



**MIR CHAKAR KHAN RIND UNIVERSITY
SIBI, (MCKRU)**

**BIDDING DOCUMENT FOR SUPPLY OF VIDEO
CONFERENCING EQUIPMENT'S**

NAME OF BIDDER: _____

(To be filled-in by the Bidder)

Project Director (MCKRU), SIBI BALOCHISTAN

Phone #: 0833-500911

Email: project.director@mckru.edu.pk

Address: MIR CHAKAR KHAN RIND UNIVERSITY, MAIN LUNI ROAD, SIBI, BALOCHISTAN

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COMPANY PROFILE

1. Name: _____
2. Full Address: _____

3. Telephone No. _____ Fax No. _____
4. Email: _____ Mobile No. _____
5. Authorized Representative's Name & Designation: _____
6. Type of Company: **Private Limited**, **Partnership**,
 Proprietorship, **Public Limited**
7. National Tax No (NTN): _____
8. Sales Tax Registration No: _____
9. BRA Registration No: _____
10. Bid Validity: _____ (Please specify in No. of Days).
11. Total Completion Time _____ (in Days / Months, Please specify)

SIGNATURE OF
BIDDER / SUPPLIER / CONTRACTOR

SEAL OF
BIDDER / SUPPLIER / CONTRACTOR

SPECIAL INSTRUCTION

1. This document has been prepared, based on the workings carried out for the requirements and needs of the Procuring Agency, observing PPRA Rules 2004. Any grievance/accusation/suggestion (if so) refraining the responding agency from bidding, without prior consultation with the Procuring Agency would be an approach of misleading and/or misappropriation towards Procuring Agency.
2. Any conditional, partial, ambiguous, or called incomplete offer in any respect shall be ignored. No supplementary or revised offer after the opening of tenders shall be entertained.
3. Any erasing cutting crossing etc., appearing in the offer must be properly signed and stamped by the person signing the tender. Moreover, all pages of the tender must also be properly signed and stamped. Offers with any overwriting shall in no circumstances be accepted.
4. Sign & seal each & every page of bidding document before submission.
5. At any time prior to the deadline for submission of bids, the Procuring Agency, for any reason, may modify the Bidding Documents by amendment.
6. The interested firm(s) shall inform the Procuring Agency in writing (through mail/courier and electronic mail on the email detailed below) instantly on acquiring/downloading bidding document, so that bidders be informed in case of any change/amendment(s) made in the bidding document.
7. The Responding Organization must respond as per Terms of Reference (TOR).
8. A Bidder is not allowed to bid for selective items from the list of goods provided for in the Schedule of Requirements. A Bidder shall apply for the complete LOT. Partial items BID will not be entertained.
9. 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 shall be at the Bidder's risk and may result in the rejection of its bid.

- 10.** Any tampering, illegitimate inclusion or exclusion in any part of the Standard Bidding Documents shall lead to disqualification of the bidder.
- 11.** The Procuring Agency may, in its discretion, extend the prescribed deadline for the submission of bids by amending the bidding documents in which case all rights and obligations of the Procuring Agency and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended.
- 12.** The Procuring Agency reserves the right at the time of award of Contract to increase or decrease, the quantity of goods originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions.
- 13.** Any effort by a Bidder to influence the Procuring Agency in its decisions on bid evaluation, bid comparison, or Contract award may result in the rejection of the Bidder's bid. Canvassing by any Bidder at any stage of the bid evaluation is strictly prohibited. Any infringement shall lead to disqualification.
- 14.** The Bidder whose bid is found to be most closely conforming to the Evaluation Criteria prescribed in Bidding Document and having the lowest evaluated responsive bid, if not in conflict with any other law, rules, regulations or policy of the Government, shall be awarded the Contract, within the original or extended period of bid validity and shall be sent the Contract Agreement Form incorporating all agreements between the Parties.
- 15.** Within ONE week of receipt of the Contract Agreement Form, the successful Bidder and the Purchaser shall sign the Contract in accordance with the legal requirements in vogue.
- 16.** If the successful Bidder, after completion of all codal formalities shows an inability to sign the Contract then its Bid Security shall stand forfeited and the firm may be blacklisted and de-barred from future participation, whether temporarily or permanently. In such situation the Purchaser may award the contract to the next lowest evaluated Bidder or call for new bids.
- 17.** The Contract shall become effective upon affixation of signature of the Purchaser and the selected Bidder on the Contract document, and shall be

governed for the period specified in the Bid Data Sheet and by the terms and conditions mutually agreed in the contract.

- 18.** On the date of signing of Contract, the successful Bidder shall furnish a Performance Guarantee for a percentage amount (10% of the total items' quoted price) as specified in the Bid Data Sheet (BDS), on the Form and in the manner prescribed by the Procuring Agency.
- 19.** The Bid Security submitted by the bidder at the time of submitting its bid shall be returned to the Bidder upon submission of Performance Guarantee.
- 20.** Failure to provide a Performance Guarantee by the Bidder is a sufficient ground for annulment of the award and forfeiture of Bid Security. In such event the Procuring Agency may award the contract to the next lowest evaluated bidder or call for new bid.
- 21.** Before commencing supplies, the Supplier shall provide samples of specified items free of cost, if and as specified in the Schedule of Requirements of the product to the designated office or staff, as the case may be.

