


**GOVERNMENT OF PAKISTAN
FINANCE DIVISION
BUGDET WING**

TENDER NOTICE

Finance Division invites sealed bids from income tax/sales tax registered firms for supply and installation of video conference equipment as detailed below.

Name of Procuring Agency	Finance Division, Government of Pakistan, Islamabad		
No. of Tender	10(29) PFMR-II/2020		
Supply and Installation of Audio & Video Conference Equipment	Sr. #	Item	Qty.
	1.	Video Conference System	2
	2.	Unified Communication System	3
	3.	UHD (4K) TV	7
	4.	Branded Laptop	5
	5.	Cloud Video Conference Subscription	1
Method of Procurement	Single Stage- Two Envelope Procedure		
Contact Officer	Adnan Muazzam (Web Master), Room # 319, 3 rd Floor, Block 'Q', Pak. Sectt., Islamabad, Phone: 9208174		
Closing Date & Time for Receipt of Bid	7-12-2020 by 10:00 a.m.		
Earnest Money	Equals to 2% of the total bids.		
Time Period for Performance of Contract	8 - 9 weeks		

2. Detail specifications including TORs and quantity can be obtained from the contact officer on any working day during office hours before closing date/time (free of cost) or may be downloaded from the website of PPRA (www.ppra.gov.pk) and Ministry of Finance (www.finance.gov.pk).
3. Finance Division reserves right to vary quantities, accept or reject any or all tender(s) in the light of Rule-33 of PPRules-2004.


(Fahad Ahmed)
Section Officer (BI)
Finance Division
Islamabad

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SUPPLY OF BRANDED VIDEO CONFERENCE EQUIPMENT FOR FINANCE DIVISION

(To be printed on letterhead of the bidding firm)

SUPPLY AND INSTALLATION OF BRANDED VIDEO CONFERENCE EQUIPMENT

Reference advertisement dated _____ printed in leading newspapers as well as uploaded on website of PPRA and Finance Division inviting sealed bids from authorized dealers for the supply of branded VC and unified equipment including hardware & software along with allied items for up-gradation of IT infrastructure of the Finance Division as per required specifications, terms & conditions and rates quoted therein separately in Technical and Financial Proposals:-

SCOPE OF WORK FOR VIDEO CONFERENCE & UNIFIED COMMUNICATION SYSTEM

- i) On-site product installation and commissioning will be responsibility of the qualified bidder.
- ii) Product Support Services should be available within 24 hours.
- iii) In case of failure or malfunctioning of hardware equipment/component, a free replacement/repair of the device/part will be the responsibility of the vendor and on exchange bases as Free of Cost (FOC) under warranty.
- iv) Technical Support services should include resolution of complaints related to equipment.
- v) All technical and compatibility issues are the responsibility of equipment provider.
- vi) Problems relating to interconnection among all components will be responsibility of equipment provider.
- vii) All equipment having end of life must be communicated to Finance Division. Moreover, nearly end of life and end of support equipment will not be acceptable.
- viii) Vender will be responsible for all types of equipment being delivered.
- ix) Appropriate training must be imparted to technical personnel of organization.
- x) 24 x 7 availability of hotline.

Note:

Vendor is solely responsible to provide the support services for the offered product even the support for the same product would have been discontinued by the OEM.

The specifications designed as per operational requirement of the Finance Division and any bidder may offer product of similar or with higher specifications.

Mentioning the brand of product is only meant to ensure the minimum level of quality and any bidder can offer the product of similar or improved/higher quality.

TERMS, CONDITIONS AND INSTRUCTIONS FOR THE BIDDERS

(Please Read Carefully)

Respondent organization is bound to accept all supply orders issued on the offered rates for supply of required quantities of product within prescribed period after receipt of the supply order. A formal agreement will be signed by the qualified bidder with the Finance Division in this regard.

