



**Local Council Board
Local Government Election & Rural Development Department
Government of Khyber Pakhtunkhwa**

Bidding Document

**PURCHASE OF COMPUTER HARDWARE, NETWORKING AND RENOVATION OF SMART
CITY WING AT LOCAL COUNCIL BOARD
GOVERNMENT OF KHYBER PAKHTUNKHWA**

***Under
(E-Enablement of Municipal Corporation Peshawar)***

**Last Date for Submission: 29th December, 2017 at 11:30 A.M.
Tender Opening Date: 29th December, 2017 at 02:00 Noon**

Local Council Board, Government of Khyber Pakhtunkhwa
Hayatabad Phase 7, Plot#33 street#13, Sector E8 Peshawar
Ph No: 091-9217793

DESCRIPTION OF WORK

Local Council Board, Government of Khyber Pakhtunkhwa invites **Financial Bids** from companies having legal presence in Pakistan on **single stage single envelope** for purchase of computer Hardware, Networking and renovation of smart city wing at LCB under the project titled as “E-Enablement of Municipal Corporation Peshawar”. The Interested companies / firms which are Authorized Partners/ Dealer / Distributor of the Manufacturer can apply only. The Tenderer must:

1. Be a registered body duly recognizable under the KPPRA Rules.
2. Be registered with FBR for Income Tax and Sales Tax.
3. Be registered with Khyber Pakhtunkhwa Revenue Authority.
4. Not be blacklisted in any Government/ Semi Government or private sector Department.
5. Have sufficient financial, technical and human resources to complete the project within prescribed time limit on the finalization of contract.
6. Enclose Earnest Money (EM) amounting to 2% of the total cost of Tender in the form of CDR from any scheduled Commercial Bank.
7. Submit its Tender document at Local Council Board, Hayatabad Phase 7, and Plot #33 street #13, Sector E8 Peshawar up to 25/12/2017 till 11:30 A.M.
8. Responding firms should apply for the whole purchase of computer hardware, networking and renovation work.

PROJECT BRIEF

The proposed project “E-Enablement of Municipal Corporation Peshawar” is regarding the integration of overall activities of the Local Councils (Pilot for Peshawar); Administrative Service delivery as well as financial activities into a unified system to incorporate all essential features for introduction and operation of e-Government. Through this bid document Local Council Board intends to purchase Computer hardware, networking and renovation of smart city wing at LCB under the said project.

Hardware required for establishment of Smart City Wing			
S.NO	Description	Specification	Quantity
1	<u>Desktop Computer</u>	<u>Desktop Computer</u> : Intel Core i5 3.3 GHz or higher Processor, 6th Generation, H81 Chipset, 4GB DDR3 RAM. 500 GB SATA 7400 rpm, DVD-RW Super Multi Drive, Channel Audio, 1 GB Ethernet Controller, PS/2 support keyboard and mouse, PCI Express Slot, USB ports, HDMI Port, built in Audio In/Out, USB Keyboard, USB Optical Mouse. 18.5-inch Widescreen LED Display, 1-year warranty.	2
2	<u>LAPTOP</u>	<u>MacBook</u> 1.8GHz dual-core Intel Core i5 processor or higher, Turbo Boost up to 2.9GHz, 8GB 1600MHz LPDDR3 memory, 128GB SSD storage1, 1-year Warranty	2

3	<u>Biometric Device</u>	Display 4.3" TFT Touch Screen, Face capacity 1200 (1:N), Fingerprint capacity 2000, ID Card capacity 10,000, Logs capacity 100,000, Communication TCP/IP, RS232/485, USB-HOST Two USB-Host, Time attendance Standard functions, Automatic Status Switch, Self-Service Query, Work Code, T9 input, 9 digit, user ID, DST, Photo-ID, Wiegand Signal Output, Optional functions ID/Mifare Card, SMS, GPRS, 3G, ADMS, Wi-Fi, 2000mAh backup battery, Power supply DC 12V 3A	1
4	<u>LED Screen</u>	Smart LED Screen 52" or higher	1
5	<u>UPS 3 KVA</u>	3KVA Hybrid UPS with charge controller with 2x 195AH Deep cycle batteries, 4x 250W solar panels with mounting kit and wiring with 1-year Warranty	1

