



ALMA-MATER OF QUAID-E-AZAM MOHAMMAD ALI JINNAH

SINDH MADRESSATUL ISLAM UNIVERSITY

NO. SMIU/DPD&S-TENDER-2017/14

Karachi 15/08/2017

To;

The Director
(A&F)
SPPRA, Karachi,
Ph: 021-99205369, 99206291
Block-8, Sindh Secretariat No.4-A,
Court Road, Karachi

TENDER NOTICE

Sub: SUPPLY & INSTALLATION OF LIBRARY RFID BASED SECURITY SYSTEM AT SMI UNIVERSITY (TURNKEY SOLUTION)

It is submitted that tender notice captioned above may kindly be floated on website of SPPRA, the opening of the tender will be on 29-08-2017 at 3:00pm, and a copy of the tender documents showing the name of work NIT, copy of Procurement Committee (PC), copy of Complaint Redresal Committee (CRC), copy of Annual Procurement Plan, is nclosed herewith. Along with tender hoisting fees amounting to Rs.2000/- vide cheque No. 30413499, Dated: 15-08-2017


Executive Engineer

Copy to:

1. Accounts officer/Director Finance
2. Dir (P&D)
3. P.S to Vice Chancellor

Aiwan-e-Tijarat Road, Karachi-74000 Pakistan.
Phone: +92-21-99217501-3 Ext.323 Fax: +92-21-99211276
URL: www.smiu.edu.pk

SPPRA INWARD DIARY
NO: 770
DATED: 16-08-2017

SINDH MADRESSATUL ISLAM UNIVERSITY



Aiwan-e-Tijarat Road, Karachi 74000.

Phones: +92-21-9217501-02-03, Fax: =92-21-99217504

Email: info@smiu.edu.pk , URL <http://www.smiu.edu.pk/>

NO. SMIU/TEND-/I. T/2017/14

TENDER NOTICE

Sealed tenders on prescribed form are invited from the interested parties/firms/authorized dealers registered with sindh board of revenue, Income Tax/, Sales Tax directorate, Interested bidders are required to submit **technical proposals and financial proposals** separately under single stage – two envelopes procedure in accordance with section 46(2) of SPPRA Rules-2010. The detail is as under:-

S. #	Description	Bid Security
1	SUPPLY & INSTALLATION OF LIBRARY RFID BASED SECURITY SYSTEM AT SMI UNIVERSITY (TURNKEY SOLUTION)	2% of bid amount

Terms & conditions:

1. Tender documents can be obtained from the *Directorate of Planning & Development* of the Sindh Madressatul Islam University, Karachi on payment of prescribed tender fees of Rs. 1000/- each (non-refundable) in shape of Pay Order / Demand Draft in favor of *Sindh Madressatul Islam University* on any working day during office hours from **14th August 2017 to 28th August 2017** and can be download from SPPRA website: www.pprasindh.gov.pk and SMI University website: www.smiu.edu.pk
2. The filled and sealed Tenders will be received back on **29th August 2017 by 14:00 hours** and will be opened on same days at **15:00 hours** in office of convener procurement committee SMIU before all interested contractors/firms or their authorized agents who intend to be present.
3. The earnest money @ **2%** of bid amount should be attached in the shape of Pay order/demand draft, call deposit in the favour of *Sindh Madressatul Islam University Karachi*.
4. Conditional tenders will not be entertained.
5. Bid validity period 90 days
6. Bids must be offered on the prescribed tender form issued by *Sindh Madressatul Islam University*. However additional sheets may be attached, if required.
7. The Competent authority may reject any or all bids subject to the relevant provisions in *Sindh SPPRA Rules-2010*.
8. In case of any unforeseen situation resulting in closure of office on the date of opening or if Government declares Holiday the tender shall be submitted/opened on the next working day at the same time and venue

Executive Engineer

NOTIFICATION

In accordance with rule No.07 of Sindh Public Procurement Rules 2010. **Procurement Committee (PC) for I.T Equipment** comprising following members is constituted for I.T Equipment procurements.

- | | | |
|------|--|------------------|
| i. | Mr. Gulzar Ahmed Mughal
Registrar,BPS-20,SMIU | Convener |
| ii. | Mr. Munir Ahmed Sehar
Resident Auditor, Dawood University of Engineering
& Technology, Karachi
(from agencies/dept other than SMI university) | Member |
| iii. | Mr. Ali Gohar Larik
Executive Engineer,BPS-18, SMIU | Member/Secretary |

Co-opted Members:

- | | |
|-----|--|
| i. | Mr. Shah Muhammad Butt
Director (I.T), BPS-19, SMIU |
| ii. | Mr. Nisar Ahmed Memon
Deputy Director Finance
(BPS-18), SMIU |

2. Functions and responsibilities of Procurement committee shall be same as envisaged in Rule No.08 of SPPR-2010

3. This issues with the approval of the Vice Chancellor


Shakeel Ahmed Abro
Director (HR)

Copy to:

1. All Concerned
2. Director (P&D)
3. PS to Vice Chancellor
4. PA to Registrar

ii). Complaint Redressal Committee

- | | | |
|----|--|------------------|
| 1. | Mr. Ghulam Ali Surahio
Director Finance,BPS-21 | Convener |
| 2. | Mr. Mohsin soomro
Assistant Accountant General
A.G Sindh Karachi.
(His recommendation/nomination shall be
Sent to AG sindh office from directorate
Of finance for issuance of notification) | Member |
| 3. | Ghulam Mustufa Shaikh
Director (P&D), BPS-20, SMIU | Member |
| 4. | Mr. Ali Gohar Larik
Executive Engineer,BPS-18, SMIU | Member/Secretary |
| 5. | Muhammad Akbar Khokhar
(B&E) XVI (S.O)
Finance Dept, Govt of Sindh. | Member |

Note: The ex-University members shall be entitled for remuneration as per university policies to attend the meetings.

Submitted for approval,


Director Finance


Director (P&D)


Additional Director Finance


Vice Chancellor

ANNUAL PROCUREMENT PLAN

(WORKS, GOODS & SERVICES)

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	PROVIDING, MAKING & FIXING OF WOODEN DOOR ALONG THE PASSAGE AT GROUND FLOOR MAIN BUILDING SMI UNIVERSITY	N/A	N/A	Rs.164,000/-	yes	Non ADP	Single stage one envelop 46 (1) of SPP Rules	↙					
2	PAINT WORK IN ALL CLASS ROOMS, OFFICES AND COMPUTER LAB AT GROUND FLOOR MAIN BUILDING AT	N/A	N/A	Rs.188,295/-	yes	Non ADP	Single stage one envelop 46 (1) of SPP Rules	↙					
3	SUPPLY & INSTALLATION OF LIBRARY RFID BASED SECURITY SYSTEM AT SMI UNIVERSITY (TURNKEY SOLUTION)	N/A	N/A		yes	Non ADP	Single stage Two envelop 46 (2) of SPP Rules	↙					