1- Documents Attached

- i. Company profile with list of its recent clients.
- ii. Copy of NTN Certificate of the firm.
- iii. Copy of Active Sales Tax Registration Certificate of the firm.
- iv. Earnest money equals to 2% of quoted price in the shape of Bank Draft/Pay Order bearing No., Date & Rs.
- v. Name & address of schedules Bank for Rs.....
- vi. Compliance sheet must be attached for offered product.
- vii. Official Authorized partnership Certificate from sole manufacture along with Product Broachers.
- viii. Proof of Financial capability and experience certificate.
- ix. Proof of after sale Service Centre located in Islamabad / Rawalpindi.

2- Opening of Competitive Bids

- i. A method of Single Stage- Two Envelope will be followed. Earnest money must be enclosed.
- ii. Technical evaluation process examines the strict compliance for the offered product with the required specifications, terms and conditions. Financial proposal of the firm will not be considered if product not compliant.
- iii. Schedule for Opening of Bids.

List of Items	Date/ Time	Venue
Sr. # 1-4	7-12-2020 at 10:30 am.	Room # 506, 5 th Floor, Block 'Q', Finance Division, Pak Sectt., Islamabad.

3- Rejection of the Bid

- i. Any offer not compliant with the terms & conditions of the tender enquiry is liable to be rejected under provision of PP Rules-2004.
- ii. Any offer will not be entertained if:
 - Firm/bidder is black listed/suspended by any Government department.
 - Firm is not authorized partner or having letter of authorization from principal/ manufacturer for items at Sr. # 1 & 2.
 - Offer with shorter price/delivery validity than required in the tender enquiry.
 - Not compliant with the required specifications, terms & conditions.
 - Bid offering less items than required.
 - Bid submission after the time and date fixed for its receipt.
 - Received without earnest money.
 - Tender is received by telegram.
 - Tender/offer is un-signed.
 - Offer is ambiguous.
 - Offer is conditional.
 - Finance Division, Islamabad further reserves the right to accept or reject any or all tender(s) without assigning any reason.

4- Performance Guarantee

- i. The qualified bidder/firm will be required to furnish 2% performance guarantee of the total amount of supply order in the shape of CDR/Bank Guarantee and released after satisfactory completion of the warranty/guarantee period. In addition, earnest money can also be retained as a performance guarantee, if vendor desires.
- ii. The Bank Guarantee must be issued by a scheduled bank.
- iii. In case, if supplier/contractor fails to complete the given assignment within specified timeframe, the performance guarantee/security deposit will be forfeited in favour of Finance Division.

5- Warranty/ Guarantee

- i. The successful bidder shall provide 1 year warranty/guarantee against each item.
- ii. The warranty period will start from the date of supplies received in Finance Division.
- iii. The qualified bidder must warrant the equipment and ensure availability of technical support services as informed through electronic & non-electronic means. Each and every complaint should be completely responded by the competent resource of the firm and visit on-site within 24 hours of its notification.
- iv. If any bidder fails to rectify the problem in the provided equipment during warranty/ guarantee period due to any reason, Finance Division will be authorised to repair or replace the faulty equipment/component thereof and forfeit the Bank Guarantee/retained value.
- v. The security deposit for warranty and guarantee will be released after expiry of the contract period.

6- Taxes

- i. The rates should be quoted inclusive of all applicable taxes.
- ii. The bidder should provide the Income Tax and Sales Tax Registration Certificates.
- iii. The authority will deduct the taxes at source as per prevailing rules/regulations of the Government.
- iv. In case the supplies or part thereof are exempt from levy of any tax, the bidder shall provide an exemption certificate (SRO) to this effect, otherwise taxes will be deducted.

7- Bidding

General

- i. Rate quoted for the offered product installation, commissioning and license subscriptions must be in Pak Rupees.
- ii. Tender documents must be filled in, stamped and signed by authorized representative of the firm.
- iii. Any bid with erasing/cutting/crossing etc. must be properly signed by the authorised person signing the tender. Moreover, all pages of the tender must also be properly signed. Offers with any over writing, not authenticated with signatures of authorized person, shall in no circumstances be accepted.
- iv. The participated firm must be an authorized partner or having letter of authorization from principal/ manufacturer addressed to Finance Division for items at Sr. # 1 & 2.
- v. Proposal must be submitted on turnkey basis.
- vi. Vendor must visit the site before participating in tender.