CERTIFICATE

I/We hereby confirm to have carefully read the description and all the terms and condition of your tender Receiving / enquiry No. _____ due for Opening on _____ regarding the

BIDDING DOCUMENT FOR SUPPLY & INSTALATION OF VIDEO CONFERENCING EQUIPMENT

In addition to the conditions laid down and all the special instructions attached with the said tender enquiry. We agree to abide by all those instructions/Conditions.

1. I/We also hereby confirm that the Design, Procurement, installation and Commissioning of Hardware(s), Software(s), Network, and allied components by me/us would be exactly to the particulars and specifications as laid down in the TOR in all respects.
2. I/We hereby confirm to adhere to the delivery period required in the tender enquiry, which would be the essences of the contract that will be strictly adhered to by me/us. In case of failure, I/we agree unconditionally to accept the recovery of liquidated damages on belated job at 2% (of total offered cost) per month on part thereof.

Name of Bidder: _____

Signature of Bidder: _____

Designation: _____

Seal: _____

WITNESS

(a) Name: _____ Signature _____

(b) CNIC #: _____

(c) Full address: _____

(d) Date: _____



**MIR CHAKAR KHAN RIND UNIVERSITY (MCKRU)
SIBI, BALOCHISTAN**

(TECHNICAL PROPOSAL)

NAME OF BIDDER: _____

(To be filled-in by the Bidder)

1 Introduction

The newly established Mir Chakar Khan Rind University (MCKRU), Sibi (the University) has been formed by the Chartered of Government of Balochistan (The Mir Chakar Khan Rind University, Sibi Act, 2018) and recognized by the Higher Education Commission (HEC) of Pakistan, Invites sealed Proposals (Technical & Financial) under Public Procurement Regulatory Authority Rules (PPRA) – 2004, of Renowned Brands of video conferencing and IT equipment, from “Eligible Bidders”, IT firms having vast experience for supply, installation and commissioning Video conferencing equipment at Mir Chakar khan Rind university Sibi Balochistan

2 Scope of Work

The scope of works include design, supply, installation, testing and commissioning of Video conferencing equipment System, complete with associated electrical and communication wiring works, control consoles with all accessories for Mir Chakar Khan Rind University, Sibi .

The contractor shall be responsible for providing complete Video conferencing system including auxiliary equipment for best quality of service and all such equipment shall be deemed to be included in the scope of contractor. The system shall include all controller, LED screens, wiring, termination, electrical boxes, and all other necessary material, furniture for a complete operating system. Specification and BOQ etc. should be read carefully to comply specified loads, serving landings and other general and special safety features. Any deviation from specification/ BOQ should be mentioned well in time before submission of bid.

2.1 Installation Site:

Mir Chakar Khan Rind University (MCKRU), Main Luni Road, Sibi, Balochistan

2.2 Standards


Except where otherwise stated in the specification, materials shall be designed, manufactured, tested, and installed according to relevant IEC/ISO/ITU recommendations. Where no such recommendations are issued to cover a particular subject then a recognized regional or national standard shall apply. The latest edition and amendments shall apply in all cases. In case of conflict between the specification and any of the IEC/ISO/ITU Recommendations, regional or national standards, then the specification shall take precedence.

The Bidder shall state in his bid the standards and codes of practice, which he proposes for any item(s) of system or equipment(s) not covered by IEC/ISO/ITU Recommendations. If required by the Engineer/Officer-in-Charge, the contractor shall submit two English language copies of any standard or code of practice.

All equipment(s) shall be of imported origin, latest version and amongst world top ranking. Video conferencing equipment and design shall comply with international standards.

3 Letter of Invitation for Bids:

All interested bidders are invited for the bidding process as per requirements and details contained here under:

 MCKRU Mir Chakar Khan Rind University [Forever Learning Through Knowledge and Hard work]		
Say No to Corruption TENDER NOTICE		
The Project Director , Mir Chakar Khan Rind University, Sibi invites sealed bids from interested Government Contractors/Firms/suppliers, registered with Income Tax and Sales Tax Departments and who are on Active Taxpayers List of the Federal Board of Revenue, for the following purchase:		
Tender Title	Tender Submission	Tender Opening
Supply and Installation of Video Conference Equipment's	21-01-2022 at 11:00 am	21-01-2022 at 01:00 pm
<ol style="list-style-type: none"> 1. The tender documents can be obtained from the Office of the Project Director on submission of written application to the undersigned from the date of publication upon payment of Rs.2000/- (non- refundable) in the form of Bank Challan on company's name/P. O or D.D in favor of the Project Director – MCKRU. 2. The Bid shall be held as Single Stage - Two Envelopes procedure as per PPRA Rule No. 36 (b). 3. Registration with BRA (Mandatory) attach valid & Active registration of BRA Certificate. 4. Bidding Documents can be Download from www.mckru.edu.pk or PPRA Website www.ppra.org.pk 5. Proposals in sealed envelopes mentioning the title of Bid on the envelope must be reached at Project Director Office on or before mentioned date and time, which shall be opened on the same day in the presence of Authorized representatives of the firms 6. Sealed bids must be accompanied with earnest money @ 2% of the total bid value, in the form of C.D.R/D. D/P. O/Banker's Cheque in favor of the Project Director - MCKRU. 7. Mir Chakar Khan Rind University reserves the right to accept or reject any or all the bids at any stage as per PPRA Rules. 8. The tenders submitted by the firms containing incomplete /conditional / deficient proposal will be rejected. 		
Project Director, Mir Chakar Khan Rind University, Sibi (MCKRU), Main Luni Road, Sibi.		
URL: www.mckru.edu.pk E-mail: project.director@mckru.edu.pk Phone: 0833-500911		

