

TENDER NOTICE

Sealed bids are invited from potential suppliers for the supply, installation and configuration of the following equipment to be delivered at IT Directorate, Trademark Registry, Plot # ST 1 & 2, New Broadcasting House (Ground Floor), Behind KDA Civic Center, Block -14, Gulshan-e-Iqbal, Karachi:

SN	ITEM	TECHNICAL SPECIFICATIONS (MINIMUM)	QTY
1	Annual Maintenance Contract /SLA for (06) Servers	<p>Annual Maintenance Contract (with parts) with Back-to-Back coverage from authorized dealers of following server machines' manufacturers</p> <p>Coverage Period 01-06-2019 to 31-05-2020 SLA Level NBD</p> <p>Annual Maintenance Contract is required <u>for following server machines of IPO-Pakistan:</u></p> <p>(1) HP PROLIANT ML350 G6 SERVER (SN: CN794803C8)</p> <p>(2) HP PROLIANT DL380 G5 RACK SERVER (SN: SGH648Y65R)</p> <p>(3) HP PROLIANT DL380 G5 RACK SERVER (SN: SGH648Y65S)</p> <p>(4) HP PROLIANT DL580 G7 SERVER (SN: SGH309N9LH)</p> <p>(5) HP PROLIANT DL580 G7 SERVER (SN: SGH3332AX0)</p> <p>(6) Dell Power Edge R730 (SN: 2P6M862)</p> <p>Back-to-Back Support Coverage from the authorized dealers of abovementioned server machines' manufacturers.</p> <p>On Site Support.</p> <p>Unlimited Corrective Maintenance.</p> <p>Next Business Day (NBD) Response Time On-Site.</p>	1

SN	ITEM	TECHNICAL SPECIFICATIONS (MINIMUM)	QTY
		Pick & Drop of equipment. Availability of Critical Parts Ready Stock.	
2	KVM Switch	8 port automatic USB 2.0 KVM switch USB 2.0 port KVM switch. Monitoring status: LED indicator. Support for Microsoft mouse, Logitech network mouse or equivalent USB mouse. Support OS: Windows 7, 8, 8.1, 10 and Windows Server 2008, 2012 or higher. Hot swappable (you can plug in or unplug the connected computer without turning off the KVM Switch and computer). Picture quality: Resolution up to 2048 x 1536 Suitable for hard disk recorders Selection Method: Switch Button, Hot-Keys. Auto-Scan Interval: 5 - 90 seconds Housing: metal Rack mountable; Quick and easy installation Warranty 3 years onsite , labour and parts	1
3	Antivirus	Kaspersky Small Office Security (latest) or equivalent server based antivirus	150 (Clients)
4	Toner Cartridges for LaserJet printers	85A toner cartridge for HP LaserJet 1102 printers or equivalent 55A toner cartridge for HP LaserJet 3015 printers or equivalent	17 1

SN	ITEM	TECHNICAL SPECIFICATIONS (MINIMUM)	QTY
		12A toner cartridge for HP LaserJet 1020 printers or equivalent	3
		49A toner cartridge for HP LaserJet 1320 printers or equivalent	2
		35A toner cartridge for HP LaserJet 1105 printers or equivalent	1

TERMS & CONDITION:

1. **Bids Submission Requirements.**

1.1. Two envelop bids (one for technical proposal and other for financial proposal) indicating “IT Equipment and Services” on the envelop(s) should reach the undersigned at the address given below during the working hours in sealed cover(s) before 12:00pm of 15th day of publishing of the tender on PPRA website.

1.2 Technical bids will be opened on the same day at 12:30 pm at IPO Office Karachi in presence of bidders or their representative(s) authorized to attend.

1.3 The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion.

1.4. The financial bids of only those bidders will be opened who qualify the technical bids; the financial bids of unsuccessful bidders will be returned unopened.

1.5. Quoted prices (in Pak rupees) must include all taxes and charges including delivery and installation.

1.6. A Bank Draft or Pay Order of 5% of the bid amount as Earnest Money should accompany the financial bid in favour of Director General, IPO-Pakistan.

1.7 The supplier should be authorized dealer/reseller of the quoted product (Documentary proof required)

1.8. Since the server machines at IPO Pakistan are of HP and Dell, therefore, the vendor of SLA should be authorized dealer of HP and Dell. (Documentary proof required).

1.9. The suppliers should be registered with Income Tax and Sales Tax departments and taxes will be as per Government Rules.

1.10. The bidder must quote all items in a category as required in BOQ and the tender will be awarded as per lowest evaluated firm in each category.

1.11. The bidder can quote in single category or all categories, however bidder is required to quote all items in a quoted category. Incomplete quote will not be entertained and the bid will be rejected.

2. General Terms and Conditions

2.1. The successful bidder will have to provide specified goods/services within 1 week. The services as per SLA would be required as mentioned against serial No. 1 in the tender technical specification.

2.2. All Hardware, after sale services and Services as per SLA will be delivered/installed/ provided at IPO-Pakistan Offices in Karachi.

2.3. IPO-Pakistan reserves the right to accept/ reject wholly or partially any tender at any stage of the tender process, as per PPRA rules.

2.4. The amount submitted as Earnest money shall be refunded to the unsuccessful bidders after the decision of “Tender Committee” for the award of said tender.

2.5. In case of any dispute between the two parties of any matter arising out of after signing the contract agreement, the case shall be referred to Director General, IPO-Pakistan whose decision shall be final and binding on both the parties.

2.6. Bidders are liable indemnify IPO-Pakistan against all third party claims of infringement of all IP rights arising from use of the goods of any part thereof in Pakistan.

2.7. The supplier shall be bound to provide onsite after sales services.

2.8. Preventive maintenance in respect of system and its auxiliaries must be carried out preferably on monthly basis or at least on quarterly basis.

2.9. Warranty period of product should be specified.

2.10. Conditional/ incomplete bids will be liable for rejection.

3. Terms for Payment

3.1. Payment shall be released after successful delivery installation, fixation, training etc, of equipment at IPO-Pakistan Offices in Karachi.

3.2. Ten percent (10%) of the payable amount against each invoice/ payment will be retained as security/retention money and will be released after successful completion of warranty period.

3.3. All payments shall be made through cross cheque in the Pak Rupees.

3.4. Taxes will be deducted at source as per government rules at the time of payment.

4. **Mandatory Requirements**

4.1. Only firms with Income Tax Certificate /GST Certificate are eligible (Copy of Certificate(s) would be required).

4.2. Bidder should have office/presence in Karachi to ensure onsite support (Documentary proof required).

4.3. At least five (05) years of relevant experience/qualification for SLA and supply of IT Equipment mention in all Categories is mandatory (Document proof required).

4.4. The bidder must have completed 7 similar projects in terms of SLA, Supply, Installation and Commissioning of IT Equipment mentioned in all Categories (Documentary proof required).

4.5. Bidder should provide three (03) CV's/profiles of their support and configuration team having skills and expertise in providing required services for this project.

4.6. The bidder must have completed 2 similar projects with Government Departments in terms of Supply, Installation and Commissioning of IT Equipment mentioned in all Categories (Documentary proof required).

4.7. An affidavit on Legal stamp paper worth Rs.100 to the effect that the firm has not been blacklisted by any Government / semi Government organization is required.

4.8. Bid proposal shall be submitted on the letter cover/ letter head duly signed & stamped by the bidding company.

Director-IT

IT-Directorate Karachi, IPO-Pakistan

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