



Information, Science & Technology Department
Government of Sindh

REQUEST FOR PROPOSAL

For the

**“E-PORTAL FOR ALL GOVERNMENT OF SINDH
DEPARTMENTS”**

(On Turnkey Basis)

www.sindh.gov.pk

December 2015

Note : The bidder is expected to examine the Bidding Documents, including all instructions, forms, terms, specifications and charts/drawings. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.

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Article I. DEFINITIONS

In this Contract, 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, information Science & Technology Department, 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;

“SPPR 2010” means Sindh Public Procurement Rule 2010.

Article II. INVITATION TO BID

Information, Science & Technology Department Government of the Sindh (hereinafter referred to as Purchaser), invites sealed bids from eligible bidders for **“E-PORTAL FOR ALLGOVERNMENT OF SINDH DEPARTMENTS”**.

1. Tender Bids in sealed envelopes as per information are required. Proponents applying for bids should submit duplicate Financial Proposal and Technical Proposal in two separate envelopes with clear marking of “Technical Proposal” and “Financial Proposal” as per Single Stage - Two Envelope process of SPPRA rules 2010 (Amended 2013) . 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 scope of work. The bid offering partial scope of work shall be rejected as non-responsive.
3. The bidder must quote for the complete specification. The uncompleted bid will be rejected as non-responsive.
4. The Technical Proposal should contain all the bid items without quoting the price and must list firm's clientele, resumes / CV's of the project managers ,software engineers, developers& programmer experience of asp.net (asp dot net4.6), share point (latest version),SQL server 2014, and PHP(latest version) Word Press. Financial bids of Firms not obtaining minimum passing criteria on Technical basis will not be opened.
5. Interested eligible bidders may obtain further information on the bid and inspect the bidding documents at the office of Section Officer (General), Information, Science & Technology Department, Government of Sindh, 1st Floor, Building No. 6, Sindh Secretariat, Shahra-e-Kamal Ataturk, Karachi, Tel: +92-21-9921-3841 Fax: +92-21-9921-1414.
6. All bids must be accompanied by an earnest money 2% of total bid amount, and must be accompanied with the financial offer. Bid without bid security of required amount and prescribed form shall be rejected.
7. Information, Science & Technology Department Government of the 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 Information, Science & Technology Department, (Procurement Agency) Government of Sindh may reject any tender as per provision of SPP Rules 2010 (Amended 2013).
10. All prices quoted must include any Taxes applicable, such as Income Tax, etc. If not specifically mentioned in the quotation, then it will be presumed that the prices include all the taxes.
11. Failure to Complete the Task within the stipulated time period will invoke penalty of 0.025% of the total cost per day. In addition to that, Security Deposit (CDR) amount will be forfeited and the company will not be allowed to participate in future tenders as well.

**Secretary to the Government of Sindh
Information, Science & Technology Department
Government of Sindh**

Article III. BID FORM

To,
Secretary,
Information, Science & Technology Department,
Government of Sindh,
Karachi.

Sir:
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 equal to 5% of the Contract Price or the same will be deducted from the running bills.

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 -----

Article IV. BID SECURITY FORM

WHEREAS-----(hereinafter called "**the Bidder**") has submitted its bid dated -----for the "**E-PORTAL FOR ALL GOVERNMENT OF SINDH DEPARTMENTS**", (hereinafter called "**the Bid**").

KNOW ALL MEN by these presents that We -----(Name of Bidder) of -----(Name of Country) having our registered office at -----(address of Bidder) hereinafter called "**the Bidder**") are bound into the Information, Science & Technology Department, 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 -----2015, the period of bid validity, and any demand in respect thereof should reach the Bank not later than such date.

(NAME OF BANK)
By-----
(Title)
Authorized Representative

Article V. PERFORMANCE SECURITY FORM

To,
Secretary,
Information, Science & Technology Department,
Government of Sindh,
Karachi.

