

TENDER NOTICE



PROCUREMENT OF HARDWARE

COMPETITION COMMISSION OF PAKISTAN GOVERNMENT OF PAKISTAN

Competition Commission of Pakistan invites separate sealed bids from authorized distributors/resellers having Sales Tax Registration and National Tax Number for the supply of Branded Desktops, Laptops, Fax Machine and Laser Printers (Black & White and Color).

- Bids may be submitted to the undersigned in **SEALED ENVELOPS** (as per instructions in detailed Request for Proposal (**RFP**) at the address given below latest by 8th **May, 2014** at **1500 hrs**. Technical Proposal of the bids submitted, will be opened on the same date at **1530 hrs**.
- Detailed RFP, specifications, terms and conditions are available in the tenders section of the Competition Commission's website: www.cc.gov.pk and PPRA's website: www.ppra.gov.pk
- All queries relating to **RFP** should be faxed or mailed to undersigned at least 3 working days before the opening of technical proposals. It is advised that all the bidders should visit Competition Commission's website for any updates in **RFP**.
- Incomplete / tenders received after due date will not be entertained. Competition Commission of Pakistan may reject all bids or proposals at any time prior to the acceptance of a bid or proposal under the provisions of Rule 33 (1) of Public Procurement Rules, 2004.
- Tender can be awarded fully or partially based on the pricing and technical evaluation.

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Director (Admn)

7th Floor South, ISE Towers 55-B, Jinnah Avenue, ISLAMABAD

Tel: +92-51-9100260-3 Fax: +92-51-9100251

E-mail: mjamal@cc.gov.pk Website: www.cc.gov.pk

Request for Proposal (RFP)

For

Procurement of Hardware



Competition Commission of Pakistan

Government of Pakistan

www.cc.gov.pk

April, 2014

1. Description of Work

Competition Commission of Pakistan (CCP) invites separate sealed bids from authorized distributors/vendors having Sales Tax Registration and National Tax Number for supply of branded hardware.

2. Timelines

- Publication of Tender : 22nd April, 2014
- Bids submission deadline : 8th May, 2014
- Opening of Technical Proposals : 8th May, 2014

3. Scope of Work

The proposed work is procurement, installation and configuration of the hardware which is divided into following **five categories**:

- I. Provision of Branded Desktop Computer Systems.**
- II. Provision of Branded Laptops / Notebooks.**
- III. Provision of Laser Printers Black & White.**
- IV. Provision of Color Printer.**
- V. Provision Fax Machine**

Responding Organizations are allowed to bid for any of the above mentioned categories. Responding Organizations may bid for more than one category. Responding organizations are requested to clearly mention the categories, they are bidding for, on the main envelop of technical and financial proposals. Evaluation will be done separately for each category. Bidding for a few items within a category (i.e. not covering all items in a category) is strictly prohibited.

Competition Commission of Pakistan reserves the right of awarding the tender for one or more items in a category, after opening of financial proposals.

Training: Responding Organisation (RO) shall be responsible for providing comprehensive training on all quoted Hardware items from Principal to the staff nominated by CCP.

4. Implementation & Payment Schedule

	Milestone	Time Period	Payment
1.	Signing of contract	After Issuance of LOI	10 % (Against Bank Guarantee)
2.	Supply of Hardware	One week from date of signing of contract	70%
3.	Installation and Configuration of Hardware	One week from Supply of Hardware	10%
4.	Successful testing and acceptance	Two weeks from installation and configuration of Hardware	10%
5.	End of performance Guarantee	Performance Guarantee will have to be provided to cover the warranty period of the hardware which will be one year from the date of successful testing and acceptance.	Release of Performance Guarantee

5. Compliance to Specifications

The responding Organization quote for the items listed having detailed specifications as mentioned below. Responding Organization should not propose any kind of refurbished/ End of Life Hardware equipment/components in their proposals. Responding Organization should provide variation in specifications (if any) in the following tabular form.