8- Bid Evaluation

- i. Bids shall be evaluated in accordance with advertised specifications of equipment, terms & conditions.
- ii. Rates offered by the firms.
- iii. Supply time, and maintenance of warranty period.
- iv. Physical compliance with required specifications and quality conformance for the offered product in demonstration session.
- v. Willingness of the firm to enter into contract agreement with the Finance Division for supply of equipment on the rates tendered by the firm/bidder in its financial bid.

9- Supply of Stores

- i. The items mentioned in the list are required to be delivered at Finance Division within time period mentioned in the tender notice.
- ii. The stores are required by the consignee within stipulated date. However, the tender is required to indicate their own guarantee earliest date by which the items/store should be brand new and in original manufacturers packing.

10- Finance Division's Rights Within Provision Of PP Rules-2004

- i. Finance Division reserves the right to:
 - Accept or reject any or all tenders.
 - Increase the quantity of items or may order partial supplies or cancel any or all items.
 - Purchase full or part of the store or ignore/scrap/cancel the tender.
 - Claim compensation for the loss caused by the delay in the delivery or any other damage pointed out at time of delivery or commissioning or installation or during warranty period.

11- Price Reasonability Certificate.

- i. The bidder shall certify that the offered prices are not more than the prices charged from any agency (Government & Private) in Pakistan and in case of any discrepancy the bidder thereby undertakes to refund the excess amount being over-charged.
- ii. The renderers / bidders must certify that:-
 - Item quoted is of latest and current production model.
 - Item quoted is bearing the manufacturing batch/serial/code No. for verification.

12- Payment

The payment for the supplies made by the successful bidder shall be released within 45 days possibly of the receipt of invoice provided that:-

- i. The invoice is complete, accurate and to the entire satisfaction of the procuring agency/client.
- ii. Supplies are delivered/installed according to the instructions of the Division.
- iii. Vendor must produce satisfactory inspection with the invoice issued by the Finance Division that authenticates the quality conformance, quantity of products delivered and amount of work done successfully.
- iv. 2% performance guarantee is provided with the invoice having validity up to the date of Warranty period which is one year from the date of installation & commissioning of the goods at respective site.

- v. The payment against a supply order shall be made on the completion of the delivery of supplies including installation, commissioning, etc. as mentioned in the supply order.
- vi. In any case, no advance payment shall be made.
- vii. All payments shall be made through proper channel in the Pak rupees.

13- Arbitration

Any disputed situation/condition between the bidder and the procuring agency regarding this bid or any other matter ancillary thereto whatsoever, the same shall be referred to the sole arbitrator i.e. Grievance Redressal Committee of Finance Division. The Arbitrator shall give its award within two months from the date on which it enters upon the reference. The provisions of the Arbitration Act, 1940 shall apply to the arbitration proceeding. Reference to arbitration shall be a condition precedent for any other action at law.

14- Penalty

For failure to comply with the supply/work order and the liquidated damages will be levied as under:-

- i. 1% of the cost of that items mentioned in the supply order that remain un- delivered/un-finished for each day of non-supply up to maximum of twenty (20) days exceeding the job completion/delivery period.
- ii. If the material is not supplied even after payment of penalty for 20 consecutive days, Finance Division reserves the right to cancel the contract and get the full or remaining assignment completed from the other competitive bidders on the equivalent price/amount that will be deducted from the securities deposited by the default firm/supplier.

15- Only registered suppliers, who are on Active Taxpayers List (ATL) of FBR, are eligible to supply goods / services to Government departments.

16- The payment to the registered persons may be linked with the active taxpayer status of the suppliers as per FBR database. If any registered supplier is not in ATL his payment should be stopped till he files his mandatory returns and appears on ATL of FBR.

17- Undertaking

We undertake and declare that

- i. The prices quoted including of all taxes, transportation and cost of installation etc. The quantity of above items can be increased.
- ii. The offered prices must be valid up to 30 days starting from the date of tender opening.
- iii. All products are covered under warranty issued by manufacturer/principal starting from the date of supply/installation and in case of any defect and malfunctioning we shall be responsible for repair/replacement as per guarantee/warranty.
- iv. The supplier is responsible to arrange replacement/technical support during warranty/guarantee period.