WHEREAS (Name of the Contractor)

Hereinafter called "the Contractor" has undertaken, in pursuance of the bid for "E-PORTAL FOR ALL GOVERNMENT OF SINDH DEPARTMENTS", 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 _____

Article VI. GENERAL TERMS & CONDITIONS

- Bids not confirming to the terms, conditions and specifications stipulated in this RFP will be rejected.
- Information, Science & Technology Department, Government of Sindh invites this tender under **Single stage- two envelope procedures, under SPPR Rules ,2010 (Amended 2013)** from all interested companies to implement this component on TURN-KEY basis.
- 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 2 packages (one in original & other in duplicate) for the "***E-PORTAL FOR ALL GOVERNMENT OF SINDH DEPARTMENTS***." containing two separate envelopes. Each package shall contain separately the financial proposal and the technical proposal;
 - a) Envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold and legible letters to avoid confusion;
 - b) Initially, only the envelope marked "TECHNICAL PROPOSAL" shall be opened;
 - c) Envelope marked as "FINANCIAL PROPOSAL" shall be retained in the custody of the Information, Science & Technology Department, Government of Sindh without being opened;
 - d) Procurement Committee shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements;
 - e) No amendments in the technical proposal shall be permitted during the technical evaluation;
 - f) Financial proposals of technically qualified bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
 - g) Financial proposal of bids found technically non-responsive shall be returned unopened to the respective bidders; and
 - h) Bid found to be the lowest evaluated or best evaluated bid shall be accepted.
- The vendor shall be responsible to provide warranties/support of equipment for at least 03 years with respect to the project "***E-PORTAL FOR ALL GOVERNMENT OF SINDH DEPARTMENTS***" and also to ensure fulfillment of any unforeseen requirements during the said project period with same quoted cost. In addition during the implementation of the said project if any type of unforeseen works which is essential for the project so it is also responsibility of the successful bidder within the contract cost.
- Final selection shall be based on the assessment of Technical and Financial proposals.
- Bidders shall be required to obtain at least 80% Technical Marks to qualify for the evaluation of Financial Bids.

- The bid security money of the successful bidder will be released after 90 days from the submission of completion certificate issued by the Information, Science & Technology Department, Government of Sindh.
- All/any terms and conditions not specified here shall be dealt under the provision of SPPRules, 2010 (Amended 2013).

Bid Security

A bid security, in the shape of a Bank Draft/Pay Order in favor of Section Officer (General), Information, Science & Technology Department, Government of Sindh. equivalent to 2% of the total cost of bid should be submitted along with the tender.

Performance Security

Performance Security in shape Bank Draft/Pay order/Bank Guarantee in favor of Information, Science & Technology Department, Govt. of Sindh at 5% of the total bid may be submitted by the successful bidder after issuance the work order.

Validity of the proposal

All proposal 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.

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.

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 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.

OEM relationships & Warranties

All Hardware & equipment should have warranty by Principle, including parts and labour in the following manner:

1. 3 Years Parts & labour Warranty.
2. The equipment supplied should be through verifiable distribution channel in Pakistan.
3. All Management Software provided with the equipment should have warranties for 03 year against defects/bugs as well as updates.
4. Original CDs of all licensed software should be provided.

5. The responding organization (RO) to be authorized Partner/ Reseller, OF THE ORIGINAL MANUFACTURER, in Pakistan.

Support Capabilities

Responding organization should indicate the support capabilities for the provided equipment hardware and software in the following format:

	Item	Action Item	Maximum Response Time
1	Software /Website/DBMS software /Webportal development tool	Fixing, Recovery, Debugging	48 hours.
2	Equipment/Hardware	Repair	01 Week
		Re-Configuration	2 Working Days

Compliance to Specifications

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

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.

Penalty Clause

It is 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 supply within stipulated period Earnest Money will be forfeited in favor of the Information, Science & Technology Department Sindh, Karachi.

- An affidavit that the firm has not been entangled in litigation with any client during the last 5 years.
- An affidavit that the firm has never been blacklisted by any Government Department.

Joint Ventures

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

- a) The Bid, and in case of successful Bid, the Contract form, shall be signed by all so as to be legally binding on all the partners;
- b) One of the partners shall be authorized to be In-charge; and this authority shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the partners;
- c) The partner In-charge 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 the executing of 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
A copy of the agreement entered into by the joint venture partners shall be submitted with the Bid.

Article VII. DELIVERY TIME AND PAYMENT MODE

24 weeks after award/signature of contract agreement.

The payment shall be released as per the invoice of actual work done, submitted by the vendor, which will be paid after completion of all codal formalities in accordance with the available amount released as per the budget by Finance Department, Government of Sindh.

