



NO.SO(Admn)/E&ACE/4-238/2016
GOVERNMENT OF SINDH
ENQUIRIES & ANTICORRUPTION ESTABLISHMENT
SERVICES GENERAL ADMINISTRATION AND
COORDINATION DEPARTMENT

Karachi, dated the 26th March, 2018

To,

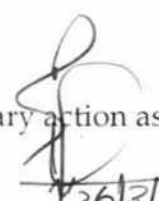
The Managing Director,
Sindh Public Procurement Regulatory Authority,
Government of Sindh,
Karachi.

SUBJECT: PROCUREMENT FOR ANTICORRUPTION CASE MANAGEMENT SYSTEM (ACMS), DURING CURRENT FINANCIAL YEAR 2017-18.

I am directed to refer to the subject cited above and to enclose herewith following documents required for NIT for uploading /hosting on SPPRA website.

- i) Notice Inviting Tender.
- ii) Notification of Procurement Committee.
- iii) Notification of complaint Redressal Committee.
- iv) Bidding documents/Soft copy.
- v) Annual Procurement Plan
- vi) Pay orders No.

You are therefore requested to take further necessary action as per rule.


26/3/2018
(FAROOQ AHMED ABRO)
SECTION OFFICER (ADMN)
021-99213458

SPPRA INWARD DIARY

NO : 7429

DATED 26-03-2018



No. SO(ADMN)E&ACE/4-238/2016
GOVERNMENT OF SINDH
ENQUIRIES & ANTICORRUPTION ESTABLISHMENT
SERVICES GENERAL ADMINISTRATION AND
COORDINATION DEPARTMENT

Karachi, dated the March, 2018

CORRIGENDUM

This department has issued Notice Inviting Tender, published on 23-03-2018 in widely circulated and leading newspapers i.e Jang, DAWN and Kawish . Date of opening of bids has been extended till **11-04-2018** . Following Eligibility Criteria and date of issuance , submission and opening may be read as under:-

- i. Date of issuance of bidding documents 26-03-2018 upto 10-04-2018
- ii. Date of Submission of bids 11-04-2018 at 11:00 a.m
- iii. Date of opening of bids 11-04-2018 at 11:30 a.m

Eligibility and Evaluation Criteria

- i. Registration of National Tax Number (NTN) of the Company with Federal Board of Revenue (FBR)
- ii. Registration of General Sales Tax (GST) with Federal Board of Revenue (FBR)
- iii. Registration with Sindh Revenue Board (SRB)
- iv. Affidavit That firm is not Blacklisted and involved in any active litigation in Pakistan
- v. Years of Establishment of firm duly registered with the SECP or company ordinance 1984.
- vi. Company Profile/documentary evidence / proof should be attached in the Technical bid for verification Provide documentary evidence
- vii. Average annual turnover of the firm for the last 3 years minimum 90 (million)
- viii. 03 years relevant experience

It is therefore requested to kindly host corrigendum ,please


26/3/18
Sr SECTION OFFICER (ADMN)

TENDER NOTICE

No. SO(ADMN)/E&ACE/4-238/2016

1. The Enquiries & Anti-Corruption Establishment (E&ACE), Services, General Administration & Coordination Department, Government of Sindh invites sealed bids under Single Stage two envelope Procurement Method as envisaged in Sindh Public Procurement Rules 2010 for procurement of following:-
 - i. Supply, Installation, Testing & Commissioning of Computer & Office Equipment.
 - ii. Development, Deployment, Supply Installation, Testing & Commissioning of Online Case Management System & Human Resources Management System.
 - iii. Establishment of Data Centre / Server Room for Case Management System of E&ACE.
2. Bidding documents containing Technical Specifications of goods, BOQs, detailed terms and conditions, eligibility criteria, evaluation criteria can be obtained from Enquiries & Anti-Corruption Establishment, 2nd Floor, Old KDA Building, Sindh Secretariat No.3, Karachi against cash payment of Rs.3000/- on written request on any working day during office hours. The Tender Notice is also available on Sindh Public Procurement Regulatory Authority website.
3. Bids / Proposals, in sealed envelope, duly completed in all respects along-with supporting documents as mentioned in the bidding document should reach in the Office of the Chairman, Enquiries & Anti-Corruption Establishment, 2nd Floor, Old KDA Building, Sindh Secretariat No.3, Karachi by 11.00 AM on Friday April 06, 2018. The bids shall be opened on same day at 11.30 AM in the presence of authorized representatives of the bidder(s).
4. It may please be noted that incomplete applications or applications received after closing date and time as mentioned above shall not be entertained.

SECTION OFFICER (ADMN)

Enquiries & Anti-Corruption Establishment
2nd Floor, Old KDA Building
Sindh Secretariat No.3,
Karachi.

Tel: 021-99211891-99211251

Fax:021-99211251

DAILY DAWN

DT: 23-03-2018

Print Tweet

TENDER NOTICE

No. SO(ADMN)/E&ACE/4-238/2016

1. The Enquiries & Anti-Corruption Establishment (E&ACE), Services, General Administration & Coordination Department of Sindh invites sealed bids under Single Stage two envelope Procurement Method as envisaged in Sindh Public Procurement Rules 2010 for procurement of following:-

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SECTION OFFICER (ADMN)

**Enquiries & Anti-Corruption Establishment
2nd Floor, Old KDA Building
Sindh Secretariat No. 3,
Karachi**

Tel: 021-99211891 - 99211251

Fax: 021-99211251

ہم دہشتگردی کے خلاف متحد ہیں۔

INF-KRY No. 1568/18

Say No to Corruption

ٹینڈر نوٹس

نمبر: SO(Admin)&EGACE /4-238/2016

1۔ انکوائریز اینڈ اینٹی کرپشن اسٹیبلشمنٹ (E&ACE)، سر، بمبر، جنرل ایڈمنسٹریشن اینڈ کوآرڈینیشن ڈپارٹمنٹ، حکومت سندھ کو درج ذیل کی پروکیورمنٹ کیلئے سندھ پبلک پروکیورمنٹ رولز 2010 میں درج مندرجات کے مطابق ایک مرحلہ دو لگانہ پروکیورمنٹ طریق کار کے تحت سر، بمبر پبلک ٹینڈرنگ کیلئے مطلوب ہیں:

(i) کیپیوٹرز اور آفس انکوائریز کی فراہمی، تنصیب، ٹیسٹنگ، ٹریننگ و کیئرنگ۔
(ii) آن لائن کیس مینجمنٹ سسٹم اینڈ بیومن ریسورسز مینجمنٹ سسٹم کی ڈیولپمنٹ، ڈیپلائمنٹ، فراہمی، تنصیب، ٹیسٹنگ و کیئرنگ۔

(iii) ای اینڈ اے سی ای کے کیس مینجمنٹ سسٹم کیلئے ڈیٹا سینٹر/سرور روم کا قیام۔
2۔ اشیاء، جی او کیوز، منسل شرائط و ضوابط، اہلیتی معیار، تشخیصی معیار کی ٹیکنیکل تصدیقات پر مشتمل بڈنگ دستاویزات تحریری درخواست پیش کرنے اور ٹینڈر فیس مبلغ 30000/- روپے کی نقد ادائیگی پر کسی بھی یوم کار کو دوران دفتری اوقات دفتر انکوائریز اینڈ اینٹی کرپشن اسٹیبلشمنٹ، دوسری منزل، اولڈ کے ڈی اے بلڈنگ سندھ سیکرٹریٹ نمبر 3، کراچی سے حاصل کی جاسکتی ہیں۔ ٹینڈر نوٹس سندھ پبلک پروکیورمنٹ ریگولیشنز کی ویب سائٹ پر بھی دستیاب ہے۔

3۔ بر لحاظ سے مکمل سر، بمبر قانونوں میں بند بڈنگ پروپوزلز بڈنگ دستاویزات میں درج شدہ کے مطابق تائیدی دستاویزات کے ساتھ جمعہ 16 اپریل 2018ء کو بوقت دن 11:00 بجے دفتر چیئر مین، انکوائریز اینڈ اینٹی کرپشن اسٹیبلشمنٹ، دوسری منزل اولڈ کے ڈی اے بلڈنگ، سندھ سیکرٹریٹ نمبر 3، کراچی پہنچ جانی چاہئیں۔ پبلک ٹینڈرنگ کیلئے اسی روز بوقت 11:30 بجے پبلک ٹینڈرنگ کے محاذ نما کندوں کی موجودگی میں کھولی جائیں گی۔

4۔ براہ کرم نوٹ فرمائیں کہ مکمل درخواستیں یا درج بالا کے مطابق آخری تاریخ اور وقت کے بعد موصولہ درخواستیں زیر غور نہیں لائی جائیں گی۔

سیکشن آفیسر (ایڈمن)

انکوائریز اینڈ اینٹی کرپشن اسٹیبلشمنٹ، دوسری منزل اولڈ INF/KRY-1568/18

ہم وبشت کر دی کے خلاف تہد ہیں

کے ڈی اے بلڈنگ، سندھ سیکرٹریٹ نمبر 3، کراچی

ٹیلی فون: 021-99211891-99211251

فیکس: 021-99211251

SWNOTO
CORRECTION

SWNOTO
CORRECTION

ٽينڊر نوٽيس

No. SO(ADMN)/E&ACE/4-238/2016

1. انڪوائريز اينڊ اينٽي ڪرپشن اسٽيبلشمينٽ (E&ACE) سرورس جنرل اينڊ منسٽريشن اينڊ ڪوارٽريشن ڊپارٽمينٽ، گورنمينٽ آف سنڌ سنگل اسٽيج نو اينڊ پبلڪ پروڪيورمينٽ طريقڪار تحت سنڌ پبلڪ پروڪيورمينٽ رولز 2010 هيٺ ٽنڊر پروڪيورمينٽ لاءِ مهربند واڪ گهرائي ٿو.

1. ٽينڊنگ ۽ ڪمپيٽنگ آف ڪمپيوٽر ۽ آفيس ايڪيورمينٽ جي تعميل، سهلا.

2. ٽينڊنگ ۽ ڪمپيٽنگ آف آن لائن ڪيس مئنيجمينٽ سسٽم ۽ ميمورن ريسورسز مئنيجمينٽ سسٽم ٽرولمينٽ ڊيٽا گيسٽ، تعميل، سهلا.

3. E&ACE جي ڪيس مئنيجمينٽ سسٽم لاءِ ڊيٽا سينٽر/سرور روم جو فياير.

2. واڪ دستاويزاٽ ٽيڪنيڪل اسپيسيفڪيشن آف گيس BIDS شرطن ۽ ضابطن سميت، اهليئي معيار ۽ چئڊجان جو معيار انڪوائريز اينڊ اينٽي ڪرپشن اسٽيبلشمينٽ، سيڪنڊ فلور، اولڊ ڪي ڊي اي بلڊنگ سنڌ سيڪريٽريٽ نمبر 03 ڪراچي کان هر هفت جي سامهون ڪيش پيمينٽ 3000 رپيا لکت پر گذارش ڪرڻ تي ڪنهن به ڪم ڪار واري ڏينهن آفيس وقت دوران حاصل ڪري سگهجن ٿا. ٽينڊر نوٽيس سنڌ پبلڪ پروڪيورمينٽ ويڪيولٽري اٿارٽي جي ويب سائٽ تي موجود آهي.

