



Karachi, dated 5th May, 2016

To,

M/s. LMKT Private Limited,
3rd Floor, Dadex House,
34-A/1, Block-6, P.E.C.H.S
Shahrah-e-Faisal, Karachi.

Subject: LETTER OF AWARD OF CONTRACT FOR THE PROJECT," E-MANAGEMENT SYSTEM FOR INFORMATION, SCIENCE AND TECHNOLOGY DEPARTMENT, GOVT. OF SINDH.

I am directed to refer to NIT No. INF-KRY No. 107/2016 published in print media dated: 31.01.2016. After the completion of all codal formalities as per SPPRA Rules, 2010 (Amendment 2013), your company has been selected being the best awarded as per SPPRA Single stage Two Envelope method and issued Letter of Acceptance vide No.SO(T)IS&TD/3-128/2015 dated: 7th April, 2016 by this department. As required Performance Security at 10% of total bid price submitted/deposited by your company. Subsequently signing of Contract Agreement has also taken place on 2nd May, 2016. In sequel to fulfillment of all requirements as under rules, the Competent Authority has been pleased to accept your Bid offer amounting to Rs.27,405,473/- (Rupees Twenty seven million, Four hundred and Five Thousand, Four Hundred and Seventy Three Rupees Only) for the project," E-Management System for Information, Science and Technology Department, Govt of Sindh" with agreed scope of work included Software configuration and deployment, Hardware Equipment, Software and Services as mentioned in details in Contract Agreement. The main details are also as under:-

1.SOFTWARE CONFIGURATION AND DEPLOYMENT

Some of the features of the modules are as under

i. File Tracking / Document Management System (e-filing)

- Document Management
- File Organization
- Workflow Management
- Working with files and documents
- Files and documents search

ii. Human Resource Management

iii. Time and Attendance

Contd..P/2



3. SOFTWARE

S.No.	Item Description	Quantity
1.	Microsoft Windows 2012 R2Datacenter Edition	02
2.	MS Windows 8.1 Professional	05
3.	E-Office Application Suite (File Management & Human Resource Modules) inclusive of databases and application server	01
4.	Access Control Software (Time Attendance and Visitor Management) inclusive of databases and application server	01
5.	Microsoft Security Essentials/ Windows Defender (Not included in the RFP – Included after client's request)	10
6.	Email System Limited to receiving and sending alerts generated by E-Office application	01

4. SERVICES

S.No.	Item Description
1	LMKT Deployment Services
2	Post Deployment Support (12 months)

5.PAYMENT SCHEDULE

Total of Hardware (A) inclusive of taxes = Rs. 7,071,093/-

Total of Software (B) inclusive of taxes = Rs. 16,519,653/-

Total of Services (C) inclusive of taxes =Rs. 3,814,727/-

Total price of Solution (A + B + C) inclusive of taxes = Rs. 27,405,473/- (Pak Rupees Twenty Seven Million Four Hundred and Five Thousand Four Hundred and Seventy Three Only)

The Payments shall be released to the Contractor after the completion of all codal formalities after delivery and release of funds against the items mentioned below, as agreed in Contract Agreement.

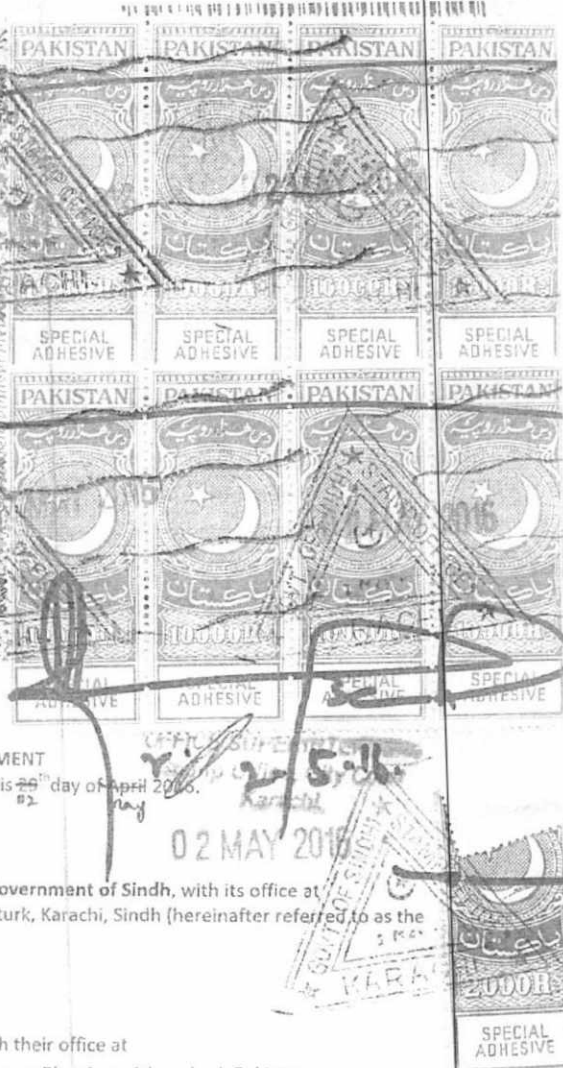
A	Hardware on delivery (100%)	7,071,093	100% on Hardware Delivery	
B	Software	Cost	Quantity	Payment terms
	Issuance \ Delivery of SW Licenses (100% on Delivery)	16,519,653		
	MS Windows OS Server 2012	1,637,704.24	02	100%
	MS Windows OS Desktop and Laptop	161,008	05	100%
	File Automation (IC)	4,416,282.4	01	100%
	Human Resource (HR)	8,832,563.64	01	100%
	Time Attendance	1,472,094.52	01	100%

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2/05/16



ZAFAR ULLAHA KHAN Stamp Vendor
Licence No. 99 Shop No. 412
4th Floor, Taha Plaza, Near City Court Karachi
SNO. 16329 DATE 28/04/16
ISSUED TO WITH ADDRESS: Hasrat Ali
THROUGH WITH ADDRESS: A.C.
PURPOSE: This Contract is made in Karachi on this 28th day of April 2016.
VALUE RS. 200
STAMP VENDOR SIGNATURE: [Signature]
NOT USE FOR FREE WILL & DIVORCE PURPOSE



CONTRACT AGREEMENT

BETWEEN

Information, Science & Technology Department, Government of Sindh, with its office at
1st Floor, Building No. 6, Sindh Secretariat, Shahrah-e-Kamal Ataturk, Karachi, Sindh (hereinafter referred to as the
"Customer").

AND

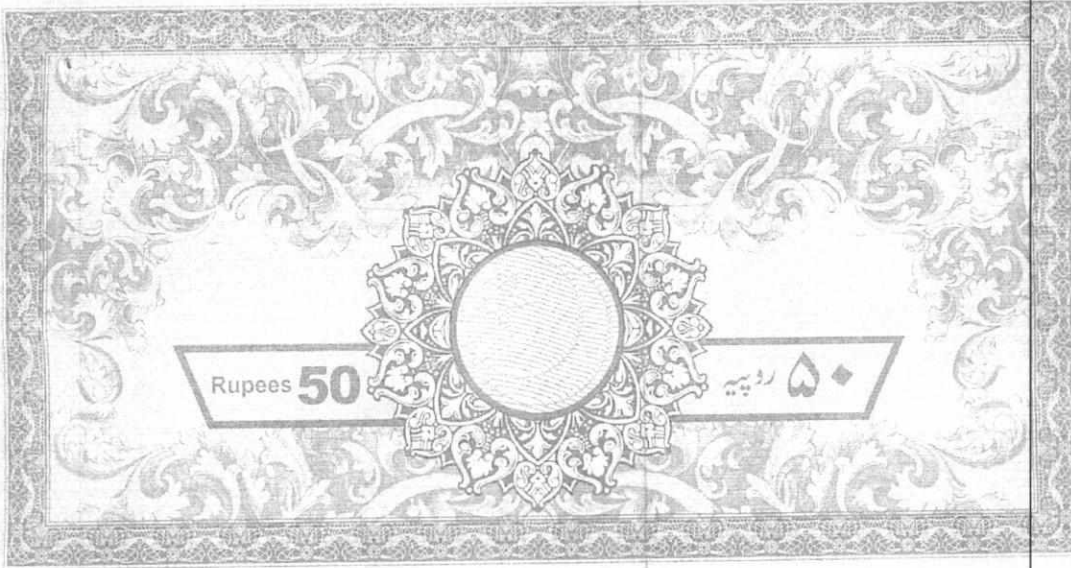
M/s LMKT Private Limited, with their office at
7th Floor, No 55-C, PTET (Ufone) Tower, Jinnah Avenue, Blue Area, Islamabad, Pakistan.
(Hereinafter referred to as the "Contractor", which expression shall, wherever the context so permits includes its
permitted assigns, administrators, executors and successors-in-interest)

WHEREAS

- (A) The Customer wishes to acquire software, hardware and infrastructure development, which will be capable of meeting the functional specifications and requirements set out in the Statement of Work (SOW).
- (B) The Contractor has represented to the Customer that it possesses the requisite expertise and skill to customize, implement and install the software, provide training and project management services and produce documents listed below that are required for the effective deployment and utilization of the software.
 - 1. Project Charter Document
 - 2. Project Management and Work Plan Document
 - 3. Software Requirements Specifications Document
 - 4. Site Survey Report (For Time and Attendance System)
 - 5. Application and Deployment Architecture Document
 - 6. End User and Administration Technical / Configuration Manuals
- (C) The parties executed the Statement of Work setting out the background to this Contract, Deliverables by the Contractor and other matters relating to the project.
- (D) The following documents after incorporating addenda (if any) except those parts relating to instructions' to Bidder shall be deemed to form and be read and construed as integral part of this Contract in the following order of precedence:
 - 1. Software Requirements Specifications Document
 - 2. The Contract
 - 3. Intimation Letter
 - 4. Proposal
 - 5. RFP

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ZAFAR ULLAHA KHAN Stamp Vendor
 Licence No. 99 Shop No. 412
 4th Floor, Fahir Plaza, Near City Court Karachi
 SNO. 16380 DATE 28 APR 2017
 ISSUED TO WITH ADDRESS...
 THROUGH WITH ADDRESS...
 PURPOSE...
 VALUE RS...
 STAMP VENDOR SIGNATURE...
 NOT USE FOR FREE WILL & DIVORCE PURPOSE

(RUPEES FIFTY ONLY)

CONTRACT BETWEEN

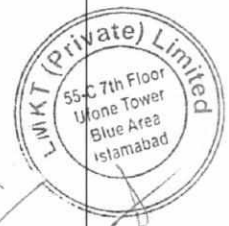
**Information, Science & Technology Department
Government of Sindh**

AND

LMKT (Private) Limited, Islamabad

FOR

**"E-Management System for IS&T Department,
Government of Sindh"**



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SCHEDULE-II Project Schedule & Deliverables
SCHEDULE-III Statement of Work
SCHEDULE-IV Responsibility Matrix



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1. DEFINITIONS

In this Contract unless the context shall otherwise require the following words and expressions shall have the following meanings:

- 1.1 "COMMENCEMENT DATE OF THE CONTRACT" means the date of signing of the Contract between the Customer and the Contractor.
- 1.2 "PROJECT COMPLETION CERTIFICATE" means the certificate to be issued by the Customer upon completion of the Project.
- 1.3 "STATEMENT OF WORK" means the statement attached herewith as a Schedule-III, describing the Project and setting out the Development of software application, Provision of Hardware items, Infrastructure (Configuration of servers and Data entry terminals, Installation of Application software) and Training of the staff of the Information, Science & Technology Department- Government of Sindh. Deliverables and the Project Schedule.
- 1.4 "INTERIM ACCEPTANCE CERTIFICATE(S)" means the certificate(s) to be issued by the Customer signifying acceptance of the relevant Software project Module(s), delivery of Hardware, Configuration of servers and Data entry terminals, Installation of Application software, Operating System and other tools on the server and Training of the staff of the Information, Science & Technology Department- Government of Sindh Deliverables and the Project Schedule:
 - a. In relation to the Software Modules, means the Software Acceptance Certificate;
 - b. In relation to the Software Integration means the Software Integration Acceptance Certificate;
 - c. In relation to the Post Implementation Set-up Component means the Post Implementation Acceptance Certificate; and
 - d. In relation to Manuals Component means the Manuals Acceptance Certificate
 - e. In relation to provision of hardware means delivery of hardware as per details in RFP & Schedule-III.
 - f. In relation to Capacity building of the staff means the training of the IT staff with regards to the delivered solution.
 - g. In relation of the Infrastructure means Configuration of servers and Data entry terminals, Installation of Application software, Operating System and other tools for the server
- 1.5 "CONTRACT" means the agreement entered into between the Customer and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.
- 1.6 "AUTHORIZED PERSON" means the person who is authorized to sign on all certificates/acceptance documents/approvals/sign offs.
- 1.7 "CONTRACT COST" means the price payable to the Contractor as set out in Schedule I under the Contract for the full and proper performance of its contractual obligations.
- 1.8 "CONTRACTOR" means the individual or firm whose bid has been accepted by the Customer and the legal successors, in title to the Contractor.
- 1.9 "DELIVERABLES" means the materials and services identified as deliverables in the Statement of Work for delivery and performance by the Contractor in accordance with this Contract;
- 1.10 "SOFTWARE" means the software program/application to be delivered in accordance with the requirements of the Information, Science & Technology Department - Government of Sindh, deployment of all the modules and tested in accordance with the terms of the Statement of Work and includes trainings and documentation relating thereto;
- 1.11 "PROJECT" means the totality of the works set out in the Statement of Work, to be executed and implemented by the Contractor in accordance with the Contract;
- 1.12 "PROJECT COMPLETION DATE" means the date identified in the Project Schedule for completion of the project.
- 1.13 "PROJECT SCHEDULE" means the schedule appended to the Statement of Work setting out in the Project modules completion dates and project completion date.
- 1.14 "REPRESENTATIVE" means the person(s) nominated by each party.
- 1.15 "CUSTOMER" means the Information, Science & Technology Department, Government of Sindh