The technical offer may 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. In case of Partnership firm, authorization by all the partners of the firm to bid in the tender
3. Details of Developed/Designed/ Implemented websites (webportal), web engineering, database and web related Project of similar nature in Pakistan. The Physical survey may be conducted to verify the project (if necessary).
4. No conditional offer will be accepted
5. Covering Letter: A covering letter from the Head of the company or an authorized representative of the applicant should be attached with the proposal.
6. CNIC of the Chief Executive or authorized representative of the bidder.
7. NTN Certificate
8. GST Certificate

9. Sindh Revenue Board (SRB) Certificate.
10. Organization Chart and Team Composition: Team composition and outline of roles of the team members shall be provided in the technical document.
11. Description of the methodology and work plan: Detailed methodology, work plan and list of activities should be proposed. The proposed methodologies will be evaluated during the technical evaluation and will form an integral part of the contract.
12. Must have fully operational offices in Karachi.
13. Proven experience of support, maintenance, training and operations of similar nature of projects.

Article VIII. INSTRUCTIONS FOR RESPONDING ORGANIZATIONS

Communication

Enquiries regarding this RFP shall be submitted in writing/email to:
Section Officer (Gen.)

Information, Science & Technology Department, Government of Sindh
1st Floor, Building No. 6, Sindh Secretariat, Shahrah-e-Kamal Ataturk, Karachi
Email Address: sog.it@sindh.gov.pk

Tel: +92-21-9921-3841, +92-21-9921-3811 Fax: +92-21-9921-1414

Mode of Delivery and Address

Bid / Proposal shall comprise 2 packages (one in original & other in duplicate) for the “*E-PORTAL FOR ALL GOVERNMENT OF SINDH DEPARTMENTS*” containing two separate envelopes. Each package shall contain separately the financial proposal and the technical proposal; envelopes shall be marked as “**FINANCIAL PROPOSAL**” and “**TECHNICAL PROPOSAL**” in bold and legible letters to avoid confusion; should be submitted by hand or courier on or before **12th January , 2016 at 2.00 pm** at the address given below:

Section Officer (Gen.)

Information, Science & Technology Department, Government of Sindh
1st Floor, Building No. 6, Sindh Secretariat, Shahrah-e-Kamal Ataturk, Karachi
Tel: +92-21-9921-3827, Fax: +92-21-9921-1414

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.

Submission of Proposal

The complete proposals (Technical Proposal) should be submitted by **2:00 pm on 12th January, 2016** at the address given above.

Opening of Proposals

Technical Proposals of the participating bidders will be opened in the same day (**12th January, 2016**) at **2.30 pm** in front of Procurement Committee of "*E-PORTAL FOR ALL GOVERNMENT OF SINDH DEPARTMENTS*" and in presence of intending bidders or their authorized representatives who may like to be present in the Committee Room of Information, Science & Technology Department, Government of Sindh, 1st Floor, Sindh Secretariat, Building No. 6, Shakra-e-Kamal Ataturk, Karachi.

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

Pre-Bid Meeting

Pre-bid meeting would be held on **5th January, 2016 at 2.30 pm** at the Committee Room of the Information, Science & Technology Department in the presence of the Procurement Committee of "*E-PORTAL FOR ALL GOVERNMENT OF SINDH DEPARTMENTS*", Information, Science & Technology Department, Government of Sindh in order to address the queries of the participating firm / organization in respect of this RFP and which will be actually sort during the meeting.

Article IX. Evaluation and Comparison of Technical and Financial Bids

Initially Technical Proposals will be opened and evaluated by the Procurement Committee. Bidders who will be technically qualified will be eligible to open their financial bids, subsequently in accordance with rules and procedures laid down in SPP Rules, 2010 (Amended 2013).

The Purchaser will evaluate and compare the bids that have been determined to be substantially responsive. The evaluation will be performed assuming the Contract will be awarded to the Best Evaluated Bidder for the entire solution of "*E-PORTAL FOR ALL GOVERNMENT OF SINDH DEPARTMENTS*" as per Single Stage Two Envelope Procedure as per SPP Rules, 2010 (Amended 2013).

Description Weights

Technical Evaluation Qualification = 80%

Basis of Evaluation and Comparison of Bid

The Technical Bids must score at least 80% marks overall to be considered a responsive bid. Financial bid for non-responsive bid will returned unopened Evaluation shall be evaluated on the basis of following parameters.

