



**PLANNING AND DEVELOPMENT DEPARTMENT  
Government of Khyber Pakhtunkhwa**

**BID SOLICITATION DOCUMENT**

**PURCHASE OF HARDWARE**

*Under the project*

**ESTABLISHMENT OF CENTRALIZED GIS FACILITIES**

**FOR**

**GOVERNMENT OF KHYBER PAKHTUNKHWA**

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**Last Date for Bids Submission: 27/12/2017 at 11:00 A.M.**

**Tender Opening Date: 27/12/2017 at 12:00 Noon**

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**Resource Center, P&D Department, Civil Secretariat, Peshawar**

[www.pndkp.gov.pk](http://www.pndkp.gov.pk)

## DESCRIPTION OF WORK

Planning and Development Department, Government of Khyber Pakhtunkhwa has initiated the project titled as “Establishment of Centralized GIS Facilities” in Planning and Development Department. This Department invites Financial Bids from companies having legal presence in Pakistan on Single Stage – Single Envelop for purchase of Hardware items, in accordance with the Khyber Pakhtunkhwa Procurement Rules 2014. The Tenderer must:

1. Be a registered body and duly recognizable under the KPPRA Rules.
2. Be registered with FBR for Income Tax and Sales Tax.
3. Not be blacklisted by any Government Department, Semi Government Department, Private or Non-Governmental Organization (The Firm will provide an affidavit for the purpose).
4. Have sufficient financial and human resources to complete the project within prescribed time limit.
5. Enclose Earnest Money (EM) amounting to 2% of the total cost of Tender in the form of CDR from any scheduled Commercial Bank.
6. Submit its Tender documents in the name of Project Director-GIS, Resource Center, Planning and Development Department, Peshawar, Government of Khyber Pakhtunkhwa up to **27/12/2017 till 1100 hours.**

**LIST OF ITEMS AND SPECIFICATIONS**

<b>S#</b>	<b>Description</b>	<b>Specification</b>	<b>Qty.</b>
1	Hard Disk Portable	1 TB with 1 year warranty or above	22
2	Flash Drive	16GB USB 3.0 or above	40
3	Laptops (Branded)	Core i7 7500u (8th generation) 3.4 GHz processor, 8GB RAM, 1 TB HDD, 2GB Graphic Card or above with laptop Bag and one year warranty.	17
4	GPS Devices	3.2 Mp camera, Video and Voice Recorder, Touch Screen and Detailed Basemap or above	16
5	A3 Color Laser Jet Printer	USB along with WiFi connectivity, Resolution 1200x1200 dpi, Processor 800 MHZ, Memory 128MB or above	27
6	Wide Scanner	54" width, optical resolution 508 dpi, maximum resolution 6600 dpi, Display. 21.5" wide screen HD TFT LCD, 1920x1080 dpi or above, USB with XDTR. Connectivity: 2xGB Ethernet/4x USB 3.0 and 1 USB 2.0. File format TIF, JPG, PDF or above	1
7	LED Smart TV	60" inch Samsung, LG or equivalent LED Smart TV HDMI/USB supported, 3D TV, All Shares or above	2
8	UPS 6KVA (Branded)	6 KVA or 4800W, Battery type 12V/9A, No of Batteries 20 or above	1
9	Desktop Computers (Branded)	Core i5 7 <sup>th</sup> Generation 3.4 GHz processor, 8GB RAM and 1 TB HDD, LED 19.5" or above with mouse, keyboard and power cables and 1 year of warranty	15
10	UPS 1.5 KVA (Branded)	1.5KVA, Highly efficient DC to AC Conversion multi protections alarms or above	15
11	Split AC	1.5 Ton. Temperature Sensor, Low Voltage Startup and Auto Restart, Hot and Cold or above	4
12	Tablets	Quard core 1.2 GHZ processor, 16 GB Storage, 1.5 GB RAM and SIM supported or above	31
13	Electrical and Network Installation of approximately 50 nodes.	Networking and Electrical work for at least 50 nodes across the Department with multiple venues. Separate ducting for power and network points for 50 nodes. Proper label of cables. Installation of Wi-Fi routers at multiple locations.	50 Nodes approx.:

## GENERAL TERMS & CONDITIONS

**Project:** “PURCHASE OF HARDWARE ITEMS FOR THE PROJECT TITLED AS “ESTABLISHMENT OF CENTRALISED GIS FACILITIES” PLANNING AND DEVELOPMENT DEPARTMENT.

