

POWER INFORMATION TECHNOLOGY COMPANY



DISPOSAL DOCUMENT

FOR

DISPOSAL

Of

Furniture & IT Equipment

DISPOSAL NO. PITC/G-224(D-1)/06-2026

CONTACTS:

Director General (I&N)

Phone: 042-99202666

Fax: 042-99202048

Stamp & Signature of bidders

In order to meet with the requirement, PITC invites sealed bids from potential dealing firms / companies registered with Income Tax for the Disposal of following assets on an “As-is, where-is” basis.

Name of Bidder _____

Price of bidding documents: **Rs. 1,000/-**(non-refundable).

DR No. _____ Dated : _____

1. Lot Details and Specifications

Lot #	Description & Specification of Assets	Quantity	Quoted Price
Lot-A	Computing Equipment (CPUs, Monitors, Accessories)	79	
Lot-B	Office Furniture & Fixtures (Chairs, Workstations)	60	

Note: The bidders can quote rate against one or more lots but they are not allowed to quote partial quantity in any Lot. However, each lot will be compared and evaluated separately.

2. Instructions To Bidders

- i. Bidders can visit the site to inspect the condition of assets at PITC’s Aiwan-e-Iqbal Office, Lahore in coordination with Deputy Manager (P&CM) | Cell: 0335-4445161, during the working hours before the bid closing time.
- ii. **Bid Closing Date & Time:** 24 June 2026 at 11:00 AM.
- iii. **Bid Opening Date & Time:** 24 June 2026 at 11:30 AM.
- iv. The quoted price must be firm, final, inclusive of all taxes, transportation charges etc. And should be in Pak Rupees.
- v. PITC reserves the right to accept or reject any or all bids as per company disposal procedures and WAPDA/PEPCO rules.
- vi. Bid offered is likely to be ignored if: -
 - a. The tender document is unsigned (all pages should be signed).
 - b. It is received after the time and date fixed for its receipt.
 - c. Offer is ambiguous or conditional.
 - d. The offer is from a firm who is blacklisted by PEPCO, PITC, NTDC, WAPDA or any other government organization, or is in litigation with any government organization or is defaulter in any previous order and/or contract.
 - e. The offer is unsolicited.

3. Evaluation Criteria

Sr.	Description	Factor
Mandatory Factors		
1	Valid CNIC	Mandatory

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2	Active Tax Payer Certificate	Mandatory
3	Affidavit to the effect that bidder is not blacklisted and rendered ineligible for corrupt and fraudulent practices by any Government (Federal, Provincial or Local) or a public-sector organization/Division/ Ministry (Annexure-A)	Mandatory

4. Award and Payment

- i. The successful bidder shall be required to deposit 25% of the bid amount in form of CDR as earnest money on the spot.
- ii. The remaining 75% of the bid amount must be deposited within 10 working days of the approval.

5. General Conditions of the Contract

- i. **Disclaimer of Liability:** The Procuring Agency disclaims all liability after the sale regarding the future use, safety, or any impact of the disposed assets.
- ii. **Asset Removal:**
 - a. Assets must be lifted within **10 working days** of the Release Order.
 - b. Failure to remove items within the deadline shall attract a storage charge (ground rent) of 1% per day of the total bid value.
- iii. **Labour and Logistics:** The bidder is solely responsible for all labour, loading, and transportation arrangements.

6. Grievance Redressal

Any bidder feeling aggrieved by any act of the Procuring Agency may lodge a written complaint with the Grievance Redressal within seven (7) days of the announcement of the evaluation report.

**D.G. (I&N),
PITC**

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Annexure-A: Affidavit of Legitimate Bidder

Undertaking

We, [**Name and Address of Bidder**], do hereby declare on solemn affirmation that:

- I. We have not been black listed from any Government Department/Agency
- II. We have not been involved in litigation with any client during the last 3 years
- III. We acknowledge that we have read, understood and accepted the Tender Document along with all terms and conditions specified above in the tender document
- IV. We understand that PITC shall have right, at his exclusive discretion, to require, in writing, further information or clarification of the Tender, from any or all the Bidder(s)
- V. We understand that PITC shall have right, at his exclusive discretion, to increase/decrease the quantity of any or all item(s), accept/reject any or all tender(s), cancel/annul the Tendering process at any time prior to award of Contract, without assigning any reason or any obligation to inform the Bidders of the grounds for the PITC's action, and without thereby incurring any liability to the Bidder and the decision of the PITC shall be final

Dated _____.

BIDDER:

Signature _____

CNIC # _____

Designation _____

Address _____

WITNESSES:

Signature _____

Signature _____

CNIC # _____

CNIC # _____

Name _____

Name _____

Address _____

Address _____

Stamp & Signature of bidders