

UNIVERSITY OF ENGINEERING & TECHNOLOGY, LAHORE



REQUEST FOR PROPOSALS

For

Desktop Computers, Rack Mounted Branded Server with LED Display, and Multimedia Projectors, Items Lot Wise turnkey basis.

Last Date for Submission:

30 January 2023 at 10:00 AM

Bid Opening Date:

30 January 2023 at 10:30 AM

UNIVERSITY OF ENGINEERING & TECHNOLOGY, LAHORE

TENDER DOCUMENT

Desktop Computers, Rack Mounted Branded Server with LED Display, and Multimedia Projectors, Items Lot wise turnkey basis.

TERMS AND CONDITIONS

For Procurement of “Desktop Computers, Rack Mounted Branded Server with LED Display, and Multimedia Projectors” for University of Engineering & Technology Lahore.

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

REQUEST FOR PROPOSAL-2023

TENDER PRICE:

Rs. 2,000/-

Issue date:

02/ Jan / 2023

Last date of submission:

30 / Jan / 2023 till 10:00 AM

FOR OFFICE USE ONLY

Serial No. _____

Sold to: - M/S _____

Date of Sale _____ **Bank Challan No.** _____ **Date** _____

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

OVERVIEW

University of Engineering and Technology (UET), Lahore intends to purchase the specified “Desktop Computers, Rack Mounted Branded Server with LED Display for GIS Lab, and Multimedia Projectors”. The **Firms/suppliers** will be responsible for delivery and installation of the equipment.

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 PROPOSAL” separately plus “legible documents”. The financial proposal of bids found technically nonresponsive shall be returned unopened to the respective bidder. Technically responsive bidders shall be informed, and their financial bids shall be opened in the next Central Procurement Committee (CPC) meeting after informing the technically responsive bidders.
- 1.2 Responding organizations shall deliver sealed proposal of the “FINANCIAL & TECHNICAL PROPOSALS” before or on **Jan 30, 2023**, at **10:00 AM**.
- 1.3 Proposals will not be accepted after the due date & time; proposals shall be delivered to the address given below before time. The TECHNICAL PROPOSALS shall be opened on the same day **Jan 30, 2023**, at **10:30 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 and in Pak Rupee.
- 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 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 Desktop Computers, Rack Mounted Branded Server with LED Display for GIS Lab, and Multimedia Projectors as approved by the manufacturers/suppliers, but not less than one-year replacement of Parts, Labor & Service on site must be covered for after sales and services (labor and parts) for a period of one year from the date of delivery.

- 1.10 A call at deposit equal to 2% (Rs. 2.15858 M) of estimated cost of Lot: 01 (Rs. 107.929 M), A call at deposit equal to 2% (Rs. 0.19204 M) of estimated cost of Lot: 02 (Rs. 9.602 M), A call at deposit equal to 2% (Rs. 0.0268 M) of estimated cost of Lot: 02 (Rs. 1.340 M) should accompany the Tender as **Earnest Money** drawn in favor of **The Treasurer, UET, Lahore**. Tender shall not be considered without Earnest Money. Bank guarantee will not be accepted.
- 1.11 10% of the contract amount shall be deducted as security at the time of the 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.
- 1.12 The Successful Bidder will deposit blank stamp papers 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 quantity of an order may vary depending on the quoted price and the allocated funds.
- 1.14 The decision of the committee will be binding on all concerned and will in no case be challenged on any forum.
- 1.15 The **TECHNICAL COMMITTEE** reserves the right to modify the conditions / specifications of the Tender Document with written intimation to all the participants those who have purchased the Tender Documents.
- 1.16 Delivery period for import items will be **6 – 8 weeks** from the date of issuance of purchase/supply order.
- 1.17 Delivery & Installation (wherever mentioned) be completed according to the agreed upon schedule of works and time.
- 1.18 In case the tenderer fails to execute the contract strictly in accordance with the terms and conditions laid down in the contract, the Security Deposit shall be forfeited.
- 1.19 The **TECHNICAL 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.
- 1.20 UET Lahore reserves the right to claim compensation for the losses caused by the delay in the delivery of equipment by deducting 1% of the total amount payable to the supplier/contractor as penalty.
- 1.21 It is the sole responsibility of the vendor to comply with local, national, and international laws.
- 1.22 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.
- 1.23 All the proposals submitted will become the property of the University.