Evaluation Parameter	Total Marks	Questionnaire
Company profile		All companies registered with Income Tax , Sales Tax Department, SRB. will be allowed to participate. For their company profile and financial strength and general standing in the business market, etc., they would have already been judged on merit. Hence the weight age for each parameter May be fixed by the IS&T Department as per requirement.
I. Technical Proposal (Qualification 80%)	800/1000	
Team	150	
i. Roles	30	Have all roles of Development Team been shown?
ii. Resumes	30	Have adequate number of resources been allocated for each role?
iii. Skill Matrix	30	Do the resources fulfill/possess requisite experience and skill set?
iv. Education	30	Is the training/education relevant?
v. Experience	30	Experience in the relevant field
Registration with concerned authorities	45	Registration with Income Tax, Sales Tax and Sindh Revenue Board (SRB) etc.
Hardware Specification	55	Compliance with required specifications mentioned with this RFP Attach Brochure of quoted models
Solution Presentation	100	Comprehensive presentation as per technical proposal by bidder covering all aspects of the solution proposed on turnkey basis. The firm has to provide implementation methodology in designing, installing, deploying of the proposed project as per technical proposal and implementation plan of the proposed project, support and training. The firm should demonstrate its proficiency for this assignment and proposed timelines through presentation. Firm must show the appropriate knowledge and dedicated (Management and Technical) Staff for execution of this assignment.
Support Capabilities	100	Bidder should have project support experience of 5 years and also providing full time resident engineers for Web-Development web-site, Web-Portal, Developer should be provided to IS&T department. Resident engineer should have working experience of minimum 3 years in the field. Bidder Should have currently working customers support on 24 x 7 working hours.
Training	100	Suitable experience in training and development for 5 years in web engineering.
Project Demonstration (Live Demo)	100	Provide a Demonstration of the system to the purchaser outlining the basic functionality.
Financial Capabilities	100	Average turnover of in relevant Business during last 3 Years: a. Rs. 50 Million and above = 100 Marks b. Rs. 30 to 49.9 Million = 50 Marks (Attach Audited Financial Statements. No Marks will be given below Rs. 30 Million)
Furniture	50	Compliance with required specifications mentioned with this RFP Attach Brochure of quoted models
Relevant Experience (Similar nature of Projects , Web Development Experience.)	200	The firms having establishment and experience of minimum 5 years in the relevant field of Web site/web portal development/design/implementation, IT Solutions, database design, development implementation and IT Training. At least 05 years in relevant Business (Attach Certificate of Incorporation)- 50 The firm must have at least following employees / staff on company's permanent payroll in relevant category for last one (01) Year.

		a. 1 x PMP (Project Management Professional) = 60 Marks b. 4 x 4 years degree holders in Web programming/Developer/designer/DBA = 60 Marks c. 2 x DBA Expert = 30 Marks (Attach Authenticated Company's Payroll for last 1 year, also attach CV and Degrees of employees. Marks will be awarded proportionately to the maximum marks mentioned against each category)
Total Marks in Technical Evaluation	1000	

TEAM AND STAFF RESIDING

While selecting a staff member following should be considered and stated for each member:

1. Relevant experience
2. Role against relevant experience
3. Over all contribution to the Implementation
4. Experience with Public Sector / Government Organizations
5. Qualifications
6. Total Experience

The implementation team would play a pivotal role in the implementation of the systems and be responsible for harmonizing the business and other technology requirements.

The Sample Form given in the relevant section should be used for providing CVs of staff to be deployed at the project.

INFORMATION REQUIRED

The following will be required as part of technical project details by all bidders in following order.

a) *General*

1. Name of Bidder
2. No. of Years in business in Pakistan
3. No of Offices locations in Pakistan
4. Annual Turnover
5. Value of projects in hand (details May be given)
6. Year of Incorporation
7. Status of the Bidder
 - a) Sole Proprietor
 - b) Partnership Firm
 - c) Private Limited Company
 - d) Public Limited Company

- e) Entity registered / incorporated outside Pakistan (Give details)
 - f) 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 No of permanent staff employed: Technical /Managerial
 - 2 Cumulative Experience (in years)
 - 3 Total No of certified professionals in Technical Domain
- c) Experience of Implementation of proposed systems**
- 1 No. of similar projects that have been completed successfully
 - 2 No of government project completed
 - 3 No of non-government project completed
- d) Support Capabilities**
- 1 Years in Business in Support area
 - 2 No. of Staff employed: (Capable of providing Support)
 - 3 Cumulative Experience (in years)
 - 4 List of Customers of "Support" along with contact details
- e) Special Instruction**
- 1 Incomplete applications will not be considered.
 - 2 Any firm, which furnishes wrong information, will be liable for legal proceeding and if any contract is awarded, the same will be cancelled.
 - 3 Authority Letter from Principal Company for product and vendor authentication.
 - 4 The tender must be filled on prescribed form without any alteration/over writing.
 - 5 Conditional tenders/bids will not be acceptable.
 - 6 Information, Science &Technology Department reserves the right to increase or decrease the scope of work / number of items without assigning any reason.
 - 7 Only companies registered with Sales Tax and Income Tax Departments shall be eligible to participate in the tender (proof of registration is required).
 - 8 Every page of this tender document should be signed and sealed by the bidder.
 - 9 Contacting the Purchaser
 - a. 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.