1. The tender is called hereby for supply of subject Items according to assessment and conditions as prescribed in this bidding document : -

a) Date of Opening tender	<b>27/12/2017</b>
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b) Time of Opening tender	<b>12:00 NOON</b>
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c) Name of Supplier	_____
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2. Items are to be supplied according to the specification as per attached list, found suitable by the Planning and Development Department.

- i. Rates should be offered for brand and model clearly marked.
- ii. Rates should be quoted in words and figures.
- iii. Tender will be opened in the presence of supplier or their authorized representatives in Resource Center, P&D Department, Peshawar.
- iv. The prices quoted shall remain valid for 180 days, after the date of opening the tender.
- v. The supplier shall attach Brochures / specifications with bid schedule regarding the equipment being supplied.
- vi. The supplier shall give at least three references of the similar nature of project/installation completed supply by the firm.
- vii. The equipment shall strictly confirm to the specification no equivalent or alternate shall be acceptable.
- viii. All equipment and its component/item shall be branded new and in sealed pack.
- ix. If any item/equipment not found suitable, the entire consignment shall be liable to rejection.
- x. The supplier shall clearly mention a warranty period of all the items, covering of deficiencies in the equipment during the warranty period at his own cost and no additional payment will be made for any repair/replacement of parts etc.
- xi. The quantity of the required items may be increased or decreased according to the available budget.

- xii. Any attempt by a Bidder to influence the examination, evaluation, comparison and post qualification of the Bids or contract award; decisions may result in disqualification of the firm.
- xiii. The Competent Authority of P&D Department reserves the right to accept or reject any or all bids as per rule 47 of KPPRA Rules, 2014.
- xiv. Items are to be supplied according to the specification provided by Project Director, P&D Department, Peshawar.
- xv. In case of any dispute the matter shall be referred to the Secretary P&D Department. Decision of The Secretary P&DD shall be final and binding on all the parties.
- xvi. 2% earnest money have to be attached with the proposal in the form of Call Deposit/Bank Draft (refundable) in favor of Project Director-GIS, P&D Department.
- xvii. Bidders must apply for all the items, if bidder failed to submit financial proposal for all items, their bid will be rejected.
- xviii. Bids without bid security of the required amount and shape, will not be entertained.
- xix. Prices should be quoted in Pak Rupees only.
- xx. Rates must be inclusive of all Government Applicable Taxes.
- xxi. The earnest money of successful bidder shall not be refunded and will automatically be converted in the security deposit. No Tender / Offer will be entertained without earnest money.
- xxii. The supplier shall bring the Samples of the Hardware if required by the procurement Committee.

### **3. Terms of Payment**

- i. Payment will be made through cross Cheque from AG Office, Peshawar.
- ii. No advance payment will be made to the suppliers.

### **4. Delivery Period**

The equipment shall be supplied within 3 to 5 weeks from the date of issuance of confirm order/letter or acceptance.

The Inspection Committee will ensure that the quantity and quality of the material is the same as contained in the Purchase order. The quality of the items will be determined from the report of the committee after actually Examining/Inspection of the total equipment according to the specifications.

**5. Payment**

Bidder will be entitled to payment by the P&D Department against bill duly supported by the following documents: -

- i. Bill in duplicate.
- ii. Goods Receipt Certificate.
- iii. Inspection Certificate issued by the Committee.
- iv. Delivery Challan.
- v. Payment will be made through cross Cheque in favor of bidder firm after deduction of Income Tax and other taxes if applicable. In case the firm is exempted from deduction at source; a certificate shall be provided.

