

GOVERNMENT OF PAKISTAN
FINANCE DIVISION
IT SECTION

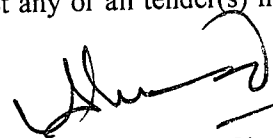
TENDER NOTICE

Finance Division invites sealed bids from income tax/sales tax registered firms for revamping of server room and supply of IT Software equipment for Up-Gradation for Finance Division's IT Infrastructure for Secure e-Governance as detailed below.

Name of Procuring Agency	Finance Division, Government of Pakistan, Islamabad		
No. of Tender	F No. 3(8) / IT-2015		
Server Room Revamping & Procurement Licensed Software Equipment	Sr.#	Item	Qty.
	1.	Server Room Revamp Requirement	LOT
	2.	Branded UPS System for Access Switches	5
	3.	Rack Based Battery Bank for existing UPS	1
	4.	Maintenance/ Troubleshooting Equipment	1
	5.	Microsoft® Windows® Server 2016 Standard	1
	6.	RedHat Enterprise Linux 7.4	1
	7.	Licensed Microsoft Office Suite Professional 2016	4
	8.	Licensed Microsoft Project Professional 2016	1
Method of Procurement	Single Stage- One Envelope Procedure		
Contact Officer	Section Officer (IT), Room # 232, Floor 2 nd , Block "Q", Pak. Sectt., Islamabad, Phone: 9217867		
Closing Date & Time for Receipt of Bid(s)	01-03-2018 by 10:00 a.m.		
Earnest Money	Equals to 2% of the total bids.		
Time Period for Performance of Contract	3 weeks for item # 1 & 6-8 weeks for item # 2-8		

2. Detail specifications of LOT (Sr.#1) and other itemized equipment (Sr. # 2-8) including TORs and quantity can be obtained from the office of undersigned on any working day during office hours before closing date/time (free of cost) or may be downloaded from the website of PPRA (www.ppra.gov.pk) and Ministry of Finance (www.finance.gov.pk).

3. Finance Division reserves right to vary quantities, accept or reject any or all tender(s) in the light of Rule-33 of PPRules-2004.



(Ahmed Nawaz Chohan)
Section Officer (IT)
Finance Division
Islamabad

Server Room Revamp Requirement (675-sft)

Categories	Item Description	UOM
Dismantling of existing equipment/ fixtures	False Ceiling	675 sft
	Chipboard Partition	57 sft
	Existing separation	150 sft
Electric Work & Appliances <i>(Electrical equipment like wiring, plugs & ducts/tray/ ladder should be fire-proof/fire-resistant)</i>	Industrial Socket 32 amp or higher	6
	Un-interrupted power supply wiring connections from 3 rd floor server room to floor switch cabinets across six floors with separate power DB at 3 rd floor, 6 circuit breakers, 4mm original branded Pakistan cable & Adamji duct/flexible pipe or equivalent	Electric wiring for 6 Floors
	Heavy Power Plug with Back Box (Clipsal Australia) or equivalent, 4mm original branded Pakistan cable or equivalent/higher	10
	Light Power Plug with Back Box (Clipsal Australia) or equivalent, 2.5mm original branded Pakistan wiring or equivalent/higher	25
	Cooling System for Server Room Type: Floor Standing AC Capacity: 2.3 Ton (28000 BTU) minimum Remote Control: Yes Power: 220-240/1/50 Auto-Restart: Yes Operation & Efficiency Standard: Mitsubishi (Thailand), Acson (Malaysia), Panasonic (Thailand), Daiken (Malaysia) or equivalent/higher Power Cords: 2 x 6mm high quality original branded Pakistan fire-resistant cables 20 meters long or equivalent Features: Sequence controller connection Warranty: One (01) year Services: Complete on-site Installation with all operational requirement	2
	Compatible Two Switch Sequence Controller: Honeywell/White Rodgers/RobertShaw or equivalent Services: Complete on-site Installation with all operational requirement	1
	2 Ton Reversible Split A/C Type: Wall-mounted Split Reversible A/C Unit Capacity: 2 Ton (24000 BTU) minimum Remote Control: Yes Power: 220-240/1/50 Auto-Restart: Yes Operation & Efficiency Standard: Mitsubishi (Thailand), Acson (Malaysia), Panasonic (Thailand), Daiken (Malaysia) or equivalent Warranty: One (01) year Services: Complete on-site Installation with all operational requirement	1

