



October, 2015

**SUPPLY & INSTALLATION OF FURNITURE & FIXTURES FOR THE  
PROJECT MANAGEMENT UNIT OF PROJECT DIRECTORATE &  
ALLIED FACILITIES OF STAMPS & REGISTRATION DEPARTMENT  
UNDER THE SCHEME NAMELY "AUTOMATION OF STAMPS &  
REGISTRATION, 21 DISTRICTS EXTENSION TO ALL DISTRICTS IN  
SINDH"**

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**PROJECT OF AUTOMATION OF STAMPS & REGISTRATION  
REFORMS WING & SPECIAL CELL  
BOARD OF REVENUE, GOVERNMENT OF SINDH**

# TABLE OF CONTENTS

Definitions.....	3
Invitation of Bid .....	4
General Terms & Conditions .....	6
Selection Criteria .....	9
Instructions for Responding Organizations .....	9
Basis of Evaluation and Comparison of Bid.....	10
Contacting the Purchaser.....	13
Purchaser's Right to Accept the Bid or Reject the Bid.....	13
Bill of Quantity.....	15
Bid Form.....	22
Bid Security Form .....	23
Performance Security Form.....	24
Technical Evaluation Forms.....	25

## **Definitions**

In this document, the following terms shall be interpreted as indicated:

“Bid” means a tender, or an offer by a person, consultant, firm, company or an organization expressing willingness to undertake a specified task at a price, in response to an invitation by a Procuring Agency.

“Bidding Documents” means all documents provided to the interested bidders to facilitate them in preparation of their bids in uniform manner.

“Bidding Process” means the procurement procedure under which sealed bids are invited, received, opened, examined and evaluated for the purpose of awarding a contract.

“Contract” means an agreement enforceable by law and includes General and Special Conditions, Specifications, Drawings and Bill of Quantities

“Contractor” means a person, firm, company or organization that undertakes to execute works including services related thereto, other than consulting services, incidental to or required for the contract being undertaken for the works;

“Government” means the Government of Sindh.

“Procuring Agency” means, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh.

“Supplier” means a person, firm, company or an organization that undertakes to supply goods and services related thereto, other than consulting services, required for the contract.

“Services” means any object of procurement other than goods or works, and includes consultancy services;

“Response Time” means, the period starting from the first date of issuance of bidding documents up to last date of issuance of bidding documents.”

“Lowest Evaluated Bid” means a bid most closely conforming to evaluation criteria and other conditions specified in the bidding document, having lowest evaluated cost;”;

## INVITATION OF BID

Reforms Wing & Special Cell, Board of Revenue, Government of Sindh (hereinafter referred to as Purchaser), invites sealed bids from eligible bidders for **"SUPPLY & INSTALLATION OF FURNITURE & FIXTURES FOR THE PROJECT MANAGEMENT UNIT A.S.R & ALLIED FACILITIES OF STAMPS & REGISTRATION DEPARTMENT" UNDER THE SCHEME NAMEDLY AUTOMATION OF STAMPS & REGISTRATION, 21 DISTRICTS EXTENSION TO ALL DISTRICTS IN SINDH**".

1. Tender Bids in sealed envelopes as per guidelines and information provided in this document are required. Interested bidders applying for bids should submit bids as per Single Stage Two Envelope Procedure of SPP Rules 2010. The interested bidder must have valid NTN, GST, PST registration certificates as a precondition for their eligibility for participation in the bidding process.
2. The bidder must quote for the complete desired specifications. The uncompleted bids will be rejected as non-responsive.
3. The bidder must bid for the complete packages. Bidding for individual items will be rejected as non-responsive.
4. All bids received will be opened and evaluated in the manner prescribed in the evaluation criteria of bidding document.
5. Interested eligible bidders may obtain further information on the bid and collect the bidding documents from the office of Project Director Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, C-73, Kahkahan, Block-2, Clifton, Karachi, from **Tuesday 3<sup>rd</sup> November 2015** during office Hours, i.e. from 9:00 am to 5:00 pm on payment of document fee of Rs. 2,000/- in the form of Pay order/Demand Draft in favour of Project Director Automation of Stamps & Registration, Board of Revenue, Sindh till **12:00 PM on Friday November 23<sup>rd</sup> 2015**. This bidding document can also be downloaded from the website of SPPRA or the website of the Board of Revenue Sindh, i.e. [www.borsindh.gov.pk](http://www.borsindh.gov.pk), in which case document fee required in the specified format may be submitted alongwith the bid. Only the bids submitted with the document fee or proof of payment thereof will be considered as eligible for participation in the bidding process.
6. All bids must be accompanied by an earnest money/bid security of two percent (2%) of total bid amount, in the form of 'pay order', 'demand draft' or 'bank guarantee' in the name of Project Director Automation of Stamps & Registration, Board of Revenue, Sindh, and must be accompanied with the bid in a separate sealed envelope marked as "Earnest Money/Bid Security". Bid without earnest money/bid security of required amount and prescribed form shall be rejected.
7. Reforms Wing & Special Cell, Board of Revenue, Government of Sindh will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.

8. The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.

9. The Procuring Agency shall have right of rejecting the tender as per Sindh Public Procurement Rules 2010.

10. All quoted prices must include all applicable taxes, such as General Sales Tax, Income Tax, Provincial Sales Tax and/or etc. If not specifically mentioned in the bid, then it will be presumed that the prices include all the taxes. Purchaser will not be responsible and would not pay any additional amount in case of changes in tax rate by the Government of Sindh or Government of Pakistan.

11. Rights and obligations of the procuring agency and the contractor shall be governed by General and Special conditions of contract signed between the procuring agency and the contractor.

12. Execution/installation of all components of the bid would be at locations specified in BoQ of this document.

13. The following shall result in blacklisting of suppliers, contractors, or contractors, individually or collectively as part of consortium:

- (a) conviction for fraud, corruption, criminal misappropriation, theft, forgery, bribery or any other criminal offence;
- (b) involvement in corrupt and fraudulent practices while obtaining or attempting to obtain a procurement contract;
- (c) final decision by a court or tribunal of competent jurisdiction that the contractor or supplier is guilty of tax evasion;
- (d) willful failure to perform in accordance with the terms of one or more than one contract;
- (e) failure to remedy underperforming contracts, as identified by the procuring agency, where underperforming is due to the fault of the contractor or supplier.

14. Failure to complete the contract within the stipulated time period will invoke penalty of 0.025% of the total cost per day. In addition to that, Performance Guarantee (CDR) amount will be forfeited and the company will not be allowed to participate in future tenders as well.

15. An interested bidder, who has obtained bidding documents, may request for clarification of contents of the bidding documents in writing, and procuring agency shall respond to such queries in writing within three calendar days, provided they are received at least five calendar days prior to the date of opening of bids.

-sd/-

**Project Director**  
**Automation of Stamps & Registration**  
**Board of Revenue Sindh**

## General Terms & Conditions

- Bids not conforming to the terms, conditions and specifications stipulated in this document will be rejected.
- Project Management Unit, A.S.R Reforms Wing & Special Cell, Board of Revenue, Government of Sindh invites this tender under single stage - two envelope procedure, under SPPR 2010 as amended till date.
- Proposal after due date and time will not be accepted for any reason. Proposals must not be sent by Facsimile or e-mail. Such submissions will not be accepted for any reason.
- Bid/Proposal shall comprise the technical and financial proposal.
- The bidder must bid for the complete package. Bidding for individual items will be rejected as non-responsive.
- All bids received will be opened and evaluated in the manner prescribed in the evaluation criteria of this bidding document.
  - (i) **Bid Security & Performance Security**
    - All bids must be accompanied by an earnest money/bid security of two percent (2%) of total bid amount, in the form of 'pay order', 'demand draft' or 'bank guarantee' in the name of Project Director Automation of Stamps & Registration, Board of Revenue, Sindh, and must be accompanied with the bid in a separate sealed envelope marked as "Earnest Money/Bid Security". Bid without earnest money/bid security of required amount in the prescribed form shall be rejected.
    - Bid security of the unsuccessful bidders will be released by PMU Automation of Stamps & Registration, Board of Revenue Sindh after award of work or after expiry of bid validity period whereas the bid security money of successful bidder will be released after the submission of performance security equivalent to 5% of contract price.
    - The performance security of the successful bidder will be released after issuance of successful completion certificate by the Project Management Unit Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh.
    - All/any terms and conditions not specified here shall be dealt with reference pertinent SPPR Rules 2010 as amended till date.

**(ii) Validity of the proposal**

- All proposals and price shall remain valid for a period of 90 days from the closing date of the submission of the proposal. However, the responding organization is encouraged to state a longer period of validity for the proposal.

**(iii) Currency**

- All currency in the proposal shall be quoted in Pakistani Rupees (PKR). The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.

**(iv) Withholding Tax, Sales Tax and other Taxes**

- The responding organization is hereby informed that the Government shall deduct tax at the rate prescribed under the Tax laws of Pakistan, from all payments for supplies and services rendered by any responding organization who signs a contract with the Government. The responding organization will be responsible for all taxes on transactions and/or income, which may be levied by Government. If responding organization is exempted from any specific taxes, then it is requested to provide the relevant documents with the proposal.

**(v) Compliance to Specifications**

- The Responding Organization (RO) to provide information as per (Compliance sheet). RO may not propose any kind of refurbished equipment / Hardware / components in their technical proposals.

**(vi) Financial Capabilities**

- The RO(s) shall describe the financial position of its organization. Income Statement or Report should be included in the detailed Technical proposal.

**(vii) Penalty Clause**

- It is of utmost importance that schedule to tender should be filled in very carefully and the instructions set forth above, scrupulously complied with failing which the offer will be ignored. In case of non-completion of supplies and services within stipulated period Earnest Money will be forfeited in favor of the Project Management Unit, A.S.R Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, Karachi. Besides liquidated damages of 0.025% per day of the contract price per day will be deducted for delayed delivery of goods and services.

7

**The technical offer must be submitted (in duplicate) with the following documents**

1. Company Profile with complete address, telephone No. Fax. No. and e-mail address and contact person.
2. Evidence of Relevant experience.
3. Affidavit that the firm is not blacklisted;
4. Document Fee and Bid Security of the specified form and amount as per the Tender Document in a sealed envelope.
5. Bid must be signed, named and stamped by the authorized person of the firm along with authorization letter
6. Authenticated Financial Statements of last three years should also be submitted with Technical Proposals
7. Valid NTN, GST, PST, Professional Tax and any other valid Tax Registration Certificate required by law in force.
8. In case of joint venture, names, company profiles, NTN, GST, PST Registration Certificates and authorization letter of the JV Partner on Stamp Paper of the prescribed denomination to bid on its behalf duly attested by the authorized Oath Commissioner / Notary Public shall be required.
9. Drawings and brochures of the products offered with specification compliance sheet of each.
10. Complete schedule of supply & installation is to be provided.
11. Ability to provide after sales support.
12. A comparative sheet may be attached in the format indicating compliance of essential tender requirements in the format given below:

<b>Sr. No</b>	<b>Tender Requirement</b>	<b>Compliance</b>	<b>Non- Compliance</b>
1.	Bid submitted in prescribed format with required technical documents		
2.	Bid for complete package		
3.	Items specification compliance		
4.	Delivery schedule compliance		
5.	Support & Maintenance compliance		
6.	Technical skills compliance		



### **\*Selection Criteria**

Single stage two-envelop procedure under SPP Rules 2010 as amended till date, will be used for the final selection of the vendor for the supply, & installation of the IT hardware and Electronic Equipments. Bid / Proposal shall comprise one single envelope containing the technical & financial proposal separately sealed and required information mentioned in General Terms & Conditions. All bids received will be opened and evaluated in the manner prescribed in the evaluation criteria of bidding document.

### **Instructions for Responding Organizations**

#### **Communication**

Enquiries regarding this tender document shall be submitted in writing/email to:  
Project Director, Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh.

#### **Mode of Delivery and Address**

Proposals should be submitted on or before **23<sup>rd</sup> November 2015 at 03:00 PM** at the address given below:

***Project Director, Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh,  
C-73, Kehkashan, Clifton, Block-2, Karachi.  
Tel: +92-21-99251416  
Fax:+92-21-35291752***

Proposals shall be delivered by hand or courier so as to reach the address given above by the last date indicated for submission. **PROPOSALS RECEIVED BY FAX OR EMAIL SHALL NOT BE ACCEPTED.**

#### **Submission of Proposal**

The bidder must bid for the complete package. Bidding for individual items from the package will be rejected as non-responsive. Proposals can be submitted on or before **23<sup>rd</sup> November 2015 at 03:00 PM** at the office of Project Director, Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, C-73, Kehkashan, Block-2, Clifton, Karachi, Tel: +92-21-99251416, Fax: +92-21-35291752. Bid / Proposal shall comprise one single envelope containing the technical & financial proposals sealed and required information mentioned in General Terms & Conditions.

The Bank Draft for Bid Bond to be enclosed in a separate envelope, labeled as "Bank Draft/Earnest Money (Bid Bond)", and which should be sealed. Proof of Sales Tax and NTN numbers should also be provided. (Please provide photocopies of all relevant documents).

### **Opening of Proposals**

The technical proposal submitted against the subject tender document will be opened by the Procurement Committee of PMU, ASR Board of Revenue, Sindh on **23<sup>rd</sup> November 2015 at 03:30 PM** in the Committee room of PMU, ASR Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, C-73, Kehkashan, Block-2, Clifton, Karachi, in presence of all the bidders, or their representatives, who may choose to be present.

### **Evaluation and Comparison of Technical and Financial Bids**

Bid / Proposal shall comprise one single envelope containing the technical & financial proposal and required information mentioned in General Terms & Conditions. All bids received will be opened and evaluated in the manner prescribed in the evaluation criteria of bidding document.

### **Mandatory Clause**

The Bidders must comply with the following mandatory requirements:

- The Bidder must be registered under the Companies Ordinance 1984;
- The Bidders must be registered with Federal Board of Revenue (FBR) for Income Tax and Sales Tax.
- The Bidders must be registered with Sindh Revenue Board (SRB) for Provincial Sales Tax and must be on SRB's Active Taxpayers List.
- The Bidders must be able to demonstrate that they have expertise in performing the tasks enlisted under scope of work.
- Bidders may submit bids as a Joint Venture but in such case one bidder shall be appointed as a lead bidder who shall be solely responsible for end to end delivery of the entire project.
- Bidders or any of its consortium partners must not have been black listed or declared bankrupt by any Government or Financial institution.
- Bidders NOT complying with any of the above eligibility pre-requisites would be disqualified. All documentary evidence must be submitted along with the bids; no document will be acceptable after bid submission.

## **Basis of Evaluation and Comparison of Bid**

The financial bid of only those bidders will be opened who meet the mandatory requirements and qualify the following evaluation criteria against the tender. The financial bid of disqualified/non-compliant bidders will be returned unopened.

S.No.	Criteria	Max Marks	Marks Obtained
<b>A</b>	<b>COMPANY PROFILE</b>	<b>200</b>	
1	Years in relevant Business. a. 10 years or more = 100 Marks b. More than 5 years but less than 10 years = 50 Marks (Attach Certificate of Incorporation)	100	
2	The firm must have at least 20 Employees/Staff on company's permanent payroll in relevant category for last One (01) year. a. More than 40 employees = 100 marks b. More than 20 but less than 40 = 50 marks  (Attach Authenticated Company's Payroll, CV and Degrees of Employees)	100	
<b>B</b>	<b>EXPERIENCE</b>	<b>500</b>	
1	Completed at least 04 projects of Furniture & Fixtures (including supply & installation). (25 Marks for each project to the maximum of 200) (attach successful completion certificate)	200	
2	Completed at least 04 projects of IT Enabled Environment in any IT sector with Supply, Installation and Support. (25 Marks for each project to the maximum of 200) (attach successful completion certificate)	200	
3	Four Projects of worth Rs. 5 Million and above. (25 Marks for each project.) (attach successful completion certificate)	100	
<b>C</b>	<b>FINANCIAL CAPABILITY</b>	<b>300</b>	
	Average turnover in relevant Business during last 3 years a. More than Rs. 15 million but less than Rs. 30 million = 150 Marks b. Rs. 30 Million or above = 300 Marks  (attach audited financial statements)	300	
<b>Total</b>		<b>1000</b>	
<b>Passing Marks</b>		<b>800</b>	

## **Preliminary Evaluation Checklist**

\*Bidders are required to furnish relevant information required in the evaluation criteria in the prescribed Technical Evaluation Forms provided in the document

### **Information Required**

#### **a) General**

- 1 Name of Bidder consortium going into bid.
- 2 Number of Years in business in Pakistan
- 3 Number of Offices locations in Pakistan
- 4 Annual Turnover (Million Rs.)
- 5 Value of projects in hand (details may be given)
- 6 Year of Incorporation
- 7 Status of the Bidder
  - Sole Proprietor
  - Partnership Firm
  - Private Limited Company
  - Public Limited Company
  - Entity registered / incorporated outside Pakistan (Give details)
  - Other (Please specify)
- 8 Names of Owner / Partners / Chief Executive / Directors
- 9 Details of Registered Head Office (Address, Phone, Facsimile, Email and Website information)

#### **b) Details of total staff employed**

- 1 Number of permanent staff employed: Technical /Managerial
- 2 Cumulative Experience (in years)
- 3 Details of Staff assigned for the proposed project.

#### **c) Joint Ventures**

Bids submitted by a joint venture of two or more companies or partners shall comply with the following requirements:

- a) The Bid, and in case of successful Bid, the Contract form, shall be signed by the lead bidder duly nominated by all the JV partners;
- b) One of the partners shall be authorized to be Incharge; and this authority shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the partners;
- c) The partner Incharge shall be authorized to incur liabilities, receive payments and receive instructions for and on behalf of any or all partners of the joint venture;
- d) all partners of the joint venture shall be liable jointly and severally for executing the Contract in accordance with the Contract terms, and a relevant statement to this effect shall be included in the authorization mentioned under (b) above as well as in the Bid Form and the Form of Agreement (in case of a successful Bid); and

- e) The JV Agreement for this project entered into by the joint venture partners on stamp paper duly attested by Notary Public shall be submitted with the Bid.

### **Special Instructions**

- Incomplete applications will not be considered.
- Any firm, which furnishes wrong information, will be liable for legal proceeding and if any contract is awarded, the same will be cancelled.
- Board of Revenue reserves the right to accept or reject any or all proposals without assigning any reason thereof.
- The financial bid must be filled in prescribed form without any alteration/over writing.
- Conditional tenders/bids will not be acceptable.
- Board of Revenue reserves the right to increase or decrease the scope of work / number of items without assigning any reason under relevant provisions of SPPRA Rules 2010.
- Only companies registered with Sales Tax, Income Tax & Sindh Revenue Board Departments shall be eligible to participate in the tender (proof of registration is required).
- Every page of this tender document should be signed and sealed by the bidder.

### **Contacting the Purchaser**

Any effort by a bidder to influence the Purchaser in the Purchaser's decisions in respect of bid evaluation or Contract award will result in the rejection of the bidder's bid.

### **Purchaser's Right to Accept the Bid or Reject the Bid**

The Purchaser reserves the right to accept or reject the bid and to annul the bidding process at any time prior to award of Contract, without thereby incurring any liability to the bidder or any obligation to inform the bidder of the grounds for the Purchaser's action as per SPP Rules, 2010.

### **Scope of Work**

Reforms Wing & Special Cell under its approved Project of Automation of Stamps & Registration, 21 Districts, extension to all Districts in Sindh is actively engaged in capacity building of Board of Revenue, Government of Sindh through number of project components, aimed at developing the standards and systems of Information & Communication Technology at the international industry levels.

Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, under the said approved Project of Automation of Stamps & Registration, 21 Districts, extension to all Districts in Sindh invites tender through National Competitive Bidding.

Contractor shall also be responsible to supply, install and commission the IT Equipment, Hardware and Electronic Equipment at the PMU A.S.R and allied facilities of Registration & Stamps Department under the scheme Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh and it's allied Scanning Units located at Karachi, Hyderabad, Shaheed Benazirabad, Larkana, Sukkur and Mirpurkhas.

Vendor would be responsible to install/fix the furniture & fixtures with utmost care and for safe custody of the same till completion of the assignment. Penalty would be imposed on vendor to makeup the loss; in case of finding carelessness in equipment handling and misuse of the provided equipment.

Reforms Wing & Special Cell, Board of Revenue, Government of Sindh through its Project of Automation of Stamps & Registration has right to terminate the contract if vendor will fail in providing satisfactory services in given scheduled time. In addition to that, Performance Security amount will also be forfeited.

Any unforeseen requirement for the implementation and maintenance of the project would be core responsibility of vendor.

SLA or any services agreement, if required, will be signed after implementation according to the satisfactory progress of the vendor and as per criteria of PMU Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh.