We understand that:-

Finance Division reserves the right to accept or reject our bid and we undertake not to question the decision in this regard.

The earnest money amounting Rs. submitted by us is liable to forfeiture in case our firm fails to abide by the terms and conditions given in the advertisement referred to above

**Signature & Stamp
Of Authorized Agent**

EQUIPMENT SPECIFICATIONS

Sr. #	Item	Detailed Specifications
1.	Video Conference System	<p>Communications: -H.323, SIP, and all Cloud Solutions</p> <p>MCU Compatibility: -H.243, H.231 XMPP Presence Support</p> <p>Video Features: -Camera + Content</p> <p>Video Protocols:</p> <ul style="list-style-type: none"> • H.264, H.264 High Profile <ul style="list-style-type: none"> -Dual: H.239 (H.323) and BFCP (SIP) -SVC (Scalable Video Coding) <p>Live Video Encoding Format: -1920 x 1080p@25, 30fps; 1280 x 720p@25, 30fps; 1024 x 576p@25, 30fps; w576p; 848 x 480p@25, 30fps; w480p; 768 x 448p@25, 30fps; w448p; 704 x 576p@25, 30fps; 4CIF; 704 x 480p@25, 30fps; 4SIF</p> <p>Video Input:</p> <ul style="list-style-type: none"> • Live video from camera up to 1920 x 1080p30fps • Wireless and Wired presentation up to 1920 x1080p15fp <p>Video Output: 1 x HDMI, 3840 x 2160@25, 30fps; 1920 x 1080@25, 30fps; 1280 x 720@25, 30fps or higher</p> <p>Audio Protocols: -G.711, G.719, G.728 and G.729 A/B, G.722, G.722.1, G.722.1</p> <p>Content Sharing:</p> <ul style="list-style-type: none"> • Wireless presentation (Wi-Fi Display Miracast) • Present content using Android Apps and USB memory stick. • Share content through HDMI <p>Network Features: -IPv4 and IPv6 simultaneous support; Auto Gatekeeper discovery; QoS support: IP Precedence, IP Type of Service (ToS); Differentiated Services (diffserv) IP Adaptive Packet Management:</p> <p>Flow control: -Packet Loss based down-speeding and Packet loss recovery Policies</p> <p>Security Features: Embedded encryption</p> <ul style="list-style-type: none"> • H.323 security per H.235v3 / Annex D. SIP security per SRTP and TLS 1.2, enciphering up to AES-256 • Web access via HTTPS • Selective enable / disable of IP features • White list support <p>Network Interface: -10/100/1000 Base-T full-duplex (RJ-45)</p> <p>Meeting Recording: -1 TB internal/ external storage device, that should be connected through recording port of unit -Feature supported in call and outside of a call</p> <p>User Interface: -10 language on-screen user interface including English -Remote control -API for endpoint control -Ability to use downloaded Android™ apps with video communication application -Touch Screen Monitor control supported</p>

		<p>-Group Framing support for huddle rooms</p> <p>Audio Inputs: USB/ 3.5mm/HDMI and Bluetooth</p> <p>Audio Outputs: 1xHDMI, Bluetooth, USB/3.5mm/RCA</p> <p>Camera Sensor: 4Kp30Fps or improved</p> <p>Video Resolution: 1080p30fps or higher</p> <p>Horizontal Field of View: 100 degree or higher</p> <p>Vertical Field of View: 65 degree or higher</p> <p>Camera Zoom: 5X Digital or higher</p> <p>Presets: at least 10</p> <p>Microphone: Microphone Array</p> <p>External Microphone: USB, Bluetooth and 3.5mm port and extra Mics can be connected</p> <p>Display of Microphone: LCD</p> <p>Keypad: Touch Screen/ Keypad</p> <p>Omnidirectional: Yes</p> <p>Area Coverage: Up to 12 People</p> <p>Frequency: 300-2400 Hz or improved</p> <p>Volume: 90dB SPL 0.5m or higher</p> <p>Recording: -On internal or external storage (24GB or higher)</p> <p>Audio Streaming: HD</p> <p>Warranty: 1 Year</p>
2.	<p>Unified Communication System</p>	<p><u>CAMERA DEVICE</u></p> <p>Camera Image Sensor: 2.7'' with 2 million effective pixels</p> <p>Resolution: 1080p/ 60Fps</p> <p>Pan: 170 Degree or higher</p> <p>Tilt: 60 Degree or higher</p> <p>Horizontal View: 72 degree or higher</p> <p>Presets: 10 or more</p> <p>Camera Control: Remote</p> <p>Camera Connectivity: USB 3.0 or 3.1</p> <p>USB Cable:</p>