Article X. SCOPE OF WORK:

The project is formulated keeping in view achieving improved services delivery to citizens to dissemination by giving access to the information, and it will accommodate the All Sindh Govt. departments. This project would be allow to have better security, larger data storage, better accessibility, multi-language support, multi device support and searching capability.

The purpose of this project is to reduction in the cost of service to citizen by providing government information on timely basis, online availability and submission of Forms of the Government of Pakistan and Government of Sindh, online availability of information on jobs, tenders, official gazette notifications etc, for the convenience of the public, and better cross departmental linkages as information is shared across departments.

The E-Government initiative is an integral part of the Govt. strategy to improve public services delivery, reduce services delivery costs, and facilitate citizens by improving departmental response time.

This project will build on the strong base already established by the successfully completed Sindh Portal Project. Today the Province of Sindh leads the other provinces in providing a single web source of information for all departments of Govt. of Sindh. The link www.sindh.gov.pk contains web pages and information for all departments.

In order to implement this project one IT firm / company will be engaged for the development, Implementation, deployment, support (resident engineer at IS&T department for duration of 02 years), training and maintenance of the portal for the entire project duration, while the hosting will be done at NTC or through another company which could offer web hosting services. The implementing firm will be responsible for imparting training to the regular staff of all departments in order to sustain the project permanently and also on demand training for period of 02 years.

Further the Objectives of the proposed project are detailed as under:-

- To increase manifold the number of users that can be logged in and can have unique official email addresses.
- Web portal would be based on Urdu, Sindhi and English.
- Multiple device support, responsive site.
- Allowing public to submit online forms, changing PDF forms into responsive/interactive forms.
- To develop and host the E-Portal of Government of Sindh at suitable location so that it is easily maintained as well as secure.
- To enhance and improve the websites of all existing departments by providing them with easy-to-use content loading and updating facilities.
- To maintain and host the portal and web sites till the duration of the project.

- Train the Departmental web site owners in independently handling normal website updates for their departments.
- Hierarchal based site, it should allow multi administrators to login and update their respective sites, which affecting others.
- Migrating existing web portal data to the new portal.
- Migration websites to new Sindh webportal.
- Implementation of Web Content Management and Change Management Systems.
- Maintain standards for development and documentation as per internationally accepted standards and as defined by Ministry of Information Technology.
- Developing and testing a simple easy-to-use user interface to be used by Departmental Web Site owners so that they can update their normal content without need for involvement of IST department.
- Provide greater Transparency and ensure greater output & higher success rate.

BIDDERS RESPONSIBILITIES:

- Successful Bidder will be responsible for Websites/Web portal Design& development, Implementation of Enterprise Portal, Implementation of Web Content, Enterprise Content managements system, Content management System, MIS functionalities in web portal, Support, Debugging, Maintenance, Management, Services required for Sindh web portal.
- Successful Bidder would be responsible for creating webportal/websites in Urdu, Sindhi and English.
- Successful Bidder will be responsible for introducing searching mechanism for contents.
- Successful Bidder will be responsible for creating any services or functionally requested during 02 year of project duration.
- Successful Bidder will be responsible for implementing portal such way that it could be integrate with other services in future. (Email services, intranet portal, etc).
- Successful Bidder must convert manual form and scanned forms into response and interactive forms so that public can submit applications online.
- Successful Bidder must have native speakers of Urdu, Sindhi for creating websites/web portal content.
- Site would be hierarchal based, so that sub-admin from other department could make necessary

changes on their sites without affecting other websites.