3. واڪ/پروپوزل مهربند ٿلالي پر، سمورن سهڪاريل دستاويزن سميت جيسن واڪ دستاويزن پر ڏڪر ٿيل آهي آفيس آف ڊي چيئرمين، انڪوائريز اينڊ اينٽي ڪرپشن اسٽيبلشمينٽ، سيڪنڊ فلور اولڊ ڪي ڊي اي بلڊنگ سنڌ سيڪريٽريٽ نمبر 03 ڪراچي کان جمع 06 اپريل، 2018 تي صبح 11:00 وڳي تائين پهچڻ گهرجن. واڪ ساڳئي ڏينهن صبح 11:30 وڳي واڪ ڏينڊون جي معيار اختيارين جي موجودگي پر ڪوليا ويندا.

4. اٿيورين درخواستون پامشي ڄاڻايل وقت ۽ تاريخ جي ڪنڊن کانپوءِ وصول ڪيل درخواستون غور هيٺ نه اينديون.

سيڪشن آفيسر (اٿيمن)

انڪوائريز اينڊ اينٽي ڪرپشن اسٽيبلشمينٽ
سيڪنڊ فلور، اولڊ ڪي ڊي اي بلڊنگ
سنڌ سيڪريٽريٽ نمبر 03، ڪراچي
ٽيليفون: 021-99211891-99211251
فيڪس: 021-99211251

INF/KRY.No.1568/2018

SAY NO TO CORRUPTION
 آسان دهشتگردي جي خلاف متحد اٿيون



سنڌ و لاطير جي بھدي لاءِ ملي + پنهان بھار لکي 8 3 9 8 تي ايس ايس ٽي



GOVERNMENT OF SINDH
ENQUIRIES & ANTI-CORRUPTION ESTABLISHMENT
SERVICES GENERAL ADMINISTRATION AND
COORDINATION DEPARTMENT

NOTIFICATION

No. SO(Admn)E&ACE/4-238/2016: With the approval of Competent Authority vide its letter No. SOB(SGA&CD)10-11/2017, dated 27.07.2017, under Rule 7 of the Sindh Public Procurement Rules-2010 (amendment 2013), the following committees are hereby constituted for Enquiries & Anticorruption Establishment, Sindh:

I. PURCHASE COMMITTEE.

1. Special Secretary, E&ACE, Sindh. (Chairman)
2. Deputy Secretary (Admn), E&ACE, Sindh (Member)
3. Assistant Director I.T, Anticorruption Establishment, Sindh. (Member)
4. Representative of IT Department, Sindh (Member)
5. Representative of SGA&CD, Sindh (Member)

II. TECHNICAL COMMITTEE

1. Assistant Director I.T, Anticorruption Establishment, Sindh. (Chairman)
2. Representative of SGA&CD, Sindh. (Member)
3. Representative of IT Department, Sindh (Member)
4. Representative from University (Member)
5. Representative from University (Member)

III. INSPECTION COMMITTEE

1. Deputy Director (HQ-I), Anticorruption Establishment Sindh (Chairman)
2. Assistant Director IT, Anticorruption Establishment, Sindh (Member)
3. Representative from University (Member)
4. Representative from University (Member)
5. Representative of Independent Firm (Member)

IV. GRIEVANCES REDRESSAL COMMITTEE

1. Chairman, E&ACE, Sindh (BS-21) (Chairman)
2. Representative of SGA&CD, Sindh (BS-19) (Member)
3. Deputy Director (HQ-II), Anticorruption Establishment, Sindh (Member)
4. Representative of Accountant General of Sindh (Member)
5. Representative of Finance Department, Sindh (Member)

- Sd -
CHAIRMAN
ENQUIRIES & ANTI-CORRUPTION
ESTABLISHMENT

C.C. to:-

1. All Administrative Secretaries, Government of Sindh.
2. The Senior Member Board of Revenue, Sindh, Karachi.
3. The Secretary Provincial Ombudsman (Mohtasib) Sectt. Sindh.
4. The Chairman, Enquiries & Anticorruption Establishment, Sindh.
5. The Chairman C.M Inspection & Evaluation Team, Sindh.
6. The Secretary to Governor, Sindh, Karachi.
7. The Secretary to Chief Minister's Sectarian, Karachi.
8. The Secretary to Sindh Public Services Commission, Hyderabad.
9. The Inspector General of Police, Sindh, Karachi.
10. The Accountant General of Sindh, Karachi.
11. The Director General, SPPRA, Sindh, Karachi.
12. The Commissioner (All).
13. The Deputy Commissioner (All).
14. The Superintendent, Sindh Government Printing Press, Karachi.
15. The Private Secretary to Chief Secretary, Sindh, Karachi.
16. Office Order Copy



23/8/17
(FAROOQ AHMED ABRO)
SECTION OFFICER (ADMN)
021-99213458



GOVERNMENT OF SINDH
ENQUIRIES & ANTI-CORRUPTION ESTABLISHMENT
SERVICES GENERAL ADMINISTRATION AND
COORDINATION DEPARTMENT

NOTIFICATION

No. SO(Admn)E&ACE/4-238/2016: In partial modification of this Establishment Notification of even number dated 23-08-2017, and the concurrence conveyed by Services General Administration & Coordination Department vide its letter No. SOB(SGA&CD) 10-11/2017, dated 15-03-2018, Director Enquiries-II, E&ACE is hereby nominated as Chairman of Purchase Committee instead of Special Secretary Enquiries & Anticorruption Establishment Sindh.

**CHAIRMAN
ENQUIRIES & ANTI-CORRUPTION
ESTABLISHMENT**

NO. SO(Admn)E&ACE/4-238/2016

Karachi, dated the 15th March, 2018

C.C. to:-

1. All Administrative Secretaries, Government of Sindh.
2. The Senior Member Board of Revenue, Sindh, Karachi.
3. The Secretary Provincial Ombudsman (Mohtasib) Sectt. Sindh.
4. The Chairman, Enquiries & Anticorruption Establishment, Sindh.
5. The Chairman C.M Inspection & Evaluation Team, Sindh.
6. The Secretary to Governor, Sindh, Karachi.
7. The Secretary to Chief Minister's Sectarian, Karachi.
8. The Secretary to Sindh Public Services Commission, Hyderabad.
9. The Inspector General of Police, Sindh, Karachi.
10. The Accountant General of Sindh, Karachi.
11. The Director General, SPPRA, Sindh, Karachi.
12. The Commissioner (All).
13. The Deputy Commissioner (All).
14. The Superintendent, Sindh Government Printing Press, Karachi.
15. The Private Secretary to Chief Secretary, Sindh, Karachi.
16. Office Order Copy

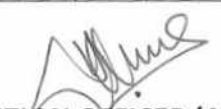
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15/3/2018
(FAROOQ AHMED ABRO)
SECTION OFFICER (ADMN)
021-99213458

DESPATCHER
Enquiries & Anti-Corruption Est.
Services General Administration & Coordination Deptt.
Government of Sindh
Karachi.
15/3/2018

ANNUAL PROCUREMENT PLAN FOR YEAR 2017-18

DEPARTMENT: ENQUIRIES & ANTICORRUPTION ESTABLISHMENT SERVICES GENERAL ADMINISTRATION AND COORDINATION DEPARTMENT.

Sr. No	Description Of Procurement Estimated Unit Cost (Where Applicable)	Estimated Total Cost (in Million Rs.)	Funds Allocated (in Million Rs.)	Source Of Funds (ADP/Non ADP)	Proposed Procurement Method	Timing Of Procurement 2016-2017			
						Q1	Q2	Q3	Q4
1.	Supply, Installation, Testing & Commissioning of Computer & Office Equipment.	3.00 (Million)	31.180 (Million)	Non-ADP	SSTE				
2.	Development, Deployment, Supply Installation, Testing & Commissioning of Online Case Management System & Human Resources Management System.	3.00 (Million)							
3	Establishment of Data Centre / Server Room for Case Management System of E&ACE.	25.10 (million)							


 SECTION OFFICER (ADMN)

SC21105 (105)
Anti-corruption Establishment

032108 ECONOMIC CRIME INVESTIGATION

FUNCTIONAL CUM OBJECT CLASSIFICATION AND PARTICULARS OF THE SCHEME	NUMBER OF POSTS		BUDGET ESTIMATES	REVISED ESTIMATES	BUDGET ESTIMATES
	2016-2017	2017-2018	2016-2017	2016-2017	2017-2018
			Rs	Rs	Rs
03 PUBLIC ORDER AND SAFETY AFFAIRS					
032 POLICE					
0321 POLICE					
032108 ECONOMIC CRIME INVESTIGATION					
KQ0041 ENQUIRIES AND ANTI-CORRUPTION ESTABLISHMENT (SGA&CD) (Voted)					
A034 TOTAL OCCUPANCY COSTS			<u>127,000</u>	<u>127,000</u>	<u>127,000</u>
A03407 Rates and Taxes			127,000	127,000	127,000
A038 TOTAL TRAVEL & TRANSPORTATION			<u>3,004,000</u>	<u>3,404,000</u>	<u>3,041,000</u>
A03805 Travelling Allowance			727,000	727,000	764,000
A03807 P.O.L Charges A. planes H.coptors S.Cars M/Cycle			2,277,000	2,677,000	2,277,000
A039 TOTAL GENERAL			<u>20,739,000</u>	<u>21,617,000</u>	<u>21,929,000</u>
A03901 Stationery			766,000	900,000	805,000
A03902 Printing and Publication			766,000	766,000	805,000
A03903 Conference/Seminars/Workshops/Sympo			5,000,000	5,000,000	5,750,000
A03905 Newspapers Periodicals and Books			145,000	145,000	153,000
A03906 Uniforms and Protective Clothing			108,000	108,000	114,000
A03914 Secret Service Expenditure			10,398,000	10,398,000	10,918,000
A03953 Investigation Cost			3,000,000	3,500,000	3,300,000
A03970 Others			<u>556,000</u>	<u>800,000</u>	<u>584,000</u>
1 Others			556,000	800,000	584,000
A05 TOTAL GRANTS SUBSIDIES AND WRITE OF			<u>1,960,000</u>	<u>1,960,000</u>	<u>1,960,000</u>
A052 TOTAL GRANTS-DOMESTIC			<u>1,960,000</u>	<u>1,960,000</u>	<u>1,960,000</u>
A05216 Fin. Assis. to the families of G. Serv. who expire			1,960,000	1,960,000	1,960,000
A09 TOTAL PHYSICAL ASSETS					<u>31,180,000</u>
A092 TOTAL COMPUTER EQUIPMENT					<u>6,080,000</u>
A09201 Hardware					<u>6,080,000</u> ✓
IW One Scanner					20,000
L01 Two Laser Printers					60,000
LAP Forty Five Laptops					5,850,000



