



INFORMATION SCIENCE & TECHNOLOGY DEPARTMENT  
GOVERNMENT OF SINDH  
TENDER NOTICE

Information, Science & Technology Department, Government of Sindh (I,S&TD), intends to invite proposals from companies having required experience for the scheme titled **"UPGRADATION OF HOSPITAL MANAGEMENT INFORMATION SYSTEM FOR CIVIL HOSPITAL KARACHI (CHK)"**.

Information Science & Technology Department, Government of Sindh, invites Technical and Financial proposals (Separately sealed) for the above work on single stage-two envelopes bidding process, under SPPRA Rules, 2010 (Amended 2017) 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 from the Information, Science & Technology Department.

NAME OF WORK
<b>"UPGRADATION OF HOSPITAL MANAGEMENT INFORMATION SYSTEM FOR CIVIL HOSPITAL KARACHI (CHK)"</b> (On Turn-Key Basis)

1. Interested firms / companies may obtain the Tender Document/RFP for the above tasks from the office of **Focal person "Upgradation of Hospital Management Information System for Civil Hospital Karachi (CHK)**, situated at Information Science & Technology Department 1<sup>st</sup> Floor, Sindh Secretariat No. 6, Karachi (021-99211421) by submitting an application on their letterhead along with demand draft/pay order amounting to **Rs.1,000/-(non-refundable)** in favour of **DDO " Upgradation of Hospital Management Information System for Civil Hospital Karachi (CHK)"**, from **06-07-2017 to 18-08-17 up to 1:00 pm**. Or can download from the websites [www.sindh.gov.pk](http://www.sindh.gov.pk) or [www.pprasinhd.gov.pk](http://www.pprasinhd.gov.pk) and submit demand draft/Pay order amounting to **Rs 1,000/** with the Technical proposal.
2. The response time shall start from publishing the Tender Document in main Leading Newspapers.
3. Pre-bid meeting will be held on **20-07-2017 at 11:00 a.m at Committee Room, Information Science & Technology Department , 1<sup>st</sup> Floor Sindh Secretariat Building No. 6,Sindh Secretariat Sindh.**
4. 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 **DDO " Upgradation of Hospital Management Information System for Civil Hospital Karachi (CHK)"**, should be dropped / submitted at the office of the Focal person "Upgradation of Hospital Management Information System for Civil Hospital Karachi (CHK )", Information Science & Technology Department 1<sup>st</sup> Floor, Sindh Secretariat No. 6, Karachi (021-99211421) on **18-08-2017 at 2.00 p.m.**
5. Technical Proposals of the participating bidders will be opened in the same day i.e. **18-08-2017 at 2.45 p.m** in presence of the Procurement Committee of Information Science & Technology Department, Government of Sindh, and intending bidders or their authorized representatives.
6. Financial bids of only technically qualified bidders shall be opened, subsequently in accordance with SPPRA Rules, 2010 (Amended 2017).
7. Interested Firms/ Companies must be registered with Income Tax, Sales Tax and Sindh Revenue Board (SRB) etc.
8. Only bids offered on the prescribed Tender Form issued by the office of the **Focal person "Upgradation of Hospital Management Information System for Civil Hospital Karachi (CHK)**, Information, Science & Technology Department or downloaded from [www.sindh.gov.pk](http://www.sindh.gov.pk) or [www.pprasinhd.gov.pk](http://www.pprasinhd.gov.pk) shall be accepted. However, additional sheets may be attached, if necessary.
9. Conditional tender / application will not be entertained.
10. The Procurement agency may reject any tender as per provision of SPP Rules 2010 (Amended 2017).

SECTION OFFICER (GENERAL)  
INFORMATION SCIENCE & TECHNOLOGY DEPARTMENT



GOVERNMENT OF SINDH  
INFORMATION, SCIENCE &  
TECHNOLOGY DEPARTMENT

Karachi, Dated the 18<sup>th</sup> May, 2017

**NOTIFICATION**

**NO.SO(T)/IS&TD/3-137/2016:** In compliance with Rule No 07 and 08 of Sindh Public Procurement Rules 2010 (Amended 2017) and with the approval of competent authority the Procurement Committee is hereby constituted for the scheme namely “ **Up gradation of Hospital Management & Information System (HMIS) for Civil Hospital Karachi** . The Procurement committee consists of following composition and term of references

S.No	DESIGNATION	STATUS
1	Director , Information Science & Technology Department	Chairman
2	Deputy Secretary (Technical)) Information Science & Technology Department	Member
3	Deputy Director (Technical) Information Science & Technology Department	Member
4	Representative of Health Department (not below the BS-18)	Member
5	Representative of Finance Department ( not below BS-18)	Member
6	Focal Person/Representative of Civil Hospital Karachi ( not below BS-18)	Member
7	Focal Person of the Project Information science & Technology Department	Member/Secretary

**Terms of Reference:-**

- 1) Preparing bidding document
- 2) Carrying out technical as well as financial evaluation of bids
- 3) Making recommendations for the award of contract to the competent authority
- 4) Performing any other function ancillary and incidental to the above.

**ABDUL RAHIM SHAIKH**  
SECRETARY TO GOVT . OF SINDH

NO.SO(T)/IS7TD/3-137/2016

Karachi, dated the 18<sup>th</sup> May, 2017

**A copy is forwarded for information to :-**

1. The Secretary, Health department is requested to nominate a representative / member for the Procurement committee (Not below BS-18).
2. The Secretary, Finance department is requested to nominate a representative / member for the Procurement committee (Not below BS-18).
- ✓ 3. The Director ( Enforcement-II), SPPRA Sindh
4. The Medical Superintendent Civil Hospital Karachi is requested to nominate a Focal Person / representative for Procurement Committee (PC).
5. The Chairman and Members (all ) of the committee
6. Concerned File



SECTION OFFICER (GENERAL)  
IS&T Department



GOVERNMENT OF SINDH  
INFORMATION, SCIENCE &  
TECHNOLOGY DEPARTMENT

Karachi, Dated the 30<sup>th</sup> May, 2017

**NOTIFICATION**

**NO.SO(T)/IS&TD/3-137/2016:** In partial modification of this department's notification of even number dated 18-05-2017 and in compliance with Rule No 07 and 08 of Sindh Public Procurement Rules 2010 (Amended 2017) and with the approval of competent authority the Procurement Committee is hereby constituted for the scheme namely " **Up gradation of Hospital Management & Information System (HMIS) for Civil Hospital Karachi** ". The Procurement committee consists of following composition and term of references

S.No	DESIGNATION	STATUS
1	Director , Information Science & Technology Department	Chairman
2	Deputy Secretary (Technical)) Information Science & Technology Department	Member
3	Deputy Director (Technical) Information Science & Technology Department	Member
4	Representative of Health Department (not below the BS-17)	Member
5	Representative of Board of Revenue ( not below BS-17)	Member
6	Focal Person/Representative of Civil Hospital Karachi ( not below BS-17)	Member
7	Focal Person of the Project Information science & Technology Department	Member/Secretary

**Terms of Reference:-**

1. Preparing bidding document
2. Carrying out technical as well as financial evaluation of bids
3. Making recommendations for the award of contract to the competent authority
4. Performing any other function ancillary and incidental to the above.

**ABDUL RAHIM SHAIKH**  
SECRETARY TO GOVT . OF SINDH

NO.SO(T)/IS7TD/3-137/2016

Karachi, dated the 30<sup>th</sup> May, 2017

**A copy is forwarded for information to :-**

1. The Secretary, Health department is requested to nominate a representative / member for the Procurement committee (Not below BS-18).
2. The Member (R&S), Board of Revenue, Govt of Sindh is requested to nominate a representative / member for the Procurement committee (Not below BS-18).
3. The Director ( Enforcement-II), SPPRA Sindh
4. The Medical Superintendent Civil Hospital Karachi is requested to nominate a Focal Person / representative for Procurement Committee (PC).
5. The Chairman and Members (all ) of the committee
6. Concerned File



**OFFICER (GENERAL)**  
IS & T Department



GOVERNMENT OF SINDH  
INFORMATION, SCIENCE &  
TECHNOLOGY DEPARTMENT

Karachi, Dated the 26<sup>th</sup> May, 2017

**NOTIFICATION**

**NO.SO(T)/IS&TD/3-137/2016:** In order to redress the complaints of firms / bidders during the proceedings of procurement for scheme namely "Upgradation of Hospital Management Information System (HMIS) for Civil Hospital Karachi" the Complaint Redressal Committee (CRC) is hereby constituted under Rule 31 of Sindh Public Procurement Rules 2010 (Amended 2017) The CRC shall have the following composition and terms of references:-

S.No	DESIGNATION	STATUS
1	Secretary , Information, Science & Technology Department, Govt. of Sindh	Chairman
2	Representative of the Accountant General Sindh	Member
3	An independent Professional from relevant field, to be nominated by Secretary, IS&T Department	Member

**Terms of Reference:-**

1. To determine whether there exists any inconsistency in the procurement process with SPPRA Rules, 2010 (Amended 2017) and regulations.
2. To determine whether any unauthorized act or decision made by the Procurement Committee.
3. To reverse any decision of the Procurement Committee or substitute its own decision for such a decision.
4. The Complaint Redressal Committee shall announce its decision within seven (07) days w.e.f date of reference to the committee.