- Successful Bidder must run different testing methods before deployment.
- Site would be multi device supportive and it will adjust itself accordingly.
- Successful Bidder will be responsible for collecting information from all Sindh government departments, however any support regarding coordination will be provided by Information Science & Technology Department.
- Successful Bidder will be responsible for data migration of existing websites to same technology as used by Sindh web portal.
- Successful Bidder will be responsible to make any sort of changes whenever requested including re-designing, re-development Sindh webportal completely during 02 year duration of project period as and when IS&T department desired as per latest technological changes/available.
- Successful Bidder will be responsible for Database Design, implementation & development.
- Successful Bidder will be responsible for implementation & development of messaging system.
- Successful Bidder will be responsible for providing 01 resident Engineer for duration of two years' time in IST& Department.
- Resident engineer will be responsible for day to day working for website and changes required and any other reasonability assigned to undersigned by department.
- Successful Bidder will be responsible for providing resident engineer who would upload jobs, tenders, official gazette notifications etc.
- Successful Bidder will be responsible to provide latest workstation to resident engineer at IS&T Department for day to day task.
- IS&T Department can request for change of resident engineer deemed as necessary.
- Successful Bidder will be responsible for providing internationally standard documentation (pictorial).
- Successful Bidder will be responsible to provide on demand training requested by Information Science & Technology Department during project period i.e. 02 years.
- Training and Development Services will be provided by the Successful bidder as per requirement.
- Trainer should be certificated and should have more then 8+ years' experience on given subject.

- Successful Bidder will be responsible for making arrangements for training venues and other functionalities (i.e. training manuals, training materials, etc.) required for smooth operations. if IS&T Department offers its venue then other arrangement would be made by Successful bidder.
- Successful Bidder will be responsible to provide training on technology used (end product, backend technology, frontend technology) implemented for creating web portal and also on source code and documentation of web portal.
- Successful Bidder will be responsible to provide training to all nominated focal persons of all Sindh government departments after development of Webportal/Websites.
- Successful Bidder would provide on-demand training requested by Information Science & Technology Department.
- Resident Engineer/Programmer/Web Developer should be deputed in Information Science & Technology Department to provide support for the Contract period of 02 years; and also Successful Bidder must provide training, Training material and Training manuals for all Sindh government departments during training.
- Successful Bidder will be responsible to provide auto-publishing dynamic information on webportal.
- Successful Bidder will be responsible to provide searching mechanism on webportal.
- Successful Bidder will be responsible for automation of forms/documents/registration/complaint submission of system.
- Website/webportal would have same look and feel on browser and OS.
- Website/webportal will keep track of changes done by sub/super administrator.
- Website/webportal will provide tools to auditing, reporting, optimization and etc.
- Successful Bidder will be responsible for name registration, domain name registration
- Any other task may also the responsibility of successful bidder within the same quoted cost.

Article XI.

Bill of Quantities:

1. The earnest money 2% of the Total bid value in the form of bank pay order / demand draft in favor of "Section Officer-General, Government of Sindh" shall be enclosed in the Financial Bid. No bid will be entertained without the earnest money.
2. Financial Bid should comprise of a detailed quotation in the due compliance to following format:

“E-PORTAL FOR ALL GOVERNMENT OF SINDH DEPARTMENTS”				
S.N	Description	Qty	Unit Price	Amount in PKR (Including all Taxes)
Portal Design , Development , Web Content Management System, Implementation & Maintenance,				
1	Websites Design & development & Data Migration	Complete solution		
2	Implementation of Enterprise Portal	Complete solution		
3	Implementation of Web Content <i>(Details at Article -XII)</i>	Complete solution		
4	Other functionality and MIS <i>(Details at Article-XII)</i>	Complete solution		
5	Database Design & development	Complete solution		
6	Training, Support , Maintenance & Services	Complete solution		
7	Software Management	Complete solution		
8	Application Development Tools	Complete solution		
COMPUTER EQUIPMENTS				
9	Work Station	01		
10	Laptop	02		
11	Laser Jet Printer & Cartridges	01		
12	Document Scanner	01		
13	Furniture	Complete solution		
Total including GST & all Taxes (Applicable)				

Detailed Specification:**Note: All specifications higher and equivalent may also be considered**

S. NO	Description
1	<p>Websites Design & development & Data Migration at Annexure-V in S.N.(1.1).</p> <ul style="list-style-type: none"> • Design and development of website for all Sindh government departments. • Migration of existing websites for integration into new Sindh webportal (if necessary else new sites will be created with all functionalities and services provided by previous websites). • Creating responsive websites (webportal). • Designing/Development website (webportal) in such way it will provide support for multi language support. (Sindh,Urdu,English). • Designing/Development website (webportal) in such way it will provide support for multi device support (desktop, laptop, tablet, smart phones). • multi Brower support (all latest browser). • Hierarchical control of the website. (multi admin). • Provision for auto-publishing dynamic information. • Changing manual forms into responsive, interactive, and online submit able via web based form. • Support for mobile computing devices. • Searching Capability to search any form, image, document .etc. on website(webportal) . • Online Forms of Sindh government and online submission. • Online availability of information on jobs, tenders, official gazette notifications etc. • Check bidder responsibilities and scope of work to get further information. • Any other task may also the responsibility of successful bidder within the same quoted cost.
2	<p>Implementation of Enterprise Portal at Annexure-V in S.N.(1.2).</p> <ul style="list-style-type: none"> • Implementation of enterprise portal. • It covers general Implementation of whole project. • All Sindh Government websites should be part of Enterprise of Portal. • Super Admin and sub admin concept. • CMS based Portal. • Portal should provide auditing, tracking, reporting functionalities. • Should provide future integration with email server and intranet portal in future. • Check bidder responsibilities and scope of work to get further information. • Any other task may also the responsibility of successful bidder within the same quoted cost.