## BILL OF QUANTITY

### ALONGWITH DETAILED TECHNICAL SPECIFICATION

Package "A" (Supply and Installation of Furniture and Fixtures for ASR Head Office Building)

Sr.#	Item	Description	Qty
1.	Furniture for Sr. Executive Office	Supply and Installation of furniture setup for Sr. Executive's Room including Office Table having Size: 3'x7', side rack, base filing cabinet, book-shelf and High back chair in Ash Material, Jacobean finishing.	1 Set
2.	Furniture for Executive Office	Supply and Installation of furniture setup of Executive's Room including Office Table having Size: 3'x6', side rack, base filing cabinet, book-shelf and back chair in Ash Material, Jacobean finishing and High.	4 Set
3.	Furniture for Officer Room	Supply and Installation of furniture setup of Executive's Room including Office Table having size: 3'x5', side rack size: 1.5'x3', base filing cabinet, book-shelf size 4'x7' and High back chair in Ash Material, Jacobean finishing.	13 Set
4.	Furniture for Officer Room	Supply and Installation 2 Person furniture setup including Office Table size: 3'x5', side rack size: 1.5'x3', 1-book-shelf size 4'x7 and chair in MDF.	2
5.	Furniture for Officer Room	Supply and Installation 1 Person furniture setup including Office Table size: 3'x5', side rack size: 1.5'x3', 1-book-shelf size 4'x7 and chair in MDF.	1 Set
6.	Furniture for Officer Room	Supply and Installation 3 Person furniture setup including Office Table size: 3'x5', side rack size: 1.5'x3', 1-book-shelf size 4'x7 and chair in MDF.	3
7.	Furniture for General Staff Room	Supply and Installation 01 furniture setup including Office Table, size 2.5'x4, side rack size 1.5'x2.5' and chair in MDF.	9
8.	Furniture for General Staff Room	Supply and Installation 4 Person furniture setup including Office Table size 2.5'x4, side rack size 1.5'x2.5' and chair in MDF.	4
9.	Furniture for General Staff Room	Supply and Installation 7 Person furniture setup including Office Table size 2.5'x4, side rack size 1.5'x2.5' and chair in MDF.	7
10.	Table for Conference Room	Supply and Installation of Conference Table size 5'x14' for 12 persons with high quality finish with matching interior in Ash Material, Jacobean finishing.	1
11.	Chair for Conference Room	Supply and Installation of Executive Chair for Conference Room with matching interior.	12
12.	Sofa Set for Sr. Executive and Executive Room	Supply and Installation of Sofa Set 5 piece with arms and matching interior with center table size 5'x3'.	4 Set
13.	Sofa Set for Conference Room Visitor	Supply and Installation of Sofa Single Seat type without arms regzine with matching center table size 5'x3' for Conference Visitors.	12
14.	Chair for Sr. Executive Room	Supply and Installation of Visitor Chair for Sr. Executive Room fix type wooden polish in Ash Material, Jacobean finishing.	4
15.	Chair for Executive Room	Supply and Installation of Visitor Chair for Executive Room fix type wooden polish in Ash Material, Jacobean finishing.	8
16.	Chair for Officer Room	Supply and Installation of Visitor Chair for Officer Room fix type with matching polish.	12
17.	Reception Counter	Providing and fixing of Reception counter in lamination with PVC binding for 2 Person complete with all working MDF.	1 Job
18.	Server Room	Providing and fixing Aluminum Partition for IT room with door,	1

Sr.#	Item	Description	Qty
		locks, handle and glass of 12 mm with or without frost paper.	Job
19.	Kitchen Room	Supply and Installation of Kitchen Cabinets, Marble top 3/4" complete with stove with seating of 8 Persons with folding / fixed plastic tables & chairs.	1 Job
20.	Conference Room	Supply and fixing of Door Partition at Arch for Conference Room and removing of existing partitions, size: 9'x8'.	1 Job
21.	Furniture Polishing	Providing complete polish to all the fixture, 05 cabinets, 16 doors and 30 windows etc.	1 Job
22.	Fixing of Logo	Supply of Brass metal logo with led spot light at Entrance of ASR Building.	1 Job
23.	Fixing of Pena flex	Providing and fixing of Pena flex in 480 gms sheet with mounting of MS box size 4'x15' complete in all respect.	1 Job
24.	Office Partition	Supply and installation of office/room partition for 2 rooms having size 15x17 feet with 4 doors	1 Job
25.	Maintenance and Support	Contractor should provide One year complete service and support of above Sr. # 1 to Sr. # 24.	1 Job

**Package "B" (Supply and Installation of Furniture and Fixtures for 5 Scanning Unit Located at Hyderabad, Shaheed Benazirabad, Larkana, Sukkur & MirpurKhas)**

Sr.#	Item	Description	Qty
1.	Office Table	Supply and Installation of Office Table having Size: 3'x6' in two side lamination in MDF board with color theme and pvc molding on edges and wooden frame on top with standard finish for 5 Scanning Units.	25 (5 for Each Unit)
2.	Scanner Table	Supply and Installation of Scanner Table 30"x48" in two side lamination in MDF board with color theme and pvc molding on edges and wooden frame on top with one drawer and lock in standard finish for 5 Scanning Units.	10 (2 for Each Unit)
3.	Base Filing Cabinet	Supply and Installation of Base Filing Cabinet 18"x48" in two side lamination in MDF board with color theme and pvc molding on edges and wooden frame on top with standard finish for 5 Scanning Units.	35 (7 for Each Unit)
4.	Chair for Scanning Staff	Supply and Installation of Chair without arms for Scanning Staff with quality finish material and adjustable to height of 2.5' for 5 Scanning Units.	10 (2 for Each Unit)
5.	Chair for Scanning Officer	Supply and Installation of Chair with arms tilting type and high back in quality material with adjustable sitting for Scanning Officer for 5 Scanning Units.	15 (3 for Each Unit)
6.	Chair for Reception Staff	Supply and Installation of Chair without arms for reception staff with quality finish material and adjustable to height of 2.5' for 5 Scanning Units.	5 (1 for Each Unit)
7.	Chair for Unit Incharge	Supply and Installation of Chair without arms for reception staff with quality finish material and adjustable to height 2.5' for 5 Scanning Units.	5 (1 for Each Unit)
8.	Chair for Technician	Supply and Installation of Chair without arms for reception staff with quality finish material and adjustable to height 2.5' for 5	5 (1 for



Sr.#	Item	Description	Qty
		Scanning Units.	Each Unit)
9.	Reception Counter	Supply and Installation of Reception Counter in two side lamination in MDF board of selected color theme with pvc molding one edges and wooden frame wherever applicable with one drawer, lock, and spot light in standard finish for 5 Scanning Units.	5 (1 for Each Unit)
10.	Side Rack	Supply and Installation of Side Rack in two side lamination in MDF board 18"x36"with pvc molding on edges with sliding doors, lock etc. in standard finish for 5 Scanning Units.	5 (1 for Each Unit)
11.	Maintenance and Support	Contractor should provide One year complete service and support of above Sr. # 1 to Sr. # 10.	1 Job

### **Technical Specifications**

**Note:** Vendors should submit their bid with equivalent or higher configuration.

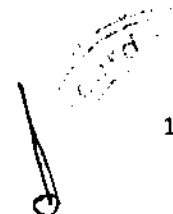
### **Delivery schedule**

The successful bidder would be required to carry out the delivery of the BOQ items within a period of Two (02) months after signing of contract.

### **Support Capabilities**

Responding organization should indicate the support capabilities for the provided IT hardware and electronic equipments in the following format:

	Item	Action Item	Maximum Resolution Time
1	Furniture and Fixtures	Repair	3 Working Days
		Polish and Finishing	1 Working Days
2	Support & Maintenance	Response time	1 Working Days



## PRICE SCHEDULE

The bidders should submit their price bid/financial proposal in the following prescribed format detailing item, its quantity, unit price & total price in accordance with the terms and conditions and provisions of this bidding document.

### Package "A" (Supply and Installation of Furniture and Fixtures for ASR Head Office Building)

Sr.#	Item	Description	Qty	Unit Price	Total Price
1.	Furniture for Sr. Executive Office	Supply and Installation of furniture setup for Sr. Executive's Room including Office Table having Size: 3'x7', side rack, base filing cabinet, book-shelf and High back chair in Ash Material, Jacobean finishing.	1 Set		
2.	Furniture for Executive Office	Supply and Installation of furniture setup of Executive's Room including Office Table having Size: 3'x6', side rack, base filing cabinet, book-shelf and back chair in Ash Material, Jacobean finishing and High.	4 Set		
3.	Furniture for Officer Room	Supply and Installation of furniture setup of Executive's Room including Office Table having size: 3'x5', side rack size: 1.5'x3', base filing cabinet, book-shelf size 4'x7' and High back chair in Ash Material, Jacobean finishing.	13 Set		
4.	Furniture for Officer Room	Supply and Installation 2 Person furniture setup including Office Table size: 3'x5', side rack size: 1.5'x3', 1-book-shelf size 4'x7 and chair in MDF.	2		
5.	Furniture for Officer Room	Supply and Installation 1 Person furniture setup including Office Table size: 3'x5', side rack size: 1.5'x3', 1-book-shelf size 4'x7 and chair in MDF.	1 Set		
6.	Furniture for Officer Room	Supply and Installation 3 Person furniture setup including Office Table size: 3'x5', side rack size: 1.5'x3', 1-book-shelf size 4'x7 and chair in MDF.	3		
7.	Furniture for General Staff Room	Supply and Installation 01 furniture setup including Office Table, size 2.5'x4, side rack size 1.5'x2.5' and chair in MDF.	9		
8.	Furniture for General Staff Room	Supply and Installation 4 Person furniture setup including Office Table size 2.5'x4, side rack size	4		

Sr.#	Item	Description	Qty	Unit Price	Total Price
		1.5'x2.5' and chair in MDF.			
9.	Furniture for General Staff Room	Supply and Installation 7 Person furniture setup including Office Table size 2.5'x4, side rack size 1.5'x2.5' and chair in MDF.	7		
10.	Table for Conference Room	Supply and Installation of Conference Table size 5'x14' for 12 persons with high quality finish with matching interior in Ash Material, Jacobean finishing.	1		
11.	Chair for Conference Room	Supply and Installation of Executive Chair for Conference Room with matching interior.	12		
12.	Sofa Set for Sr. Executive and Executive Room	Supply and Installation of Sofa Set 5 piece with arms and matching interior with center table size 5'x3'.	4 Set		
13.	Sofa Set for Conference Room Visitor	Supply and Installation of Sofa Single Seat type without arms regzine with matching center table size 5'x3' for Conference Visitors.	12		
14.	Chair for Sr. Executive Room	Supply and Installation of Visitor Chair for Sr. Executive Room fix type wooden polish in Ash Material, Jacobean finishing..	4		
15.	Chair for Executive Room	Supply and Installation of Visitor Chair for Executive Room fix type wooden polish in Ash Material, Jacobean finishing.	8		
16.	Chair for Officer Room	Supply and Installation of Visitor Chair for Officer Room fix type with matching polish.	12		
17.	Reception Counter	Providing and fixing of Reception counter in lamination with PVC binding for 2 Person complete with all working MDF.	1 Job		
18.	Server Room	Providing and fixing Aluminum Partition for IT room with door, locks, handle and glass of 12 mm with or without frost paper.	1 Job		
19.	Kitchen Room	Supply and Installation of Kitchen Cabinets, Marble top 3/4" complete with stove with seating of 8 Persons with folding / fixed plastic tables & chairs.	1 Job		
20.	Conference Room	Supply and fixing of Door Partition at Arch for Conference Room and removing of existing partitions, size: 9'x8'.	1 Job		
21.	Furniture Polishing	Providing complete polish to all the fixture, 05 cabinets, 16 doors and 30 windows etc.	1 Job		

Sr.#	Item	Description	Qty	Unit Price	Total Price
22.	Fixing of Logo	Supply of Brass metal logo with led spot light at Entrance of ASR Building.	1 Job		
23.	Fixing of Pena flex	Providing and fixing of Pena flex in 480 gms sheet with mounting of MS box size 4'x15' complete in all respect.	1 Job		
24.	Office Partition	Supply and installation of office/room partition for 2 rooms having size 15x17 feet with 4 doors	1 Job		
25.	Maintenance and Support	Contractor should provide One year complete service and support of above Sr. # 1 to Sr. # 24.	1 Job		

**Package "B" (Supply and Installation of Furniture and Fixtures for 5 Scanning Unit Located at Hyderabad, Shaheed Benazirabad, Larkana, Sukkur & Mirpur Khas)**

Sr.#	Item	Description	Qty	Unit Price	Total Price
1.	Office Table	Supply and Installation of Office Table having Size: 3'x6' in two side lamination in MDF board with color theme and pvc molding on edges and wooden frame on top with standard finish for 5 Scanning Units.	25 (5 for Each Unit)		
2.	Scanner Table	Supply and Installation of Scanner Table 30"x48" in two side lamination in MDF board with color theme and pvc molding on edges and wooden frame on top with one drawer and lock in standard finish for 5 Scanning Units.	10 (2 for Each Unit)		
3.	Base Filing Cabinet	Supply and Installation of Base Filing Cabinet 18"x48" in two side lamination in MDF board with color theme and pvc molding on edges and wooden frame on top with standard finish for 5 Scanning Units.	35 (7 for Each Unit)		
4.	Chair for Scanning Staff	Supply and Installation of Chair without arms for Scanning Staff with quality finish material and adjustable to height of 2.5' for 5 Scanning Units.	10 (2 for Each Unit)		
5.	Chair for Scanning Officer	Supply and Installation of Chair with arms tilting type and high back in quality material with adjustable sitting for Scanning Officer for 5 Scanning Units.	15 (3 for Each Unit)		
6.	Chair for Reception Staff	Supply and Installation of Chair without arms for reception staff with quality finish material and adjustable	5 (1 for Each Unit)		

20

Sr.#	Item	Description	Qty	Unit Price	Total Price
		to height of 2.5' for 5 Scanning Units.			
7.	Chair for Unit Incharge	Supply and Installation of Chair without arms for reception staff with quality finish material and adjustable to height 2.5' for 5 Scanning Units.	5 (1 for Each Unit)		
8.	Chair for Technician	Supply and Installation of Chair without arms for reception staff with quality finish material and adjustable to height 2.5' for 5 Scanning Units.	5 (1 for Each Unit)		
9.	Reception Counter	Supply and Installation of Reception Counter in two side lamination in MDF board of selected color theme with pvc molding one edges and wooden frame wherever applicable with one drawer, lock, and spot light in standard finish for 5 Scanning Units.	5 (1 for Each Unit)		
10.	Side Rack	Supply and Installation of Side Rack in two side lamination in MDF board 18"x36"with pvc molding on edges with sliding doors, lock etc. in standard finish for 5 Scanning Units.	5 (1 for Each Unit)		
11.	Maintenance and Support	Contractor should provide One year complete service and support of above Sr. # 1 to Sr. # 10.	1 Job		

**BID FORM**

To,  
Project Director ASR,  
Project Management Unit,  
Reforms Wing & Special Cell,  
Board of Revenue,  
Government of Sindh  
C-73, Kehkashan, Block-2, Clifton, Karachi.

Sir,

**SUBJECT: "SUPPLY & INSTALLATION OF FURNITURE & FIXTURES FOR THE PROJECT MANAGEMENT UNIT A.S.R & ALLIED FACILITIES OF STAMPS & REGISTRATION DEPARTMENT" UNDER THE SCHEME NAMEDLY AUTOMATION OF STAMPS & REGISTRATION, 21 DISTRICTS EXTENSION TO ALL DISTRICTS IN SINDH"**

Having examined the bidding documents, the receipt of which is hereby duly acknowledge, for the above Contract, we, the undersigned, offer to supply, deliver, test and impart training in conformity with the said bidding documents for the Total Bid Price Pak Rupees (in figures \_\_\_\_\_ in words)

or such other sums as may be ascertained in accordance with the Price Schedule attached hereto and made part of this bid.

We undertake, if our bid is accepted, to complete the works in accordance with the Contract Execution Schedule.

If our Bid is accepted, we will provide the performance security in the sum equivalent to 5% of the Contract Price for the due performance of the Contract.

We agree to abide by this Bid for the period of ninety (90) days from the date fixed for bid opening of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof in your Notification of Contract Award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest-priced or any Bid that you may receive.

Dated this-----day of -----2015

WITNESS

Signature -----  
Name -----  
Title -----  
Address -----

-----  
BIDDER

Signature -----  
Name -----  
Title -----  
Address -----

**BID SECURITY FORM**

**WHEREAS** [Name of Bidder] (hereinafter called "the Bidder" has submitted its bid dated [date] for the "SUPPLY & INSTALLATION OF FURNITURE & FIXTURES FOR THE PROJECT MANAGEMENT UNIT A.S.R & ALLIED FACILITIES OF STAMPS & REGISTRATION DEPARTMENT" UNDER THE SCHEME NAMEDLY AUTOMATION OF STAMPS & REGISTRATION, 21 DISTRICTS EXTENSION TO ALL DISTRICTS IN SINDH", (hereinafter called "the Bid").

**KNOW ALL MEN** by these presents that we [Name of the Bank] of [Name of Country] having our registered office at [Address of Bank] (hereinafter called "the Bank") are bound into the Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, Karachi, Pakistan (hereinafter called "the Purchaser") in the sum of -----, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this-----day of-----, 2015

**THE CONDITIONS** of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder does not accept the corrections of his Total Bid Price; or
3. If the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity:
  - (a) Fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders; or
  - (b) Fails or refuses to execute the Contract Form, when requested. or

We undertake to pay to the Purchaser up to the above amount, according to, and upon receipt of, its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both or all the three above stated conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to -----, the period of bid validity, and any demand in respect thereof should reach the Bank not later than such date.

By [Bank]  
{Title}  
Authorized Representative

**PERFORMANCE SECURITY FORM**

To,

Project Director ASR,  
Project Management Unit,  
Reforms Wing & Special Cell,  
Board of Revenue,  
Government of Sindh  
Karachi.

WHEREAS [Name of the Contractor] hereinafter called "the Contractor" has undertaken, in pursuance of the bid for **"SUPPLY & INSTALLATION OF FURNITURE & FIXTURES FOR THE PROJECT MANAGEMENT UNIT A.S.R & ALLIED FACILITIES OF STAMPS & REGISTRATION DEPARTMENT" UNDER THE SCHEME NAMEDLY AUTOMATION OF STAMPS & REGISTRATION, 21 DISTRICTS EXTENSION TO ALL DISTRICTS IN SINDH**", dated \_\_\_\_\_, 2015, (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the Contract that the Contractor shall furnish you with a bank guarantee by a recognized bank for the sum specified therein as security for compliance with the Contractor's performance obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor a Guarantee:

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total of [Amount of the guarantee in words and figures] , and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums as specified by you, within the limits of [Amount of Guarantee] as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until \_\_\_\_\_ day of \_\_\_\_\_, 2015, or twenty-eight (28) days of the issue of the Defects Liability Expiry Certificate, whichever is later.

[NAME OF GUARANTOR]

Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Title \_\_\_\_\_  
Address \_\_\_\_\_  
Seal \_\_\_\_\_





# Technical Evaluation Forms

FORM A1

## COMPANY PROFILE NUMBER OF YEARS IN BUSINESS

Date: -----

All bidders are requested to complete the information in this form. Nationality information is also to be provided for foreign owners or applicants who are forming part of the Joint Ventures as required under the bye-laws as a Partnership/Joint Venture.

1.	Name of firm or consortium of firm (Legal Name):  <i>(In case of Joint Venture (JV), please also provide legal name of each partner)</i>	
2.	Nature of Business:  <i>(Whether the firm is a Corporation, Partnership, Trust etc., show documentary evidence of required nature in business for every year)</i>	
3.	Head Office Address:	
4.	Telephone Fax numbers: E-mail address:	
5.	Place of Incorporation/Registration: Year of incorporation/registration:	
6.	Applicant's authorized representative: Telephone Fax numbers: E-mail address:	
7.	<u>NATIONALITY OF OWNERS.</u>	
	Name:	Country:

Note:

Please attach relevant document such as certificate of incorporation / registration

**COMPANY'S PROFILE**

Regular employees on company payroll for last one year.  
**(Please attach authenticated pay roll certificates)**  
 (ATTACH SEPARATE SHEET FOR EACH FULL TIME TECHNICAL STAFF)

<b>POSITION</b>			
<b>PERSONNEL INFORMATION</b>	<b>NAME</b>	<b>DATE OF BIRTH</b>	
	<b>PROFESSIONAL QUALIFICATIONS</b>		
	<b>TECHNICAL/PROFESSIONAL CERTIFICATIONS</b>		
<b>EXPERIENCE</b>	<b>NAME OF EMPLOYER</b>		
	<b>POSITION</b>	<b>FROM</b>	<b>TO</b>
<b>PRESENT EMPLOYMENT RECORD</b>	<b>Job Title:</b>		
	<b>Period with firm:</b>		
	<b>Telephone:</b>	<b>Email:</b>	
	<b>NTN:</b>		
	<b>Mail Address:</b>		

**Note:**

Please attach relevant document such as degree(s), certificate(s) and any other deemed necessary as proof of claims in CVs. Also please attach the authenticated Payroll of the staff for the last one year.



**EXPERIENCE**

Completed at least 05 projects of Furniture & Fixtures (including supply & installation).

