



BIDDING DOCUMENT

Please quote your best price for all items of following specifications.
Please read the instructions attached herewith

Earnest Money 2%

Rs.

PO/DD No.

Lot	Description / Specifications	Location	Qty	Unit Price Rs.	Amount Rs.
A	Annual Maintenance Contract for Liebert ITA 16KVA/14.4KW UPS 24 x 7 (for Two years)	Karachi	2		
*B	Annual Subscription for Fortigate-100-D Utm Bundle 24 x 7 (for Two years)		1		
C	<u>Annual Maintenance Contract of HPE Blades , MSAs, Autoloader(24x7) for Two Years and End-user Equipment's (for Two Years)</u>				
1	HP BLC c7000,HPE Blades, MSAs, Autoloader (24x7) (Microsoft Server 2012 R2 and Exchange 2013 Support) (Exhibit Attached)	KHI			
2	HP Pro Desk 400 G1 MT PC with 18.5" LED Monitor	KHI	6		
3	HP Pro Desk 400 G2 MT PC with 18.5" LED Monitor	K/L/M/P/Q/R	49		
4	HP Compaq 8000 Elite with LCD Monitor (7x18.5", 1x20")	K/L/M	8		
5	Lenovo G50 – 45	KHI	1		
6	HP Laser Jet 400 M401DN Printer	KHI	3		
7	HP Laser Jet 400 M425DN Printer	KHI	1		
8	HP Laser Jet 4250N Printer	KHI	1		
9	HP Laser Jet P1102 Printer	K/L/M/P/Q/R	9		
10	HP Color Laser Jet Ent. 500 M551DNE Printer	KHI	1		
11	Richo Laser Jet SP311DN Printer	KHI	1		
12	Brother MFC-7450 Printer	Multan	1		
13	HP Scan Jet 5590 Digital Flatbed Scanner	KHI	1		
14	HP Scan Jet 8200 Digital Flatbed Scanner	KHI	1		
15	HP Scan Jet 200 Flatbed Scanner	L/P/R	3		
16	HP ProBook 4530s	KHI	1		
17	Veeam Backup and Replication (Two Years) & upgrade to enterprise edition	KHI	1		
*18	RedHat Enterprise Linux Latest Subscription 24 x 7 (for Two Years)	KHI	1		
D	Renewal License for Kaspersky Endpoint Security For Business – SELECT, Antivirus complete suit with client-server model for 70 users (for Two Years)	K/L/M/P/Q/R	70		

*Lot B & Lot C (18) have been expired in September, 2017. Remaining items are expiring in April, 2018.





INSTRUCTIONS FOR THE BIDDERS

1. ELIGIBLE BIDDERS

Tender is open to all firms and parties meeting the following requirements:-

- 1.1 The firm / bidder must be registered with the Income Tax and Sales Tax Department, Government of Pakistan. A valid registration certificate duly verified by the concerned departments along with latest Professional Tax Certificate for the current financial year should be attached with the bid.
- 1.2 Bidder must be authorized partner/ Reseller of manufacture in Pakistan specializing in Enterprise Services and submit a valid Partner/ Reseller Certificate of enterprise Level for the current financial year.
- 1.3 The bidder must have done business with at least 3 enterprise level company.
- 1.4 Those bidders who conform technical specifications & requirements including terms & conditions of the contract shall be eligible for award of contract.
- 1.5 Bidder must have certified engineers and submit relevant copies of valid certifications (LOT A, B & C)
- 1.6 Vendor will share back to back SLA confirmation from respective principal before signing SLA

2. BID DOCUMENT COLLECTION AND BIDS SUBMISSION PROCEDURE

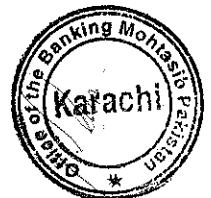
- 2.1 Tender documents can be downloaded from our website www.bankingmohtasib.gov.pk or obtained from the Assistant Director (Coordination), Banking Mohtasib Pakistan Secretariat, Karachi on any working day during office hours (9:00 a.m. to 5:00 p.m.).
- 2.2 Bidders must quote on the request for quotation provided by BMP and should avoid submitting bids on their separate letterhead or paper. However, where necessary bid may be elaborated on the letter head but the cumulative and consolidated bid amount be quoted on the RFQ with the duly agreed attached terms & conditions of RFQ. All pages of the bids shall be initialed / signed and official seal/stamp be affixed by the person (s) authorized to sign.