6. Networking equipment required for establishment of Smart City Wing

S.No	Description	Specification	Qty
6.1	<u>16 Ports switch</u>	100 mbps switch	2
6.2	<u>8 Ports Switch</u>	100 mbps switch	6
6.3	<u>Face plates + IO+ Backbox</u>	Face plates Ios and Backboxes	20
6.4	<u>Cat 6 Network Cable</u>	CAT 6 Cable roll	1
6.5	<u>Ducts</u>	Ducts	70
6.6	<u>Wi-Fi routers (POE)</u>	300mbps wireless access points	5
6.7	<u>Wi-Fi routers (2 antena's)</u>	300mbps wireless router	2
6.8	<u>Wi-Fi Catchers</u>	USB Wireless adapters 300 mbps	10

S.No	Items	Specification	Qty
1	<u>Glass Partition For 4 Offices</u> <u>Doors</u> <u>Doors Machine</u> <u>Locks</u>	12MM 12MM 12MM 12MM	400 Sq/ft. 4 in No's 4 in No's 4 in No's
2	<u>Sofa Sets (Official)</u>	Black color Leather	6 in No's
3	<u>Executive Chairs</u>	Leather	4 In No's
4	<u>Computer Operator Chairs</u>	Revolving Chairs	3 In No's
5	<u>Lighting bulbs</u>	Philips LED's	20 In No's
6	<u>Blind Fold Curtain</u>	As per requirement for windows in the renovated area	
7	<u>White Wash</u>	Official Texture	Whole Premises
8	<u>Executive Official Table</u>	Glass Tables	4 In No's

9	<u>Computer Operator Table</u>	Counter for 2 Persons	
10	<u>Air Conditioning</u>	1.5 ton Branded	2 in No's
11	<u>Brackets Fan</u>	Branded	5 In No's
12	<u>Artificial Plant</u>	As per requirement	
13	<u>Water Dispenser</u>	Branded	2 in No's

Note: Supplier will be responsible for the installation of Networking and Renovation component.

Project: Purchase of Computer Hardware and Networking and Renovation of Smart City Wing LCB at Government of Khyber Pakhtunkhwa under the project "E-Enablement of Municipal Corporation Peshawar"

1. The tender are called hereby for supply of subject Items according to specification and conditions as prescribed in this bid document : -

a) Date of Opening tender **29 – 12 – 2017**

b) Time of Opening tender **12:00 Noon**

c) Name of Supplier _____

2. Items are to be supplied according to the specification as per above specified locations, provided by Local Council Board, Local Government Election & Rural Development Department.

- a) Rates should be offered with its Brand / Model clearly marked.
- b) Rate should be quoted in words and figures.
- c) Tender will be opened in the presence of supplier or their authorized representatives at the conference room of Local Council Board, Peshawar.
- d) The prices quoted shall remain valid for 120 days, after the date of opening the tender.
- e) The supplier shall attach Brochures / specifications with bid schedule regarding the equipment being supplied.
- f) The supplier shall give at least five references of similar installation by their firm.
- g) The supplier should be an active authorized /partner/dealer/Distributor of the manufacturing firm.
- h) The equipment shall strictly confirm to the specification no equivalent or alternate shall be acceptable.
- i) All equipment and each component thereof shall be branded new and in sealed pack.
- j) Any equipment / component of doubtful origin shall render the entire consignment liable for rejection.

- k) The supplier shall make good all deficiencies in the equipment during the warranty period at his own cost and no additional payment will be made for any repair / replacement of parts etc.
- l) In case of any dispute the matter shall be referred to the Secretary Local Council Board. Decision of Secretary Local Council Board shall be final and binding on all parties.
- m) The earnest money of successful bidder shall not be refunded and will automatically be converted in the security deposit. No Tender / Offer will be entertained without earnest money.
- n) The supplier shall bring the Samples of the Hardware if required by the Procurement Committee.

3. Terms of Payment

- i. Payment will be made through cross Cheque from AG Office Peshawar.
- ii. No advance payment will be made to the suppliers.

4. Delivery Period

The equipment shall be supplied within 2 to 4 weeks from the date of issuance of confirm order / letter or acceptance. The firm will be responsible for delivery of hardware and allied accessories to all specified Departments.