4 Eligibility Criteria:

S. No.	Bidders Eligibility Factor	Mandatory Requirement	Document Required
1	Registration with Income Tax	Mandatory	Copy of NTN duly verifiable Active Taxpayer Certificate from FBR website.
2	Registration with Sales-Tax	Mandatory	Copy of GST Registration Certificate
3	Registration with BRA	Mandatory	Attach valid & Active member of BRA Certificate copy.
4	Relevant Experience	Minimum 03 successfully completed similar assignments (Video Conferencing, Video Walls, Sound System), each of 10 million or above, for the last 05years.	Copy/ies of Work Order(s) with relevant completion certificate(s) or Inspection Report(s)
5	Authorization Letter on the name of PROJECT DIRECTOR (MCKRU) SIBI, specifically for this NIT through manufacturer / Principal attach and email on official email address: project.director@mckru.edu.pk	Mandatory from: • Manufacturer for Item(s) of BoQ/ Datasheet.	Authorization letter from manufacturer for items of BoQ/Datasheet.
6	Financial Capacity	PKR. 20 Million for the last 03 years.	Audited Final Accounts OR Bank Certificate of Company's Bank Account certifying the required financial worth of Bidder.
7	Price reasonability assurance	Supplies must be made at most reasonable prices for ordered equipment competitive to the market	Undertaking of price reasonability on Judicial Stamp Paper of 100 Rupees
8	Submission of undertaking on legal valid and attested stamp paper that the firm is not blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan.	Must not be presently black listed by any Government Organization	Declaration of Non-blacklisting on stamp paper (Rs. 100/-) by the Bidder
9	Local presence	The Bidder must have functional corporate office in Balochistan.	Copy of Tenancy agreement or ownership documents of the office premises AND Copy of recently paid utility Bill (maximum 3 months old)

10	Warranty	As required by the procuring agency in the bid document (Clause 6.1.1)	<u>Certificates of Warranty.</u>
11	Delivery time compliance	Must agree to serve the Contract within 30 days after the issuance of work order.	Completion time must be <u>clearly specified</u> in the Technical Bid
12	Agreement with all the terms & conditions	Must unconditionally agree with all the instructions, terms & conditions specified in the bidding documents & contract agreement	<u>Signature & company seal on every page</u> of the bidding document.
13	Submission of Bidding Document Fee	As required by the procuring agency in the Tender Notice	<u>Receipt</u> of in-time payment of Bidding document fee

NOTE: It is MANDATORY for the bidders to meet all the above-mentioned requirements of Eligibility. In case of NOT meeting any single requirement, the Bid shall be declared NON-RESPONSIVE.

5 DATA SHEET of the Assignment / Schedule of Requirements:

It is mandatory for the bidders to meet following quantity & specifications. All offers meeting or exceeding the following minimum required specification shall be considered as equally responsive.

5.1 Bill of Quantity

Sr. #	Items	Qty
1	Video Conferencing Unit: Camera 1080p with 18x Zoom with Built-in MCU of 6 sites (1+5), along with remote control and all Accessories	1
2	Full HD Camera 1080p with 18x Zoom along with remote control and all Accessories	2
3	LED TV Screen 55" (2 Nos. Supplied with Wall Mounts and 2 Nos with Stands)	4
4	Interactive Digital Board 65" HILS 65205	1
5	Goosenecks Microphone	35
6	Cordless Microphone	1
7	Collar Microphone cordless	1
8	Audio Mixer with 20 Channels (Branded)	1
9	Audio Amplifier System	1
10	Speakers	10
11	Sound System Cabling	1 Job
12	Equipment Rack	2
13	Rostrum	1


14	Video Conferencing Room Aesthetic Work Setup for 20x30 main room and 10x20 side room as per the HEC room specification - (include lights, AC, UPS, main electric panels)	1 Job (As per Requirement)
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Note:

- a. The firm will provide entire services/support of Supply/installation/ maintenance for One (01) year after implementation.
- b. The firm will provide Hands on Training to relevant Department.