- 1.16 "BUG" means an error, flaw, mistake, failure, or fault in a software application that produces an incorrect or unexpected result, or causes it to behave in unintended ways.
- 1.17 "CHANGE" means any additional design/functional requirement or the modification in design/functional requirement after the Requirement Specifications document is mutually approved by the customer.
- 1.18 "STRUCTURAL CHANGE" means any change request that will bring changes in database, application design, architecture, functionality that conflicts with existing application implementation and may cause failure of working of existing implementation correctly.
- 1.19 "DEPLOYMENT" means installation and configuration of software delivered pursuant to this contract on specified Hardware at Data Center of Information, Science and Technology Department, Government of Sindh.
- 1.20 "INFRASTRUCTURE" means the combined set of hardware, software, networks, facilities, etc. (including all of the information technology), in order to develop, test, deliver, monitor, control or support IT services. This would include only the contents that are present in the hardware / software BOQ.
- 1.21 "Hardware Configuration" means the configuration of hardware as per hardware BOQ.

2. OBLIGATIONS OF THE CONTRACTOR

2.1 General

The Contractor shall execute the Project by performing and delivering the Deliverables in respect of each Project Component for acceptance thereof by the Customer. The Software supplied under this Contract shall conform to the authoritative latest standard appropriate to the Software.

2.2 Project Schedule

- 2.2.1 The Contractor shall work with due expedition and make reasonable efforts to adhere to the dates set out for completion of sub-components of Project Modules given in the Project Schedule and time shall not be of essence for completion of the aforesaid sub-components.
- 2.2.2 Notwithstanding clause 2.2.1, the Contractor shall customize and implement each Project Module by the relevant Project Module Completion Date, Time shall be of the essence in respect of the Project Module Completion Dates.
- 2.2.3 Without prejudice to any remedies available to the Customer or Contractor hereunder or
- 2.2.4 Except as provided under Clause 16 or at law for failure of the Contractor (which is not attributable to default of the Customer) to comply with its obligation for timely completion of the Project Components under clause 2.2.2, and subject to a grace period of fourteen (14) days after the relevant Project Module Completion Date, the Contractor shall be liable to penalty on a daily basis in accordance with the following formula:

$$\text{Per day penalty} = (\text{Specific Project Component/Deliverable Cost}) \times 0.01\% \text{ until actual delivery up to maximum deduction of five percent (5\% of the component / Deliverable price is reached after which the customer has the right to terminate the contract after written notice of sixty (60) working days.}$$
- 2.2.5 The cumulative penalties of the entire project shall not exceed two (02) percent of the total project cost.
- 2.2.6 The Customer and the Contractor may adjust any penalty payments due by the Contractor under clause 2.2.3 by diminution, to any subsequent payments of the Contract Price due from the Customer to the Contractor.

2.3 Documentation

- 2.3.1 Before the Project is taken over by the Customer, the Contractor shall furnish the operation manuals, warranty certificate and other information pertaining to the performance of the Software. Proper documentation standards are to be followed for all technical documentation.

2.4 Logistics/Transportation

- 2.4.1 Logistics/Transport of the Software to the place of destination as specified in the Contract shall be arranged and paid for by the Contractor, and the cost thereof shall be included in the Contract Price.



2.5 Incidental Services

2.5.1 The Contractor shall provide the following services:

- a) Start-up and testing of the supplied Software;
- b) Furnishing of a detailed User and Technical Manuals for the Software;
- c) Delivery of the hardware
- d) Establishment of Infrastructure
- e) Training of the personnel nominated by the Customer, of the supplied Software, as specified in the Statement of Work

3. **OBLIGATIONS OF THE CUSTOMER**

3.1 Payment of Contract Price

The Customer shall pay the Contract Price to the Contractor for the Deployment and Configuration of Software Application, Provision of Hardware items, Infrastructure and Capacity building of the staff of the Stake Holders as per the requirement, execution and implementation of the Project by the Contractor in accordance with this Contract.

3.2 Cooperation

- 3.2.1 The Customer shall timely and properly perform any reciprocal performances, which are necessary for the Contractor to execute and deliver any Deliverable in accordance with the SOW.
- 3.2.2 In case of delay in performance by the Customer, which the Contractor reasonably believes is likely to delay the completion and testing for acceptance of any Project Module/Component, the Customer shall by a written notice to the Representative identify the said delay. Upon written notice, and provided the said notice is not disputed in good faith by the Customer, the Contractor shall be entitled to a day-for-day extension on the Project Component Completion Date. The Representatives shall with joint consultation revise the Project Schedule in case of an extension of a Project Module/Component Completion Date.
- 3.2.3 Failure to give written notice under clause 3.2.2 shall disentitle the Contractor from claiming any extension to a Project Module Completion Date.

4. **ACCEPTANCE CERTIFICATE**

- 4.1 Upon completion of implementation of Application software modules, delivery of Hardware items, Infrastructure and Capacity building of the staff of the Department of Information Technology and it covers all the aspects and requirements of the department then the Customer shall issue the corresponding Interim Acceptance Certificate within three (03) working days of the delivery. In case the Interim Acceptance Certificate is not issued by the customer to the contractor in maximum of five (05) working days after completion of the activity / deliverable, the said activity / deliverable would be considered accepted else a formal reason of non-issuance of acceptance certificate would be communicated.
- 4.2 On the day of issuance of the last of the Interim Acceptance Certificates to be issued hereunder, the Contractor shall be entitled to apply to the Customer for issuance of the Project Completion Certificate. Subject to there being no breach of this Contract subsisting, the Customer shall issue the Project Completion Certificate. In case the Project Completion Certificate is not issued by the customer to the contractor in maximum of ten (10) working days after the Contractor's application for issuance of Project Completion Certificate, the said project would be considered completed and signed off else a formal reason of non-issuance of Project Completion Certificate would be communicated.

5. **CONFIDENTIALITY OF INFORMATION**

- 5.1 The Contractor shall not, without the Customer's prior written consent, disclose the Contract, or any provision thereof, or any specification, digital, drawings, pattern, sample or information furnished by or on behalf of the Customer in connection therewith, to any person other than a person employed by the Contractor in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The Contractor shall not, without the Customer's prior written consent, make use of any document or information specified in Clause 5.1 above, except for purposes of performing the Contract.
- 5.3 Any documents passed onto the Contractor by the Customer, other than the contract itself, shall be the property of Customer and shall be returned (in all copies) to Customer on completion of contractor's performance under the contract if so required by the Customer.



CONTRACT EXECUTION SCHEDULE

- 6.1 The configuration and implementation of the Software and Services at the customer site, it's testing, submission of technical documentation and successful training shall be completed within the periods stated in the Statement of Work.
- 6.2 The Software shall remain at the risk and under the physical custody of the Contractor until the configuration and implementation of the Software are completed.
- 6.3 The Contractor shall ensure that the Software shall be delivered complete to enable the testing and training to proceed without interruption.
- 6.4 The Contractor shall provide a Test Status Report after the completion of System Test Phase.
- 6.5 The Contractor shall provide complete software package comprising of the software, user manual, technical manual and other Documents specified in the Statement of Work.
- 6.6 The Contractor shall provide training of the Customer Resources for the software on the train the trainer concept.
- 6.7 The Contractor shall provide fortnightly status report to the Customer.
- 6.9 The Contractor shall provide all the hardware items and configure the operating system before the software installation.
- 6.10 The customer will arrange and provide the 3rd party hardware and software required for the production environment as per the recommendations given by the contractor after signing of Software Requirements Specifications document within the specified time in the schedule.
- 6.11 The Training of the staff of the Information, Science & Technology Department- Government of Sindh shall be provided /started as per the agreed schedule.

6. PAYMENT TERMS & PERFORMANCE BONDS

- 7.1 The Customer shall make payments of Contract Price to the Contractor in the amounts at the time and in the manner set out in Schedule-I.
- 7.2 The payments shall be processed within 90 calendar days from the receipt of the invoice.
- 7.3 That the Contractor reserves the right under this Contract to immediately halt/stop project activities or terminate the Contract, in case the payments from the Customer are delayed up to 90 calendar days from the receiving date of contractor's intimation to customer.

7. PROJECT MONITORING & TRAINING

- 8.1 With effect from the date hereof the Contractor undertakes to provide such management, organizational and coordination services and carry out all such other work as may be required to ensure the orderly implementation of the Project on or before the Project Completion Date in accordance with the SOW.
- 8.2 The Contractor shall arrange and undertake a comprehensive training program as set out in the SOW for the staff nominated by the Customer to ensure that they shall acquire a good working knowledge of the operation, and general maintenance of the Software to be supplied under the Contract.
- 8.3 In case of non-compliance with instructions, non-cooperation or other difficulties experienced by the Contractor with regard to any of these personnel, the Contractor shall appraise the Customer. The Contractor shall then proceed to implement suitable remedial measures after consultation with the Customer.

8. WARRANTIES

9.1 Project Warranty

The Contractor hereby warrants to the Customer that:

- a. The Deliverables shall be executed in a professional workmanlike manner with reasonable care and skill



by competent and suitably qualified personnel of the Contractor and

- b. The Deliverables represent a practical and appropriate solution to meet the functional requirements set out in the SOW.

9.2 Software Warranties

Without prejudice to the warranties contained in clause 9.1, the Contractor warrants that:

- i. The Software shall be ready for use immediately upon delivery and shall meet the functionality set out in the SOW.
ii. Vendor shall provide 1 year software warranty from the project completion and shall remove all bugs during this period.
iii. The Software, subject to compliance with the Manuals, will provide a reasonable and appropriate platform from which the Customer's requirements stipulated in the SOW can be expanded and developed in an upwardly compatible and scalable manner in the terms set out in the SOW.

9.3 Hardware Warranties

9.3.1 The Contractor warrants to the customer that:

- (a) All hardware equipment (except racks, cable, patch panels and eLock, etc.) should have warranty according to the manufacturer terms & conditions as mentioned in the RFP including parts.
(b) The title to the Equipment shall be free and unencumbered and that the contractor shall, at the time of delivery, have the full right power and authority to transfer the title to the Equipment in favor of the Purchaser free from any encumbrance, third party claim or right or a negative covenant.

9.3.2 The customer shall give notice to the Purchaser as soon as it is reasonably able upon becoming aware of a breach of warranty.

9.3.3 Vendor shall provide 1 year hardware warranty from the date of delivery of Hardware other than the items specifically mentioned in the BOQ with 2 year's warranty i.e. Servers and SAN storage.

9.3.4 The contractor shall as soon as it is reasonably able, but in any event not later than four (4) days of the date of notice under clause 9.3.2, investigate any breach of warranty and:

- (i) in the case of a breach of warranty falling within clause 9.3.1 (i) above, shall remedy the same free of charge by:
(a) Carrying out such repairs modifications or alterations to the Equipment; and/or
(b) Replacing the Equipment or such component parts (including software), as shall in the circumstances be necessary to remedy the breach of warranty; and
(ii) in the case of a breach of warranty falling within clause 9.3.1(b) above, shall remedy the same free of charge by obtaining such releases, discharges, assignments, transfers or conveyances as shall in the circumstances be necessary to remedy the breach of warranty.

9.3.5 Any Equipment or component parts of the Equipment replaced by the Contractor pursuant to clause 9.3.3 (i) above ('Replaced Equipment') shall upon replacement become the property of the Customer and the Contractor warrants that its title to such Replaced Equipment shall be free and unencumbered and that it shall have all necessary consents and authorities to part with possession of the Replaced Equipment.

9. CHANGE ORDERS

10.1 The Customer keeping in consideration the delay in deliverables, and extension of the project completion date and project schedule, may at any time, by written notice to the Contractor, instruct the Contractor to alter, amend, omit, add to or otherwise change any part of the Works.