BIDDING DOCUMENT

STANDARD BIDDING DOCUMENT

TENDER-2017 /14

**TENDER DOCUMENTS FOR SUPPLY & INSTALLATION
OF LIBRARY RFID BASED SECURITY SYSTEM AT SMI
UNIVERSITY (TURNKEY SOLUTION)**

Name of Department	Directorate of Planning & Development
Name of procuring agency	SINDH MADRESSATUL ISLAM UNIVERSITY Aiwan-e-Tijarat Road, Shakra-e-Liaquat, Karachi- 74000, Pakistan Tel : 021-99217501-02-03 Fax : 021-99217504 Website: www.smiu.edu.pk

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PART-II
INSTRUCTION TO BIDDERS

- | | |
|--|--|
| i Source of Funds | PC-1 head "Library RFID" of Scheme "Strengthening of SMIU". The eligible payment under the contract is to be made from this approved project. |
| ii Eligible Bidders | <p>ii.a This Invitation for Bids is open to all suppliers from eligible source as defined in the SPP Rules, 2010(Amended-2013) and its Bidding Documents except as provided hereinafter.</p> <p>ii.b Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring agency to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation for Bids.</p> <p>ii.c Government-owned enterprises in the Province of Sindh may participate only if they are legally and financially autonomous, if they operate under commercial law, and if they are not a dependent agency of the Government of Sindh.</p> <p>ii.d Bidders shall not be eligible to bid if they are under a declaration of ineligibility for corrupt and fraudulent practices issued by the any government organization.</p> |
| iii Eligible Goods and Services | <p>iii.a The origin of all the goods & related services to be supplied under the Contract should be mentioned.</p> <p>iii.b Origin means the place where the goods are mint, grown or produce or the place from which the related services are supplied.</p> <p>iii.c The Origin of goods and services is distinct from the nationality of bidders.</p> |
| iv Cost of Bidding | iv.a The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring agency named in the Bid Data Sheet, hereinafter referred to as "the Procuring agency," will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process. |

- B. The Bidding Documents**
- v Content of Bidding Documents**
- v.a The bidding documents include:
- (a) Instructions to Bidders (ITB)
 - (b) Bid Data Sheet
 - (c) General Conditions of Contract (GCC)
 - (d) Special Conditions of Contract (SCC)
 - (e) Schedule of Requirements
 - (f) Technical Specifications
 - (g) Bid Form and Price Schedules
 - (h) Bid Security Form
 - (i) Contract Form
 - (j) Performance Security Form
 - (k) Manufacturer's Authorization Form
- v.b 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.
- vi Clarification of Bidding Documents**
- vi.a A 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 Bid Data Sheet. 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.
- vii Amendment of Bidding Documents**
- vii.a At any time prior to the deadline for submission of bids, the Procuring agency, for any reason, whether at its own initiative or in response to a clarification requested by a interested Bidder, may modify the bidding documents by amendment.
- vii.b All interested bidders that have received the bidding documents will be notified of the amendment in writing, and will be binding on them.
- vii.c In order to allow interested bidders reasonable time in which to take the amendment into account in preparing their bids, the Procuring agency, at its discretion, may extend the deadline for the submission of bids.

C. Preparation of Bids

- | | | |
|--|-----|---|
| 1. Scope | 1.1 | The Sindh Madressatul Islam University intends the “

Bidding Single Stage one Envelope Procedure as per SPPRA Rules-2010 (Amended 2013). |
| 2. Language of Bid | 2.1 | 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 English language. |
| 3. Documents Comprising the Bid | 3.1 | The bid prepared by the Bidder shall comprise the following components:
a) Price Schedule completed in accordance with ITB Clauses 4, 5 and 6.
b) bid security furnished in accordance with ITB Clause-9. |
| 4. Bid Prices | 4.1 | The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the goods it proposes to supply under the contract. |
| | 4.2 | The prices shall be quoted on delivery to consignee’s end inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery location specified in the schedule of Requirements. No separate payment shall be made of the incidental services. |
| | 4.3 | Prices quoted by the by the Bidder shall be fixed during the Bidder’s performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. |
| | 4.4 | Prices shall be quoted in Pak Rupees unless otherwise specified in the Bid Data Sheet. |
| 5. Bid Form | 5.1 | The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, their country of origin, quantity, and prices. |
| 6. Bid Currencies | 6.1 | Prices Shall be quoted in Pak Rupees. |
| 7. Bidder’s Eligibility | 7.1 | As defined in Bid Data Sheet. |

- 8. Documents Establishing Goods' Eligibility and Conformity to Bidding Documents**
- 8.1 The documents evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, and Data, and shall consist of:
- (a) a detailed description of the essential technical and performance characteristics of the goods;
 - (b) the Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Procuring agency in its Technical Specification are intended to be descriptive only and not restrictive :till stated otherwise in Technical Specifications or Bid Data Sheet .The Bidder may substitute alternative standards, brand names, and /or catalogue numbers in its bid, provided that demonstrates to the Procuring agency's satisfaction that the substitutions ensure substantial equivalence to those designated in the in the Technical Specifications
- 9. Bid Security**
- 9.1 The bid security is required (in the amount specified in the bid data sheet) to protect the Procuring agency against the risk of Bidder's conduct, which would warrant the security's forfeiture
The bid security shall be denominated in the currency of the bid:
- a) at the Bidder's option, be in the form of either demand draft/call deposit or an unconditional bank guarantee from a reputable Bank;
 - b) be submitted in its original form: copies will not be accepted;
 - c) remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity.
- 9.2 bid security shall released to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired.
- 9.3 The successful Bidder's bid security shall be discharged upon the Bidder signing the contract, and furnishing the performance security.
- 9.4 The bid security may be forfeited:
- a) if a Bidder withdraws its bid during the period of bid validity
or
 - b) in the case of a successful Bidder, if the bidder fails:
 - (i) to sign the contract in accordance or
 - (ii) to furnish performance security

10. **Period of Validity of Bids**
- 10.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the Procuring agency. A bid valid for a shorter period shall be rejected by the Procuring agency as non-responsive.
- 10.2 In exceptional circumstances, the Procuring agency may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security shall also be suitable extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required not be required nor per mitted to modify its bid.
11. **Format and Signing of Bid**
- 11.1 The Bidder shall prepare an original one copy of the bid indicated in the Bid Data Sheet, clearly marking each "ORIGINAL BID" COPY OF BID" as appropriate. In the event of any discrepancy between them, the original shall govern.
- 11.2 The original and the copy of the bid shall be shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract.
- 11.3 Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.
- D. Submission of Bids**
12. **Sealing and Marking of Bids**
- 12.1 The Bidder shall seal the original and each copy of the bid in separate envelopes, duly marking the envelopes as "ORIGINAL BID" and "ONE COPY". The envelopes shall then be sealed in an outer envelope. The inner and outer envelopes shall be addressed to the Procuring agency at the address given in the BDS, and carry statement "DO NOT OPEN BEFORE
at P.M"
- 12.2 If the outer envelope is not sealed and marked as required, the Procuring agency shall assume no responsibility for the bid's misplacement or premature opening.
13. **Deadline for Submission of Bids**
- 13.1 Bids must be received by the Procuring agency at the address specified in Bid Data Sheet, not later than the time and date specified in Bid Data Sheet.
- 13.2 The Procuring agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents, in such case all rights and obligations of the Procuring agency and bidders previously subject to the deadline will thereafter be subject to the deadline.