**ABDUL RAHIM SHAIKH**  
SECRETARY TO GOVT . OF SINDH

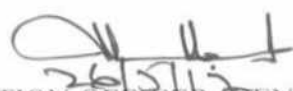
NO.SO(T)/IS7TD/3-137/2016

Karachi, dated the 26<sup>th</sup> May, 2017

**A copy is forwarded for information to :-**

1. The Chairman and Members ( all ) of the committee
2. The Accountant General, Sindh is requested to nominate a member in the CRC (Complaint Redressal Committee) as representative of A.G Sindh under Rule-31 SPPRA..
3. P.S to Secretary, Finance Department, Govt of Sindh Karachi
4. Concerned File



  
SECTION OFFICER (GENERAL)  
IS&T DEPARTMENT

**ANNUAL PROCUREMENT PLAN (UPGRADATION OF HOSPITAL MANAGEMENT INFORMATION SYSTEM (HMIS)  
FOR CIVIL HOSPITAL KARACHI**  
(Information, Science & Technology Department)  
Financial Year 2017-18

Sr. No	Description of Procurement	Quantity (where applicable)	Estimated unit cost (where applicable)	Estimated total cost	Funds allocated	Source of funds (ADP/Non ADP)	Proposed procurement method	Timing of procurements				Remarks
								1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
1	Up gradation of Hospital Management Information System (HMIS) for Civil Hospital Karachi	One time services	Rs.130 Million	Rs.130 Million	Rs.130 Million	Annual Development Plan (ADP-974)	Single Stage Two Envelope	July-September 2017	October-December 2017	January-March 2018	April- June 2018	The process for procurement has been initiated.

  
 Focal Person  
 UPGRADATION OF HOSPITAL MANAGEMENT INFORMATION SYSTEM (HMIS)  
 FOR CIVIL HOSPITAL KARACHI  
 23/06/17



REQUEST FOR PROPOSAL

FOR

UPGRADATION OF HOSPITAL MANAGEMENT  
INFORMATION SYSTEM (HMIS) FOR CIVIL HOSPITAL  
KARACHI (CHK)

(ON TURN KEY BASIS)

JUNE, 2017

INFORMATION SCIENCE & TECHNOLOGY DEPARTMENT

GOVERNMENT OF SINDH

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



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## INVITATION TO BID

Information, Science & Technology Department, Govt. of Sindh (hereinafter referred as the Purchaser), invites sealed bids from eligible bidders for "Up gradation of Hospital Management Information System (HMIS) for Civil Hospital Karachi "

Tender Bids in sealed envelopes as per information are required. Proponents applying for bids should submit duplicate Financial Proposal and Technical Proposal in two separate envelopes with clear marking of "Technical Proposal" and "Financial Proposal" as per Single Stage - Two Envelope process of SPPRA RULES, 2010 (AMENDED 2017). The interested bidder must have valid NTN . Only Income Tax, Sales Tax, SRB, FBR & SECP registered firms are eligible to participate.

1. The Technical Proposal should contain all the bid items without quoting the price and must list firm's clientele, resumes / CV's of the team. Financial bids of Firms not obtaining minimum passing criteria on Technical basis will not be opened.
2. All bids must be accompanied by an earnest money 2.5 % of total bid amount, and must be accompanied with the financial offer. Bid without bid security of required amount and prescribed form shall be rejected.
3. Information, Science & Technology Department, Government of the Sindh will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
4. The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.
5. Bidders shall submit Bids, which comply with the Bidding Documents. Alternative Bids will not be considered. The attention of bidders is drawn to the provisions of Clause on "Determination of Responsiveness of Bid" regarding the rejection of Bids, which are not substantially responsive to the requirements of the Bidding Documents.
6. Information, Science & Technology Department, Government of Sindh shall have right of rejecting all or any of the tenders as per provisions of SPPRA RULES, 2010 (AMENDED 2017). Rule No 25(1)
7. All prices quoted must include any Taxes applicable, such as Income Tax, etc. If not specifically mentioned in the quotation, then it will be presumed that the prices include all the taxes.
8. Failure to Complete the Task within the stipulated time will invoke penalty of 0.025% of the total cost per day. In addition to that, Security Deposit (CDR) amount will be forfeited and the company/JV will not be allowed to participate in future tenders as well.



## INSTRUCTION TO THE BIDDERS

### GENERAL

- 1 Scope of Bid & Source of Funds
  - 1.1 The procuring agency as defined in the bidding data wishes to receive sealed bids for "Up gradation Hospital Management Information System (HMIS) for Civil Hospital Karachi" at Information, Science & Technology Department, Govt. of Sindh .
  - 1.2 Information, Science & Technology Department, Govt. of Sindh has received funds from provincial government in Pak rupee towards the cost of the subject procurement in the bidding data and it is intended that part of the proceeds of this funds will be applied to eligible payments under the contract for which these bidding documents are issued.
- 2 Eligible Bidders
  - 2.1 Bidding is open to all firms and persons meeting the following requirements:
    - a) The bidder is duly registered with FBR, SRB , SECP and Professional Tax.
    - b) The bidder shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by the Government.
- 3 Cost of Bidding
  - 3.1 The bidder shall bear all the costs associated with the preparation and submission of its bids and the Procuring Agency will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process (SPPRA Rules 24).

### BIDDING DOCUMENTS

- 4 Contents of the Bidding Documents
  - 4.1 In addition to Invitation for Bids, the Bidding Documents are those stated below, and should be read in conjunction with any Addendum



issued in accordance with sub clause 6.1.

- a) Instruction to the Bidders
- b) Bidding Data Sheet
- c) Scope of Work
- d) Evaluation Criteria
- e) Hardware/Network/Wi-Fi etc Items and their Specifications.
- f) Forms
- g) Conditions of the Contract

4.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.

5 Clarification of the Bidding Document

5.1 Any interested Bidder requiring any clarification of the bidding documents may notify the Procuring agency in writing. The Procuring agency will respond in writing to any request for clarification of the bidding documents which it receives no later than three working days prior to the deadline for the submission of bids prescribed in the bidding document. Written copies of the Procuring agency's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all interested bidders that have received the bidding documents

6 Amendments in the Bidding Documents

6.1 At any time prior to the deadline for submission of Bids, the Procuring Agency may, for any reason, whether at his own initiative or in response to a clarification requested by a interested bidder, modify the bidding documents by issuing addendum.

6.2 Any addendum thus issued shall be a part of the Bidding Document pursuant to Sub-Clause 6.1 hereof, and shall be communicated in writing to all purchasers of the Bidding Documents. Prospective bidders shall



acknowledge receipt of each addendum in writing to the Procuring Agency.

- 6.3 To afford interested bidders reasonable time in which to take addendum into account in preparing their Bids, the Procuring Agency may at its discretion extend the deadline for Submission of bids.

## PREPARATION OF BIDS

7 Language of Bid

- 7.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring agency shall be written in the language specified in the Bidding document. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified in the bidding document, in which case, for purposes of interpretation of the Bid, the translation shall govern.

8 Documents Comprising the Bid

- 8.1 The Bid submitted by the bidder shall comprise the following:
- a) Sealed Envelopes
  - b) Covering Letter
  - c) Schedules
  - d) Bid Security furnished in accordance with 13.
  - e) Power of attorney in accordance with 14.6
  - f) Documentary evidence in accordance with 2.1 and 11.
  - g) Documentary evidence in accordance with 12.



9 Sufficiency of Bid

9.1 Each bidder shall satisfy himself before bidding as to the correctness and sufficiency of his bid and of the rates and prices quoted in the schedule of prices, which rates and prices shall cover all his obligations under the Contract and all matters and things necessary for proper completion of the works.

9.2 The bidder is advised to obtain for himself at his own cost and responsibility all information that may be necessary for preparing the bid and entering into a Contract for execution of the Works.

10 Bid Prices, Currency of Bid and Payment

10.1 The bidder shall fill up the schedule of prices indicating the percentage above or below the Composite Schedule of Rates / Unit Rates and prices of the Works to be performed under the Contract. Prices in the Schedule of Prices / Bill of Quantities shall be quoted entirely in Pak Rupees keeping in view the instructions contained in the Preamble to Schedule of Prices.

10.2 Unless otherwise stipulated in the conditions of the contract, prices quoted by the bidder shall remain fixed during the bidder's performance of the contract and not subject to variation on any account.

10.3 The unit rates and prices in the Schedule of Prices or percentage above or below on the composite schedule of rates shall be quoted by the bidder in the currency as stipulated in the Bidding Data.

10.4 Items for which no rate or price is entered by the Bidder will not be paid for by the Procuring Agency when executed and shall be deemed covered by the other rates and prices in the Bill of Quantities.