	Ceiling LED Light Panel (2x2), 2.5mm original branded Pakistan wiring or equivalent/higher	12
	Emergency Light, 2.5mm original branded Pakistan cable or equivalent/higher	4
	Relocation of Main Power Distribution Boxes, 25mm original branded Pakistan cable or equivalent/higher	2
	On/Off Button On/Off Switch Plate Having 4 switches on each plate (Clipsal Australia) or equivalent	4
	2" Adamji Duct or equivalent	80 ft
	4" Adamji fire-resistant Duct/Tray or equivalent	80 ft
	Insect Killer Positioning: Wall mounted, ceiling suspended or free standing. TUBES: 2*15W maximum Minimum Lamp Life: 7,000 hours POWER CONSUMPTION (WATT): low TRANSFORMER TYPE: Electronic or Magnetic Features: Easy maintenance and continuous operation Warranty: 1 year	1
	Vacuum Cleaner Body: Metal Powerful: 2000W (Max) Size: 18-liter dust capacity with dust indicator & easy dust disposal Includes: Plastic pipe & hose stand Function: blower	1
Safety & Security Equipment	Biometric Door Lock for Access Control Patent & Quality: Any USA/UK/Europe/Japan or equivalent brand CPU: 400 MHz minimum Type of Scanner: Optical finger print scanner Operation Mode: Fingerprint + PIN Memory: 32MB flash Door latch type: Double tongue lock switch: yes Fingerprint placement: any angle Length of password: 6 minimum Back-up unlock mechanism: 9 VDC battery & mechanical key Display Language: English Warranty: One (1) Year Services: Complete on-site Installation with all operational requirement	1
	Fire Extinguisher Type: Cylinder Gas: FM-200 Capacity: 5kg	4
	Imported Fire Alarm System Device Type: Controller Based Mounting: 1U Screw Support: 8 sensors minimum	1

	Type of Monitoring Sensors: Smoke & heat Room size: 675 sft. Alert Type: Analog Alarm Analog Alarm Size: 6" Alarm Installation at: 3 locations (3 rd , 5 th & Ground floor) within six floor building Warranty: One (1) Year Services: Complete on-site Installation with all operational requirement	
	Bye-Bye Rat	1
Civil Work	Closure of 6 Windows with Fire-Proof/fire-resistant original PVC Sheet	200 sft
	Water Seepage Treatment	--
	Fire-Proof Wall Paint	265 sft
	Wall Paint	410 sft
	2mm or higher Aluminium Solid Partition with Door Size= 8x3 ft. with all allied accessories	57 sft
	Closing/ Replacement of one door with 2mm or higher Aluminium Sheet and new door of Aluminium (Door Size= 7x3) ft. with all allied accessories	46 sft
Fixture <i>(False Ceiling for server room should be fire proof/fire-resistant)</i>	Server Room Partition 12mm or higher Tempered Glass Partition with 2mm or higher Aluminium Frame and Door Size = 8x3 ft. with all allied accessories	170 sft
	Full Wall Cabinet	13.4x9 ft.
	Fire Proof False Ceiling (Size=2x2) ft.	675 sft
	Window Blinds (7x3) ft.	2
Furniture	Officer Table (5x3) Executive imported vinier table with side-rack (mobile trolley), (Oshi brand or equivalent)	3
	Computer Chair Imported revolving computer chair, full cushioned, medium-back (Bahoo or equivalent)	2
	Officer Chair Executive imported high-back revolving chair with wooden-base, heavy duty (Bishi 8084 brand or equivalent)	3
	Visitor chair Sheesham wood seasoned with 10 year warranty, master molty foam or equivalent with fine quality, leatheroid with lacquer polish	5
Miscellaneous	Wall Clock	1

General Terms & Conditions

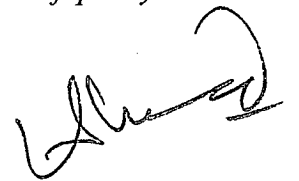
- i. Vendor must visit the site before participating for tender items.
- ii. Quality of the product will be strictly analysed.
- iii. Offered furniture product must be 100% vinier, where specified.
- iv. Only complete solution comprising all items regarding server room revamp requirement will be entertained.
- v. The firm must have Income Tax registration, National Tax and GST Number.
- vi. Price must be quoted in Pak Rupees including GST.

