

TENDER DOCUMENT

For Supply, Installation of IT and Electric Equipment's



Issued by

Procurement Section / Office of the Treasurer

At Main Campus Charbagh, District Swat

University of Swat

Khyber Pakhtunkhwa, Pakistan

Email: storeofficer@uswat.edu.pk

Web: www.uswat.edu.pk

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Tender Notice

Single Stage Two Envelope Procedure

IT & Electric Equipment for establishment of LMS at Main Campus University of Swat

Sealed bids are invited for the purchase & installation of IT & Electric Equipment's for establishment of LMS (at Main Campus University of Swat under **single stage two envelope procedure** from Manufacturers, Authorized Dealers having their own IT and Electric equipment Business Setup and are registered with Sales Tax and Income Tax Department.

1. Bids cost shall be provided with item wise cost and all taxes separately of the Federal and Provincial Government.
2. Any disfiguring /Over writing, Manipulation in the tender/BOQ shall be liable to rejection.
3. Incomplete, conditional bids shall not be acceptable.
4. The competent authority reserves the right to reject anyone or all the tenders, the reasons for rejection shall be communicated to the contractor/firm upon request.
5. Tender forms along with detailed specification, terms and conditions can be obtained from the office of the treasurer, University of Swat upon online Deposit Receipt of fee **Rs. 1000/- (Non-Refundable)** in favor of the **Treasure in A/C No. 4581-2 National Bank of Pakistan Main Branch, Saidu Sharif Swat (Branch Code 1330)**.
6. Quotation duly filled must reach along with the **earnest money @ 2% of bid cost** in shape of Deposit at Call from any scheduled bank in favor of Treasurer, University of Swat latest by (**Tuesday September 29, 2020 at 2:00 PM**).
7. Bids will be opened on the **same day at 2:30 PM** in Committee Room, University of Swat at Charbagh Campus in the presence of suppliers or their authorized representatives.
8. The details i.e. Tender Specification and TORs can also be obtained from the official website of the University i.e. www.uswat.edu.pk

Store Officer
University of Swat

Bidder Signature with Date: _____

Tender Specification

Tender Specification for the item(s)/equipment may be seen as per Annexure-A

Enclosed: Annexure-A

Note:

1. The unit rate for the item/equipment will be considered.
2. The rate of item/equipment must include all charges of transportation and delivery to the University of Swat.
3. The rate shall be inclusive of all taxes.
4. For tax exemption area, proper tax exemption certificate/evidence shall be provided from the quarter concerned.

Bidder Signature with Date: _____

Terms & Conditions

1. Rates should be quoted against each item desired for bid.
2. Income Tax and Sale Tax shall be deducted at source as per rules.
3. In case of non-supply of required item(s) mentioned in the Tender documents, CDR will be forfeited in favor of the University.
4. The number of items can be increased or decreased with the approval of the Competent Authority.
5. No tender or bid shall be entertained without deposition of Tender fee @ **Rs.1000/-** (Rupees Two Thousand only) which shall be deposited in account **No. 4581-2 National Bank of Pakistan (NBP) Main Branch Saidu Sharif Swat.**
6. No alternate rate shall be entertained for the items/equipment.
7. No tender/bid shall be accepted without tender application form duly signed by the firm.
8. The Competent Authority reserves the right to accept or reject any or all of tenders processed by assigning any reason(s) (as per PPRA Rules).
9. No overwriting / cutting / corrections or interpolation will be allowed in the BOQ's/Quotations/bids, if any.
10. The bidders must submit Non-Black List Certificate (confirming that bidder has never been blacklisted by any Government/Semi Government Organization) along with their offer, failing which their offer will be rejected.
11. Conditional / incomplete tenders will not be accepted.
12. University of Swat may verify the serial numbers of the supplied items with its manufacturer. If found ambiguous, all the equipment will be returned to the supplier at his own risk and cost.
13. For the sake of **GENUINENESS** of the quoted equipment, bidders must produce Manufacturer's Authorization Letter from the manufacturer in favor of University of Swat.
14. **Warranty:** Warranty period is mandatory to be mentioned in the quotations as per the given specifications, for items warranty not mentioned in the specifications the warranty period of at least 01 (one) year is mandatory to be mentioned in the quotations. While for other consumable items at least one-month warranty is mandatory to be mentioned. The security will be withheld till completion of warranty period. Furthermore, the firm will be responsible within the warranty period for repair/maintenance of items/equipment in the light of rule No.13 of KP Procurement of Goods Works and Services rules 2014.