10.2 Upon notification by the Customer of such change, the Contractor shall submit to the Customer an estimate of costs for the proposed change (hereinafter referred to as the Change), within ten (10) working days of receipt of notice of the Change, and shall include an estimate of the impact (if any) of the Change on the delivery dates under the Contract, as well as a detailed schedule of execution of Works under the Contract.

10.3 The Contractor shall not perform Changes in accordance with Clause 10.1 above until the Customer has authorized a Change Order formally in writing.

10.4 Changes mutually agreed upon shall constitute a part of the work under this Contract, including aspects like delay in deliverables, extension on the project completion date and project schedule, and the provisions and conditions of the Contract shall apply to said Change.

10. CONTRACT AMENDMENTS

Subject to Clause 11, no variation in or modification of the conditions and terms of the Contract shall be made except by written amendment signed by the parties.



11. **Copyright and other Proprietary Rights**

All drawings, specifications, technical manual and commercial information, provided by the contractor to the client, which also includes designs, trademarks, copyright, know-how and other intellectual property rights whether or not registered shall remain sole and absolute property of Contractor (LMKT).

The Client has no right under the contract to use source code or any related intellectual property in any manner whatsoever during or after the tenure of the Contract, any source code or technology related thereto shall always remain the proprietary interest of Contractor (LMKT).

12. **TERMINATION**

13.1 **Termination for Default**

13.1.1. The Customer may, without prejudice to any other remedy for breach of Contract, by giving 30 (thirty) days written notice of default sent to the Contractor, terminate the Contract in whole or in part:

- a. If the Contractor fails to deliver, test and impart training of Software within the time period(s) specified in the Contract, or any extension thereof granted by the Customer pursuant to Clause 10 and/or 11; or
- b. If the Contractor fails to perform any other obligation(s) under the Contract; and
- c. If the Contractor, in either of the above circumstances, does not cure its failure within a period of four (4) weeks (or such longer period as the Customer may authorize in writing) after receipt of a notice of default from the Customer specifying the nature of the default(s).

13.1.2. In the event the Customer terminates the Contract in whole or in part, pursuant to Clause 14.1 below, the Customer may procure, upon such terms and in such manner, as it deems appropriate, Software or Services similar to those undelivered, However, the Contractor shall continue performance of the Contract to the extent not terminated.

13.2 **Termination for Insolvency**

The Customer may at any time terminate the Contract by giving written notice to the Contractor, if the Contractor becomes bankrupt or otherwise insolvent. In this event, the termination will be without compensation to the Contractor, provided that such termination will not prejudice or affect any right of action or remedy contemplated herein, which has accrued or will accrue thereafter to the Contractor.

13.3 **Termination for Convenience**

13.3.1. The Customer may, by written notice sent to the Contractor, terminate the Contract, in whole or in part, after giving forty five (45) day notice to the contractor mentioning the valid reasons for the termination of the contract. The notice of termination shall specify how contractor has breached the Contract or how contractor has failed to perform one or more of its obligations in the Contract and the extent to which performance of work under the Contract is terminated, and the date upon which such termination becomes effective. If the Party in default and so notified fails to remedy or perform within forty five (45) Business Days, the non-defaulting Party may, upon not less than fifteen (15) Business Days' notice to the other Party, suspend performance or terminate the Contract.

13.3.2. The Software that is complete and ready up till thirty (30) calendar days of the Contractor's receipt of notice of termination shall be accepted by the Customer at the Contract terms and prices. For the remaining Software, the Customer may elect:

- a. to have any portion thereof completed and delivered at the Contract terms and prices and/or
- b. To cancel the remainder and pay to the Contractor an agreed amount for partially completed Software by the Contractor for the purpose of the Contract, together with a reasonable allowance for overhead & profit.

13.4 **CONSEQUENCE OF TERMINATION**

Termination of this Contract shall be without prejudice to any of other rights or remedies the Contractor may be entitled to under this Contract or at law and shall not affect any accrued rights or liabilities of either party nor the coming into force or continuance in force of any provision of this Contract which expressly or by implication intended to come into or continue in force on after such termination.

13.5 **COSTS**

Each Party shall pay its own cost relating to negotiation, preparation, execution and implementation of this Contract and each document referred to in it.



13. FORCE MAJEURE

- 14.1 Neither party hereto shall be liable for any breach of its obligations under this Contract resulting from causes beyond its reasonable control including but not limited to war, fire, insurrection or embargo (an "Event of Force Majeure").
- 14.2 An "Event of Force Majeure" shall mean any event or circumstance or combination of events or circumstances that is beyond the reasonable control of a party and that materially and adversely affects the performance by that party of its obligations under or pursuant to this Contract; provided, however, that such material and adverse effect could not have been prevented, overcome or remedied in whole or in part by the affected party through the exercise of diligence and reasonable care.
- 14.3 The affected party shall use all reasonable efforts to mitigate the effects of an Event of Force Majeure, including, but not limited to, the payment of all sums of money by or on behalf of the affected party, which sums are reasonable in light of the likely efficacy of the mitigation measures.
- 14.4 So long as the affected party has at all times since the occurrence of the Event of Force Majeure complied with the obligations contained in clause 16.3 and continues to so comply- then (i) the affected party shall not be liable for any failure or delay in performing its obligations under or pursuant to this Contract and (ii) any performance deadline that the affected party is obligated to meet under this Contract shall be extended on a day-for-day basis for each day the Event of Force Majeure continues; provided, however, that no relief, including without limitation, the extension of performance deadlines, shall be granted to the affected party to the extent that, such failure or delay would have nevertheless been experienced by the affected party had the Event of Force Majeure not occurred. Other than for breaches, of this Contract by the other party and without prejudice to the affected party's right to indemnification or for payment, the other party shall not bear any liability for any loss or expense suffered by the affected party as a result of an Event of Force Majeure.
- 14.5 Each of the parties hereto agrees to give notice forthwith to the other upon becoming aware of an Event of Force Majeure, containing reasonable details of the circumstances giving rise to the Event of Force Majeure and take all actions within its power to comply with the terms of this Contract as fully and promptly as possible.
- 14.6 If a default due to an Event of Force Majeure shall continue for a consecutive period of more than one-fourth ($1/4^{th}$) of the total period for the completion of the Project or a cumulative period of three-fifths ($3/5^{th}$) of the total period for the completion of the Project then the party not in default shall be entitled to terminate this Contract. Neither party shall have any liability to the other in respect of termination of this Contract as a result of an Event of Force Majeure; provided, however, that the affected party shall reconstitute benefit (if any) received up to the time of occurrence of the Event of force Majeure.

14. Notices

Any notice, request, instruction or other document required to be given hereunder by any party hereto shall be sent to the following address by facsimile, prepaid recorded delivery or registered post and shall be deemed effective if sent by post at the expiration of Seventy two (72) hours after the same was posted whether or not received and if sent by facsimile, twenty four (24) hours after the facsimile transmission. The parties hereto shall notify the other of any change of address within forty-eight hours of such change.

Notices to the Contractor:

Mailing Address: LMKT Karachi office, 3rd Floor, Dadex House, 34-A/1, Block -6, P.E.C.H.S, Shahrah-e-Faisal, Karachi, Postal code 75400, Sindh, Pakistan

AUTHORIZED PERSON: Project Manager

Facsimile Number: +92 51 8317943

Notices to the Customer:

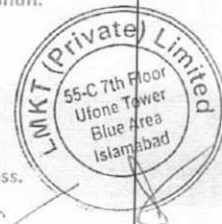
Mailing Address: Information, Science & Technology Department, Government of Sindh 1st Floor, Building No. 6, Sindh Secretariat, Shahrah-e-Kamal Ataturk, Karachi, Sindh.

AUTHORIZED PERSON: Incharge PD

Facsimile Number: +92 21 99211414

16.1 Delivery and Documents

Delivery of the Software and Services shall be made by the Contractor at the above address.



16.2 Invalidity and Severability

If any provision of this Contract shall be found by any court or administrative body of competent jurisdiction to be invalid or unenforceable, the invalidity or unenforceability of such provision shall not affect the other provisions of this Contract and all provisions not affected by such invalidity or unenforceability shall remain in full force and effect.

16.3 Assignment and Sub-contracting

16.6.1 The Contractor shall be entitled to assign or sub-contract the whole or part of this Contract with all or any of its rights and obligations hereunder with the prior written consent of the Customer.

16.6.2 The Contractor hereby agrees that the Customer may assign this Contract or any of its rights and obligations hereunder to any other party.

16.4 Dispute Resolution

16.7.1 All disputes or differences which shall at any time hereafter arise between the Contractor and the Customer in respect of the construction or effect of this Contract or the rights duties and liabilities of the parties hereunder or any matter or event connected with or arising out of this Contract (a "Relevant Event") shall in the first instance: be settled through mediation by a committee comprised of two members, with one (1) member appointed by each party, each of whom shall be of eminent repute with experience in the information technology sector of not less than ten (10) years. The parties agree to give due regard to the decision of the committee which shall, however, not be binding on the parties. The Relevant Event, if not settled by mediation shall then be referred to arbitration by such independent third party (the 'Arbitrator') as the Contractor and the Customer shall jointly nominate.

16.7.2 If the Contractor and the Customer shall fail to agree on an Arbitrator within fourteen (14) days of the decision of the mediation committee then the Arbitrator shall be nominated at the request of either the Contractor or the Customer by the mediation committee.

16.7.3 To the fullest extent permitted by law, this arbitration proceedings and the arbitrator's award shall be maintained in confidence by the Parties so as to protect relevant valuable information, good will or Intellectual property rights.

16.7.4 Notwithstanding any reference to arbitration, both parties shall continue to perform their respective obligations under the Contract except for those matters under arbitration.

16.7.5 The arbitration shall be conducted under the Arbitration Act of 1940. The language of arbitration shall be English and the venue of arbitration shall be Islamabad. The arbitration award is final and binding upon both Parties. The arbitration fees shall be borne by the losing Party except otherwise awarded.

16.5 Tax

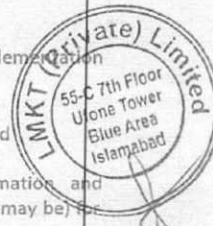
Prices in this Contract are inclusive of applicable sales taxes at current rates. In case of any increase in taxes or levy of any additional income, sales or other taxes by any Provincial or Federal Government, the relevant contract price will be increased to take impact of such an increase in taxes/introduction of new taxes. All payments made pursuant to this Contract shall be subject to withholding or deduction on account of applicable income or sales taxes as may be provided under the applicable law.

16.6 Representatives

16.9.1 The parties hereto shall communicate to the other upon the date hereof the identity of the person(s) within their undertaking who shall act as the sole contact point and channel of communication during the currency of this Contract. Both parties shall forthwith inform the other of any change in the identity of any such person(s).

16.9.2 The Representatives shall be authorized to make decisions relating to the execution and implementation of the Deliverables/Project. The Representatives shall be responsible for:

- o Organizing weekly meetings at which they shall review the progress of the Project; and
- o Providing (subject to the provisions in respect of confidentiality) all information and documentation reasonably required by the Contractor or the Customer. (as the case may be) for the performance of its duties hereunder.



16.9.3 The Contractor's Representative shall prepare a progress report on fortnightly basis of the Project and shall deliver a copy to the Customer's Representative prior to the meetings.

16.7 Successors

This Contract shall be binding upon and insure to the benefit of the successors in title of the parties hereto.

16.8 Governing Law

This Contract including without limitation its conclusion, validity, construction, performance and settlement of the disputes shall be governed by the laws of Pakistan, without giving effect to the principle of conflict of law.

16.9 Due Authorization

Each party represents warrants and confirms to the other that:

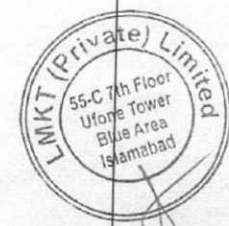
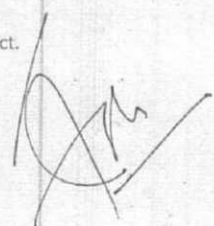
16.12.1 It is duly authorized under the applicable law and its constitutive documents to execute deliver and perform this Contract;

16.12.2 The person signing on its behalf is duly authorized to sign and deliver this Contract; and

16.12.3 The Contract constitutes its valid binding and enforceable obligations in terms hereof.

16.12.4 Recitals and Schedules

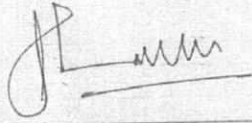
The recitals and Schedules form an integral part of this Contract.



IN WITNESS WHEREOF the parties hereto have executed this Master Contract on the day and year first mentioned hereinabove.