- vii. Each firm is required to offer a minimum warranty period certificate for one year or as mentioned in equipment specifications.
- viii. All types of tasks specified above including dismantling of items, supply of equipment along with installation and delivery of the products must be completed within 21 days after issuance of supply order.
- ix. Earnest money in the shape of Pak order /demand draft equal to 2% of total worth of bid has to be attached with the bid. They pay order / demand draft shall be in favour of Finance Division, Islamabad which will be released after satisfactory completion of warranty period in case of successful bidder. However the case by the Competent Authority.
- x. The method of single stage- One envelope procedure will be followed for the tender. All admissible taxes shall be deducted at source.
- xi. An affidavit that the firm has neither been involved in any litigation with any party nor has been blacklisted by any government organization.
- xii. The procurement is subject to successful demonstration by the bidder.
- xiii. The purchase will be made strictly in accordance with PPRA Rules, 2004.
- xiv. The equipment to be offered must be as per the enclosed specifications.
- xv. The number of equipment to be purchased can be increased or decreased keeping in view the requirements of the Finance Division, budgetary.
- xvi. The bidder shall certify that the offered prices are not more than the prices charged from any agency (Government & Private) in Pakistan and in case of any discrepancy the bidder thereby undertakes to refund the excess amount being over-charged.
- xvii. Payment to the bidder will be made as per actual measurement and quantity of the product supplied/installed.
- xviii. Finance Division reserves the right to reject any or all bids conveying position the reason therefore.

Electric Work & Appliances Category Specifics

- i. Electrical wiring/ cables must be 100% made by copper.
- ii. Electrical equipment like wiring, plug & duct/tray/ladder should be fire- proof or fire-resistant.
- iii. Electrical cable verification certificate must be provided to ensure the originality and authenticity for the offered product.

Note: Mentioning the brand of the product is only meant to ensure the minimum level of quality and any bidder can offer the product of similar or improved/higher quality.



**TENDER DOCUMENT FOR SUPPLY OF IT EQUIPMENT
FOR FINANCE DIVISION**

(To be printed on letterhead of the bidding firm)

**TENDER SUPPLY AND INSTALLATION OF IT EQUIPMENT/
INFRASTRUCTURE**

Reference advertisement dated 14th February, 2018 printed in leading newspapers as well as uploaded on website of PPRA and Finance Division inviting sealed bids from authorized dealers for the supply of branded IT equipment including hardware & software along with allied items for up-gradation of IT infrastructure of the Finance Division as per required specifications, terms & conditions and rates quoted therein separately in Technical and Financial Proposals:-

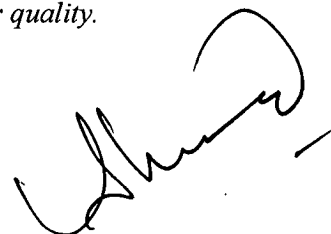
SCOPE OF WORK FOR IT INFRASTRUCTURE

- i) Product Support Services must be within 24 hours hardware replacement under warranty period as described in detailed specifications.
- ii) In case of failure or malfunctioning of hardware equipment/component, a free replacement/repair of the device/part will be the responsibility of the vendor and on exchange bases as Free of Cost (FOC) under warranty.
- iii) Technical Support services should include resolution of complaints related to equipment.
- iv) All operating system and application/productivity software support and compatibility issues are the responsibility of equipment provider.
- v) The drivers/applications support CD/media must be provided for hardware equipment compatible with the OS respectively.
- vi) Hardware devices having end of life must be communicated to Finance Division. Moreover, nearly end of life hardware devices will not be acceptable.
- vii) Vender will responsible for all types of IT equipment being delivered.
- viii) 24 x 7 availability of hotline.

Note:

Vendor is solely responsible to provide the support services for the offered product even the support for the same product would have been discontinued by the OEM.

The specifications are designed as per operational requirement of the Finance Division and any any bidder may offer the product of similar or improved/higher quality.