5.2 DATA SHEET of Assignment

Sr. #	Items	Item Description
1	Video Conferencing Unit: Camera 1080p with 18x Zoom with Built-in MCU of 6 sites (1+5), along with remote control and all Accessories	2-megapixel CMOS sensor Video Conferencing PTZ camera , HD1080p (1920 x 1080) up to 30fps 18X total zoom, ±110° pan; +25°/-25° tilt 72° FOV (H); 43° FOV (V); 82° FOV (diagonal), 1+5 Sites Embedded MCU support
		Communication: H.323, SIP standards, SIP TLS, Upto 4Mbps, LAN (10/100/1000), Manual bandwidth settings, Mixed protocols between H.323, SIP, Call-quality bandwidth Max 4Mbps
		Video Standards: H.264, H.264 HP, H.264 SVC, H.263+, H.263, H.261, H.239 dual video streams, BFCP content sharing
		Audio Features: Automatic gain control (AGC), Advanced noise reduction, Acoustic echo cancellation (AEC)
		Security: AES (Advanced Encryption Standard) function (128-bit), Password protection for system settings, Password protection for remote system management
		Recording Feature: In meeting and offline recording directly to USB flash drive, software (.mov and .mp4 format)
		Audio Input: DVI (HDMI), Line-in (3.5 mm), microphone daisy chain up to 4 Audio Output: HDMI, Line-out (3.5 mm)
2	Full HD Camera 1080p with 18x Zoom along with remote control and all Accessories	2-megapixel CMOS sensor Video Conferencing PTZ camera , HD1080p (1920 x 1080) up to 60fps 18X total zoom,±130° pan; +90°/-25° tilt 72° FOV (H); 43° FOV (V); 82° FOV (diagonal)
		Communication: H.323, SIP standards, SIP TLS, Upto 4Mbps, LAN (10/100/1000), Manual bandwidth settings, Call-quality bandwidth Max 8Mbps

		<p>Video Standards: H.264, H.264 HP, H.264 SVC, H.263+, H.263, H.261, H.239 dual video streams, BFCP content sharing</p> <p>Audio Features: Automatic gain control (AGC), Advanced noise reduction, Acoustic echo cancellation (AEC)</p> <p>Security: AES (Advanced Encryption Standard) function (128-bit), Password protection for system settings, Password protection for remote system management</p> <p>Recording Feature: In meeting and offline recording directly to USB flash drive, software (.mov and .mp4 format)</p> <p>Audio Input: DVI (HDMI), Line-in (3.5 mm), microphone daisy chain up to 4</p> <p>Audio Output: HDMI, Line-out (3.5 mm)</p>
3	LED TV Screen 55" with Wall Mounts	Branded FHD Smart LED TV (Samsung or Equivalent)
	LED TV Screen 55" with stand	<p>Branded FHD Smart LED TV (Samsung or Equivalent) with high quality Black Floor Mount TV Stand</p> 
4	Interactive Digital board 65" HILS 65205	<p>Display Size: 65 inch, Resolution: 4K (3840 x 2160) RGB, Contrast Ratio: 5000: 1, View Angle: 75", Back Light: DLED, Screen Life Span: >=50000h, Glass type: 4mm anti-explosion tempered glass, frame size: 27.7mm, Touch technology: Infra-red Input method Stylus and Touch, Response time: <=6ms, Calibration accuracy: 2mm, Connection port: USB 2.0, Touch Points: 20 point touch, Operation system: (Android) 8.0 Memory: 2GB DDR4, Storage: 16GB standard, Extra Features: 20 points simultaneously touch, Gesture to slide navigation menu, Channel auto recognition. Built in Slot in PC Features: Front VGA+HDMI Port, easy to use. Dual Wi-Fi Antenna, Support traditional type of Intel core processor. One touch key to recover OS, Chip: B-85, CPU: Intel Core i5, RAM: 4GB 1 * SODIMM DDR3, Front output: VGA HDMI, Processor graphics: Intel HD Graphics 4600, Base frequency: 350mhz, Max dynamics: 1.10Ghz, Hard Disk: SSD 128GB, Network Adapter: PCIE , Dual Band 2.4G/ 5G, Support: Giga bit LAN Controller. I/o Ports JAE Connector 1 (JAE TX25 80Pin), VGA Max (1920 x1080), HDMI Max (1920 x 1080), USB 2 * USB3.0. 2 * USB 2.0, LAN (RJ-45), Audio port and Serial port. OS: Windows 7, 8 or Windows 10.</p>
Conference Room Sound System		

5	Goosenecks Microphones	Application: Voice, Meeting, Directivity: Uni-direction. Output Impedance: 50-1000Ω Connectivity: Wired
6	Cordless Microphone	1 set of 4 Mics (2in1 x2)
7	Collar Microphone cordless	1 Set of 2 Mics (2in1 DUAL) COLLAR CORDLESS MIC
8	Audio Mixer with 20 Channels (Branded)	* Frequency Response Input to STEREO Out: + 0.5 dB/-1.5 dB (20 Hz to 48Hz), Nominal Output Level@ 1 kHz, GAIN Knob: Min. * Crosstalk (1 kHz) *2 : -78dB * Input Channels 20: Mono [MIC/LINE]: 12, Mono/Stereo [MIC/LINE]: 4, Stereo [LINE]: 0 * Output Channels STEREO OUT: 2, PHONES 1, MONITOR OUT1, AUX SEND:4, GROUP OUT: 4 * Analog Input Characteristics: 0 dBu = 0.775 Vrms * Analog output Characteristics: 0 dBu = 0.775 Vrms * Digital Input/Output Characteristics: USB Terminal, Format: USB Audio Class 2.0, Sampling Frequency: Max 192 kHz, Bit Depth: 24-bits
9	Audio Amplifier System	Amplifier to support 20 Mic and 10 Speakers
10	Speakers	Good Quality Speakers to Support Above Mentioned sound system
11	Sound System Cabling	Microphones Cables, Speakers cables other accessories with Installation charges
12	Equipment Rack	27 U Rack with PDU and Cooling Fans
13	Rostrum	Rostrum (built-in 3 sub-woofer loudspeaker, one tweeter, with rated output power 60W, built-in, microphone and a small desk lamp,One gooseneck Mic and one lamp, Built-in 60W amplifier.
14	Video Conferencing Room Aesthetic Work Setup for 50X35.ft. room as per the HEC room specification - (include lights, AC, UPS, main electric panels)	Aesthetic Work of Video Conferencing Room i.e. flooring, ceiling, wood paneling, AC and electrification. Air Conditioner: DC Inverter 2 ton with 12000w 6 relay power Stabilizer. Orient/Dawlance/Equivalent. UPS: 5kv UPS inverter (Inverex or equivalent) and 4 sealed acid batteries (230ah or above with 27 plates)(Excide, AGS or equivalent). Cat 6 Cable Roll: utp 4 pair 1000 ft. roll (3mm). Ceiling LED Lights: 12 w recessed LED with Cabling and Electrification (30 Rolls). Channel Duckets/Patti with installation: 1 inch wide channel duckets/Patti.

