Facial Recognition - Built-in fingerprint recognition - Built-in RFID Reader - Built-in WIFI - IP Rating: IP-65 - Full-view LCD Touch Screen Display - Screen Size >= 5" - Recognition Distance: 0.3m to 2m - RFID Card Registration Capacity: >50,000 - Face Registration Capacity: >10,000 - Biometric Registration Capacity: >2,000 - Memory: 1GB RAM and 8GB ROM - Ultra-fast facial recognition - The device shall provide employees with manual attendance options, including: - Check-In - Check-Out - Break-In - Break-Out - The device shall support online enrollment of faces, fingers, and cards over any network connectivity, including WAN, LAN, and VPN. - The device shall support online employee enrollment using employee photographs. - The device shall prevent duplicate enrollment of faces, fingers, and cards.	PSO House	EA	110		
2	<u>Access Control Software</u> - The vendor shall provide a mechanism to download or synchronize all user records to the centralized server. - The vendor shall provide a mechanism to upload users from the centralized server to a single device, multiple devices, or all devices	PSO House	EA	1		



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	simultaneously. - The vendor shall provide a mechanism to retrieve attendance data in the existing format (List.DAT/XML) from a single device, multiple devices simultaneously, or based on a specific employee. - The vendor shall provide a mechanism to automatically download attendance data through a scheduled process, configurable to run every 30 minutes, and update the FTTTP server. - The vendor shall provide a mechanism to delete user records from a single device, multiple devices, or all devices simultaneously. - The vendor shall provide a mechanism to configure enrollment authentication methods through the software, enabling or disabling combinations such as: 1. Face Recognition only 2. Fingerprint only 3. Access Card only 4. Face Recognition or Fingerprint 5. Face Recognition or Access Card - The vendor shall provide a mechanism to synchronize the date and time across a single device or multiple devices simultaneously. TERMS & CONDITIONS: 01) The integration of the biometric machine with the centralized server must comply with industry-standard IT security practices and PSO security requirements. The solution will be subject to IT security assessment and approval prior to go-live. 02) It will be the vendor's responsibility to ensure that the firmware of the attendance machine and integration software are regularly updated with the latest OEM-recommended patches, updates, and security fixes. 03) During any internal audit, vulnerability assessment, or penetration testing, it will be the vendor's responsibility to address and remediate all vulnerabilities identified in the solution. The vendor shall coordinate with the OEM, where required, to ensure timely and effective resolution of all identified security issues. 04) Delivery location Sheet for the supply and installation of machines					



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	is attached separately. 05) The job includes labour, transportation, installation, and all types of hardware required for the installation of these machines at all PSO Locations. 06) The job also includes a Service Level Agreement (SLA) for at least two years for both software and hardware. This also includes the provision of complete hardware /parts replacement of the machines if required. 07) The job is complete in all respects(>,<) including testing, commissioning(>,<) and complete satisfaction of the client. Payment Terms: 1) The vendor will submit Delivery Challans signed by the respective PSO's location in-charge along with the invoices. 2) Partial payments shall be made once the vendor has completed the job(supply, installation(>,<) and commissioning of machines) of a complete zone as mentioned in the location sheet. 3) An additional 20% of the payment of the complete Purchase Order shall be withheld until the complete commissioning of the system. Delivery Period: The complete project deadline is 60 days from the issuance of the Purchase Order.					