TERMS, CONDITIONS AND INSTRUCTIONS FOR THE BIDDERS (Sr. # 2-8)
(Please Read Carefully)

Respondent organization is bound to accept all supply orders issued on the offered rates for supply of required quantities of product within prescribed period after receipt of the supply order. A formal agreement will be signed by the qualified bidder with the Finance Division in this regard.

1- Documents Attached

- i. Company profile with list of its recent clients.
- ii. Copy of NTN Certificate of the firm.
- iii. Copy of Active Sales Tax Registration Certificate of the firm.
- iv. Earnest money equals to 2% of quoted price in the shape of Bank Draft/Pay Order bearing No., Date & Rs.
- v. Name & address of scheduled Bank for Rs.....
- vi. Compliance sheet must be attached for offered product.
- vii. Official Authorized partnership Certificate from sole manufacture along with Product Broachers.
- viii. Proof of Financial capability and experience certificate.
- ix. Proof of after sale Service Centre located in Islamabad / Rawalpindi.

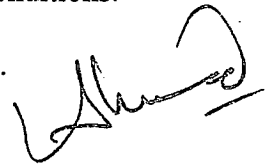
2- Opening of Competitive Bids

- i. A method of Single Stage- One Envelope will be followed. Earnest money must be enclosed.
- ii. Technical evaluation process examines the strict compliance for the offered product with the required specifications, terms and conditions. Financial proposal of the firm will not be considered if product not compliant.
- iii. Schedule for Opening of Bids.

List of Items	Date/ Time	Venue
Sr. # 1-8	1-03-2018 at 10:30 am	IT Lab, Room # 319, Floor 3 rd , Block "Q", Finance Division, Pak Sectt., Islamabad.

3- Rejection of the Bid

- i. Any offer not compliant with the terms & conditions of the tender enquiry is liable to be rejected under provision of PP Rules-2004.
- ii. Any offer will not be entertained if:
 - Firm/bidder is black listed/suspended by any Government department.
 - Firm is not official partner for hardware, OS & software from principal.
 - Offer with shorter price/delivery validity than required in the tender enquiry.
 - Not compliant with the required specifications, terms & conditions.
 - Bid offering less items as defined.
 - Bid submission after the time and date fixed for its receipt.
 - Received without earnest money.
 - Tender is received by telegram.
 - Tender/offer is un-signed.
 - Offer is ambiguous.
 - Offer is conditional.
 - Finance Division, Islamabad further reserves the right to accept or reject any or all tender(s) without assigning any reason.



4- Performance Guarantee

- i. The qualified bidder/firm will be required to furnish 2% performance guarantee of the total amount of supply order in the shape of CDR/Bank Guarantee and released after satisfactory completion of the warranty/guarantee period. In addition, earnest money can also be retained as a performance guarantee, if vendor desires.
- ii. The Bank Guarantee must be issued by a scheduled bank.
- iii. In case, if supplier/contractor fails to complete the given assignment within specified timeframe, the performance guarantee/security deposit will be forfeited in favour of Finance Division.

5- Warranty/ Guarantee

- i. The successful bidder shall provide warranty/guarantee as specified in detailed specifications against each hardware item.
- ii. All licensed operating systems & application softwares should have warranties for one year against defects/bugs as well as update patches without any cost to be borne by the purchaser.
- iii. The warranty period will start from the date of supplies received in Finance Division.
- iv. The qualified bidder must warrant the IT Equipment and ensure availability of Technical support services as informed through electronic & non-electronic means. Each and every complaint should be completely responded by the competent resource of the firm and visit on-site within 24 hours of its notification.
- v. If any bidder fails to rectify the problem in the provided equipment during warranty period due to any reason, Finance Division will be authorised to repair or replace the faulty equipment/component thereof and forfeit the Bank Guarantee/retained value.
- vi. The security deposit for warranty and guarantee will be released after expiry of the contract period.

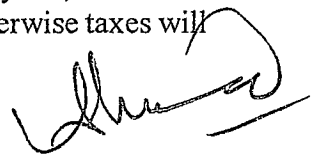
6- Taxes

- i. The rates should be quoted inclusive of all applicable taxes.
- ii. The bidder should provide the Income Tax and Sales Tax Registration Certificates.
- iii. The project authorities will deduct the taxes at source as per prevailing rules/regulations of the Government.
- iv. In case the supplies or part thereof are exempt from levy of any tax, the bidder shall provide an exemption certificate (SRO) to this effect, otherwise taxes will be deducted.