Sr. No.	Item Quoted (machine)	Requirement as per Annexure- A	Details of item quoted

RO should clearly indicate the duration of delivery of equipment after the award of contract

Following are the required items and their specifications,

- 5.1 **Branded Desktop Computer Systems Qty: 05**
- 5.2 **Branded Laptops / Notebooks Qty: 20**
- 5.3 **Laser Printers Black & White Qty: 05**
- 5.4 **Network Laser Printers Black & White Qty: 05**
- 5.5 **Color Printer Qty: 01**
- 5.6 **Fax Machine Qty: 01**

Following are the hardware specifications:

S#	Equipment	Description	
1.	Branded Desktop Computer Systems	Features	Specifications
		Processor	Upto Intel Core i5, 2.6 GHz or equivalent
		Memory	Upto 4 GB DDR3 or equivalent
		Internal HDDs	Upto 500 GB SATA Hard Drive or equivalent
		DVD DRIVE	DVDRW Super Multi Dual Layer or equivalent
		NIC	Integrated Gigabit 100/1000 LAN Card
		Display	18.5" widescreen LED XGA / TFT /CSV or equivalent
		Keyboard	Standard (Full Multimedia if available)
		Mouse	Optical 3D Scroll button with Mouse pad
		Sound & Speaker	High Definition Audio (on board), Built in Speaker
		VGA	Best Graphics Accelerator(preferable NVIDIA ® GeForce ® 9300M GS) or equivalent
		Operating System	Microsoft® Windows 7 Professional plus all the software included in the package
	Required Quantity	05	
2.	Branded Laptops / Notebooks	Features	Specifications
		Processor	Upto Intel Core i5-4200, 1.6 GHz Turbo Boost 2.6 GHz or equivalent
		Memory	Upto 4 GB DDR3 or equivalent
		Internal HDDs	Upto 500 GB SATA Hard Drive or equivalent
		Optical Drive	DVDRW Super Multi Dual Layer or equivalent
		Communication Wired	Gigabit + Ethernet LAN, 56 kbps Modem
		Wireless LAN	Included
		Infrared	Optional
		Bluetooth	Included
		Card Reader	Included
		Display	14 -to-15.6" LED / TFT / CSV or equivalent
		Graphics Card	Best Graphics Accelerator(preferable NVIDIA ® GeForce ® 9300M GS) or equivalent
Camera Effective Pixels	Best web camera pixels (e.g. HD 720) or equivalent		
Color Scheme (Preferable)	White / Silver / Gray or equivalent		
Operating System	Microsoft® Windows 7 Professional Edition plus all the software included in the package or equivalent		
Carrying Case	Original company Leather /Nylon or equivalent		