14. **Late Bids** 14.1 Any bid received by the Procuring agency after the deadline for submission of bids prescribes by the Procuring agency shall be rejected and returned unopened to the Bidder.
15. **Modification and Withdrawal of Bids** 15.1 The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Procuring agency prior to the deadline prescribed for submission of bids.
- 15.2 No bid may be modified after the deadline for submission of bids.
- 15.3 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security.

E. Opening and Evaluation of Bids

16. **Opening of Bids by the Procuring agency** 16.1 The Procuring agency shall open all bids in the presence of bidder's representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign a register/attendance sheet evidencing their attendance.
- 16.2 The bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presences or absence of requisite bid security and such other details as the Procuring agency, at its discretion, may consider appropriate, will be announced at the opening.
17. **Clarification of Bids** 17.1 During evaluation of the 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 prices or substance of the bid shall be sought, offered, or permitted.
18. **Preliminary Examination** 18.1 The Procuring agency shall examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- 18.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.

- 18.3 Prior to the detailed evaluation, the Procuring agency will determine the substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself.
- 18.4 If a bid is not substantially responsive, it will be rejected by the Procuring agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.
- 19. Evaluation and Comparison of Bids**
- 19.1 The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive.
- 19.2 The Procuring agency's evaluation of a bid will be on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery location and shall exclude any allowance for price adjustment during the period of execution of the contract.
- 20. Contacting the procuring agency**
- 20.1 No Bidder shall contact the procuring agency on any matter relating to its bid, from the time of bid opening to the time the announcement of Bid Evaluation Report. If the Bidder wishes to bring additional information to the notice of the procuring agency, it should do so in writing.
- 20.2 Any effort by a Bidder to influence the Procuring agency in its decision on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

Award of contract

- | | | |
|------|---|--|
| 21. | Post –
Qualification | <p>21.1 In the absence of prequalification, the procuring agency may determine to its satisfaction whether that selected Bidder having submitted the lowest evaluation responsive bid is qualified to perform the contract satisfactorily.</p> <p>21.2 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Claus-7 as well as such other information as the Procuring agency deems necessary and appropriate.</p> <p>21.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to perform satisfactorily.</p> |
| 22. | Award
Criteria | <p>22.1 The Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.</p> |
| 22 a | Procuring
Agency's
right to vary
quantities at
the time of
award | <p>The Procuring Agency reserves the right to increase/decrease the quantity of the required items and /or purchase part items already tendered either in full or in part. The Procuring Agency reserves the right to accept or reject any or all of the Tenders; divide business amongst more than one bidder.</p> |
| 23. | Procuring
agency's
Right to
Accept any
Bid and to
Reject any
or All Bids | <p>23.1 Subject to relevant provisions of SPP Rules 2010 (Amended 2013), 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 contract award.</p> <p>23.2 Pursuant to Rule 45 of SPP Rules 2010 (Amended 2013), Procuring agency shall hoist the evaluation report on Authority's web site, and intimate to all the bidders seven days prior to notify the award of contract.</p> |

24. **Notification of Award**
- 24.1 Prior to the expiration of the period of bid validity, the Procuring agency shall notify the successful Bidder in writing, that its bid has been accepted.
- 24.2 Upon the successful Bidder's furnishing of the performance security pursuant to ITB Clause 26, the Procuring agency will promptly notify each unsuccessful Bidder and will discharge its bid security.
25. **Signing of Contract**
- 25.1 At the same time as the Procuring agency notifies the successful Bidder that its bid has been accepted, the Procuring agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.
- 25.2 Within fourteen (14) days, or any other period specified in BDS, of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency.
26. **Performance Security**
- 26.1 Within seven (07) days, or any other period specified in BDS, of the receipt of notification of award from the Procuring agency, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, in the Performance Security Form provided in the bidding documents, or in another form acceptable to the Procuring agency.
- 26.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 25 or ITB Clause 26.1 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Procuring agency may make the award to the next lowest evaluated Bidder or call for new bids.
27. **Corrupt or Fraudulent Practices**
- 27.1 The Government of Sindh requires that Procuring agency's (including beneficiaries of donor agencies' loans), as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the SPPRA, in accordance with the SPP Act, 2009 and Rules made there under:
- (a) **"Corrupt and Fraudulent Practices"** means either one or any combination of the practices given below;
- (i) **"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;

(ii) **“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;

(iii) **“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;

(iv) **“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;

b) **“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.

Part-III
General Conditions of Contract

1. Definitions

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

- (a) **“The Contract”** means the agreement entered into between the Procuring agency and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- (b) **“The Contract Price”** means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
- (c) **“The Goods”** means all of the equipment, machinery, and/or other materials, which the Supplier is required to supply to the Procuring agency under the Contract.
- (d) **“The Services”** means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract.
- (e) **“GCC”** mean the General Conditions of Contract contained in this section.
- (f) **“SCC”** means the Special Conditions of Contract.
- (g) **“The Procuring agency”** means the Sindh Public Procurement Regulatory Authority (SPPRA), Government of Sindh.
- (h) **“The Supplier”** means the individual or firm supplying the Goods and Services under this Contract.
- (i) **“SPP Rules 2010”** means the Sindh Public Procurement Rules 2010 (Amended 2013).
- (j) **“Day”** means calendar day.

2. Standards

The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods' country of origin. Such

standards shall be the latest issued by the concerned institution.

3. Patent Rights

The Supplier shall indemnify the Procuring agency against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in the Islamic Republic of Pakistan.

4. Performance Security

4.1 Within seven (07) days, or any other duration as specified in SCC, of receipt of the notification of Contract award, the successful Bidder shall furnish to the Procuring agency the performance security in the amount specified in SCC.

4.2 The proceeds of the performance security shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

4.3 The performance security shall be denominated in the Pak rupees and shall be an unconditional bank guarantee, pay order, call deposit as, provided in the bidding documents or another form acceptable to the Procuring agency;

4.4 The performance security will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC.

5 Inspections and Tests

5.1 The Procuring agency or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring agency. The Procuring agency shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

5.2 Should any inspected or tested Goods fail to conform to the Specifications, the Procuring agency may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Procuring agency.

5.4 The Procuring agency's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival shall in no way be limited or waived by reason of the Goods having previously been inspected, tested, and passed by the Manufacturer.

5.5 Nothing in GCC Clause 5 shall in any way release the Supplier from any warranty or other obligations under this Contract.

