

# TENDER DOCUMENT

# REQUEST FOR PROPOSALS

## TERMS AND CONDITIONS

For Procurement of “**Security camera’s with Display, video storage and connectivity media (optical fiber & accessories)**” for University of Engineering & Technology Lahore **a complete Turnkey Project.**

COMPUTER CELL, RESEARCH CENTER  
UNIVERSITY OF ENGINEERING AND TECHNOLOGY LAHORE.  
PHONE: **(042) - 99029101**

## **REQUEST FOR PROPOSAL-2015**

(IPL:14280)

**TENDER PRICE:**

**Rs. 1,000/-**

**Issue date:**

**/ 11 / 2015**

**Last date of submission:**

**07 / 12 / 2015 till 11: 00 AM**

**FOR OFFICE USE ONLY**

Serial No. _____
Sold to: - M/S _____
Date of Sale _____ Bank Challan No. _____ Date _____

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## OVERVIEW

University of Engineering and Technology (UET), Lahore intends to purchase & deploy the specified “Security cameras with display, video storage and connectivity media (optical fiber)”. The supplier will be responsible for delivery, installation, commissioning of equipment wherever required at **UET, Lahore**.

### 1. Proposal instructions (for BOQs on FOR Basis)

- 1.1 Single stage/two envelope bidding procedure shall be applied in response to the RFP (Request for proposal). The envelopes shall be marked as “TECHNICAL PROPOSAL” and “FINANCIAL PROPSAL” separately plus “legible documents”. The financial proposal of bids found technically non responsive shall be returned unopened to the respective bidders. Technically responsive bidders shall be informed and their financial bids shall be opened in the next Central Purchase Committee (CPC) meeting after informing the technically responsive bidders.
- 1.2 Responding organizations shall deliver sealed proposal of the “FINANCIAL & TECHNICAL PROPOSAL” before or on **December 07, 2015 at 11:00 AM**.
- 1.3 The Proposals will not be accepted after the due time & date, proposal shall be delivered at the address given below before time. The TECHNICAL PROPOSALS shall be opened on the same day **December 07, 2015 at 11:30 AM** in the presence of bidders or the representatives of the responding organizations.
- 1.4 Bidders are advised not to quote different options for each item (only one option is to be quoted).
- 1.5 Price should be mentioned on FOR basis.
- 1.6 All BOQs submitted by the bidder must use the numbers and labels used in this Request for proposal.
- 1.7 The original Request for Proposal (RFP) documents duly signed and officially sealed by the bidder must be submitted in whole with the proposals. Any conditional, ambiguous, incomplete, supplementary or revised offer after the opening of tender shall not be entertained.
- 1.8 Any overwriting/crossing, etc. appearing in the offer may be properly signed by the person signing the tender. All pages of the tender must be properly signed & stamped. Offer with any overwriting/use of Blanco shall not be accepted in any circumstances.

- 1.9 Warranty for all equipments, as approved by the manufacturers/suppliers, but not less than one year (1/1/1) replacement of Parts, Labor and Service on site. The supply of Security camera's, video storage and connectivity media (optical fiber) must be covered for after sales and services (labor and parts) for a period of at least 1 years from the date of delivery.
- 1.10 A call at deposit equal to 2% of the Tender value should accompany the Tender as **Earnest Money** drawn in favor of **The Treasurer, UET, Lahore**. The Tender shall not be considered without Earnest Money. Bank guarantee will not be accepted. The earnest money will be released after signing the Agreement.
- 1.11 10% of the contract amount shall be deducted as Security at the time of bill process. The deducted amount as security will be returned after successful completion of Defect Liability/ Warranty Period, after repairing the defects in the equipment/ replacement found during the warranty period for FOR.
- 1.12 The Successful Bidder will deposit a blank stamp paper of value of 0.25% of the total offer/contract amount, purchased in the name of **Treasurer University of Engineering & Technology (UET), Lahore**.
- 1.13 The price of each item should be quoted separately.
- 1.14 The quantity of an order may vary depending on the quoted price and the allocated funds.
- 1.15 The decision of the committee will be a binding on all concerned and will in no case be challenged on any forum.
- 1.16 CHAIRMAN PURCHASE COMMITTEE, reserves the rights to modify the conditions / specifications of the Tender Document with written intimation to all the participants those who have purchased the Tender Documents.
- 1.17 Project duration Three Months from the date of issuance of purchase/supply order.
- 1.18 Delivery, Installation (wherever mentioned) be completed according to the agreed upon schedule of works and time.
- 1.19 In case the tenderer fail to execute the contract strictly in accordance with the terms and conditions laid down in the contract, the Security Deposit shall be forfeited.