**6. Sales Tax and Other Government Duties**

All taxes, duties, sales tax and other Government charges are the responsibility to be paid by the supplier.

**7. Warranty Period**

The supplier shall give (1) one year comprehensive warranty for the furniture (parts & labor on site of installation), certifying that the furniture supplied confirm exactly or above to the specifications laid down in the contract. The supplier will be held responsible for all losses; if any material being found defective or not in conformity to the specifications the firm will be held responsible for that; the supply is for a period of one year from the date of supply. The unacceptable items shall be substituted with the acceptable items at bidder's expense and cost. An amount equivalent to 2% of total payment (earnest money) shall be retained by P&D Department till the end of Warranty Period.

**8. Responsibility for Executing the Contract**

The supplier shall be entirely responsible for the successful execution of the contract in all respects and in accordance with the terms and conditions as specified in the contract including the schedule.

**9. Inspection and Rejection**

- i. If the Inspection Committee is unsatisfied with the supplied equipment or the consignments of below specifications given in the Purchase Order; then the Committee may reject any part or the whole consignment tendered for inspection.
- ii. The decision of the Inspection / Purchase Committee shall be binding on the firm.
- iii. If items are rejected; The Supplier shall deliver items for replacement; No extension of time will be allowed.

**10. Laws Governing the Contract**

- a. The contract shall be governed by the KPPRA Rules.
- b. A prospective Tenderer shall be bound to provide the equipment/items exactly selected by the committee.

**11. FORMAT FOR PROPOSALS**

The Financial Proposal should be concisely presented and structured in the form of chapters to include, but not necessarily be limited to, the following information. Support material should not be part of the main proposal but should be placed at Appendixes.

**12.1 GENERAL**

The responding organization shall provide the following:

- Name of the participating organization or participating organizations (if more than one) in the responding consortium, including their scope of involvement.
- Number of years of incorporation of the participation organization or participating organizations (if more than one)

**12.2 FINANCIAL CAPABILITIES**

The responding organization shall describe the financial position of its organization. **Income Statement or Annual Report** should be included in the detailed proposal. The **National Tax Numbers and Sales Tax Registration Numbers** of the company and/or partners should also be indicated (**Photo copies of concerned documents should be provided**).

### 12.3 **RELEVANT EXPERIENCE**

Responding Organizations must demonstrate relevant experience of similar projects.

(Note: Experience with government organisations will be preferred)

<b>S. No.</b>	<b>Nature of Project(s)</b>	<b>Total Value PKR (million)</b>	<b>Name of the Project(s), Customer(s), Contact person &amp; Contact Detail(s)</b>

**Note:**

Only those Projects should be considered where RO can provide the successful completion certificate from the Client Organization (Photocopies of documents should be provided)

**Project Director-GIS,  
Establishment of Centralized GIS Facilities,  
Planning and Development Department  
Government of Khyber Pakhtunkhwa  
091-9211123**



**Annexure – A**

**EVALUATION CRITERIA**

The Tenderer(s) should meet the following Eligibility / Qualification Criteria to participate in the Tender Process and must enclose documentary proof for fulfilling the Eligibility / Qualification in the Financial Proposal:

<b>S#</b>	<b>Mandatory Requirements</b>	<b>Documents Required</b>
1.	Certificate of Company / Firm Registration / Incorporation under the laws of Pakistan. At least 03 years of experience in dealing with IT based equipment Projects.	Relevant experience documents
2.	Registration with Income Tax Department.	Certificate of Registration
3.	Registration with Sales Tax Department/KPRA.	Certificate of Registration
4.	The offered/quoted brand of items must be International.	Relevant documents to be attached
5.	Registration/Incorporation Certificate of Authorized Partnership/Dealership with the Principal Manufacturer for sales/supply of the offered/quoted International brand of Laptop/PCs, etc.	Certificate of Incorporation/Registration and Authorized Partnership/Dealership from the Principal Manufacturer should be submitted.
6.	The Company/Firm is not blacklisted by any Government Department, Semi – Government Department, Private or Non – Governmental Organization.	Undertaking on Stamp Paper.
7.	Conformance to the required specifications of Furniture	Detailed specifications with Brand and model
8.	Office in Peshawar.	Certificate/List to be provided
9.	In compliance of the Execution Schedule and Delivery Period mentioned in bidding document.	Undertaking

Note: Firm / Company fulfilling the above mentioned criteria will be considered qualified only.