3. RATE

- 3.1 The vendor may submit their bids for all the listed items or for specific Lot.
- 3.2 The rate quoted should be firm, final, and clearly written/typed out without any ambiguity.
- 3.3 Rates quoted must be inclusive of all duties and taxes.
- 3.4 The rates should be quoted on "Net of discount" basis. Discount allowed on the total amount of bid before submission of bid and no post bid variation or any discount offer shall be considered. Hence after no negotiation in respect of bid shall be carried out except for clarifications in writing.
- 3.5 In order to avoid ambiguous or incomplete bid, the bidder must heed to the following points while preparing request for quotation (RFQ).
 - a) No overwriting or re-writing of prices / amount & use of blanco etc.
 - b) Rates must be quoted against each & every line item mentioned in RFQ.
 - c) Price of bid total must be mentioned in words with figures.

4. BID SECURITY / EARNEST MONEY

- 4.1 The bidder shall furnish a bid security 2% of the total value of bid in the form of demand Draft/Pay Order/ Banker's Cheque in favour of DDO Banking Mohtasib Pakistan, for a period of 3 months after the completion of the job. Personal Cheque will not be accepted as earnest money/ bid security.





- 4.2 Any bid not accompanied by earnest money or earnest money of short-value shall be rejected by the Committee.
- 4.3 The bid security of the successful bidders will be retained till the completion of the contract. The bid security amount of un-successful bidders, who are not in competition will be returned earlier at the tender committee's discretion upon receiving a request.
- 4.4 The bid security may be forfeited if the successful bidder fails to fulfill obligations/terms and conditions of contract.

5. DEADLINE FOR SUBMISSION OF BID

- 5.1 Sealed bids along with 2% Bid Security shall be delivered in person or sent by the registered mail / courier, which should reach the office of Banking Mohtasib Pakistan, Secretariat, 5th Floor, Shaheen Complex, M.R.Kiyani Road, Karachi on or before the closing date i.e. 15 days from the date of publication of the advertisement by 11:00 a.m..
- 5.2 E-mail or Faxed bid will not be accepted.
- 5.3 Any bid received after the date and time of tender opening will not be entertained and the bidders shall have no right to claim legal remedy.

6. OPENING OF BID

- 6.1 The tender opening committee will open the tender at 11:30 a.m on tender opening date i.e. 15 days from the date of publication of the advertisement in the presence of bidder's representatives who choose to attend the office of the Banking Mohtasib Pakistan, Karachi Secretariat.
- 6.2 The bidder's name, bid price, the presence or absence of tender security, and such other details as the Committee at its discretion may consider appropriate, will be announced at the time of tender opening.
- 6.3 The Chairman tender opening committee will resolve any issue raised by the bidders, on the spot and after that no complaint will be entertained.
- 6.4 The Chairman tender committee reserves the right to reject any one or all bids.

7. CLARIFICATIONS / CORRECTORS OF BID

- 7.1 To assist in the examination, evaluation and comparison of the bids, the committee, at its discretion, asks the bidders for a clarification of its bid. The request for clarification and the response shall be in writing and no change in the rate or substance of the bid shall be sought, offered or permitted.
- 7.2 Arithmetical errors will be rectified in the following manners:
- 7.3 If there is a discrepancy between unit rate and total rate that is obtained by multiplying the unit rate and quantity, the unit rate shall prevail and total rate shall be corrected. If there is a discrepancy between the words and figures the amount in words shall prevail. If there is a mistake in addition/totaling that can be corrected.
- 7.4 If the bidder does not accept the corrected amount of bid, his bid will be rejected and his tender security will be forfeited.

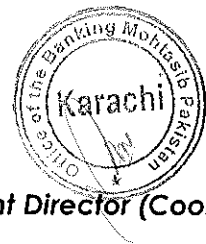
OTHER TERMS AND CONDITIONS

1. The vendor shall functionalize and monitor its operation continuously throughout the period of warranty.
2. Bidder shall assign a designated contract administrator or on back-up for handling BMP queries.
3. The bidder should have verifiable presence of support office in Karachi.
4. The vendor is responsible for delivery of items at the designated premises of the Banking Mohtasib Pakistan without charging any extra cost such as cost of transportation etc.
5. The terms & conditions, requirements, specification including prescribed performance guarantee as are made by BMP and therefore has the right to interpret its terms and conditions and as such will not entertain any alternatives suggested or offered by the vendor.