*Use a separate sheet for each contract / Consultancy.*

1.	Name of Contract:
	Country:
2.	Name of Procuring Agency, Telephone and Fax Number: ..... .....
3.	Procuring Agency Address: ..... .....
4.	Nature of works and special features relevant to the contract: ..... .....
5.	Contract Role (Tick One):  (a) Sole (b) Sub-partner (c) Partner in a Joint Venture
6.	Value of the total contract (in specified currencies) at completion, or at date of award for current contract:  Currency..... Currency..... Currency.....
7.	Equivalent in Pak/ Rs.:
8.	Date of Award:
9.	Date of Completion:
10.	Specified Requirements:

**Note:**

Please attach relevant document such as successful completion certificate and any other document deemed necessary as proof of claims

**EXPERIENCE**

Completed at least 04 projects of IT enabled environment in IT sector.

*Use a separate sheet for each contract / Consultancy.*

1.	Name of Contract:
	Country:
2.	Name of Procuring Agency, Telephone and Fax Number: ..... .....
3.	Procuring Agency Address: ..... .....
4.	Nature of works and special features relevant to the contract: ..... .....
5.	Contract Role (Tick One):  (a) Sole (b) Sub-partner (c) Partner in a Joint Venture
6.	Value of the total contract (in specified currencies) at completion, or at date of award for current contract:  Currency..... Currency..... Currency.....
7.	Equivalent in Pak/ Rs.:
8.	Date of Award:
9.	Date of Completion:
10.	Specified Requirements:

**Note:**

Please attach relevant document such as successful completion certificate and any other document deemed necessary as proof of claims

**EXPERIENCE**

Completed at least 04 projects of worth Rs. 5 Million.

*Use a separate sheet for each contract / Consultancy.*

1.	Name of Contract:
	Country:
2.	Name of Procuring Agency, Telephone and Fax Number: ..... .....
3.	Procuring Agency Address: ..... .....
4.	Nature of works and special features relevant to the contract: ..... .....
5.	Contract Role (Tick One):  (a) Sole (b) Sub-partner (c) Partner in a Joint Venture
6.	Value of the total contract (in specified currencies) at completion, or at date of award for current contract:  Currency..... Currency..... Currency.....
7.	Equivalent in Pak/ Rs.:
8.	Date of Award:
9.	Date of Completion:
10.	Specified Requirements:

**Note:**

Please attach relevant document such as successful completion certificate and any other document deemed necessary as proof of claims

**FINANCIAL CAPABILITIES**  
**AVERAGE ANNUAL TURNOVER**

Date: -----

<b>YEAR</b>	<b>AVERAGE TURNOVER</b>	<b>INCOME TAX PAID</b>	<b>Name along with Cost of Projects Executed/ Undertaken</b>	<b>Liquid Assets Balance</b>
<b>2014-15</b>				
<b>2013-12</b>				
<b>2012-13</b>				

**Note:**

Please attach relevant document such as authenticated audited statements and any other document deemed necessary as proof of claims





October, 2015

**SUPPLY & INSTALLATION OF ELECTRICAL EQUIPMENTS AND SECURITY  
APPLIANCES ALONGWITH SUPPORT & MAINTENANCE SERVICES FOR THE  
PROJECT MANAGEMENT UNIT A.S.R & ALLIED FACILITIES OF STAMPS &  
REGISTRATION DEPARTMENT UNDER THE SCHEME NAMELY "AUTOMATION OF  
STAMPS & REGISTRATION, 21 DISTRICTS EXTENSION TO ALL DISTRICTS IN SINDH"**

---

**PROJECT OF AUTOMATION OF STAMPS & REGISTRATION  
REFORMS WING & SPECIAL CELL  
BOARD OF REVENUE, GOVERNMENT OF SINDH**

## TABLE OF CONTENTS

Definitions .....	3
Inviattion of Bid.....	4
General Terms & Conditions .....	6
Selection Criteria .....	9
Instructions for Responding Organizations .....	9
Basis of Evaluation and Comparison of Bid.....	10
Contacting the Purchaser.....	13
Purchaser's Right to Accept the Bid or Reject the Bid.....	13
BILL OF QUANTITY.....	14
BID FORM .....	25
BID SECURITY FORM .....	26
PERFORMANCE SECURITY FORM .....	27
Technical Evaluation Forms.....	28



## Definitions

In this document, the following terms shall be interpreted as indicated:

“Bid” means a tender, or an offer by a person, consultant, firm, company or an organization expressing willingness to undertake a specified task at a price, in response to an invitation by a Procuring Agency.

“Bidding Documents” means all documents provided to the interested bidders to facilitate them in preparation of their bids in uniform manner.

“Bidding Process” means the procurement procedure under which sealed bids are invited, received, opened, examined and evaluated for the purpose of awarding a contract.

“Contract” means an agreement enforceable by law and includes General and Special Conditions, Specifications, Drawings and Bill of Quantities

“Contractor” means a person, firm, company or organization that undertakes to execute works including services related thereto, other than consulting services, incidental to or required for the contract being undertaken for the works;

“Government” means the Government of Sindh.

“Procuring Agency” means, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh.

“Supplier” means a person, firm, company or an organization that undertakes to supply goods and services related thereto, other than consulting services, required for the contract.

“Services” means any object of procurement other than goods or works, and includes consultancy services;

“Response Time” means, the period starting from the first date of issuance of bidding documents up to last date of issuance of bidding documents.”

“Lowest Evaluated Bid” means a bid most closely conforming to evaluation criteria and other conditions specified in the bidding document, having lowest evaluated cost;

**(ii) Validity of the proposal**

- All proposals and price shall remain valid for a period of 90 days from the closing date of the submission of the proposal. However, the responding organization is encouraged to state a longer period of validity for the proposal.

**(iii) Currency**

- All currency in the proposal shall be quoted in Pakistani Rupees (PKR). The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.

**(iv) Withholding Tax, Sales Tax and other Taxes**

- The responding organization is hereby informed that the Government shall deduct tax at the rate prescribed under the Tax laws of Pakistan, from all payments for supplies and services rendered by any responding organization who signs a contract with the Government. The responding organization will be responsible for all taxes on transactions and/or income, which may be levied by Government. If responding organization is exempted from any specific taxes, then it is requested to provide the relevant documents with the proposal.

**(v) Compliance to Specifications**

- The Responding Organization (RO) to provide information as per (Compliance sheet). RO may not propose any kind of refurbished equipment / Hardware / components in their technical proposals.

**(vi) Financial Capabilities**

- The RO(s) shall describe the financial position of its organization. Income Statement or Report should be included in the detailed Technical proposal.

**(vii) Penalty Clause**

- It is of utmost importance that schedule to tender should be filled in very carefully and the instructions set forth above, scrupulously complied with failing which the offer will be ignored. In case of non-completion of supplies and services within stipulated period Earnest Money will be forfeited in favor of the Project Management Unit, A.S.R Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, Karachi. Besides liquidated damages of 0.025% per day of the contract price per day will be deducted for delayed delivery of goods and services.



### **Selection Criteria**

Single stage two-envelop procedure under SPP Rules 2010 as amended till date, will be used for the final selection of the vendor for the supply, & installation of the IT hardware and Electronic Equipments. Bid / Proposal shall comprise one single envelope containing the technical & financial proposal separately sealed and required information mentioned in General Terms & Conditions. All bids received will be opened and evaluated in the manner prescribed in the evaluation criteria of bidding document.

### **Instructions for Responding Organizations**

#### **Communication**

Enquiries regarding this tender document shall be submitted in writing/email to:  
Project Director, Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh.

#### **Mode of Delivery and Address**

Proposals should be submitted on or before **23<sup>rd</sup> November 2015 at 02:30 PM** at the address given below:

*Project Director, Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh,  
C-73, Kehkashan, Clifton, Block-2, Karachi.  
Tel: +92-21-99251416  
Fax:+92-21-35291752*

Proposals shall be delivered by hand or courier so as to reach the address given above by the last date indicated for submission. **PROPOSALS RECEIVED BY FAX OR EMAIL SHALL NOT BE ACCEPTED.**

#### **Submission of Proposal**

The bidder must bid for the complete package. Bidding for individual items from the package will be rejected as non-responsive. Proposals can be submitted on or before **23<sup>rd</sup> November 2015 at 02:30 PM** at the office of Project Director, Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, C-73, Kehkashan, Block-2, Clifton, Karachi, Tel: +92-21-99251416 Fax: +92-21-35291752. Bid / Proposal shall comprise one single envelope containing the technical & financial proposals sealed and required information mentioned in General Terms & Conditions.

The Bank Draft for Bid Bond to be enclosed in a separate envelope, labeled as "Bank Draft/Earnest Money (Bid Bond)", and which should be sealed. Proof of Sales Tax and NTN numbers should also be provided. (Please provide photocopies of all relevant documents).

### **Opening of Proposals**

The technical proposal submitted against the subject tender document will be opened by the Procurement Committee of PMU, ASR Board of Revenue, Sindh on **23<sup>rd</sup> November 2015 at 03:00 PM** in the Committee room of PMU, ASR Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, C-73, Kehkashan, Block-2, Clifton, Karachi, in presence of all the bidders, or their representatives, who may choose to be present.

### **Evaluation and Comparison of Technical and Financial Bids**

Bid / Proposal shall comprise one single envelope containing the technical & financial proposal and required information mentioned in General Terms & Conditions. All bids received will be opened and evaluated in the manner prescribed in the evaluation criteria of bidding document.

### **Mandatory Clause**

The Bidders must comply with the following mandatory requirements:

- The Bidder must be registered under the Companies Ordinance 1984;
- The Bidders must be registered with Federal Board of Revenue (FBR) for Income Tax and Sales Tax.
- The Bidders must be registered with Sindh Revenue Board (SRB) for Provincial Sales Tax.
- The Bidders must be able to demonstrate that they have expertise in performing the tasks enlisted under scope of work.
- Bidders may submit bids as a Joint Venture but in such case one bidder shall be appointed as a lead bidder who shall be solely responsible for end to end delivery of the entire project.
- Bidders or any of its consortium partners must not have been black listed or declared bankrupt by any Government or Financial institution.
- Bidders NOT complying with any of the above eligibility pre-requisites would be disqualified. All documentary evidence must be submitted along with the bids; no document will be acceptable after bid submission.

### **Basis of Evaluation and Comparison of Bid**

The financial bid of only those bidders will be opened who meet the mandatory requirements and qualify the following evaluation criteria against the tender. The financial bid of disqualified/non-compliant bidders will be returned unopened.



S.No.	Criteria	Max. Marks	Marks obtained
<b>A</b>	<b>COMPANY PROFILE</b>	<b>200</b>	
1	Years in relevant Business. a. 10 years or more = 100 Marks b. More than 5 years but less than 10 years = 50 Marks (Attach Certificate of Incorporation)	100	
2	The firm must have at least 20 employees on company's permanent payroll in relevant category for last one (01) year. a. More than 40 employees = 100 marks b. More than 20 but less than 40 = 50 marks  (attach authenticated company's payroll, CV and degrees of employees)	100	
<b>B</b>	<b>EXPERIENCE</b>	<b>400</b>	
1	<b><u>SPECIFIC EXPERIENCE</u></b> Completed at least 3 projects of Electrical Equipment & Security Appliances with Supply, Installation and Support: a. 4 and more projects = 200 marks b. 3 projects = 100 marks (attach successful completion certificate)	200	
2	<b><u>GENERAL EXPERIENCE</u></b> Completed at least 5 projects including Supply, Installation and Support of IT Equipments. (Attach Successful Completion Certificate)	200	
<b>C</b>	<b><u>QUALITY</u></b>	<b>200</b>	
1	ISO 9001:2008 Certification (Attach Valid Certificate)	100	
2	<b>Technical/Management credentials:</b> a. At least 1 PMP certified = 50 b. At least 2 PEC Certified Electrical/Electronic Engineer = 50 Marks (25 marks for each) (attach authenticated company's payroll, CV and certificates of employees)	100	
<b>D</b>	<b>FINANCIAL CAPABILITY</b>	<b>200</b>	
1	Average turnover of in relevant Business during last 3 years (No Marks will given below Rs. 50 Million) a. More than Rs. 50 million but less than Rs. 100 million = 100 Marks b. Rs. 100 Million or above = 200 Marks (Attach Audited Financial Statements)		
<b>Total</b>		<b>1000</b>	
<b>Passing marks</b>		<b>800</b>	

## **Preliminary Evaluation Checklist**

Bidders are required to furnish relevant information required in the evaluation criteria in the prescribed Technical Evaluation Forms provided in the document

### **Information Required**

#### **a) General**

- 1 Name of Bidder consortium going into bid.
- 2 Number of Years in business in Pakistan
- 3 Number of Offices locations in Pakistan
- 4 Annual Turnover (Million Rs.)
- 5 Value of projects in hand (details may be given)
- 6 Year of Incorporation
- 7 Status of the Bidder
  - Sole Proprietor
  - Partnership Firm
  - Private Limited Company
  - Public Limited Company
  - Entity registered / incorporated outside Pakistan (Give details)
  - Other (Please specify)
- 8 Names of Owner / Partners / Chief Executive / Directors
- 9 Details of Registered Head Office (Address, Phone, Facsimile, Email and Website information)

#### **b) Details of total staff employed**

- 1 Number of permanent staff employed: Technical /Managerial
- 2 Cumulative Experience (in years)
- 3 Details of Staff assigned for the proposed project.

#### **c) Joint Ventures**

Bids submitted by a joint venture of two or more companies or partners shall comply with the following requirements:

- a) The Bid, and in case of successful Bid, the Contract form, shall be signed by the lead bidder duly nominated by all the JV partners;
- b) One of the partners shall be authorized to be Incharge; and this authority shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the partners;
- c) The partner Incharge shall be authorized to incur liabilities, receive payments and receive instructions for and on behalf of any or all partners of the joint venture;
- d) all partners of the joint venture shall be liable jointly and severally for executing the Contract in accordance with the Contract terms, and a relevant statement to this effect shall be included in the authorization mentioned under (b) above as well as in the Bid Form and the Form of Agreement (in case of a successful Bid); and

- e) The JV Agreement for this project entered into by the joint venture partners on stamp paper duly attested by Notary Public shall be submitted with the Bid.

### **Special Instructions**

- Incomplete applications will not be considered.
- Any firm, which furnishes wrong information, will be liable for legal proceeding and if any contract is awarded, the same will be cancelled.
- Board of Revenue reserves the right to accept or reject any or all proposals without assigning any reason thereof.
- The financial bid must be filled in prescribed form without any alteration/over writing.
- Conditional tenders/bids will not be acceptable.
- Board of Revenue reserves the right to increase or decrease the scope of work / number of items without assigning any reason under relevant provisions of SPPRA Rules 2010.
- Only companies registered with Sales Tax, Income Tax & Sindh Revenue Board Departments shall be eligible to participate in the tender (proof of registration is required).
- Every page of this tender document should be signed and sealed by the bidder.

### **Contacting the Purchaser**

Any effort by a bidder to influence the Purchaser in the Purchaser's decisions in respect of bid evaluation or Contract award will result in the rejection of the bidder's bid.

### **Purchaser's Right to Accept the Bid or Reject the Bid**

The Purchaser reserves the right to accept or reject the bid and to annul the bidding process at any time prior to award of Contract, without thereby incurring any liability to the bidder or any obligation to inform the bidder of the grounds for the Purchaser's action as per SPP Rules, 2010.

### **Scope of Work**

Reforms Wing & Special Cell under its approved Project of Automation of Stamps & Registration, 21 Districts, extension to all Districts in Sindh is actively engaged in capacity building of Board of Revenue, Government of Sindh through number of project components, aimed at developing the standards and systems of Information & Communication Technology at the international industry levels.

Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, under the said approved Project of Automation of Stamps & Registration, 21 Districts, extension to all Districts in Sindh invites tender through National Competitive Bidding.

Contractor shall also be responsible to supply& install Electrical Equipment & Security Appliances at the PMU A.S.R and allied facilities of Registration & Stamps Department under the scheme Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh and it's allied Scanning Units located at Karachi, Hyderabad, Shaheed Benazirabad, Larkana, Sukkur and Mirpurkhas.



Vendor would be responsible to supply, install and commission the BOQ items with utmost care and for safe custody of the same till completion of the assignment. Penalty would be imposed on vendor to makeup the loss; in case of finding carelessness in equipment handling and misuse of the provided equipment.

Reforms Wing & Special Cell, Board of Revenue, Government of Sindh through its Project of Automation of Stamps & Registration has right to terminate the contract if vendor will fail in providing satisfactory services in given scheduled time. In addition to that, Performance Security amount will also be forfeited.

Any unforeseen requirement for the implementation and maintenance of the project would be core responsibility of vendor.

SLA or any services agreement, if required, will be signed after implementation according to the satisfactory progress of the vendor and as per criteria of PMU Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh.

## **BILL OF QUANTITY**

### **ALONGWITH DETAILED TECHNICAL SPECIFICATION**

**Package "A" (Supply and Installation of Electrical Equipment and Security Appliance for ASR Head Office Building)**

Sr.#	Item	Description	Qty
1.	Closed-Circuit Television (CCTV) System	Supply and Installation of Closed-Circuit Television (CCTV) System having 16 Cameras with supporting DVR including 30 days Backup Support. Solution consists 16 Channel DVR with 5 TB Hard disk, 8 x Dome Camera, 2 x Dome PTZ Camera, 6 x Bracket Type Camera including casing and all accessories complete in all respects, 1 x LED Screen 46", Wiring of CCTV Camera from DVR to marked location with RG-6 Co-axial cable in 25 mm dia PVC conduit and Wiring of Camera power 2 x 1.5 single core in 25 mm dia D-class PVC conduit or Dura Duct 16 x 25 mm.	1 Solution
2.	Line Conditioner	Supply and Installation of Line Conditioner having capacity of 50 KVA, Contactless Design, Line Conditioner with AVR, Wide Input Voltage Range, 2% Output Precision, Over Voltage Protection, 100% Unbalanced Load Handling, Surge Suppression, Thermal / Overload Protection, Fully Isolated by-pass function and Maintenance-Free Operation.	1 Solution
3.	Earthing	Supply and Installation of Earthing by provision of Earthing to provide less than 2Ω Resistance to include Earth Terminal Point which including all necessary Earthing arrangements.	1 Solution
4.	Access Control System	Supply and Installation of Access Control System having Fingerprint & RFID Card based SOLUTION, Stand Alone or Network Operation, Real Time Monitoring & Controlling, For 15 Users, For 4 Door Controller, Access Zones & Access Groups, Route based Access, First-In User & 2-Person Rule, Different Access Levels for Door Controller & User, VIP Access, Time-Stamping, Do Not Disturb Zone, Wired or Wireless	1 Solution



Sr.#	Item	Description	Qty
		Connectivity, SMS and Email Notifications, Scheduler for Reports and Backup, and Informative Reports (likewise In/Out Summary Report, Door Access Report and Door Held Open)	
5.	Fire Extinguisher	Supply and Installation of CO2 6 Kg Fire Extinguisher Bottle.	12
6.	Smoke Detector	Supply and Installation of Smoke Detector including Main Panel.	15
7.	Generator	Supply and Installation of Generator having Prime Output (KVA): 50, Engine Type: Diesel, Engine Character: Water-cooled, in line, 4 cylinders, direct injection, 1,500 rpm, Aspiration: Natural, Power Factor: 0.8, Frequency: 50 Hz, Rated Speed: 1,500 rpm, Ambient Temperature: 50 C. Contractor should provide ATS Panel complete in all respect with best quality with auto switching service and its also provide complete wiring using 35 mm 3 core cable & raceway material of standard quality up to the length of 25 meter from ATS panel & Generator to Main DB.	1 Solution
8.	Bracket Fan	Supply and Installation of Bracket Fan having Category: Bracket Fan, Heavy Duty Series, Sweep Size: 22 Inch, Available in special guard, Energy efficient Electrical Steel Sheet & 99.9% Pure Copper Wire, High quality paint for superior finishing, Jerk free oscillation, 3 speed options & 90 Degree horizontal oscillation, Aerodynamically designed Aluminum blades for maximum air delivery and Packed in strong corrugated cartons with protective thermo pore.	8
9.	Air Conditioner	Supply and Installation of Air Conditioner with Voltage Stabilizer (1.5 Ton) good and reputed brand having Capacity: 1.5 Ton, AC Design: Wall Mount, AC Functionality: Cooling Only and Inputs: 220 volts.	16
10.	Call Bell	Supply and Installation of Call Bell having Power Source: 12V 23A battery, Doorbell Type: Wireless, Ring Tone: melodies, Distance: 150m (in open air) and Frequency: 315MHz/433Mhz	4
11.	Telephone Set	Supply and Installation of Telephone Set having 2-Line Integrated Phone System with Intercom, Hearing Aid Compatible (HAC), Call Waiting Caller ID and Speakerphone.	15
12.	Extension Plug Sockets	Supply of Extensions Plug Socket having a range of five gang extensions with 14m cable length and Rated at 13A.	15
13.	Re-chargeable Light	Supply and Installation of Re-chargeable lights, 2 in 1: 9W Energy Saving Tube & Powerful Torch, Battery: 6V 4AH sealed and lead-acid battery.	6
14.	Electric Insects Killer	Supply and Installation of Electric Insects Killer having Two UV bulbs 2,800 Volt shock, Size 15.5 Inch, Output 20W and Input: 220 volts.	8
15.	Paper Shredding Machines	Auto Start/Stop, Auto Reverse, Thermal protection for motor, Shred CD & Credit Cards. Throat - 225 mm Shred Size - 4 x 40 (mm) Feed Capacity - 7 Sheets Basket Capacity - 12 Liters Dimensions (mm) - 324 x 220 x 374 Weight - 6 Kg Power Consumption - 220 Watts PQ - 75 gsm Dot Scratch Width on CD - 6 mm	13
16.	Maintenance and Support	Contractor should provide One year complete service and support of above Sr.# 1 to Sr.# 15.	1 Job