- 11 Documents Establishing Bidder's Eligibility and Qualifications
- 11.1 Pursuant to ITB Clause 8, the bidder shall furnish, as a part of its bid, documents establishing the bidder's eligibility to bid and its qualification to perform the contract if its bid is accepted.
- 11.2 Bidder must possess and provide evidence of its capability and the experience as stipulated in the Bidding Data and Qualification Criteria mentioned in the Bidding Documents.
- 12 Documents Establishing Works' Conformity to Bidding Documents
- 12.1 The documentary evidence of the Works' conformity to the bidding documents may be in the form of literature, drawings and data and the bidder shall furnish documentation as set out in the Bidding Data.
- 12.2 The bidder shall not the standards of Workmanship, material and equipment, and reference to brand names or catalogue numbers, if any, designated by the Procuring Agency in the Technical Provisions are intended to be descriptive only and not restrictive.
- 13 Bid Security
- 13.1 Each bidder shall furnish, as a part of his bid, at the option of the bidder, a Bid Security of 2.5% of Bid Price or in the amount stipulated in the bidding data in Pak Rupees in the form of Bank Draft, Pay Order in favor of DDO "Upgradation of Hospital Management Information System for Civil Hospital Karachi (CHK)" valid for a period of 1 month beyond the validity of the bid.
- 13.2 Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Agency as non-responsive.
- 13.3 The bid securities of unsuccessful bidders will be returned upon award of contract to the successful bidders or on the expiry of validity of Bid Security whichever is earlier.



13.4 The bid security of the successful bidders will be returned when the bidder has furnished the required performance security, and signed the Contract of Agreement.

13.5 The bid security may be forfeited:

- a) If the bidder withdraws his bid during the period of bid validity; or
- b) If a bidder does not accept the correction of his Bid Price, pursuant to Sub Clause 16.4 b hereof; or
- c) In the case of successful bidder, if he fails within the specified time limit to:
  - a. Furnish the required performance security
  - b. Signing the Contract of Agreement.

14 Validity of Bids, Format, Signing and Submission of Bid.

14.1 Bids shall remain valid for a period of 90 Days after the date of bid opening.

14.2 In exceptional circumstances, Procuring agency may request the bidder to extend the period of validity for additional period but not exceeding 1/3 of the original period. The request and the bidders' responses shall be made in writing. A bidder may refuse the request without forfeiting the Bid Security. A bidder agreeing to the request will be required to extend the validity of Bid Security for the period of Extension, and in compliance with ITB 13 in all aspects.

14.3 All schedules to bid are to be properly completed and signed.





- 14.4 No alteration is to be made in the Form of Bid except in filling up the blanks as directed. If any alteration be made or if these instructions be not fully complied with, the bid may be rejected.
- 14.5 Each bidder shall prepare Original and number of copies specified in the Bidding Data of the Document comprising the bid as described in ITB 8 and clearly mark them Original and Copy as appropriate. In the event of discrepancy between them, the original shall prevail.
- 14.6 The Original and Copies of the bid shall be typed or written in edible ink and shall be signed by a person or persons duly authorize to sign. This shall be indicated by submitting a written power of attorney authorizing the signatory of the bidder to act for and on behalf of the bidder. All pages of the bid shall be initialed and official seal be affixed by the person signing the bid.
- 14.7 The bid shall be delivered in person or sent by registered mail at the address to the Procuring Agency as given in the Bidding Data.

#### SUBMISSION OF BID

- 15 Deadline for Submission, Modification & Withdrawals of Bid.
- 15.1 Bids must be received by the procuring agency at the address provided in the Bid Data Sheet not later than the time and date stipulated therein.
- 15.2 The envelopes shall :
- Be addressed to the Procuring Agency at the address provided in the bid data Sheet.
  - Bear the name and identification number of the contract as defined in



- the bidding and contract data; and
- c) Provide a warning not to open before specified time and date for Bid Opening as defined in the Bidding Data; and
  - d) In addition to the identification required in 15.2., the inner envelopes shall indicate the name and address of the bidder to enable the Bid to be returned unopened in case it is declared late.
  - e) If the outer envelope is not sealed and marked as above, the Procuring Agency will assume no responsibility for the misplacement or premature opening of the Bid.

15.3 Bids submitted through any other means shall not be accepted.

15.4 Any bid received by the procuring agency after the deadline for submission prescribed in the Bidding Data will be returned unopened to such bidder.

15.5 Any bidder can withdraw his bid after bid submission provided that the written notice of withdrawal is received by the Procuring Agency prior to the deadline for submission of Bids.

15.6 Withdrawal of bid during the interval between deadline for submission of bids and the expiration period of the validity specified in the Form of Bid may result in forfeiture if the Bid Security pursuant to ITB Clause 13.5.



## BID OPENING AND EVALUATION

### 16 Bid Opening, Evaluation and Clarifications

16.1 The procuring agency will open the bids, in presence of the bidder's representatives who choose to attend, at the time, date and in place specified in the Bidding Data.

16.2 The bidder's name, Bid Prices, any discount, the presence and absence of Bid Security, and such other details as the Procuring Agency at its discretion may consider appropriate, will be announced by the Procuring Agency at the Bid Opening. The Procuring Agency will record the minutes of the bid Opening. Representatives of the bidders who choose to attend shall sign the attendance sheet.

16.3 To assist in the examination, evaluation and comparison of Bids the Procuring Agency may, at its discretion, ask the bidder for a clarification of its Bid. The request for clarification and the response shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted.

16.4 a) Prior to the detailed evaluation, pursuant to IB.16.7 to 16.9, the Procuring Agency will determine the substantial responsiveness of each bid to the Bidding Documents. For purpose of these instructions, a substantially responsive bid is one which conforms to all the terms and conditions of the Bidding Documents without material deviations. It will include determining the requirements listed in Bidding Data.

b) Arithmetical errors will be rectified on the following basis:



If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between the words and figures the amount in words shall prevail. If there is a discrepancy between the Total Bid price entered in Form of Bid and the total shown in Schedule of Prices-Summary, the amount stated in the Form of Bid will be corrected by the Procuring Agency in accordance with the Corrected Schedule of Prices.

If the bidder does not accept the corrected amount of Bid, his Bid will be rejected and his Bid Security forfeited.

- 16.5 A Bid determined as substantially non-responsive will be rejected and will not subsequently be made responsive by the bidder by correction of the non-conformity.
- 16.6 Any minor informality or non-conformity or irregularity in a Bid which does not constitute a material deviation (major deviation) may be waived by Procuring Agency, provided such waiver does not prejudice or affect the relative ranking of any other bidders.

**Major Deviations Include:**

- a) has been not properly signed;
- b) is not accompanied by the bid security of required amount and manner;
- c) stipulating price adjustment when fixed price bids were called for;
- d) failing to respond to specifications;
- e) failing to comply with Milestones/Critical dates provided in Bidding Documents;



- f) sub-contracting contrary to the Conditions of Contract specified in Bidding Documents;
- g) refusing to bear important responsibilities and liabilities allocated in the Bidding Documents, such as performance guarantees and insurance coverage;
- h) taking exception to critical provisions such as applicable law, taxes and duties and dispute resolution procedures;
- i) a material deviation or reservation is one :
  - a. which affect in any substantial way the scope, quality or performance of the works;
  - b. Adoption / rectification whereof would affect unfairly the competitive position of other bidders present substantially responsive bids.

**Minor Deviations:**

Bids that offer deviations acceptable to the Procuring Agency and which can be assigned a monetary value may be considered substantially responsive at least as to the issue of fairness. This value would however be added as an adjustment for evaluation purposes only during the detailed evaluation process.

- 16.7 The Procuring Agency will evaluate and compare only the bids previously determined to be substantially responsive pursuant to IB.16.4 to 16.6 as per requirements given hereunder. Bids will be evaluated for complete scope of works. The prices will be compared on the basis of the Evaluated Bid Price pursuant to IB.16.8 herein below.



### Technical Evaluation:

It will be examined in detail whether the works offered by the bidder complies with the Technical Provisions of the Bidding Documents. For this purpose, the bidder's data submitted with the bid in Schedule B to Bid will be compared with technical features/criteria of the works detailed in the Technical Provisions. Other technical information submitted with the bid regarding the Scope of Work will also be reviewed.

### 16.8 Evaluated Bid Price:

In evaluating the bids, the Procuring Agency will determine for each bid in addition to the Bid Price, the following factors (adjustments) in the manner and to the extent indicated below to determine the Evaluated Bid Price:

- a) making any correction for arithmetic errors pursuant to IB.16.4 hereof
- b) Discount, if any, offered by the bidders as also read out and recorded at the time of bid opening.
- c) excluding provisional sums and the provisions for contingencies in the Bill of Quantities if any, but including Day work, where priced competitively

### 17 Confidentiality

17.1 Subject to IB.16.3 heretofore, no bidder shall contact Procuring Agency on any matter relating to its Bid from the time of the Bid opening to the time the bid evaluation result is announced by the Procuring Agency. The evaluation result shall be announced at least seven (07) days prior to award of Contract (SPP Rule 45). The announcement to all bidders will include table(s) comprising read out prices, discounted prices, price adjustments made, final evaluated prices and recommendations against all the bids evaluated



17.2 Any effort by a bidder to influence Procuring Agency in the Bid evaluation, Bid comparison or Contract Award decisions may result in the rejection of his Bid. Whereas any bidder feeling aggrieved, may lodge a written complaint to Complaint Redress Committee as per terms and conditions mentioned in SPP Rules 31 & 32. However, mere fact of lodging a complaint shall not warrant suspension of procurement process.