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 equipment according to the specifications.

5. Payment

Bidder will be entitled to payment by Local Council Board against bill duly supported by the following documents: -

- i. Bill in duplicate.
- ii. Goods Receipt Certificate.
- iii. Inspection Certificate issued by the Committee.
- iv. Delivery Challan.
- v. Payment will be made through cross Cheque in favor of bidder firm after deduction of Income Tax. In case the firm is exempt for deduction at source a certificate shall be provided.

6. Sales Tax and Other Government Duties

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

7. Warranty Period

The supplier shall give (1) one year comprehensive warranty for the equipment (parts & labor on site of installation) and (3) three years for branded Products, certifying that the goods supplied confirm exactly or above to the specifications laid down in the contract. The supplier will be held responsible for all losses; if any material being found defective or not conforming to specifications or particulars; governing the supply for a period of one year from the date of supply. The unacceptable items shall be substituted with the acceptable items at bidder's expense and cost.

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.

8. Inspection and Rejection

- i. If the Inspection Committee is unsatisfied with the supplied equipment or the consignment is below the specifications given in the Purchase Order than the Committee may reject any part or the whole consignment tendered for inspection.
- ii. The decision of the Inspection / Purchase Committee shall be binding on the firm.
- iii. If the items are rejected as aforesaid then the Supplier should deliver items in replacement of those rejected but resubmission will not mean extension in delivery period.

9. Laws Governing the Contract

The contract shall be governed by the KPPRA Rules 2014.

10. FORMAT FOR PROPOSALS

The Financial Proposal should be concisely presented and structured in the **form of chapters** to include, but not necessarily be limited to, the following information. Support material should not be part of the main proposal but should be placed at Appendixes.

11.1 GENERAL

The responding organization should provide the following:

- Name of the participating organization or participating organizations (if more than one) in the responding consortium, including their scope of involvement.
- Number of years of incorporation of the participating organization or participating organizations (if more than one)

11.2 FINANCIAL CAPABILITIES

The responding organization shall describe the financial position of its organization. **Income Statement or Annual Report** should be included in the detailed proposal. The **National Tax Numbers and Sales Tax Registration Numbers** of the company and/or partners should also be indicated (**Photo copies of concerned documents should be provided**). KPPRA registration should provide.

11.3 RELEVANT EXPERIENCE

Responding Organizations must demonstrate relevant experience of similar projects.
(Note: Experience with government organisations will be preferred)

S. No.	Nature of Project(s)	Total Value PKR (million)	Name of the Project(s), Customer(s), Contact person & Contact Detail(s)

Note:

Only those Projects should be considered where RO can provide the successful completion certificate from the Client Organization (Photocopies of documents should be provided)

**MIS Manager,
E-Enablement of Municipal Corporation Peshawar,
Local Council Board
Government of Khyber Pakhtunkhwa**

ELIGIBILITY CRITERIA

The Tenderer(s) should meet the following Eligibility / Qualification Criteria to participate in the Tender Process and must enclose documentary proof for fulfilling the Eligibility / Qualification in its Proposal failing to provide evidence/ documentary proof will lead to disqualification.

S #	Minimum Eligibility / Qualification Criteria	Proof to be submitted for fulfilling Eligibility / Qualification Criteria	Yes/NO
1.	The Tenderer should have at – least 3 Years Relevant Experience of supply of IT equipment.	Valid documentary evidence must be submitted including NTN and Purchase Orders, Registration with Khyber Pakhtunkhwa Revenue Authority. CDR's should be provided.	
2.	The Tenderer should be a Registered / Incorporated Authorized Partner/ Dealer/ Distributor of Manufacturer in Pakistan and existing for the	Certificate of Incorporation/ Registration and Authorized Partner/ Dealership/ Distributor should be submitted.	
3.	The Tenderer must have registered office in Peshawar and offices across Pakistan. List of offices be submitted.	Valid documentary evidence must be submitted.	
4.	The Tenderer should not have been blacklisted by any of the Provincial / Federal Government or organizations of the State / Federal Government in	Undertaking on stamp papers should be submitted by the Tenderer.	
5.	CDR	2% of the total bid amount	

Financial Proposal/COST WORKSHEET

Financial Proposals **must** be substantially in the form of the Cost Worksheet provided below. Bidders **must** itemize all costs associated with providing the required deliverables and services in a tabular format similar to the following. Only those bids will be entertained which fulfill the above shortlisting / eligibility criteria.