For and on behalf of the (Customer)

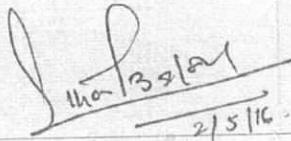
By:



Name: Abdul Rahim Shaikh
Secretary
Information Science & Technology Deptt.
Govt. of Sindh

Date:

Witnessed by:



21/5/16

Name: Athar Hussain Baloch

Title: Deputy Director

Date:

Witnessed by:



Name: Fouzia Rajpar

Title: Incharge PD

Date:

For and on behalf of the (Contractor)

By:



Name: Osman Jilani

Title: President

Date:

Witnessed by:



Name: Zeeshan Ilyas

Title: Manager Business Development

Date:

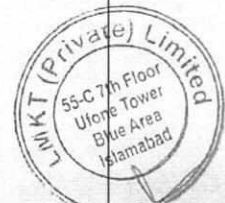
Witnessed by:



Name: Babar Shamsi

Title: Solutions Architect

Date:



SCHEDULE-I

PAYMENT SCHEDULE

Total of Hardware (A) inclusive of taxes = Rs. 7,071,093/-
Total of Software (B) inclusive of taxes = Rs. 16,519,653/-
Total of Services (C) inclusive of taxes =Rs. 3,814,727/-

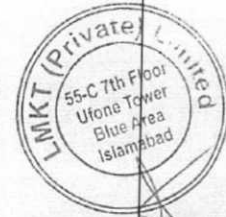
Total price of Solution (A + B + C) inclusive of taxes = Rs. 27,405,473/- (Pak Rupees Twenty Seven Million Four Hundred and Five Thousand Four Hundred and Seventy Three Only)

The Payments shall be released to the Contractor after the completion of all codal formalities after delivery and release of funds against the items mentioned below.

A	Hardware on delivery (100%)	7,071,093	100% on Hardware Delivery	
B	Software	Cost	Quantity	Payment terms
	Issuance \ Delivery of SW Licenses (100% on Delivery)	16,519,653		
	MS Windows OS Server 2012	1,637,704.24	02	100%
	MS Windows OS Desktop and Laptop	161,008	05	100%
	File Automation (IC)	4,416,282.4	01	100%
	Human Resource (HR)	8,832,563.64	01	100%
	Time Attendance	1,472,094.52	01	100%
C	Services	3,814,727		
	Issuance of Project Management & Work Plan		30%	1,144,418.1
	Delivery of Requirement Analysis & Software Requirement Specification		30%	1,144,418.1
	User Acceptance Testing		10%	381,472.7
	Completion of deployment		10%	381,472.7
	Post Deployment Support (at completion of first six months)		10%	381,472.7
	Post Deployment Support (at completion of last six months)		10%	381,472.7

Other Terms:

- All hardware warranties will not include power surge, breakages, manhandling, theft or Act of God etc.
- All prices are inclusive of all duties and taxes and are DDP where mentioned.
- Any other item or service not quoted in the proposal and required by client will be charged extra.
- Exact deployment days may increase after finalization of detailed scope of work with the client.
- Access permission for LMKT team will be provided by Client team for the site prior to their visit.
- Estimated hardware delivery timelines are minimum 10weeks.
- Further Terms and Conditions may apply.
- Hardware delivery will be entitled to partial hardware payments based on delivery of hardware, if there is any delay on remaining hardware.



SCHEDULE-II

Project Schedule

High level tentative timeline for project completion is as under;

S. No.	Task Description	Duration (Days)
1.	Project Preparation	05
2.	Envisioning	03
3.	Planning	45
4.	Design	15
5.	Implementation	87
6.	Operational Handover	47
7.	Go-Live	01
8.	Post deployment support	One year



STATEMENT OF WORK

1. Automation of Offices in Government Departments

The rise of e-government has been one of the most striking developments of the web. As the Internet supported digital communities evolve, and assuming that they do indeed grow to incorporate individuals around the country (and globe), they present the national governments with a number of challenges and opportunities. Governments in democratic regions are primarily a representative mechanism whereby the selected few debate and enact the legislation for and on behalf of the nation's citizens. Internet technology has been empowering consumers to make personal choices on how they access and receive goods and services. This has led to increasing dependence on electronic business transactions resulting in the emergence of a variety of customer-centered relationships between service providers and consumers. Governments are no exception to these phenomena.

1. In recent times, technology has become an inevitable tool for good governance. The appeal of the whole information technology arena is that it is designed to make public sector employees and Departments more knowledgeable, efficient, effective and transparent.
2. IT promotes good governance in three basic ways: (1) by increasing transparency, information, and accountability; (2) by facilitating accurate decision-making and public participation; and (3) by enhancing the efficient delivery of public services.
3. This project is to embark on an aggressive program for promoting Information Technology for e-Governance
4. Office Automation application brings efficiency, accuracy, effectiveness, transparency, and accountability in decision making.
5. Office Automation will comprises a set of open notation based modules to promote working with files, documents, which automates the internal functioning within and across government offices
6. To establish a single solution(e-government) for use in the government
7. To support integration and interoperations
8. To Avoid Duplication of efforts
9. To avoid Redundant data storage
10. To Allow flexibility for scaling and sustainability
11. To Enhance transparency – files can be tracked and their status is known to all at all times
12. Increase accountability – the responsibility of quality and speed of decision making is easier to monitor
13. Assure data security and data integrity
14. Provide a platform for re-inventing and re-engineering the government
15. Promote innovation by releasing staff energy and time from unproductive procedures
16. Transform the government work culture and ethics

(I) (SOFTWARE CONFIGURATION AND DEPLOYMENT)

The underlying infrastructure of the Office Automation Platform is a set of technology components which form the bedrock of the entire platform. These include off the shelf components from the open source world as well custom frameworks which have been built specifically for such information system. Office Automation technical infrastructure takes advantages of the advances in the open source software or licensed software to create a best of breed low cost. Integrating the same with the other advanced technologies will produce a result that will serve the program's overall objectives and goals in an efficient and effective way. In addition to a complete linked Monitoring & Evaluation system and project management;

A Centralized Office Automation system is required to be configured and deployed based on the in compliance of Rules/regulation/acts of the Government for document management which will be having the following Modules. All the module will have specifically configured for the Information, Science & Technology Department.

Some of the other basic features of the modules and their details are as under

- **Document/File Management:** Most government processes start with the initiation of a file. The Document and File Management system provides the functionality of attaching documents and searching through those documents to all the modules as a part of the Office Automation. All document management must be comply with existing government rules and regulation and should be auditable.
- **Role Based Access Control:** Specific people are assigned to perform specific tasks. The technology infrastructure allows grouping of tasks, the users of the system to be assigned a set of roles and the access control and security.



[Handwritten signature]

- **Workflow Engine:** The workflow engine allows the end users to create the workflow rules which transition the tasks automatically or manually to other user's inbox/dash board based on the predefined rules in the system.
- **Rule Engine:** The government functions by the rules and acts enshrined in their constitution. The script based workflow engine is flexible to incorporate the complex business rules of the government.
- **User Management:** The technology infrastructure centrally manages the user management across the Office Automation modules.
- **Business Intelligence:** Analytically manipulating data/information available in Office Automation based on pre-define data templates. This will help in locating more relevant and highly demanded information in seconds.
- **Centralized dashboard:** The dashboard should be designed using latest technologies, responsive to major platforms. Dashboard should have feature of customization for departmental heads

Besides the above, the technology infrastructure also provides a security framework for secure application development, transaction management, master data caching for improved performance and configuration management for configuring the applications for individual deployments.

1) File Tracking/Document Management System(e-Filing)

The main purpose of this solution is to automate movement of files and management of documents. The workflow processes are completely automated. The application will manage the files and the movement of documents electronically. Management of files includes the creation of files, adding the documents in the existing files, handling the file movement workflow, keeping track of file movement, files weeding, document movement etc. Additional features are listed below for each solution and sub solution:

- Manage both short and long term working and archived documents. Advanced Record retention and disposition policies for both electronic and paper based records are standard in the document management software
- File tracking, searching, forwarding, scan and attach files.

i) Document Management

Following are the main features:

- Add new documents
- Add attachments to a document
- Add recipients to a document. One can select desired recipients of the document from a variety of sources; local contact list, personal contact list, or the master contact list
- Add received documents. A received document is an electronic version of a document that has been received by the Receive and Issue department, as a hard copy. User can create a received document when he will receive a document addressed to him (such documents can only be opened either by user, or an authorized officer). In case the document is opened, by an authorized officer other than the addressee, the received document can be forwarded to the addressee after being transferred to the Solution by creating a received document.
- View a list of all documents assigned to any user. This applies to both existing and disposed documents
- View Assigned documents
- Standard Template for different documents

ii) File Organization

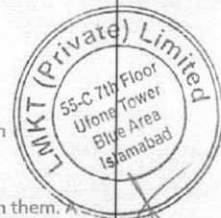
The File Management feature will be used to perform all activities related to creating and managing files. By using this option, user will add a new section file heading. A section file heading represents a subject which is used to organize files. User will also be editing and/or deleting a section file heading.

- Add a section file heading
- Edit and/or delete a section file heading
- Create a new file
- View a list of section file headings

Provides information about existing files and file headings in different sections of the organization

iii) Workflow Management

A workflow is a pre-defined path for the movement of files that have an active case attached with them. A workflow will consist of selected officers arranged in a particular order. The officers participating in a workflow are known as Workflow Participants. Each workflow participant will be able to view an assigned file, process the file, and forward it to the next participant in the workflow. All new workflows will be approved by the application administrator before they can be used. One can also view pending, accepted, and rejected workflows.



IV) Working with Files & Documents

A File is the logical arrangement of information, categorized under a file heading which is associated with a particular section of organization. There will be several operations that will be performed while working with files. A Document is an electronic version of correspondence received or sent by the organization, whether internally or externally. Several different operations would be performed while working with documents

The most common operations include:

- Editing file/document details
- Attaching documents to a file
- Edition document details/Adding document references
- Preparing a case on a file
- Transferring documents attached in a file to another file
- Transferring files to other sections
- Adding noting on a file/document
- Quick Text.
- Pending a file
- Opening part files
- Merging of part files to main file
- Closing a file
- Issuing a document
- Disposing a document

V) File and Document Search

The Search feature will be used to search for files and documents existing in the solution. This will be done by defining search criteria which could either be simple or advanced. An advanced search criteria will be defined in detail and used for a drill-down search.

VI) Draft for Approval (DFA) Version Control

This Function will be used for primary function to keep track of files and projects histories. A history consists of all versions of files or projects, from the initial version to the current version.

- i. Version Control by Internal Version Number
- ii. Version Control by Date/Time Stamp
- iii. Version Control by Label

2) Human Resource Management

The Human Resource Management module is a comprehensive system that helps manage human resource functions. This module is fully compliant with ESTACODE. It automates processes such as recruitment, training, disciplinary actions, medical reimbursement claims, retirement, honorariums, leave management, annual confidential reports (ACR) and performance appraisals. Essential features include defining recruitment requirements, composing job advertisements, scheduling meetings, evaluating prescriptions and vouchers, conducting appraisals, submitting and filtering job applications, creating and managing employee profiles and managing employee attendance.

3) Time and Attendance

This module provides comprehensive time & attendance by using state of the art biometric and RFID technology to monitor attendance centrally. The aim is to provide maximum security via established RFID and biometric technologies in order to satiate the attendance requirements. The system will replace the conventional attendance mechanisms to provide fool proof solution. Transaction data for device is collected, analyzed and projected in the form of reports for multiple levels of management. Individuals can view their own attendance, while their managers and department heads can view summary of all the attendance activity of employees working for them. At the same time, the high level management can see different views of time and attendance of the whole organization to make necessary processes refinements.



(II) (HARDWARE EQUIPMENT)

As per the requirements mentioned in RFP, following hardware will be provided by contractor.

S.No.	Item Description	Quantity
1.	Servers (IBM ServerX - Quad Core, 96 GB RAM, 2 x 1 TB HDD, Dual Gig NIC) (2 Years Warranty)	02
2.	Desktop (HP – Pro Core i5, 8GB RAM, 500 GB HDD with 18.5" LED) (1 Year Warranty) Laptop (HP Pavilion Core i5, 8GB RAM, 1TB HDD) (1 Year Warranty)	02 Desktop 03 Laptop
3.	SAN Storage IBM Storwize V3700 (10TB Usable) (2 Years Warranty)	01
4.	Network Switch 1Gig 24 Ports (RackSwitch G7028 Rear to Front)(1 Year Warranty)	01
5.	Scanners Flatbed Auto Doc Feeder (50 pages), 2400 dpi, speed at least 15ipm (HP – 6310)(1 Year Warranty)	02
6.	Laser Printer 35ppm, duplex and network enabled (HP – M402)(1 Year Warranty)	03
7.	Colour Laser Printer 35ppm, 1200 x 1200 dpi and network enabled(HP – M553)(1 Year Warranty)	01
8.	RFID / Biometric Readers (IDTECK – Finger 007 ; RF 20)(1 Year Warranty)	02
9.	RFID Card Printer – HDP (Fargo HDP 5000)(1 Year Warranty)	01
10.	125 KHz RFID Cards (IDTECK – IDC 80)	100
11.	Enrolment / Registration Station (IDTECK – Hamster Finger Pro)(1 Year Warranty)	01

With regard to customer's request, contractor will also provide following as additional items other than the ones mentioned in the RFP.