17.3 Bidders may be excluded if involved in "Corrupt and Fraudulent Practices" means either one or any combination of the practices given below SPP Rule2(q):

- a) "Coercive Practice" means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
- b) "Collusive Practice" means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;
- c) "Corrupt Practice" means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
- d) "Fraudulent Practice" means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- e) "Obstructive Practice" means harming or threatening to harm, directly or



indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

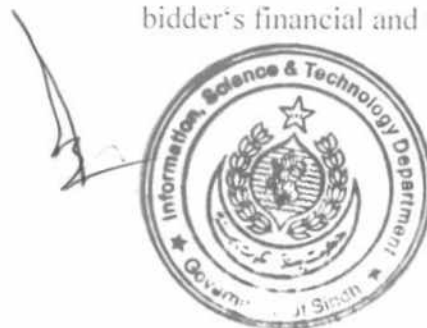
## AWARD OF CONTRACT

### 18 Post Qualifications

18.1 The Procuring Agency, at any stage of the bid evaluation, having credible reasons for or prima facie evidence of any defect in contractor's capacities, may require the contractors to provide information concerning their professional, technical, financial, legal or managerial competence whether already pre-qualified or not:

Provided, that such qualification shall only be laid down after recording reasons therefore in writing. They shall form part of the records of that bid evaluation report.

18.2 The determination will take into account the bidder's financial and technical capabilities. It





will be based upon an examination of the documentary evidence of the bidders' qualifications submitted under ITB.11, as well as such other information required in the Bidding Documents.

19 Award Criteria & Procuring Agency's Rights

19.1 Subject to IB.19.2, the Procuring Agency will award the Contract to the bidder whose bid has been determined to be substantially responsive to the Bidding Documents and who has offered the lowest evaluated Bid Price, provided that such bidder has been determined to be qualified to satisfactorily perform the Contract in accordance with the provisions of the IB.18.

19.2 Notwithstanding IB.19.1, the Procuring Agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of Contract, without thereby incurring any liability to the affected bidders or any obligation to inform the affected bidders of the grounds for the Procuring Agency's action except that the grounds for its rejection of all bids shall upon request be communicated, to any bidder who submitted a bid, without justification of the grounds. Notice of the rejection of all the bids shall be given promptly to all the bidders (SPP Rule 25).

20 Notification of Award & Signing of Contract

20.1 Prior to expiration of the period of bid validity prescribed by the Procuring Agency, the Procuring Agency will notify the successful bidder in writing (Letter of Acceptance) that his bid has been accepted (SPPRA Rule 49).

20.2 Within seven (07) days from the date of furnishing of acceptable Performance Security under the Conditions of Contract, the Procuring Agency will send the successful bidder the Form of Contract Agreement provided in the Bidding Documents.



incorporating all agreements between the parties.

## 21 Performance Security

21.1 The successful bidder shall furnish to the Procuring Agency a Performance Security in the form and the amount stipulated in the Conditions of Contract within a period of fourteen (14) days after the receipt of Letter of Acceptance (SPPRA Rule 39).

21.2 Failure of the successful bidder to comply with the requirements of Sub-Clauses IB.20.2 & 20.3 or 21.1 or Clause IB.22 shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.

21.3 Publication of Award of Contract: within seven days of the award of contract, the procuring shall publish on the website of the authority and on its own website, if such a website exists, the results of the bidding process, identifying the bid through procurement identifying Number if any and the following information:

- a) Evaluation Report
- b) Form of Contract and Letter of Award
- c) Bill of Quantities

## 22 Integrity Pact

22.1 The Bidder shall sign and stamp the Form of Integrity Pact provided at Schedule-F to Bid in the Bidding Document for all Sindh Government procurement contracts exceeding Rupees ten (10) million. Failure to provide such Integrity Pact shall make the bid nonresponsive (SPPRA Rule 89).



### 23. CONSORTIUM AGREEMENT

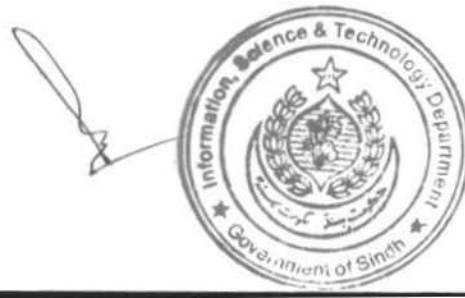
- 23.1 In case of Consortium of two or more firms, the proposal shall be accompanied by a certified true copy of the Consortium Agreement. The Consortium Agreement as applicable shall confirm the following therein:
- i. Date and place of signing;
  - ii. Purpose of consortium (must include the details of contract works for which the consortium has been invited to bid);
  - iii. A clear and define description of the proposed administrative arrangements for the management and execution of the assignments.
  - iv. Delineation of duties, responsibilities and scope of work to be undertaken by each along with resources committed by each partner / member of the consortium for the proposed services;
  - v. An undertaking that the firms are jointly and severally liable to the Client for the performance of the services;
  - vi. Duties, responsibilities and powers of the lead firm;
  - vii. The authorized representative of the consortium.
- 23.2 In case of Consortium, it is expected that the lead partner would be authorized to incur liabilities and to receive instructions and payments for and on behalf of the consortium. For a consortium to be eligible for bidding, the experience of lead partner and other partners should be indicated.
- 23.3 Any alternative proposal, such as one by a firm in sole capacity and another in Consortium with another firm or as a part of 2 or more consortiums, for the assignment will be summarily rejected. In such an event, all the proposals submitted by such firm and its Consortium or associate shall be rejected.
- 23.4 The proposal of a firm is liable to be rejected if the firm makes any false or misleading statement in the proposal(s) without prejudice to the rights of the Client to initiate further proceedings against the said firm(s).
- 23.5 Notwithstanding anything to the contrary contained in this RFP, the detailed terms specified in the draft Contract agreement shall have overriding effect; provided, however, that any conditions or obligations imposed on the Bidder hereunder shall continue to have effect in addition to its obligations under the Contract.
- 23.6 Bidders NOT complying with any of the above eligibility pre-requisites would be disqualified. All documentary evidence must be submitted along with the bids; no document will be acceptable after bid submission.
- 23.7 Bidders or any of its consortium partners must not have been black listed or declared bankrupt by any Government or Financial institution.



## BID DATA SHEET

(All mandatory/required documents must be properly annexed )

Sr. No.	Categories	Details
01	Name of Procuring Agency	Information, Science & Technology Department, Government of Sindh
02	Website	<a href="http://www.sindh.gov.pk">www.sindh.gov.pk</a> <a href="http://www.pprasindh.gov.pk">www.pprasindh.gov.pk</a>
03	Mode of Tendering	Request for Proposal (RFP)
04	Method of procurement	Single Stage- Two Envelopes
05	Cost of the Bidding Document	Rs. 1000
06	Bid Currency	Bids shall be quoted entirely in Pak Rupees.
07	Bid Security	A bid security amounting to 2.5% of the Bid Prices shall be paid in favor of <b>DDO " Upgradation of Hospital Management Information System for Civil Hospital Karachi (CHK)"</b> in the form of Bank Draft/Pay Order.
08	Bid Validity	The bid shall be valid for 90 days after the bid opening date.
09	No. of Copies to be submitted	One Original plus one Copy of technical and Financial Bid
10	Performance Security	5% of the Bid Price
11	Date for issuance of Bidding Documents	<b>06-07-2017</b>
12	Last Date for Submission of Written Queries for Clarification	<b>14-07-2017</b>
13	Date of Pre-Bid Meeting	<b>20-07-2017</b>
14	Last Date & Time for submission of Bids	<b>18-08-2017 till 2.00 P.M</b>
15	Date & Time for Opening of Technical Bids	<b>18-08-2017 at 2:45 P.M</b>
16	Language of Bid	English
17	RFP qualification criteria	The bidder firm/company/JV should meet the RFP



		qualification criteria obtaining minimum 80 % in Technical proposal for eligibility of financial proposal opening
18	Contact Details	<p>1. Mr. Shahid Hussain, (Focal Person) (Civil Hospital Project)</p> <p>2. Mr. Athar Hussain Baloch Deputy Director, Information, Science &amp; Tech. Department Government of Sindh</p> <p>Tel: +92-21-99213406-7</p>
19	Address for Submission of Bids	<p>Section Officer ( G ) Information, Science &amp; Technology Department Address: 1<sup>st</sup> Floor, Building No. 6, Kamal Atta-Turk Road, Sindh Secretariat, Karachi, Pakistan 021-99213827</p>



## SCOPE OF WORK

The project Up-gradation of Hospital Management Information System (HMIS) for Civil Hospital Karachi (CHK) contains the following components.

- Up-gradation of Network Equipment.
- Replacement of core application servers
- Implementation of Wi-Fi network with Local Area Network in the main working area of the hospital

Furthermore, under this RFP, the successful bidder have to perform the following tasks:

- a) Up gradation of IT infrastructure
- b) Delivery and installation of Application Servers
- c) Delivery and installation of Storage
- d) Delivery and installation of Switches
- e) Delivery and installation of Thin Computer/ desktop computer/ Tablet PC
- f) Delivery and installation of Indoor Wi-Fi across Hospital
- g) Delivery and installation of Printers Laser, thermal and Dot Matrix
- h) Delivery and installation Environmental control system
- i) Delivery and installation Fire Extinguisher
- j) Delivery and installation Attendance machines
- k) Delivery and installation Data & Fiber Cabling
- l) Delivery and installation Electric Cabling
- m) Application and Database migration from Old servers to New Servers
- n) To identify existing hardware locations with consultations of IS&T Department and Civil Hospital Management after conducting the survey.
- o) To prepare Network Diagram for existing and proposed network architecture for LAN and Fiber optic after conducting survey.
- p) Delivery, Installations and configurations of Firewalls.
- q) Warranties of all equipments at least for three years shall be maintained by successful bidder.
- o) Integration of existing hardware/software with upgraded hardware/software.



