

**GOVERNMENT OF KHYBER PAKHTUNKHWA,
FINANCE DEPARTMENT**

TENDER NOTICE

Sealed tenders are invited from well reputed firms duly registered with IncomeTax and Sales Tax Departments for the supply of the following ICT equipments.

S.No	Item	Description	Qty
Package-I			
1	Security Card Printer	High Definition Printer (HDP) with SDK HDP Full-color ribbon with resin black panels-for printer 500 Cards in multi-color on front & black (CR-80, CR-90 size cards) HDP Film, to print reverse image before pasting on cards. One rolls to have 1000 images-required for printing of 500 Cards on both sides. Card printer and encoder with a lifetime print head warranty and three-year warranty on everything else. Printing: Single-sided, Double-sided Encoding: Magnetic stripes, Smart contact, Smart contactless Card lifespan: +3 years Interface USB 2.0 (high speed) Ethernet with internal print server Printer with Lamination Module double sided Automatic Flipper Module Dual Input hopper	1
		Professional Cards Designing & printing Software With ODBC Connectivity Support.	
2	Blank Cards	PVC,3.37”L*2.125”W,Thickness 0.030” (30mil) to 0.050”(50mil)	3,000
Package-II			
3	Scanner	Bit Depth: 48-bit with 2400 dpi Resolution Resolution: 2400 dpi Speed: 10 x 15 cm (4 x 6 in) Color Photo to File (200 dpi, 24-bit, TIFF) Document size: 216 x 297 mm	1

2. RFP along with detailed specifications may be downloaded from the website: **www.financekpp.gov.pk** or may be obtained from the Office of the undersigned during office hours before the closing date i.e. 08-06-2017. The interested firms/parties may submit their sealed bids along with calldeposit @ 2% of total cost of the bid in the shape of Bank Draft/Pay Order through any scheduled Bank in favor of the undersigned. Taxes will be deducted at the prescribed rates. The bids will be opened on the same date at 1400 hours in the presence of the bidders or their authorized representatives in the office of the undersigned. Incomplete bids or bids received after the due date will not be entertained. Package-I will be provided by the same firm.

**Nasrullah Khan
Project Director**

Automation of Pension Payment System,
Directorate of Treasuries and Accounts, Kyber Pakhtunkhwa, Peshawar

NOTICE INVITING TENDER (NIT)



PURCHASE OF HARDWARE

For

AUTOMATION OF PENSION PAYMENT SYSTEM

Date: 08-06-2017

**DIRECTORATE OF TREASURIES AND ACCOUNTS GOVT OF KHYBER
PAKHTUNKWA**

TYPE OF COMPETITIVE BIDDING

As per KPPRA Rule, Single Stage-Two Envelope Procedure shall be followed. This is as follows:

- i. The bid shall comprise of a single package containing two separate envelopes. Each Envelope shall contain separately the Financial Proposal and the Technical Proposal;
- ii. The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion;
- iii. Initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened;
- iv. The envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of the procuring agency without being opened;
- v. The procuring agency shall evaluate the Technical Proposal in a manner prescribed in Section evaluation of this document, without reference to the price and reject any proposal which does not conform to the specified requirements.
- vi. During the technical evaluation no amendments in the Technical Proposal shall be permitted.
- vii. The Financial Proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
- viii. After the evaluation and approval of the Technical Proposal the procuring agency, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The Financial Proposal of bids found technically nonresponsive shall be returned un-opened to the respective bidders; and
- ix. The bid found to be the technically qualified and financially lowest evaluated bid shall be accepted i-e (Technical Evaluation Marks + Financial Evaluation Marks).

In accordance with these rules, interested companies (hereinafter referred to as “Contractors”) applying for bids should submit two separate bids/envelopes for Financial Proposal and Technical Proposal.

Bidding Details

All the bids must:

- Be accompanied by a call deposit (CDR) of 02% of quoted price in favour of Project Director “Automation of Pension Payment System”.
- Be submitted along with the CDR, Tender Forms, Affidavits, etc.
- Be delivered to Pension Cell, Directorate of Treasuries and Accounts, KPK, Peshawar.

The Technical bids will be publicly opened in the office of the Project Director, Automation of Pension Payment System, Directorate of Treasuries and Accounts, KPK.

The Purchaser will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.

The Purchaser reserves the right to reject all bids or proposals at any time prior to the acceptance of a bid or proposal.

Failure to supply services within the specified time period will invoke penalty as specified in this document. In addition to that, Call Deposit (CDR) amount will be forfeited and the Company will not be allowed to participate in future tenders as well.

Instructions to Tenderers

Noncompliance to any of below point will disqualify the bidder from quoting.