		<p>5 Meter</p> <p>HUB: 3 x USB 3.0 or higher for camera & microphone and 1 x HDMI for LED Connection</p> <p><u>AUDIO DEVICE (SPEAKER & MICROPHONE)</u></p> <p>Line Bridging Function: Analog + cell, analog + USB, cell + USB</p> <p>Connectivity: RJ11, USB, and Mobile Cable, Public Address System Connection and extra Mics must be connected</p> <p>Display: LCD</p> <p>Keypad: Alphanumeric 0–9, *, call, end call, mute, hold, volume up, volume down, buttons for menu navigation, line mode, conference guide</p> <p>Omnidirectional: Yes</p> <p>Reception Area (Coverage): Up to 12 People</p> <p>Frequency: Analog line 300–3300 Hz, USB 200–7000 Hz</p> <p>Volume: 90dB SPL 0.5m or better</p> <p>Recording: -On any storage device (24 GB or higher)</p> <p>Audio Streaming: HD</p> <p>Multiparty PSTN Call: Support for multi-party calls</p> <p>Call Features: Put calls on hold. Call waiting. Park/ retrieve calls (if supported by PBX). Move incoming calls, Request, Music on hold & Dial plan</p> <p>Public address (Table Mic) System Connectivity: Must be connected with existing table microphone system</p> <p>USB Cable: 10 Meter or higher</p> <p>Extra Microphone: 1 Pair with cables 2.5 meters</p> <p>Warranty: 1 Year</p>
3.	Branded Laptop	<p>Category: <u>Professional/Business</u></p> <p>Processor: Intel® Core™ i7, 10th Gen, 8 MB cache, 4 cores or advanced/higher</p> <p>Chipset: Intel professional series</p> <p>Disk Drive: 512 SSD or higher</p> <p>Optical Drive: yes</p> <p>Memory: 16 GB or higher</p> <p>Graphic Card: 2GB minimum</p> <p>Display: minimum 15" or higher</p> <p>Camera: Front side HD web camera</p> <p>Input Devices (built-in): Spill resistant Keyboard, Touchpad</p> <p>Input Devices: Full size wireless keyboard and mouse</p> <p>Interfaces: Gigabit Ethernet, HDMI, VGA, USB 3.1, USB 3.0 & USB 3.1 Type-C</p> <p>Wireless Interfaces: Intel® Dual Band Wireless- AC 3168, 802.11 a/b/g/n/ac</p> <p>Battery Backup time (normal load): 4 Whr minimum</p> <p>Battery Charger: 45 W or Better</p>

		<p>Accessories: Original carrying case</p> <p>Warranty: One (1) year complete hardware Warranty</p> <p>OS: Pre-installed Microsoft Windows 10 Pro 64-bit including recovery media</p>
4.	UHD (4K) TV	<p>Quality: Sony/ Samsung or equivalent</p> <p>Size: 65 inch or higher</p> <p>Technology: Ultra high definition (4K)</p> <p>Connectivity Ports: HDMI, Ethernet, Audio/ Video, WiFi etc.</p> <p>Speaker: Built-in</p> <p>Cable: Power & 10 meter 4K HDMI</p> <p>Mount: Wall mounted bracket & moveable trolley (vendor should offer price for both items)</p> <p>Warranty: 1 Year</p>
5.	Cloud Video Conference Subscription	<p>License: 1</p> <p>Meeting Host: 3</p> <p>No. of Participants: 100 minimum</p> <p>License Term: 3 year</p> <p>Recording: on cloud & local</p> <p>Client Join through VC (H.323) Per Meeting: 5</p>