6. The payment would be made on half yearly basis.
7. The Banking Mohtasib Pakistan reserves the right to increase or Decrease the Tender Qty. at the time of issuance of P.O or during the currency of the contract.
8. If the contactor fails to complete the service / job or supply the material within time stipulated mention in the PO/SO the BMP will be entitled to deduct from his due amounts or bills for job awarded through this order, other moneys due to him by BMP, a value of 10% of the purchase order / service order shall be liable to be recovered from the contract on his default.
9. The work will only be accepted after inspection and approval by the I.T Incharge.
10. Quality is the prime concern of BMP, no compromise shall be made in this regard. Only first class approved quality material, workmanship and supervision will be utilized by the contractor which shall strictly conform to the WO/SO specification.
11. In case of complaint against the vendor, BMP reserves the right to hold an enquiry against the conduct of the vendor, when the vendor is found guilty of any of the following the BMP may blacklist and cancel the order of the vendor.
 - General conduct of the vendor found unsatisfactory.
 - Indulged in malpractices.
 - Willfully tries to deceive the BMP.
 - Supplies the material which is off-specification to the sample.
 - Refuses to replace defective material.
 - Does not meet delivery schedule and causing loss or affecting the operations of BMP adversely without giving any satisfactory justification.
 - Violates the terms and conditions of the purchase Order without seeking prior approval from the BMP.
 - When a vendor is subjected to be blacklisted, he shall not be eligible for future contracts and the company name with address and other data shall be also publicized on BMP and PPRA websites.
12. Any other terms and conditions given by the bidder will not be acceptable to BMP and offers consisting separate terms assigned by the bidder shall not be considered part of the bid, as only agreeing RFQ terms & conditions brings the vendors on the competitive bidding platform for evaluation.
13. The materials / equipment of restricted origin(s) cannot be quoted as per the policy of Government of Pakistan.
14. A sufficient time is allowed according to PPRA rules for bid submission, therefore bidders are requested to submit their bids accordingly and do not urge for extension.
15. BMP may ask for any further information and details at any time during evaluation period if required.



Assistant Director (Coordination)



RS. 50/- STAMP PAPER

CERTIFICATE

The bid documents have been filled in accordance with terms and conditions specified in bidding documents and there is no ambiguity regarding, evaluation criteria, award of work etc. I hereby undertake that the firm is not black listed by any Government what so ever.

Contractor Signature:

Authorized Person: _____

CNIC #: _____

Company Name and Address:

NTN #: _____

Sales Tax Registration: _____

Stamp: _____



EXHIBIT

HP Product ID	Product Description	Service Location/City	SLA
681844-B21	HP BLc7000 CTO 3 IN LCD Plat Enclosure with HP VC Flex-10/10D Module and HP B-series 8/24c SAN Switch(2) BladeSystem c-Class	Karachi	24x7x4
727021-B21	HP BL460c Gen9 10Gb/20Gb FLB CTO Blade	Karachi	24x7x4
727021-B21	HP BL460c Gen9 10Gb/20Gb FLB CTO Blade	Karachi	24x7x4
727021-B21	HP BL460c Gen9 10Gb/20Gb FLB CTO Blade	Karachi	24x7x4
727021-B21	HP BL460c Gen9 10Gb/20Gb FLB CTO Blade	Karachi	24x7x4
727021-B21	HP BL460c Gen9 10Gb/20Gb FLB CTO Blade	Karachi	24x7x4
727021-B21	HP BL460c Gen9 10Gb/20Gb FLB CTO Blade	Karachi	24x7x4
C0H19A	HP 1/8 G2 LTO-6 Utk 6250 FC Autoloader	Karachi	24x7x4
C8R10A	HP MSA 2040 SFF Chassis	Karachi	24x7x4
C8R09A	HP MSA 2040 SAN Controller	Karachi	24x7x4
C8R09A	HP MSA 2040 SAN Controller	Karachi	24x7x4
1200758	Liebert ITA 16KVA/14.4KW UPS	Karachi	24x7x4
1200758	Liebert ITA 16KVA/14.4KW UPS	Karachi	24x7x4