Bidder Signature with Date: _____

15. **Bid Validity:** The bid prices must be valid for at least **120 days** from the date of Tender opening. Bid extension if needed will be given as per rule 26 of PPRA rule 2004.
16. **Delivery Schedule:** The successful bidder will be bound to complete supply of items in stipulated time as given in the supply order otherwise penalty at the rate of 0.5% per day late supply subject to maximum of 10% of total supply cost will be imposed accordingly.
17. **Payment Schedule:** Payment to the supplier will be released in 30 days subject to satisfactory inspection report from end user/Head of department/expert for the item/equipment, as per rule 43 of PPRA rules 2004.
18. **Earnest Money:** 2% earnest money in shape of CDR shall be deposited in the name of Treasurer, University of Swat, failing which the bid document will not be entertained. The bid security of unsuccessful bidder(s) will be returned after award of supply by the successful bidder(s), while CDR to the successful bidder(s) will be released after execution of the order/contract/payment.
19. **Late submission of Bid(s):** Any bid received after the prescribed date and time for submission of bids shall be returned unopened to the bidders.
20. **Disqualification of Supplier and Contractors:** University of Swat, in light of rule 18 of PPRA rule 2004, shall disqualify a supplier/contractor if it finds at any time that the information submitted by him concerning his qualification as supplier/contractor was false and materially inaccurate or incomplete.
21. **Rejection of Bid(s):** According to the rule 33 of PPRA rule 2004 and rule No.47 of KP Procurement of Goods Works and Services rules 2014, University of Swat may reject all bids or proposal at any time prior to the acceptance of bid/proposal.
22. **Performance Guarantee:** The University of Swat in the light of rule 39 of PPRA rule 2004 and rule No.21 of KP Procurement of Goods Works and Services rules 2014, shall require the successful bidder to furnish a performance guarantee (where needed) not exceeding 10% of the contract amount.
23. **Acceptance of Bid(s):** According to the rule 38 of PPRA rule 2004, the bidder with lowest evaluated bid if not in conflict with any other law, rules, regulation or policy of the Government of Pakistan shall be awarded the procurement contract.

Bidder Signature with Date: _____

Instructions to Bidders

1. Bid security shall be kept sealed in the Financial Proposal, in addition, keep on affidavit in the Technical Proposal stating that the bid security amounting to 2% without indicating the figure in the letter has been placed in the Financial Proposal, otherwise the technical proposal will be considered non-responsive and will be returned to the bidder after being examined by the procurement committee.
2. The Bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the Financial Proposal and technical Proposal, as per rule 36 clause b(i) of PPRA rules 2004.
3. The envelopes shall be marked as "**FINANCIAL PROPOSAL AND TECHNICAL PROPOSAL**" in Bold letters.
4. All communications and documentation related to procurements shall either be in Urdu or English or both as per rule 6 clause 1 of PPRA rules 2004 and rule No.4 of KP Procurement of Goods Works and Services rules 2014.
5. The rates/prices/offer in the tender document should be in Pakistani Currency (PKR). The rate for each items shall be inclusive of all taxes. (if any).
6. Relevant brochure/written literature of the item/equipment must be enclosed with the bid document duly signed by the bidder.
7. All the tender document/quotation/brochure (if any), must be signed by the bidder.
8. Optional item / equipment will be considered as per rules.
9. The firms must write on the corner of envelop the name of the items/equipment applied for.
10. The bidder(s) shall bear all cost associated with the preparation and delivery of their bids, and the Purchaser will in no case be responsible or liable for those costs.
11. In case of any doubt as to the meaning of any portion of the Specifications or other Terms and Conditions, bidder(s) may seek clarification of the same in writing, before submission of bid(s) prescribed by the Purchaser.
12. The purchaser will neither take any responsibility for collecting the bids from any agency nor late submission of bids through courier services will be entertained.