## EVALUATION CRITERIA

### Mandatory Requirements:

(All mandatory/required documents must be properly annexed)

Mandatory qualifying Requirements	Failing to qualify/submission any mandatory requirement will be disqualification in entire evaluation		
	01	Registration of National Tax Number (NTN) of the Company/JV with Federal Board of Revenue (FBR)	Valid Certificate from concerned regulator / authority required
	02	Registration of General Sales Tax (GST) with Federal Board of Revenue (FBR) and SECP	
	03	Affidavit That firm is not Blacklisted and involved in any active litigation in Pakistan	
	04	Registration with Sindh Revenue Board (SRB)	
	05	Authorization letter from Original Equipment Manufacturer (OEM) for Servers, SAN, Network Equipments, Thin Clients and UPS	



## EVALUATION OF TECHNICAL & FINANCIAL BIDS

Bidders who have been qualified in the mandatory evaluation shall be eligible for a detailed evaluation. The Purchaser will evaluate and compare the bids that have been determined to be substantially responsive in accordance with the SPPRA Rules 2010 (Amended 2017). The bidder with the lowest evaluated cost shall be awarded the contract, within the original or extended period of bid validity.

The Purchaser's evaluation of responsive bids will take into account technical factors, in addition to cost factors. The following weights will be used in the evaluation of bids:

Evaluation Criteria		Documentary Evidence Attached	Marks
<b>Section I</b> Company Profile			
1	Years of Establishment of firm	Company Profile/documentary evidence / proof should be attached in the Technical bid for verification (at least 5 years)	Max Marks = 100  10 Years and above = 100 9 Years = 90 Marks 8 Years = 80 Marks 7 Years = 70 Marks 6 Years = 60 Marks 5 years and above = 50
1.2	The Vendor should be partner since at least last 3 years by Principle	Please provide Partnership certificate from manufacturer for Servers, SAN, Network Equipments, Thin Clients and UPS ( At least 3 years old )  Please attach evidence / proof	Max Marks. 200  40 marks for (at least 3 years certificate of partnership ) against each product. Servers = 40 marks SAN = 40 marks Network Equipment = 40 Thin Clients = 40 marks UPS = 40 marks
1.3	ISO 9001:2008 Certified	Provide valid documentary evidence	Yes = 100 Marks No = 0 Marks-





Section 2 Financial Capability			
2	Average annual turnover of the firm for the last 3 years	Audited Financial Statement of last 3 years of the company applying. (at least 400 million)	Max Marks = 100 600 Million or Above = 100 Marks 400 Million and above = 50 Marks
Section 3 Specialization/Core Expertise			
3.1	The Vendor should have experience in deploying <b>Medium</b> scale IT Projects	Completion Certificate along with Purchase Orders of IT Projects in Government sector & Private Sector (Related to IT Hardware/Networking/firewall/Data Centre/Network Security/Fiber, Biometric etc worth over 10 million per Project)	Max Marks = 100 Each project = 10 marks 10 or more = 100 marks
3.2	The Vendor should have experience in deploying <b>Large</b> scale IT Projects	Completion Certificate along with Purchase Orders of IT Projects in Government sector & Private Sector (Related to IT Hardware/Networking/firewall/Data Centre/Network Security/Fiber etc worth over 100 million)	Max Marks = 100 5 projects or more = 100 Marks 4 projects = 80 Marks 3 projects = 60 Marks 2 projects = 40 Marks 1 project = 20 Marks
3.3	The Vendor should have deployed Wi-fi project in Public and Private Sector	Must attach completion certificates of Wi-Fi Project deployed.	Max Marks = 100 5 projects or more = 100 Marks 4 projects = 80 Marks 3 projects = 60 Marks 2 projects = 40 Marks 1 project = 20 Marks



3.4	The Vendor should have deployed SAN Projects in Private and Public Sector	Must attach Completion Certificate of deployment	Max Marks = 100 5 projects or more = 100 Marks 4 projects = 80 Marks 3 projects = 60 Marks 2 projects = 40 Marks 1 project = 20 Marks
3.5	The Vendor should have Certified Staff	Must attached Professional Certificate of Networking and Hardware	Max Marks = 100 10 or more Certified staff = 100 Marks 5-7 Certified staff = 50 Marks Less than 5 Certified Staff = 00 Marks
		<b><u>TOTAL MARKS</u></b>	<b>1000</b>
<b><u>NOTE: Minimum 80% Marks required to qualify in Technical proposal</u></b>			



## TECHNICAL QUALIFICATION CRITERIA

The bidders must comply with the mandatory terms & condition of the RFP, along with a compliance statement. The following points will be used in the evaluation of Company/JV/Partnership to qualify in technical evaluation; an applicant must score not less than 80% of the specified points.

S. no	Category	Points
1	<b>Company Profile</b>	
	1.1 Years of Establishment of firm	100
	1.2 The Vendor should be partner since 3 years by Principle	200
	1.3 ISO 9001 : 2008 Certified	100
2	<b>Financial Capability</b> Average annual turnover of the firm for the last 3 years	100
3	<b>Specialization / Core expertise</b>	
	3.1 Deployment of Medium Scale IT projects	100
	3.2 Deployment of Large Scale IT projects	100
	3.3 Deployment of Wi-Fi Projects in Private/Public Sector	100
	3.4 Deployment of SAN Projects in Private and Public Sector	100
	3.5 Certified Staff	100
	<b>Total</b>	<b>1000</b>

Procurement Committee's decision in this regard shall be final and is not subject to any challenge, objection or appeal. Evaluation Committee shall not be obliged nor required to give any reasons for its decision on selection / non-selection.



**SAMPLE FORMS**  
**BID FORM**  
**(LETTER OF OFFER)**

To:  
Information, Science & Technology Department, Govt. of Sindh  
Government of Sindh  
Karachi  
Sir:

- Having examined the bidding documents, the receipt of which is hereby duly acknowledge, for the above Contract, we, the undersigned, offer to supply, deliver, test and impart training in conformity with the said bidding documents for the Total Bid Price.
- Pak Rupees (in figures \_\_\_\_\_ in words \_\_\_\_\_) or such other sums as may be ascertained in accordance with the Price Schedule attached hereto and made part of this Bid.
- We undertake, if our Bid is accepted, to complete the Works in accordance with the Contract Execution Schedule provided in the Schedule – A, Special Stipulations to Bid.
- If our Bid is accepted, we will provide the performance security in the sum equivalent to equal to 5% of the Contract Price.
- We agree to abide by this Bid for the period of ninety (90) days from the date fixed for bid opening of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof in your Notification of Contract Award, shall constitute a binding Contract between us.
- We understand that you are not bound to accept the lowest-priced or any Bid that you may receive.

Dated this-----day of -----2017

**WITNESS**

Signature -----

Name-----

Title:-----

Address.-----

-----  
**BIDDER**

Signature -----

Name -----

Title-----

Address-----



**BID SECURITY FORM**

**WHEREAS**------(hereinafter called "**the Bidder**" has submitted its bid dated ----- for the "Up gradation of Hospital Management Information System (HMIS) for Civil Hospital Karachi ", (hereinafter called "**the Bid**").

**KNOW ALL MEN** by these presents that We ------(Name of Bank) of -----(Name of Country) having our registered office at -----(address of Bank) hereinafter called "the Bank") are bound into the Information, Science & Technology Department, Government of Sindh, (hereinafter called "the Purchaser") in the sum of -----, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this-----day of-----, 2017

**THE CONDITIONS** of this obligation are:

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

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

This guarantee will remain in force up to -----2017, the period of bid validity, and any demand in respect thereof should reach the Bank not later than such date.

(NAME OF BANK)

By-----

(Title)

Authorized Representative



PERFORMANCE SECURITY FORM

To,  
The Secretary,  
Information, Science & Technology Department, Govt. of Sindh  
Government of Sindh  
Karachi-Pakistan

WHEREAS (Name of the Contractor)

----- Hereinafter called "the Contractor" has undertaken, in pursuance of the bid for "Up gradation of Hospital Management Information System (HMIS) for Civil Hospital Karachi ", dated \_\_\_\_\_ 2017, (hereinafter called "the Contract").

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

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

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

This guarantee is valid until \_\_\_\_\_ day of \_\_\_\_\_, 2017, or one month of the issue of the Defects Liability Expiry Certificate, whichever is later.

[NAME OF GUARANTOR]

Signature \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_



## TECHNICAL PROPOSAL SUBMISSION FORM

[Location, Date]

To:  
The Secretary,  
Information, Science & Technology Department  
Government of Sindh

Dear Sir:

I/We, the undersigned, offer to provide the Technical proposal for [Insert title of assignment] in accordance with your Request for Proposal dated [Insert Date] and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed under a separate envelope.

We are submitting our Proposal in association with: [Insert a list with full name and address of each associated Firm/Company/JV]

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, i.e., before the date indicated in the Data Sheet, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment not later than the date indicated in the Data Sheet.