SC21105 (105)
Anti-corruption Establishment

032108 ECONOMIC CRIME INVESTIGATION

FUNCTIONAL CUM OBJECT CLASSIFICATION AND PARTICULARS OF THE SCHEME	NUMBER OF POSTS		BUDGET ESTIMATES	REVISED ESTIMATES	BUDGET ESTIMATES
	2016-2017	2017-2018	2016-2017	2016-2017	2017-2018
			Rs	Rs	Rs
03 PUBLIC ORDER AND SAFETY AFFAIRS					
032 POLICE					
0321 POLICE					
032108 ECONOMIC CRIME INVESTIGATION					
KQ0041 ENQUIRIES AND ANTI-CORRUPTION ESTABLISHMENT (SGA&CD) (Voted)					
USB Forty Five Internet Connectivity USBs Wingle Device					150,000
A096 TOTAL PURCHASE OF PLANT & MACHINERY					<u>25,100,000</u>
A09601 Plant and Machinery					<u>25,100,000</u>
1G ONE GENERATOR 50 KVA					3,500,000
IV1 Service Infra Structure for Data Center					16,500,000
IV2 Data Center Physical Cost					3,600,000
US2 Three UPS 10-KVA					1,500,000
A13 TOTAL REPAIRS AND MAINTENANCE			<u>2,373,000</u>	<u>2,776,000</u>	<u>2,577,900</u>
A130 TOTAL TRANSPORT			<u>890,000</u>	<u>1,100,000</u>	<u>979,000</u>
A13001 Transport			890,000	1,100,000	979,000
A131 TOTAL MACHINERY AND EQUIPMENT			<u>807,000</u>	<u>1,000,000</u>	<u>888,000</u>
A13101 Machinery and Equipment			807,000	1,000,000	888,000
A132 TOTAL FURNITURE AND FIXTURE			<u>676,000</u>	<u>676,000</u>	<u>710,000</u>
A13201 Furniture and Fixture			676,000	676,000	710,000
ENQUIRIES AND ANTI-CORRUPTION ESTABLISHMENT (SGA&CD) (Voted)			59,043,000	81,281,000	133,801,000





1

**ANTI-CORRUPTION ESTABLISHMENT
GOVERNMENT OF SINDH**

BIDDING DOCUMENT

**FOR PROCUREMENT
OF**

**“Establishment of Complaint Management
System for E&ACE
Supply, Installation, Testing & Commissioning
of Computer & Office Equipment”**

**ENQUIRIES & ANTI-CORRUPTION ESTABLISHMENT,
GOVERNMENT OF SINDH,
2ND FLOOR, OLD KDA BUILDING,
SINDH SECRETARIAT NO. 3 KARACHI**

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

Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh(hereinafter referred as the Purchaser), invites sealed bids from eligible bidders for "Supply, Installation, Testing & Commissioning of Computer & Office Equipment

Tender Bids in sealed envelopes as per information are required. Proponents applying for bids should submit Technical Proposal and Financial 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& 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 engineering 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 3% 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. Enquiries & Anti-Corruption Establishment (E&ACE), Government of 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 circumstances 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. Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh shall have right of rejecting all or any of the tenders as per provisions of SPPRA Rules, 2010 (Amended 2017).
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 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 Supply, Installation, Testing & Commissioning of Computer & Office Equipment at Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh.
 - 1.2 Enquiries & Anti-Corruption Establishment (E&ACE), Government 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 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 (SPP Rules 24 & 25).

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) Forms
 - f) 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(03) 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 14.5.
- f) Documentary evidence in accordance with 2 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

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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

13 Bid Security

restrictive.

- 13.1 Each bidder shall furnish, as a part of his bid, at the option of the bidder, a Bid Security of 03% of Bid Price or in the amount stipulated in the bidding data in Pak Rupees in the form of Bank Draft, Pay Order or Bank Guarantee in favor of the procuring agency valid for a period of 28 days 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 Bidding Data not later than the time and date stipulated therein.

15.2 The envelopes shall :

- a) Be addressed to the Procuring Agency at the address provided in the bidding data.
- b) 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 ITB.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

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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

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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

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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 ITB.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 ITB.18.

19.2 Notwithstanding ITB.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 (SPP 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 (SPP 39).



with the requirements of Sub-Clauses ITB.20.2 & 20.3 or 21.1 or Clause ITB.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 (SPP Rule 89).



NG DATA SHEET

Categories	Details
Name of Procuring Agency	Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh
Cost of the Bidding Document	Rs. 2,000
Bid Currency	Bids shall be quoted entirely in Pak Rupees.
Bid Security	A bid security amounting to 3% of the Bid Prices shall be paid in favor of the Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh in the form of Bank Draft, Pay Order or Bank Guarantee.
Bid Validity	The bid shall be valid for 90 days after the bid opening date.
No. of Copies to be submitted	One Original copy of technical and Financial Bid sealed
Address for Submission of Bids	Section Officer (G) Enquiries & Anti-Corruption Establishment, Government Of Sindh, 2nd Floor, Old KDA Building, Sindh Secretariat No. 3 Karachi
Contact Details	Chairman, Enquiries & Anti-Corruption Establishment 2nd Floor, Old KDA Building Sindh Secretariat No.3, Karachi. Tel: 021-99211891-99211251 Fax:021-99211251
Last date for collection of Bidding Documents	
Last Date for submission of Bids	
Opening Date of the Bid	
Venue & Time for Bid Opening	
Performance Security	10% of the Bid Price

SCOPE OF WORK

Under this RFP, Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh invites the proposal from bidders for under which the successful bidder have to perform the Supply, Installation, Testing & Commissioning of Computer & Office Equipment following tasks:

1. **Daily status check of each equipment Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh**
2. **Faulty hardware replacement in 24 Hours.**
3. **Operation, support & maintenance for hardware for 02 year.**
4. **Training of Enquiries & Anti-Corruption Establishment (E&ACE) technical staff about the system(as & when required).**

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

- a) **Up gradation of IT infrastructure**
- b) **Delivery and installation Fax Machine**
- c) **Delivery and installation of Photocopy Machine**
- d) **Delivery and installation of Shredder Machine**
- e) **Delivery and installation of desktop computer with LEDs with Operating systems and complete application softwares.**
- f) **Delivery and installation of UPS**
- g) **Delivery and installation of Printers Laser.**
- h) **Delivery and installation Scanners.**
- i) **Delivery and installation Laptops with Operating Systems and Complete application Softwares.**
- j) **Warranties of all equipments at least for two years shall be maintained by successful bidder.**



EVALUATION CRITERIA

Mandatory Requirements:

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 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)	
	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 principle provider	

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 SLA 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
Section 1		
Company Profile		
1 Years of Establishment of firm duly registered with the SECP or company ordinance 1984.	Company Profile/documentary evidence / proof should be attached in the Technical bid for verification	Max Marks = 10 10 & Above Years = 10 08 & Above Years = 08 06 & Above Years = 06 04 & Above Years = 04 02 & Above Years = 02
1.2 The vendor should be a partner by Principle.	Provide Partnership Certificate.	10 Marks
1.3 ISO 9001:2008 Certified	Provide documentary evidence	Yes = 5 Marks No = 0
Section 2		
Financial Capability		
2.1 Average annual turnover of the firm for the last 3 years	Provide Audited Financial Reports	Max Marks = 15 100 Million or More = 15 50 Million or More = 10 10 Million or More = 05 Less than 10 Million = 02
Section 3		
Specialization/Core Expertise in Supply, Installation, Testing & Commissioning of Computer & Office Equipment		
3.1 Number of similar projects in Private/ Public Sector at least 02 being PKR 10 million in Government / Private sector (provide documentary evidence with costs specified)	Provide documentary evidence (Purchase Orders/ Agreement/ Agreement etc)	Max Marks = 15 10 or More Projects = 15 05 or More Projects = 10 02 or More Projects = 05
3.2 Number of IT Operations & Maintenance Support Projects in Private/ Public Sector at least 02 being PKR 10 million (provide documentary evidence with costs specified)	Provide documentary evidence (Purchase Orders/ Agreement/ Agreement etc).	Max Marks = 15 10 or More Projects = 15 05 or More Projects = 10 02 or More Projects = 05

3.5	The Vendor should have experience of deployment of IT related projects in Private/ Public Sector(provide documentary evidence with costs specified)	Provide documentary evidence(Purchase Orders/ Agreement/ Agreement etc).	Max Marks = 10 05 & Above Projects = 10 04 Projects = 08 03 Projects = 06 02 Projects = 04 01 Projects = 02
-----	---	--	---

Section 4

Team Qualifications

4.1	Proposed Project team Project Manager, Hardware Specialist, Network Specialist& others (Submit CVs of all the Leads along with rest of the team).	Submit CVs of proposed team along with their proof of working in your respective organization.	Max marks 10 10& above=10 08& above =08 06& above =06 04& above =04 02& above =02
4.2	The Vendor should have Certified Staff	Must attached Professional Certificate of Networking and Hardware	Max marks 10 5 Certification & above=10 4 Certification =08 3 Certification =06 2 Certification =04 1 Certification =02
		TOTAL MARKS	100 Marks

NOTE: Qualifying marks 80%

BILL OF QUANTITY**Technical Specifications/ Technical Compliance Sheet****(Specification of items be higher or equivalent)**

S.#	Goods / Item	Specification	Quantity
01	Fax Machine	Laser Fax Machine with Scanner and Printer 33.6kbps Super G3 fax - Transmits a document in as few as 3 seconds High quality 600 x 600 dpi Laser printer - Via built-in parallel interface & PC software QWERTY keyboard - For easy data entry 120 page high-capacity memory PC faxing software Document Manager software	01
02	Photocopy Machine	Copy Speed – 60+ pages per minutes DADF (Duplex Automated Document Feeder) Electronic Duplexing Mechanical and Electrical Sorting Printing connectivity by USB, Parallel, Network and Hard drive Network printing and scanning facility Toner Copy Span: Min. 30,000 prints CRU Copy Span: Min. 60,000 prints One additional toner and CRU along with local trolley	01
03	Shredder Machine	Cutting sheet capacity – 15-16 Cut style – Cross Cut Cut size – 3 mm x 15 mm Accept papers, paper clips, CDs, credit cards and pins	04
04	Uninterruptable Power Supply (UPS)	On-Line 1000 VA UPS Extended-run Black color SNMP Card (Built-in) UPS with Power Chute Software	45
05	Laser Printer	Up to 44 ppm (Letter/A4/Legal) PCL 5e, PCL 6 & Postscript Lvl 3 emulation Input: 50 Sheets Multi & 250 Sheets Trays 15,000 Duty Cycle Wireless and LAN connectivity Hi-speed USB 2.0 Port	01
06	Scanner	Flatbed Scanner (up to A3 paper size) Charge Coupled Device (CCD) Scanner	01

		<p>1200 dpi optical and up to 999,999 dpi enhanced 48-bit internal Color and 24-bit External Hi-speed USB Software CD Photosmart Software for Windows & OCR by IRIS for Macintosh Power Cord USB Cable</p>	
07	Laptop	<p>CPU: Intel Core i5 (7th Generation, 6M Cache, 3.2GHz), Turbo Boost 2.0 (3.6GHz) Graphics: Intel HD Graphics 530 in processor RAM: Up to 16GB, UDIMM, DDR4 2133 Storage: Up to 1TB Solid State Hybrid Drive (SSHD), with 8GB NAND flash memory, SATA Optical Drive: Super Multi-Burner DVD±RW SATA 1.5Gb/s Drive Card Reader: 4-in-1 card reader Operating System: Windows 10 Pro 64-bit (licensed – Pre-installed) Display: 15.6" HD (1366 x 768) Non-Touch Webcam: 720p HD Camera Audio: Dolby® Home Theater® v4 Battery: Up to 13 Hours (44 WHr + 23 WHr) Wireless: Intel® Dual Band Wireless-AC 8260 (2x2) + Bluetooth® 4.1 Color: Black Input / Output Ports: RJ45, Mini DisplayPort™, HDMI™, Headphone / Microphone, Smart Card Reader, 3 x USB 3.0 (one Always On)</p>	50
08	Desktop Computer	<p>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).</p>	45

FINANCIAL PROPOSAL

- All prices must be quoted including GST

Financial Proposal				
S. #	DESCRIPTION	QTY	Unit Price (Including GST)	TOTAL
1.	Fax Machine			
2.	Photocopy Machine			
3.	Shredder Machine			
4.	Uninterruptable Power Supply (UPS)			
5.	Laser Printer			
6.	Scanner			
7.	Laptop			
8.	Desktop Computer with LED			
Grand TOTAL				

Note: Price should include all applicable government taxes

SAMPLE FORMS
BID FORM
(LETTER OF OFFER)

To:
Enquiries & Anti-Corruption Establishment (E&ACE), 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 10% of the Contract Price in case of Registered Firms and 12.5% in case of un-registered firms, for the due performance of the Contract.
- We agree to abide by this Bid for the period of ninety (90) days from the date fixed for bid opening of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof in your Notification of Contract Award, shall constitute a binding Contract between us.
- We understand that you are not bound to accept the lowest-priced or any Bid that you may receive.