Bidder Signature with Date: _____

13. The Purchaser reserves the right to increase or decrease the quantities or may cancel any or all items shown in the Schedule of Requirement without assigning any reason thereof.
14. The Purchaser reserves the right to have the items inspected by its own representative, or by 3rd party at its own cost (if required).
15. The Purchaser reserves the right to accept or reject any bid prior to award of Purchase Order without any reason. However, University of Swat shall upon request communicate to any bidder(s) who submitted a bid, the grounds for its rejection, but it is not required to justify those grounds.
16. Unsolicited advice/clarifications and personal approaches by the bidder(s) at any stage of evaluation are strictly prohibited and shall lead to disqualification.
17. The bidder(s) are expected to examine all instructions, terms & conditions, forms, specifications in the Bidding Documents and abide by thereof.
18. Refurbished, Grey, used, open box or smuggled products will not be accepted in any case.
19. Black listing of the firm/company will be made on various grounds i.e., provision of fake documents, non-compliance to terms and conditions, withdrawal of bid during validity period, refusal /failure of signing contract, repeated non-performance, indulge in fraud and corruption, unethical behavior with University officials.
20. Provision of sample is obligatory for the bidder in due course of time, if mentioned in supply order, and if the firm fails to provide the sample, then the firm will be excluded from the tender and CDR will be forfeited in favour of University of Swat.
21. The training/installation/calibration (if any) for the equipment at the University will be arranged free of cost by the firm/supplier.

Bidder Signature with Date: _____

Method of Procurement

In the light of rule No. 43 clause (b) of PPRA rules 2004 and rule No.14-2(b) of KP Procurement of Goods Works and Services rules 2014, the method of procurement adopted by University of Swat will be Single Stage - Two Envelope Procedure for selection of the firm. The bidder should submit Two separate sealed envelopes. One envelope should contain the Technical Proposal and the other envelope should contain the Financial Proposal. Both envelopes should be clearly marked "**Technical Proposal**" and "**Financial Proposal**". Initially only the envelope marked Technical Proposal shall be opened, while the Financial Proposal shall be retained in the custody of Procurement Committee for Goods without being opened. The University of Swat shall evaluate the Technical Proposal against the evaluation criteria set for the equipment/item. The Financial Proposal of the technically successful bidder(s) shall be opened at a time, date and venue announced/communicated to the bidders in advance. The bid found to be the lowest evaluated shall be accepted, while the financial proposal of bids found technically non-responsive shall be returned unopened to the respective bidders.

Bidder Signature with Date: _____

Technical Evaluation Criteria of the Bid

BID Evaluation Criteria

S.No	ITEM NAME	MARKS
(i)	List of clients where such equipment/item delivered, 5 Marks / client.	25 Marks
(ii)	Firm Profile/Soundness/Financial position for the last three years including bank statement	25 Marks
(iii)	Guarantee/Warranty, 5 Marks /Year Maximum upto 15	15 Marks
(iv)	Satisfactory letter from client in favor of quoted items: 02 Mark / Letter Maximum upto 10	10 Marks
(v)	Provision of Training to End user, 2 Marks / Training Maximum upto 10	10 Marks
(vi)	Numbers of office / Workshop facilities at different Cities of Pakistan, 5 Marks city office	15 Marks

Note:

- (i) Submit document as per mentioned criteria
- (ii) Qualifying Marks are 60.

