



# National Electric Power Regulatory Authority

## Islamic Republic of Pakistan

NEPRA Tower, Ataturk Avenue (East), Opposite  
Federal Flood Commission Building, G-5/1, Islamabad  
Exchange: +92-51-2013200, Fax: +92-51-9210215  
Web: [www.nepra.org.pk](http://www.nepra.org.pk), E-mail: [office@nepra.org.pk](mailto:office@nepra.org.pk)

**Subject: MINUTES OF PRE-BID MEETING FOR NEPRA TENDER NO. 12/2023**  
**PROVISION OF LAPTOP, PRINTER & SCANNER**

A Pre-Bid meeting for the tender of “Provision of Laptops, Printer & Scanner” was held on 24th October 2023, 2:30 pm at NEPRA Head Quarter, Islamabad to provide potential bidders an opportunity to seek clarifications relating clauses of RFP and understand the objectives as well as scope of the project as envisaged by NEPRA through the intended tender.

The following professionals attended the meeting:

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| i. Mr. Iftikhar Ali Khan, Addl. Director General (Registrar Office) | Convener |
| ii. Mr. Jameel Akhtar, Addl. Director General (Finance)             | Member   |
| iii. Mr. Tufail Ahmed, Director (Administration)                    | Member   |
| iv. Barrister Muddasar Naqvi, Legal Advisor (HR/Admin)              | Member   |
| v. Ms. Qurat ul Ain, Director (IT) Co-opted                         | Member   |

Participant Particulars	Questions	NEPRA Reply
Mr. Arslan Baig, (Manager) M/s Riz Technology	The mentioned specifications of laptops under Category -A do not conform to every brand.	The mentioned specifications are compatible with laptops from all major brands Professionals/Business Series.
Mr. Kamran, (Manager), M/s NECSOL	The tender's validity period should be reduced from 120 days.	The tender validity period that was specified in the tender document is reduced to <b>90 days</b> .
	The delivery time period should be increased from 30 days.	The delivery period that was specified in the tender document is extended to <b>45 days</b> .
Mr. Ahmed Raza, (Marketing Executive) M/s Office Automation Group	Reduction in the scanner/printer specifications especially print/copy speeds.	Regarding the printer/scanner specifications, no deviations will be permitted, as the vendors have the option to quote higher specification items or meet the given requirement.
Mr. Yasir Ahmed Mujtaba (AM-Sales) Shirazi Trading Company, (query by email)	Reduction in the scanner/printer specifications especially print/copy speeds.	