2. Evaluation Criteria

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 equipment's
- 2.2 The Company Should not be Blacklisted/ De Registered/in Litigation/debarred by any Government Department /Public Sector / Private Sector or any other Agency.
- 2.3 Company profile
 - i. Age of the company
 - ii. Financial strength of the vendor
 - iii. Authorization Certificate document from the principal / manufacturer Authorization letter (For Desktop Computers).
 - iv. HR strength/Manpower with the vendor
 - v. Technical support/after sale service facilities
 - vi. Vendors are not allowed to bid in partial, participate for complete Lot.
 - vii. Vendor will be responsible for supplying, installing, and commissioning on Lot wise Turnkey Basis.
 - viii. Backup support plan
 - ix. Contact information of the firm.
- 2.4 Evaluation criteria are as follows
 - I. Should include one year OEM warranty.
 - II. Principal Manufacturer must have at least one registered office in Pakistan.
 - III. Principal Manufacturer must have after support sales centres in Karachi, Islamabad, and Lahore.
 - IV. Principal Manufacturer must have presence in Pakistan from last 10 years.
 - V. Bidder must be at least Gold Partner of Principal Manufacturer.
 - VI. Bidder must be partner of Principal Manufacturer from last 3 years or more.
 - VII. Bidder must provide "Manufacturer Authorization Letter" in favour of UET mentioning tender number, from Principal Manufacturer to participate in the tender.
 - VIII. Bidder must have a registered/incorporated company/firm in Pakistan with relevant business experience for last three years at least.
 - IX. Bidder must be registered with Tax Authorities as per prevailing tax rules (Only those firms/Companies which are validly registered with sales tax and income tax departments and having sound financial strengths can participate.
 - X. Bidder must have valid Registration of General Sales Tax (GST), National Tax Number (NTN) & Professional Tax Certificate and must be included in Active Tax Payer List.

- XI. Bidder must have the required relevant technical qualified personnel and enough strength to fulfil the requirement of assignment and attached at least 3 engineers' certificates of the quoted brand.
- XII. The Successful bidder shall deliver, deploy, and install the ordered equipment within Ten (10) to Fourteen (14) weeks after approval of Bank Contract/LC from State Bank of Pakistan.
- XIII. Bidder must provide 1 years Principal Manufacturer's warranty.
- XIV. Bidder must ensure that supplied equipment and its warranty will be registered with Principal Manufacturer in name of UET, Lahore.
- XV. The items being ordered should be brand new and according to the order specifications of the current production and covered under normal warranty/guarantee etc. as mentioned in the proposal. Brochures mentioned and product details must be attached.
- XVI. Principal must have Post Sales Team in Pakistan
- XVII. A Manufacturer Authorization Letter (MAL) from Principal is a must.
- XVIII. Bidder must quote for complete LOT, partial quote will not be entertained, equipment must be Brand new obtained through proper channel.
- XIX. Bidder must not be blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan (Submission of undertaking on legal stamp paper is mandatory) for tender.
- XX. The principal should have a warehouse in Lahore.

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 Pervious/Current customer of related equipments, with contact person and telephone/fax#
- 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 valid professional tax certificate
- 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 blacklisted or debarred by any Government/Semi Government department to participate in bidding and to supply equipment. Failure to submit such an 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 information which includes the delivery of equipment mentioned in the RFP in accordance with clause **1.16** of the tender.
- iii. Terms and Conditions
- iv. Validity period of the quoted price, i.e. 60 days
- v. 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 applied Govt. taxes.
- 4.2 All prices should be valid for at least 60 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/blacklisting on the future inquires or taking any other suitable action against the bidder.
- 4.3 Delivery of the items shall be free of charge at UET Main during office hours with a copy of delivery challan.
- 4.4 The items being ordered should be brand new and according to the order specifications of the current production and covered under normal warranty/guarantee etc. as mentioned in the proposal. Brochures mentioned and product details must be attached.
- 4.5 All equipment should have lifetime license, UET will not pay any license fees after installation for all equipment, components, and software, where mentioned otherwise
- 4.6 The bidder is fully responsible for design, assembly, installation, networking, and testing of the hardware

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. Biodata 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 _____

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

Contract Form

THIS AGREEMENT made the []th day of [] 2021 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 viz., Desktop Computers, Rack Mounted Branded Server with LED Display for GIS Lab, and Multimedia Projector 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)

Technical Specifications (Supply, Installation, Integration and Commissioning Lot wise turnkey basis.