We understand you are not bound to accept any Proposal you receive.

We remain,  
Yours sincerely,

Authorized Signature [In full and initials]: \_\_\_\_\_  
Name and Title of Signatory: \_\_\_\_\_  
Name of Firm: \_\_\_\_\_  
Address: \_\_\_\_\_



FINANCIAL PROPOSAL SUBMISSION FORM

[Location, Date]

To:  
The Secretary,  
Information, Science & Technology Department  
Government of Sindh

Subject: Technical & Financial proposal for “ Up gradation of Hospital Management Information System (HMIS) for Civil Hospital Karachi ”

Dear Sirs:

We, the undersigned, offer to provide the financial proposal for Up gradation of Hospital Management Information System (HMIS) for Civil Hospital Karachi in accordance with your Request for Proposal dated [Insert Date] and our Technical Proposal. Our attached Financial Proposal is for the sum of [Insert amount(s) in words and figures].

Our Financial Proposal shall be binding upon us up to expiration of the validity period of the Proposal, i.e. before the date indicated in the Data Sheet.

Yours faithfully,

Authorized Signature [*In full and initials*] \_\_\_\_\_  
Name and Title of Signatory \_\_\_\_\_  
Name of Firm \_\_\_\_\_  
Address \_\_\_\_\_

[*The Financial Proposal is to be filled strictly as per the format given in RFP.*]





## Compliance Sheet

### Bill of Quantity

#### Technical Compliance

( Specification of items may be higher or equivalent)

S.No.	Item	Unit	Quantity	Comply (Y/N)	Document
1.	Server  Processor: 2 x 2.10 GHz E5-2683v4, Cache Memory: 40 MB, Chipset: Intel C610 Series, RAM: 8 x 32 GB PC4-2400T, Hard Drive: 16 x 2 TB SAS 7.2K SFF, Storage Controller: Supports upto 24 internal drives.Plugs into a dedicated PCIe slot at the rear of the server, Dual redundant hot-swappable supported power supply, Gigabit Ethernet: 4 x Gigabit Ethernet, Rack Shipment Bracket and Installation Service.	Solution	7		
2.	Storage Area Network (SAN)  3.5-Inch Storage Controller Unit, 7 x 4TB 12G SAS 7.2K 3.5in MDL HDD,8GB FC 4 Port Host Interface Card (Per Controller), Rack Shipment Bracket, 8 x 5m Fiber Cable (LC) and InstallationService.	Solution	2		
3.	Thin Computer with LED  2 GHz (2 MB cache, 4 cores), 64 GB Flash memory based solid state modules, 4 GB DDR4- support system memory, Integrated Gigabit Ethernet Network Interface along with  802.11ac Wi-Fi Network Interface with Bluetooth, Security lock slot; Power cord retention clip; 2 USB 3.0 ports; USB 2.0; RJ-45; USB 2.0; DVI-D; parallel; VGA; 4 serial; 2 PS/2 ( for keyboard and mouse). Standard Keyboard & Mouse or better, Standard 18" LED or better. should be ENERGY STAR® certified and EPEAT® Gold registered.  Power Supply: 45 W external, worldwide auto-sensing, 100-240 VAC, 50-60 Hz energy-saving automatic power-down, surge-tolerant and Operating System: Windows 10 IoT Enterprise for Thin Client & Support Windows Embedded Standard 7  All related software along with Microsoft SCCM/EDM Agent; Velocity; Easy Shell running	Nos.	225		



	with protocols Microsoft RFX/RDP; Citrix® ICA/HDX; VMware® Horizon RDP/PCoIP with standards browsers like Microsoft Internet Explorer 11 (for models with Windows Embedded Standard 7E and Windows 10 IoT for Thin Clients); Mozilla Firefox 36  3 years replacement manufacturer warranty.				
4.	Desktop Computer with LED  Processor: Intel 7500 7Gen Core i5-4C 2400 Mhz - CPU: 6 MB Cache - 4 Core Latest Gen CPU support upto 1TB PCIe Drives and Intel Optane Technology, Chipset: Intel® H270 or higher and Intel® HD Graphics 530, Memory: 8 GB DDR4-2400 SDRAM support upto 32 GB, Hard Disk: 1 TB 7200 RPM SATA 6G 3.5, Optical Drive: 9.5mm Slim Desktop Super Multi DVDRW ODD, 18.5" LED, Graphic Card: Support upto AMD 2GB DH PCIe X16 GFX, Power Supply: 310 Watt, Key Board & USB Mouse, Operating System: Windows 10 (Preinstalled by Manufacturer).	Nos.	60		
5.	Tablet  Screen Size: 7.0 Inch, Processor: 1.3 GHz Quad-core 8GB, RAM: 1.5 GB, ROM: 8 GB, Battery: Li-Ion 4,000mAh, Connectivity: Wi-Fi 802.11 b/g/n, USB v2.0, Bluetooth v4.0 and Operating System: Android (latest)	Nos.	50		
6.	Distribution Switch  24 x 1G PoE+ copper ports with 4x10G SFP+ ports, 1 open slot for expansion and should support 10G SFP+ and 40G QSFP+ ports, Stacking support of at least 9 members, 802.3at support of atleast 370W. Should support advance layer 3 protocols, OSPF/OSPFv3, BGP/BGP+, MPLS, VPLS, MPLS Layer 2 VPN, BFD for OSPF/BGP/VRRP, Policy based routing, IPv6 complete support, 802.1x, 802.1x CoA and Redundant dual power supplies.	Nos.	4		



7.	<p>Access Switch</p> <p>24 x 1G PoE+ copper ports with 2 x 10G SFP+ and 2 x 10G Copper ports. 802.3at support of at least 370W. Stacking support of at-least 4 switches, Lite layer 3 with support of static routing/intervlan routing, Vlans, 802.3at support, port mirroring, port isolation, 802.1x, packet storm protection, jumbo frame support for 10 kilo bytes, ipv6 support and Access control lists.</p>	Nos.	20		
8.	<p>Wireless LAN Controller</p> <p>Controller based architecture, support optimized AP roaming and handoff, latest encryption and authentication standards should be supported.</p>	Solution	1		
9.	<p>Access Point</p> <p>802.11ac Wave 2 Enterprise Wi-Fi Access Point, Simultaneous Dual-Band 4x4 MU-MIMO, 4-Spatial Stream 802.11ac wave 2 Technology, Optimized AP Roaming and 802.3at PoE+ Compatibility.</p>	Nos.	*310		
10.	<p>Printer (Thermal)</p> <p>Desktop Label Printer / Barcode Printer or Equivalent;Direct Thermal / Thermal Transfer, 203 dpi(8 dots/mm), Up to 5ips (127mm/s)Max, 100" (2540mm)/Min 0.2, Max 4.1"(104mm), 4MB Flash ROM(2MB user available) 8MB DRAM(6MB user available), 32 bit RISC microprocessor, Reflective / Transmissive x 2, LED indicator (Power/Ready)x 2, Button(Feed) x 1, RS-232(Baud rate 2400 ~ 115200 bps), USB, Ethernet(Optional), Internal character sets standard 5 alpha-numeric fonts from 0.049"H ~ 0.23" H (1.25mm ~ 6.0mm),PPLA: Code 39 (standard/with checksum digit), Code 93 Interleaved 2of 5 (standard/with checksum digi, PPLA/PPLB/PPLZ: MaxiCode, PDF417, Data Matrix (ECC 200 only), QR code, Composite codes, PPLA/PPLB: PCX, BMP, IMG, HEX,GDI, Binary raster(PPLB Only)PPLZ: GRF, Hex and GDI, PPLA / PPLB / PPLZ,Windows Driver (Win 2003/XP/Vista/Windows 7) BarTender , Printer Utility, Font Utility,Roll-feed, die-cut, continuous, fan-fold, tags, ticket in thermal paper or plain paper and fabric,Max Width:4.33"(110mm), Min Width:1"(25.4mm), Thickness:0.0025"~0.01"(0.0635~0.254mm),Ribbon Width: 1"~4", Ribbon roll – max OD: 1.45"(37mm), Ribbon Length: max 100m Core size, W 201mm x</p>	Nos.	60		