- 1.20 The CHAIRMAN PURCHASE COMMITTEE, will get the equipments inspected at UET Lahore and will have the right to reject the equipment if not found according to the stated specifications.
- 1.21 The CHAIRMAN PURCHASE COMMITTEE, reserves the right to claim compensation for the losses so caused by delay in the delivery of equipment by deducting 1%/month of the total amount payable to the supplier/contractor as penalty.
- 1.22 It is the sole responsibility of the vendor to comply with local, national and international laws.
- 1.23 In case any supply/material is found not in conformity with the specifications provided in the tender, either on account of inferior quality, defective workmanship, faulty design, faulty packing or is short supplied, or wrongly supplied, the supplier shall replace the same free of charges.
- 1.24 All the proposals submitted will become the property of the University.

## **2. Evaluation Criteria (for Turnkey based)**

All bids shall be evaluated on technical and financial merit as per clause 1.1

Technical evaluation process may include, but not limited to the consideration of the following with respect to the functional requirements given ahead:

- 2.1 Technical specifications of proposed equipments
- 2.2 Company profile
  - i. Age of the company
  - ii. Financial strength of the vendor
  - iii. HR strength/Man power with the vendor
  - iv. Technical support/after sale service facilities
  - v. Backup support plan
  - vi. Contact information of the firm.

Financial Evaluation process may include, but not limited to the consideration of the following:

- i. Quoted price

### 3. Required Information

Bidders are required to include the following documents/information in their technical proposals:

- i. The Name and Address
- ii. Profile of company (Including Financial Profile)
- iii. List of Previous/Current customer of related equipments, with contact person and telephone/fax number
- iv. Detailed product information/brochures
- v. Detailed product warranty/guarantee information
- vi. Attested copy of National Tax Registration Certificate
- vii. Attested copy of Sales Tax Registration Certificate
- viii. Copy of the professional tax certificate for the current year (2015-16)
- ix. Detailed backup support plan
- x. Bank letter of financial standing duly signed by the relevant officer of the bank clearly mentioning name and designation.
- xi. An Affidavit on Rs.100/- Stamp paper that currently they are not black listed or debarred by any Government/Semi Government department to participate in bidding and to supply equipment. Failure to submit such affidavit may lead to disqualification.
- xii. Any additional information the bidder may like to furnish e.g. repair/maintenance workshop owned by supplier and other concerned facility

In addition to the above, the proposal must include the following in the order given below:

- i. Detailed equipment specifications, proposed quantities duly filled on the BOQ attached with this document
- ii. Detailed project implementation schedule which includes the delivery of equipment mentioned in the RFP in accordance with the clause 1.17 of the tender.
- iii. Terms and Conditions
- iv. Equipment prices (FOR) duly entered on the form in the attached BOQ
- v. Validity period of the quoted price, i.e. 90 days
- vi. Educational discounts if available/applied to the quoted price

#### **4. Terms and Conditions (FOR Basis)**

- 4.1 All prices should be in PAK Rupees inclusive of all Govt. taxes.
- 4.2 All prices should be valid for at least 90 days. Withdrawal or any modification of the original offer within the validity period shall entitle the University to forfeit the earnest money in favour of the University and/or putting a ban/black listing on the future business or taking any other suitable action against the bidder.
- 4.3 Delivery of the items shall be free of charge at UET Lahore during the office hours with a copy of delivery challan.
- 4.4 Items being ordered should be brand new and according to the order specifications from the current production and covered under normal warranty/guarantee etc. as mentioned in the proposal. Brochures mentioned and product details must be attached.