Bidder Signature with Date: _____

Fair Price Certificate

(TO BE ENCLOSED WITH BID DOCUMENT)

I/We, M/S _____

hereby certify that prices quoted by us against University of Swat for the tender _____ are the lowest and most competitive as generally applicable to all other buyers and or sold through our agents as per prevailing international market as on the date of quote and if it is established at any stage that these were higher we shall be held responsible and agree to pay immediately the differential to University of Swat.

SIGNATURE AND SEAL OF THE

BIDDER/MANUFACTURER/SOLE AGENT/AUTHORIZED DEALER

Warranty/Guarantee Certificate

(TO BE ENCLOSED WITH BID DOCUMENT)

Firm's Name _____

Contract No. _____

1. I/We hereby guarantee that the items supplied against the above contract are in accordance with the relevant specifications and terms of the contract and that material used (whether or not of our manufacture) are in accordance with the latest approved standard specifications are of good quality throughout, and that we shall replace free of cost, every article or part thereof which before use or in use, shall be defective or not within the limits and tolerance of specifications requirements, or in any way not in accordance within the terms of the contract.
2. In case of our failure to replace the defective goods free of cost within the period specified by the purchaser, we will refund the cost involved.
3. The Warranty/Guarantee will Prevail as per terms mentioned in the specifications/ and will remain 12 months for items not mentioned in the specifications or any other agreed term after receipt of goods by the consignee/installation of items.

Signature: _____

Name: _____

Status in the firm: _____

Dated: _____

Contract Agreement

(TO BE ENCLOSED WITH BID DOCUMENT)

THIS CONTRACT is made at day of between the University of Swat (hereinafter called the "Purchaser") of the First Part and M/S..... a firm registered under the laws of Pakistan and having its registered office at
(Hereinafter called the "Supplier") of the Second Part.

WHEREAS the Purchaser invited bids for procurement of items, in pursuance whereof M/s..... being the supplier/ manufacturer/ authorized Agent of (Item name) in Pakistan and ancillary services offered to supply the required item (s); and Whereas the Purchaser has accepted the bid by the Supplier for the supply of(item name) and services in the sum of Rs.....(amount)- (Rupees.....) cost per unit, the total amount of (quantity of item) (item name) shall be Rs..... (amount)- (Rupees.....)

IN WITNESS Whereof the Parties hereto have caused this Contract to be executed at the place and shall enter into force on the day and year first above mentioned.

Signed/ Sealed by the
Supplier/ authorized Agent

Signed/ Sealed by Purchaser

Non-Black Listing Certificate

(TO BE ENCLOSED WITH BID DOCUMENT)

I, _____ S/o _____ working as Proprietor/Managing Partner/Director of M/s _____ having its registered office at _____ do hereby solemnly affirm and declare on oath as under:

1. That I am competent to swear this affidavit being proprietor/one or the partners/ Director of M/s _____
2. That M/s _____ is a proprietorship/partnership firm/company is participating in tender process conducted by Institute.
3. That I hereby confirm and declare that none of my/our group/sister concern/associate company is participating/ submitting this tender.
4. That I hereby confirm and declare that my/our firm/company M/s _____ and my/our firm/group/company/ sister concern / associate company have not been black listed/de-listed by any Institutional agencies/Govt. Deptt/ Public Sector Undertaking.
5. That there is no change in the Name & Style, Constitution and Status of the firm, after Pre-qualification.
6. That I further undertake that in case any of the facts contained above and in-our application is round other-wise or incorrect or false at any stage, my/our firm/company/ group/sister concerns/ associate companies shall stand debarred from the present and future tenders of the University of Swat.

(Signature of the Proprietor/ Managing Partner/Director with Seal) DEPONENT

Verified at _____ on _____ that the contents of paras 1 to 6 of this affidavit are true and correct to best of my knowledge and no part of this is false and nothing material has been concealed or falsely stated therein.