*[Handwritten signature]*

	H 179mm x L 245mm, 2.2kgs, Universal Switching Power Supply, Input: 100V~240V±10%, 1.5A, 50~60Hz, Output: 24VDC, 2.4A, 7, Operation Temperature: 40°F~100°F(4°C~38°C), 0% ~ 90% non-condensing and Storage Temperature: -4.				
11.	Printer (Dot Matrix) High reliability MTBF of 10,000 operating hours, Power-efficient 1.3W on standby, 22W powered on, Economical Ribbon yield of 2.5m characters, Easy integration Parallel, Serial and USB interfaces, Fast, high-quality, 24-pin and 80-column printer from the world's leading dot matrix manufacturer.	Nos.	65		
12.	Printer (LaserJet) Print Speed: 35 ppm – black normal – Letter A Size (8.5 in x 11 in), 33 ppm – black normal – A4 (8.25 in x 11.7 in), USB Cable Included, Gigabit LAN, Max Resolution ( B&W ) 1200 dpi and RAM Installed: Max 128 MB / 128 MB (max).	Nos.	55		
13.	Fire Extinguisher Palladium Agni BC 04 ABC Fire Extinguisher or Equivalent; SKU –SA.FI.DR.748406, Type- ABC Fire Extinguisher, Model No BC 04, Capacity 4 Kg. Grade ISI and Operating Temperature -10°C to +55°C.	Nos.	10		
14.	De-Humidifier High Quality, High Efficiency Whole House Dehumidifier, Up to 160 pints per 24 hours (ANSI/AHAM Standard DH-1). Vertical /Horizontal Models, Powder Coat Painted Steel Cabinet -14 Gauge Base 20 Gauge Cabinet, Cabinet interior fully insulated with 1" non-fiberglass insulation, Can be installed in conditioned or non-conditioned spaces., Integral Internal Electrical Control Box, Integral Horizontal Suspension Capability, Stainless Steel Internal Drain Pan, Sani-Clean® internally trapped ¾" condensate drain, Balanced Refrigerant Circuit w – 4 Row Evaporator Coil using Automatic Expansion Valve with matched Refrigerant Nozzle and Distributor, Rifled Copper Tube and Aluminum Fin Evaporator and Condenser (Re-heat) Coils, Oversized Refrigerant System Accumulator, R-22 Refrigerant, Control Board – with interlock for air handler, Blower, Voltage 200-240v and Residential & Light Commercial Applications.	Nos.	1		



15.	UPS UPS having Rectifier Type: IGBT, Input Voltage Range: Single Phase 120 VAC to 276 VAC, Input Power Factor: Single Phase 0.99, Communication Interface: USB, Form Factor: Mini tower, Capacity (kVA): 10, Transfer Time (Power Failure): No transfer time and on-line operation, Surge Protection: IEC / EN 61000-4-5, Protection Level: IP20, Backup Time: Standard (5 to 10 mins.) and includes all allied peripherals.	Nos.	3		
16.	UPS for Computers Input Connection: IEC-320 C14, Output Connection: IEC-320 C13, Communication Interface: USB, Form Factor: Mini tower, Capacity (VA / W): 1000 / 600, Nominal Input Power: 230VAC – single phase with ground – 50 or 60Hz auto-select, Input Voltage: 160 to 287VAC, Input Frequency: 50 / 60Hz ± 5%, Transfer Time (AC to DC): 4 to 6ms typical, Surge Protection: 220J, Wave Form: Stepped Sinewave and includes all allied peripherals.	Nos.	250		
17.	LED TV HD/3D Digital Comb Filter, HDMIX2 , USB(USB2.0) X2 Resolution 1920X1080, VGA Input , Headphone jack, Screen Size 50 Inch, Plug and Play, 5 band Sound Equalizer, Cinema 3D : Yes, HDMI: Yes and USB Connectivity Yes.	Nos.	1		
18.	Time Attendance Machine Display: 4.3-Inch Touch Screen, Face capacity: 3,000 (1: N), Fingerprint capacity: 2,000 (1: N) ID Card capacity: 10,000, Logs capacity: 100,000, Communication's/IP & USB Host, Standard Functions: Automatic Status Switch, Self-Service Query, Work Code, SMS,DST, T9 Input, 9 Digit User ID, Scheduled Bell, Photo ID, Battery Backup Available, Power Supply: 12V 3A, Operating Temperature: 0 °C- 45 °C, Operating Humidity: 20%-80%, Dimensions (Length*Width*Thickness):193.6 x 165 x 111mm, Package Weight (KG):1.87.	Nos.	20		



*[Handwritten signature]*

19.	Passive Work		1		
	Fiber optic 24 Core Armored Single Mode, 3M, Schneider or equivalent		As per actual		
	UTP cable – Cat 63M, Schneider or equivalent		As per Actual		
	Laying/Installation of UTP Cable with pipe or Channel (for Access point)		As per Actual		
	Ethernet Patch Cord 3 meter		150		
	Ethernet Patch Cord 1 meter		150		
	Earthing and Grounding (local)		1		
	Providing, Fixing, installation <b>9 U wall mount rack</b> with adjustable rails and removable/lockable side		20		

\*The No Access Points may vary as per actual requirement .



## Financial Proposal

- All prices must be quoted including GST

Financial Proposal				
S. #	DESCRIPTION	QTY	Unit Price ( Including GST)	TOTAL
<b>I</b>	<b>Servers</b>			
1	Server	7		
2	SAN Storage Server	2		
<b>II</b>	<b>Computer System</b>			
1	Thin computer with LCD	225		
2	Computer System Desktop With LCD	60		
3	Tablet PC	50		
<b>III</b>	<b>Printers &amp; Scanner</b>			
1	Printers (Dot-matrix) 80 columns	65		
2	Printers Laser	55		
3	Thermal Printer (For Bar Code Printing)	60		
<b>IV</b>	<b>Equipment For Data Center &amp; DR Site</b>			
1	Distribution Core Switch (for DC & DR)	4		
2	Access Switch	20		
<b>V</b>	<b>Time Attendance</b>			
1	Time Attendance Machine	20		
<b>VI</b>	<b>Wi-Fi Equipment</b>			
1	Access Points	*310		
2	Wireless Controller	1		
3	LED 50 Inch TV	1		
<b>VII</b>	<b>Environment control equipment</b>			
1	Dehumidifier	1		
2	Fire Extinguisher	10		
			<b>Sub-Total</b>	

UPS				
S. #.	DESCRIPTION	QTY	Unit Price	TOTAL
1	UPS 10KVA	3		
2	UPS 1KVA for Computers	250		
			<b>Sub-Total</b>	

Passive work				
1a	Fiber optic 24 Core Armored Single Mode, 3M, Schneider or equivalent	As per actual		



2a	UTP cable – Cat 63M, Schneider or equivalent	As per Actual		
2b	Laying/Installation of UTP Cable with pipe or Channel ( For Access point )	As per Actual		
2c	Ethernet Patch Cord 3 meter	150		
2d	Ethernet Patch Cord 1 meter	150		
2e	Earthing and Grounding (local)	1		
2f	Providing, Fixing, installation 9 U wall mount rack with adjustable rails and removable/lockable side	20		
				Sub-Total
				<b>Grand TOTAL</b>

\*No of Access Points (310) may vary as per actual requirement





INTEGRITY PACT

**DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC PAYABLE BY CONTRACTORS (FOR CONTRACTS WORTH RS. 10.00 MILLION OR MORE)**

Contract No \_\_\_\_\_

Dated \_\_\_\_\_

Contract Value: \_\_\_\_\_

Contract Title: \_\_\_\_\_

..... [name of Contractor] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from 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, [name of Contractor] 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, from Procuring Agency (PA) except that which has been expressly declared pursuant hereto.

[name of Contractor] accepts full responsibility and strict liability 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 and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty. [name of Contractor] 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 rights and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, [name of Supplier/Contractor/Consultant] agrees to indemnify PA 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 time the sum of any commission, gratification, bribe, finder's fee or kickback given by [name of Contractor] 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.

\_\_\_\_\_  
[Procuring Agency]

\_\_\_\_\_  
[Contractor]



GENERAL INFORMATION OF THE COMPANY

1	Name of Bidder	
2	No. of Years in business in Pakistan	
3	No. of Offices locations in Pakistan	
4	Annual Turnover (Million Rs.)	
5	Value of projects in hand (details may be given)	
6	Year of Incorporation (Start of Operation)	
7	Status of the Bidder	
	Sole Proprietor	
	Partnership	
	Private Limited	
	Public Limited	
	Entity registered/incorporated outside Pakistan (if yes, give detail)	
	Other (please specify)	
8	Names of Owner / Partners / Chief Executive / Directors	
9	Details of Registered Head Office (address, phone, fax, email & website information)	



FORMAT OF CURRICULUM VITAE (CV) FOR PROPOSED KEY PROFESSIONAL STAFF

---

1. **Proposed Position** [*only one candidate shall be nominated for each position*]:  
\_\_\_\_\_

2. **Name of Firm** [*Insert name of firm proposing the staff*]:  
\_\_\_\_\_

3. **Name of Staff** [*insert full name*]:  
\_\_\_\_\_

4. **Date of Birth:** \_\_\_\_\_

5. **Nationality:** \_\_\_\_\_

6. **Educational Qualification:** [*Summarize college/university and other specialized education of staff member, giving names of schools, dates attended and degrees obtained*]: \_\_\_\_\_  
\_\_\_\_\_

7. **Membership of Professional Societies:**  
\_\_\_\_\_

8. **Other Training** [*indicate significant training since degrees under 6 – Education were obtained*]: \_\_\_\_\_

9. **Countries of Work Experience:** [*list countries where staff has worked*]: \_\_\_\_\_

10. **Languages** [*for each language indicate proficiency: good, fair, or poor in speaking, reading and writing*]: \_\_\_\_\_

11. **Employment Record:**

[*Starting with present position, list in reversed order, and every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, position held*]:

From [Year]: \_\_\_\_\_ To [Year]: \_\_\_\_\_

Employer: \_\_\_\_\_

Position held: \_\_\_\_\_

12. **Detailed Tasks Assigned** [*List all tasks to be performed under this assignment*]:

13. **Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned** [*Among the assignments in which the staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed under point 12*]:



Name of assignment or project: \_\_\_\_\_  
Year: \_\_\_\_\_  
Location: \_\_\_\_\_  
Line Department: \_\_\_\_\_  
Main project features: \_\_\_\_\_  
Positions held: \_\_\_\_\_  
Activities performed: \_\_\_\_\_



**AFFIDAVIT**

**To:**  
The Secretary,  
Information, Science & Technology Department,  
Government of Sindh

**Re: Technical & Financial for the project "Up gradation of Hospital Management Information System (HMIS) for Civil Hospital Karachi.**

[Date]

Pursuant to the Request for Proposal document dated [*Please insert the Date*] in respect of the Project, [*Name of Prospective Bidder/Partnership*] hereby represents and warrants that, as of the date of this letter [*Name of Prospective Bidder/Partnership*], (if applicable):

- (a) is not in bankruptcy or liquidation proceedings;
- (b) has not been convicted of, fraud, corruption, collusion or money laundering;
- (c) is not aware of any conflict of interest or potential conflict of interest arising from prior or existing contracts or relationships which could materially affect its capability to comply with the obligations under the Consultancy Contract; and
- (d) does not fall within any of the circumstances for ineligibility listed at page 22, ( Eligibility Criteria) of the Invitation for Proposal.