Any query regarding this proposal should be directed to the contact no's. Listed below.

**COMPUTER CELL, RESEARCH CENTER  
UNIVERSITY OF ENGINEERING AND TECHNOLOGY LAHORE.**

- **042-99029101, 99250226**



# SUPPLIERS DATA FORM

1. Name of company \_\_\_\_\_

Address (Local Office) \_\_\_\_\_

\_\_\_\_\_ Telephone \_\_\_\_\_

Head Office \_\_\_\_\_

2. Number of years in relevant business (in Pakistan) \_\_\_\_\_

3. Major clients: (May attach a separate sheet, if necessary) \_\_\_\_\_

4. Is repair facility available at local office,                      YES                       NO

If yes, please provide the level of repair, maintenance and back-up facilities available at local office:

\_\_\_\_\_

(Attach separate sheet, if necessary)

5. Bio-data of the technical staff available in the local office to provide after-sale service: (Attach details on separate sheet) if necessary

6. Contact person for after-sale and service.

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Phone No: \_\_\_\_\_ Mobile \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

4. **Bid Form**

Date: \_\_\_\_\_

Tender Ref: \_\_\_\_\_

To: *[name and address of Purchaser]*

Gentlemen and/or Ladies:

Having examined the bidding documents including Addenda Nos. *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver *[description of goods and services]* in conformity with the said bidding documents for the sum of *[total bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we hereby agree that our Bid Security as being provided herewith this "Bid Form" will remain with the Purchaser according to Clause 1.18 of Instructions to Bidders.

We also agree to abide by this Bid for a period of *[number]* days from the date fixed for Bid opening under Clause 4.2 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

[Signature]      [In the capacity of]

Duly authorized to sign Bid for and on behalf of



### 3. Contract Form

THIS AGREEMENT made the []<sup>th</sup> day of [] 2015 between **Computer Cell, Research Center UET Lahore Pakistan** (here in after called “the Purchaser”) of the one part and [] (hereinafter called “the Supplier”) of the other part:

WHEREAS the Purchaser invited bids for certain Goods and ancillary services, viz., **Security camera’s, video storage and connectivity media (optical fiber) etc.** has accepted a bid by the Supplier for the supply of those Goods and services in the sum of **Rupees []** (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSES 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 Bid Form and the Price Schedule submitted by the Bidder;
  - (b) The Schedule of Requirements;
  - (c) The Technical Specification with Drawings (if any);
  - (d) The General Conditions of Contract;
  - (e) The Special Conditions of Contract;
  - (f) The Purchaser’s Notification of Award; and
  - (g) Bid Security (provided with the Bid Form)
3. In consideration of the payments to be made by the Purchaser to the Supplier as here in after mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the Contract.

IN WITNESS: whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, to whom delivered            the            (for the Purchaser)

Signed, sealed, delivered by            the            (for the Supplier)

# Request for Proposal

## Technical Specifications (for Turnkey based Project)

Security Cameras with display, video storage and connectivity media (optical fiber & accessories, UTP, Connectors) etc. Integrated with already installed NVR & Cameras, Minimum Requirements of Technical Specification (Equal or Higher)

