



BOARD OF INTERMEDIATE & SECONDARY EDUCATION, HYDERABAD SINDH

Excellence-Equity-Empathy

NO. BISE/STORE/S/26/- 88

Dated: 16.04.2026

REQUEST FOR QUOTATION (RFQ)

Subject: Request for Quotation for Provision / Supply of OMR Scanners for Examination Work

Sealed quotations are invited from reputed firms, authorized dealers, suppliers and service providers for the provision / supply of OMR scanners for use in the examination-related work of the Board, in accordance with the following details and terms & conditions.

1. Requirement

Sr. No.	Description of Item	Quantity	Required Period
1	OMR Scanners, latest speedy model, minimum scanning speed 85–120 pages per minute, with quick maintenance and service support	20 Nos.	45 Days

The above requirement has been derived from the specification note dated 10-04-2026 for procurement / operational arrangement of OMR scanners for examination work.

2. Minimum Technical Specifications

- 1) Latest speedy model.
- 2) Minimum scanning speed: 85 to 120 pages per minute.
- 3) Suitable for OMR sheet scanning / examination processing work.
- 4) Complete with all necessary power cables, connectors, drivers / software and accessories.
- 5) Ready for immediate installation and operational use.
- 6) Quick maintenance / support during the required period.
- 7) Immediate replacement / standby arrangement in case of malfunction.

3. Scope of Work

- 1) Delivery of OMR scanners at BISE Hyderabad.
- 2) Installation / commissioning of all units.
- 3) Ensuring full operability during the required period.
- 4) Provision of on-call maintenance and technical support.
- 5) Replacement of non-functional unit(s) without delay.
- 6) Safe removal / taking back of equipment after completion of the required period, where applicable.

4. Submission Requirements

- 1) Covering letter on firm letterhead.
- 2) Duly filled Quotation Form.
- 3) Duly signed Bidder's Undertaking.
- 4) Copy of NTN / GST registration, where applicable.
- 5) Copy of CNIC of proprietor / authorized signatory.
- 6) Brochure / technical literature of offered scanner.
- 7) Relevant experience / supply record, if any.

5. Terms and Conditions

- 1) Quotations must be submitted in a sealed envelope clearly marked "Quotation for OMR Scanners".
- 2) Rates shall be quoted in Pak Rupees, inclusive of all taxes, duties, transportation, loading / unloading, installation, support and all incidental charges.
- 3) The bidder shall clearly quote rate per unit and total cost for the entire requirement of 20 scanners for 45 days, or lump sum total where appropriate.
- 4) The quotation shall remain valid for at least 30 days from the date of opening.
- 5) The bidder shall clearly mention make, model and country of origin of the offered equipment.
- 6) The offered scanners must strictly conform to the required specifications. Any non-conforming offer may be rejected.
- 7) The Board reserves the right to accept or reject any or all quotations, or to increase / decrease the quantity subject to actual requirement and availability of funds.
- 8) Payment shall be made after satisfactory delivery, installation and certification by the concerned section, subject to codal formalities.
- 9) In case of breakdown, the bidder shall provide immediate maintenance support and replacement equipment where necessary.
- 10) Incomplete, unsigned, conditional, overwritten or late quotations shall not be entertained.
- 11) Evaluation shall be made on the basis of responsiveness to specifications, quoted rates, service assurance and other terms of the RFQ.
- 12) The Procuring Agency may require demonstration / physical verification of the offered model before finalization.

6. Deadline for Submission

Date: 21.04.2026

Time: 01:00pm

Place: General Store Section, BISE Hyderabad

Quotations shall be opened by the authorized committee / officers on the same day or on the date fixed by the Board.


16/4
SECRETARY
(ACTING)



BOARD OF INTERMEDIATE & SECONDARY EDUCATION, HYDERABAD SINDH
Excellence-Equity-Empathy

QUOTATION FORM

To

The Secretary
Board of Intermediate & Secondary Education
Hyderabad

Subject: Quotation for Provision / Supply of OMR Scanners

With reference to your RFQ No. _____ dated _____,
we hereby submit our quotation as under:

1. Bidder Information

Name of Firm	
Name of Proprietor / Authorized Person	
Address	
Cell No. / Telephone No.	
Email Address	
NTN No.	
GST / SRB Registration No. (if applicable)	

2. Offered Item Details

Sr · No.	Description	Offered Make / Model	Country of Origin	Qty.	Rate (PKR)	Total (PKR)
1	OMR Scanner, latest speedy model, minimum scanning speed 85–120 pages per minute, with quick maintenance / service			20		

Grand Total (Inclusive of all taxes and charges):

PKR _____

3. Technical Compliance

Requirement	Compliance by Bidder
Latest speedy model	Yes / No
Minimum scanning speed 85–120 pages per minute	Yes / No
Suitable for OMR sheet scanning work	Yes / No
Delivery at BISE Hyderabad	Yes / No
Installation / commissioning included	Yes / No
Quick maintenance / service support	Yes / No
Immediate replacement in case of fault	Yes / No

4. Delivery / Installation Period

We undertake to deliver and install the required OMR scanners within _____ days from issuance of work / supply order.

5. Validity of Offer

This quotation shall remain valid for a period of 30 days from the date of opening.

6. Declaration

We have carefully read all the terms and conditions of the RFQ and agree to abide by them in letter and spirit.

For and on behalf of Firm

Signature: _____

Date: _____

Name: _____

Cell No.: _____

Designation: _____

CNIC: _____

Official Seal:



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BIDDER'S UNDERTAKING

I / We, _____, **Proprietor /**
Authorized Representative of M/s _____,
having office at _____, do
hereby solemnly affirm and undertake as under:

1. That I / we have submitted quotation against the RFQ issued by the Board of Intermediate & Secondary Education, Hyderabad for provision / supply of OMR scanners.
2. That I / we have carefully read and understood all terms and conditions of the RFQ and agree to comply with the same.
3. That the information, documents, brochures, specifications and rates submitted by me / us are true, correct, genuine and complete in all respects.
4. That the offered OMR scanners conform to the specifications required by the Board, including minimum scanning speed and service support requirements.
5. That in case my / our quotation is accepted, I / we shall deliver, install, commission and maintain the required OMR scanners satisfactorily for the required period.
6. That in case of any fault, malfunction or breakdown during the operational period, I / we shall provide immediate repair, maintenance or replacement without delay.
7. That any false statement, forged document, concealment of material fact or misrepresentation shall render my / our quotation liable to rejection, blacklisting and legal action under applicable laws and rules.
8. That I / we are not blacklisted by any Government, Semi-Government, Autonomous or Public Sector organization.
9. That I / we shall abide by the decision of the Procuring Agency in accordance with applicable procurement rules.
10. That the quoted rates are inclusive of all taxes, duties, transportation, installation, maintenance and all incidental charges, and no hidden or additional claim shall be made later on.

I / We affirm that the contents of this undertaking are true and correct to the best of my / our knowledge and belief.

Signature

Name

Designation

CNIC No.

For and on behalf of Firm

Date

Witnesses

Witness No. 1

Witness No. 2

Name: _____

Name: _____

CNIC / Signature: _____

CNIC / Signature: _____