- 6. Packing** The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage.
- 7. Delivery and Documents** Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in the Schedule of Requirements. The details of shipping/ transportation and/or other documents to be furnished by the Supplier are specified in SCC.
- 8. Insurance** No need of Insurance for Local Supplies, However Supplier is responsible to deliver the goods in perfect condition to the end user.
- 9. Transportation** The Supplier is required under the Contact to transport the Goods to a specified place of destination and shall be arranged by the Supplier, and related costs shall be deemed to have been included in the Contract Price.
- 10. Incidental Services**
- 10.1 The Supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) performance or supervision of on-site assembly and/or start-up of the supplied Goods;
 - (b) furnishing of tools required for assembly and/or maintenance of the supplied Goods;
 - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;
 - (d) performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
- 11. Spare Parts**
- 11.1 The Supplier should provide any or all of the notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:
- (a) such spare parts as the Procuring agency may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under the Contract; and
 - (b) in the event of termination of production of the spare parts:

- (i) advance notification to the Procuring agency of the pending termination, in sufficient time to permit the Procuring agency to procure needed requirements; and
- (ii) following such termination, furnishing at no cost to the Procuring agency, the blueprints, drawings, and specifications of the spare parts, if requested.

12. Warranty

- 12.1 The Supplier warrants that the Goods supplied under the Contract are new, unused, of desired models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the Procuring agency's specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.
- 12.2 This warranty / maintenance period shall remain valid for six (06) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract
- 12.3 If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, within a reasonable period, the Procuring agency may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Procuring agency may have against the Supplier under the Contract.

13. Payment

- 13.1 The firm should submit stamp duty as per Government Rule before execution of work.
- 13.2 Within 30 days after the issuance of inspection certificate and consignee's receipt certificate as mentioned in SSC clause 6.
- 13.3 If the supply is not according to the specifications or unsatisfactory, the Contract will be rejected and cancelled at the risk and cost of Firm
- 13.4 If the firm fails to execute the contract/supply order as per condition, action will be taken against them which may be their black listing and Earnest Money. / Security Deposit will be forfeited.
- 13.5 In case of late delivery @ 0.1% per day will be charged on bid amount deducted from the bill, but not more than 10% of contract value.
- 13.6 The currency of payment is Pak. Rupees.

- 14. Prices** Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid,
- 15. Contract Amendments** No variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.
- 16. Delays in the Supplier's Performance**
- 16.1 Delivery of the Goods and performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring agency in the Schedule of Requirements.
- 16.2 If at any time during performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions obstructing timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Procuring agency in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Procuring agency shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.
- 16.3 Except as provided under GCC Clause 19 a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 17 unless an extension of time is agreed upon pursuant to GCC Clause 16.2 without the application of liquidated damages.
- 17. Liquidated Damages** Subject to GCC Clause 19, if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in SCC. Once the maximum is reached, the Procuring agency may consider termination of the Contract pursuant to GCC Clause 18.
- 18. Termination for Default**
- 18.1 The Procuring agency, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part:
- (a) if the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring agency pursuant to GCC Clause

16; or

- (b) If the Supplier fails to perform any other obligation(s) under the Contract.
- (c) If the Supplier, in the judgment of the Procuring agency has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

18.2 In the event the Procuring agency terminates the Contract in whole or in part, pursuant to GCC Clause 18.1, the Procuring agency may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and supplier shall be liable to the Procuring agency for any excess costs for such similar Goods or services. However, the Supplier shall continue performance of the Contract to the extent not terminated.

19. Force Majeure

19.1 Notwithstanding the provisions of GCC Clauses 16, 17 and 18, 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.

19.2 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.

19.3 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.

**20. Termination
for Insolvency**

20.1 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, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the procuring agency.

**21. Termination
for
Convenience**

21.1 The Procuring agency, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that

termination is for the Procuring agency's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

21.2 The Goods that are complete and ready for shipment within thirty (30) days after the Supplier's receipt of notice of termination shall be accepted by the Procuring agency at the Contract terms and prices. For the remaining Goods, the Procuring agency may elect:

- (a) to have any portion completed and delivered at the Contract terms and prices; and / or
- (b) To cancel the remainder and pay to the Supplier and agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Suppliers

- | | |
|--|--|
| 22. Resolution of Disputes | Resolution of dispute shall be through Mechanism for Redressal of Grievances as provided in the rules or through Arbitration Act 1942. |
| 23. Governing Language | The Contract shall be written in English language all correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language. |
| 24. Applicable Law | The Contract shall be interpreted in accordance with the SPP Rules 2010 (amended 2013). |
| 25. Taxes and Duties | Supplier shall be entirely responsible for all taxes, duties (including stamp duty), license fees, etc., incurred until delivery of the contracted Goods to the Procuring agency. |
| 26. Overriding effect of Sindh Public Procurement Rules 2010 (Amended 2013) | In case of conflict or primacy of interpretation the provisions of SPP Rules 2010 (amended 2013) shall have an overriding effect notwithstanding anything to the contrary contained in these bidding documents |

Part-IV
Bid Data Sheet

The following specific data for “SUPPLY & INSTALLATION OF LIBRARY RFID BASED SECURITY SYSTEM AT SMI UNIVERSITY (TURNKEY SOLUTION).” to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Part One. Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

Introduction	
ITB 1	Name of Procuring Agency: Sindh Madressatul Islam University. Tel # 021-99217501-02-03, (Ext: 223,224), Fax: 99217504
	Name of Contract. “SUPPLY & INSTALLATION OF LIBRARY RFID BASED SECURITY SYSTEM AT SMI UNIVERSITY (TURNKEY SOLUTION)”.
Bid Price and Currency	
ITB 4	FOR Prices quoted by the Bidder shall be “fixed” and in” Pak Rupees”
Preparation and Submission of Bids	
ITB 7	<i>Selection Criteria / Responsiveness criteria:</i> <ol style="list-style-type: none"> 1. Bidder should be a Pakistani Company. 2. Having local presence in Karachi. 3. Comply with specifications mentioned in bidding documents. 4. Bidder should have at least 3 project references covering all solution areas written in RFP. Bid should be accompanied with check list. 5. Bidder should strictly compliant with technical specification; no optional item will be accepted. 6. Bidder should have completed at least 5 projects of similar nature satisfactory. 7. The bidder must have at least 5 years of experience in the Supply. 8. Income Tax Certificate (NTN) – Active Tax Payer 9. GST Registration Certificate. 10. Valid Professional Tax Certificate.
ITB 9	Amount of bid security. 2% of Bid Value
ITB 10	Bid validity period. 90 days
ITB 11	Number of copies. One original - - -
ITB 13	Deadline for bid submission. 29 . 08 . 2017 Before 2:00 pm
ITB 19.1	Bid Evaluation: Lowest evaluated responsive bid

Part-V
Special Conditions of Contract

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. Definitions (GCC Clause 1)

GCC 1 (g)—The Procuring Agency is: Directorate of Planning & Development SMIU, Karachi.

2. Performance Security (GCC Clause 4)

GCC 4—The amount of performance security, as a percentage of the Contract Price, shall be: 3%.