- Firm must be registered and working in Pakistan.
- Firm must be having valid NTN certificate with registered office in Pakistan.
- Firm should not have been blacklisted or involved in litigation in past on account of delivering tempered / low quality equipment or failure to deliver to any of its customer in public and private sector.
- Undertaking document duly signed must be provided in print out form on stamp paper by supplier for successful consideration of proposal.
- The bidder shall keep affidavit in the technical proposal stating to 2 % without indicating the figure has been placed in the Financial proposal otherwise the technical proposal will be consider non-responsive.

Terms of Payment

- i. Payment will be made through crossed Cheque.
- ii. No advance payment will be made to the suppliers.

Delivery Period

The equipment shall be supplied within 2 weeks from the date of issuance of confirm order/letter of acceptance by Finance Department. (Exact location will be provided to the bidder). The Inspection/Technical Committee will ensure that the quantity and quality of the material is the same as contained in the Purchase order. The quality of the items will be determined from the performance report of the committee after actually Examining/Inspection of the total items according to the specifications.

Payment

Bidder will be entitled to payment by Finance Department against bill duly supported by the following documents: -

- i. Inspection Certificate issued by the Committee.
- ii. Delivery Challan.
- iii. Payment will be made through crossed Cheque in favor of bidder firm/shop after deduction of sales/income tax. In case your firm is exempted from deduction at source; a certificate shall be provided.

Sales Tax and Other Government Duties

All taxes, duties, sales tax and other Government charges are the responsibility of the Supplier.

Failure and Termination

If the supplier fails to deliver the items thereof within the specified delivery period, the purchase committee, Finance Department shall be entitled at his option either: -

- i. To recover from you liquidated damages levied at the rate of 5% per month.
- ii. To purchase from elsewhere without notice to you at your risk and cost, the stores not delivered, without canceling the contract in respect of the consignment not yet be due for delivery;
- iii. If during the course of execution of the contract of your firms is black-listed by Finance Department the Purchaser may proceed with all or any of the actions detailed below: -

- iv. To allow the contract to run its course till completed in accordance with the terms and conditions of contract:
- v. To stop further supplies with or without financial repercussions:
- vi. To cancel the contract with or without reservation of rights.

Force Major

While terminating the contract for breach of contract or imposing liquidated damage, the purchaser shall give due consideration to the circumstances leading to the breach of contract or delay on which you had no hold, examples of which are: -

- i. Calamities and circumstances beyond the control of the human being.
- ii. Floods & Act of enemy:
- iii. Lockout, strikes:
- iv. Restrictions imposed by the Government in the matter of import/export;
- v. Injunction granted by a lawful court restraining you from executing the contract unless such injunction was due to any alleged irregularity committed by you.

Responsibility for Executing the Contract

The supplier shall be entirely responsible for the successful execution of the contract in all respects and in accordance with the terms and conditions as specified in the contract including the schedule.

Inspection and Rejection

1. The Inspection/Purchase Committee may reject a part or the whole of the consignment tendered for inspection, if after inspection such portion thereof as the Committee may decide in his discretion or the Committee is satisfied that the consignment is below the requirements of the particulars governing the supply given in the Purchase Order;
2. The decision of the Inspection/Purchase Committee shall be binding on you,
3. If the items are rejected as aforesaid than without prejudice to the right of the Purchaser you may submit items in replacement of those rejected but resubmission will not mean extension of delivery period;
4. On final rejection the Purchaser shall have, the following rights: -
 - i. To purchase the rejected goods at your cost and expense;
 - ii. To terminate the contract and recover from you the losses, the purchaser thereby incurs.

Technical and Financial Evaluation

There will be a single-stage technical evaluation followed by a financial evaluation. Preliminary evaluation (Initial Screening) of technical bids will be done on the basis of following parameters:

1. The bidder should be a Company/firm having legal presence in Pakistan.
2. The bidder should have valid National Tax Numbers and Sales Tax Registration Numbers.

Note: Failing to qualify on any of the above criteria will not be considered for further evaluation.

Detailed technical evaluation will be done for firms who qualify the preliminary evaluation mentioned above. Ratings for the technical evaluation will be as follows:

	Marks
Technical Evaluation	70%
Financial Evaluation	30%

Financial bids of firms who score at least 35% on the technical evaluation (as a whole) will be opened before the representatives who wish to attend the tender opening. 30 % weightage will be given to financial proposals of responding organizations. The formula for financial scoring is that the lowest bidder gets 30 points and the other bidders score 30 multiplied by the ratio of the lowest bid divided by the quoted price.

Example:

Value quoted by lowest bidder = A

Value quoted by second lowest bidder = B

Value quoted by third lowest bidder = C

Financial scoring of the lowest bidder will be = 30

Financial scoring of the second lowest bidder will be = $(A/B)*30$

Financial scoring of the third lowest bidder will be = $(A/C)*30$

Tender will be awarded to the Responding Organization with maximum accumulative points (**Technical Score + Financial Score**).

The decision of this Committee will be binding on all concerned and will in no case be challengeable in any forum.