Tender will be awarded to lowest evaluated bids quoted for whole package given below.

Hardware							
SNO	ITEM	SPECIFICATIONS	MAKE	MODEL NO	UNIT PRICE	QUANTITY	AMOUNT
1							
2							
3							
Total							

Networking							
SNO	ITEM	SPECIFICATIONS	MAKE	MODEL NO	UNIT PRICE	QUANTITY	AMOUNT
1							
2							
3							
Total							

Renovation Work for Smart City Wing							
SNO	ITEM	SPECIFICATIONS	MAKE	MODEL NO	UNIT PRICE	QUANTITY	AMOUNT
1							
2							
3							
Total							

Tender will be awarded to lowest evaluated bids quoted as a whole.

**MIS Manager,
E-Enablement of Municipal Corporation Peshawar,
Local Council Board,
Government of Khyber Pakhtunkhwa**

REQUIRED IT EQUIPMENT

The Local Council Board, Local Government Election and Rural Development Department, Government of Khyber Pakhtunkhwa, had initiated a project titled as “E-Enablement of Municipal Corporation Peshawar”. The detailed specifications of the required equipment is given below:

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2	<u>LAPTOP</u>	<u>MacBook</u> 1.8GHz dual-core Intel Core i5 processor or higher, Turbo Boost up to 2.9GHz, 8GB 1600MHz LPDDR3 memory, 128GB SSD storage, 3-years Warranty	2
3	<u>Biometric Device</u>	Display 4.3” TFT Touch Screen, Face capacity 1200 (1:N), Fingerprint capacity 2000, ID Card capacity 10,000, Logs capacity 100,000, Communication TCP/IP, RS232/485, USB-HOST Two USB-Host, Time attendance Standard functions, Automatic Status Switch, Self-Service Query, Work Code, T9 input, 9 digit, user ID, DST, Photo-ID, Wiegand Signal Output, Optional functions ID/Mifare Card, SMS, GPRS, 3G, ADMS, Wi-Fi, 2000mAh backup battery, Power supply DC 12V 3A	1
4	<u>LED Screen</u>	Smart LED Screen 52" or higher	1
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Note: Supplier will be responsible for the installation of Networking and Renovation component.

NOTICE OF INTENT TO SUBMIT PROPOSAL

DATE:

RE: LCB– H/w – 2017

PLEASE PROVIDE THE FOLLOWING INFORMATION FOR THE PERSON WHO WILL BE THE COMPANY'S PRINCIPAL CONTACT FOR MATTERS REGARDING THE ABOVE RFP.

Company Name and Address

Signature of Company Representative

Printed Name of Company Representative

Title

Date

Tel. No.

Fax No.

Email Address

IF FURTHER INFORMATION IS REQUIRED, PLEASE FEEL FREE TO CONTACT:

Mr. Muhammad Shahab
Database Administrator
Tel: 091-9217793.

PROPOSAL SIGNATURE PAGE

TOR's NUMBER: DoIT – H/w – 2017
ISSUE DATE: 11/12/2016
PROPOSALS SOLICITED FOR: Purchase of Computer Hardware ,Networking and Renovation of Smart City Wing at LCB
PROPOSAL DUE DATE & TIME: 29/12/2017 11:30 AM (PST)

PROPOSALS MUST BE RECEIVED ON OR BEFORE THE DUE DATE SHOWN ABOVE. LATE BIDS WILL NOT BE ACCEPTED.

SUBMIT PROPOSALS TO:

**Mr. Muhammad Shahab
Database Administrator
Tel: 091-9217793.**

BIDDERS MUST SIGN WHERE INDICATED BELOW AND SUBMIT THIS SHEET AS THE COVER PAGE IN ORDER TO VALIDATE THEIR BID.

As a supplier of goods and services to the LGE&RDD / LCB I/we certify that I/we fully read and understood the terms and conditions of this RFP and found no complication. We agree to provide the services according to the demand.	
Company Name and Address	
Signature of company representative	
Printed name of company representative	
Title	
Date	
Tel. No.	Fax No.
Email address	