S.No.	Item Description	Quantity
1.	Cisco Firewall, ASA 5506(1 Year Warranty)	01
2.	Vivanco Factory Finished Cat-6 UTP Patch Cords, 1meter	24
3.	Vivanco Factory Finished Cat-6 UTP Patch Cords, 3meter	30
4.	Vivanco Cat-6 Cable 23 AWG 4 Pair Twisted Pair , Box of 1000ft	03
5.	Vivanco 42U Rack 800x1000 with one fix tray	01
6.	Front Cable Manager – Vivanco	01
7.	Vivanco Cat-6 Dual Shutter Face Plate with One No. Cat-6 UTP I/O and surface mountable plastic back box	15
8.	PVC Channel 40 x 40	500 ft.
9.	UPS, Emerson Liebert GXT 4 Online 3000VA 230V(1 Year Warranty)	01

(III) Software

S.No.	Item Description	Quantity
1.	Microsoft Windows 2012 R2Datacenter Edition	02
2.	MS Windows 8.1 Professional	05
3.	E-Office Application Suite (File Management & Human Resource Modules) inclusive of databases and application server	01
4.	Access Control Software (Time Attendance and Visitor Management) inclusive of databases and application server	01
5.	Microsoft Security Essentials/ Windows Defender (Not included in the RFP – Included after client's request)	05
6.	Email System Limited to receiving and sending alerts generated by E-Office application	01

(IV) Services

S.No.	Item Description
1.	LMKT Deployment Services
2.	Post Deployment Support (12 months)



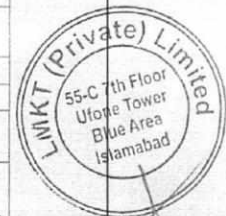
SCHEDULE IV

Responsibility Matrix

X : Not responsible party

✓ : Responsible party

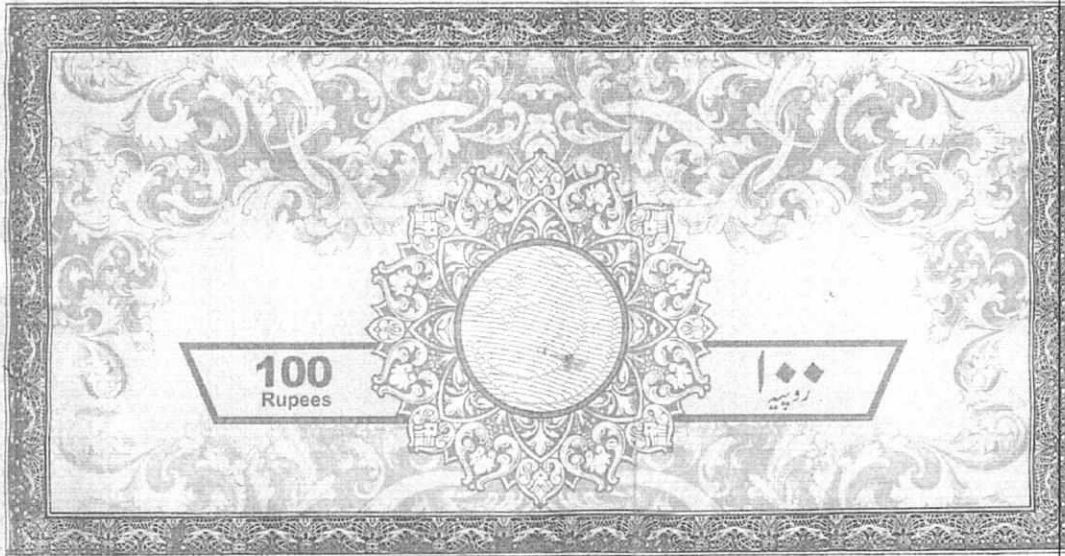
Action	Contractor	Customer
Hardware & Infrastructure		
Firewall Cisco ASA In view of the additional hardware requested by the client other than the one mentioned in the RFP, the contractor will provide the Firewall	✓	X
Servers (Specs/brand/model are already mentioned in the BoQ)	✓	X
Storage (SAN)(Specs/brand/model are already mentioned in the BoQ)	✓	X
Anti-virus(included and already mentioned in the BOQ)	✓	X
After deployment of hardware at client facility, the security of all the hardware will be the responsibility of the client	X	✓
Access to facility	X	✓
Recommendation of 3 rd party Software/Hardware	✓	X
Provision of space for working of on-site team(s)	X	✓
Server setup		
OS Installation (Already mentioned in the BoQ)	✓	X
Application and Web Server Installation and Configuration	✓	X
Certification Authority Server Installation and Configuration	✓	X
Database Server Installation and Configuration	✓	X
Verification and sign off on production environment setup	X	✓
Application Deployment (Modules)		
Patches and fixes required for application would be installed and deployed by Contractor.	✓	X
Deployment of Application modules	✓	X
Application Configuration		
Data Gathering for User Access / Menu assignment in application	✓	X
End user browser setting (Limited to 15 users)	✓	X
User Creation	✓	X
Access / Authorization	✓	X
End User Installations		
Up to 15 Users	✓	X
Training		
Master Trainers up to 5 trainees (single session) on application	✓	X
Facility the network and machines will be provided by the client whereas the trainer from contractor shall bring his/her own machine for the training purpose.	✓	✓



Admin training up to 15 trainees (single session)	✓	X
End User trainings	✓	✓
User and Administration Guides (Soft Copy)	✓	X
expenses that include refreshments and laptop to trainer will be arranged		
System Administration Training and provide Documentation	✓	X
Application Configuration and Deployment		
Application functional testing	✓	X
Application deployment	✓	X
Provision of Requirements		
Gap Analysis would be identified	✓	✓
Requirement analysis	✓	X
Software Requirements Specifications Document development and delivery	✓	X
Software Requirements Specifications Document sign off		
The client will identify the relevant stakeholders.	X	✓
Support		
Offered Software and hardware support	✓	X
End user support	✓	X
Other Responsibilities		
Overall project management	✓	X
Setting of business priorities and strategies	X	✓
Appoint steering committee and contact points for project management, focal persons, functional areas, and technical matters to assist the project team	X	✓
Provide working space, tables and chairs as well as network connectivity, telephone/fax and internet access for the project team in department premises if required	X	✓
Provide the necessary permissions and access to the IT Data Center site, the data and control required for the project team	X	✓
Nominate person for providing business processes, workflow, government rule books and standards information, knowledge and understanding	X	✓
Provision of Acceptance testing document	✓	X
Approval of Acceptance Testing document	X	✓
Access Control System		
Provision of RFID hardware	✓	X
Installation and configuration of RFID hardware	✓	X
Testing and verification of RFID hardware	✓	X
Approval/Sign Off of Access Control System	X	✓

*During the execution of the project there would be no inclusion of a third party hardware/ Software. All Items (Hardware/Software) already mentioned in the BOQ of this contract shall remain as they are.



100
Rupees۱۰۰
روپیہ

ZAFAR

Licence No. 99 Shop No. 412

4th Floor, P.O. Box No. 1, City Court Karachi

SNO. 10567 DATE 02 MAY 2016

ISSUED TO WITH ADDRESS

THROUGH WITH ADDRESS

PURPOSE

VALUE RS.

STAMP VENDOR SIGNATURE

NOT USE FOR FREE WILL & DIVORCE

Integrity Pact

CHOPPED ONE HUNDRED ONLY

**DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC.
PAYABLE BY THE SUPPLIERS/CONTRACTORS/CONSULTANTS.**Contract Number: No.SO(T)/IS&TD/3-128/2015 made on the 2nd May, 2016

Contract Value: Rs.27,405,473/- (Rupees Twenty Seven Million, Four Hundred and Five Thousand, Four Hundred and Seventy Three Rupees only)

Contract Title: E-MANAGEMENT SYSTEM FOR INFORMATION, SCIENCE AND TECHNOLOGY DEPARTMENT, GOVT OF SINDH

M/s LMKT (Pvt.) Limited (Contractor) hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from PA (Information, Science & Technology Department, Government of Sindh (GoS)) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS) through any corrupt business practice.

Without limiting the generality of the foregoing, M/s LMKT (Pvt.) Limited represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from PA (Information, Science & Technology Department, Government of Sindh (GoS)), except that which has been expressly declared pursuant hereto.

M/s LMKT (Pvt.) Limited certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA (Information, Science & Technology Department, Government of Sindh (GoS)) and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

M/s LMKT (Pvt.) Limited accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to PA (Information, Science & Technology Department, Government of Sindh (GoS)) under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA (Information, Science & Technology Department, Government of Sindh (GoS)) in this regard, M/s LMKT (Pvt.) Limited agrees to indemnify PA (Information, Science & Technology Department, Government of Sindh (GoS)) for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by M/s LMKT (Pvt.) Limited as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from PA (Information, Science & Technology Department, Government of Sindh (GoS)).

Rajab
25/05/2016

Information, Science & Technology Department, GOS
(Procuring Agency)

M/s LMKT (Pvt.) Limited
(Contractor)



SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

CONTRACT EVALUATION FORM

**TO BE FILLED IN BY ALL PROCURING AGENCIES FOR PUBLIC CONTRACTS OF WORKS, SERVICES
WORKS,&GOODSSERVICESWORTH50& MILLIONGOODS (PKR) OR ABOVE**

1)	NAME OF THE ORGANIZATION / DEPTT.	Information, Science & Technology Deptt, Govt. of Sindh
2)	PROVINCIAL / LOCAL GOVT./ OTHER	Provincial Government
3)	TITLE OF CONTRACT	"E-Management System for Information, Science and Technology Department, Government of Sindh"
4)	TENDER NUMBER	NIT NO. INF-KRY NO. 107/2016 DATED 31.01.2016
5)	BRIEF DESCRIPTION OF CONTRACT	<p>The main objectives which the government would like to achieve out of the implementation of the program are:</p> <ul style="list-style-type: none"> Improve the internal efficiency of government operations of all departments of the government so that government functionaries become well versed in the use of ICT to provide service in a speedy, efficient and transparent manner. Improvement in productivity of government employees by automating routine functions of the government. Reduction in cost of operation of government in the long term by reducing time and effort spent in information search, retrieval and dissemination within the government. Creation of synergies between various government functions through deployment of IT enabled applications and systems. Enablement of quick adoption of IT in government through enhancement of skills of government employees.
6)	FORUM THAT APPROVED THE SCHEME	Development budgetary provision
7)	TENDER ESTIMATED VALUE	Rs.30/= million
8)	ENGINEER'S ESTIMATE (For civil works only)	Not applicable
9)	ESTIMATED COMPLETION PERIOD (AS PER CONTRACT)	1 year (support period one year, equip. warranty 3 years)
10)	TENDER OPENED ON (DATE & TIME)	22.02.2016 at 2.00 pm

11) **NUMBER OF TENDER DOCUMENTS SOLD** 07 Tender documents sold

12)	NUMBER OF BIDS RECEIVED	Four (04)
13)	NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS	Four (04)
14)	BID EVALUATION REPORT	Copy attached
15)	NAME AND ADDRESS OF THE SUCCESSFUL BIDDER	M/s LMKT Private Limited, 3 rd Floor, Dadex House 34-A/1,Block-6,P.E.C.H.S,Karachi
16)	CONTRACT AWARD PRICE	Rs.27,405,473/- million
17)	RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1 st , 2 nd , 3 rd EVALUATION BID).	1 st Ranking

PROJECT DIRECTOR

Information, Science & Technology Department
Government of Sindh

18) METHOD OF PROCUREMENT USED : - (Tick one)

a)	SINGLE STAGE – ONE ENVELOPE PROCEDURE _____	Domestic/ Local		
b)	SINGLE STAGE – TWO ENVELOPE PROCEDURE _____	Domestic		
c)	TWO STAGE BIDDING PROCEDURE _____			
d)	TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE _____			
PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED i.e.				
EMERGENCY, DIRECT CONTRACTING ETC. WITH BRIEF REASONS:				

19) APPROVING AUTHORITY FOR AWARD CONTRACT: Administrative Secretary

20) WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?

Yes	<input checked="" type="checkbox"/>	No	
-----	-------------------------------------	----	--

21) ADVERTISEMENT :

i) SPPRA Website
(If yes, give date and SPPRA Identification No.)