S#	Equipment	Description																
		Required Quantity	20															
3.	Desktop Laser Printers (Black & White)		<table border="1"> <tr><td>Print speed, Up to 18 ppm</td></tr> <tr><td>First page out in 8.5 sec</td></tr> <tr><td>Processor speed Upto 266 MHz</td></tr> <tr><td>Print quality, black Up to 600 x 600 x 2dpi</td></tr> <tr><td>Input capacity, std. Up to 150 sheets</td></tr> <tr><td>Output capacity, std. Up to 100 sheets</td></tr> <tr><td>Media sizes, std. Letter, legal, executive, envelopes (No. 10, Monarch)</td></tr> <tr><td>Media types Paper (plain, envelopes, transparencies, labels, cardstock)</td></tr> <tr><td>Loaded Memory 1 x 8 MB</td></tr> <tr><td>Memory Support upto 8 MB</td></tr> <tr><td>One Toner (Installed)</td></tr> <tr><td>Wireless, Connectivity with USB</td></tr> <tr><td>Quantity Required = 05</td></tr> </table>	Print speed, Up to 18 ppm	First page out in 8.5 sec	Processor speed Upto 266 MHz	Print quality, black Up to 600 x 600 x 2dpi	Input capacity, std. Up to 150 sheets	Output capacity, std. Up to 100 sheets	Media sizes, std. Letter, legal, executive, envelopes (No. 10, Monarch)	Media types Paper (plain, envelopes, transparencies, labels, cardstock)	Loaded Memory 1 x 8 MB	Memory Support upto 8 MB	One Toner (Installed)	Wireless, Connectivity with USB	Quantity Required = 05		
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4.	Network Laser Printers (Black & White)		<table border="1"> <tr><td>Print speed, Up to 33 ppm</td></tr> <tr><td>First page out, black Less than 8.5 sec</td></tr> <tr><td>Processor speed Upto 800 MHz</td></tr> <tr><td>Print quality, black Up to 1200 x 1200 dpi</td></tr> <tr><td>Input capacity, std. Up to 500 sheets, Paper trays, std, 3</td></tr> <tr><td>Output capacity, std. Up to 150 sheets</td></tr> <tr><td>Built in duplexer [Automatic Printing on Both Sides of Paper]</td></tr> <tr><td>Media sizes, std. Letter, legal, executive, index cards, envelopes (No. 10, Monarch)</td></tr> <tr><td>Media types Paper (plain, recycled, light, heavy, bond, rough), heavy media, envelopes, transparencies, labels, cardstock</td></tr> <tr><td>Loaded Memory 1 x 256 MB</td></tr> <tr><td>Memory Support upto 256 MB</td></tr> <tr><td>One Toner (Installed)</td></tr> <tr><td>Connectivity Loaded with one USB 2.0</td></tr> <tr><td>Touch screen control panel CGD</td></tr> <tr><td>Quantity Required = 05</td></tr> </table>	Print speed, Up to 33 ppm	First page out, black Less than 8.5 sec	Processor speed Upto 800 MHz	Print quality, black Up to 1200 x 1200 dpi	Input capacity, std. Up to 500 sheets, Paper trays, std, 3	Output capacity, std. Up to 150 sheets	Built in duplexer [Automatic Printing on Both Sides of Paper]	Media sizes, std. Letter, legal, executive, index cards, envelopes (No. 10, Monarch)	Media types Paper (plain, recycled, light, heavy, bond, rough), heavy media, envelopes, transparencies, labels, cardstock	Loaded Memory 1 x 256 MB	Memory Support upto 256 MB	One Toner (Installed)	Connectivity Loaded with one USB 2.0	Touch screen control panel CGD	Quantity Required = 05
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Touch screen control panel CGD																		
Quantity Required = 05																		
5.	Color printer		<table border="1"> <tr><td>Black: up to 21 ppm ; color: up to 21 ppm</td></tr> <tr><td>First page out, 17 seconds</td></tr> <tr><td>Processor 600 MHz</td></tr> <tr><td>Print quality, 600 x 600 dpi</td></tr> <tr><td>Input capacity, std. Up to 50-sheet multipurpose tray, 250-sheet</td></tr> </table>	Black: up to 21 ppm ; color: up to 21 ppm	First page out, 17 seconds	Processor 600 MHz	Print quality, 600 x 600 dpi	Input capacity, std. Up to 50-sheet multipurpose tray, 250-sheet										
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Processor 600 MHz																		
Print quality, 600 x 600 dpi																		
Input capacity, std. Up to 50-sheet multipurpose tray, 250-sheet																		

S#	Equipment	Description
		input tray 2. Output capacity, 150-sheet face down bin Built in duplexer [Automatic Printing on Both Sides of Paper] Media sizes, std. Letter, legal, executive, envelopes (No. 10, Monarch) Automatic duplexer: Letter, legal, executive, 8.5 x 13 in Paper (bond, brochure, colored, glossy, letterhead, photo, plain, preprinted, prepunched, recycled, rough), postcards, transparencies, labels, envelopes Loaded Memory 128 MB expendable upto 384 MB Toner set Installed 1 Hi-Speed USB 2.0 port 1 Fast Ethernet 10/100Base-TX network port wireless Display 2 line LCD Quantity Required = 01
6.	Fax Machine	10-ppm Laser Printing (A4) 600 x 600 dpi Printing Resolution Fax Functions: Scan Width: 208 mm, Printing With: 202 mm (A4), 208 mm (Letter / Legal) Modem Speed : 33.6 kbps 250-Sheet Paper Tray 150-Page Document Memory Document Memory: 2.5 MB Toner Installed Enlarge / Reduce: 50 - 200% (in 5% step) Display :Lcd Readout 16 digits / 2 lines Quantity Required = 01

6 General Terms & Conditions

6.1 Bid Bond

A bid bond, in the shape of a Bank Draft/Pay Order in the name of Competition Commission of Pakistan, equivalent to 5% of the total cost of bid should be submitted along with the tender. CCP reserves the right to forfeit the bid bond, if the information provided is not according to the various formats provided in this document.

6.2 Validity of the proposal

All proposal and price shall remain valid for a period of 90 days from the closing date of the submission of the proposal. However, the responding organization is encouraged to state a longer period of validity for the proposal.