### Item No.1. (NVR and IP Cameras)

Sr. No.	Description Of Items (Equivalent or Higher)	Qty.
I.	<b>Network Video Recorder (NVR)</b> Channel: 32 channel with real time live view Network Ethernet: 2 RJ-45 ports (10/100 /1000 Mbps) Codec Decoding: Dual Incoming Bandwidth: Minimum 256 Mbps Multi -Brand Network Cameras Supported: YES PTZ camera Support: YES Hard Drive: Supported 8 SATA HDDs up to 32TB USB Support: YES Support RAID level: 0, 1, 5, 6, 10 Hot-Swap Support HDD: YES Multiple network monitoring: Web viewer, CMS(DSS/PSS) & DMSS Motion Detection: YES Trigger Events: Email, ftp Compression: H.264/ MJPEG Display Interface: HDMI, VGA and TV etc. Operating System: LINUX Power Supply: Manufacture Default	01
II.	<b>Hard drive (2 TB Hard Drive)</b> compatible with 32 Channel NVR	04
III.	<b>3MP IP Camera</b> (Including Camera Installation Charges with Cage & lock etc.) <b>3Mp Aptina CMOS</b> <ul style="list-style-type: none"> <li>• H.264 &amp; MJPEG dual-stream encoding</li> <li>• Max 20fps@3M(2048x1536),25/30fps@1080p</li> <li>• Lens: 3.6mm (6mm, 8mm optional) as per location setting</li> <li>• D&amp;N(ICR), 3D-DNR, IR LEDs: 30m</li> <li>• IP66, DC12V, PoE</li> <li>• Material: Metal</li> </ul> (Installation's location as per attached diagram)	39
IV.	<b>LED 40"</b> (Full high definition minimum 1080p)	02

**Item No.2 (Active Equipment)**

Sr. No.	Description Of Items (Equivalent or Higher)	Qty.
I.	PoE Switch 8 Port Unmanaged	14
II.	Surveillance Center: (Computer Cell Research Center UET Lahore) Rack Mounted Chassis based solution for 45 media converters with PDU	01
III.	Manageable Switch 48 Gigabit ports with web based access	01
IV.	Media Convertors (Pair) for Camera Connectivity	39
V.	HDMI TX and RX (pair) with HDMI cables (5 to 10 feet) or as per requirement <b>Description:</b> Single Fiber Port and single HDMI port	01

**Item No.3 (Passive Equipment)**

Sr. No.	Description Of Items Fiber Optic Cable aerial / direct burial (LTE outdoor) with steel wire and accessories etc. (Equivalent or Higher)	Approximate Qty.
I.	Fiber Cable direct Burial (48 core single mode) / meter (Including Fiber Laying, digging, refilling, Hd piping, and warning tape with all accessories)	420
II.	Fiber Cable direct Burial (24 core single mode)/ meter (Including Fiber Laying, digging, refilling, Hd piping, and warning tape with all accessories)	625
III.	Fiber Cable Ariel (12 core single mode)/ meter (Aerial Fiber laying pulling, hanging with all allied material (steel hooks, steel wire, cable ties and insulators with pool clamps) etc.)	2500
IV.	Fiber Cable Ariel (6 core single mode)/ meter Aerial Fiber laying pulling, hanging with all allied material (steel hooks, steel wire, cable ties and insulators with pool clamps) etc.)	620
V.	ODF 48 ports rack mounted with SC coupling	01
VI.	ODF 24 port wall mount with SC coupling	02
VII.	ODF 12 port wall mount with SC coupling	10
VIII.	ODF 6 port wall mount with SC coupling	02
IX.	waterproof Enclosure for outdoor 48 port ODF	01
X.	waterproof Enclosure for outdoor 24 port ODF	02
XI.	waterproof camera housing with china lock for Media converter and spliced fiber protection	39
XII.	Node Splicing with tagging	174
XIII.	Single mode fiber patch cable 1 mete	20
XIV.	Complete PDU with installation with 2 Socket	01
XV.	Electric Cable pure copper roll dual core (3/29)	01
XVI.	UTP cat 6 pure copper roll (including UTP Laying Charges)	06

**Item No.4 (Power backup)**

Sr. No.	Description Of Items (Equivalent or Higher)	Qty.
I.	200 VA UPS (branded) for each camera & Media Convertor with waterproof enclosure	39

**Note: Bidders must carry out Survey before Bidding as per map below:**