Yes	31.03.2016 SPPRA Report ID (2147483647)
No	--

ii) News Papers
(If yes, give names of newspapers and dates)

Yes	Daily Dawn, Daily Jang & Daily Kawish etc. dated: 31.01.2016.
No	

22) NATURE OF CONTRACT

Domestic/ Local	Domestic	Int.	
--------------------	----------	------	--

23) WHETHER QUALIFICATION CRITERIA
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	
-----	-------------------------------------	----	--

24) WHETHER BID EVALUATION CRITERIA
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	
-----	-------------------------------------	----	--

25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS
OBTAINED FOR USING A METHOD OTHER THAN OPEN
COMPETITIVE BIDDING?

Yes		No	<input checked="" type="checkbox"/>
-----	--	----	-------------------------------------

26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes	<input checked="" type="checkbox"/>	No	
-----	-------------------------------------	----	--

27) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED
BID / BEST EVALUATED BID (in case of Consultancies)

Yes	<input checked="" type="checkbox"/>	No	
-----	-------------------------------------	----	--

28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY
COMPLIANT?

Yes	<input checked="" type="checkbox"/>	No	
-----	-------------------------------------	----	--

29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT
THE TIME OF OPENING OF BIDS?

Yes	<input checked="" type="checkbox"/>	No	
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PROJECT DIRECTOR

Ministry of Science & Technology
Government of Sindh

Bid Evaluation Report

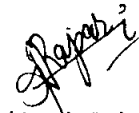
1. Name of Procuring Agency: Information, Science & Technology Department, Govt. of Sindh
2. Tender Reference No: INF-KRY NO. 107/16 dated: 31.01.2016
3. Tender Description/Name of work/item: E-Management System for Information, Science and Technology Department, Government of Sindh.
4. Method of Procurement: Single Stage Two Envelope
5. Tender Published: Daily Express, Daily Dawn & Daily Jung dated : 31.01.2016 SPPRA Tender ID Sr. No. 26290 (2147483647)

6. Total Bid documents Sold; 07
7. Total Bids Received: 4
8. Technical Bid Opening date: (if applicable) 22.02.2016
9. No. of Bid technically qualified (if applicable): 01
10. Bid(s) Rejected: 03
11. Financial Bid Opening date: 10.03.2016

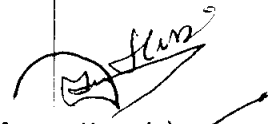
12. Bid Evaluation Report:

S No	Name of Firm or Bidder	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost	Reasons for acceptance/rejection	Remarks
0	1	2	3	4	5	6
1.	M/s LMKT (Private) Limited	Rs.27,405,473/-	Lowest	Lower	Technically & Financially responsive bid due to meet out the evaluation criteria mentioned in the RFP.	Bid has been accepted as the lowest evaluated bid, therefore the Procurement Committee recommended to award the contract to the successful bidder i.e M/s LMKT (Private) Limited whose bid has technically and financially responsive in its meeting held on 07.03.2016 and 10.03.2016.
2.	M/s Aries International Company	Nil	Nil	Nil	The firm was not technically responsive due to not meet out the evaluation criteria as per RFP.	The Procurement Committee recommended technically non-responsive bid.
3.	M/s Trade and Projects	Nil	Nil	Nil	The firm was not technically responsive due to not meet out the evaluation criteria as per RFP.	The Procurement Committee recommended technically non-responsive bid.
4.	M/s Comsat Internet Services	Nil	Nil	Nil	The firm was not technically responsive due to not meet out the evaluation criteria as per RFP.	The Procurement Committee recommended technically non-responsive bid.

Signatures of the Members of the Committee.



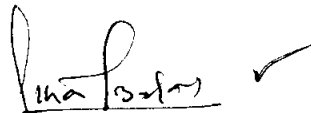
(Fouzia Rajpar)
VC Engineer/ Member, PC
IS&T Department, Govt. of Sindh



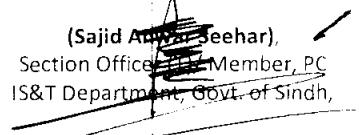
(Muneer Hussain)
Programmer, Member, PC
BOS, P&D Department, Govt. of Sindh



(Faraz Ahmad)
Deputy Director (IT)/ Member, PC
BOR Department,
Govt. of Sindh



(Athar Hussain Baloch)
Deputy Director (IT)/ Chairman PC
IS&T Department, Govt. of Sindh,



(Sajid Anwar Seehar)
Section Officer, Member, PC
IS&T Department, Govt. of Sindh,

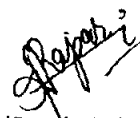
Bid Evaluation Report

1. Name of Procuring Agency: Information, Science & Technology Department, Govt. of Sindh
2. Tender Reference No: INF-KRY NO. 107/16 dated: 31.01.2016
3. Tender Description/Name of work/item: E-Management System for Information, Science and Technology Department, Government of Sindh.
4. Method of Procurement: Single Stage Two Envelope
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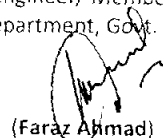
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Signatures of the Members of the Committee.



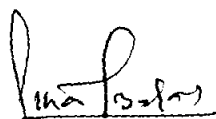
(Fouzia Rajpar)

VC Engineer/ Member, PC
IS&T Department, Govt. of Sindh



(Faraz Ahmad)

Deputy Director (IT)/ Member, PC
BOR Department,
Govt. of Sindh



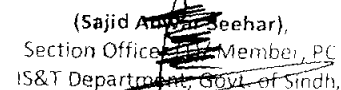
(Athar Hussain Baloch),

Deputy Director (IT)/ Chairman PC
IS&T Department, Govt. of Sindh,.



(Muneer Hussain)

Programmer, Member, PC
BOS, P&D Department, Govt. of Sindh



(Sajid Anwar Seehar),
Section Officer, Member, PC
IS&T Department, Govt. of Sindh,

Bid Evaluation Report

1. Name of Procuring Agency: Information, Science & Technology Department, Govt. of Sindh
2. Tender Reference No: INF-KRY NO. 107/16 dated: 31.01.2016
3. Tender Description/Name of work/item: E-Management System for Information, Science and Technology Department, Government of Sindh.
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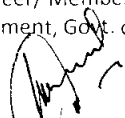
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2.	M/s Aries International Company	Nil	Nil	Nil	The firm was not technically responsive due to not meet out the evaluation criteria as per RFP.	The Procurement Committee recommended technically non-responsive bid.
3.	M/s Trade and Projects	Nil	Nil	Nil	The firm was not technically responsive due to not meet out the evaluation criteria as per RFP.	The Procurement Committee recommended technically non-responsive bid.
4.	M/s Comsat Internet Services	Nil	Nil	Nil	The firm was not technically responsive due to not meet out the evaluation criteria as per RFP.	The Procurement Committee recommended technically non-responsive bid.

Signatures of the Members of the Committee.



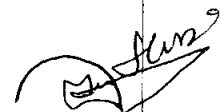
(Fouzia Rajpar)

VC Engineer/ Member, PC
IS&T Department, Govt. of Sindh



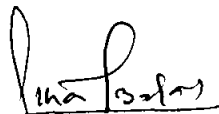
(Faraz Ahmad)

Deputy Director (IT)/ Member, PC
BOR Department,
Govt. of Sindh



(Muneer Hussain)

Programmer, Member, PC
BOS, P&D Department, Govt. of Sindh

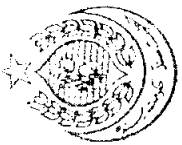


(Athar Hussain Baloch),

Deputy Director (IT)/ Chairman PC
IS&T Department, Govt. of Sindh,.

(Sajid Anwar Seehar),

Section Officer, Member, PC
IS&T Department, Govt. of Sindh,




Karachi, dated 7th March, 2016


COMPARATIVE STATEMENT OF THE EVALUATION OF TECHNICAL PROPOSALS OF "E-MANAGEMENT SYSTEM FOR INFORMATION, SCIENCE & TECHNOLOGY, GOVERNMENT OF SINDH".

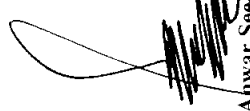
INF-KRY 107/16 DATED 31ST JANUARY 2016


SN	Name of Firm/ Company	Marks Awarded					Total Aggregate Marks	Average	Average Marks %
		Maximum marks	Muneer Hussain	M. Faraz Ahmad	Sajid Anwar Seechar	Fouzia Rajpar			
01	LMKT (Private) Limited	100	99	98	95	95	97	96.8	96.8%
02	Aries International Company	100	43	39	43	46	44	43	43%
03	Comsat Internet Services	100	42	40	39	39	39	39.8	39.8%
04	Trade and Projects	100	51	47	49	51	49	49.4	49.4%


SIGNATURE OF THE MEMBERS OF THE PROCUREMENT COMMITTEE


(Muneer Hussain)
(Programmer)/Member, PC
BOS, P&D Deptt.
Govt. of Sindh


(M. Faraz Ahmad)
Deputy Director (IT)/ Member, PC
BOR Department.
Govt. of Sindh


(Sajid Anwar Seechar)
Section Officer (IT) Member, PC
Information, Science & Technology Deptt.
Govt. of Sindh


(Fouzia Rajpar)
VC Engineer / Member, PC
Information, Science & Technology Deptt.
Govt. of Sindh


(Athar Hussain Baloch)
Deputy Director (IT) / Chairman, PC
Information, Science & Technology Deptt.
Govt. of Sindh



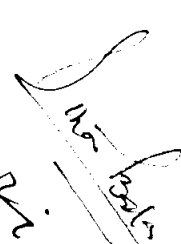
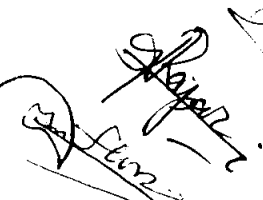


TECHNICAL EVALUATION OF THE TECHNICAL
PROPOSALS OF THE PARTICIPATING FIRMS FOR
E-MANAGEMENT SYSTEM FOR INFORMATION, SCIENCE
& TECHNOLOGY DEPARTMENT, GOVERNMENT OF
SINDH VIDE NIT NO=INF-KRY/16 DATED 31ST JANUARY
2016

No. SO(TV)IS&TD/3-128/2015
GOVERNMENT OF SINDH
INFORMATION, SCIENCE &
TECHNOLOGY DEPARTMENT
Karachi, dated 7TH March, 2016


COMPARATIVE STATEMENT OF MARKS AWARDED BY PROCUREMENT COMMITTEE


Evaluation Parameter	Total Marks	Questionnaire	Marks			
			LMKT (Private) Limited	Aries International Company	Trade and Projects	Comsat Internet Services
Organization Performance	20	Experience of Government File Automation projects in Public Sector, with proofs by providing copies of contract & project closure(4 Marks for each project) max. 20	20	11.6	8.6	12
	12	Number of similar projects of Government file Automation having worth over PKR 50 Million of each project (6 Marks for each project)	12	0	0	7.8
Professional Staff	15	PMI's certified Project Manager, with relevant experience of 5 years or more individual should be on bidder's payroll since at least a year and visible on EOBI's active employee list.	15	10.4	10.2	0
	8	RFID Technology/ Certified Resource with relevant experience of 5 years or more (at least 1). Individual(s) should be on bidder's payroll since at least a year and visible on EOBI's active employee list.	8	6	6.2	0
	10	Developers with relevant degrees in computer science/IT and international certification(s) with relevant experience of 5 years or more (1 marks for each certified staff). Individual(s) should be on bidder's payroll since at least a year and visible on EOBI's active employee	10	0	8.2	8.2








		list.						
	10	Active Employee Count Verifiable from EOBI Website: More than 100 (10 Marks) Between 50 and 99 (5 Marks) Less than 50 (2 Marks)	10	0	0	0	0	
Presentation and Demonstration	15	Demonstration of existing implemented software (Government File Automation) within 15 days after opening of bids	11.8	9	9	6	6	
Financial Strengths	10	Annual average yearly turnover for the last three years should be over PKR 200Million	10	6	7.2	5.8		
Total Aggregate Marks in Technical Evaluation	100		96.8	43	49.4	39.8		

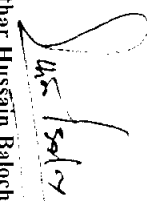
SIGNATURE OF THE MEMBERS OF THE PROCUREMENT COMMITTEE


(Muneeb Hussain)
(Programmer)/Member, PC
BOS, P&D Deptt.
Govt. of Sindh


(M. Faraz Ahmad)
Deputy Director (IT)/ Member, PC
BDR Department,
Govt. of Sindh


(Saif Anwar Seltar)
Section Officer (IT)/ Member, PC
Information, Science & Technology Deptt.
Govt. of Sindh


(Fouzia Rajpar)
VC Engineer / Member, PC
Information, Science & Technology Deptt.
Govt. of Sindh


(Athar Hussain Baloch)
Deputy Director (IT) / Chairman, PC
Information, Science & Technology Deptt.
Govt. of Sindh



No. SO(T)/ IS&TD/3-128/2015
GOVERNMENT OF SINDH
INFORMATION, SCIENCE &
TECHNOLOGY DEPARTMENT

Karachi, dated the 22nd February, 2016

Subject: **MINUTES OF THE MEETING OF THE OPENING OF TECHNICAL PROPOSALS OF THE TENDER "E-MANAGEMENT SYSTEM FOR INFORMATION SCIENCE AND TECHNOLOGY DEPARTMENT, GOVERNMENT OF SINDH" HELD ON 22-02-2016 IN THE COMMITTEE ROOM OF INFORMATION, SCIENCE & TECHNOLOGY DEPARTMENT, GOVT. OF SINDH.**

(List of participant duly-signed is attached)

Mr. Athar Hussain Baloch, Deputy Director (Technical)/Chair, IS&T Department, Govt. of Sindh welcomed the participants and asked Concerned Incharge Project Director, IS&T Department to brief about the tendering status of the "E-Management System for Information Science and Technology Department, Government of Sindh".