(Signature of the Proprietor/ Managing Partner/ Director with Seal)

DEPONENT

(Signature & Seal of Notary)

Annex-A

1. Server

Product Description
Gen10 8SFF latest
Dual Intel Xeon-Gold 5215 (2.5GHz/10-core/85W) Processor Kit
64GB (2x32GB) Dual Rank x4 DDR4-2933
Universal Media Bay Kit
2 x 240GB SSD 2 x 1.2TB SAS 10K SFF (2.5in) HDD
Optical Drive
96W Smart Storage Lithium-ion Battery
Smart Array Modular Controller, 2GB
Redundant 800W Slot Platinum Hot Plug Low Halogen Power Supply Kit
Server management license with three years support
2U Cable Management Arm for Easy Install Rail Kit
2U Bezel Kit
2U Small Form Factor Easy Install Rail Kit
3-year local Warranty

2. Firewall

Enterprise Firewall Specs	
Wireless Specification	
No. of antennas	3 external
MIMO capabilities	3 x 3:3
Wireless interface	802.11a/b/g/n/ac (2.4 GHz / 5 GHz)
Performance	
Firewall throughput	8 Gbps
Firewall IMIX	5 Gbps
VPN throughput	1.18 Gbps
IPS throughput	2.48 Gbps
NGFW (IPS + App Ctrl + WebFilter) max.	1.2 Gbps
Antivirus throughput (proxy)	1.58 Gbps
Concurrent connections	6,000,000
New connections/sec	85,000
Maximum licensed users	unrestricted
Physical interfaces	
Storage (local quarantine/logs)	integrated SSD
Ethernet interfaces (fixed)	8 GbE copper + 1 GbE SFP (SFP also required)
No. of expansion slots	1
Connectivity Modules (optional)	SFP DSL module (VDSL2)
	3G/4G module
	802.11ac Wi-Fi radio 2x2:2 SFP transceivers
I/O ports (rear)	2 x USB 2.0
	1 x Micro-USB
	1 x COM (RJ45)
	1 x HDMI
Power supply	External auto ranging DC: 12V, 100-240VAC, 36W@50-60 Hz
	Redundant PSU optional (external)
Physical specifications	
Mounting	Rackmount kit available
Warranty	
Warranty & Support	12 Months Hardware + Enterprise Guard Level Support

3. Layer-3 Switch

Item	Description
Type	Layer 3 network switch (stackable up to 8 switches) with built-in uplinks and PoE power, simple to deploy and manage with advanced security and network management tools.
Key Features	built-in 1GbE or 10GbE uplinks, PoE+, Access OSPF routing, Dynamic Segmentation, robust QoS, RIP routing, and IPv6 with no software licensing required.
I/O ports and slots	24 RJ-45 autosensing 10/100/1000 ports (IEEE 802.3 Type 10BASE-T, IEEE 802.3u Type 100BASE-TX, IEEE 802.3ab Type 1000BASE-T) Duplex: 10BASE-T/100BASE-TX: half or full; 1000BASE-T: full only 4 SFP+ 1/10GbE ports; PHY-less
Additional ports and slots	1 dual-personality (RJ-45 or USB micro-B) serial console port
Memory and processor	Dual Core ARM Cortex A9 @ 1016 MHz, 1 GB DDR3 SDRAM; Packet buffer size: 12.38 MB 4.5MB Ingress/7.875MB Egress, 4 GB eMMC
Performance	1000 Mb Latency: < 3.8 μ s (64-byte packets) 10 Gbps Latency: < 1.6 μ s (64-byte packets)
Throughput	up to 95.2 Mpps
Switching capacity	128 Gbps
Routing table size	2,000 IPv4, 1,000 IPv6 in hardware, 200 OSPF, 256 Static, 10,000 RIP
MAC address table size	32768 entries
Environment	Operating temperature: 32°F to 113°F (0°C to 45°C); up to 5000 Feet, - 0C to 40C (32F to 104F) up to 10000 Feet Operating relative humidity: 15% to 95% @ 104°F (40°C), noncondensing Non-operating/Storage temperature: -40°F to 158°F (-40°C to 70°C); up to 15000 Feet Non-operating/Storage temperature: 15% to 95% @ 149°F (65°C), noncondensing Acoustic: Power: 49.7 dB, Pressure: 37.1 dB Airflow direction: Side-to-side
Electrical characteristics	Maximum heat dissipation: 100.0 BTU/hr (105.5 kJ/hr) Voltage: 100 - 127 / 200 - 240 VAC, rated Current: 0.6/0.4 A Maximum power rating: 29.3 W Idle power: 19.5 W Frequency: 50/60 Hz