**Package "B" (Supply and Installation of Electrical Equipment and Security Appliance for 5 Scanning Unit  
Located at Hyderabad, Shaheed Benazirabad, Larkana, Sukkur & Mirpur Khas)**

Sr.#	Item	Description	Qty
1.	Drawing and Technical Data Sheet	Providing of complete drawing and Technical data sheet of electrical work in form Single Line Diagram (SLD) and others formats for 5 Scanning Units.	1 Job
2.	Main Cable	Supply and commissioning of Main cable 25mm (4 Core) of A class material complete with all race way material for 5 Scanning Units (i.e. Hyderabad: 85 Meter, Mirpurkhas: 85 Meter, Sukkur: 90 Meter, Larkana: 120 Meter and Shaheed Benazeerabad: 95 Meter Approximately)	1 Job
3.	Earthing Pit	Supply and Installation of Earthing by provision of Earthing to provide less than 2Ω Resistance to include Earth Terminal Point which including all necessary Earthing arrangements for 5 Scanning Units.	10 (2 for Each Unit)
4.	Earthing Cable	Supply and commissioning of Earthing cable 1c 25 sqm of A class material complete with all race way material for 5 Scanning Units (i.e. Hyderabad: 60 Meter, Mirpurkhas: 55 Meter, Sukkur: 65 Meter, Larkana: 85 Meter and Shaheed Benazeerabad: 80 Meter Approximately)	1 Job
5.	Earthing Cable	Supply and commissioning of Earthing cable 4c 10sqm of A class material complete with all race way material for 5 Scanning Units (i.e. Hyderabad: 35 Meter, Mirpurkhas: 40 Meter, Sukkur: 40 Meter, Larkana: 35 Meter and Shaheed Benazeerabad: 30 Meter Approximately)	1 Job
6.	Earthing Cable	Supply and commissioning of Earthing cable 1c 70sqm of A class material complete with all race way material for 5 Scanning Units (i.e. Hyderabad: 90 Meter, Mirpurkhas: 90 Meter, Sukkur: 90 Meter, Larkana: 100 Meter and Shaheed Benazeerabad: 110 Meter Approximately)	1 Job
7.	Control Wiring	Supply and commissioning of control wiring from ATS to Generator using of A quality material and accessories as per drawing for 5 Scanning Units (i.e. Hyderabad: 95 Meter, Mirpurkhas: 100 Meter, Sukkur: 85 Meter, Larkana: 120 Meter and Shaheed Benazeerabad: 100 Meter Approximately)	1 Job
8.	Industrial Socket	Supply and commissioning of Industrial Sockets make of A class manufacturer or imported quality for 5 Scanning Units.	20 (4 for Each Unit)
9.	Power Socket	Supply and commissioning of Power Sockets make of A class manufacturer or imported quality for 5 Scanning Units.	20 (4 for Each Unit)
10.	Tube Light Fixture	Supply and commissioning of control wiring which includes supply of 2'x2' fixtures with standard tube lights etc. for 5 Scanning Units.	5 Solution s (1 for Each Unit)
11.	Raceway Material	Supply and commissioning of complete range of race way material i.e. sockets, bands, saddles, connectors, cable, pipes, etc. using of high quality material for 5 Scanning Units (i.e. Hyderabad: 90 Meter, Mirpurkhas: 95 Meter, Sukkur: 70 Meter, Larkana: 90 Meter and Shaheed Benazeerabad: 105 Meter Approximately)	1 Job
12.	Cable Tray	Supply and commissioning of cable Tray with heavy gauge using in IT room from power utility to equipment for 5 Scanning Units (i.e.	1 Job

		Hyderabad: 145 Meter, Mirpurkhas: 165 Meter, Sukkur: 165 Meter, Larkana: 220 Meter and Shaheed Benazeerabad: 200 Meter Approximately)	
13.	Miscellaneous Item	Supply and commissioning of miscellaneous A class material or quality i.e. connectors, lux, sheets, metal pipe, technology boxes, channels, etc. for 5 Scanning Units.	5 Solution (1 for Each Unit)
14.	Line Conditioner	Supply and Installation of 3 Phase Line Conditioner having capacity of 30 KVA along with stabilization, Wide Input Voltage Range, 100% Unbalanced Load handling, Over Voltage Isolator (OVI), Overload Protection, Neutral Fail Protection, LCD metering & By-pass switch, Phase Neutral Reversal Protection and Surge Protection also includes industrial socket and allied accessories for 5 Scanning Units.	5 Solution (1 for Each Unit)
15.	Access Control System	Supply and Installation of Access Control System having Fingerprint & RFID Card based SOLUTION, Stand Alone or Network Operation, Real Time Monitoring & Controlling, For 10 Users, For 2 Door Controller, Access Zones & Access Groups, Route based Access, First-In User & 2-Person Rule, Different Access Levels for Door Controller & User, VIP Access, Time-Stamping, Do Not Disturb Zone, Wired or Wireless Connectivity, SMS and Email Notifications, Scheduler for Reports and Backup, and Informative Reports (likewise In/Out Summary Report, Door Access Report and Door Held Open) for 5 Scanning Units.	1 Solution
16.	Smoke Detector	Supply and Installation of Smoke Detector including Main Panel for 5 Scanning Units.	30 (6 for Each Unit)
17.	Bracket Fan	Supply and Installation of Bracket Fan having Category: Bracket Fan, Heavy Duty Series, Sweep Size: 22 Inch, Available in special guard, Energy efficient Electrical Steel Sheet & 99.9% Pure Copper Wire, High quality paint for superior finishing, Jerk free oscillation, 3 speed options & 90 Degree horizontal oscillation, Aerodynamically designed Aluminum blades for maximum air delivery and Packed in strong corrugated cartons with protective thermo pore for 5 Scanning Units..	20 (4 for Each Unit)
18.	Fire Extinguisher	Supply and Installation of CO2 6 Kg Fire Extinguisher Bottle for 5 Scanning Units.	25 (5 for Each Unit)
19.	Paper Shredding Machines	Auto Start/Stop, Auto Reverse, Thermal protection for motor, Shred CD & Credit Cards. Throat - 225 mm Shred Size - 4 x 40 (mm) Feed Capacity - 7 Sheets Basket Capacity - 12 Liters Dimensions (mm) - 324 x 220 x 374 Weight - 6 Kg Power Consumption - 220 Watts PQ - 75 gsm Dot Scratch Width on CD - 6 mm	5 (1 for Each Unit)
20.	Maintenance and Support	Contractor should provide One year complete service and support of above Sr.# 1 to Sr.# 19.	1 Job

### Technical Specifications

Note: Vendors should submit their bid with equivalent or higher configuration.

• **Delivery schedule**

- The successful bidder would be required to carry out the delivery of the BOQ items within a period of Three (03) months after signing of contract.

**Support Capabilities**

Responding organization should indicate the support capabilities for the provided Electrical Equipments and Security Appliances in the following format:

	<b>Item</b>	<b>Action Item</b>	<b>Maximum Resolution Time</b>
1	Electrical Equipments and Security Appliances	Repair	01 Week
		Re-Configuration	1 Working Days
2	Support & Maintenance	Troubleshooting/Tune-up	1 Working Days
		Re-Configuration/Installation	3 Working Days

## PRICE SCHEDULE

The bidders should submit their price bid/financial proposal in the following prescribed format detailing item, its quantity, unit price & total price in accordance with the terms and conditions and provisions of this bidding document.

### Package "A" (Supply and Installation of Electrical Equipment and Security Appliance for ASR Head Office Building)

Sr.#	Item	Description	Qty	Unit Price	Total Price
1.	Closed-Circuit Television (CCTV) System	Supply and Installation of Closed-Circuit Television (CCTV) System having 16 Cameras with supporting DVR including 30 days Backup Support. Solution consists 16 Channel DVR with 5 TB Hard disk, 8 x Dome Camera, 2 x Dome PTZ Camera, 6 x Bracket Type Camera including casing and all accessories complete in all respects, 1 x LED Screen 46", Wiring of CCTV Camera from DVR to marked location with RG-6 Co-axial cable in 25 mm dia PVC conduit and Wiring of Camera power 2 x 1.5 single core in 25 mm dia D-class PVC conduit or Dura Duct 16 x 25 mm.	1 Solution		
2.	Line Conditioner	Supply and Installation of Line Conditioner having capacity of 50 KVA, Contactless Design, Line Conditioner with AVR, Wide Input Voltage Range, 2% Output Precision, Over Voltage Protection, 100% Unbalanced Load Handling, Surge Suppression, Thermal / Overload Protection, Fully isolated by-pass function and Maintenance-Free Operation.	1 Solution		
3.	Earthing	Supply and Installation of Earthing by provision of Earthing to provide less than 2Ω Resistance to include Earth Terminal Point which including all necessary Earthing arrangements.	1 Solution		
4.	Access Control System	Supply and Installation of Access Control System having Fingerprint & RFID Card based SOLUTION, Stand Alone or Network Operation, Real Time Monitoring & Controlling, For 15 Users, For 4 Door Controller, Access Zones & Access Groups, Route based Access, First-In User & 2-Person Rule, Different Access Levels for Door	1 Solution		

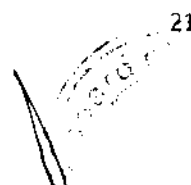
Sr.#	Item	Description	Qty	Unit Price	Total Price
		Controller & User, VIP Access, Time-Stamping, Do Not Disturb Zone, Wired or Wireless Connectivity, SMS and Email Notifications, Scheduler for Reports and Backup, and Informative Reports (likewise In/Out Summary Report, Door Access Report and Door Held Open)			
5.	Fire Extinguisher	Supply and Installation of CO2 6 Kg Fire Extinguisher Bottle.	12		
6.	Smoke Detector	Supply and Installation of Smoke Detector including Main Panel.	15		
7.	Generator	Supply and Installation of Generator having Prime Output (KVA): 50, Engine Type: Diesel, Engine Character: Water-cooled, in line, 4 cylinders, direct injection, 1,500 rpm, Aspiration: Natural, Power Factor: 0.8, Frequency: 50 Hz, Rated Speed: 1,500 rpm, Ambient Temperature: 50 C. Contractor should provide ATS Panel complete in all respect with best quality with auto switching service and its also provide complete wiring using 35 mm 3 core cable & raceway material of standard quality up to the length of 25 meter from ATS panel & Generator to Main DB.	1 Solution		
8.	Bracket Fan	Supply and Installation of Bracket Fan having Category: Bracket Fan, Heavy Duty Series, Sweep Size: 22 Inch, Available in special guard, Energy efficient Electrical Steel Sheet & 99.9% Pure Copper Wire, High quality paint for superior finishing, Jerk free oscillation, 3 speed options & 90 Degree horizontal oscillation, Aerodynamically designed Aluminum blades for maximum air delivery and Packed in strong corrugated cartons with protective thermo pore.	8		
9.	Air Conditioner	Supply and Installation of Air Conditioner with Voltage Stabilizer (1.5 Ton) good and reputed brand having Capacity: 1.5 Ton, AC Design: Wall Mount, AC Functionality: Cooling Only and Inputs: 220 volts.	16		
10.	Call Bell	Supply and Installation of Call Bell having Power Source: 12V 23A battery, Doorbell Type: Wireless, Ring	4		

Sr.#	Item	Description	Qty	Unit Price	Total Price
		Tone:melodies, Distance: 150m(in open air) and Frequency: 315MHz/433Mhz			
11.	Telephone Set	Supply and installation of Telephone Set having 2-Line Integrated Phone System with Intercom, Hearing Aid Compatible (HAC), Call Waiting Caller ID and Speakerphone.	15		
12.	Extension Plug Sockets	Supply of Extensions Plug Socket having a range of five gang extensions with 14m cable length and Rated at 13A .	15		
13.	Re-chargeable Light	Supply and Installation of Re-chargeable lights, 2 in 1: 9W Energy Saving Tube & Powerful Torch, Battery: 6V 4AH sealed and lead-acid battery.	6		
14.	Electric Insects Killer	Supply and Installation of Electric Insects Killer having Two UV bulbs 2,800 Volt shock, Size 15.5 Inch, Output 20W and Input: 220 volts.	8		
15.	Paper Shredding Machines	Auto Start/Stop, Auto Reverse, Thermal protection for motor, Shred CD & Credit Cards. Throat - 225 mm Shred Size - 4 x 40 (mm) Feed Capacity - 7 Sheets Basket Capacity - 12 Liters Dimensions (mm) - 324 x 220 x 374 Weight - 6 Kg Power Consumption - 220 Watts PQ - 75 gsm Dot Scratch Width on CD - 6 mm	13		
16.	Maintenance and Support	Contractor should provide One year complete service and support of above Sr.# 1 to Sr.# 15.	1 Job		

**Package "B" (Supply and Installation of Electrical Equipment and Security Appliance for 5 Scanning Unit Located at Hyderabad, Shaheed Benazirabad, Larkana, Sukkur & Mirpur Khas)**

Sr.#	Item	Description	Qty	Unit Price	Total Price
1.	Drawing and Technical Data Sheet	Providing of complete drawing and Technical data sheet of electrical work in form Single Line Diagram (SLD) and others formats for 5 Scanning Units.	1 Job		
2.	Main Cable	Supply and commissioning of Main cable 25mm (4 Core) of A class material complete with all race way material for 5 Scanning Units (i.e. Hyderabad: 85 Meter, Mirpurkhas: 85 Meter, Sukkur: 90	1 Job		

21



Sr.#	Item	Description	Qty	Unit Price	Total Price
		Meter, Larkana: 120 Meter and Shaheed Benazeerabad: 95 Meter Approximately)			
3.	Earthing Pit	Supply and Installation of Earthing by provision of Earthing to provide less than 2Ω Resistance to include Earth Terminal Point which including all necessary Earthing arrangements for 5 Scanning Units.	10 (2 for Each Unit)		
4.	Earthing Cable	Supply and commissioning of Earthing cable 1c 25 sqm of A class material complete with all race way material for 5 Scanning Units (i.e. Hyderabad: 60 Meter, Mirpurkhas: 55 Meter, Sukkur: 65 Meter, Larkana: 85 Meter and Shaheed Benazeerabad: 80 Meter Approximately)	1 Job		
5.	Earthing Cable	Supply and commissioning of Earthing cable 4c 10sqm of A class material complete with all race way material for 5 Scanning Units (i.e. Hyderabad: 35 Meter, Mirpurkhas: 40 Meter, Sukkur: 40 Meter, Larkana: 35 Meter and Shaheed Benazeerabad: 30 Meter Approximately)	1 Job		
6.	Earthing Cable	Supply and commissioning of Earthing cable 1c 70sqm of A class material complete with all race way material for 5 Scanning Units (i.e. Hyderabad: 90 Meter, Mirpurkhas: 90 Meter, Sukkur: 90 Meter, Larkana: 100 Meter and Shaheed Benazeerabad: 110 Meter Approximately)	1 Job		
7.	Control Wiring	Supply and commissioning of control wiring from ATS to Generator using of A quality material and accessories as per drawing for 5 Scanning Units (i.e. Hyderabad: 95 Meter, Mirpurkhas: 100 Meter, Sukkur: 85 Meter, Larkana: 120 Meter and Shaheed Benazeerabad: 100 Meter Approximately)	1 Job		
8.	Industrial Socket	Supply and commissioning of Industrial Sockets make of A class manufacturer or imported quality for 5 Scanning Units.	20 (4 for Each Unit)		
9.	Power Socket	Supply and commissioning of Power Sockets make of A class manufacturer or imported quality for 5 Scanning Units.	20 (4 for Each Unit)		
10.	Tube Light Fixture	Supply and commissioning of control wiring which includes supply of 2'x2' fixtures with standard tube lights etc. for 5 Scanning Units.	5 Solutions (1 for Each Unit)		
11.	Raceway Material	Supply and commissioning of complete	1		





Sr.#	Item	Description	Qty	Unit Price	Total Price
		range of race way material i.e. sockets, bands, saddles, connectors, cable, pipes, etc. using of high quality material for 5 Scanning Units (i.e. Hyderabad: 90 Meter, Mirpurkhas: 95 Meter, Sukkur: 70 Meter, Larkana: 90 Meter and ShaheedBenazeerabad: 105 Meter Approximately)	Job		
12.	Cable Tray	Supply and commissioning of cable Tray with heavy gaugeusing in IT room from power utility to equipment for 5 Scanning Units (i.e. Hyderabad: 145 Meter, Mirpurkhas: 165 Meter, Sukkur: 165 Meter, Larkana: 220 Meter and ShaheedBenazeerabad: 200 Meter Approximately)	1 Job		
13.	Miscellaneous Item	Supply and commissioning of miscellaneous A class material or quality i.e. connectors, lux, sheets, metal pipe, technology boxes, channels, etc. for 5 Scanning Units.	5 Solution (1 for Each Unit)		
14.	Line Conditioner	Supply and Installation of 3 Phase Line Conditioner having capacity of 30 KVA along with stabilization, Wide Input Voltage Range, 100% Unbalanced Load handling, Over Voltage Isolator (OVI), Overload Protection, Neutral Fail Protection, LCD metering & By-pass switch, Phase Neutral Reversal Protection and Surge Protection also includes industrial socket and allied accessories for 5 Scanning Units.	5 Solution (1 for Each Unit)		
15.	Access Control System	Supply and Installation of Access Control System having Fingerprint & RFID Card based SOLUTION, Stand Alone or Network Operation, Real Time Monitoring & Controlling, For 10 Users, For 2 Door Controller, AccessZones & Access Groups, Route based Access, First-In User & 2-Person Rule, Different Access Levels for Door Controller & User, VIP Access, Time-Stamping, Do Not Disturb Zone, Wired or Wireless Connectivity, SMS and Email Notifications, Scheduler for Reports and Backup, and Informative Reports (likewise In/Out Summary Report, Door Access Report and Door Held Open) for 5 Scanning Units.	1 Solution		
16.	Smoke Detector	Supply and Installation of Smoke Detector including Main Panel for 5 Scanning Units.	30 (6 for Each Unit)		
17.	Bracket Fan	Supply and Installation of Bracket Fan having Category: Bracket Fan, Heavy Duty	20 (4 for Each Unit)		

Sr.#	Item	Description	Qty	Unit Price	Total Price
		Series, Sweep Size: 22 Inch, Available in special guard, Energy efficient Electrical Steel Sheet & 99.9% Pure Copper Wire, High quality paint for superior finishing, Jerk free oscillation, 3 speed options & 90 Degree horizontal oscillation, Aerodynamically designed Aluminum blades for maximum air delivery and Packed in strong corrugated cartons with protective thermo pore for 5 Scanning Units..			
18.	Fire Extinguisher	Supply and Installation of CO2 6 Kg Fire Extinguisher Bottle for 5 Scanning Units.	25 (5 for Each Unit)		
19.	Pape Shredding Machines	Auto Start/Stop, Auto Reverse, Thermal protection for motor, Shred CD & Credit Cards. Throat - 225 mm Shred Size - 4 x 40 (mm) Feed Capacity - 7 Sheets Basket Capacity - 12 Liters Dimensions (mm) - 324 x 220 x 374 Weight - 6 Kg Power Consumption - 220 Watts PQ - 75 gsm Dot Scratch Width on CD - 6 mm	5 (1 for Each Unit)		
20.	Maintenance and Support	Contractor should provide One year complete service and support of above Sr.# 1 to Sr.# 19.	1 Job		

Board 24

**BID FORM**

To,  
Project Director ASR,  
Project Management Unit,  
Reforms Wing & Special Cell,  
Board of Revenue,  
Government of Sindh  
C-73, Kehkashan, Block-2, Clifton, Karachi.

Sir,

**SUBJECT: "SUPPLY & INSTALLATION OF ELECTRICAL EQUIPMENT AND SECURITY APPLIANCES  
ALONGWITH SUPPORT & MAINTENANCE SERVICES FOR THE PROJECT MANAGEMENT UNIT  
A.S.R & ALLIED FACILITIES OF STAMPS & REGISTRATION DEPARTMENT"**

Having examined the bidding documents, the receipt of which is hereby duly acknowledge, for the above Contract, we, the undersigned, offer to supply, deliver, test and impart training in conformity with the said bidding documents for the Total Bid Price Pak Rupees (in figures \_\_\_\_\_ in words)

or such other sums as may be ascertained in accordance with the Price Schedule attached hereto and made part of this bid.

We undertake, if our bid is accepted, to complete the works in accordance with the Contract Execution Schedule.

If our Bid is accepted, we will provide the performance security in the sum equivalent to 5% of the Contract Price for the due performance of the Contract.