Incharge Project Director informed that 07 companies collected/purchased Tender document/RFP of "E-Management System for Information Science and Technology Department, Government of Sindh" and Four companies submitted their proposals (Technical and Financial), these are as under :

- i) M/s LMKT (Private) Limited
- ii) M/s Aries International Company
- iii) M/s Trade and Projects
- iv) M/s Comsat Internet Services

Deputy Director (Technical)/Chair directed to open the technical proposals of the participating firms/organizations. The proposals were opened in presence of the committee and representatives of the participating firms/organizations.

Representative of the participating firm enquired about time period/ duration of the technical evaluation process.

Deputy Director (Technical)IT/Chair informed that the Procurement Committee will initially evaluate the technical proposals at the shortest possible time as IS&T Department is also intends to start the work of the "E-Management System for Information Science and Technology Department, Government of Sindh" at the earliest. He further informed that those technical proposals of the companies/firms will technically responsive / qualify will be eligible to open their Financial bids as per Single Stage Two Envelope bidding process under the provision of SPPRA Rules, 2010.

Deputy Director (Technical)/Chair also informed that Procurement Committee shall evaluate the parameters of the Technical Evaluation criteria as mentioned in the tender document/RFP, therefore the Technical Committee comprises the members of IS&T department and other members from the Government departments as per SPPRA rules, 2010 will evaluate the technical proposals accordingly.

The meeting was ended with a voted of thanks to and from the Chair.



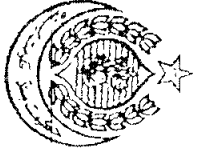
No.SO(T)/IS&TD/3-128/2015
Government of Sindh
Information, Science & Technology Department

Karachi dated 22nd February, 2016

Attendance Sheet

Meeting for Technical Bid Opening for the Project
“E-Management System for Information, Science & Technology Department, Government Of Sindh”
Held on 22nd February, 2016

S.No.	Name	Designation	Department	Phone No.	Signature
1.	AHAR Hussain	Dr. Disalvi	ISTD	98213406	
2.	FURIA RAJPAR	VC ENGR	ISTD	0333-5909339	
3.	Muneer Hussain	Programmer	BOS, PEDD	03002201563	
4.	M. Faraz Ahmad	DD (IT)	BOR, Sindh	99251407	
5.	Syid Ammar Sedar	SO (IT)	IS&TD	99213827	
6.					
7.					
8.					



No. SO(T)/IS&TD/3-128/2015
Government of Sindh
Information, Science & Technology Department

Karachi dated: 22nd February, 2016

Attendance Sheet

Firms/ Organizations meeting for Technical Bid Opening of the Project
"E-Management System for Information, Science & Technology Department, Government of Sindh"
Held on 22nd February, 2016

S.No.	Name & Designation of Representative	Name of Company	Email address	Mobile / Phone No.	Signature
1.	COMSATS Abdul Qasay Paracha Manager Sales & Marketing	COMSATS	qasay@khi.comsats.net.pk	03322160686	
2.	FAYYAZ AHMED Trade & Project's Admin & Finance	TRADE AND PROJECTS	fayyaz@tradenproject.com	0347 2448183	
3.	FAIZAN KHAN Avis International	Avis International	faiz.k@hotmail.com	0345-3264474	
4.	a. BABBAR SHAMS EXECUTIVE MANAGER IT b. ZEESHAN ILYAS MANAGER BUSINESS DEVELOPMENT	L MKT (PRIVATE) LIMITED	bshams@lmt.com zilyas@lmt.com	0336 8562177 03368567152	



Karachi, dated 8th March, 2016

SUBJECT: MINUTES OF THE MEETING OF PROCUREMENT COMMITTEE (PC) FOR THE TECHNICAL EVALUATION OF TECHNICAL PROPOSALS OF THE PARTICIPATING FIRMS FOR THE "E-MANAGEMENT SYSTEM FOR INFORMATION, SCIENCE & TECHNOLOGY DEPARTMENT, GOVERNMENT OF SINDH", HELD ON 01.03.2016 IN THE COMMITTEE ROOM OF INFORMATION, SCIENCE & TECHNOLOGY DEPARTMENT, GOVT. OF SINDH.

A meeting of Procurement Committee for Technical Evaluation of the technical proposals submitted by the participating firms was held on 01.03.2016 and 07.03.2016 in Committee room of Information, Science & Technology Department (IS&TD), Govt. of Sindh for the "E-Management System for Information, Science & Technology Department, Government of Sindh" keeping in view of technical evaluation criteria mentioned in the RFP under SPP Rules 2010. Attendance Sheet duly signed is attached at Annexure-I.

EVALUATION OF TECHNICAL BIDS OF PARTICIPATED FIRMS

As per requirement specified in the Technical Evaluation Criteria in RFP, the Procurement Committee has carried out the technical evaluation of the technical proposals/bids submitted by the participating firms namely i) M/s LMKT (Private) Limited ii) M/s Aries International Company ,iii) M/s Trade and Projects & iv) M/s Comsat Internet Sevices, as required in the technical evaluation criteria mentioned in the RFP. The details of technical evaluation of the participating firms carried out by the Procurement Committee and observed the following:-

i) M/s Aries International Company: Procurement committee after reviewed and found followings:

Organization Performane:

- M/s Aries International Company has attached the list of projects which they have completed but neither providing the work order and completion certificate of projects nor their cost and size of projects.

Professional Staff

- PMI Certificate of Project Manager is attached but not showing relevant experience according to RFP.
- RFID Technology Certificate is attached but not mentioned relevant experience.
- Curriculum Vitae of Developers is not attached.
- Active Employees verifiable list from EOBI is not attached.

- iv) **M/s LMKT (Private) Limited:** Procurement Committee had thoroughly reviewed the technical proposal of M/s LMKT (Private) Limited and found the following:

Organization Performane:

- M/s LMKT (Private) Limited has attached the list of Projects with details and work order and completion certificate of projects are attached.
- M/s LMKT (Private) Limited provide detailed cost, size, status and scope of similar projects.

Professional Staff

- PMI Certificate of Project Manager with relevant experience is attached.
- RFID Technology Certificate is attached.
- Curriculum Vitae of Developers with relevant experience are attached.
- Active Employees verifiable list from EOBI is attached.

Financial Strength

- Annual average yearly turnover for last three years is over 200 Million.
- Financial statement with significant accounting policies with details are attached.

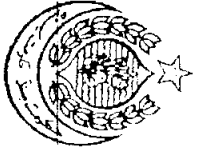
In view of above, the individual evaluation sheets were accordingly filled and signed by all the members of the Procurement Committee in the light of available information in the technical proposals as required in the technical evaluation criteria mentioned in the RFP. The consolidated evaluation sheet was then prepared and signed by all the members of the Procurement Committee.

Following decisions were taken after completing the Technical Evaluation process and Consolidated Evaluation sheet in the light of the marks awarded by each member of the Procurement Committee:-

- 1) M/s Aries International Company has not meeting out the requirements as per Technical Evaluation Criteria as mentioned in the RFP of the subject project, In this regard the Procurement Committee awarded average 43 marks (43%) against the minimum qualifying marks 100, therefore the Procurement Committee recommended and declared that the Technical proposal/bid of M/s Aries International Company stands as Technically dis-Qualified/Technically Non-Responsive Bid for "E- Management System for Information, Science & Technology Department, Government of sindh".

- 2) M/s Trade and Projects has not meeting out the requirements as per Technical Evaluation Criteria as mentioned in the RFP of the subject project, In this regard the Procurement Committee awarded average 49 marks (49.4%) against the minimum qualifying marks 100, therefore the Procurement Committee recommended and declared that the Technical proposal/bid of M/s Trade and Projects stands as Technically dis-Qualified/Technically Non-Responsive Bid for "E- Management System for Information, Science & Technology Department, Government of sindh".

M/s Comsat Internet Services has not meeting out the requirements as per Technical Evaluation Criteria as mentioned in the RFP of the subject project and, in this regard the Procurement Committee awarded average 39 marks (39.8%) against the minimum qualifying marks 100. therefore the Procurement Committee recommended and declared that the Technical proposal/bid of M/s Comsat Internet Services stands as Technically dis-Qualified/Technically Non-Responsive Bid for "E- Management System for Information, Science & Technology Department, Government of sindh".



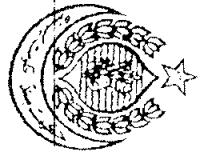
No. SO(T)/IS&TD/3-128/2015
Government of Sindh
Information, Science & Technology Department

Karachi dated 1st March, 2016

Attendance Sheet

Meeting of the Procurement Committee for Technical Evaluation of the Technical Proposals of the Participating Firms for the Project
"E-Management System for Information, Science & Technology Department, Government Of Sindh"
Held on 1st March, 2016

S.No.	Name	Designation	Department	Phone No.	Signature
1.	Ahmad Hussain	Dy. Director	IS&TD	99213406	
2.	M. Faraz Ahmad	DD (IT)	Based on Review of File	99251407	
3.	Muneer Hussain	Programmer	BOI, P&ID	03002201563	
4.	FURIA RASPAR	VE ENGR	IS&TD	0333-3909339	
5.	Sajid Muneer Sehar	BOI	IS&TD	99213507	
6.					
7.					
8.					



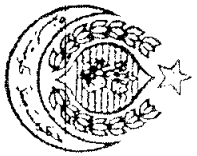
No.SO(TY)/IS&TD/3-128/2015
Government of Sindh
Information, Science & Technology Department

Karachi dated 7th March, 2016

Attendance Sheet

Meeting for Presentation and Demonstration of Software in respect of Technical Proposals of Tender for the Project
"E-Management System for Information, Science & Technology Department, Government of Sindh"
Held on 7th March, 2016

S.No.	Name	Designation	Department	Phone No.	Signature
1.	Aliwan Hussain	Dy. Director	ISITD	99213406	
2.	M. Farooq Ahmad	DD (IT)	Board of Revenue	99251407	
3.	Muneer Hussain	Programmer	BOS	03002201563	
4.	FODRIA RASPAR	VC ENGR	IS & TP	0333-9909339	
5.					
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7.					
8.					



No.SO(T)/IS&TD/ 3-128/2015
Government of Sindh
Information, Science & Technology Department

Karachi dated: 7th March, 2016

Attendance Sheet
FIRMS/ ORGANIZATIONS

Meeting for Presentation and Demonstration of Software in respect of Technical Proposals of Tender for the Project
"E-Management System for Information, Science & Technology Department, Government of Sindh"
Held on 7th March, 2016

S.No.	Name & Designation of Representative	Name of Company	Email address	Mobile / Phone No.	Signature
1.	FAIZAN KHAN / Mohammed Irfan	Arise International Company	faiz.1k@hotmail. com	0345-3266472	
2.	Abdul Jabbar	COMSAT'S	wasaj@khi. comsat.net.pk	03322160686	
3.	Kherawan Haniq MR Javis	Trade & Projects	Kherawan@Tradeand Projects.com	03224-2622374	
4.	ZESHAN ILYAS BABAR SHAMM Noman Hashmi	LMKT LMKT LMKT	zilyas@lmkt.com bshamsir@lmkt.com nhashmi@lmkt.com	0336-8567152 0336-8567172 0336-8567162	



No.50(T)/IS&TD/3-128/2015
Government of Sindh
Information, Science & Technology
Department

Karachi, dated : 10th March, 2016

SUBJECT : MINUTES OF THE MEETING REGARDING OPENING OF THE FINANCIAL BIDS/ PROPOSALS FOR THE "E-MANAGEMENT SYSTEM FOR INFORMATION, SCIENCE AND TECHNOLOGY DEPARTMENT, GOVERNMENT OF SINDH", HELD ON 10TH MARCH, 2016 IN THE COMMITTEE ROOM OF IS&T DEPARTMENT UNDER THE CHAIRMANSHIP OF DEPUTY DIRECTOR (TECHNICAL) / CHAIRMAN PROCUREMENT COMMITTEE, IS&T DEPARTMENT, GOVT. OF SINDH.