The minimum requirements of **Desktop Computers, Rack Mounted Branded Server with LED Display for GIS Lab, and Multimedia Projector** are given below. The quoted systems and all other specifications should be equal or higher.

LOT # 1: Desktop Computers: The quoted specifications should be equal or higher.

S. No.	Specifications	Qty.
1	Desktop Computers:	
	Processor Type	Processor type Core i5 12th generation 12400 (3.0 G.Hz or above), No. of cores 6 or above.
	RAM size	8GB, 1x8GB, DDR4, 3200 MHz
	Hard drive size	1TB, 7200 RPM, 3.5-inch, SATA, HDD, 64 MB cache
	Network	Gigabit Ethernet controller 10/100/1000 Mb/s Ethernet (RJ-45), Wi-Fi card as per manufacturer default
	Operating System	OS suitability 64-bit, Operating system DOS/Open source supportive
	Graphics	Intel® UHD Graphics 730
	Keyboard + Mouse	USB optical keyboard & Mouse
	Display	LED 20" Display
	Warranty	1 Year Local/Channel Warranty
	Chipset	Intel® Chipset.
	Ports & Connector	Ports and connectors as per manufacturer default. HDMI/DP/VGA, RJ45, USB (Two USB 3.1 Gen 1 port and Four USB 2.0 Ports)
		396

LOT # 2: Desktop Computers and Multimedia Projector: The quoted specifications should be equal or higher. Bidders are required to quote for complete LOT, partial bid not allowed.

S. No.	Specifications	Qty.
1	Desktop Computers:	
	Processor Type	Processor type Core i7 12th generation 12400 (3.0 G.Hz or above), No. of cores 6 or above.
	RAM size	16GB
	Hard drive size	512 GB M.2 SSD Card
	Network	Gigabit Ethernet controller 10/100/1000 Mb/s Ethernet (RJ-45), Wi-Fi card as per manufacturer default
	Operating System	OS suitability 64-bit, Operating system DOS/Open source supportive
	Graphics	Intel® UHD Graphics 730
	Keyboard + Mouse	USB optical keyboard & Mouse
	Display	LED 20" Display
	Warranty	1 Year Local/Channel Warranty
	Chipset	Intel® Chipset.
	Ports & Connector	Ports and connectors as per manufacturer default. HDMI/DP/VGA, RJ45, USB (Two USB 3.1 Gen 1 port and Four USB 2.0 Ports)
		35

2	Short Throw Multimedia:		06
	Projection Technology	3LCD	
	Native Resolution	1024 x 768 (XGA)	
	Aspect Ratio	4:03:00 am	
	Brightness	3400 Lumens	
	Lamp Life ECO mode	15,000 Hr	
	Normal	10,000 Hr	
	Stand	Standard Ceiling stand as per requirements	
	Input	1xVGA, 1xHDMI, Composite Video,	
	Contrast Ratio:	16000:1	
Multi-Screen Projection	Yes		

LOT # 3: Rack Mounted Branded Server with LED, and Multimedia Projector. Bidders are required to quote for complete LOT, partial bid not allowed. The quoted specifications should be equal or higher.

1	Rack Mounted Branded Server with LED Display for GIS Lab:		Qty.
	Processor: 2*Intel@Xeon@ Silver 41102.1G, 11M cache, Hard Drive: 3.5" Chasis with upto 4 Hot Plug Hard Drives, 2*1 TB 7.2K RPM SATA 6Gbps 512n 3.5in Hot-plug Hard Drive. RAM: 32 GB Memory, (2*16 GB) RDIMM, 2400MT/s, Dual Rank, x8 Data Width, Raid Controller, PERC H 330, Network Interface Card: 4*1GUE LOM (Lan on Motherboard), Dual Hot Plug, Redundant Power Supply (!+!), 550W: 2x Power Cord 12A 4MC13/C14 (APCC countries except ANZ)		01
2	Multimedia Projector:		02
	Projection Technology	3LCD	
	Native Resolution	1024 x 768 (XGA)	
	Aspect Ratio	4:03:00 am	
	Brightness	3400 Lumens	
	Lamp Life ECO mode	15,000 Hr	
	Normal	10,000 Hr	
	Stand	Standard Ceiling stand as per requirements	
	Input	1xVGA, 1xHDMI, Composite Video,	
	Contrast Ratio:	16000:1	
Multi-Screen Projection	Yes		