Dated this-----day of -----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 Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh, 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 Enquiries & Anti-Corruption Establishment (E&ACE), Government of SindhKarachi, Pakistan (hereinafter called "the Purchaser") in the sum of -----, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this-----day of-----, 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 notlater than such date.

(NAME OF BANK)

By-----

(Title)

Authorized Representative



PERFORMANCE SECURITY FORM

To,

Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh
Karachi-Pakistan

WHEREAS (Name of the Contractor)

----- Hereinafter called "the Contractor" has undertaken, in pursuance of the bid for "Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh", 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 twenty-eight (28) days of the issue of the Defects Liability Expiry Certificate, whichever is later.

[NAME OF GUARANTOR]

Signature _____

Name _____

Title _____

Address _____

Seal _____



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 times 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)	



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 Enquiries & Anti-Corruption Establishment (E&ACE), Government of 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 apportioned able to the Software or Goods in question.
 - g. "Services" means services, such as tracking/monitoring of vehicles and other such obligations of the Contractor 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 Section Officer (General), Anti-Corruption Establishment (E&ACE), Government of Sindh, Karachi, equivalent to 3% 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 Anti-Corruption Establishment (E&ACE), Government of Sindh, Karachi. 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 10% bank Guarantee/security of the amount of contract, in the form of pay order, bank guarantee or any other financial instrument recognized by Government of Pakistan, to the satisfaction of Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh. 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 Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh 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

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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.

SPECIAL CONDITIONS OF THE CONTRACT

- 01 Procuring Agency Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh
- 02 Country of Origin Pakistan
- 03 Performance Security The Successful Bidder will provide the respective Performance Security in the sum equivalent to 10% of the Bid Price 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: Anti-Corruption Establishment (E&ACE), Government of Sindh, Karachi.



2

**ANTI-CORRUPTION ESTABLISHMENT
GOVERNMENT OF SINDH**

BIDDING DOCUMENT

**FOR PROCUREMENT
OF**

**Development, Deployment, Supply, Installation,
Testing & Commissioning of
Online Complaint Management System &
Human Resources Management System**

**ENQUIRIES & ANTI-CORRUPTION ESTABLISHMENT,
GOVERNMENT OF SINDH,
2ND FLOOR, OLD KDA BUILDING,
SINDH SECRETARIAT NO. 3 KARACHI**

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.

[Handwritten signatures]

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INVITATION TO BID

Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh (hereinafter referred as the Purchaser), invites sealed bids from eligible bidders for **“Development, Deployment, Supply, Installation, Testing & Commissioning of Online Complaint Management System & Human Resources Management System”**

Tender Bids in sealed envelopes as per information are required. Proponents applying for bids should submit Technical Proposal and Financial 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 & 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 engineering 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 3% 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. Enquiries & Anti-Corruption Establishment (E&ACE), Government of 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 circumstances 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. Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh shall have right of rejecting all or any of the tenders as per provisions of SPPRA Rules, 2010 (Amended 2017).
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 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 **“Development, Deployment, Supply, Installation, and Testing & Commissioning of Online Complaint Management System & Human Resources Management System “at Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh**
 - 1.2 Enquiries & Anti-Corruption Establishment (E&ACE), Government 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 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 (SPP Rules 24 & 25).

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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) Forms
- f) 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(03) 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.

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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 14.5.
- f) Documentary evidence in accordance with 2 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



13 Bid Security

restrictive.

- 13.1 Each bidder shall furnish, as a part of his bid, at the option of the bidder, a Bid Security of 03% of Bid Price or in the amount stipulated in the bidding data in Pak Rupees in the form of Bank Draft, Pay Order or Bank Guarantee in favor of the procuring agency valid for a period of 28 days 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.

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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 Bidding Data not later than the time and date stipulated therein.

15.2 The envelopes shall :

- a) Be addressed to the Procuring Agency at the address provided in the bidding data.
- b) 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

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substance of the Bid shall be sought, offered or permitted.

16.4 a) Prior to the detailed evaluation, pursuant to ITB.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.

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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

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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 ITB.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 satisfactory perform the Contract in accordance with the



provisions of the ITB.18.

19.2 Notwithstanding ITB.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 (SPP 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 (SPP 39).

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21.2 Failure of the successful bidder to comply with the requirements of Sub-Clauses ITB.20.2 & 20.3 or 21.1 or Clause ITB.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 (SPP Rule 89).



BIDDING DATA SHEET

Sr. No.	Categories	Details
01	Name of Procuring Agency	Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh
02	Cost of the Bidding Document	Rs. 2,000
03	Bid Currency	Bids shall be quoted entirely in Pak Rupees.
04	Bid Security	A bid security amounting to 3% of the Bid Prices shall be paid in favor of the Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh in the form of Bank Draft, Pay Order or Bank Guarantee.
05	Bid Validity	The bid shall be valid for 90 days after the bid opening date.
06	No. of Copies to be submitted	One Original copy of technical and Financial Bid sealed
07	Address for Submission of Bids	Section Officer (G) Enquiries & Anti-Corruption Establishment, Government Of Sindh, 2nd Floor, Old KDA Building, Sindh Secretariat No. 3 Karachi
07	Contact Details	Chairman, Enquiries & Anti-Corruption Establishment 2nd Floor, Old KDA Building Sindh Secretariat No.3, Karachi. Tel: 021-99211891-99211251 Fax:021-99211251
08	Last date for collection of Bidding Documents	
09	Last Date for submission of Bids	
10	Opening Date of the Bid	
11	Venue & Time for Bid Opening	
12	Performance Security	10% of the Bid Price

TECHNICAL SPECIFICATION

Complete Software Requirement Gathering, software Designing, Software Customization, Software Development, Software Implementation and Deploying, Software Reporting, Data Entry, Interactive Website Designing, Licensing of the software if required of the Complaint Management System. These are following modules which will be Designed , deployed and implemented in the Complaint Management System of E&ACE Department.

Software-1: Online Complaint Management System with Mobile App (Android & IOS)

1.1. Main Features:

- Accepting crimes information correctly.
- Storing the correct records in the database.
- Displaying correct information on selecting view option.
- Displaying current status of complains of the all crimes.
- Accepting the updated information from user and administrator.
- Storing the updated record in database to make it consistent.
- Deletion privilege to administrator only.
- Login Fields must be in English only
- Mobile & Web Applications will be in following three (03) languages:
 - English
 - Urdu
 - Sindhi

1.2. System Features:

- Login for user and admin: This includes Administrator and User login. There will be a username and password to login into the system to use all facilities.
- Complaint registration: This module helps to register the details about the crime. This is done by entering some details, such as incident details, Victim details, crime details etc.
- View complaint status: his module allows us to view the status of the complaint that you have registered earlier.
- Complaint Management: Complaint registration till complaint got registered or discarded complete procedure details and scenarios covered in this section.
- Case History Details Management: Here we can view the details of the case, date of occurrence, the type of crime and place of occurrence etc.

1.3. Basic Functionalities:



- The system requests that the administrator to enter his/her name, password.
- The system validates the entered name, password, logs the actor into the system.
- The administrator maintains the record of information of various complaints, crimes and related objects.
- If in the basic flow, the actor enters an invalid name, password, the system displays an error message. The actor can return to the beginning of the basic flow

1.4. **Infrastructure / Technology:**

☞ Mobile & Web Application Framework & Architecture

- The application should be based on the Open source framework.
- Python, PHP 5.6 or Java should be the primary language used for coding the server-side application.
- The client-side application shall be based on HTML5, CSS, JavaScript and other relevant languages.
- The application architecture shall be based on the Micro services / Clean Architecture and follow the standards prescribed by this mechanism.
- The application should follow the best coding practices based on S.O.L.I.D principles.
- The application should be developed with the emphasis on modularity, scalability, maintainability and security.
- Repository Pattern shall be used for database transactions for retrieving and storing data.

☞ Reports

- The reporting tools the application shall use should be highly optimized and customizable for generating reports.
- Reports shall be previewed and downloaded in various formats that include PDF, XLS, DOCX, RTF, CSV, HTML etc.
- The report viewer should have an option to input custom parameters for database operations.

☞ Database

- The database hosting shall be provided in a secure on-site datacenter location.
- Datacenter facility should have the appropriate infrastructure and hardware for managing traffic, resources, processing and data distribution.
- MySQL shall be used as the primary database for this application.

- The datacenter facility should provide the feature to scale hardware and storage specifications.
- The database shall have a functional audit trail to track database events and write them to an audit log.
- The system should limit access to authorized users.
- The database model shall be normalized to accommodate extended database tables.
- Database server shall provide the recovery and restoration facility so any unintended critical changes can be reversed.
- The application should implement “soft delete” instead of “hard delete” to ensure that data doesn’t get deleted permanently and to make it easy to restore any unintended deletes.
- Each data element should contain a “deleted” flag which shall be set to true if an entity has been deleted.
- Records “Deleted ” should be backed up to the external/secondary database purged from the main database after a period of time to ensure database optimization.
- The database ORM should be configured to intercept any data manipulation request to the database and change the query to perform the soft delete operation.
- Data center facility shall provide threat detection feature that will detect anomalous database activities indicating potential security threats to the database.
- The datacenter facility shall provide Transparent Data Encryption (Encryption to be based upon the prevalent recommendation of ISO 27002) to protect against the threat of malicious activity by performing real-time encryption and decryption of the database, associated backups, and transaction log files at rest without requiring changes to the application.

WEB API

- The Web API shall be built on Open Source framework as a separate entity.
- The API shall provide good documentation i.e., example requests and responses, along with descriptions of each of the elements in both.
- The API service shall ensure stability and consistency by incorporating a version number into the URL so that users can rely on the default version and can upgrade to any subsequent version when they’re ready to do so. In addition to being stable over time, APIs need to be internally consistent i.e. Common parameters should be handled globally within the API and use inheritance or a shared

architecture to reuse the same naming conventions and data handling consistently throughout the API.