Safety	UL 60950-1, 2nd Edition; UL 62368-1: 2nd Edition; EN 60950-1:2006 +A11:2009 +A1:2010 +A12:2011+A2:2013; IEC 60950-1:2005 +A1:2009 +A2:2013; EN 62368-1: 2nd Edition; CSA 22.2 No. 60950-1-07 2nd; IEC-62368-1: 2nd Edition; EN 60825-1:2014 / IEC 60825-1:2014 Class 1
Warranty	5 year including coverage of any built-in fans and power supplies for the entire warranty period

4. Desktop Computer

Equipment Title	Specifications	Quantity
Desktop Computers	i7 8th generation, 4GB RAM, 1TB HDD, Intel HD graphics, 19 inch or above monitor, Keyboard and mouse, Operating System (Licensed)	02

5. Wireless Access Point

Networking Interface	(2) 10/100/1000 Ethernet Ports
Port	(1) USB 2.0 Port
Buttons	Reset
Antennas	(3) Dual-Band Antennas, 2.4 GHz: 3 dBi, 5 GHz: 6 dBi
Wi-Fi Standards	802.11 a/b/g/n/ac
Power Supply	48V, 0.5A PoE Gigabit Adapter*
Power Save	Supported
Wireless Security	WEP, WPA-PSK, WPA-Enterprise (WPA/WPA2, TKIP/AES)
Mounting	Wall/Ceiling (Kits Included)
Advanced Traffic Management	
VLAN	802.1Q
Advanced QoS	Per-User Rate Limiting
Guest Traffic Isolation	Supported
WMM	Voice, Video, Best Effort, and Background
Concurrent Clients	200+
Standards	Data Rates

6. UPS and Stabilizer, Tool box and ethernet cable

Equipment Title	Description	Quantity
Electricity Stabilizer	15000 Watt	02
Branded UPS 48VDC with batteries (tubular) 150 AMP	Module– 5000 Watt	01
Tool Box (with all tools)	Crimping tools testers, Speedometer, scissors, cutters, screwdriver set, drill machine, Tape measure, hammer, handsaw, etc	01
Ethernet Cable	Cat-6 (High Speed)	04

7. Laptop

Equipment Title	Specifications	Quantity
Laptop	10 th Generation, Core i7, Processor (1.3 GHz), 8GB DDR4 RAM, 512GB SSD	1

8. Layer-2 Switch

24 RJ-45 auto-negotiating 10/100/1000 ports (IEEE 802.3 Type 10BASE-T, IEEE 802.3u Type 100BASE-TX, IEEE 802.3ab Type 1000BASE-T)

4 SFP 100/1000 Mbps slots (IEEE 802.3u Type 100BASE-FX, IEEE 802.3z Type 1000BASE-X)

Supports a maximum of 24 autosensing 10/100/1000 ports plus 4 SFP 100/1000 slots

1 RJ-45 console port to access limited CLI port

MIPS @ 500 MHz

32MB flash

128MB SDRAM

Packet buffer size: 512KB

Mounts in an EIA standard 19-inch telco rack or equipment cabinet (Hardware included)