		Roof Ceiling with installation: Gypsum 2X2, ft. Ceiling for 50X35, ft. room. Service Kit: Networking tool kit with all required items including crimping tool and accessories. Switches: 24 port switches compact POE plus giga bit managed switch with SFP ports. Cisco or Equivalent Aluminum with glass for partition of main entrance.
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* Brand names & model numbers (if any) referred-to in this tender document are only for reference purpose in the light of PPPA Rules - 2004 # 13(1), however **ALL** offers in conformity with the generic specification shall be evaluated as equal.

Ordered quantity shall not vary beyond **10% of the quantities specified in the “Data-Sheet of the Assignment” as per requirement of the Procuring Agency.

6 Delivery Schedule & Requirements:

- **Place(s)for Delivery/installation/commissioning of equipment(s):**

Mir Chakar Khan Rind University Sibi, Balochistan

Last Date & Time of Delivery: Within 30 Days, max. After work order.

- **Partial delivery is NOT ALLOWED**

6.1 Other Delivery requirements:

6.1.1 Warranty Requirements:

- i. All items must be supplied under at-least one year Warranty or as per manufacturers policy (whichever is longer) from the date of inspection for replacement of malfunctioned items without any additional cost within 15 days from the date of reporting of problem in writing and handing over of the item by the Procuring agency during Warranty period. In case of fault on part of supplier, disciplinary action under Rule 19 of the PPRA – 2004 shall be initiated;
- ii. Pickup and delivery (transportation including loading and unloading) shall be the responsibility of the contractor from the delivery location.
- iii. Onsite support for the delivered equipment during warranty period.
- iv. Finishing including installation, commissioning, completion time **MUST** be clearly specified by the Bidder in the Technical Bid. Where completion time shall mean; time consumed in delivery of the ordered items to the designated location of Procuring Agency as mentioned above, including time required for performing the required tasks / services as detailed in the schedule of requirements.
- v. Authorized representative (technical) of the bidder shall be present at the time of delivery of consignment at procuring agency’s designated location.
- vi. Supplier shall deliver the Goods against the Delivery Challan and take receiving of Goods from duty staff.
- vii. Supplier shall submit Completion Report along-with Delivery Challan for Inspection as per the Work Order prior to submission of Invoice.
- viii. GST Invoice supported with stamp duty @ 0.25% of the value of Work Order must be submitted within 10 Days from successful Inspection.

7 Instructions for Preparing Technical Bid:

The bidders are given these instructions for strict compliance. Failure to fulfil any instruction given here-under may result in disqualification of the Bid(s). Proposals shall be prepared on following lines: -

1. Sealed Envelope containing the Technical Proposal should clearly state:
 - a. **“Name of Bidder ”**
 - b. **“Name of Tender ”**
 - c. **“TECHNICAL PROPOSAL”**
2. The portion of Technical Proposal of this bidding document duly filled, supported with Bidder’s covering Letter and the technical Bid on Bidders Letter Head be attached as the Technical Proposal.
3. Technical Proposal shall be prepared keeping in view the specifications provided in the Data Sheet and the schedule of requirements.
4. Following information should be attached/contained in the Technical Proposal: -
 - a. Receipt of payment of **Bidding Document Fee.**
 - b. **Completion time**, which means; time consumed in delivery to the designated location of the Procuring Agency, time required for demonstration, supply, installation, commissioning & training (as the case may be) of the delivered items.
 - c. Documentary evidence of **fulfilment of Eligibility Criteria** for Bidders as required by the Procuring Agency.
 - d. Documentary evidence of **fulfilment of complete schedule of requirements as per Evaluation Criteria** including technical, administrative, and service requirements of the Procuring Agency.
 - e. Brochure / technical literature of the quoted items.
 - f. **Description of status** as Dealership / authorization from the manufacturer / authorized importer / distributor / manufacturer / retailer etc. (as the case may be) as required by the Procuring agency in the schedule of requirements.
 - g. Description of post-sales services / service contract stating the **terms of sales and after-sales support** (as the case may be) as required by the Procuring agency in the schedule of requirements.
 - h. **Guaranty/Warranty** details. (As applicable) as required by the Procuring agency in the bidding document as per Section 6, Clause 6.1 sub-clause 6.1.1.
 - i. **Format of Product genuineness** method of Product verification from the Manufacturer, such as unique Product code etc. (Where applicable) as required by the Procuring agency in the schedule of requirements.
 - j. Every page of the **Bid must be numbered, signed & stamped** by the authorized representative.
5. Attachment of any document **NOT DEMANDED** by the Procuring Agency at instruction 4 of “Instruction for preparation of Technical Bid” is prohibited and may result in disqualification of bid.