- The API will support a variety of output formats, like JSON, YAML, XML, but will only support specifying the format in the URL itself.
- The API should provide the appropriate security mechanism by using token-based authentication or OAuth2 + SSL. The API should also have protection against cross domain requests and allow only requests from the authorized domains.

☞ Mobile App

- The system shall be available on smart phones and on all major operating systems i.e. Android, IOS in addition to the responsive website.

1.5. Functional Requirements:

☞ Security Application

- The application should provide the mechanism for input validations to prevent attacks performed by embedding malicious strings in query strings, form fields, cookies, and HTTP headers. These include command execution, cross-site scripting (XSS), SQL injection, and buffer overflow attacks.
- The application should provide Authentication for identifying spoofing, password cracking, elevation of privileges, and unauthorized access. Two tier / factor authentication should be available wherever applicable.
- The application should provide Authorization for preventing access to confidential or restricted data, tampering, and execution of unauthorized operations.
- The application should include Configuration Management to prevent unauthorized access to administration interfaces, ability to update configuration data, and unauthorized access to user accounts and account profiles.
- The application should provide the appropriate parameters for handling sensitive data
- The application should provide the Session Management feature which will capture session identifiers resulting in session hijacking and identity spoofing.
- The application shall use the standard encryption scheme as per ISO 27002.
- The application shall provide Exception Management for handling denial of service and disclosure of sensitive system level details.



- The application shall provide Auditing and Logging in case of failure to spot the signs of intrusion, inability to prove a user's actions, and difficulties in problem diagnosis.

☉ Administration Module

- Only users with the administrator privileges should be able to access this area.
- Administrator privileges should be given to the personnel of the concerned department.
- Administrator account shall be created by the Super Admin for the registered employees



➤ User Registration Module/Civilian

- Users should be able to register to the application by creating an account. The registration form shall include the following fields: First Name, Last Name, Date of Birth, Nationality, CNIC, Password, Confirm Password, Email, Contact #, Address, City, Zip Code.
- The registration should implement a 2 step verification mechanism. Upon completing the registration, the user shall be sent a verification code to the contact number provided. Account shall be activated after user enters the verification code in the prompt that will appear upon the submission of the registration form.
- User account can be made active, disabled or locked by the system admin when a new user gets registered.
- The passwords for the user accounts should be hashed and saved into the database so they cannot be decrypted.
- In case if the user doesn't remember their login details, they should be able to request for a new one. A password reset link shall be sent to their email id which is registered to their account. By clicking the link, the user shall be taken to the page where they can reset the password.
- CNIC information should be automatically verified by NADRA. Displaying the relevant info to the user for confirmation before the creation of the account.

➤ User Profile /Civilian

- The profile page for the user should contain information about the user which was entered at the time of registration.
- The profile page should include the summary of all the complaints launched by the user and their corresponding statuses.
- The user should be able to edit their information from the profile page. Each modification request should be followed by a prompt that shall ask the user to enter their password. If the password provided is incorrect, the information will not be updated.
- Limits should be placed on the type of information that can be changed e.g NADRA-linked information cannot be changed by the user.

➤ Complaint Registration Module

- Provides the complaint registration form which should contain the following input fields: Complainants Name, Father's Name, CNIC #, Landline #, Mobile #, Email Address, Present Address, Home Police Station, Date of



Incident, Time of Incident, Place of Incident, District of Incident, Police Station Jurisdiction, Details of Incident, Already Visited Police Station, Visit Details, Visit Time.

- A drop down menu shall be provided for the selection of the complaint type.
- The required fields should be marked with an asterisk (*)
- Form should not be submitted if the mandatory fields are not entered and subsequently the error message shall be displayed.
- User should be able to upload any relevant documents with the application.
- A "Captcha" human verification check should be required.
- Files should be stored in a file system. Each application should have a corresponding file folder where all the uploaded documentations shall be saved.
- Ticketing number should be generated based on the CNIC # provided or in the form of a serial number in a sequential ordered.
- User should be able to check the status of the complaint by entering the ticket # in the search box.
- Complaint registered by the existing complainant should be flagged on the Admin side.

Complaint Administration

- All the applications submitted by the complainant should be shown in a list on a table.
- The applications can be filtered by selecting the application type.
- Each application should have a "view" option with a corresponding details page to show all the details the complainant has provided.
- The details page of each application should show the case progress, court summons, information about the complainer and the investigation officer assigned to the case.
- The applications listed on this module should be segregated by the police station jurisdiction. Applications that fall outside of the jurisdiction of the police station should not be accessible by the user.
- The user should have the ability to update status, add notes, include findings and send notification to the complainant via email or SMS.
- Any modifications made to the already entered information should be sent to the super admin for approval. If the request has been approved, the changes shall be applied.



➤ Super Admin Module

- Super Admin privileges should be given to the department head or officially designated individuals assigned by the competent authority of Enquiries & Anti Corruption Establishment Department.
- Super Admin user shall be able to view all the complaints registered in all the jurisdictions and shall be able to close or block any application filed.
- Super Admin shall be able to elevate the application status to "FIR Registered" after the subsequent investigation has been completed for an application.
- Super Admin should have access to the employee database and should be able to make any changes to the employment status of an employee.
- Super Admin should be allowed to add or delete area offices in the jurisdiction.
- Super admin shall be able to temporarily disable any employee which shall block the user access for the employee to the application as a result.

➤ Complaint Summary Report- for Complainant

- This report shall be available for download on the complaint management page next to each application listed.
- The report should include the date the complaint was registered, status, description, and additional notes added by the admin.
- The report should display the name of the investigation officer.

➤ Dashboard Report-Super Admin

- This report should be made available only in the Super Admin section.
- Dashboard Report should be visible to user / Officer
- Should have calendaring / To do List
- Should show all cases assigned to officer
- Should show case updates from all sources.
- Case lists should be filterable showing current, closed and cold cases.
- Provide access to relevant uploads from complainant any other relevant source.
- Should have a multiuser secure work area for team members.
- All Policies be based upon ISO Standard 27002.
- The report will show statistics for all the police departments.
- The report can be filtered by date range to view statistics within a defined time frame.



- The report shall include the following fields: Pending, Closed, FIR Registered, and Total Complaints Registered.

Software-2: Human Resources Management System

2.1. Main Features:

- Paperless Hiring & On boarding
- Scheduling & Management Training
- Providing Performance Feedback
- Managing Health Insurance
- Administering Payroll
- Administering Benefits
- Recruitment and on boarding
- Performance evaluation
- Benefits administration
- Employee self-service
- Analytics and informed decision making
- HRM Employee Personal Info:
- Employee Detail
- Employee Experience
- Employee Qualification
- Employee Discipline
- Employee ACR
- Promotion
- Leave Information
- Employee Confirmation
- Employee Family Members
- Employee Medical

2.2. HRM Reports:

- Appointment Letter
- Confirmation Letter
- Employee Reports
- Employee Cards
- Employee Designation Wise
- Employee Department Wise
- Medical Reports
- Documentation
- Leave History
- Leave Balance

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EVALUATION CRITERIA

Mandatory Requirements:

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 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)	
	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 principle provider	

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EVALUATION OF TECHNICAL & FINANCIAL BIDS

ARTICLE IX. EVALUATION AND COMPARISON OF TECHNICAL AND FINANCIALS BIDS

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

The Purchaser will evaluate and compare the bids that have been determined to be substantially responsive. The evaluation will be performed assuming the Contract will be awarded to the Best Evaluated Bidder of the entire solution of **“Development, Deployment, Supply, Installation, Testing & Commissioning of Online Complaint Management System & Human Resources Management System”** as per Single Stage Two Envelope Procedure as per SPP Rules, 2010 (Amended 2013).

Description Weights

Technical Evaluation Qualification = 80%

Basis of Evaluation and Comparison of Bid

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

TECHNICAL PROPOSAL EVALUATION CRITERIA		
Purchaser will require from participating companies any document/papers that they may require in order to verify the claims of the participating companies with regard to technical competence. Companies are encouraged to provide maximum documentation as part of the technical proposal.		
Section	Points	Criteria
Domain Understanding	100	Domain knowledge (general and subjective) may be assessed, based on the Technical Write-up submitted and Evaluation of Project References successfully delivered
Software Development Experience	50	The Bidder must have proven experience/portfolio of developing software applications for international/national companies.



Financials Capability	50	<p>Bidder must have revenue of 200 Million PKR rupees in the last 03 years.</p> <table border="1" data-bbox="678 208 1110 421"> <tr> <th>03 years Revenue</th> <th>Points</th> </tr> <tr> <td>PKR 50 Million</td> <td>10 pts</td> </tr> <tr> <td>PKR75 Million</td> <td>20 pts</td> </tr> <tr> <td>PKR 100 Million</td> <td>30 pts</td> </tr> <tr> <td>PKR 150 Million</td> <td>40 pts</td> </tr> <tr> <td>PKR 200 Million</td> <td>50 pts</td> </tr> </table>	03 years Revenue	Points	PKR 50 Million	10 pts	PKR75 Million	20 pts	PKR 100 Million	30 pts	PKR 150 Million	40 pts	PKR 200 Million	50 pts																														
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Specialization, Qualification And Competence Of The Key Staff Assigned To The Project	100	<p>Strength of the Firm – 50 points max Year of establishment of company</p> <table border="1" data-bbox="678 488 1157 701"> <tr> <th>Years of Establishments</th> <th>Points</th> </tr> <tr> <td>3 Years or above</td> <td>05 pts</td> </tr> <tr> <td>4 Years or above</td> <td>15 pts</td> </tr> <tr> <td>5 Years or above</td> <td>25 pts</td> </tr> <tr> <td>6 -< 10 Years</td> <td>40 pts</td> </tr> <tr> <td>10 Years and above</td> <td>50 pts</td> </tr> </table> <p>Experience of Key Personnel – 50 points max The section will evaluate the required Human Resource potential of the company as well as the quality and experience of the available Human Resource with special reference to the assignment being tendered for. When Selecting a team member following should be considered and stated for each member:-</p> <ul style="list-style-type: none"> - Relevant Experience - Role against relevant experience - Qualifications - Total Experience <p>For evaluation of Team Leader and each of the key professionals the following sub-criteria will be followed: Educational qualifications</p> <table border="1" data-bbox="569 1205 1408 1845"> <thead> <tr> <th>#</th> <th>Key Persons</th> <th>Qualification</th> <th>Exp (Yrs.)</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Business Analyst</td> <td>Bachelor in IT related discipline from a reputable University.</td> <td>>5 yrs = 6 pts <5 yrs = 3 pts <3 yrs = 0 pts</td> <td></td> </tr> <tr> <td>2</td> <td>Sr. Project Manager</td> <td>Bachelor in IT related discipline from a reputable University.</td> <td>>7 yrs. = 6 pts. <7 yrs. = 3 pts. <3 yrs. = 0 pts.</td> <td></td> </tr> <tr> <td>3</td> <td>Project Manager</td> <td>Bachelor from a reputable University PMI certified/ Masters in Management science/ IT.</td> <td>>5 yrs. = 6 pts. <5 yrs. = 3 pts. <3 yrs. = 0 pts.</td> <td></td> </tr> <tr> <td>4</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>5</td> <td>Technical Architect</td> <td>Bachelor in IT related discipline from a reputable University</td> <td>>5 yrs = 6 pts <3 yrs = 3 pts <2 yrs = 0 pts</td> <td></td> </tr> </tbody> </table>	Years of Establishments	Points	3 Years or above	05 pts	4 Years or above	15 pts	5 Years or above	25 pts	6 -< 10 Years	40 pts	10 Years and above	50 pts	#	Key Persons	Qualification	Exp (Yrs.)	Points	1	Business Analyst	Bachelor in IT related discipline from a reputable University.	>5 yrs = 6 pts <5 yrs = 3 pts <3 yrs = 0 pts		2	Sr. Project Manager	Bachelor in IT related discipline from a reputable University.	>7 yrs. = 6 pts. <7 yrs. = 3 pts. <3 yrs. = 0 pts.		3	Project Manager	Bachelor from a reputable University PMI certified/ Masters in Management science/ IT.	>5 yrs. = 6 pts. <5 yrs. = 3 pts. <3 yrs. = 0 pts.		4					5	Technical Architect	Bachelor in IT related discipline from a reputable University	>5 yrs = 6 pts <3 yrs = 3 pts <2 yrs = 0 pts	
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		6	Sr. Software Engineer	Masters in IT related discipline from a reputable University.	=>7 yrs = 6 pts <5 yrs = 3 pts <3 yrs = 0 pts	
		7	Sr. Creative Designer	Bachelor from a reputable University, along with designing certification in relevant field.	>5 yrs = 6 pts <5 yrs = 3 pts <3 yrs = 0 pts	
		8	Sr. UI/UX Developer	Bachelor from a reputable University, along with designing certification in relevant field.	>5 yrs = 6 pts <5 yrs = 3 pts <3 yrs = 0 pts	
		9	Content Writer	Proficient in <ul style="list-style-type: none"> English (4 points) Urdu (2 points) Sindhi (2 points) Individual experience will be considered.	>5 yrs	
Technology	100	Relevant Project Portfolio built using PHP with MySQL and Implementation:				
		Number of Projects		Points		
		2 Projects		25 pts		
		<5 Projects		75 pts		
		=> 6 Projects		100 pts		