We agree to abide by this Bid for the period of ninety (90) days from the date fixed for bid opening of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof in your Notification of Contract Award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest-priced or any Bid that you may receive.

Dated this-----day of -----2015

-----  
BIDDER

WITNESS  
Signature -----  
Name -----  
Title -----  
Address -----

Signature -----  
Name -----  
Title -----  
Address -----



**BID SECURITY FORM**

**WHEREAS** [Name of Bidder] (hereinafter called "the Bidder" has submitted its bid dated [date] for the "SUPPLY & INSTALLATION OF ELECTRICAL EQUIPMENT AND SECURITY APPLIANCES ALONGWITH SUPPORT & MAINTENANCE SERVICES FOR THE PROJECT MANAGEMENT UNIT A.S.R & ALLIED FACILITIES OF STAMPS & REGISTRATION DEPARTMENT", (hereinafter called "the Bid").

**KNOW ALL MEN** by these presents that we [Name of the Bank] of [Name of Country] having our registered office at [Address of Bank] (hereinafter called "the Bank") are bound into the Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, Karachi, Pakistan (hereinafter called "the Purchaser") in the sum of -----, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this-----day of-----, 2015

**THE CONDITIONS** of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder does not accept the corrections of his Total Bid Price; or
3. If the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity:
  - (a) Fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders; or
  - (b) Fails or refuses to execute the Contract Form, when requested. or

We undertake to pay to the Purchaser up to the above amount, according to, and upon receipt of, its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both or all the three above stated conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to -----, the period of bid validity, and any demand in respect thereof should reach the Bank not later than such date.

By [Bank]  
(Title)  
Authorized Representative



**PERFORMANCE SECURITY FORM**

To,

Project Director ASR,  
Project Management Unit,  
Reforms Wing & Special Cell,  
Board of Revenue,  
Government of Sindh  
Karach..

WHEREAS  [Name of the Contractor]  hereinafter called "the Contractor" has undertaken, in pursuance of the bid for **"SUPPLY & INSTALLATION OF ELECTRICAL EQUIPMENT AND SECURITY APPLIANCES ALONGWITH SUPPORT & MAINTENANCE SERVICES FOR THE PROJECT MANAGEMENT UNIT A.S.R & ALLIED FACILITIES OF STAMPS & REGISTRATION DEPARTMENT"**, dated \_\_\_\_\_ 2015, (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the Contract that the Contractor shall furnish you with a bank guarantee by a recognized bank for the sum specified therein as security for compliance with the Contractor's performance obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor a Guarantee:

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total of [Amount of the guarantee in words and figures] , and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums as specified by you, within the limits of [Amount of Guarantee] as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until \_\_\_\_\_ day of \_\_\_\_\_, 2015, or twenty-eight (28) days of the issue of the Defects Liability Expiry Certificate, whichever is later.

[NAME OF GUARANTOR]

Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Title \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Seal \_\_\_\_\_



# Technical Evaluation Forms

FORM A1

## COMPANY PROFILE NUMBER OF YEARS IN BUSINESS

Date: -----

All bidders are requested to complete the information in this form. Nationality information is also to be provided for foreign owners or applicants who are forming part of the Joint Ventures as required under the bye-laws as a Partnership/Joint Venture.

1.	Name of firm or consortium of firm (Legal Name):  <i>(In case of Joint Venture (JV), please also provide legal name of each partner)</i>	
2.	Nature of Business:  <i>(Whether the firm is a Corporation, Partnership, Trust etc., show documentary evidence of required nature in business for every year)</i>	
3.	Head Office Address:	
4.	Telephone Fax numbers: E-mail address:	
5.	Place of Incorporation/Registration: Year of incorporation/registration:	
6.	Applicant's authorized representative: Telephone Fax numbers: E-mail address:	
7.	<u>NATIONALITY OF OWNERS.</u>	
	Name:	Country:

**Note:**

Please attach relevant document such as certificate of incorporation / registration



**COMPANY'S PROFILE**

Regular employees on company payroll for last one year.

(ATTACH SEPARATE SHEET FOR EACH FULL TIME TECHNICAL STAFF)

<b>POSITION</b>			
<b>PERSONNEL INFORMATION</b>	<b>NAME</b>	<b>DATE OF BIRTH</b>	
	<b>PROFESSIONAL QUALIFICATIONS</b>		
	<b>TECHNICAL/PROFESSIONAL CERTIFICATIONS</b>		
<b>EXPERIENCE</b>	<b>NAME OF EMPLOYER</b>		
	<b>POSITION</b>	<b>FROM</b>	<b>TO</b>
<b>PRESENT EMPLOYMENT RECORD</b>	<b>Job Title:</b>		
	<b>Period with firm:</b>		
	<b>Telephone:</b>	<b>Email:</b>	
	<b>NTN:</b>		
	<b>Mail Address:</b>		

**Note:**

Please attach relevant document such as degree(s), certificate(s) and any other deemed necessary as proof of claims in CVs. Also please attach the authenticated Payroll of the staff for the last one year.

**SPECIFIC EXPERIENCE**

Completed at least 03 projects of Electrical Equipments and Security Appliances  
(including supply & installation).

*Use a separate sheet for each contract / Consultancy.*

1.	Name of Contract:
	Country:
2.	Name of Procuring Agency, Telephone and Fax Number:
3.	Procuring Agency Address:
4.	Nature of works and special features relevant to the contract: ..... .....
5.	Contract Role (Tick One):  (a) Sole (b) Sub-partner (c) Partner in a Joint Venture
6.	Value of the total contract (in specified currencies) at completion, or at date of award for current contract:  Currency..... Currency..... Currency.....
7.	Equivalent in Pak/ Rs.:
8.	Date of Award:
9.	Date of Completion:
10.	Specified Requirements:

**Note:**

Please attach relevant document such as successful completion certificate and any other document deemed necessary as proof of claims



**GENERAL EXPERIENCE**

Completed at least 05 projects of Electrical Equipments and Security Appliances  
(including supply & installation).

*Use a separate sheet for each contract / Consultancy.*

1.	Name of Contract:
	Country:
2.	Name of Procuring Agency, Telephone and Fax Number:
3.	Procuring Agency Address:
4.	Nature of works and special features relevant to the contract: ..... .....
5.	Contract Role (Tick One):  (a) Sole (b) Sub-partner (c) Partner in a Joint Venture
6.	Value of the total contract (in specified currencies) at completion, or at date of award for current contract:  Currency..... Currency..... Currency.....
7.	Equivalent in Pak/ Rs.:
8.	Date of Award:
9.	Date of Completion:
10.	Specified Requirements:

**Note:**

Please attach relevant document such as successful completion certificate and any other document deemed necessary as proof of claims

**QUALITY**  
ISO 9001:2008 or equivalent credentials

*Use a separate sheet for each credentials.*

1.	Name of Certificate:
2.	Grant Date:
3.	Expiration Date:
4.	Accreditation body:
5.	Last date of audit/inspection:
6.	Next due date of audit/inspection:

**Note:**

Please attach relevant document such as certificates and any other document deemed necessary as proof of claims

**QUALITY**

## Technical/Management credentials

*Use a separate sheet for each credentials.*

1.	Name:
2.	Certificate/Credential of employee:
3.	Credential Number:
4.	Grant Date:
5.	Expiration Date:
6.	Accreditation body:
7.	Last date of renewal:

**Note:**

Please attach relevant document such as certificates and any other document deemed necessary as proof of claims



**FINANCIAL CAPABILITIES**  
**AVERAGE ANNUAL TURNOVER**

Date: -----

YEAR	TURNOVER	INCOME TAX PAID	Name along with Cost of Projects Executed/ Undertaken	Liquid Assets Balance
2014-15				
2013-14				
2012-13				

**Note:**

Please attach relevant document such as authenticated audited statements and any other document deemed necessary as proof of claims





October, 2015

**SUPPLY & INSTALLATION OF IT, HARDWARE AND ELECTRONIC EQUIPMENTS  
ALONGWITH SUPPORT & MAINTENANCE SERVICES FOR THE PROJECT  
MANAGEMENT UNIT A.S.R & ALLIED FACILITIES OF STAMPS & REGISTRATION  
DEPARTMENT UNDER THE SCHEME NAMEDLY "AUTOMATION OF STAMPS &  
REGISTRATION, 21 DISTRICTS EXTENSION TO ALL DISTRICTS IN SINDH"**

---

**PROJECT OF AUTOMATION OF STAMPS & REGISTRATION  
REFORMS WING & SPECIAL CELL  
BOARD OF REVENUE, GOVERNMENT OF SINDH**

1

## TABLE OF CONTENTS

Definitions.....	3
Invitation of Bid.....	4
General Terms & Conditions .....	6
Selection Criteria .....	9
Instructions for Responding Organizations .....	9
Basis of Evaluation and Comparison of Bid .....	10
Contacting the Purchaser.....	13
Purchaser's Right to Accept the Bid or Reject the Bid.....	13
Bill of Quantity.....	14
Bid Form.....	31
Bid Security Form .....	32
Performance Security Form.....	33
Technical Evaluation Forms.....	34

## Definitions

In this document, the following terms shall be interpreted as indicated hereunder:

“Bid” means a tender, or an offer by a person, consultant, firm, company or an organization expressing willingness to undertake a specified task at a price, in response to an invitation by a Procuring Agency.

“Bidding Documents” means all documents provided to the interested bidders to facilitate them in preparation of their bids in uniform manner.

“Bidding Process” means the procurement procedure under which sealed bids are invited, received, opened, examined and evaluated for the purpose of awarding a contract.

“Contract” means an agreement enforceable by law and includes General and Special Conditions, Specifications, Drawings and Bill of Quantities

“Contractor” means a person, firm, company or organization that undertakes to execute works including services related thereto, other than consulting services, incidental to or required for the contract being undertaken for the works;

“Government” means the Government of Sindh.

“Procuring Agency” means, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh.

“Supplier” means a person, firm, company or an organization that undertakes to supply goods and services related thereto, other than consulting services, required for the contract.

“Services” means any object of procurement other than goods or works, and includes consultancy services;

“Response Time” means, the period starting from the first date of issuance of bidding documents up to last date of issuance of bidding documents.”

“Lowest Evaluated Bid” means a bid most closely conforming to evaluation criteria and other conditions specified in the bidding document, having lowest evaluated cost;”;

## INVITATION TO BID

Reforms Wing & Special Cell, Board of Revenue, Government of Sindh (hereinafter referred to as Purchaser), invites sealed bids from eligible bidders for **"SUPPLY & INSTALLATION OF IT, HARDWARE AND ELECTRONIC EQUIPMENTS ALONGWITH SUPPORT & MAINTENANCE SERVICES FOR THE PROJECT MANAGEMENT UNIT, A.S.R & ALLIED FACILITIES OF STAMPS & REGISTRATION DEPARTMENT" UNDER THE SCHEME NAMEDLY AUTOMATION OF STAMPS & REGISTRATION, 21 DISTRICTS EXTENSION TO ALL DISTRICTS IN SINDH**.

1. Tender Bids in sealed envelopes as per guidelines and information provided in this document are required. Interested bidders applying for bids should submit bids as per Single Stage Two Envelope Procedure of SPP Rules 2010.. The interested bidder must have valid NTN, GST, PST registration certificates as a precondition for their eligibility for participation in the bidding process.
2. The bidder must quote for the complete desired specifications. The uncompleted bids will be rejected as non-responsive.
3. The bidder must bid for the complete packages. Bidding for individual items will be rejected as non-responsive.
4. All bids received will be opened and evaluated in the manner prescribed in the evaluation criteria of bidding document.
5. Interested eligible bidders may obtain further information on the bid and collect the bidding documents from the office of Project Director Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, C-73, Kahkahan, Block-2, Clifton, Karachi, from the **Tuesday November 3<sup>rd</sup> 2015** during office Hours, i.e. from 9:00 am to 5:00 pm on payment of document fee of Rs. 2,000/- in the form of Pay order/Demand Draft in favour of Project Director Automation of Stamps & Registration, Board of Revenue, Sindh till **November 23<sup>rd</sup> 2015**. This bidding document can also be downloaded from the website of SPPRA or the website of the Board of Revenue Sindh, i.e. [www.borsindh.gov.pk](http://www.borsindh.gov.pk), in which case document fee required in the specified format may be submitted alongwith the bid. Only the bids submitted with the document fee or proof of payment thereof will be considered as eligible for participation in the bidding process.
6. All bids must be accompanied by an earnest money/bid security of two percent (2%) of total bid amount, in the form of 'pay order', 'demand draft' or 'bank guarantee' in the name of Project Director Automation of Stamps & Registration, Board of Revenue, Sindh, and must be accompanied with the bid in a separate sealed envelope marked as "Earnest Money/Bid Security". Bid without earnest money/bid security of required amount and prescribed form shall be rejected.
7. Reforms Wing & Special Cell, Board of Revenue, Government of Sindh will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
8. The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.



9. The Procuring Agency shall have right of rejecting the tender as per Sindh Public Procurement Rules 2010.

10. All quoted prices must include all applicable taxes, such as General Sales Tax, Income Tax, Provincial Sales Tax and/or etc. If not specifically mentioned in the bid, then it will be presumed that the prices include all the taxes. Purchaser will not be responsible and would not pay any additional amount in case of changes in tax rate by the Government of Sindh or Government of Pakistan.

11. Rights and obligations of the procuring agency and the contractor shall be governed by General and Special conditions of contract signed between the procuring agency and the contractor.

12. Execution/installation of all components of the bid would be at locations specified in BoQ of this document.

13. The following shall result in blacklisting of suppliers, contractors, or contractors, individually or collectively as part of consortium:

- (a) conviction for fraud, corruption, criminal misappropriation, theft, forgery, bribery or any other criminal offence;
- (b) involvement in corrupt and fraudulent practices while obtaining or attempting to obtain a procurement contract;
- (c) final decision by a court or tribunal of competent jurisdiction that the contractor or supplier is guilty of tax evasion;
- (d) willful failure to perform in accordance with the terms of one or more than one contract;
- (e) failure to remedy underperforming contracts, as identified by the procuring agency, where underperforming is due to the fault of the contractor or supplier.

14. Failure to complete the contract within the stipulated time period will invoke penalty of 0.025% of the total cost per day. In addition to that, Performance Guarantee (CDR) amount will be forfeited and the company will not be allowed to participate in future tenders as well.

15. An interested bidder, who has obtained bidding documents, may request for clarification of contents of the bidding documents in writing, and procuring agency shall respond to such queries in writing within three calendar days, provided they are received at least five calendar days prior to the date of opening of bids.

-sd/-

**Project Director  
Automation of Stamps & Registration  
Board of Revenue Sindh**

## General Terms & Conditions

- Bids not conforming to the terms, conditions and specifications stipulated in this document will be rejected.
- Project Management Unit, A.S.R Reforms Wing & Special Cell, Board of Revenue, Government of Sindh invites this tender under **single stage - two envelope procedure, under SPPR 2010 as amended till date.**
- Proposal after due date and time will not be accepted for any reason. Proposals must not be sent by Facsimile or e-mail. Such submissions will not be accepted for any reason.
- Bid/Proposal shall comprise the technical and financial proposal.
- The bidder must bid for the complete package. Bidding for individual items will be rejected as non-responsive.
- All bids received will be opened and evaluated in the manner prescribed in the evaluation criteria of this bidding document.

### (i) Bid Security & Performance Security

- All bids must be accompanied by an earnest money/bid security of two percent (2%) of total bid amount, in the form of 'pay order', 'demand draft' or 'bank guarantee' in the name of Project Director Automation of Stamps & Registration, Board of Revenue, Sindh, and must be accompanied with the bid in a separate sealed envelope marked as "Earnest Money/Bid Security". Bid without earnest money/bid security of required amount in the prescribed form shall be rejected.
- Bid security of the unsuccessful bidders will be released by PMU Automation of Stamps & Registration, Board of Revenue Sindh after award of work or after expiry of bid validity period whereas the bid security money of successful bidder will be released after the submission of performance security equivalent to 5% of contract price.
- The performance security of the successful bidder will be released after issuance of successful completion certificate by the Project Management Unit Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh.
- All/any terms and conditions not specified here shall be dealt with reference to SPPR Rules 2010 as amended till date.

**(ii) Validity of the proposal**

- All proposals and price shall remain valid for a period of 90 days from the closing date of the submission of the proposal. However, the responding organization is encouraged to state a longer period of validity for the proposal.

**(iii) Currency**

- All currency in the proposal shall be quoted in Pakistani Rupees (PKR). The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.

**(iv) Withholding Tax, Sales Tax and other Taxes**

- The responding organization is hereby informed that the Government shall deduct tax at the rate prescribed under the Tax laws of Pakistan, from all payments for supplies and services rendered by any responding organization who signs a contract with the Government. The responding organization will be responsible for all taxes on transactions and/or income, which may be levied by Government. If responding organization is exempted from any specific taxes, then it is requested to provide the relevant documents with the proposal.

**(v) Compliance to Specifications**

- The Responding Organization (RO) to provide information as per (Compliance sheet). RO may not propose any kind of refurbished equipment / Hardware / components in their technical proposals.

**(vi) Financial Capabilities**

- The RO(s) shall describe the financial position of its organization. Income Statement or Report should be included in the detailed Technical proposal.

**(vii) Penalty Clause**

- It is of utmost importance that schedule to tender should be filled in very carefully and the instructions set forth above, scrupulously complied with failing which the offer will be ignored. In case of non-completion of supplies and services within stipulated period Earnest Money will be forfeited in favor of the Project Management Unit, A.S.R Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, Karachi. Besides liquidated damages of 0.025% per day of the contract price per day will be deducted for delayed delivery of goods and services.

**The technical offer must be submitted (in duplicate) with the following documents**

1. Company Profile with complete address, telephone No. Fax. No. and e-mail address and contact person.
2. Evidence of Relevant experience.
3. Affidavit that the firm is not blacklisted;
4. Document Fee and Bid Security of the specified form and amount as per the Tender Document in a sealed envelope.
5. Bid must be signed, named and stamped by the authorized person of the firm along with authorization letter
6. Authenticated Financial Statements of last three years should also be submitted with Technical Proposals
7. Valid NTN, GST, PST, Professional Tax and any other valid Tax Registration Certificate required by law in force.
8. In case of joint venture, names, company profiles, NTN, GST, PST Registration Certificates and authorization letter of the JV Partner on Stamp Paper of the prescribed denomination to bid on its behalf duly attested by the authorized Oath Commissioner / Notary Public shall be required.
9. Drawings and brochures of the products offered with specification compliance sheet of each.
10. Complete schedule of supply & installation is to be provided.
11. Ability to provide after sales support.
12. A comparative sheet may be attached in the format indicating compliance of essential tender requirements in the format given below:

Sr. No	Tender Requirement	Compliance	Non- Compliance
1.	Bid submitted in prescribed format with required technical documents		
2.	Bid for complete package		
3.	Items specification compliance		
4.	Delivery schedule compliance		
5.	Support & Maintenance compliance		
6.	Technical skills compliance		

### **Selection Criteria**

- Single stage two-envelope procedure under SPP Rules 2010 as amended till date, will be used for the final selection of the vendor for the supply, & installation of the IT hardware and Electronic Equipments. Bid / Proposal shall comprise one single envelope containing the technical & financial proposals separately sealed and required information mentioned in General Terms & Conditions. All bids received will be opened and evaluated in the manner prescribed in the evaluation criteria of bidding document.

### **Instructions for Responding Organizations**

#### **Communication**

Enquiries regarding this tender document shall be submitted in writing/email to:  
Project Director, Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh.

#### **Mode of Delivery and Address**

Proposals should be submitted on or before **Friday 23<sup>rd</sup> November 2015 at 02:00 PM** at the address given below:

*Project Director, Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh,  
C-73, Kehkashan, Clifton, Block-2, Karachi.  
Tel: +92-21-99251416  
Fax:+92-21-35291752*

Proposals shall be delivered by hand or courier so as to reach the address given above by the last date indicated for submission. **PROPOSALS RECEIVED BY FAX OR EMAIL SHALL NOT BE ACCEPTED.**

#### **Submission of Proposal**

The bidder must bid for the complete package. Bidding for individual items from the package will be rejected as non-responsive. Proposals can be submitted on or before **Friday 23<sup>rd</sup> November 2015 at 02:00 PM** at the office of Project Director, Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, C-73, Kehkashan, Block-2, Clifton, Karachi, Tel: +92-21-99251416, Fax: :+92-21-35291752. Bid / Proposal shall comprise one single envelope containing the technical & financial proposals sealed and required information mentioned in General Terms & Conditions.

The Bank Draft for Bid Bond to be enclosed in a separate envelope, labeled as "Bank Draft/Earnest Money (Bid Bond)", and which should be sealed. Proof of Sales Tax and NTN numbers should also be provided. (Please provide photocopies of all relevant documents).

### **Opening of Proposals**

The technical proposal submitted against the subject tender document will be opened by the Procurement Committee of PMU, ASR Board of Revenue, Sindh on **Friday 23<sup>rd</sup> November 2015 at 02:30 PM** in the Committee room of PMU, ASR Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, C-73, Kehkashan, Block-2, Clifton, Karachi, in presence of all the bidders, or their representatives, who may choose to be present.