8 Evaluation Criteria:

Selection of the successful bidder shall be based on the **Least Cost Method**, which means, **“Eligible Bidder quoting Technically Responsive items at the lowest Financial cost.** “The procedure shall apply on knockdown basis as follows: -

8.1 Bidders Eligibility Assessment:

Initial evaluation of the technical proposals shall be carried-out by the **Procurement Committee**, as per the requirements of the Eligibility Criteria laid down under the heading of Clause 2 “ELIGIBILITY CRITERIA” in the following manner:

Bidders Eligibility Factor	Document Required	Bidder 1	Bidder 2	Bidder 3
		Yes/No	Yes/No	Yes/No
Registration with Income Tax	Copy of NTN duly verifiable Active Taxpayer Certificate from FBR website.			
Registration with Sales-Tax	Copy of GST Registration Certificate			
Registration with BRA	Attach valid & Active member of BRA Certificate copy.			
Relevant Experience	Copy/is of Work Order(s) with relevant completion certificate(s) or Inspection Report(s)			
Authorization Letter on the name of PROJECT DIRECTOR (MCKRU), specifically for this NIT through manufacturer / Principal attach and email on official email address: project.director@mckru.edu.pk	Authorization letter from manufacturer for items of BoQ/Datasheet.			
Financial Capacity	Audited Final Accounts OR Bank Certificate of Company's Bank Account certifying the required financial worth of Bidder.			
Price Reasonability Assurance	Undertaking of price reasonability on Judicial Stamp Paper of 100 Rupees			
Non-Blacklisting	Declaration of Non-blacklisting on stamp paper (Rs. 100/-) by the Bidder			
Local presence	Copy of Tenancy agreement or ownership documents of the office premises AND Copy of recently paid utility Bill (maximum 3 months old)			
Warranty	Certificates of Warranty.			
Delivery time compliance	Completion time must be clearly specified in the Technical Bid			

Agreement with all the terms & conditions	<u>Signature & company seal on every page</u> of the bidding document.			
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- i. Firm must score “YES” in all requirements of the eligibility criteria to be categorized as ELIGIBLE. “NO” to any requirement of the eligibility criteria, by any bidder shall render the Firm as INELIGIBLE.
- ii. Subsequent upon said assessment, Bidders shall be categorized as:
 1. Eligible Bidders
 2. Ineligible Bidders

8.2 Return of Financial Proposals from Ineligible Bidders:

Proposals from Ineligible Bidders shall be declared “NON-RESPONSIVE”, consequently shall **NOT** be accepted for any further evaluation:

- i. Their Financial Proposals shall be return without being open.
- ii. Their Bid Security shall be released upon their written request.

8.3 Technical Evaluation Criteria:

The TECHNICAL COMMITTEE OR THE PROCUREMENT COMMITTEE ITSELF shall then evaluate the Bids received from ELIGIBLE Bidders with the required technical qualification (which includes specification, schedule of requirements and all other administrative and legal requirements as stated in the Data-Sheet) on basis, in the following manner:

Documents regarding “Eligibility Criteria” should be enclosed with Technical Bids. The proposals from firms/companies being qualified for the below mentioned Eligibility Criteria will only be considered for further evaluation process.

(Where technically responsive bidders are those scoring 70 and above in technical evaluation. Eligible bidders are those as specified under the heading of the “Eligibility Criteria for Bidders”)

Technical Evaluation Criteria:

Sr. No.	Particulars	Marks	Marks Distribution
1	Firms Previous experience in years	20	Documentary proof required.
	1-5 Years		10 Marks
	6-10 Years		20 Marks
2	Project completed of similar nature	40	Documentary proof required (Supply order/s with completion / Inspection report/s or proof of payment).
	1-2 projects		10 Marks
	3-4 projects		20 Marks
	5-6 projects		30 Marks
	7-8 projects		40 Marks
3	Firms Financial health	40	
	Annual turnover in millions 2M=1Mark		15 Marks

	Income tax returns of last 3 Years, (3.33 Marks per year Income Tax Report)		10 Marks
	Audit report of last 3 financial years, (5 Marks per year Audit Report)		15 Marks

*** List all requirements stated in the Datasheet of the assignment & schedule of requirements, to evaluate the bid on all the required & mentioned technical characteristics.**

- i. Bids conforming to the required technical qualification shall stand RESPONSIVE, hence will qualify for Financial Bid opening. All proposals shall be categorized as:
 1. Responsive Proposals
 2. Non-Responsive Proposals

8.3.1 Return of Non-Responsive Proposals & preparation of Technical Evaluation Report

Technical Proposals not conforming to the required technical, administrative, or legal requirements shall be declared as “non-Responsive” and consequently shall **NOT** be accepted for any further evaluation:

- i. Their financial proposals shall be returned without being opened.
- ii. Their Bid security shall be released upon their written request.
- iii. Technical Evaluation Report shall be prepared duly signed by all the members of the Procurement Committee, giving **REASONS** for:
 1. Acceptance of the Eligible & Responsive Bid/s and.
 2. Rejection of the Ineligible &/OR Non-Responsive Bid/s
- iv. Technical Evaluation concludes at this stage.