3	<p>Implementation of Web Content at Annexure-V in S.N. (1.3).</p> <ul style="list-style-type: none"> • Software system that provides website authoring, collaboration and administration tools designed to allow users with little knowledge of web programming languages or markup languages to create and manage website content with relative ease. It involves backend coding of modular functionality using data access layer and proved modules. • Any other task may also the responsibility of successful bidder within the same quoted cost.
4	<p>Other functionality and MIS as defined at Annexure- V, S. N. (1.4).</p> <ul style="list-style-type: none"> • Develop functionalities module. • Development of reporting system. • Development of auditing system. • Development of registration system. • System performance. • Penetration testing. • Code optimization. • Security validation. • Data base optimization, etc
5	<p>Database Design & development at Annexure-V in S.N. (1.5).</p> <ul style="list-style-type: none"> • Requirement Analysis. • ER Diagrams development. • Table Schema Development for departments. • Normalization. • Indexing. • Any other task may also the responsibility of successful bidder within the same quoted cost.
6	<p>Training, Support, Maintenance & Services at Annexure- V, S. N. (1.6).</p> <ul style="list-style-type: none"> • Providing training to all Sindh government focal person (for websites), whenever required, from well certified professional. • Providing resident engineer and supporting project for duration of 02 years. • Any other task may also the responsibility of successful bidder within the same quoted cost.
7	<p>Software Management at Annexure- V, S. N. (1.7).</p> <ul style="list-style-type: none"> • The management of software involves software monitoring, version controlling and overall cost involved in software managements. • Any other task may also the responsibility of successful bidder within the same quoted cost.

8	<p>Workstation Dell, HP at Annexure –V in S.N. (3.1).</p> <ul style="list-style-type: none"> • Processor: 3.40 GHZ upto 3.90 • Core: i7-3770 (64-bit) • RAM: 16GB • HHD:2TB SATA • Keyboard/Mouse (wireless) • With Chassis • Gigabit Ethernet • Dual-band 802.11 ac/g/n wireless card • DVD -/+ RW drive • LCD capable of 1920x1080 resolution (Wide Black 23/24 inch LED) • License of at least Windows Server 2008 R2 Standard or latest Microsoft server Standard OS supporting 64-bit. <p>Integrated Graphics capability upto 2 or higher Expansion Slots (mix of PCI Slot and PCI-Express Slots).</p> <p>Support for Windows 7, windows 8.1 enterprise , Redhat & latest Ubuntu</p> <p>At least 365Watts Non-Hot Plug Power Supply (Higher watts would be a plus)</p> <p>03 Years Manufacturer Limited Warranty</p> <p>License of Antivirus supporting installed system OS.</p>
9	<p>Laptop at Annexure–V in S.N. (3.2) (quantity two)</p> <ul style="list-style-type: none"> • Processor: Intel • Core i7: (64-bit) • Processor Speed= 2.4 GHz • RAM:8GB • HHD:1TB SATA • Keyboard/Mouse (wireless) • Display: Smart Touch Screen • Wifi : Yes. • Card Reader: Yes. • Camera: Yes. • Bluetooth : Yes • USB Ports : 3 • Gigabit Ethernet • DVD -/+ RW drive • 15inch LED • Licensed anti-virus • License of at least latest Microsoft OS (10) supporting 64-bit
10	<p>Laser Jet Printer: HP Laserjet enterprise printer or equivalent defined at Annexure-V, S.N. (3.3).</p> <p>Connect, manage, and help keep data secure with built-in features.</p> <p>Start printing right away—automatically connect to wireless network.</p> <p>Auto Wireless Connect.</p>

Easily print from virtually anywhere in the office with Ethernet and wireless Connectivity.
Connect via USB, and access tools from PC to manage printer and supplies.

Compatible Operating Systems:

Full software installs supported on: Windows 10 (64-bit), Windows 8.1 (64-bit), Windows 8 (64-bit), Windows 7 (64-bit), Windows Vista (64-bit), Windows XP (32-bit) (SP2 or higher).