6.3 Performance Bond (Upon execution of Contract)

The successful vendor shall be required to deposit in the form of a Bank Guarantee, a Performance Bond upon execution of the contract, a sum equivalent to ten percent (10%) of the contract value. The value of the performance bond will be reviewed on a monthly basis and will be adjusted to the value of the outstanding deliverables of the contract. This Bank Guarantee shall be issued by a scheduled bank operating in Pakistan and the value for the outstanding deliverables of the contract will remain valid until the final and formal termination of Contract by CCP (this includes the warranty period). The Government shall forfeit the Performance Bond if the responding organization breaches any of its obligations under the contract, including slippages in the committed schedules.

6.4 Maintenance and Support Service

Selected vendor will provide maintenance/support service, after expiry of warranty, for each product at a rate, if desired by CCP.

6.5 Penalty Clause

The contract to be executed between CCP and the selected vendor will contain penalty clauses for delay in the implementation schedule given at section 4 as well as failure to comply with the provision of providing the required services during the post-approval phase.

6.6 Currency

All currency in the proposal shall be quoted in Pakistan Rupees (PKR).

6.7 Withholding Tax, Sales Tax and other Taxes

The responding organization is hereby informed that the Government shall deduct tax at the rate prescribed under the tax laws of Pakistan, from all payments for services rendered by any responding organization who signs a contract with the Government. The responding organization will be responsible for all taxes on transactions and/or income, which may be levied by government. The tender should be accompanied by firms Sales Tax Registration Certificate and National Tax Number.

6.8 OEM relationship and warranties

The responding organization should be authorized Partner/Reseller, **FROM THE ORIGINAL MANUFACTURER** for the hardware and **FROM THE ORIGINAL MANUFACTURER** for licensed software in Pakistan. Responding Organization having Tier one, Gold, Silver or premier partnerships with the original Manufacturer will be given preference in final evaluation.

All hardware equipment should have **one year comprehensive on site warranty including parts and labour**. Original CDs of all licensed software should be provided.

Selected vendor will provide maintenance/support service, after expiry of warranty, for each product at a rate, if desired by CCP.

The equipment supplied should be through verifiable distribution channel in Pakistan.

6.9 Ownership

The ownership of all products and services rendered under any contract arising as a result of this RFP, including any source code developed, will be the sole property of Government of Pakistan.

6.10 Contracting

The selected vendor will submit Contract, as per draft to be provided by CCP, within seven days of issuance of LOI.

6.11 Governing Law

This RFP and any contract executed pursuant to this RFP shall be governed by and construed in accordance with the laws of Pakistan. The Government of Pakistan and all responding organizations responding to this RFP and parties to any contract executed pursuant to this RFP shall submit to the exclusive jurisdiction to Courts at Islamabad.

6.12 Acceptance of Proposals

Financial Proposals of only technically qualified bidders (scoring more than 70% in detailed technical evaluation) will be opened. The decision of the Committee will be binding on all concerned and in no case will be challengeable at any forum. The CCP may reject all the bids or proposals at any time prior to acceptance of a bid or proposal under the provisions of Rule 33 (1) of the Public Procurement Rules, 2004.

6.13 Acceptance Criteria

Lowest financial proposal which meets the following technical requirement;

- Compliance to specifications/supply given at Annexure "A"
- OEM relationship as per clause 6.8
- Submission of Bid Bond as per clause 6.1
- RO must comply the clauses of 6.6, 6.7, 6.12, 6.14

6.14 Delivery Time

Delivery of the hardware should be completed within one weeks of signing of contract.

7 Instructions for Responding Organizations

7.1 Communication

Enquiries regarding this RFP shall be submitted in writing, 3 days before opening of technical proposals to:

Director (Admn)

Competition Commission of Pakistan

7th Floor South, ISE Towers 55-B, Jinnah Avenue, Islamabad, Pakistan

Phone: (+92) 51-9100260-3 | | Fax: (+92) 51-9100251

Email: mjamal@cc.gov.pk

7.2 Submission of Proposal

The complete proposals including technical and financial must be submitted by 1500 hours on Bids Submission deadline given at 2 above at the address given at 7.1 above. Technical proposals submitted against the subject RFP will be opened on the date of Opening of Technical Proposals given at 2 above at 1530 hours.