3. Inspections and Tests (GCC Clause 5)

Inspection of SMIU shall inspect the procured good and ensure that it meets the tender specifications before its acceptance

4. Delivery and Documents (GCC Clause 7)

GCC 10—Supplier shall supply and install the good within 20 Days after signing the contract and shall submit the following.

- (i) Supplier's invoice showing Goods' description, quantity, unit price, and total amount;
- (ii) Packing List identifying the contents of Supply;
- (iii) Delivery note.
- (iv) Warranty and guarantee certificate;

5. Warranty (GCC Clause 12)

The equipment shall bear Standard warranty (with free parts & labor) from the date of installation / acceptance. Upon expiration of warranty, Purchaser at its option may enter into a Service Level Maintenance Agreement upon expiry of the warranty period in accordance with terms embodied in Appendix-A hereto

6. Payment (GCC Clause 13)

90% of the Contract Price shall be paid upon delivery, and satisfactory Installation, integration and testing of the products at the Project site (s), subject to the production of installation and Operational Acceptance Certificates duly signed by authorized Inspection Committee of SMIU. Remaining 10% will be retained till completion of Warranty / maintenance period of six months from the date of Inspection certificate issued.

7. **Liquidated Damages (GCC Clause 17)**

If the Supplier fails to deliver the goods or perform the services within the time period(s) specified in the contract, the Purchaser shall, without prejudice to its other remedies under the contract deduct from the Contract Price, as liquidated damages, a sum equivalent to 0.1 percent of the Contract Price for each day of delay until actual delivery or performance, up to a maximum deduction of 10% of the Contract Price. Once the maximum is reached, the purchaser may consider termination of the contract.

8. **Resolution of Disputes (GCC Clause 22)**

In the case of a dispute between the Procuring agency and the Supplier, the dispute shall be referred to the dispute resolution mechanism as defined in rule 31, 32 and 34 of the (SPPR 2010) Amended 2013

9. **Applicable Law (GCC Clause 24)**

GCC 24 Contract shall be interpreted in accordance with the Sindh Public Procurement law of Sindh.

10. The responding organization (RO) should be an authorized business partner from the ORIGINAL EQUIPMENT MANUFACTURER (OEM),

SAMPLE FORMS**Form-I****Letter of Acceptance**

Date: _____

To:

Sindh Madressatul Islam University, Karachi

Dear Sir:

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver the required item in conformity with the said bidding documents for the sum of *[total bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to Five (5) percent of the Contract Price/Pay order for the due performance of the Contract, in the form prescribed by the Purchaser.

We agree to abide by this Bid for a period of 90 days from the date fixed for Bid opening under Clause 10 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 and your notification of award, shall constitute a binding Contract between us.

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

Dated this _____ day of _____ 2017 _____.

*[signature]*_____
[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

Form-IV**Contract Form**

THIS AGREEMENT made the ____ day of _____ 20____ between, *Sindh Madressatul Islam University Karachi*. (Hereinafter called "the Procuring agency") of the one part and [-----] of [-----] (hereinafter called "the Supplier") of the other part:

WHEREAS the Procuring agency invited bids for certain goods , viz Procurement of _____ for _____, SMIU, Karachi. has accepted a bid by the Supplier for the supply of those goods in the sum of [contract price in words and figures] (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Bid Form and the Price Schedule submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications.
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and
 - (f) the Procuring agency's Notification of Award.
3. In consideration of the payments to be made by the Procuring agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Procuring agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written

Signed, sealed, delivered by _____ the _____ (for the Procuring agency)

Signed, sealed, delivered by _____ the _____ (for the Supplier)

Form-V**Performance Security Form**

To:

Sindh Madressatul Islam University, Karachi.

WHEREAS [M/s. -----] (hereinafter called "the Supplier") has undertaken, in pursuance of Contract No. [reference number of the contract] dated 2016____ to supply [description of goods and services] (hereinafter called "the Contract").

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

AND WHEREAS we have agreed to give the Supplier a guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of [-----], and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of [amount of guar-antee] 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 the ____ day of _____ 20____.

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]

Form-VI**Manufacturer's Authorization Draft Form**

To:

Sindh Madressatul Islam University, Karachi.

WHEREAS [M/s. -----] who are established and reputable manufacturers of [-----] having factories at [-----]

do hereby authorize [name and address of Agent] to submit a bid, and subsequently sign the Contract with you against NIT No. [reference of the Invitation to Bid] for the above goods manufactured by us.

We hereby extend our full guarantee and warranty as per Clause 12 of the General Conditions of Contract for the goods offered for supply by the above firm against this Invitation for Bids.

[signature for and on behalf of Manufacturer]

Note: This letter of authority should be on the letterhead of the Manufacturer and should be signed by a person competent and having the power of attorney to bind the Manufacturer. It should be included by the Bidder in its bid.

SPECIFICATION FOR THE LIBRARY RFID BASED SECURITY SYSTEM (TURNKEY SOLUTION)

RFID based Library Management is modular system for integrated technologies to connect Library Management System- Software and Hardware (Automatic Self check-in/out, Book Theft Control, Shelf Management, Service desk Management and Assets Tracking based on latest technologies such as RFID and Barcodes). Library modules can be selected individually or as a whole according to the actual demand. System can help to keep the records of whole transactions of the books available in the library; must be interpreted with existing SMIU OPEC and D-Space System and easy to use and fulfills all the requirement of a librarian. To keep records of available books as well as issued books. This software is available in both mode i.e. web-based or local host based.

Features of Library Management System:

- Keep record of different categories like; Books, Journals, Newspapers, Magazines, etc.
- Easy way to make a check-in.
- Easy way to make a check-out.
- Automatic fine calculation for late returns.
- Easy way to know the status of a book.
- Online access for registered user to see the status of their books.
- Integrated with RFID System.
Book Acquisition (Vender information, Purchase Order, Purchase Receiver)
- Book Circulation and Shelf management (Book issue, Book Return)
- Library attendance
- Reports (Attendance, Book Ledger, Book Stock)

BILL OF QUANTITIES

Library RFID based Security System at SMI University (Turnkey Solution)

No.	Items	QTY	Unit
1	Integrated Library System Software One Branch with 5 user License, 3 modules Modules includes(handle both books and Journal): <ul style="list-style-type: none"> • System Management • <u>Cataloging</u> • <u>Circulation</u> • <u>RFID based anti-theft and Self in/out</u> <u>Note: Software must be compatible with SMIU OPAC (Online Public Access Catalogue)</u>	1	Set
2	RFID Detection Gates (Single aisle) including Monitoring software for gates	1	Set
3	RFID Tags for Books – 2,000 pcs per roll	3	Roll
5	Staff Station Includes: <ol style="list-style-type: none"> 1. RFID reader 2. Barcode reader 	1	Set
6	Shelf Management System	1	Set
7	Self Check-in/out Station	1	Set
8	Book Drop Machine	1	Set
9	Patron Card Production System Includes: <ol style="list-style-type: none"> 1. Mifare card 500 piece 2. Double side Ribbon 2 rolls 	1	Set