BILL OF QUANTITY**Technical Compliance Sheet**

(Specification of items may be higher or equivalent)

S.NO	Goods/ Items	Specification	Quantity
1.	SoftwareDevelopment, Deployment Supply , Installation, Testing and Commissioning of Online Complain Management System and Human Resource System	Mentioned in Annex -A	One Solution

FINANCIAL PROPOSAL

- All prices must be quoted including GST

Financial Proposal				
S. #	DESCRIPTION	QTY	Unit Price (Including GST)	TOTAL
1.	Complete "Development, Deployment, Supply, Installation, Testing & Commissioning of Online Complaint Management System & Human Resources Management System" of E&ACE.	01		
Grand TOTAL				

Note: Price should include all applicable government taxes



SAMPLE FORMS
BID FORM
(LETTER OF OFFER)

To: Enquiries & Anti-Corruption Establishment (E&ACE), 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 10% of the Contract Price in case of Registered Firms and 12.5% in case of un-registered firms, for the due performance of the Contract.
- We agree to abide by this Bid for the period of ninety (90) days from the date fixed for bid opening of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof in your Notification of Contract Award, shall constitute a binding Contract between us.
- We understand that you are not bound to accept the lowest-priced or any Bid that you may receive.

Dated this-----day of -----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 Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh, 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 Enquiries & Anti-Corruption Establishment (E&ACE), Government of SindhKarachi, Pakistan (hereinafter called "the Purchaser") in the sum of -----, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this-----day of-----, 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 notlater than such date.

(NAME OF BANK)

By-----

(Title)

Authorized Representative



PERFORMANCE SECURITY FORM

To,

Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh
Karachi-Pakistan

WHEREAS (Name of the Contractor)

----- Hereinafter called "the Contractor" has undertaken, in pursuance of the bid for "Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh", Karachidated _____ 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 twenty-eight (28) days of the issue of the Defects Liability Expiry Certificate, whichever is later.

[NAME OF GUARANTOR]

Signature _____

Name _____

Title _____

Address _____

Seal _____



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 times 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)	



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 Enquiries & Anti-Corruption Establishment (E&ACE), Government of 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 apportioned able to the Software or Goods in question.
 - g. "Services" means services, such as tracking/monitoring of vehicles and other such obligations of the Contractor covered under the scope of work.

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- 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 Section Officer (General), Anti-Corruption Establishment (E&ACE), Government of Sindh, Karachi, equivalent to 3% 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 Anti-Corruption Establishment (E&ACE), Government of Sindh, Karachi. 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.

Two handwritten signatures in black ink, one on the left and one on the right, appearing to be initials or names.

- 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 10% bank Guarantee/security of the amount of contract, in the form of pay order, bank guarantee or any other financial instrument recognized by Government of Pakistan, to the satisfaction of Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh. 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 Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh reserves the

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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

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orremedy which has accrued or will accrue thereafter to theProcuring agency.

- 15 Resolution of Disputes 15.1 The Procuring agency and the Supplier shall make every effort to resolve amicably by direct informal negotiation anydisagreement or dispute arising between them under or inconnection with the Contract.

SPECIAL CONDITIONS OF THE CONTRACT

- 01 Procuring Agency Enquiries & Anti-Corruption Establishment(E&ACE), Government of Sindh
- 02 Country of Origin Pakistan
- 03 Performance Security The Successful Bidder will provide the respective Performance Security in the sum equivalent to 10% of the Bid Price 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:Anti-Corruption Establishment (E&ACE), Government of Sindh, Karachi.





3

**ANTI-CORRUPTION ESTABLISHMENT
GOVERNMENT OF SINDH**

**BIDDING DOCUMENT
FOR PROCUREMENT
OF
“Establishment of Data Centre / Server Room
for Complaint Management System of E&ACE”**

**ENQUIRIES & ANTI-CORRUPTION ESTABLISHMENT,
GOVERNMENT OF SINDH,
2ND FLOOR, OLD KDA BUILDING,
SINDH SECRETARIAT NO. 3 KARACHI**

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

Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh(hereinafter referred as the Purchaser), invites sealed bids from eligible bidders for "Establishment of Data Centre

Tender Bids in sealed envelopes as per information are required. Proponents applying for bids should submit Technical Proposal and Financial 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& 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 engineering 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 3% 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. Enquiries & Anti-Corruption Establishment (E&ACE), Government of 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 circumstances shall any contractor be entitled to claim enhanced rates for any item in this contract.
5. The bidder(s) can participate as sole proprietary firm or private limited company or as Joint Venture (JV) - a business entity created by two or more parties through Memorandum of Agreement on non-judicial paper with stamp duty of Rs.100/-
6. The bidder(s) can form consortium and participate in the bidding process as a consortium - i.e. association / partnership of two or more commercial entities acting jointly and pooling up of resources with the objective of participating in a common activity.
7. 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.
8. Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh shall have right of rejecting all or any of the tenders as per provisions of SPPRA Rules, 2010 (Amended 2017).

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9. 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.
10. 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 will not be allowed to participate in future tenders as well.

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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 Establishment of Data Centreat Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh.
 - 1.2 Enquiries & Anti-Corruption Establishment (E&ACE), Government 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 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 (SPP Rules 24 & 25).

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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) Forms
 - f) 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(03) 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.

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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 14.5.
- f) Documentary evidence in accordance with 2 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

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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

13 Bid Security

restrictive.

- 13.1 Each bidder shall furnish, as a part of his bid, at the option of the bidder, a Bid Security of 05% of Bid Price or in the amount stipulated in the bidding data in Pak Rupees in the form of Bank Draft, Pay Order or Bank Guarantee in favor of the procuring agency valid for a period of 28 days 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 Bidding Data not later than the time and date stipulated therein.

15.2 The envelopes shall :

- a) Be addressed to the Procuring Agency at the address provided in the bidding data.
- b) 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

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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 ITB.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

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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

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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 ITB.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 satisfactory perform the Contract in accordance with the



provisions of the ITB.18.

19.2 Notwithstanding ITB.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 (SPP 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 (SPP 39).

21.2 Failure of the successful bidder to comply with the requirements of Sub-Clauses ITB.20.2 & 20.3 or 21.1 or Clause ITB.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 (SPP 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

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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.

BIDDING DATA SHEET

Sr. No.	Categories	Details
01	Name of Procuring Agency	Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh
02	Cost of the Bidding Document	Rs. 2,000
03	Bid Currency	Bids shall be quoted entirely in Pak Rupees.
04	Bid Security	A bid security amounting to 5% of the Bid Prices shall be paid in favor of the Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh in the form of Bank Draft, Pay Order or Bank Guarantee.
05	Bid Validity	The bid shall be valid for 90 days after the bid opening date.
06	No. of Copies to be submitted	One Original copy of technical and Financial Bid sealed
07	Address for Submission of Bids	Section Officer (G) Enquiries & Anti-Corruption Establishment, Government Of Sindh, 2nd Floor, Old KDA Building, Sindh Secretariat No. 3 Karachi
07	Contact Details	Chairman, Enquiries & Anti-Corruption Establishment 2nd Floor, Old KDA Building Sindh Secretariat No.3, Karachi. Tel: 021-99211891-99211251 Fax:021-99211251



08	Last date for collection of Bidding Documents	
09	Last Date for submission of Bids	
10	Opening Date of the Bid	
11	Venue & Time for Bid Opening	
12	Performance Security	10% of the Bid Price

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SCOPE OF WORK

E&AC Department requires the Proposal from well-reputed expert firm in Data Center / Server Room Establishment for the "Data Center / Server Room for Complaint Management System for E&AC Department". The scope of this project is to provide extended warranties support and maintenance of the Hardware equipment installed in the Data Center / Server Room.

Under this RFP, E&AC Department, Government of Sindh invites the proposal from bidders for "Procurement of Hardware & establishment of Data Center / Server Room for Anti-corruption Complaint management system" under which the successful bidder have to perform the following tasks:

Building the Data Center / Server Room.

1. Delivery and installation Data Center Cabling.
2. Delivery and installation Fire Extinguisher.
3. Delivery and installation of all Servers with Software's.
4. Delivery and installation of Storage.
5. Delivery and installation & configuration of Switches.
6. Delivery and installation Tape library.
7. Delivery and installation firewall and load balancer.
8. Delivery and installation of Laptops/ Printers, Scanners.
9. Delivery and installation of Wingle and establish connectivity between main site and regional sites.
10. Delivery and installation of internet connectivity in Data Center.
11. Fire Proofing.
12. Raised Flooring System
13. Clean Agent Extinguishing System
14. Complete Chiller System (precession cooling system)
15. Electrical Works
16. Grounding of the Access Flooring System
17. Electrical Services have been upgraded to feed the new equipment
18. UPS etc.

Anti-corruption Establishment. Government of Sindh need a Cluster database management system which provides scalability, highly availability and reliability. The system should support active (active) clustering feature for all nodes. The system should be capable of Real Time Active Replication. The management system must support rolling upgrade without downtime along with built-in security modules

The Scope of Work would include installation of a complete structured Communication Cabling System for Telephone and Data, Backbone Cabling up to the Racks, Enclosures and Extensive Cable Management during installation.



Bidders are requested to propose solution (With after sales service Warranty for 2 Years), compliant with the requirements mentioned in this RFP.

One-year hardware operation, parts replacement under extended warranty will be the responsibility of the bidder. A dedicated expert resource will be deployed at the Data Center for Hardware management, installations and troubleshooting whenever required.