### **Evaluation and Comparison of Technical and Financial Bids**

Bid / Proposal shall comprise one single envelope containing the technical & financial proposal and required information mentioned in General Terms & Conditions. All bids received will be opened and evaluated in the manner prescribed in the evaluation criteria of bidding document.

### **Mandatory Clause**

The Bidders must comply with the following mandatory requirements:

- The Bidder must be registered under the Companies Ordinance 1984;
- The Bidders must be registered with Federal Board of Revenue (FBR) for Income Tax and Sales Tax.
- The Bidders must be registered with Sindh Revenue Board (SRB) for Provincial Sales Tax and must be on SRB's Active Taxpayers List.
- The Bidders must be able to demonstrate that they have expertise in performing the tasks enlisted under scope of work.
- Bidders may submit bids as a Joint Venture but in such case one bidder shall be appointed as a lead bidder who shall be solely responsible for end to end delivery of the entire project.
- Bidders or any of its consortium partners must not have been black listed or declared bankrupt by any Government or Financial institution.
- Bidders NOT complying with any of the above eligibility pre-requisites would be disqualified. All documentary evidence must be submitted along with the bids; no document will be acceptable after bid submission.
- The Bidder individual or consortium as collectively must be partner of principle for IT Equipment and their allied peripherals.

### **Basis of Evaluation and Comparison of Bid**

The financial bid of only those bidders will be opened who meet the mandatory requirements and qualify the following evaluation criteria against the tender. The financial bid of disqualified/non-compliant bidders will be returned unopened.

S.No.	Criteria	Max. Marks	Marks obtained
<b>A</b>	<b>COMPANY PROFILE</b>	<b>200</b>	
1	Years in relevant Business. a. 10 years or more = 100 Marks b. More than 5 years but less than 10 years = 50 Marks (Attach Certificate of Incorporation)	100	
2	The firm must have at least 20 IT Employees/Staff on company's permanent payroll in relevant category for last One (01) year. a. More than 40 employees = 100 marks b. More than 20 but less than 40 = 50 marks  (Attach Authenticated Company's Payroll, CV and Degrees of Employees)	100	
<b>B</b>	<b>EXPERIENCE</b>	<b>400</b>	
1	<b><u>SPECIFIC EXPERIENCE</u></b> Completed at least 5 projects including Supply, Installation and Support of IT Equipments.  (Attach Successful Completion Certificate)	200	
2	<b><u>GENERAL EXPERIENCE</u></b> Completed at least 05 Projects having worth Rs. 25 Million or Above (20 marks for each Project to the maximum of 200 marks)  (Attach Successful Completion Certificate)	200	
<b>C</b>	<b><u>QUALITY</u></b>	<b>200</b>	
1	ISO 9001:2008 Certified or equivalent credentials  (Attach Valid Certificate)	100	
2	<b>Technical/Management credentials:</b> a. 1 x Project Management Professional (PMP) = 20 Marks b. 3 x Network Engineer (CCNA & CCNP) = 30 Marks (10 Marks for each) c. 3 x System Engineer (MCSE & MCP) = 30 Marks (10 marks for each) d. 2 x Hardware Engineer (A+ or Equivalent) = 20 Marks (10 marks for each)  (Attach Authenticated Company's Payroll, CV and Certificates of Employees)	100	

S.No.	Criteria	Max. Marks	Marks obtained
D	<b>FINANCIAL CAPABILITY</b>	200	
1	Average turnover in relevant IT Business during last 3 Years:(No Marks will given below Rs. 50 Million) a. More than Rs. 50 million but less than Rs. 100 million = 100 Marks b. Rs. 100 Million or above = 200 Marks  (Attach Audited Financial Statements)		
<b>Total:</b>		<b>1000</b>	
<b>Passing Marks:</b>		<b>800</b>	

### Preliminary Evaluation Checklist

Bidders are required to furnish relevant information required in the evaluation criteria in the prescribed Technical Evaluation Forms provided in the document

### Information Required

#### a) General

- 1 Name of Bidder consortium going into bid.
- 2 Number of Years in business in Pakistan
- 3 Number of Offices locations in Pakistan
- 4 Annual Turnover (Million Rs.)
- 5 Value of projects in hand (details may be given)
- 6 Year of Incorporation
- 7 Status of the Bidder
  - Sole Proprietor
  - Partnership Firm
  - Private Limited Company
  - Public Limited Company
  - Entity registered / incorporated outside Pakistan (Give details)
  - Other (Please specify)
- 8 Names of Owner / Partners / Chief Executive / Directors
- 9 Details of Registered Head Office (Address, Phone, Facsimile, Email and Website information)

#### b) Details of total staff employed

- 1 Number of permanent staff employed: Technical /Managerial
- 2 Cumulative Experience (in years)
- 3 Details of Staff assigned for the proposed project.

#### c) Joint Ventures

Bids submitted by a joint venture of two or more companies or partners shall comply with the following requirements:



- a) The Bid, and in case of successful Bid, the Contract form, shall be signed by the lead bidder duly nominated by all the JV partners;
- b) One of the partners shall be authorized to be Incharge; and this authority shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the partners;
- c) The partner Incharge shall be authorized to incur liabilities, receive payments and receive instructions for and on behalf of any or all partners of the joint venture;
- d) all partners of the joint venture shall be liable jointly and severally for executing the Contract in accordance with the Contract terms, and a relevant statement to this effect shall be included in the authorization mentioned under (b) above as well as in the Bid Form and the Form of Agreement (in case of a successful Bid); and
- e) The JV Agreement for this project entered into by the joint venture partners on stamp paper duly attested by Notary Public shall be submitted with the Bid.

### **Special Instructions**

- Incomplete applications will not be considered.
- Any firm, which furnishes wrong information, will be liable for legal proceeding and if any contract is awarded, the same will be cancelled.
- Board of Revenue reserves the right to accept or reject any or all proposals without assigning any reason thereof.
- The financial bid must be filled in prescribed form without any alteration/over writing.
- Conditional tenders/bids will not be acceptable.
- Board of Revenue reserves the right to increase or decrease the scope of work / number of items without assigning any reason under relevant provisions of SPPRA Rules 2010.
- Only companies registered with Sales Tax, Income Tax & Sindh Revenue Board Departments shall be eligible to participate in the tender (proof of registration is required).
- Every page of this tender document should be signed and sealed by the bidder.

### **Contacting the Purchaser**

Any effort by a bidder to influence the Purchaser in the Purchaser's decisions in respect of bid evaluation or Contract award will result in the rejection of the bidder's bid.

### **Purchaser's Right to Accept the Bid or Reject the Bid**

The Purchaser reserves the right to accept or reject the bid and to annul the bidding process at any time prior to award of Contract, without thereby incurring any liability to the bidder or any obligation to inform the bidder of the grounds for the Purchaser's action as per SPP Rules, 2010.

### **Scope of Work**

Reforms Wing & Special Cell under its approved Project of Automation of Stamps & Registration, 21 Districts, extension to all Districts in Sindh is actively engaged in capacity building of Board of

Revenue, Government of Sindh through number of project components, aimed at developing the standards and systems of Information & Communication Technology at the international industry levels.

Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, under the said approved Project of Automation of Stamps & Registration, 21 Districts, extension to all Districts in Sindh invites tender through National Competitive Bidding.

Contractor shall also be responsible to supply, install and commission the IT Equipment, Hardware and Electronic Equipment at the PMU A.S.R and allied facilities of Registration & Stamps Department under the scheme Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh and it's allied Scanning Units located at Karachi, Hyderabad, Shaheed Benazirabad, Larkana, Sukkur and Mirpurkhas.

Vendor would be responsible to supply, install and commission the BOQ items with utmost care and for safe custody of the same till completion of the assignment. Penalty would be imposed on vendor to makeup the loss; in case of finding carelessness in equipment handling and misuse of the provided equipment.

Reforms Wing & Special Cell, Board of Revenue, Government of Sindh through its Project of Automation of Stamps & Registration has right to terminate the contract if vendor will fail in providing satisfactory services in given scheduled time. In addition to that, Performance Security amount will also be forfeited.

Any unforeseen requirement for the implementation and maintenance of the project would be core responsibility of vendor.

SLA or any services agreement, if required, will be signed after implementation according to the satisfactory progress of the vendor and as per criteria of PMU Automation of Stamps & Registration, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh.

**BILL OF QUANTITY**  
**ALONGWITH DETAILED TECHNICAL SPECIFICATION**

**Package "A" (Supply and Installation of IT, Hardware and Electronics Equipment along with Support for Data Center @ Revenue House, Karachi)**

Sr.#	Item	Description	Qty
1.	SAN	Supply and Installation of SAN having External SAN Capacity: 28.8 TB Raw, HDD: 24 X 1.2TB 6GB SAS 10K SFF DP ENT HDD, 8/8 SAN Switch, 2 X 8Gb SW FC SFP 4 Pk, 1 X Disk Enclosure, 8 X 5m Multi-mode OM3 LC/LC FC Cable, 4 X Ext Mini SAS 1m Cable, 4 X Ext Mini SAS 2m Cable and including all allied and essential peripherals.	1

Sr.#	Item	Description	Qty
2.	Server	Supply and Installation of Server having Processor: 2 X E5-2623v3 Processors FIO Kit, Intel® C610 Series Chipset, RAM: 8 X 16 GB 2Rx4 PC4-2133P-R Kit RAM (128 GB), 1 X Universal Media Bay Kit, HDD: 5 X 900GB 6G SAS 10K 2.5in SC ENT HDD (5 HDD Per Server), 1 X 9.5mm SATA DVD-ROM Kit, 1 X 12Gb 2-ports SAS Array Controller, 1 X 8Gb 2-port PCIe FC HBA, 1 X 1.83m 10A C13 CN Power Cord, 1 X 2U Security Bezel Kit, 1 X 2U SFF Easy Install Rail Kit, RPS 500W FS Plat Hot, Plug Power Supply Kit & Redundant FANS and Microsoft Windows Server Standard 2012 R2 Licensed.	3
3.	Database Server License	Supply and Installation of Microsoft SQL Enterprise Edition 2014 for 4 Cores.	1 Solution
4.	Application Server License	Supply and Installation of Microsoft Visual Studio Professional Edition 2013 and .NET Framework.	1 Solution
5.	Maintenance and Support	Contractor should provide One year complete service and support of above Sr.# 1 to Sr.# 4.	1 Job

**Package "B" (Supply and Installation of IT, Hardware and Electronics Equipment along with Support for ASR Head Office Building)**

Sr.#	Item	Description	Qty
1.	Server	Supply and Installation of Server having Processor: 2 X E5-2623v3 Processors FIO Kit, Intel® C610 Series Chipset, RAM: 8 X 16GB 2Rx4 PC4-2133P-R Kit RAM (128 GB), 1 X Universal Media Bay Kit, HDD: 5 X 900GB 6G SAS 10K 2.5in SC ENT HDD (5 HDD Per Server), 1 X 9.5mm SATA DVD-ROM Kit, 1 X 12Gb 2-ports SAS Array Controller, 1 X 8Gb 2-port PCIe FC HBA, 1 X 1.83m 10A C13 CN Power Cord, 1 X 2U Security Bezel Kit, 1 X 2U SFF Easy Install Rail Kit, RPS 500W FS Plat Hot, Plug Power Supply Kit & Redundant FANS and Microsoft Windows Server Standard 2012 R2 Licensed.	3
2.	Communication Rack	Supply and Installation of Communication Rack having Rack Size: 2000 mm (42U) x 600 mm x 1200 mm, Useable U space: 29U Air Flow Management Panel: 5U x 4, 2U x 3, 1U x 3, total 29U, Maximum depth of equipment: 1023 mm, Vertical Cable Management Panel: 2, Area: 0.6m x 1.2m = 0.72 m <sup>2</sup> , Color: Black, IP Marking: IP5X, Display Panel: 7" Touch Panel LCD, LED Lighting: 2, System Luminance: 88lux/1M, UPS Capacity: 5,000VA /	2

Sr.#	Item	Description	Qty
		4,500W, System Input Breaker:80A (Single Phase), System Frequency: 50Hz or 60Hz (2 different models),Power Distribution Units (PDU) 32A input Switched PDU, 18x C13 + 6x C19,Lightning Protection / Surge Suppression: Level 3 & 20KA, Maintenance Bypass: Included, Cooling Capacity: 900W ~ 3,000W & Variable Speed, Refrigerant: R410A,Emergency Fan: Two, one at front bottom and one at rear top, System Management (UPS/Cooling/PDU): Yes, Temperature Sensor 2, Water Leak Detection: 1 piece & 5 meters long and Door Access Sensor: 2.	
3.	Router	Supply and Installation of Router having DRAM: Upto 256 MB, Onboard LAN Ports: 2-10/100/1000, Network-Module Slot: 1 Slot, supports NM, NME and NME-X type modules, Extension Voice Module Slot: 1, PVDM (DSP) Slots on Motherboard: 3, Rack Mounting: Included, IOS: Support upto IP Level and Part replacement should be on Next Working Day.	1
4.	Firewall	Supply and Installation of Firewall having Memory: 4 GB, System Flash: 4 GB, Stateful Inspection Throughput: 1 Gbps, Stateful Inspection Throughput (Multiprotocol): 500 Mbps, IPS Throughput: 250 Mbps, Users or Node: Unlimited, IPsec VPN peers: 250, Concurrent Connections: 100,000, Expansion Slot: 1 Interface Card, User-accessible Flash Slot: No, USB 2.0 ports: 2, Integrated I/O: 6 Gigabit Ethernet (GE) copper, Dedicated Management Port: Yes (1 GE), Serial Ports: 1 RJ-45 console and Part replacement should be on Next Working Day.	1
5.	Core Switch	Supply and Installation of Multilayer Switch having Ethernet Port: 24 10/100/1000 Ports, SFP-based Gigabit Ethernet Ports: 4, Performance: 32-Gbps Switching Fabric, Flash Memory: 32 MB, DRAM Memory: 128 MB, Rack Mounting: Included, Enterprise-class Intelligent Services delivered to the Network Edge, IOS: Support IP Level IOS and Part replacement should be on Next Working Day.	1
6.	Access Switch	Supply and Installation of Access Switch having Ethernet Port: 24 10/100/1000 ports, 4 of which are dual-purpose (10/100/1000 or SFP), Switching Bandwidth: upto 32 Gbps, Flash Memory: 32 MB, DRAM Memory: 64 MB, Rack Mounting: Included and IOS: Support LAN Level IOS and Part replacement should be on Next Working Day.	2
7.	Wireless Controller	Supply and Installation of Wireless LAN Controller should supports upto 75 access points and upto 1000 clients, Ease of Deployment: Quick and easy deployment Access Points can be connected directly to Wireless LAN Controller via two PoE (Power over Ethernet) ports, High Performance: Wired-network speed and non blocking performance for 802.11n and 802.11ac	1

Sr.#	Item	Description	Qty
		networks which supports up to 1 Gbps throughput, Rack Mounting: Yes, should include all allied software's and Part replacement should be on Next Working Day.	
8.	Wireless Access Point	Supply and Installation of Access Point controller based should support 3x3 MIMO with two spatial streams, Maximal ratio combining (MRC), 802.11n and 802.11a/g beamforming, 20- and 40-MHz channels, PHY data rates up to 300 Mbps (40 MHz with 5 GHz), Packet aggregation: A-MPDU (Tx/Rx), A-MSDU (Tx/Rx), 802.11 Dynamic Frequency Selection (DFS), Cyclic shift diversity (CSD) support and Part replacement should be on Next Working Day.	10
9.	Color Laser Printer	Supply and Installation of Color Laser Printer having Print speed black: Upto 35 ppm, Print speed color: Upto 35 ppm, First Page Out: Black: As fast as 9.5 sec & Color: As fast as 9.5 sec 6 Print quality black: Upto 1200 x 1200 dpi, Print quality color: Upto 1200 x 1200 dpi, Duty cycle (monthly, A4): Upto 100,000 pages, Print technology: Laser Processor speed: upto 800 MHz, Duplex Printing: Yes, Connectivity: 1 x Hi-Speed USB 2.0 & 1 x Gigabit Ethernet 10/100/1000T, Display: 2.0-in LCD and all cables included.	3
10.	Black Laser Printer	Supply and Installation of Black Laser Printer having Print speed black: Upto 35 ppm, Printer Resolution: Upto 1200 x 1200 dpi, First Page Out: As fast as 8 sec Duty Cycle: Upto 50,000 pages, Duplex Printing: Yes, Connectivity: 1 x Hi-Speed USB 2.0 & 1 x Gigabit Ethernet 10/100/1000T, Display: 2.0-in LCD and all cables included.	10
11.	Scanner	Supply and Installation of Scanner having Scanner Type: Flatbed, Scan Technology: Charge Coupled Device (CCD), Scan Resolution: 4800 x 9600 dpi, 48-bit, 256 grayscale levels, Scan Speed Preview Mode: Upto 11 sec, Scan Media Types: Paper (inkjet, laser, plain), photographic material (silver halide, pigment-dye), 3-D objects, 35 mm slides and negatives (using transparent media adapter), Maximum scan size: 8.5 x 11.7 in and Enlargement Range: 10 to 2400% in 1% increments	3
12.	Photocopier	Supply and Installation of Photocopier having Type: Desktop (Reader Combined + Inner Output), Feeding Method: Duplex Automatic Document Feeder, Imaging System: Laser Dry Electrostatic Transfer System, Memory: upto 256MB, Network Interface: Ethernet (100Base-TX / 10Base-T), Warm Up Time: 30 seconds maximum after powering ON & 1 second maximum from the Sleep mode, First Copy Output Time: 3.9 seconds or less, Multiple Copies: 1 to 999 sheets, Magnification: 25% to 400% (1% increment), Maximum Original Size: Max. A3 / 11" x	2

Sr.#	Item	Description	Qty
		17",Duplex: Standard, Copy / Print Speed: 45 ppm, Resolution: (Reading) 600 x 600dpi & (Writing)1200 x 1200dpi, Paper Sources (80gsm): Paper Cassette: Standard: 2 x 550 sheets paper capacity & Maximum:4 x 550 sheets paper capacity and Stack Bypass: Standard: 100 sheets paper capacity.	
13.	Color Photocopier	Supply and Installation of Photocopier having Type: Color Laser Multifunctional Device (Reader / Printer Desktop), CPU: 1.66 Ghz, Memory: 2 GB, Hard Disk Drive: 250 GB, Network Interface: Ethernet 1000Base-T / 100Base-TX / 10Base-T - (RJ-45), Resolution: Scan 600 x 600 dpi, Copy 600 x 600 dpi & Print 1200 x 1200 dpi, Copy/Print Speed: A4 30 / 30 ppm & A3 15 / 15 ppm, Multiple Copies/Print: 1 to 999 copies, Magnification: Copy Ratio 25 – 400%, First Copy Time: Full Color 8.2 Sec & Mono Chrome 5.8 Sec, Warm-up Time: 34 sec and PDL: UFR II (Standard).	1
14.	Fax Machine	Supply and Installation of Fax Machine having Printer Type: Monochrome Laser, CPU: Upto Processor 133 MHz, Memory: 64 MB, Standard Interface: USB 2.0 High Speed, Print Speed: Upto 19 ppm (Letter),First Print Time: 7.8secs. (A4) and 7.7secs. (LTR), Print Resolution: Up to 600 x 600dpi 1200 (equivalent) x 600dpi, Print Memory: 64 MB (Shared), Standard Paper Source: 150-Sheet Cassette, Fax Modem Speed: Upto 33.6 Kbps, Fax Resolution: Upto 200 x 400 dpi (super fine), Compression Modes: MH, MR, MMR and Memory Capacity: Upto 512 pages.	2
15.	Laptop	Supply and Installation of Laptop having Processor: Ci7 5500U 2.4 Ghz Turbo upto 3.0 Ghz, Chipset: Mobile Intel® HM76 Express, Memory DDR3L SDRAM: 8 GB, Internal Storage: 1TB 5400 rpm, Removable Storage: DVD RW, Display: 15.6" HD BV, FINGER PRINT, BACKLIT K/B, WEBCAM, MS Win 8.1 Pro License and Good Quality Carry Case.	6
16.	Personal Computer	Supply and Installation of PC having Processor: Intel® Core™ i7 – 4790 Processor, Processor Speed: Up to 4.0 GHz Max Turbo Frequency (3.6 GHz base frequency) 8 MB cache – 4 cores – 8 threads, Chipset: Intel® Q87 Express chipset Supports Intel® vPro™ Technology and Intel® Stable Image Platform Program (SIPP), Memory: 8 GB DDR3 (2 x 4 GB) RAM, Hard Disk Drive: 1 TB 7200RPM SATA-6G HDD, Optical Drive: DVDRW Drive, Display: 18.5" LED LCD Screen, Graphics: Intel HD Graphics 4600, Keyboard: USB Standard Keyboard, Mouse: USB Optical Mouse, NIC: Intel® Ethernet Connection I217L GbE LOM integrated network connection, Audio: DTS Sound audio management technology, Ports: Parallel and USB Ports, Power Supply: 320W, Standard efficiency or 90% high efficiency Power Supply, Chassis: Micro Tower Chassis and Operating System: Windows 8.1	10