Overall functional requirements:

1. Modularization design
 - A. Must be modularization design of the system.
 - B. The modules can be selected individually or as a whole according to the actual demand.
 - C. Data between modules is transparent, once bibliography data is input then other module can access it without any exchange or making any index.
2. Permissions can be set
 - A. According to different sets of users with different permissions.
 - B. Enter the system you want to enter the ID and password, to determine the user's permissions.
 - C. Access to different modules just enter the password once.
3. High security networks
 - A. User file permissions can be set according to the permissions on the network.
 - B. Patrons cannot access and modify any database.
4. Report print preview or/and export file
 - A. Reports can be previewed and printed at local computer.
 - B. Reports can also be exported as WORD, EXCEL, and PDF file for modification.
5. System is Multilingual
 - A. Unicode (UTF-8) Encodings, can handle English, Chinese (traditional, simplified), Arabic, Japan, Korean, European languages and most of language of the world.
6. Parameters
 - A. Can set various code according to different needs of each library.
 - B. Various parameters stored in tables, so you can access and modify.
7. Friendly Interface
 - A. User use browser to operate the system, using mouse, keyboard or touch screen.
8. Open table structure
 - A. Microsoft SQL Server database, system manager can fully control their data and can take advantage of it.
9. Automatic generate author code
 - A. Provided when customers are in the catalog, automatically generate author code of cutter.
10. Can handle various types of data
 - A. Can handle books, non-book media and technical papers and journals, and so on.
 - B. Books and journals have different table data structure, librarian can establish its data according to the characteristics of the various types of data
11. System offers printing on inkjet and laser printers of item barcode and patron barcode.

12. New book notifications, notifications of new journals to patron, notification of overdue notice for borrowing, lending, and library announcements via E-MAIL (option modules).
13. It is able to work with barcode printer, after adding item data then user can print barcode and spine sticker directly.
14. Data output modes can be selected to 1. Print report, 2. Report preview, 3. Export to file (Word, PDF and Excel).
15. Item access number's length can choose 6-14 characters.
16. OPAC user license is unlimited.
17. System can operate in 64 Operating systems, can fully utilize the existing computer's operating capacity.
18. System databases can be used SQL Server 2008 / 2012 / 2014.
19. System uses the latest AJAX asynchronous technologies, the Web page can perform partially update functions, does not need to fresh page when update data.
20. System is using multi-tier architecture, and provide a full module (including cataloging, circulation, OPAC and management module) Web-Based interface, users regardless of librarians and patrons do not need to install a separate client program, to browser online.
21. Librarian and patron shall be capable of running the following browsers are supported: Internet Explorer, and Firefox.
22. Librarian's computer and server hosts only http (80 port) connections, it meets the up-to-date information security requirement.

I. Cataloging:

1. Support Book data shift services provide the existing system without rebuilding the bibliographic data.
2. Provide Internet Bibliography copy function, you can set up multiple libraries (Bibliographic Centre) and scan ISBN Barcode or enter ISBN Number to query various libraries (Bibliographic Centre).
3. Without ISBN, use title, author, publisher, keyword to query other library to copy bibliographic data, it is possible to finish it within one minute.
4. Copy cataloging support both UNI-MARC and MARC21 format.
5. Provides a table of classification, keyword search function, help librarian to quickly categorize books.
6. Author code can be generated automatically by the author's name, you can set the cutter table.

7. You can do the checking function of the call number, listing similar call number for checking and adjusting the call number of the librarians in order to make call number unique.
8. When catalog query functions, contains the following access points: identification number, classification number, title, author, publisher, ISBN, Accession number and so on.
9. Provide to create copies of the book in batch mode.
10. Provide two ways to generate accession number, 1. Enter number by librarian, 2. System generate accession number automatically.
11. Librarian can choose the beginning of accession number to generate the number.
12. Provide the ability to query the un-used accession numbers.
13. Work with barcode printers, when cataloging can also print the barcode label and spine stickers.
14. Provide batch modification of following data of bibliographic, such as classification number, special collection code, language code, location code, source code, shelf code, new book collection, topic collection, and etc.
15. Provides UNI-MARC, and MARC21 bibliographic data batch import into database. System will check the duplicate accession number to avoid incorrect data to a database.
16. Periodicals catalog format is divided into titles, issued and contents in three parts (three levels).
17. Periodical cataloging functions, librarian can print the following reports: list of periodicals, issue statics report, transaction report and list of specific journals.
18. Cataloging support upload book cover image to database, either by scan ISBN to access the image from internet book stores or upload from local computer or capture the image from webcam. Provide Screenshot to prove this figures.
19. Cataloging support upload journal cover image to database, either by upload from local computer or capture the image from webcam. Provide Screenshot to prove this figures.
20. Librarian can use webcam to capture the cover image, and then select and save the image into database. Provide Screenshot to prove this figures.
21. Support new books zone and topic zone to display on OPAC, librarian can do the collection by manually or by scanning barcode to collect those books.

II. Circulation:

1. Patron data necessary fields: number, affiliation, name, password, user categories and the effective date.
2. Secondary field of a record is: ID card number, date of birth, job title, filing date, gender, valid day, phone number, address, and EMAIL.

3. Patron data provide the card number field to cater for future demand for using smart cards.
4. Print library card functions can be divided into three types: single printing, batch print selected, and five for one page will be printed.
5. Provide patrons with batch modify function.
6. Can set the closing day, the returning day will avoid closing day.
7. Patron data maintenance includes photo capture and restore into database.
8. Patron's photo is captured by using webcam and upload from computer image file. Provide Screenshot to prove this figures.
9. System can print a color library card, library card includes color photo and barcode.
10. Main circulation function can handle issue, return, renew, reserve and overnight issue / return operation.
11. System can handle journal issue, return and overnight circulation.
12. System will show name, unit, quantity of allowance, already borrowed, fund amount and valid day of patron when circulation operating.
13. Patron can use library card, patron number, already borrowed book and name to do the circulation operation.
14. System can be set a temporary date to issue or return items.
15. Circulation operation include patron check out / in, check in only, renew, reserve maintenance, fund paying and inventory.
16. System will give warning if the items are not allowed to check out.
17. For the reserved items, system will remind the librarian to keep it on reservation shelf.
18. System will calculate the fund or/and pending days for the overdue return items.
19. System will produce due and overdue notices list for librarian to take the actions.
20. Librarian can query the history of the patron circulation and present status of patron.
21. Librarian can query the book who borrowed and is borrowing it.
22. Provide list report of daily issuing and returning.
23. Circulation statistic reports include daily, category and department statistic. Librarian can choose the period of the data.
24. Inventory can be done by partial or as a whole.
25. All major circulation operations are in one screen, just switch to use it and no need to change screen.
26. Overnight circulation of journal can be handled at counter.
27. Librarian can upload patron's photo into patron's database.