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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 SLA 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
Section 1			
Company Profile			
1	Years of Establishment of firm duly registered with the SECP or company ordinance 1984.	Company Profile/documentary evidence / proof should be attached in the Technical bid for verification	Max Marks = 10 10 & Above Years = 10 08 & Above Years = 08 06 & Above Years = 06 04 & Above Years = 04 02 & Above Years = 02
1.2	Vendor should be partner since at least last 3 years by Principle	Please provide Partnership certificate from manufacturer for Servers, Switches, Network Equipment, Diesel Generator and UPS (At least 3 years old) Please attach evidence / proof	Max Marks= 10 Server=02 Network Equipment=02 Diesel Generator=02 Switches=02 UPS=02
1.3	ISO 9001:2008 Certified	Provide documentary evidence	Yes = 5 Marks No = 0
Section 2			
Financial Capability			
2.1	Average annual turnover of the firm for the last 3 years	Provide Audited Financial Reports	Max Marks = 15 100 Million or More = 15 50 Million or More = 10 10 Million or More = 05 Less than 10 Million=02
Section 3			
Specialization/Core Expertise in Establishment of Data Centre			

EVALUATION CRITERIA

Mandatory Requirements:

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 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)	
	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 principle provider from Original Equipment Manufacturer (OEM) for Servers, Switches, Network Equipment, Diesel Generator and UPS.	



3.1	Number of similar projects in Private/Public Sector at least 02 being PKR 10 million in Government / Private sector (provide documentary evidence with costs specified)	Provide documentary evidence(Purchase Orders/ Agreement/ Agreementetc)	Max Marks = 15 10 or More Projects = 15 05 or More Projects = 10 02 or More Projects= 05
3.2	The Vendor should have experience in deploying Large scale IT Projects.	Provide documentary evidence of IT Projects in Government sector/ Private Sector (Related to IT Hardware/Networking/firewall/ Data Centre/Network Security/Fiber etc(worth over 20 million)	Max Marks = 15 05or More Projects = 15 03 or More Projects = 10 01or More Projects= 05
3.3	The Vendor should have experience in deploying Medium scale IT Projects.	Provide documentary evidence IT Projects in Government sector & Private Sector (Related to IT Hardware/ Networking/firewall/Data Centre/Network Security/Fiber connectivity, Biometric etc worth over 10 million per Project)	Max Marks = 10 10 or More Projects = 10 08 or More Projects = 08 06 or More Projects= 06 04 or More Projects= 04 06 or More Projects= 02
Section 4			
Team Qualifications			
4.1	Proposed Project team Project Manager, Hardware Specialist, Network Specialist& others (Submit CVs of all the Leads along with rest of the team).	Submit CVs of proposed team along with their proof of working in your respective organization.	Max marks 10 10& above=10 08& above =08 06& above =06 04& above =04 02& above =02
4.2	The Vendor should have Certified Staff	Must attached Professional Certificate of Networking and Hardware	Max marks 10 5 Certification & above=10 4 Certification =08 3 Certification =06 2 Certification =04 1 Certification =02
TOTAL MARKS			100 Marks

NOTE: Qualifying marks 80%

TECHNICAL SPECIFICATION

ALL ITEMS SHOULD BE EQUIVALENT OR HIGHER

LOT-1 (CIVIL / ELECTRICAL WORKS)

S.#	Goods / Item	Specification	Quantity
1.	Civil Work	<ul style="list-style-type: none">• Demolition or removal of existing window, wooden door, fall ceiling, internal conduit and electrical wiring, air conditioning• Construction of new floor with imported tiles in data center• Block masonry wall with plaster for Closing of existing window, Adjacent store room door in Data Center as per site requirement• Supply & Painting of 2 x coats of Paint on new or existing walls, ceiling including all detached attachments fire resistant based paint including surface preparation with putty filling.• Supply & Fixing of Aluminum Frame Glass door with 8mm Glass including door lock, Handle, Door Closure at main data center hall entrance Approx size 4'(W) x 7'6"(H).• Supply & Fixing of 8mm or 10mm tempered glass wall with frame partition for data center (As per site requirement)• Supply & Fixing of 12mm tempered frameless glass door with door closure, Stainless Steel Imported Handle for Data Center entrance. Approx. size 3'6"(W) x 7'6"(H)	01 Solution
2.	Data Center Flooring	<ul style="list-style-type: none">• Supply, Fixing and Testing of Anti-Static Vinyl tile (2mm) with copper conductor insulator for main Data Center, Power, Staging room Flooring-complete in all aspects	01 Solution
3.	Power/Electrical Cables	<ul style="list-style-type: none">• Supply, laying and termination of incoming main source power cable from building source to Data Center L.T. Panel using 70mm², 3 cores, PVC/PVC, 600/1000V, stranded copper conductor power cable. However, will be charged as per the actual length of power cable	01 Solution

		<p>used.</p> <ul style="list-style-type: none"> • Supply, laying and termination of power cable from L.T. panel to data center main distribution Panel using 50mm 3 core, PVC/PVC, 600/1000V, stranded copper conductor power cable. However, will be charged as per the actual length of power cable used. • Supply, laying and termination of power cable from main distribution Panel/DB to UPS In/Out DB using 35mm², 4 core, PVC/PVC, 600/1000V, stranded copper conductor power cable. However, will be charged as per the actual length of power cable used. • Supply, laying and termination of power cable from Power Distribution Rack/Frame to IT Racks using 16 mm², 3 core, PVC/PVC, 600/1000V, stranded copper conductor power cable. However, will be charged as per the actual length of power cable used • Supply, laying and termination of power cable from Distribution DB to Floor Standing Cooling Units using 10 mm², 3 core, PVC/PVC, 600/1000V, stranded copper conductor power cable. However, will be charged as per the actual length of power cable used • Supply, laying and termination of Power cable from Diesel Generator to ATS Panel using 50mm², 4 Core PVC/PVC, 600/1000V, Standard Copper Conductor Power Cable. However, will be charged as per the actual length of power cable used • Supply, Laying & Termination of 2.5mm 6 Core & 1.5mm 6 Core Shielded Cable for Controlling. However, will be charged as per the actual length of power cable used) 	
4.	Data Center Lightening / Wiring	<ul style="list-style-type: none"> • Supply and Installation of LED Ceiling light fixture 12 - 18W complete with lamps starting gears, holders, low loss ballasts etc including all suspension mounting and fixing materials • Supply and Installation of recessed 	01 Solution

		<p>/ surface mounted rechargeable NiCad battery operated (3Hrs) non-maintained type single sided emergency fluorescent exit light 1 x 8W fluorescent lamp including all installation material.</p> <ul style="list-style-type: none"> • Supply and Installation of maintained type emergency lighting converter kit, suitable for 36W TLD lamp complete with all respect • Lighting point controlled by 1 switch • Light point from point to point. • 15 Amp socket outlet point. • Data Outlet Points with Dual Shutter Face Place with back box including Cat6 Data Wiring (As per site requirement) • 3 Pin 5 Amp Switch Socket. • 3 Pin 15 Amp Switch Socket. (Data Centre) • 3 Pin 16amp Industrial Sockets • 5 Pin 32amp Industrial Sockets • 3 Pin 13 Amp Switch Socket. (Data Centre) • Complete Concealed Wiring 2.5mm conductor including PVC / PVC concealed piping for Data Center & NOC (Adamjee/Dura Duct) 	
5.	G.I. Cable Tray / Ladder	<ul style="list-style-type: none"> • Supply & Fixing of 4"x3" 16 gauge G.I Galvanized Covered Cable Tray from Main Panel to Data Center Distribution DB including all accessories bends, tees, cross over, reducers, clamps, hooks, bolts, hanger etc. Complete in all respects (Galvanized Iron Sheet) • Supply & Fixing of 4"x3" 16 gauge G.I Galvanized Covered Cable Tray/Runway from Data Center Distribution to IT Racks including all accessories bends, tees, cross over, reducers, clamps, hooks, bolts, hanger etc. Complete in all respects (Imported Galvanized Iron Sheet) • Supply & Fixing of 4"x3" 16-gauge G.I Galvanized Covered Cable Tray from ATS Panel to Genset including all accessories bends, tees, cross over, reducers, clamps, hooks, bolts, hanger etc. Complete in all respects (Imported 	01 Solution

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		Galvanized Iron Sheet)	
6.	Earthing& Grounding	<ul style="list-style-type: none"> Supply & Installation Earth Pits: Boring, Earth Rod with connecting plates, Chemical pouring, Chamber with Pit Cover. Supply of 20mm dia. 10ft long copper clad steel rod driven 3 mtr. Deep copper conductor in 50mm dia PVC pipe Class D up to main earth bar complete with all accessories inspection chamber and heavy-duty G.I cover. Provision of Earthing to provide less than 2.0 Ω Resistance with all necessary earthing arrangements. Earth test points with 300mm x 50mm x 6mm copper bus bar with terminals, insulator, supports, lugs, bolts, etc. Supply, Laying & Termination of 600 / 1000 V Grade PVC / PVC copper conductor single core earth cables (Green) from earth pit to Data Center Bus Bar with G.I. as per Site requirement 	01 Solution
7.	L.T. Panel / ATS / MOR / Distribution DBs	<ul style="list-style-type: none"> Supply Installation, Commissioning & Testing of Main Incoming Panel having ATS with Genset& K.E with MOR System for complete switching mechanism Supply Installation, Commissioning & Testing of Main Distribution Board for Data Center, UPS, Air Conditioning and General Lightening Supply Installation, Commissioning & Testing of UPS In/Out DB for Data Center (Racks) 	01 Solution
8.	Diesel Generator	<ul style="list-style-type: none"> Supply & Installation, Testing & Commissioning of 25Kva Prime Diesel Engine Alternator, Deep Sea Control Module 4520 - 400 V, 3 Phase+N, 0.8 P.F - 50 Hz, 1500 RPM - Water cooled - Radiator 50 °C Tropically designed - Industrial muffler (Supplied Loose) - Exhaust Flexible (Supplied Loose) - Base Fuel Tank (Sufficient for 8 Hours Capacity) - Engine pump oil drain tap & Coolant Drain Tap - Self excited Alternator - IP 23 Protection MeccAlte alternator class H insulation - Emergency Push button - Set mounted lead acid batteries - Earth Leads - Battery Charger Sound and 	01 Solution



		Weather Proof Canopy • Construction of Generator Foundation Pad on existing RCC Floor (Roof) after laying 2" thick cork sheet and then laying 6" thick RCC pad with 1/2 Ø Steel reinforcement 6" apart	
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LOT-2 (COOLING / ENVIRONMENT MONITORINGSYSTEM)

S.#	Goods / Item	Specification	Quantity
1.	Environment Monitoring System	<ul style="list-style-type: none"> Supply, Installation & Testing of IP based EMS system for Data Center for Humidity, Temperature, Leakage detection and monitoring with GSM monitoring 	01 Solution
2.	Comfort Cooling	<ul style="list-style-type: none"> Supply, Installation & Commissioning of 4 ton Floor Standing type Air Conditioners for Data Center Complete copper piping in covered G.I. Trays include aero flex, drain piping, insulation tape, foundation pad / Iron angle frame for AC Outer Units with auto air conditioners sequence controlling. Supply, Installation & Commissioning of 1.5-ton Split Type Air Conditioners for NOC Complete copper piping in covered G.I. Trays include aero flex, drain piping, insulation tape, foundation pad / Iron angle frame for AC Outer Units with auto air conditioners sequence controlling. 	<ul style="list-style-type: none"> 02 Floor Standing 02 Split A/C