7- Bidding

General (Sr. # 2-8)

- i. Rate quoted for the offered product comprising hardware, OS, software, license subscription and training must be bifurcated and in Pak Rupees.
- ii. Tender documents must be filled in, stamped and signed by authorized representative of the firm.
- iii. Any bid with erasing/cutting/crossing etc. must be properly signed by the authorised person signing the tender. Moreover, all pages of the tender must also be properly signed. Offers with any over writing, not authenticated with signatures of authorized person, shall in no circumstances be accepted.
- iv. The participated firm must be an authorized partner for hardware and licensed software except item specified at Sr. # 4.



Branded UPS System Specifics (Sr. # 2 & 3)

- i. The vendor must be an authorized Partner/certificate for the quoting product.
- ii. On-site product installation and commissioning will be responsibility of the qualified bidder.

8- Bid Evaluation

- i. Bids shall be evaluated in accordance with advertised specifications of equipment, terms & conditions.
- ii. Rates offered by the firms.
- iii. Supply time, and maintenance of warranty period.
- iv. Physical compliance with required specifications and quality conformance for the offered product in demonstration session.
- v. Willingness of the firm to enter into contract agreement with the Finance Division for supply of equipment on the rates tendered by the firm/bidder in its financial bid.

9- Supply of Stores

- i. The items mentioned in the list are required to be delivered at Finance Division within time period mentioned in the tender notice.
- ii. The stores are required by the consignee within stipulated date. However, the tender is required to indicate their own guarantee earliest date by which the items/store should be brand new and in original manufacturers packing.

10- Finance Division's Rights Within Provision Of PP Rules-2004

- i. Finance Division reserves the right to:
 - Award contract to more than one bidder.
 - Accept or reject any or all tenders.
 - Increase the quantity of items or may order partial supplies or cancel any or all items.
 - Purchase full or part of the store or ignore/scrap/cancel the tender.
 - Claim compensation for the loss caused by the delay in the delivery or any other damage pointed out at time of delivery or commissioning or installation or during warranty period.

11- Price Reasonability Certificate.

- i. The bidder shall certify that the offered prices are not more than the prices charged from any agency (Government & Private) in Pakistan and in case of any discrepancy the bidder thereby undertakes to refund the excess amount being over-charged.
- ii. The renderers / bidders must certify that:-
 - Item quoted is of latest and current production model.
 - Item quoted is bearing the manufacturing batch/serial/code No. for verification.

12- Payment

The payment for the supplies made by the successful bidder shall be released within 30 days possibly of the receipt of invoice provided that:-

- i. The invoice is complete, accurate and to the entire satisfaction of the procuring agency/client.
- ii. Supplies are delivered/installed according to the instructions of the Division.

- iii. Vendor must produce satisfactory inspection with the invoice issued by the Finance Division that authenticates the quality conformance, quantity of products delivered and amount of work done successfully.
- iv. 2% performance guarantee is provided with the invoice having validity up to the date of Warranty period which is one year from the date of installation & commissioning of the goods at respective site.
- v. The payment against a supply order shall be made on the completion of the delivery of supplies including installation, commissioning, etc. as mentioned in the supply order.
- vi. In any case, no advance payment shall be made.
- vii. All payments shall be made through proper channel in the Pak rupees.

13- Arbitration

Any disputed situation/condition between the bidder and the procuring agency regarding this bid or any other matter ancillary thereto whatsoever, the same shall be referred to the sole arbitrator i.e. Grievance Redressal Committee of Finance Division. The Arbitrator shall give its award within two months from the date on which it enters upon the reference. The provisions of the Arbitration Act, 1940 shall apply to the arbitration proceeding. Reference to arbitration shall be a condition precedent for any other action at law.

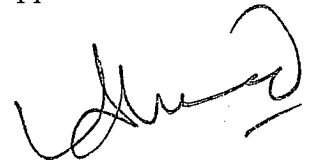
14- Penalty

For failure to comply with the supply/work order and the liquidated damages will be levied as under:-

- i. 1% of the cost of that items mentioned in the supply order that remain un- delivered/un-finished for each day of non-supply up to maximum of twenty (20) days exceeding the job completion/delivery period.
- ii. If the material is not supplied even after payment of penalty for 20 consecutive days, Finance Division reserves the right to cancel the contract and get the full or remaining assignment completed from the other competitive bidders on the equivalent price/amount that will be deducted from the securities deposited by the default firm/supplier.