Sr.#	Item	Description	Qty
		Professional 64 Bit License Software.	
17.	UPS	Supply and Installation of UPS having Input Connection: IEC-320 C14, Output Connection: IEC-320 C13, Communication Interface: USB, Form Factor: Mini tower, Capacity (VA / W): 1000 / 600, Nominal Input Power: 230VAC – single phase with ground – 50 or 60Hz auto-select, Input Voltage: 160 to 287VAC, Input Frequency: 50 / 60Hz ± 5%, Transfer Time (AC to DC): 4 to 6ms typical, Surge Protection: 220J, Wave Form: Stepped Sinewave and includes shutdown software.	10
18.	UPS	Supply and Installation of UPS having Rectifier Type: IGBT, Input Voltage Range: Single Phase 120 VAC to 276 VAC, Input Power Factor: Single Phase 0.99, Communication Interface: USB, Form Factor: Mini tower, Capacity (kVA/kW): 6 / 4.8, Transfer Time (Power Failure): No transfer time and on-line operation, Surge Protection: IEC / EN 61000-4-5, Protection Level: IP20, Backup Time: Standard (5 to 10 mins.) and includes all allied software's.	1
19.	Scanner	Scan Resolution: Hardware: 2400 x 2400 dpi (on flatbed), 600 x 600 (on ADF), Optical: 2400 dpi, Enhanced: 19,200 dpi, 48-bit, 65536 grayscale levels Scan Speed (ADF): 15 ppm/6 ipm, Scan Media Types Paper (plain, inkjet, photo), envelopes, cards (index, greeting), 3-D object Technologies: Adaptive Lighting, Auto Red-eye Removal, Image Restoration, Photo Brightening, Maximum scan size: 8.5 x 14 inch (legal size) Enlargement Range: 12 to 2400% in 1% increments Connectivity: 1 Hi-Speed USB 2.0 Features: 50-page ADF (with duplex scanning), 5 front panel buttons.	1
20.	Fixed Multimedia Projector	Supply and Installation of Fixed Multimedia Projector having Projection System: DLP, Native Resolution: XGA (1024x768), Brightness: 4000 ANSI Lumen, Contrast Ratio: 13000:1, Display Color: 1.07 Billion Colors, Lens: F=2.58~3.24 & f=15.94~25.5mm, Aspect Ratio: Native 4:3 (5 aspect ratio selectable), Throw Ratio: 1.39~2.26, Image Size (Diagonal): 33" ~ 300", Zoom Ratio: 1.6x and Lamp Type: Up to 310W.	1
21.	Portable Multimedia Projector	Supply and Installation of Portable Multimedia Projector having Projection System: DLP, Native Resolution: XGA (1024x768), Brightness: 3000 AL, Contrast Ratio: 13000:1, Display Color: 1.07 Billion Colors, Lens: F=2.56~2.8 & f=21~23.1mm, Aspect Ratio: Native 4:3 (5 aspect ratio selectable), Throw Ratio: 1.86~2.04, Image Size (Diagonal): 36" ~ 300", Zoom Ratio: 1.1:1 and Lamp Type: Up to 190W.	1
22.	Projector Screen Motorized	Supply and installation of Projector Screen Motorized having Size 6 x 8.	1

Sr.#	Item	Description	Qty
23.	Passport Drive	Supply and Installation of Passport Drive having Capacity: 5 TB, Connectivity: USB 3.0 ports, Shocking speeds up to 215 MB/s, Fan-free Aluminum Heat Sink Design and Data Security with Encryption.	6
24.	USB Flash Drive	Supply of USB flash drive having Capacity: 16 GB and Connectivity: USB 3.0 ports.	15
25.	Interactive White Board	Supply and Installation Interactive White Board having of Size: 84 Inch, Active Size: 79.3 Inch, Aspect Ration: 4:3 with left and right icons, Touch Way: Finger, pointer or any other opaque objects, Multi-touch: 2 points or 4 points, Orientation Accuracy: < 1mm, Cursor Speed: Approximately 180 dots per second, Resolution: 16384 (W) x 16384 (D), Board Material: Nano galvanized sheet, aluminum honeycomb panel, Mounting Way: Wall mounting and Mobile Stand include, Interface: USB 2.0, Power Supply: USB and including all mandatory items.	1
26.	PABX	Supply and Installation of Rack mountable PABX System having support of 12 direct lines, 36 extension lines and 48 telephone set including all allied accessories and related cabling.	1 Solution
27.	LED TV	Supply and Installation of Internet Enabled LED HD TV 46" with all other requirements of reputed brand. Contractor should provide best quality TV Cable System in the ASR Head Office Building.	5
28.	Water Dispenser	Supply and Installation of Water Dispenser having Capacity 14 liters, Eco Safety, Compressor Cooling, Precise Temperature Function Sensor Function, Easy Operation Switch, Hot & Cold options and Cabinet with Fridge.	5
29.	Room Refrigerator	Supply and Installation of Room Refrigerator having Capacity: 52 liters, Cooling Type: Direct Cooling Reversible Door & Single Door, Compact design and Eco Friendly. Contractor should provide appropriate Voltage Stabilizer.	3
30.	Refrigerator	Supply and Installation of Refrigerator having Capacity: 292 liters, Cooling Type: Direct Cool, D-Frost Water Evaporated Pan, Two Door, Wide Body design, Big Condenser, Energy Sufficient & Super Performance and Oil Cooling Compressor. Contractor should provide appropriate Voltage Stabilizer.	1
31.	Microwave Oven	Supply and Installation of Microwave Oven having Capacity: 23 liters, 7 Built In Recipes, SS Control Panel, Jet / Weight Defrost, Mirror glass door and Timer up to 95mins.	2
32.	Email Server License	Supply and Installation of ALTn MDAemon 15.0 including Security Plus (Additional layer of antivirus and outbreak protection.), Outlook Connector (Enables end users to use the Microsoft Outlook client.) and ActiveSync for MDAemon (Connect mobile devices to the MDAemon server.) for 50 Users.	1 Solution



Sr.#	Item	Description	Qty
33.	Antivirus Server License	Supply and Installation of McAfee Endpoint Protection Advanced for SMB for 50 Users including Threat Protection, Web and Messaging Security, Mobile Security, Data Protection and Management.	1 Solution
34.	Laying Work	Data, Electrical and Voice Cabling, Network Cable with laying, Electric Cable laying, Network Points, Phase Plates, UPS Cabling etc. included.	1 Job
35.	Internet Connectivity	Redundant Fiber Optics Link with Different Paths having 6 Mbps Internet CIR Circuit from any Tier I Internet Service Provider of Pakistan including strong local and international peering.	1 Job
36.	Data Connectivity	Wireless Based Data Connectivity required for 10 Mbps from ASR Head Office, Clifton, Karachi to Revenue House, Clifton, Karachi for 1 Years Bases.	1 Job
37.	Maintenance and Support	Contractor should provide One year complete service and support of above Sr.# 1 to Sr.# 36.	1 Job

**Package "C" (Supply and Installation of IT, Hardware and Electronics Equipment along with Support for 6 Scanning Unit Located at Karachi, Hyderabad, Shaheed Benazirabad, Larkana, Sukkur & MirpurKhas)**

Sr.#	Item	Description	Qty
1.	Water Dispenser	Supply and Installation of Water Dispenser having Capacity 14 liters, Eco Safety, Compressor Cooling, Precise Temperature Function Sensor Function, Easy Operation Switch, Hot & Cold options and Cabinet with Fridge.	6
2.	QR Code Scanner	Supply and Installation of USB Long Scan Handheld Automatic Laser QR Code Scanner, Bar Code Type: USB, COM, PS/2 Optical Resolution: 0.10mm (4mil) PCS 0.9 and Scan Element Type: Laser	36
3.	QR Code Label Printer	Supply and Installation of QR Code LaserJet Label Printers having Resolution: 203 dpi (8 dots/mm), Width: 4.09" (104 mm) and Speed: 4" (102 mm) per second.	26
4.	Black LaserJet Printers	Supply and Installation of Black Laser Printer having Print speed black: Upto 35 ppm, Printer Resolution: Upto 1200 x 1200 dpi, First Page Out: As fast as 8 sec Duty Cycle: Upto 50,000 pages, Duplex Printing: Yes, Connectivity: 1 x Hi-Speed USB 2.0 & 1 x Gigabit Ethernet 10/100/1000T, Display: 2.0-in LCD and all cables included.	6
5.	Biometric Fingerprint Scanner	Supply of Biometric Fingerprint Scanner Devices, Connection Type: USB 2.0, Supported OS: Microsoft Windows (32-bit & 64-bit), Resolution: 500 ppi, Image Capture Area (Platen size): 25 x 25 mm (1.0" x 1.0"), Fingerprint Image Size: 500 x 500 pixels and Sensor Type: Optical.	25
6.	Color	Supply and Installation of Photocopier having Type: Color Laser	7

Sr.#	Item	Description	Qty
	Photocopier	Multifunctional Device (Reader / Printer Desktop), CPU: 1.66 Ghz, Memory: 2 GB, Hard Disk Drive: 250 GB, Network Interface: Ethernet 1000Base-T / 100Base-TX / 10Base-T - (RJ-45), Resolution: Scan 600 x 600 dpi, Copy 600 x 600 dpi & Print 1200 x 1200 dpi, Copy/Print Speed: A4 30 / 30 ppm & A3 15 / 15 ppm, Multiple Copies/Print: 1 to 999 copies, Magnification: Copy Ratio 25 – 400%, First Copy Time: Full Color 8.2 Sec & Mono Chrome 5.8 Sec, Warm-up Time: 34 sec and PDL: UFR II (Standard).	
7.	Maintenance and Support	Contractor should provide One year complete service and support of above Sr.# 1 to Sr.# 6.	1 Job

### Technical Specifications

Note: Vendors should submit their bid with equivalent or higher configuration.

### Delivery schedule

The successful bidder would be required to carry out the delivery of the BOQ items within a period of Three (03) months after signing of contract.

### Support Capabilities

Responding organization should indicate the support capabilities for the provided IT hardware and electronic equipments in the following format:

	Item	Action Item	Maximum Resolution Time
1	IT Hardware and Electronic Equipments	Repair	01 Week
		Re-Configuration	1 Working Days
2	Support & Maintenance	Troubleshooting/Tune-up	1 Working Days
		Re-Configuration/Installation	3 Working Days

## PRICE SCHEDULE

The bidders should submit their price bid/financial proposal in the following prescribed format detailing item, its quantity, unit price & total price in accordance with the terms and conditions and provisions of this bid document.

### Package "A" (Supply and Installation of IT, Hardware and Electronics Equipment along with Support for Data Center @ Revenue House, Karachi)

Sr. No	Item	Description	Qty	Unit Price	Total Price
1.	SAN	Supply and Installation of SAN having External SAN Capacity: 28.8 TB Raw, HDD: 24 X 1.2TB 6GB SAS 10K SFF DP ENT HDD, 8/8 SAN Switch, 2 X 8Gb SW FC SFP 4 Pk, 1 X Disk Enclosure, 8 X 5m Multi-mode OM3 LC/LC FC Cable, 4 X Ext Mini SAS 1m Cable and 4 X Ext Mini SAS 2m Cable.	1		
2.	Server	Supply and Installation of Server having Processor: 2 X E5-2623v3 Processors FIO Kit, Intel® C610 Series Chipset, RAM: 8 X 16 GB 2Rx4 PC4-2133P-R Kit RAM (128 GB), 1 X Universal Media Bay Kit, HDD: 5 X 900GB 6G SAS 10K 2.5in SC ENT HDD (5 HDD Per Server), 1 X 9.5mm SATA DVD-ROM Kit, 1 X 12Gb 2-ports SAS Array Controller, 1 X 8Gb 2-port PCIe FC HBA, 1 X 1.83m 10A C13 CN Power Cord, 1 X 2U Security Bezel Kit, 1 X 2U SFF Easy Install Rail Kit, RPS 500W FS Plat Hot, Plug Power Supply Kit & Redundant FANS and Microsoft Windows Server Standard 2012 R2 Licensed.	3		
3.	Database Server License	Supply and Installation of Microsoft SQL Enterprise Edition 2014 for 4 Cores.	1 Solution		
4.	Application Server License	Supply and Installation of Microsoft Visual Studio Professional Edition 2013 and .NET Framework.	1 Solution		
5.	Maintenance and Support	Contractor should provide One year complete service and support of above Sr.# 1 to Sr.# 4.	1 Job		

**Package "B" (Supply and Installation of IT, Hardware and Electronics Equipment along with Support for ASR Head Office Building)**

Sr.#	Item	Description	Qty	Unit Price	Total Price
1.	Server	Supply and Installation of Server having Processor: 2 X E5-2623v3 Processors FIO Kit, Intel® C610 Series Chipset, RAM: 8 X 16GB 2Rx4 PC4-2133P-R Kit RAM (128 GB), 1 X Universal Media Bay Kit, HDD: 5 X 900GB 6G SAS 10K 2.5in SC ENT HDD (5 HDD Per Server), 1 X 9.5mm SATA DVD-ROM Kit, 1 X 12Gb 2-ports SAS Array Controller, 1 X 8Gb 2-port PCIe FC HBA, 1 X 1.83m 10A C13 CN Power Cord, 1 X 2U Security Bezel Kit, 1 X 2U SFF Easy Install Rail Kit, RPS 500W FS Plat Hot, Plug Power Supply Kit & Redundant FANS and Microsoft Windows Server Standard 2012 R2 Licensed.	3		
2.	Communication Rack	Supply and Installation of Communication Rack having Rack Size: 2000 mm (42U) x 600 mm x 1200 mm, Useable U space: 29U Air Flow Management Panel: 5U x 4, 2U x 3, 1U x 3, total 29U, Maximum depth of equipment: 1023 mm, Vertical Cable Management Panel: 2, Area: 0.6m x 1.2m = 0.72 m <sup>2</sup> , Color: Black, IP Marking: IP5X, Display Panel: 7" Touch Panel LCD, LED Lighting: 2, System Luminance: 88lux/1M, UPS Capacity: 5,000VA / 4,500W, System Input Breaker: 80A (Single Phase), System Frequency: 50Hz or 60Hz (2 different models), Power Distribution Units (PDU) 32A input Switched PDU, 18x C13 + 6x C19, Lightning Protection / Surge Suppression: Level 3 & 20KA, Maintenance Bypass: Included, Cooling Capacity: 900W ~ 3,000W & Variable Speed, Refrigerant: R410A, Emergency Fan: Two, one at front bottom and one at rear top, System Management (UPS/ Cooling/PDU): Yes, Temperature Sensor 2, Water Leak Detection: 1 piece & 5 meters long and Door Access Sensor: 2.	2		
3.	Router	Supply and Installation of Router having DRAM: Upto 256 MB, Onboard LAN Ports: 2-10/100/1000, Network-Module Slot: 1 Slot, supports NM, NME and NME-X type modules, Extension Voice Module Slot: 1, PVDM (DSP) Slots on Motherboard: 3, Rack Mounting: Included, IOS: Support upto IP Level and Part replacement should be on Next Working Day.	1		
4.	Firewall	Supply and Installation of Firewall having Memory: 4 GB, System Flash: 4 GB, Stateful Inspection Throughput: 1 Gbps, Stateful Inspection Throughput (Multiprotocol): 500 Mbps, IPS Throughput: 250 Mbps, Users or Node: Unlimited, IPsec VPN peers: 250, Concurrent Connections: 100,000, Expansion Slot: 1 Interface Card, User-accessible Flash Slot: No, USB 2.0 ports: 2, Integrated I/O: 6 Gigabit Ethernet (GE) copper, Dedicated Management Port: Yes (1 GE),	1		

Sr.#	Item	Description	Qty	Unit Price	Total Price
		Serial Ports: 1 RJ-45 console and Part replacement should be on Next Working Day.			
5.	Core Switch	Supply and Installation of Multilayer Switch having Ethernet Port: 24 10/100/1000 Ports, SFP-based Gigabit Ethernet Ports: 4, Performance: 32-Gbps Switching Fabric, Flash Memory: 32 MB, DRAM Memory: 128 MB, Rack Mounting: Included, Enterprise-class Intelligent Services delivered to the Network Edge, IOS: Support upto IP Level and Part replacement should be on Next Working Day.	1		
6.	Access Switch	Supply and Installation of Access Switch having Ethernet Port: 24 10/100/1000 ports, 4 of which are dual-purpose (10/100/1000 or SFP), Switching Bandwidth: upto 32 Gbps, Flash Memory: 32 MB, DRAM Memory: 64 MB, Rack Mounting: Included and IOS: Support upto LAN Level and Part replacement should be on Next Working Day.	2		
7.	Wireless Controller	Supply and Installation of Wireless LAN Controller should supports upto 75 access points and upto 1000 clients, Ease of Deployment: Quick and easy deployment Access Points can be connected directly to Wireless LAN Controller via two PoE (Power over Ethernet) ports, High Performance: Wired-network speed and non blocking performance for 802.11n and 802.11ac networks which supports up to 1 Gbps throughput, Rack Mounting: Yes, should include all allied software's and Part replacement should be on Next Working Day.	1		
8.	Wireless Access Point	Supply and Installation of Access Point controller based should support 3x3 MIMO with two spatial streams, Maximal ratio combining (MRC), 802.11n and 802.11a/g beamforming, 20- and 40-MHz channels, PHY data rates up to 300 Mbps (40 MHz with 5 GHz), Packet aggregation: A-MPDU (Tx/Rx), A-MSDU (Tx/Rx), 802.11 Dynamic Frequency Selection (DFS), Cyclic shift diversity (CSD) support and Part replacement should be on Next Working Day.	10		
9.	Colour Laser Printer	Supply and Installation of Color Laser Printer having Print speed black: Upto 35 ppm, Print speed color: Upto 35 ppm, First Page Out: Black: As fast as 9.5 sec & Color: As fast as 9.5 sec 6 Print quality black: Upto 1200 x 1200 dpi, Print quality color: Upto 1200 x 1200 dpi, Duty cycle (monthly, A4): Upto 100,000 pages, Print technology: Laser Processor speed: upto 800 MHz, Duplex Printing: Yes, Connectivity: 1 x Hi-Speed USB 2.0 & 1 x Gigabit Ethernet 10/100/1000T, Display: 2.0-in LCD and all cables included.	3		
10.	Black Laser Printer	Supply and Installation of Black Laser Printer having Print speed black: Upto 35 ppm, Printer Resolution: Upto 1200 x 1200 dpi, First Page Out: As fast as 8 sec Duty Cycle: Upto 50,000 pages, Duplex Printing: Yes,	10		



Sr.#	Item	Description	Qty	Unit Price	Total Price
		Connectivity: 1 x Hi-Speed USB 2.0 & 1 x Gigabit Ethernet 10/100/1000T, Display: 2.0-in LCD and all cables included.			
11.	Scanner	Supply and installation of Scanner having Scanner Type: Flatbed, Scan Technology: Charge Coupled Device (CCD), Scan Resolution: 4800 x 9600 dpi, 48-bit, 256 grayscale levels, Scan Speed Preview Mode: Upto 11 sec, Scan Media Types: Paper (inkjet, laser, plain), photographic material (silver halide, pigment-dye), 3-D objects, 35 mm slides and negatives (using transparent media adapter), Maximum scan size: 8.5 x 11.7 in and Enlargement Range: 10 to 2400% in 1% increments	3		
12.	Photocopier	Supply and Installation of Photocopier having Type: Desktop (Reader Combined + Inner Output), Feeding Method: Duplex Automatic Document Feeder, Imaging System: Laser Dry Electrostatic Transfer System, Memory: upto 256MB, Network Interface: Ethernet (100Base-TX / 10Base-T), Warm Up Time: 30 seconds maximum after powering ON & 1 second maximum from the Sleep mode, First Copy Output Time: 3.9 seconds or less, Multiple Copies: 1 to 999 sheets, Magnification: 25% to 400% (1% increment), Maximum Original Size: Max. A3 / 11" x 17", Duplex: Standard, Copy / Print Speed: 45 ppm, Resolution: (Reading) 600 x 600dpi & (Writing) 1200 x 1200dpi, Paper Sources (80gsm): Paper Cassette: Standard: 2 x 550 sheets paper capacity & Maximum: 4 x 550 sheets paper capacity and Stack Bypass: Standard: 100 sheets paper capacity.	1		
13.	Color Phctocopier	Supply and Installation of Color Photocopier: Type: Desktop (Reader Combined + Inner Output), Feeding Method: Duplex Automatic Document Feeder, Imaging System: Laser Dry Electrostatic Transfer System, Memory: upto 256MB, Network Interface: Ethernet (100Base-TX / 10Base-T), Warm Up Time: 30 seconds maximum after powering ON & 1 second maximum from the Sleep mode, First Copy Output Time: 3.9 seconds or less, Multiple Copies: 1 to 999 sheets, Magnification: 25% to 400% (1% increment), Maximum Original Size: Max. A3 / 11" x 17", Duplex: Standard, Copy / Print Speed: 45 ppm, Resolution: (Reading) 600 x 600dpi & (Writing) 1200 x 1200dpi, Paper Sources (80gsm): Paper Cassette: Standard: 2 x 550 sheets paper capacity & Maximum: 4 x 550 sheets paper capacity and Stack Bypass: Standard: 100 sheets paper capacity.	1		
14.	Fax Machine	Supply and Installation of Fax Machine having Printer Type: Monochrome Laser, CPU: Upto Processor 133 MHz, Memory: 64 MB, Standard Interface: USB 2.0 High Speed, Print Speed: Upto 19 ppm (Letter), First	2		