(Attendance Sheet duly signed is attached)

The Chair welcomed the members of the Procurement Committee and representative of the Technically qualified firm namely M/s LMKT (Private) Limited and asked to the Concerned Project Director to brief about the evaluation process so that all the members of the Procurement Committee will familiar with the updates of the whole evaluation process.

Incharge Project Director informed the forum, that 4 (Four) firms namely M/s Aries International Company, M/s Comsat Internet Services, M/s Trade and Projects and M/s LMKT (Private) Limited submitted their Technical and Financial Proposals on 22.02.2016 as per Tender Notice. She further informed that the Procurement Committee had conducted the technical evaluation process, and technical proposals of only one firm is technically qualified/ technically responsive and meet out the evaluation criteria as mentioned in the RFP, therefore the Procurement Committee had recommended to open the financial bid of Technically qualified / Technically responsive firm.

After thorough briefing in the evaluation process, financial bids/ proposals of the technically qualified/responsive firm namely M/s LMKT (Private) Limited was opened before the Procurement committee and representative of the above technically qualified firm. The details are as under:-

Sr. No.	Name of Firm	Total Bid amount	Earnest Money 2.5% of Total amount	PO No. / D.D. No.
01.	M/s LMKT (Private) Limited	Rs.27,405,473/-	Rs. 687,500/-	P.O. No. 09402367 dated: 19-02-2016

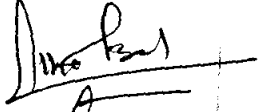
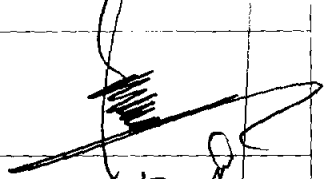

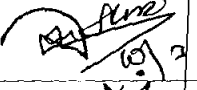

After completing the opening of the financial bidding process, the chair informed to the representative of firm, that after completing all the codal formalities Tender Evaluation Report will be displayed on the websites of the SPPRA and Government of Sindh before awarding the contract/work order as per SPPRA rules, 2010

Decision of the Procurement Committee:

The Procurement Committee has accepted the bid of M/s LMKT (Private) Limited as the Lowest Financial Bid at a total cost of Rs. 27,405,473/- (Twenty Seven million Four Hundred and Five Thousand Four Hundred and Seventy Three Rupees Only) .

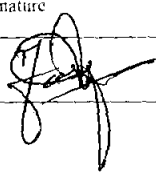
Therefore the Procurement Committee recommended to award the Contract to M/s LMKT (Private) Limited being the lowest bidder for **“E-Management System for Information, Science and Technology Department, Government of Sindh”**.

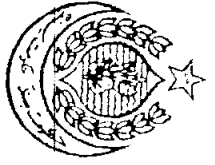
Signatures of the Members of Consultant Selection Committee :

01.	Athar Hussain Baloch, Deputy Director, Information, Science & Technology Department, Govt. of Sindh	
02.	Mr. Sajid Anwar Seechar, Section Officer (Technical), IS&T Department, Govt. of Sindh	
03.	Faraz Ahmad Deputy Director (IT), BOR Department, Govt. of Sindh	
04.	Muneer Hussain Programmer, BOS, P&D Department, Govt. of Sindh	
05.	Fouzia Rajpar VC Engineer IS&T Department, Govt. of Sindh	

We following attended the opening of Financial bidding process on 10th March, 2016 at 1.30 pm for **“E-Management System for Information, Science and Technology Department, Government of Sindh”** in the Committee Room of IS&T Department, Govt. of Sindh. Myself and on behalf of my respective Company/Firm have no objection against the Financial bidding process.

Signatures of the Representatives of the participating company/firm:

Sr. No.	Name of representative and Company name	Signature
01.	ZEESHAN ILYAS MANAGER BUSINESS DEVELOPMENT	



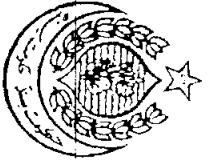
No. SO(T)/IS&TD/3-128/2015
Government of Sindh
Information, Science & Technology Department

Karachi dated 10th March, 2016

Attendance Sheet

Consultant Selection committee for Opening of Financial bid proposals of Technically qualified firms for the selection/ hiring of the Project Management Consultant for the Project "E-Management System for Information, Science and Technology Department, Government of Sindh" Held on 10th March, 2016

S.No.	Name	Designation	Department	Phone No.	Email	Signature
1.	Aliya Hussaini	Dy.D;	ISITD	98213406	-	
2.	Muneer Hussain	Programms	BOS	03002201563	muneerhussaini@gmail.com	
3.	Muhammad Ali	DD(IT)	BOS Sindh	99251407	-	
4.	Fouzia Raspar	VC ENGR	IS&TD	0333909339	-	
5.						
6.						



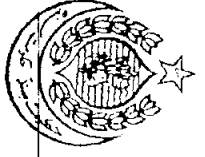
No.SO(T)/IS&TD/3-128/2015
Government of Sindh
Information, Science & Technology Department

Karachi dated 10th March, 2016

Attendance Sheet

Shortlisted Technically Qualified firms for Opening of Financial bid proposals of Technically qualified firms for the selection/ hiring of the Project Management Consultant for the Project "E-Management System for Information, Science and Technology Department, Government of Sindh" held on 10th March, 2016

S.No.	Name & Designation	Name of Firm	Phone No.	Email	Signature
1.	BABAR SHAMSU (EXECUTIVE MANAGER (IT) (SHEKHAN ZIYAS (MANAGER BUSINESS DEVELOPMENT)	LINKT	03368567177 03368567152	bsamsu@linkt.com ziyas@linkt.com	
2.					
3.					
4.					
5.					



No.SO(TY)/IS&TD/3-128/2015
 Government of Sindh
 Information, Science & Technology
 Department

Karachi dated 10th March 2016

OPENING OF FINANCIAL BID
OF THE PROJECT TITLED "E-MANAGEMENT SYSTEM FOR INFORMATION, SCIENCE AND TECHNOLOGY DEPARTMENT,
GOVERNMENT OF SINDH"
HELD ON 10TH MARCH, 2016 VIDE NIT REF NO:INF-KRY NO:107/16 dated 31.01.2016

Name of Firm	Total Bid amount	Earnest Money 2.5% of Total amount	PO No. / D.D. No.	Name of the representative and designation	Signature
M/s. LMKT (Private) Limited	Rs.27,405,473/-	Rs.687,500	P.O No. 09402367 Dated: 19-02-2016	ZESHAN ILYAS MANAGER BUSINESS DEVELOPMENT	

Signatures of the members of the Procurement Committee

(Fouzia Rajpar)
 VC Engineer/ Member, PC
 IS&T Department, Govt. of Sindh

(Muneeb Hussain)
 Programmer/ Member, PC
 BOS, P&D Department, Govt. of Sindh

(M.Farooq Ahmad)
 Deputy Director (IT)/ Member, PC
 BOR Department, Govt. of Sindh

(Sajid Anwar Sheikh),
 Section Officer (IT)/ Member, PC
 IS&T Department, Govt. of Sindh

(Athar Hussain Batech)
 Deputy Director (TT)/Chairman, PC
 IS&T Department, Govt. of Sindh

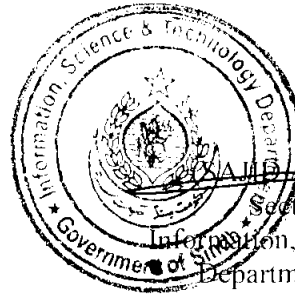


No. SO(T)/IS&TD/3-128/2015
GOVERNMENT OF SINDH
INFORMATION, SCIENCE &
TECHNOLOGY DEPARTMENT

Karachi, dated the 14th March, 2016

Statement of Rule 48

It is ensure that the rates/price are comparable to the prices or rates of the last awarded contract are the market price.



~~IAJID ANWAR SELHAR~~
Section Officer (T)
Information, Science & Technology
Department, Govt. of Sindh

14/3/16



No.SO(T)/IS&TD/ 3-128/2015
Government of Sindh
Information, Science & Technology
Department

Karachi dated 19th February, 2016

NOTIFICATION

No.SO(T)/IS&TD/3-128/2015: In suppression of this department notification of even No. dated 9th December 2015 and dated 4th January the Procurement Committee has been modified as below for the project "E-Management System for IS&T Department, Government of Sindh ADP-556":-

- | | |
|---|------------|
| 01. Deputy Director,
Information, Science & Technology Department,
Govt. of Sindh | Convener ✓ |
| 02. Representative of Bureau of Statistics,
Planning & Development Department,
Govt. of Sindh | Member ✓ |
| 03. Representative of Board of Revenue,
Govt. of Sindh | Member ✓ |
| 04. Incharge Project Director,
Information, Science & Technology Department,
Govt. of Sindh | Member |
| 05. Section Officer (Technical),
Information, Science & Technology Department,
Govt. of Sindh | Member ✓ |

Functions and Responsibilities of Procurement Committee – Procurement Committee shall be responsible for following Functions / Responsibilities as per SPPRA Rules, 2010:-

- (1) Preparing Bidding Documents;
- (2) Carrying out technical as well as financial evaluation of the bids;
- (3) Preparing evaluation report as provided in SPPRA Rule 45;
- (4) Making recommendations for the award of contract to the competent authority and
- (5) Perform any other function ancillary and incidental to the above.

SECRETARY TO GOVT. OF SINDH
INFORMATION, SCIENCE & TECHNOLOGY
DEPARTMENT

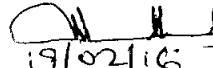
No.SO(T)/IS&TD/ 3-128/2015:

Karachi dated the 19th February, 2016

Copy is forwarded for information and necessary action:

1. Director (Enforcement-II), SPPRA, Karachi.
2. Member concerned
3. Office record




19/02/16
(SYED NADEEM AHMED JAFRI)
SECTION OFFICER (GENERAL)
FOR SECRETARY TO GOVT. OF SINDH



**GOVERNMENT OF SINDH
INFORMATION SCIENCE &
TECHNOLOGY DEPARTMENT**

Karachi, dated the 28th January, 2016

**TENDER NOTICE
(On Turn-Key Basis)**

Information Science & Technology Department Government of Sindh, invites Technical and Financial proposals (Separately sealed) for the following ADP Schemes under single stage-two envelopes bidding process, under SPPRA Rules, 2010 (Amended 2013) from all interested companies to implement the project on **TURN-KEY** basis solution.

Detailed specifications of items are available in the RFP / Tender Documents, which can be purchased separately from the Information, Science & Technology Department.

ITEM NO.	NAME OF WORK
1.	"E-Management System for IS&T Department, Government of Sindh" ADP Scheme No. 556 (On Turn-Key Basis)

- Interested firms/companies may obtain the Tender Document/RFP for above said ADP Schemes **separately** from the office of **Section Officer (G)**, situated at 1st Floor, Sindh Secretariat No. 6, Karachi (021-99213827), by submitting an application on their letterhead along with demand draft/pay order amounting to **Rs.2000/- for each tender document separately (non-refundable)** in favor of Section Officer (G), Information, Science & Technology Department, Government of Sindh from **2nd February, 2016 to 22nd February, 2016 up to 2:00 pm.**
- Sealed Tenders comprising Technical and Financial proposals in separate sealed envelopes with clear marking of "Technical Proposal" and "Financial Proposal" in duplicate along with 2.5% earnest money of the quoted amount of the total bid in the form of Pay Order/Demand/Draft in favor of Section Officer (G) should be dropped/submitted at the office of the **Section Officer (G)**, 1st Floor, Sindh Secretariat No.6, Karachi (021-99213841) on **22nd February, 2016 at 3:00 pm.**
- Pre-bid meeting will be held on **10th February, 2016 at 3:00 pm** in Committee Room, Information Science & Technology Department, 1st Floor Sindh Secretariat Building No.06, Sindh Secretariat, Karachi.
- Technical Proposals of the participating bidders will be opened in the same day i.e. **22nd February, 2016 at 3:30 pm** in presence of the Procurement Committee of Information Science & Technology Department, Government of Sindh, and intending bidders or their authorized representatives at Committee Room, Information Science & Technology Department, 1st Floor Sindh Secretariat Building No.06, Sindh Secretariat, Karachi.
- Financial bids of only technically qualified bidders shall be opened subsequently in accordance with SPPRA Rules, 2010 (Amended 2013).
- Interested Firms/Companies must be registered with Income Tax, Sales Tax and Sindh Revenue Board (SRB) etc.
- Only bids offered on the prescribed Tender Form issued by the office of the Section Officer (G) of Information, Science & Technology Department shall be accepted. However, additional sheets may be attached, if necessary.
- Conditional tender/application will not be entertained.
- The Procurement agency may reject any tender as per provision of SPP Rules 2010 (Amended 2013).

Sd/-
**SECTION OFFICER (GENERAL)
INFORMATION SCIENCE & TECHNOLOGY
DEPARTMENT**

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