LOT-3 (FIRE & SAFETY SYSTEM)

S.#	Goods / Item	Specification	Quantity
1.	Fire Detection & Suppression System	<p>Data Center Suppression System</p> <ul style="list-style-type: none"> Supply, Installation, Commissioning and Testing of Modular Cylinder for Data Center manufactured according to the European standard CE and portable pressure equipment 1999/36/CE for a working pressure of 25bar@20°C and a proof pressure of 60 bar. Equipped with registered and approved KD valves of different diameters. It also includes drill tube, bridle and protector cap and transport accessories. Discharge Nozzles, 360° type with all accessories, complete in all respects. Complete Piping for Fire Suppression System, from Cylinders to Nozzles via schedule 40 MS pipe along with all mounting accessories. Complete with all supporting hangers, brackets, elbows, Tee & mounting accessories etc. <p>Detection System</p> <ul style="list-style-type: none"> Supply, Installation and testing of Fire Extinguishing Agent Releasing Panel with Battery Backup, Smoke Detectors with Base, Fire Alarm Bell, Sounder Flasher, Abort Switch. Complete Power and control wiring for detection system 	01 Solution
2.	Fire Extinguisher	<ul style="list-style-type: none"> Hand-held fire extinguishers (5Kg) industrial standards for Data Center with installation brackets 	01 Solution
3.	Mouse & Rat Repellent System	<ul style="list-style-type: none"> Electronic Rat Repellent System for Data Center & UPS Rooms having following features: Power supply 220 V AC Mains Outlet, Covers up to 50 Sq.ft Ultrasonic Frequency 20 - 25 dB at 20 KHz 	01 Solution

LOT-4 (COMPUTER HARDWARE & ACCESSORIES)

S.#	Goods / Item	Specification	Quantity
1.	Server Rack	<ul style="list-style-type: none"> Supply & Installation, Testing & Commissioning of 42 U 600 x 1000 Server Rack Four side open Rack with front and back mesh doors Back door is two sides operable Rack is fabricated from sheet metal with pillars of 16 gauge and base of 14 gauge 	01



		<ul style="list-style-type: none"> • Rack is sand blasted, zinc oxide and then powdered coated. • Accessories: 1 sliding tray, 4 cooling fans, 4 wheels and adjustable tray/screws • Cable Management in all four pillars • 1 U fan unit with built-in digital display for the inner temperature of Rack • 1 Piece of 8-way PDU with IEC Socket • 1 Copper Grounding bar 	
2.	UPS Rack	<ul style="list-style-type: none"> • Supply & Installation, and Commissioning of 18 U Floor Standing 600 x 800 mm UPS Rack, Local Made, Black Color 	01
3.	Power Distribution Unit (PDU) for Servers	<ul style="list-style-type: none"> • Supply & Installation, Testing & Commissioning of Power Distribution Unit (Rack Mountable), 8 Power Outlets 16 A – British Type sockets 	01
4.	LAN Switch	<ul style="list-style-type: none"> • Cisco or equivalent 48 10Mb/100Mb/1000Mb ports • 48 UPOE ports • Supports many high-speed uplinks • Enhanced Limited Lifetime Warranty (E-LLW) 	02
5.	Online UPS	<ul style="list-style-type: none"> • Supply & Installation, Testing & Commissioning of Smart-UPS (On-line) 10,000 VA UPS with extended-run, black color, rack/tower convertible, SNMP Card (Built-in) and UPS with Power Chute Software (Warranty: 03 years comprehensive (parts, batteries and labor) including four preventive maintenance/service per year from date of delivery) 	02
6.	Servers	<ul style="list-style-type: none"> • Supply & Installation, Testing & Commissioning of Dell PowerEdge Server or equivalent: • Quad Core Intel Xeon Processor E5440 (1 x 2.83GHz, 1333MHz FSB, 2x6MB cache) • 4GB (2x1024), DDR-2 667MHz ECC 2R Fully-Buffered Memory • Raid 5, PERC 6/i, Integrated Controller Card • 5 x 146GB 3.5-inch 15K RPM SAS Hard Disk Drive • 1x6 Backplane for 3.5-inch Hard Disk Drives • Rack Orientation Chassis • Redundant Power Supply (750W) • Bezel for PowerEdge 2950 III Servers • Expansion Riser: 2x PCIe slots • Integrated Dual Broadcom Gigabit Network Card with TOE hardware enabled • Disable TCP/IP Offload Engine • CD Kits for TCP/IP Offload Engine • Rapid/Versa Rails • Dell OpenManage Software kit • 24x IDE CR RW/DVD Combo Drive • One Keyboard and one Mouse • Operating System 	02

		<ul style="list-style-type: none"> Operating systems: All, 2U rack-mount, Windows Server 2016 Edition with license Symantec Endpoint Protection. For windows server 2012 (up- dated version) for Data Center Warranty 3 Years. 	
7.	Console with KVM Switch	<ul style="list-style-type: none"> Supply & Installation, Testing & Commissioning of Console with 8-Port KVM Switch: Integrated 15" LCD Panel with full keyboard and touchpad Control and monitor up to 8 servers with one console Two level password security Rack mountable Included 8 pieces of 1.8 m USB KVM cable 	02
8.	Firewall	<ul style="list-style-type: none"> Supply & Installation, Testing & Commissioning of Cisco Firewall 4110 or equivalent 3DES/AES With next generation firewall features license. Application security features licensed. 	01
9.	Software Products	<ul style="list-style-type: none"> Supply & Installation, Testing & Commissioning of: Windows Server titled Microsoft® Windows® Server Standard Single License with Software Assurance Pack Open Value Enterprise Agreement Exchange Server License titled Microsoft® Exchange Server Standard Single License with Software Assurance Pack Open Value Enterprise Agreement Latest Oracle Database Software with Oracle Technical Support and Oracle Database Standard-One Version. Anti-Virus Protection Software titled McAfee Total Protection Enterprise Perpetual with 1-year Gold Support with VirusScan Enterprise, NetShield for NetWare, SiteAdvisor Enterprise and GroupShield for Microsoft Exchange & Lotus Domino, Anti-Spam for Group Shield along with McAfee Total Protection Enterprise Media Kit Domain Registration (.gov.pk) and Web Hosting, along with email accounts, webmail facility and technical support 	01
10.	Backup Services	<p><i>Supply & Installation, Testing & Commissioning of IBM TS2280 Tape Drive or equivalent</i></p> <ul style="list-style-type: none"> PowerVault 110T External LTO-7 400/800GB Tape Drive Supported Cleaning Tape Cartridge U320 SCSI Internal PCIe Controller Card 68pins LVD to 68pins VHDCI (Ext Tape Drive to 39160/39320 Controller Card) Dell Media Tape Cartridge (2 x 5-Pack) for LTO-7 400/800 GB Data Cartridges 	01

11.	Backup Software	<ul style="list-style-type: none"> Supply & Installation, Testing & Commissioning of Symantec Backup Exec Software with Software Assurance (Inclusive of 24/7/365 Twelve Months Symantec Essential Support and Local Support) 	01
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LOT-5 (CCTV SECURITY SYSTEM)

S.#	Goods / Item	Specification	Quantity
1.	Network Operation Center (NOC) LCD/LED Screens	<ul style="list-style-type: none"> Supply & Installation of 50" LED /LCD Screens with complete mounting kit. Shall support 2 x DVI inputs, VGA, Ethernet, 2 x HDMI inputs connectivity. Supply & Fixing of NOC Furniture: Work Stations including Tables, Chairs, Side Drawer for 3 NOC Staff. 	01
2.	I.P Based Video Surveillance System	<ul style="list-style-type: none"> Supply, Installation and testing of IP cameras 1.3MP PoE Wall / Ceiling mounted IR Cameras (Qty - 4) with Motion detection, low light operations for Data Center Surveillance with 4 CH NVR with 1TB SATA (Surveillance Hard Disk), with 30 Days video storage minimum Data Cabling including PVC / PVC concealed conduit/ducting with all accessories and fittings. Complete in all respect 	01
3.	I.P Based Biometric Access Control System	<ul style="list-style-type: none"> Supply, Installation and Testing IP Based bio metric access control with keypad. LAN Based Access Control Management Software, Electromagnetic door lock (600 lbs.) and Exit push button with back box. Complete in all respect (Complete Data and Power Wiring). 	01

FINANCIAL BID PROFORMA

TO BE PRINTED IN COMPANY LETTER AND ENCLOSED IN SEPARATE SEALED ENVELOP MARKED AS "FINANCIAL BID"

S. No.	Description	Item Price	Total Quantity (As mentioned against each item in Annexure "A")	Total Price
TOTAL				

Note: Price should include all applicable government taxes



SAMPLE FORMS

BID FORM
(LETTER OF OFFER)

To:
Enquiries & Anti-Corruption Establishment (E&ACE), 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 10% of the Contract Price in case of Registered Firms and 12.5% in case of un-registered firms, for the due performance of the Contract.
- We agree to abide by this Bid for the period of ninety (90) days from the date fixed for bid opening of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof in your Notification of Contract Award, shall constitute a binding Contract between us.
- We understand that you are not bound to accept the lowest-priced or any Bid that you may receive.

Dated this-----day of -----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 Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh, 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 Enquiries & Anti-Corruption Establishment (E&ACE), Government of SindhKarachi, Pakistan (hereinafter called "the Purchaser") in the sum of -----, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this-----day of-----, 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 notlater than such date.

(NAME OF BANK)

By-----

(Title)

Authorized Representative



PERFORMANCE SECURITY FORM

To,

Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh
Karachi-Pakistan

WHEREAS (Name of the Contractor)

----- Hereinafter called "the Contractor" has undertaken, in pursuance of the bid for "Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh", 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 twenty-eight (28) days of the issue of the Defects Liability Expiry Certificate, whichever is later.

[NAME OF GUARANTOR]

Signature _____

Name _____

Title _____

Address _____

Seal _____

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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 times 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)	



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 Enquiries & Anti-Corruption Establishment (E&ACE), Government of 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 apportioned to the Software or Goods in question.
- g. "Services" means services, such as tracking/monitoring of vehicles and other such obligations of the Contractor covered under the scope of work.

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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 Section Officer (General), Anti-Corruption Establishment (E&ACE), Government of Sindh, Karachi, equivalent to 3% 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 Anti-Corruption Establishment (E&ACE), Government of Sindh, Karachi. 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 10% bank Guarantee/security of the amount of contract, in the form of pay order, bank guarantee or any other financial instrument recognized by Government of Pakistan, to the satisfaction of Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh. 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 Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh 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

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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.

SPECIAL CONDITIONS OF THE CONTRACT

- | | |
|--------------------------|---|
| 01 Procuring Agency | Enquiries & Anti-Corruption Establishment (E&ACE), Government of Sindh |
| 02 Country of Origin | Pakistan |
| 03 Performance Security | The Successful Bidder will provide the respective Performance Security in the sum equivalent to 10% of the Bid Price 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: Anti-Corruption Establishment (E&ACE), Government of Sindh, Karachi. |