TECHNICAL EVALUATION CRETERIA

S.No	Description	Max Points	Secured Point
01	Compliance with Specification	30	30
02	Similar Nature of Jobs Completed	No. of 10 Jobs completed = 03	5
		No. of Jobs more than 10= 05	
03	Total Client/Successful project list	Up to 10 Client = 03	5
		More than 10 Client = 05	
04	Yearly Business Turn Over	Up to Rs.50 Million = 05	10
		More Than Rs.50 Million = 10	
05	Regional Office/Set Up in Peshawar KPK	5	5
06	Taxes Certificates/Filer	NTN Certificate = 02	5
		NTN along with GST Certificate & 5 Professional tax = 05	
07	Number of Technical Employee	less than 20 = 02	5
		More than 50= 05	
08	Authorization Letter From the Principal	5	5

HARDWARE SPECIFICATIONS

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Note: Package-I will be provided by the same firm.

FORMS

TENDER FORM

Project Director,

Automation of Pension Payment System,

Directorate of Treasuries and Accounts, KPK, Peshawar.

1. We, [**Name and Address of the Contractor**], having read, understood and accepted the Tender Document, offer to supply **Item Name** with the said Tender Document, to [**Name and Address of the Purchaser**], for the Total Tender Price of PKR (**in figures** _____) **in** _____ **words** _____), in accordance with the Price Schedule and the timeline, attached hereto and made part of the Tender.
2. We undertake that the Tender shall have a minimum validity period of ninety days from the last date for submission of the Tender and may be accepted at any time before the expiration of that period.
3. We undertake to be bound by the Tender and the Acceptance Letter, which shall constitute a contract, until execution of the formal Contract.

Date this _____ day of 2017

CONTRACTOR	WITNESSES	
Signature _____	Signature _____	Signature _____
CNIC # _____	CNIC # _____	CNIC # _____
Name _____	Name _____	Name _____
Designation _____	Designation _____	Designation _____
Address _____	Address _____	Address _____

AFFIDAVIT FORM

We, [**Name and Address of the Contractor**], do hereby declare on solemn affirmation that:

1. We have not been black listed from any Government Department / Agency.
2. We have not been involved in litigation with any private or public sector during the last 3 years.
3. We acknowledge that we have read, understood and accepted the Tender Document.
4. We understand that the Purchaser shall have the right, at his exclusive discretion, to require, in writing, further information or clarification of the Tender, from any or all the Contractor(s).
5. We understand that the Purchaser shall have the right, at his exclusive discretion, to accept / reject any or all tender(s), cancel / annul the Tendering process at any time prior to award of Contract, without thereby incurring any liability to the Contractor and the decision of the Purchaser shall be final.

Date this _____ day of 2017

CONTRACTOR	WITNESSES	
Signature _____	Signature _____	Signature _____
CNIC # _____	CNIC # _____	CNIC # _____
Name _____	Name _____	Name _____
Designation _____	Designation _____	Designation _____
Address _____	Address _____	Address _____

Tender Security Form

WHEREAS [**Name and Address of the Contractor**] (hereinafter called "the Contractor") has Submitted Tender against Tender No. _____ (hereinafter called "the Tender") to the [**Name and Address of the Purchaser**] (hereinafter called "the Purchaser") for the Total Tender Price of PKR (in figures _____) (in words _____).

AND WHEREAS [**Name of the Bank**] having registered office at [**Address of the Bank**] (Hereinafter called "the Guarantor") has agreed to give the Contractor a Guarantee;

THEREFORE the Guarantor hereby affirms to bind himself, his successors and his assigns to the Purchaser, for the sum of PKR (in figures _____) (in words _____)

_____) and undertakes to pay to the Purchaser, upon receipt of his written demand(s), any sum(s) as specified by him, not exceeding the above limit in aggregate, without cavil / argument and without the Purchaser having to substantiate / prove or to show grounds / reasons for such claim(s), on the occurrence of any / all of the following conditions:

1. If the Contractor withdraws the Tender during the period of the Tender validity specified by the Contractor on the Tender Form; or
2. If the Contractor does not accept the corrections of his Total Tender Price; or
3. If the Contractor, having been notified of the acceptance of the Tender by the Purchaser during the period of the Tender validity, fails or refuses to furnish the Performance Security, in accordance with the Tender Document.

Provided that the Purchaser shall specify the occurred condition(s) owing to which the said sum is due to him. Provided further that any demand(s) / claim(s) from the Purchaser shall reach the Guarantor within thirty working days after the expiry of the Guarantee. This guarantee shall remain valid up to _____ or until furnishing of the Performance Security, whichever is later.

GUARANTOR

Signature _____

CNIC # _____

Name _____

Designation _____

Address _____

**DIRECTOR TREASURIES AND ACCOUNTS
KHYBER PAKHTUNKHWA
PESHAWAR**