Yours Sincerely,

Authorized Signature  
Name and Title Signatory  
Name of Firm  
Address

Dated:



COVERING LETTER

To,  
The Secretary  
Information, Science & Technology Department,  
Government of Sindh

1. REFERENCE: Request for Proposal for “ Up gradation of Hospital Management Information System (HMIS) for Civil Hospital Karachi ” Executed by Information, Science & Technology Department, Government of Sindh.

Dear Sir,

2. This is to notify that our company/JV intends to submit a proposal in response to the RFP request for Up gradation of Hospital Management Information System (HMIS) for Civil Hospital Karachi\_executed by the Information, Science & Technology Department, Government of Sindh.
3. Primary and secondary contacts of our company/JV are:

	Primary Contact	Secondary Contact
Name:		
Title:		
Company Name:		
Address:		
Phone		
Mobile:		
Fax:		
E-Mail		

4. We confirm that the information contained in this response or any part thereof, including its exhibits, and other documents and instruments delivered or to be delivered are true, accurate, verifiable and complete. The response includes all information necessary to ensure that the statements therein do not in whole or in part mislead Information, Science & Technology Department in its tendering process.
5. We fully understand and agree to comply that verification, if any of the information provided here is found to be misleading the tendering process or unduly favors our company/JV in the tendering process, we are liable to be dismissed from the selection process.
6. It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company/JV/firm/organization and empowered to sign this document as well as such other documents, which may be required in this connection.
7. This response to RFP is valid until --/--/2017.



*(Handwritten signature)*

Duly authorized to sign the RFP response for and on behalf of \_\_\_\_\_

Sincerely,

(Signature) Managing Director

Name: Title/Appointment

Name of the company/JV:

Address

Date:

(Seal/Stamp of the Bidder)

Certificate as to Authorize Signatories

I, XXX, certify that I am the Company Secretary of XXX, and that who signed the above response is authorized to bind corporation/company by authority of its governing body.

(Company Seal)

Date:



A handwritten signature in black ink, consisting of several loops and a long horizontal stroke.

**FINANCIAL STRENGTH DETAILS**

**ANNUAL TURN OVER**

**(Attach relevant authenticated audited statement)**

**Date: .....**

YEAR	AVERAGE TURN OVER
2014-15	
2015-16	
2016-17	

**Note:** Please attach relevant documents such as Audited Financial Statement of last 3 years of the company/JV applying.

(at least 400 million)





**PROJECT EXPERIENCE**

<b>Relevant Project Experience</b>	
General Information	
Name of the Project	
Client for which the project was executed	
Name and contact details of the client	
Project Details	
Description of the Project	
Scope of Work	
Other Details	
Total Cost of the Project	
Total Cost of the Work provided by the Contractor	
Duration of the Project	
Start Date, and Current Status	
Other Relevant information	
Mandatory Supporting Documents	Letter from the client to indicate the successful completion of the project or work order
Project Capability Demonstration	Complete detail of the scope of the project shall be provided to indicate the relevance to the evaluation criteria



FORM FOR WORK SCHEDULE

S.No	Activity <sup>1</sup>	Months												
		1	2	3	4	5	6	7	8	9	10	11	12	n
1														
2														
3														
4														
5														
n														



## CONDITIONS OF THE CONTRACT

### GENERAL CONDITIONS OF THE CONTRACT

#### 1 Definitions

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

- a. "Purchaser" means the Information, Science & Technology Department, Govt. of Sindh Department, Government of the Sindh, Karachi – Pakistan.
- b. "Contractor" means the individual or firm whose bid has been accepted by the Purchaser and the legal successors, in title to the Contractor.
- c. "Contract" means the agreement entered into between the Purchaser 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.
- d. "Commencement Date of the Contract" means the date of signing of the Contract between the Purchaser and the Contractor.
- e. "Contractor Price" means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.
- f. "Contractor Value" means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract, which is properly apportionable to the Software or Goods in question.
- g. "Services" means services, such as installation, delivery and configuration of items covered under the scope of work.
- h. "Works" means all items to be provided and work to be done by the Contractor under the Contract.



i. "RO" means Responding Organization/ Bidder Firm.

j. "RFP" means Request for Proposal.

- 2 Bid Security 2.1 A bid bond, and bid security in the shape of a Pay Order / Bank Draft in favor of DDO "Upgradation of Hospital Management Information System for Civil Hospital Karachi (CHK)", equivalent to 2.5% of the total cost of bid should be submitted along with the tender.
- 3 Validity of Proposal 3.1 All proposal and price shall remain valid for 90 DAYS after submission of proposal. However, the responding organization is encouraged to state a longer period of validity for the proposal.
- 4 Currency 4.1 All currency in the proposal shall be quoted in Pakistan Rupees (PKR).
- 5 Withholding tax, sales tax and other taxes 5.1 The responding organization/bidder is hereby informed that the Government shall deduct tax at the rate prescribed under the tax laws of Pakistan, from all payments for goods rendered by any responding organization who signs a contract with the Information, Science & Technology Department, Govt. of Sindh department. The responding organization will be responsible for all taxes on transaction and/or income, which may be levied by government. If responding organization is exempted from any specific taxes, then it will provide the relevant documents with the proposal.
- 6 Stamp Duty 6.1 The Applicable Stamp duty according to Government Rules shall be borne by responding organization/bidder at the time of signing of contract.
- 7 Compliance to Quality Service 7.1 The Responding Organization (RO) to provide information as required in the RFP, RO shall



submit complete details of the proposed solution/device information, software capabilities and other item in their technical proposals.

- 8 Financial Capabilities 8.1 The RO(s) shall describe the financial position of its organization. Income Statement or Annual Report should be included in the detailed Technical proposal.
- 9 Earnest Money 9.1 The earnest money is refundable after finalization of the bid, in case of return of financial bids unopened to non-responsive bidders, on request after opening of financial bids or when award / placement of purchase order is finalized.
- 10 Performance Security 10.1 The successful bidder will have to deposit 5% amount of contract, in the form of pay order/Demand Draft in favour of DDO "Upgradation of Hospital Management Information System for Civil Hospital Karachi (CHK)". The same will be returned on due completion of the contract and warranty period.
- 11 Conditional Tenders 11.1 Conditional tenders/bids will not be acceptable.
- 12 Scope of Work 12.1 Information, Science & Technology Department, Govt. of Sindh department reserves the rights to increase or decrease the scope of work/number of units/items without assigning any reason.
- 13 Force Majeure 13.1 The Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.



13.2 For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Procuring agency in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes

13.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring agency in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring agency in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event

#### 14 Termination of Insolvency

14.1 The Procuring agency may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes Bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, if such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring agency.

#### 15 Resolution of Disputes

15.1 The Procuring agency and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.



*[Handwritten signature]*

SPECIAL CONDITIONS OF THE CONTRACT

- |    |                       |   |
|----|-----------------------|---|
| 01 | Procuring Agency      | Information, Science & Technology Department,<br>Govt. of Sindh   |
| 02 | Country of Origin     | Pakistan  |
| 03 | Performance Security  | The Successful Bidder will provide the respective Performance Security in the sum equivalent to 05% of the Bid Price at the at the time of signing of agreement.  |
| 04 | Payment               | The Payment terms and conditions should clearly be mentioned in the financial proposal at the time of submission with the bid. The terms and conditions will be finalized as per mutual agreement / consent at the time of signing of contract. |
| 05 | Prices                | Price quoted by the bidder shall be fixed during the Bidder's Performance and not subject to variation on any account, unless otherwise specified in the bidding document   |
| 06 | Resolution of Dispute | In case of a dispute between Procuring Agency and the Supplier, the dispute shall be referred to adjudication or arbitration in accordance with the laws of the Procuring agency's country.   |
| 07 | Governing Language    | The Governing Language Shall be English   |
| 08 | Notices               | All notices shall be address at:<br><br>THE SECRETARY<br><br>INORMATION SCIENCE AND TECHNOLOGY<br>DEPARMTENT GOVERONMENT OF SINDH<br>FIRST FLOOR BUILDING NO 6 SINDH SECRETARIAT<br>KARACHI.  |



*[Handwritten Signature]*