15- Only registered suppliers, who are on Active Taxpayers List (ATL) of FBR, are eligible to supply goods / services to Government departments.

16- The payment to the registered persons may be linked with the active taxpayer status of the suppliers as per FBR database. If any registered supplier is not in ATL his payment should be stopped till he files his mandatory returns and appears on ATL of FBR.



17- Undertaking

We undertake and declare that

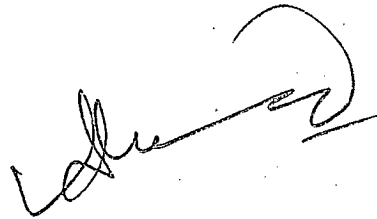
- i. The prices quoted including of all taxes, transportation and cost of installation etc. The quantity of above items can be increased.
- ii. The offered prices must be valid up to 30 days starting from the date of tender opening.
- iii. All products are covered under warranty issued by manufacturer/principal starting from the date of supply/installation and in case of any defect and malfunctioning we shall be responsible for repair/replacement as per guarantee/warranty.
- iv. The supplier is responsible to arrange replacement/technical support during warranty/guarantee period.

We understand that:-

Finance Division reserves the right to accept or reject our bid and we undertake not to question the decision in this regard.

The earnest money amounting Rs. submitted by us is liable to forfeiture in case our firm fails to abide by the terms and conditions given in the advertisement referred to above

Signature & Stamp
Of Authorized Agent

A handwritten signature in black ink, appearing to be a stylized name, located in the lower right quadrant of the page.

EQUIPMENT SPECIFICATIONS (SR. # 2-8)

Sr. #	Item	Detailed Specifications
2	Branded UPS System for Access Switches	Imported 700W rack based UPS Type: 2U Rack Output Power Capacity: 700 Watts or higher Max Configurable Power: 700 Watts or higher Nominal Output Voltage: 220V Output Voltage Distortion: Less than 3% Output Frequency (sync to mains): 50/60 Hz +/- 3 Hz user adjustable +/- 0.1 Topology: Double Conversion Online Waveform Type: Sine wave Output Connections: (6) IEC 320 C13, (2) IEC Jumpers Bypass: Built-in Input Frequency: 50/60 Hz +/- 5 Hz (auto sensing) Input Connections: IEC-320 C14 Input voltage range for main operations: 160 - 280V Input voltage adjustable range for mains operation: 100 - 280V Battery Type: Maintenance-free sealed Lead-Acid battery with suspended electrolyte : leak-proof Interface Port(s): DB-9 RS-232, SmartSlot Backup time: Minimum 14 minute at full load Rack mount kit(brackets/hardware): Yes Warranty: 3 year electronic & 2 year battery Includes: CD with software, Smart UPS signalling RS-232 cable, Operating Manual Services: Complete on-site Installation including wiring
3	Rack Based Battery Bank for existing UPS	Rack Based Battery Bank for existing UPS Compatible with UPS Model: APC SURT-3000XLI Battery Bank Type: APC SUR 192XLBP or equivalent Services: complete on-site rack installation
4	Maintenance/Troubleshooting Equipment	Imported/ Reliable & Renowned Optical fiber cable tester/fault locator/signal tester (OTDR) RJ-45 Fluke meter and RJ-45 cable tester Volt meter RJ-45 crimping tool, cable cutter and Screwdriver toolkit Stanley 8-Inch Needle Nose Pliers with Cutter Warranty: One (01) year
5	Server-Level Operating System	Microsoft® Windows® Server 2016 Standard, x64 Sngl OLP 1License NoLevel 2Proc with 10 CAL (type: open) or advanced
6	Server-Level Operating System	RedHat Enterprise Linux 7.4 with Standard Support (1 -2 Sockets Machine) for Unlimited Virtual with unlimited CALS or advanced Training: local certification for Two (2) technical personnel with certificate issued from OEM
7	Application Software	Licensed Microsoft Office Suite Professional 2016
8	Application Software	Licensed Microsoft Project Professional 2016