8.4 Financial Evaluation

Financial Proposals of the RESPONSIVE Technical Proposals shall publicly be opened in the meeting as specified in this document under the heading of “Letter of Invitation for Bid”. The technically Eligible/Successful Bidder(s)/Tenderer(s) or their authorized representatives shall be allowed to take part in the Financial Proposal(s) opening. Bidding shall be done on least Cost Basis of the technically qualified bidder, and the contract shall be awarded to lowest successful bidder in total.

The PROCUREMENT COMMITTEE shall prepare financial Comparative Statement / Evaluation Report of the “RESPONSIVE Proposals” in the following manner:

FINANCIAL EVALUATION OF BIDS							
Item/s Name / Model & description	Quantity	Responsive Bidder 1		Responsive Bidder 2		Responsive Bidder 3	
		Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price

- i. Subsequently, all the members of Procurement Committee shall duly sign the prepared Financial Evaluation Report.

8.5 Recommendation of Procurement Committee & Uploading of Evaluation Report

After TECHNICAL and FINANCIAL EVALUATION of the Bids, both the Technical & the Financial Evaluation Reports shall be uploaded at the website of Public Procurement Regulatory Authority (PPRA) and MCKRU website under the relevant TSE number prior to the award of Contract to successful bidder. Copy of the same shall be provided to bidders upon their request.

8.6 Award of Contract

Contract for Supply of Item(s) to the recommended Bidder(s) i.e. evaluated bidder(s) ("**Eligible Bidder(s) quoting Technically Responsive for being the lowest successful bidder in total**") shall be placed after 15 days of uploading of the Evaluation Report at PPRA Website & MCKRU website.

8.7 Commencement of Assignment

The Selected Bidders shall commence the Services within 7 (seven) days of the date of the signing of Contract Agreement or such other date as may be mutually agreed.

**MIR CHAKAR KHAN RIND UNIVERSITY
SIBI, (MCKRU)**

(FINANCIAL PROPOSAL)

NAME OF BIDDER: _____

(To be filled-in by the Bidder)

Designation of the Procurement Officer: _____

Procuring Agency's Address: _____

Procuring Agency's Phone: _____ Fax No: _____

Procuring Agency's Website: (If any) _____

9. Bidder's Information:(To be filled-in by the Bidder)

1. Name of company: _____
2. Complete Postal Address : _____

3. Tel No: _____ 4. Email address: _____
5. Fax No: _____ 6. Mobile No: _____
7. Authorized Representative's name & designation: _____
8. Type of Business:
(1) Sole Proprietorship (2) Partnership
(3) Corporation (Private Ltd.) (4) Corporation (Public Ltd)
9. National Tax Number& Date of issuance: _____
10. Sales Tax Registration No. _____
11. Bid Validity: _____ (Please specify in No. of Days)
12. Total Bid Value: _____ (In Pakistani Rupees)

10. Instructions for Preparing Financial Proposal:

Bidders are given these Instructions for strict compliance. **Failure to fulfil any instruction given here-under may result in dis-qualification of the Bid(s).** Financial Proposals shall be prepared on following lines: -

1. Sealed Envelope containing the FINANCIAL PROPOSAL should clearly state:
 - a. **“Name of Bidder ”**
 - b. **“Name of Tender ”**
 - c. **“FINANCIAL PROPOSAL”**
2. The portion of FINANCIAL PROPOSAL of this bidding document duly filled, supported with Bidder’s covering Letter be attached as the FINANCIAL PROPOSAL of the bidder.
3. Following information should be attached/contained in the FINANCIAL PROPOSAL: -
 - a. Original Bid Security.
 - b. Taxes must be included along-with the price of each item.
 - c. Financial Bid shall be prepared on the Bidders Letter Head in the following format:

S. No.	Item Name	Quantity	Unit Price	Income Tax + GST	Total Price (Including Taxes)
A	B	C	D	E	F
A	B	C	C x D	E	(C x D) + E = F
1					
2					
3					

4. Serial Numbers of items must be quoted as mentioned in the “Bidding Document” (in-case of difference in serial numbers between “Bidding Documents” and “Financial Bid” the bid may qualify for rejection.
5. No technical detail / specification may be mentioned in the financial bid.
6. Offer must be quoted on TCA (Total Cost of Acquisition) basis at the risk & cost of the bidder. This means:
 - i. All costs (including duties, taxes & other Govt. payables) incurred up-to delivery at the designated location of the Procuring Agency.
 - ii. Loading, unloading and other labour charges.
 - iii. Complete services as required in the schedule of requirements of this bidding document
 - iv. Cost including fixation, assembling, dismantling etc. (As & where applicable)
7. Taxes must be included along-with the price of each item.
8. In-case of any Tax exemptions, exemption certificate from the concerned Tax Office / Regional Tax Office pertaining particularly to this case may be provided; otherwise, taxes shall be deducted as per Government Policy / Rules;
9. Every page of the Bid must be numbered, signed & stamped by the authorized representative.