Print Technology : Laser

Resolution (black) : Up to 1200 x 1200 dpi

Display :196 x 34 pixel graphic LCD

Processor speed : 750 MHz

Double-Sided Printing: Yes

Printing : Duplex Printing

Network ready : Standard (built-in Ethernet, WiFi 802.11b/g/n)

Supported network protocols:

TCP/IP, IPv4, IPv6; Print: TCP-IP port 9100 Direct Mode, LPD (raw queue support only), Web Services Printing; Discovery: SLP, Bonjour, Web Services Discovery; IP Config: IPv4 (BootP, DHCP, AutoIP, Manual), IPv6 (Stateless Link-Local and via Router, Statefull via DHCPv6); Management: SNMPv1, HTTP

Media sizes supported : A4; A5; A6; B5; Postcards; Envelopes (C5, DL, B5)

Print speed, black (normal) : Up to 26 ppm

Document Scanner HP or Epson Workforce or Fujitsu or equivalent as defined at Annexure-V,S. N. (3.4).

scans of black-and-white and color photos with 4800 x 9600 dpi

Scan four 35 mm slides, five negatives or three 4 x 6-inch photos at once and save to separate files

Create PDFs for easy filing and sharing.

Technical Specifications

Interface: USB 2.0

11 Scanner Type: ADF (Automatic Document Feeder), duplex color scanning

Scanning Modes: Color / Grayscale / Monochrome / Automatic Detection

Image Sensor: CCD (Charge coupled device) x 2

Light Source: White cold cathode discharge lamp

Optical Resolution: 600 dpi x 2

Scanning Speeds: 5-20 sheets per minute (depending on quality selected)

Document Sizes: A4, A5, A6, B5, B6, Business Card, Letter, Legal and Custom sizes with carrier sheet

Paper Chute Capacity: Maximum 50 sheets (Letter size at 20 lb or 80 g/m²)

Dimensions: 11.5" x 6.3" x 6.2" (292 x 159 x 158mm)

Compatible Operating Systems:-

	<p>Windows 7 Professional (32/64-bit), Windows 7 Enterprise (32/64-bit), Windows 7 Ultimate (32/64-bit).</p> <p>More: One button searchable PDF creation, Blazing 20ppm color scanning, 50-page Automatic Document Feeder (ADF), auto-duplex, Scanning Software Included: CardMinder, ScanSnap Organizer, ABBYY FineReader for ScanSnap, Adobe Acrobat X Standard, Scan to Mobile.</p>
12	<p>Application Development Tools at Annexure- V, S. N. (3.5).</p> <ul style="list-style-type: none"> • Providing licensing tools for creating operating System, webportal, websites, and license for application development tools any other tool deemed necessary. • Any other task may also the responsibility of successful bidder within the same quoted cost.
13	<p>Computer Utilities/Productivity Tools at Annexure-V in S.N. (4).</p> <ul style="list-style-type: none"> • Laptop Cooling Pads/fan (02 items) • Screen Cleaner Kit - LCD, LED, Laptop Spray, Cleaning Kit (03 items) • Shockproof Carrying Case Pouch Bag for Passport size. (02 items) • USB Stick 128 GB (03 items) • Portable 2TB HDD (02 items) • Wireless Keyboard, Mouse (03 each, items) • Cartridge for HP laser Jet P1102 (10 items) • Head gear/EarPhone wireless (03 items) • Speakers Beats • USB hub and Card Reader (02 items) • 5 meter HDMI cables (02 items) • Mouse Pads (03 items) • USB Mini laptop vacuum cleaner (03 items)
14	<p>Furniture as defined at Annexure- III, S.N. (6).</p> <ul style="list-style-type: none"> • Steel Office Almirah (double door) , height : around 6 foot, 5 inches (02 items) • Office Executive Desk, with 3 Drawers mobile pedestal on 1 side and the other side having a Side Table for a computer. (02 items) • Steel File cabinet : Width: 51 cm, Depth: 45 cm, Height: 120 cm, at least four doors (Drawers), with lock (01 items). • Executive Chair : Executive revolving chair, high back chair, seat & back cushioned, torsion bar, gas lift mechanism ,PU leatherette tapestry (02 items). • Four chairs for visitors : low back executive workstation revolving chair, padded arms, torsion bar, gas lift and tilt mechanism ,leatherette tapestry (04 items) • Complete Solution as per design and requirement of IST Department will be provided.