The responding organization shall deliver three copies of technical and financial proposal, mentioned one copy as Master and two as Copy. Format for submission of Technical and Financial Proposals is given below in subject RFP.

The Bank Draft, etc for Bid Bond to be enclosed in a separate envelope, labelled as “Bank Draft (Bid Bond)”, and which should be sealed. Please ensure that bid Bond should not be in envelop of proposal, it should be in a separate envelop. **Proof of Authorised Distributor, Sales Tax and NTN numbers should also be provided.**

7.3 Mode of Delivery and Address

Proposals shall be delivered by hand or courier so as to reach the address given at section 7.1 by the last date and time indicated for submission. **PROPOSALS RECEIVED BY FAX OR EMAIL SHALL NOT BE ACCEPTED.**

FORMAT FOR TECHNICAL PROPOSAL
COMPETITION COMMISSION OF PAKISTAN
GOVERNMENT OF PAKISTAN

Date: _____

To:

Competition Commission of Pakistan,
7th Floor South, ISE Towers 55-B, Jinnah Avenue,
Islamabad, Pakistan.

Dear Sir,

Having examined the RFP including attached documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to produce, deliver, install, support and maintain {Branded Hardware} in full conformity with the said RFP including attached documents.

We undertake, if invited by you to do so, to attend a Clarification Meeting at our own expense and at a place of your choosing. We undertake, if our bid is accepted, to install the systems in accordance with the schedule specified in RFP.

We agree to abide by this Bid for a period of {number of days} from the date fixed for Bid submission, 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.

We confirm that the information provided by us in this form is true, correct and it is open to verification by CCP or their legally appointed representatives.

Company Name: _____

Sub-title (Division of subsidiary of) _____

Address: _____

City: _____ Province: _____ Postcode: _____

Phone: _____ Fax: _____ Telex: _____

E-mail: _____ www: _____

No. of Employees: _____ Year Established _____

Corporate Status:

- Public Limited Company Private Limited Company Registered firm
 Proprietorship Branch office of Foreign Company Other

Dated this _____ day of _____ 2014.

{Signature} {In the capacity of}

Duly authorized to bid and sign for and on behalf of

Key Personnel Information

S.No.	Name	Designation	Email	Mobile
1.				
2.				
3.				
4.				
5.				

**Information
Islamabad Office**

Branch: _____
Address: _____
City: _____ Province: _____ Postcode: _____
Phone: _____ Fax: _____ Telex: _____
E-mail: _____
Contact Name: _____ Position: _____

List of Clients / Projects

S.No	Client (Contact person) with current address including e-mail & website:	H/W and S/W platform	Application Details
1.			
2.			
3.			
4.			
5.			

Attach list for additional branches.

FORMAT FOR FINANCIAL PROPOSAL

Category I: Provision of Branded Desktop Computer Systems

S.N.	Item	Qty	Unit Cost without TAX (Rs.)	TAX Cost (Rs.)	Total Cost (Rs.)
1.	Branded Desktop Computer Systems	05			
	Total	05			

Category II: Provision of Branded Laptops / Notebooks

S.N.	Item	Qty	Unit Cost without TAX (Rs.)	TAX Cost (Rs.)	Total Cost (Rs.)
1.	Branded Laptops / Notebooks	20			
	Total	20			

Category III: Provision of Laser Printers (Black &White)

S.N.	Item	Qty	Unit Cost without TAX (Rs.)	TAX Cost (Rs.)	Total Cost (Rs.)
1.	Laser Printers (B&W)	05			
2.	Network Laser Printers (B&W)	05			
	Total	10			

Category IV: Provision of Color printer

S.N.	Item	Qty	Unit Cost without TAX (Rs.)	TAX Cost (Rs.)	Total Cost (Rs.)
1.	Color Printer	01			
	Total	01			

Category V: Provision of Fax Machine

S.N.	Item	Qty	Unit Cost without TAX (Rs.)	TAX Cost (Rs.)	Total Cost (Rs.)
1.	Fax Machine	01			
	Total	01			

Note: Responding organizations are welcome to add any other charges, which they feel necessary and are not covered in the financial proposal. But they should provide detailed justifications of adding those charges in the technical proposal.