**COST WORKSHEET**

Financial Proposals should be substantially in the form of the Cost Worksheet provided below. Bidders must itemize all costs associated with providing the required deliverables and services in a tabular format similar to the following. Only those bids will be entertained which fulfill the above shortlisting / eligibility criteria.

**HARDWARE EQUIPMENTS REQUIRED**

The detailed specifications of the required Hardware is given below:

S#	Description	Specification	Qty.
1	Hard Disk Portable	1 TB with 1 year warranty or above	22
2	Flash Drive	16GB USB 3.0 or above	40
3	Laptops (Branded)	Core i7 7500u (8th generation) 3.4 GHz processor, 8GB RAM, 1 TB HDD, 2GB Graphic Card or above with laptop Bag and one year warranty.	17
4	GPS Devices	3.2 Mp camera, Video and Voice Recorder, Touch Screen and Detailed Basemap or above	16
5	A3 Color Laser Jet Printer	USB along with WiFi connectivity, Resolution 1200x1200 dpi, Processor 800 MHZ, Memory 128MB or above	27
6	Wide Scanner	54" width, optical resolution 508 dpi, maximum resolution 6600 dpi, Display. 21.5" wide screen HD TFT LCD, 1920x1080 dpi or above, USB with XDTR. Connectivity: 2xGB Ethernet/4x USB 3.0 and 1 USB 2.0. File format TIF, JPG, PDF or above	1
7	LED Smart TV	60" inch Samsung, LG or equivalent LED Smart TV HDMI/USB supported, 3D TV, All Shares or above	2
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**NOTICE OF INTENT TO SUBMIT PROPOSAL**

**DATE:**

**RE: IRC– GIS/Hardware – 2017**

PROVISION OF INFORMATION OF THE PERSON TO BE CONTACTED FOR THE ABOVE RFP.
<b>Company Name and Address</b>
<b>Signature of Company Representative</b>
<b>Printed Name of Company Representative</b>
<b>Title</b>
<b>Date</b>
<b>Tel. No.</b>
<b>Fax No.</b>
<b>Email Address</b>

**If further information is required, please contact**

**Project Director-GIS,  
Planning and Development Department,  
Ph: 091-9211123**

**PROPOSAL SIGNATURE PAGE**

<b>TOR's NUMBER: IRC– GIS/Hardware – 2017</b>
<b>ISSUE DATE: 12/12/2017</b>
<b>Provision of Hardware equipment to be provided to the P&amp;D Department, Khyber Pakhtunkhwa.</b>
<b>DUE DATE &amp; TIME: 27/12/2017 till 1100 hours</b>

**PROPOSALS MUST BE REACHED ON OR BEFORE THE DUE DATE SHOWN ABOVE. LATE BIDS WILL NOT BE ENTERTAINED.**

**IF FURTHER INFORMATION ARE REQUIRED, PLEASE CONTACT**

**Project Director-GIS,  
Planning and Development Department,  
Ph: 091-9211123**

BIDDERS MUST SIGN WHERE INDICATED BELOW AND SUBMIT THIS SHEET AS THE COVER PAGE IN ORDER TO VALIDATE THEIR BID.

As a supplier of goods and services to the P&D department I/we certify that I/we fully read and understood the terms and conditions of this RFP and found no complication. We agree to provide the services according to the demand.	
Company Name and Address	
Signature of company representative	
Printed name of company representative	
Title	
Date	
Tel. No.	Fax No.
Email address	