III. Connectivity with SMIU Online Public Access Catalog (OPAC):

1. When book search, book search and retrieval queries:
 - A. Full-text search fields are: title, author, publisher, series title, subject and abstract.
 - B. Full-text search fields you can enter three pieces of text and Boolean logic can be set (or, and, not).
 - C. Other access points include the classification number, accession number, ISBN and date.
 - D. Between different access points are as AND Boolean logic.
 - E. Query results can be sort by system number, call number, special collection + classification number, title, author and publisher.
 - F. Display can be in grid, single display with book cover, and detail information.
2. Journal enquiries provide bibliography, collections of top down order lookup. When browsing the journal issue journal cover image can be displayed.
3. OPAC Main screen provides new books zone, topic books zone, ranking book zone.
Provide Screenshot to prove this figures.
4. Search result display in two ways: in grid display and bibliographic list with cover image. In grid mode, patron can click on '+' to show all relative items status.
5. Provide patron with online renewals and online booking capabilities.
6. Patrons are welcome to show his circulation status and search the Library Bulletin.
7. Patrons can modify his communications information, login passwords, query lending conditions.
8. Provides three-tier classification query, after select first classifications then will appear second layer option to be selected. When showing second layer of classification, it also show the quantity of each classification. After select the second layer of classification number, the third layer of number will show and also the quantity of each item. After patron select the third classification number, system begin to query the books of the classification number and show the result. Provide Screenshot to prove this figures.
9. Limit query results can be set, such as branch, language, year of publication, item type, data types, classifications, etc.
10. After the collection query, providing hyperlink to bookshops and book search site, can be linked to the internet bookstore and search engines, queries the introduction page of the book.
11. After the collection query, click on authors and publishing related links can query the same authors and publishers of books.
12. Provide book bag capabilities. When display item information, patron can check the box to keep the item to be in book bag.

13. Click on Book Bag, patron can export the bibliographic data to Excel file into his computer. Provide Screenshot to prove this figures.
14. Patron may query his circulation history. He can do the ranking to the book he borrowed.
15. Click on the "☆☆☆☆", evaluation of edit window appears, the evaluation of the book, for others wishing to borrow the book readers; higher the number of stars, the more representative evaluation.
16. OPAC home page can be rendered in the middle of the screen: display area, books for reading the new books area, the topic display area. Topic display area can be set to more than one topic, the order in which topics can be set.
17. Provide external links and internal links on the system functionality, librarians can set up multiple network links for patrons to use. Internal link show only after the patron login.
18. Books cover images display is not shown in Flash, so it is supported to show in MAC machine and iPad.
19. OPAC show full screen display at desktop browser, tablet and mobile phone. Provide Screenshot to prove this figures.

Library RFID based Security System at SMI University (Turnkey Solution)

Requirement specification

Item Description	Qty.	Rate	Amount
<p>Integrated Library System Software for centralized Administration One Branch with 5 user License, 3 modules Modules includes(handle both books and Journal):</p> <ul style="list-style-type: none"> • System Management • <u>Cataloging</u> • <u>Circulation</u> • <u>RFID based anti-theft and Self in/out</u> <p><u>Note: Software must be compatible with SMIU OPAC (Online Public Access Catalogue)</u></p>	1 Set		
<p>RFID Detection Gates – Hardware requirement</p> <p>Radio Frequency Identification Anti-Theft Detection, operation frequency 13.56 MHz, Complied with ISO15693, ISO18000-3. Each panel has TX and RX, it can work by itself. Sensor range of each panel is 45cm from both sides. 2 panels to form one aisle, 3 panels to form double aisle, maximum to 3 aisles. The read range of tags 50mmX50mm of the security gates is more than 50 cm each side. Operation power can be changed from 2.5 watt to 4W switchable. (Provide Screenshot to prove this figure.) The height of panel is higher than 166cm. The panel in a transparent acrylic composition, from 30 cm from the ground are transparent and do not obstruct the line of sight. 3D detection ready, can detect the tag on book in any position. Detects EAS or AFI Figure of RFID tag. (Provide Screenshot to prove this figure.) Detection gates conform to ADA requirements for door openings. Alarm volume can be easily controlled. Communication Interface using Ethernet & USB. Integrated bi-directional people counter (count in and out traffic). Alarm counter will be kept in reader's memory. Each reader inside gate provide web server for</p>	1 set		

<p>user to access it through browser (Provide Screenshot to prove this figure.):</p> <p>Counter of in and out patron, of alarm.</p> <p>Counter reset button.</p> <p>Setup duration of alarm.</p> <p>EAS and AFI parameter setup.</p> <p>Reader on and off scheduling.</p> <p>Provide brochure to prove those figures.</p>			
<p>RFID Detection Gates – Software requirement: (Provide Screenshot to prove those figures.)</p>	1 set		
<p>Windows standalone application to communicate with the reader of the gates.</p> <p>It can read the counter of the gates.</p> <p>It can set counter of the gates into zero.</p> <p>It can read the counter numbers into database.</p> <p>It provides the statistic and list of people counters.</p> <p>It can read the alarm counter.</p>			
<p>RFID tag 2000 pcs per roll</p>	3 roll		
<p>Chipset: NXP I-CODE SLIX</p> <p>Rewritable memory: 112 Bytes</p> <p>Memory type: 128-Byte EEPROM</p> <p>Operation Frequency: 13.56 MHz</p> <p>Tags must be tested for over 100,000 read/write cycles and be guaranteed for the life of the items to which they are applied (Not less than 10 years).</p> <p>Label size: 50mmX50mm</p> <p>No part of the tag exceeds a thickness of 250 [mm].</p> <p>Anti-theft: EAS or/and AFI</p> <p>Antenna material: Aluminum</p>			
<p>Staff Station</p>	1 set		
<p>CPU: Intel i7 and up</p> <p>RAM: 8GB and up</p> <p>HDD: 500GB or 128GB SSD</p> <p>DVD Rewritable</p> <p>OS: Windows 10</p> <p>Power Supply: 180W and up</p> <p>Screen: 21inch and up LED/LCD</p>			
<p>Staff Station Unit – RFID reader</p>	1 set		
<p>Meet standard ISO 15693, 18000-3</p> <p>Operation Frequency: 13.56 MHz</p> <p>Power Supply: 110/250 VAC, 50/60Hz into DC 12~24V</p> <p>Reading range: more than 25cm for 5x5cm tag</p> <p>Reader size: 140 x 105 x 29 mm</p>			