11. Contract Agreement

THIS AGREEMENT made on the ___ day of _____ 21/22__ between “The Project Director of the Mir Chakar Khan Rind University, Sibi – Quetta, for and on behalf of Mir Chakar Khan Rind University, Sibi” hereinafter called the “Procuring Agency” of one part and *[name of Supplier]* of *[city and country of Supplier]* hereinafter called “the Supplier” of the other part:

WHEREAS the Procuring Agency invited Bids for the supply of Other Assets, (with complete details under the Section “Data-Sheet of the Assignment” of the foregoing Bidding Document) hereinafter called the “Goods” and has accepted a Bid by the Supplier for the supply of the “Goods” in consideration of the sum of *[contract price in words and figures]* hereinafter called “the Contract Price”

NOW THIS AGREEMENT IS WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - a. The “Contract Agreement”
 - b. The Procuring Agency’s “Letter of Award”
 - c. The Procuring Agency’s Notice of “Acceptance of Bid”
 - d. Complete Bidding Document (Ref. No. __)
 - e. Complete Bid (Ref. No. __)
 - f. Related Annexures and documents explicitly referred in the subject bidding document
3. In consideration of the payments to be made by the Agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring Agency to provide the Goods and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Agency hereby covenants to pay the Supplier in consideration of the provision of the Goods and to the extent of the remedying of defects therein on demand of the Procuring Agency (if any), the Contract Price or such other sum as may become payable under the provisions of the contract at the time and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with all the laws of The Government of the Islamic Republic of Pakistan on the day and year first above written.

12. Terms and Conditions:

1. Completion time may clearly be specified. Where completion time shall mean; time consumed in delivery of the ordered items to the designated location of Procuring Agency, including but not limited to time required for installation, commissioning & training. **(Complete delivery as per the schedule of requirements services detailed in the Datasheet).**
2. Maximum completion time for the order is **30 Days** from the date of Work Order.
3. Tenders must be quoted in Pakistani Rupees (PKR).
4. Tax Liability:
 - i. Complete Tax liability is to be borne by the Vendor/Supplier
 - ii. Quoted prices shall be inclusive of all applicable Taxes, be filled item-wise as per the aforementioned format above and may not be applied to the sub-total of the package.
 - iii. In case of any Tax exemptions, exemption certificate from the concerned Tax Office / Regional Tax Office pertaining particularly to this case may be provided; otherwise, taxes shall be deducted as per Government Policy / Rules.
5. Validity of the bid would be at-least **90 days** (to be specified by the procuring agency/ office) from the date of Tender opening.
6. Financial Bids must be accompanied with Bid Security in the form of Bank Guarantee or Deposit at Call from a scheduled bank @ 2% of total bid value in favour of Project Director Mir Chakar Khan Rind University (MCKRU), Sibi Balochistan.
7. Performance Security @ 10% of the Work Order value in the form of Pay Order, Demand Draft, Bank Guarantee, or Insurance Bond (by AA ranking Insurance Company) in favour of Projector Director Mir Chakar Khan Rind University (MCKRU), Sibi Balochistan, shall be required to be provided by the successful bidder at the time of acceptance of Work Order/ award of contract.
8. In case of late delivery, the supplier may be BLACKLISTED, and LATE DELIVERY PENALTY (Liquidated Damages) shall be imposed at the rate of 1% (of the value of items delivered late) per day, up to a maximum of 10% of the Contract Value.
9. The authorized representative (technical) must accompany the Consignment, as per the Work Order, at the time of delivery at designated location/office.
10. Partial delivery is Not allowed.
11. Quantity may vary up-to an extent of 10% of quantities specified in the “Data Sheet of the assignment “as per requirement of Procuring Agency.
12. Bid Security of successful bidder(s) shall be released upon submission of Performance Security.
13. Bid Security of unsuccessful bidder(s) shall be released within thirty days from the date of award of contract to the successful bidder(s).
14. Payment release is subject to satisfactory inspection by the joint team comprising of:
 - i. The Purchase Committee of Procuring Agency.
 - ii. Authorized representative of Vendor (To be clearly specified in the Tender Document).

15. Performance Security of the successful bidder(s) shall be released within Six months from the date of successful inspection. In case of unsatisfactory performance on part of the supplier, the “Performance Security” shall be forfeited or retained until satisfactory completion of task.

13. Currency & Bid Validity declaration by the bidder:

I solemnly undertake that:

- a. Having read, understood & made myself aware of all the Terms & Conditions mentioned in this Bidding Document & the Rules, Regulations & Policies of the Government of Pakistan, the procurement & financial matters, **AGREE, ACCEPT & UNDERTAKE TO ABIDE BY THE SAME.**
- b. The information provided in this form is correct to the best of my knowledge & in the event of change; details will be provided as soon as possible

Name & Designation _____

Signature _____ Date _____

Company Stamp