Sr.#	Item	Description	Qty	Unit Price	Total Price
		Print Time: 7.8secs. (A4) and 7.7secs. (LTR), Print Resolution: Up to 600 x 600dpi 1200 (equivalent) x 600dpi, Print Memory: 64 MB (Shared), Standard Paper Source: 150-Sheet Cassette, Fax Modem Speed: Upto 33.6 Kbps, Fax Resolution: Upto 200 x 400 dpi (super fine), Compression Modes: MH, MR, MMR and Memory Capacity: Upto 512 pages.			
15.	Laptop	Supply and Installation of Laptop having Processor: Ci7 5500U 2.4 Ghz Turbo upto 3.0 Ghz, Chipset: Mobile Intel® HM76 Express, Memory DDR3L SDRAM: 8 GB, Internal Storage: 1TB 5400 rpm, Removable Storage: DVD RW, Display: 15.6" HD BV, FINGER PRINT, BACKLIT K/B, WEBCAM, MS Win 8.1 Pro License and Good Quality Carry Case.	6		
16.	Personal Computer	Supply and Installation of PC having Processor: Intel® Core™ i7 – 4790 Processor, Processor Speed: Up to 4.0 GHz Max Turbo Frequency (3.6 GHz base frequency) 8 MB cache – 4 cores – 8 threads, Chipset: Intel® Q87 Express chipset Supports Intel® vPro™ Technology and Intel® Stable Image Platform Program (SIPP), Memory: 8 GB DDR3 (2 x 4 GB) RAM, Hard Disk Drive: 1 TB 7200RPM SATA-6G HDD, Optical Drive: DVDRW Drive, Display: 18.5" LED LCD Screen, Graphics: Intel HD Graphics 4600, Keyboard: USB Standard Keyboard, Mouse: USB Optical Mouse, NIC: Intel® Ethernet Connection I217L GbE LOM integrated network connection, Audio: DTS Sound audio management technology, Ports: Parallel and USB Ports, Power Supply: 320W, Standard efficiency or 90% high efficiency Power Supply, Chassis: Micro Tower Chassis and Operating System: Windows 8.1 Professional 64 Bit License Software.	10		
17.	UPS	Supply and Installation of UPS having Input Connection: IEC-320 C14, Output Connection: IEC-320 C13, Communication Interface: USB, Form Factor: Mini tower, Capacity (VA / W): 1000 / 600, Nominal Input Power: 230VAC – single phase with ground – 50 or 60Hz auto-select, Input Voltage: 160 to 287VAC, Input Frequency: 50 / 60Hz ± 5%, Transfer Time (AC to DC): 4 to 6ms typical, Surge Protection: 220J, Wave Form: Stepped Sinewave and includes shutdown software.	10		
18.	UPS	Supply and Installation of UPS having Rectifier Type: IGBT, Input Voltage Range: Single Phase 120 VAC to 276 VAC, Input Power Factor: Single Phase 0.99, Communication Interface: USB, Form Factor: Mini tower, Capacity (kVA/kW): 6 / 4.8, Transfer Time (Power Failure): No transfer time and on-line operation, Surge Protection: IEC / EN 61000-4-5, Protection Level: IP20, Backup Time: Standard (5 to 10 mins.) and includes all allied software's.	1		

Sr.#	Item	Description	Qty	Unit Price	Total Price
19.	Scanner	Scan Resolution: Hardware: up to 2400 x 2400 dpi (on flatbed), Up to 600 x 600 (on ADF), Optical: Up to 2400 dpi, Enhanced: Up to 19,200 dpi, 48-bit, 65536 grayscale levels Scan Speed (ADF): Up to 15 ppm/6 ipm (using HP Scanning Software) Scan Media Types Paper (plain, inkjet, photo), envelopes, cards (index, greeting), 3-D object HP Real Life Technologies: Adaptive Lighting, Auto Red-eye Removal, Image Restoration, Photo Brightening, Maximum scan size: 8.5 x 14 inch (legal size) Enlargement Range: 12 to 2400% in 1% increments Connectivity: 1 Hi-Speed USB 2.0 Features: 50-page ADF (with duplex scanning), 5 front panel buttons.	1		
20.	Fixed Multimedia Projector	Supply and Installation of Fixed Multimedia Projector having Projection System: DLP, Native Resolution: XGA (1024x768), Brightness: 4000 ANSI Lumen, Contrast Ratio: 13000:1, Display Color: 1.07 Billion Colors, Lens: F=2.58~3.24 & f=15.94~25.5mm, Aspect Ratio: Native 4:3 (5 aspect ratio selectable), Throw Ratio: 1.39~2.26, Image Size (Diagonal): 33" ~ 300", Zoom Ratio: 1.6x and Lamp Type: Up to 310W.	1		
21.	Portable Multimedia Projector	Supply and Installation of Portable Multimedia Projector having Projection System: DLP, Native Resolution: XGA (1024x768), Brightness: 3000 AL, Contrast Ratio: 13000:1, Display Color: 1.07 Billion Colors, Lens: F=2.56~2.8 & f=21~23.1mm, Aspect Ratio: Native 4:3 (5 aspect ratio selectable), Throw Ratio: 1.86~2.04, Image Size (Diagonal): 36" ~ 300", Zoom Ratio: 1.1:1 and Lamp Type: Up to 190W.	1		
22	Projector Screen Motorized 6x8	Supply and installation of Projector Screen Motorized 6x8	1		
23.	Passport Drive	Supply and Installation of Passport Drive having Capacity: 5 TB, Connectivity: USB 3.0 ports, Shocking speeds up to 215 MB/s, Fan-free Aluminum Heat Sink Design and Data Security with Encryption.	6		
24	USE Flash Drive	Supply of 16 GM USB flash drive	15		
25.	Interactive White Board	Supply and Installation Interactive White Board having of Size: 84 Inch, Active Size: 79.3 Inch, Aspect Ratio: 4:3 with left and right icons, Touch Way: Finger, pointer or any other opaque objects, Multi-touch: 2 points or 4 points, Orientation Accuracy: < 1mm, Cursor Speed: Approximately 180 dots per second, Resolution: 16384 (W) x 16384 (D), Board Material: Nano galvanized sheet, aluminum honeycomb panel, Mounting Way: Wall mounting and Mobile Stand include, Interface: USB 2.0, Power Supply: USB and including all mandatory items.	1		
26.	IP FABX	Supply and Installation of Rack mountable IP PABX System having support of 12 direct lines, 36 extension lines and 48 IP Phones including all allied accessories.	1 Solution		



Sr.#	Item	Description	Qty	Unit Price	Total Price
27.	LED TV	Supply and Installation of Internet Enabled LED HD TV 46"withall other requirements of reputed brand. Contractor should provide best quality TV Cable System in the ASR Head office Building.	5		
28.	Water Dispenser	Supply and Installation of Water Dispenser having Capacity 14 liters, Eco Safety, Compressor Cooling, Precise Temperature Function Sensor Function, Easy Operation Switch, Hot & Cold options and Cabinet with Fridge.	5		
29.	Room Refrigerator	Supply and Installation of Room Refrigerator having Capacity: 52 liters, Cooling Type: Direct Cooling Reversible Door & Single Door, Compact design and Eco Friendly. Contractor should provide appropriate Voltage Stabilizer.	3		
30.	Refrigerator	Supply and Installation of Refrigerator having Capacity: 292 liters, Cooling Type: Direct Cool, D-Frost Water Evaporated Pan, Two Door, Wide Body design, Big Condenser, Energy Sufficient & Super Performance and Oil Cooling Compressor. Contractor should provide appropriate Voltage Stabilizer.	1		
31.	Microwave Oven	Supply and Installation of Microwave Oven having Capacity: 23 liters, 7 Built In Recipes, SS Control Panel, Jet / Weight Defrost, Mirror glass door and Timer up to 95mins..	2		
32.	Email Server License	Supply and Installation of ALtn MDAemon 15.0 including Security Plus (Additional layer of antivirus and outbreak protection.),Outlook Connector (Enables end users to use the Microsoft Outlook client.) and ActiveSync for MDAemon (Connect mobile devices to the MDAemon server.) for 50 Users.	1 Solution		
33.	Antivirus Server License	Supply and Installation of MaAfee Endpoint Protection Advanced for SMB for 50 Users including Threat Protection, Web and Messaging Security, Mobile Security, Data Protection and Management.	1 Solution		
34.	Laying Work	Data, Electrical and Voice Cabling, Network Cable with laying, Electric Cable laying, Network Points, Phase Plates, UPS Cabling etc. included.	1 Job		
35.	Internet Connectivity	Redundant Fiber Optics Link with Different Paths having 5 Mbps Internet CIR Circuit from any Tier I Internet Service Provider of Pakistan including strong local and international peering.	1 Job		
36.	Data Connectivity	Wireless Based Data Connectivity required for 10 Mbps from ASR Head Office, Clifton, Karachi to Revenue House, Clifton, Karachi for 1 Years Bases.	1 Job		
37.	Maintenance and Support	Contractor should provide One year complete service and support of above Sr.# 1 to Sr.# 36.	1 Job		

**Package "C" (Supply and Installation of IT, Hardware and Electronics Equipment along with Support for 6 Scanning Unit Located at Karachi, Hyderabad, Shaheed Benazirabad, Larkana, Sukker & Mirpur Khas)**

Sr.#	Item	Description	Qty	Unit Price	Total Price
1.	Water Dispenser	Supply and Installation of Water Dispenser having Capacity 14 liters, Eco Safety, Compressor Cooling, Precise Temperature Function Sensor Function, Easy Operation Switch, Hot & Cold options and Cabinet with Fridge.	6		
2.	QR code scanner	Supply and Installation of USB Long Scan Handheld Automatic Laser QR code Scanner, Bar Code Type: USB,COM,PS/2 Optical Resolution: 0.10mm (4mil) PCS0.9 Scan Element Type: Laser	36		
3.	QR Code Label Printer	Supply and Installation of QR Code LaserJet Label Printers <ul style="list-style-type: none"> <li>• Resolution: 203dpi(8dots/mm)</li> <li>• width: 4.09" (104mm)</li> <li>• speed: 4" (102mm) per second</li> </ul>	26		
4.	Black LaserJet Printers	Supply and Installation of Black Laser Printer having Print speed black: Upto 35 ppm, Printer Resolution: Upto 1200 x 1200 dpi, First Page Out: As fast as 8 sec Duty Cycle: Upto 50,000 pages, Duplex Printing: Yes, Connectivity: 1 x Hi-Speed USB 2.0 & 1 x Gigabit Ethernet 10/100/1000T, Display: 2.0-in LCD and all cables included.	6		
5	Biometric Fingerprint Scanner	Supply of Biometric Fingerprint Scanner Devices: Connection USB 2.0 Supported OS (*) Microsoft Windows (32-bit & 64-bit) Resolution 500 ppi Image capture area (Platen size) 25 x 25 mm (1.0" x 1.0") Fingerprint image size 500 x 500 pixels Sensor type Optical	25		
6.	Color Photocopier	Supply and Installation of Color Photocopier Type: Desktop (Reader Combined + Inner Output), Feeding Method: Duplex Automatic Document Feeder, Imaging System: Laser Dry Electrostatic Transfer System, Memory: upto 256MB, Network Interface: Ethernet (100Base-TX / 10Base-T), Warm Up Time: 30 seconds maximum after powering ON & 1 second maximum from the Sleep mode, First Copy Output Time: 3.9 seconds or less, Multiple Copies: 1 to 999 sheets, Magnification: 25% to 400% (1% increment), Maximum Original Size: Max. A3 / 11" x 17",Duplex: Standard, Copy / Print Speed: 45 ppm, Resolution: (Reading) 600 x 600dpi & (Writing)1200 x 1200dpi, Paper Sources (80gsm): Paper Cassette: Standard: 2 x 550 sheets paper capacity & Maximum:4 x 550 sheets paper capacity and Stack Bypass: Standard: 100 sheets paper capacity.	7		
7.	Maintenance and Support	Contractor should provide One year complete service and support of above Sr.# 1 to Sr.# 6.	1 Job		

**BID FORM**

To,  
Project Director ASR,  
Project Management Unit,  
Reforms Wing & Special Cell,  
Board of Revenue,  
Government of Sindh  
C-73, Kehkashan, Block-2, Clifton, Karachi.

Sir,

**SUBJECT: "SUPPLY & INSTALLATION OF IT, HARDWARE AND ELECTRONIC EQUIPMENT ALONGWITH SUPPORT & MAINTENANCE SERVICES FOR THE PROJECT MANAGEMENT UNIT A.S.R & ALLIED FACILITIES OF STAMPS & REGISTRATION DEPARTMENT"**

Having examined the bidding documents, the receipt of which is hereby duly acknowledge, for the above Contract, we, the undersigned, offer to supply, deliver, test and impart training in conformity with the said bidding documents for the Total Bid Price Pak Rupees (in figures \_\_\_\_\_ in words)

or such other sums as may be ascertained in accordance with the Price Schedule attached hereto and made part of this bid.

We undertake, if our bid is accepted, to complete the works in accordance with the Contract Execution Schedule.

If our Bid is accepted, we will provide the performance security in the sum equivalent to 5% of the Contract Price for the due performance of the Contract.

We agree to abide by this Bid for the period of ninety (90) days from the date fixed for bid opening of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof in your Notification of Contract Award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest-priced or any Bid that you may receive.

Dated this-----day of -----2015

WITNESS

Signature -----  
Name -----  
Title -----  
Address -----

Signature -----  
Name -----  
Title -----  
Address -----

-----  
BIDDER



**BID SECURITY FORM**

WHEREAS [Name of Bidder] (hereinafter called "the Bidder" has submitted its bid dated [date] for the "SUPPLY & INSTALLATION OF IT, HARDWARE AND ELECTRONIC EQUIPMENT ALONGWITH SUPPORT & MAINTENANCE SERVICES FOR THE PROJECT MANAGEMENT UNIT A.S.R & ALLIED FACILITIES OF STAMPS & REGISTRATION DEPARTMENT", (hereinafter called "the Bid").

KNOW ALL MEN by these presents that we [Name of the Bank] of [Name of Country] having our registered office at [Address of Bank] (hereinafter called "the Bank") are bound into the Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, Karachi, Pakistan (hereinafter called "the Purchaser") in the sum of -----, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this-----day of-----, 2015

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder does not accept the corrections of his Total Bid Price; or
3. If the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity:
  - (a) Fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders; or
  - (b) Fails or refuses to execute the Contract Form, when requested. or

We undertake to pay to the Purchaser up to the above amount, according to, and upon receipt of, its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both or all the three above stated conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to -----, the period of bid validity, and any demand in respect thereof should reach the Bank not later than such date.

By [Bank]  
(Title)

Authorized Representative

**PERFORMANCE SECURITY FORM**

To,

Project Director ASR,  
Project Management Unit,  
Reforms Wing & Special Cell,  
Board of Revenue,  
Government of Sindh  
Karachi.

WHEREAS [Name of the Contractor] hereinafter called "the Contractor" has undertaken, in pursuance of the bid for "SUPPLY & INSTALLATION OF IT, HARDWARE AND ELECTRONIC EQUIPMENT ALONGWITH SUPPORT & MAINTENANCE SERVICES FOR THE PROJECT MANAGEMENT UNIT A.S.R & ALLIED FACILITIES OF STAMPS & REGISTRATION DEPARTMENT", dated \_\_\_\_\_ 2015, (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the Contract that the Contractor shall furnish you with a bank guarantee by a recognized bank for the sum specified therein as security for compliance with the Contractor's performance obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor a Guarantee:

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total of [Amount of the guarantee in words and figures] , and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums as specified by you, within the limits of [Amount of Guarantee] as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until \_\_\_\_\_ day of \_\_\_\_\_, 2015, or twenty-eight (28) days of the issue of the Defects Liability Expiry Certificate, whichever is later.

[NAME OF GUARANTOR]

Signature \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Seal \_\_\_\_\_

# Technical Evaluation Forms

FORM A1

## COMPANY PROFILE NUMBER OF YEARS IN BUSINESS

Date: -----

All bidders are requested to complete the information in this form. Nationality information is also to be provided for foreign owners or applicants who are forming part of the Joint Ventures as required under the bye-laws as a Partnership/Joint Venture.

1.	Name of firm or consortium of firm (Legal Name):  <i>(In case of Joint Venture (JV), please also provide legal name of each partner)</i>	
2.	Nature of Business:  <i>(Whether the firm is a Corporation, Partnership, Trust etc., show documentary evidence of required nature in business for every year)</i>	
3.	Head Office Address:	
4.	Telephone Fax numbers: E-mail address:	
5.	Place of Incorporation/Registration: Year of incorporation/registration:	
6.	Applicant's authorized representative: Telephone Fax numbers: E-mail address:	
7.	<u>NATIONALITY OF OWNERS.</u>	
	Name:	Country:

**Note:**

Please attach relevant document such as certificate of incorporation / registration

**COMPANY'S PROFILE**

Regular employees on company payroll for last one year.

(ATTACH SEPARATE SHEET FOR EACH FULL TIME TECHNICAL STAFF)

<b>POSITION</b>			
<b>PERSONNEL INFORMATION</b>	<b>NAME</b>	<b>DATE OF BIRTH</b>	
	<b>PROFESSIONAL QUALIFICATIONS</b>		
	<b>TECHNICAL/PROFESSIONAL CERTIFICATIONS</b>		
<b>EXPERIENCE</b>	<b>NAME OF EMPLOYER</b>		
	<b>POSITION</b>	<b>FROM</b>	<b>To</b>
<b>PRESENT EMPLOYMENT RECORD</b>	<b>Job Title:</b>		
	<b>Period with firm:</b>		
	<b>Telephone:</b>	<b>Email:</b>	
	<b>NTN:</b>		
	<b>Mail Address:</b>		

**Note:**

Please attach relevant document such as degree(s), certificate(s) and any other deemed necessary as proof of claims in CVs. Also please attach the authenticated Payroll of the staff for the last one year.



**SPECIFIC EXPERIENCE**

Completed at least 05 projects of IT Equipment, Hardware & Electronic Equipment (including supply & installation).

*Use a separate sheet for each contract / Consultancy.*

1.	Name of Contract:
	Country:
2.	Name of Procuring Agency, Telephone and Fax Number:
3.	Procuring Agency Address:
4.	Nature of works and special features relevant to the contract: ..... .....
5.	Contract Role (Tick One): (a) Sole (b) Sub-partner (c) Partner in a Joint Venture
6.	Value of the total contract (in specified currencies) at completion, or at date of award for current contract: Currency..... Currency..... Currency.....
7.	Equivalent in Pak/ Rs.:
8.	Date of Award:
9.	Date of Completion:
10.	Specified Requirements:

**Note:**

Please attach relevant document such as successful completion certificate and any other document deemed necessary as proof of claims





**GENERAL EXPERIENCE**

Completed at least 05 projects of worth Rs. 2 million in IT Equipment, Hardware & Electronic Equipment

*Use a separate sheet for each contract / Consultancy.*

1.	Name of Contract:
	Country:
2.	Name of Procuring Agency, Telephone and Fax Number:
3.	Procuring Agency Address:
4.	Nature of works and special features relevant to the contract: ..... .....
5.	Contract Role (Tick One):  (a) Sole (b) Sub-partner (c) Partner in a Joint Venture
6.	Value of the total contract (in specified currencies) at completion, or at date of award for current contract:  Currency..... Currency..... Currency.....
7.	Equivalent in Pak/ Rs.:
8.	Date of Award:
9.	Date of Completion:
10.	Specified Requirements:

**Note:**

Please attach relevant document such as successful completion certificate and any other document deemed necessary as proof of claims

**QUALITY**  
ISO 9001:2008 or equivalent credentials

*Use a separate sheet for each credentials.*

1.	Name of Certificate:
2.	Grant Date:
3.	Expiration Date:
4.	Accreditation body:
5.	Last date of audit/inspection:
6.	Next due date of audit/inspection:

**Note:**

Please attach relevant document such as certificates and any other document deemed necessary as proof of claims



**QUALITY**  
Technical/Management credentials

*Use a separate sheet for each credentials.*

1.	Name:
2.	Certificate/Credential of employee:
3.	Credential Number:
4.	Grant Date:
5.	Expiration Date:
6.	Accreditation body:
7.	Last date of renewal:

**Note:**

Please attach relevant document such as certificates and any other document deemed necessary as proof of claims

**FINANCIAL CAPABILITIES**  
**AVERAGE ANNUAL TURNOVER**

Date: -----

YEAR	TURNOVER	INCOME TAX PAID	Name along with Cost of IT Projects Executed/ Undertaken	Liquid Assets Balance
2014-15				
2013-14				
2012-13				

Note:

Please attach relevant document such as authenticated audited statements and any other document deemed necessary as proof of claims