<p>Antenna size: 348 x 285 x 20 mm and up Special design antenna to read the tags only on top of antenna. Interface to computer: USB & UTP Provide reader and antenna brochure.</p> <p>Staff Station Unit – Software Accession Number Keyboard Input Module, aid issue and return operation. Turn EAS off when issue book and turn EAS on when return book. EAS Turn-off / Turn-on Function. (Able to work with any Integrated Library System) Barcode convert RFID Function Support Tagging within Integrated Library System, no need support from any windows software. Support Reading and Turn on/off within Integrated Library System, no need support from any windows software. Provide Screenshot to prove those figures.</p>			
Self-Check Station – General requirement	1 set		
<p>Provide self-check in and check out function. 19 inch and up LCD touch screen Include issue and return book software functionality With one Industrial Computer With one RFID reader and antenna embedded With one thermal receipt printer (8cm width) The tabletop is made of artificial stone Able to attach patron card reader</p>			
Self-Check Station – Hardware requirement	1 set		
<p>Support SIP2 or Native connection to work with Integrated Library System (for example: KOHA) Provide Self Check-in and Self Check-out Turn EAS off of RFID tag when check out Turn EAS on of RFID tag when check in</p>			
Shelf Management System – Computer requirement	1 set		
<p>Portable tablet with carry strap CPU: Intel Atom 1.6GHz RAM: 1GB Touch screen: 8.4 inch with 800x600 resolution HDD: 32 SSD Network: Wifi 802.11 a/g/n and Bluetooth 2.0 OS: Windows 7 or 8 Two batteries USB connector: at least one</p>			

Provide brochure to prove those figures.			
Shelf Management System – Handheld reader	1 set		
<p>Operation Frequency: 13.56 MHz Reading distance: longer than 20cm for 5x5cm tags Connector: USB Provide brochure to prove those figures.</p> <p>Shelf Management System – Software Read the Accession number of books on shelf Do inventory and search certain books on shelf</p>			
Book Drop (Return Station) – General requirement	1 set		
<p>Once return the book into BookDrop the patron can issue the book. Special design that once return the book, it is not possible to retrieve back the books. Able to print return books receipt It is smart BookDrop that it can reject the improper books to return. Smart bin that prevent the falling of books when return and it will alert when the bin is 80% or 100% full. The door will be close when process the return operation and the bin is 100% full.</p>			
Book Drop (Return Station) – General requirement	1 set		
<p>Industrial Computer with touch screen embedded CPU: Intel Atom 1.8GHz and up RAM: 4GB HDD: 128GB and up OS: Windows 10 Embedded Input Device: Wireless keyboard with touch pad Screen: 15-inch touch screen Thermal receipt printer with paper cutter RFID reader and antenna Size of reader: 85x145x31mm Size of antenna: 288 x 263 x 17 mm Connector: RS-232C or USB RFID reading distance: longer than 20cm for 5x5cm RFID tags Smart bin design: the bottom of bin will lower when books drop to prevent the falling of books from damage. (Provide photo to prove this figure.) Smart bin design: It show light when the bin is 80% or 100% full. When it is 100% full the door of BookDrop will be closed. (Provide photo to</p>			

<p>prove this figure.)</p> <p>BookDrop – Software requirement</p> <p>Support SIP2 or Native connection to work with Integrated Library System (for example: KOHA)</p> <p>Provide return books function for patron to do return.</p> <p>It will turn on EAS when the books are returned.</p> <p>It can reject the improper book to return.</p> <p>It will alert when the bin is 80% full and the door of BookDrop will be closed when bin is 100% full.</p>			
<p>Patron Card Production System – Card Printer</p>	<p>1 set</p>		
<p>double-sided printer</p> <p>Printer mode: Color dye sublimation and monochrome thermal printing and rewritable technology.</p> <p>Visual security: The user has the option to print a HoloKote® security watermark across the card surface.</p> <p>Printer interfaces: USB rev1.1 (USB 2.0 compatible).</p> <p>Software drivers: XP, 7 (32/64 bit compatible), Server 2008 (32/64 bit compatible).</p> <p>Card capacity: 100-card feeder, 30-card stacker.</p> <p>Weight: 12 lbs (5.5kg).</p> <p>Power source: External power supply 100-240V 50-60Hz auto-ranging.</p> <p>Dimensions: 17.8" L x 8.1" W x 9.2" H (453mm L x 206mm W x 233mm H) including hopper and stacker</p> <p>Environment: Sheltered office environment 50°F to 85°F (10°C to 30°C).</p> <p>Print speed: 35 seconds for color and 7 seconds for monochrome.</p> <p>Dimensions (W x L x H): 275 mm x 508 mm x 251 mm / 10.83" x 20" x 9.9"</p> <p>Dye films: YMCKOK 6 panel dye film, 250 images, color on front, and black on back.</p> <p>Card types/thickness CR80 and CR79 ISO PVC blank, magnetic stripe, self-adhesive, rewritable and HoloPatch cards. 20mil to 40mil (0.51mm to 1.02mm)</p>			
<p>Patron Card Production System – WebCam</p>	<p>1 set</p>		
<p>Image Sensor: True 2.0 megapixel CMOS sensor</p> <p>Lens: Auto-focus with up to 2" extreme close-up</p> <p>LED Indicator: Green – Power on, Red – Video capture on</p> <p>With Stand: 80mm x 80mm x 315mm, No. of</p>			

Joints - 4 Patron Card Production System – Software Patron face image Capture Patron data key-in or convert Double sided printing function Able to connect to Integrated Library System and share patron data			
RFID Card (ISO Standard)–Mifare	1 set		
Mifare 1K Dimension: 85.6(L) x 54(W) x 0.76(T)mm Operating Frequency: 13.56 MHz Packaging: 250 pcs/box			
Ribbon for card printer	1 set		
YMCKOK 6 panel dye film 250 images Color on front, black on back.			
Sticker Label	3 Roll		
Label sticker (PVC material, 100m per roll) 5.5cmX2.2cm per label (4,000 label per roll)			
	Total		

Note:

- (i) In case of discrepancy between unit price and total, the unit price shall prevail.
- (ii) The unit and total prices Delivered at Sindh Madressatul Islam University., Karachi should include the price of incidental services. No separate payment shall be made for the incidental service

Signature & Stamp of contractor

 Signature of Convener
 Procurement Committee

CHECK LIST

SUPPLY & INSTALLATION OF LIBRARY RFID BASED SECURITY SYSTEM AT SMI UNIVERSITY (TURNKEY SOLUTION)

S/No.	Requirement	Yes	No
1	Registration certificate of Sindh Revenue Board (as the case may be)		
2	Registration certificate of GST		
3	Certificate of SNTN/ NTN		
4	Three years related Experience along with supply documents & completion certificate		
5	Bank Statement and Income Tax return for the last Three years		
6	CNIC of the proprietor (attested copy)		
7	Affidavit on stamp paper that the firm is not black listed		

Full Technical Proposals of the vendors who meet the technical specifications are:

S. No.	Subject of Scoring Points	Allocated Marks	Score
PART (A) - COMPULSORY			
1	Registration		
a	Income Tax, Sales Tax, NTN ,	20	
b	If the technical proposal meets the required specifications such proof/recognition along with List of clients (contact number of the client should be clearly mentioned)	20	
PART (B) - VALUE ADDED			
2	Authorized dealership/partnership certificate of the quoted brand called authorizing the bidders to perform the requisite assignment.	15	
3	The vendor service centers in Karachi and have more than 03 years' experience of supplying same products.	15	
4	The Vendor shall submit attested copies of annual Income Tax Return of last 3-Years.	15	
5	Software and Hardware integration with OPEC/Koha System	15	
	Total	100	