



BID SOLICITATION DOCUMENTS

FOR

IT EQUIPMENT & TOOLS

Dated July 19, 2018

**KHYBER PAKHTUNKHWA ECONOMIC ZONE DEVELOPMENT AND
MANAGEMENT COMPANY- KPEZDMC**

Address: Plot # 120, Industrial Estate, Hayatabad, Peshawar. Phone: 091-9217708,
5180155, 5890826, 5891518. Website: www.kpezdmc.org.pk



Ref No: WA-18-07-121

Date: July 19, 2018

INVITATION FOR BIDS

- 1) KPEZDMC intends to procure IT Equipment & Tools for its office located at plot # 120, Industrial Estate, Jamrud Road, Hayatabad, Peshawar. Therefore, sealed bids on single stage one envelope procedure are invited from eligible bidders.
- 2) Interested eligible bidders having Income tax and Sales tax registration may obtain further information from the office of KPEZDMC, 120, Industrial Estate, Jamrud Road Hayatabad. Peshawar. Khyber Pakhtunkhwa. Tel: 091-5810155, 091- 9217720.
- 3) A complete set of bid solicitation documents can be downloaded by interested bidders from www.kpezdmc.org.pk/tenders or may be collected from KPEZDMC Peshawar office (120 Industrial Estate, Jamrud Road, Hayatabad, Peshawar) from issuance of this advertisement till closing date.
- 4) Bids must be delivered to the above office by or before 2:30pm on August 06, 2018.
- 5) Bids will be opened in the presence of bidders' representatives who choose to attend at 3:00pm on August 06, 2018 at the offices of KPEZDMC, 120, Industrial Estate, Jamrud Road Hayatabad. Peshawar, Khyber Pakhtunkhwa.
- 6) The bidders are requested to offer most competitive price of their quoted item(s) as no negotiations on quoted prices are allowed under KPPRA Rules.
- 7) Interested eligible bidders may obtain further information by sending e-mail at queries.procurement@kpezdmc.org.pk or by visiting office of KPEZDMC. Plot # 120, Industrial Estate, Hayatabad, Peshawar. Ph: 091-9217708, 5180155, 5890826, 5891518 and 0335-kpezdmc, Monday to Friday during office hours.

Manager Procurement

120, Industrial Estate, Jamrud Road Hayatabad
Peshawar. Khyber Pakhtunkhwa.
091-5810155, 091- 9217720.
0335-KPEZDMC



Ref No: WA-18-07-121

Date: July 19, 2018

INSTRUCTION TO BIDDERS

- I. Under single stage one envelope process, all interested bidders are requested to submit financial bid in a single sealed package/envelope for each Lot separately marked with LOT# & item description mentioned in below table.
- II. The envelope should have address and contact details of the addressee and the addressor.
- III. Bids may be submitted through courier and/or by hand to KPEZDMC office. Any bid delivered by hand must be registered at reception/admin dept. Unregistered bids will not be considered for further evaluation process.
- IV. Bids will be evaluated Lot by Lot as per below details.
- V. Vendors can apply to all Lots or single Lot. If applying for more than one lot, every bid should be sealed in separate envelope segregated by Lot# and item description mentioned in below table.

LOT#	ITEM DESCRIPTION	Bid Details Attached in:
Lot#1	Network Switches along with accessories	Annexure: A
Lot#2	Monitors & Projector Screen	Annexure: B
Lot#3	Surge Protectors, Daisy Chain Speaker etc	Annexure: C
Lot#4	IT Tools & Cables	Annexure: D

Required Documents:

- **Bidder must be income tax, sales tax registered with FBR.**
 - **Delivery time of the quoted items.**
 - **An affidavit that bidder has never been blacklisted.**
 - **Warranty of the quoted item (where required).**
- VI. The bidder may submit company/firm profile with relevant past experience with Government Organization/INGOs/Private Companies/Banks etc
 - VII. The bidder shall specify validity in days, the submitted bid KPEZDMC may under exceptional circumstances request for extension in bid validity that shall be for not more than the period equal to the period of the original bid validity.
 - VIII. Bidders may associate with other organizations to enhance their capacity. However, such associations may only take place before the bidding. Once firms are short-listed, no such association will be allowed.
 - IX. Collusion between the firms is strictly prohibited. Any firm / group of firms found involved in creating a cartel or any other collusion arrangement against the interest of the project/government, will be blacklisted and debarred.



Khyber Pakhtunkhwa Economic Zones Development and Management Company

- X. The bids should be in accordance with enclosed specifications and attached technical design (if any).
- XI. Response time: all bidders shall submit bids as per these instructions by or before 2:30pm on August 06, 2018 at 120 Industrial Estate, Jamrud Road, Hayatabad, Peshawar. Bids will be opened half an hour after the deadline i.e. 3:00pm on the same date. No bid in any case shall be accepted after the deadline.
- XII. The bidder may submit audited financial statements for the last three years and account balance statement for the current ongoing years. (Optional)
- XIII. Submit statement of any history of litigation or ongoing.
- XIV. The KPEZDMC will not be responsible for any cost or expenses incurred by the firms in connection with the preparation or delivery of proposals.
- XV. The quoted price must be inclusive of all applicable taxes, installation and transportation or any other direct/indirect cost associated for the delivery/completion of required good/services.
- XVI. The procuring entity may reject one or all such proposals, which are vague does not adhere to these instructions.
- XVII. The procuring entity may offer for re-bidding in case the proposal does not satisfy its professional requirements.
- XVIII. Contract/Purchase Order will be signed with the successful bidders and its terms and conditions will govern the contract/Purchase Order.
- XIX. Arbitration as per law will be in case of disagreement arising out of contract execution, which cannot be settled, between the two parties (procuring entity and supplier/vendor/bidder).

Manager Procurement

Peshawar. Khyber Pakhtunkhwa.

091-5810155, 091- 9217720.

0335-KPEZDMC



GENERAL TERMS & CONDITIONS

All bidders are requested to read below Terms & Conditions before submitting their quotations.

- a) All bidders are requested to submit their most competitive bid with the instruction incorporated herein.
- b) Bids (**Annex-A, B, C, D and E**) may be submitted on a company letterhead in a sealed envelope.
- c) Bidders shall submit their proposal, quoting each and all items mentioned in **Annex-A,B,C,D**
- d) The quote (s) must remain valid for 90 days and the quoted price shall not be changed due to change in forex rates within validity time of quotation.
- e) All suppliers shall mention all applicable taxes in their quotes. In case any supplier has not done so, the procuring entity while comparing the offers will add the applicable taxes to the total quoted amount for each item.
- f) The request for proposal is non-transferable.
- g) Proposal must be submitted by or before 2:30pm on August 06, 2018 to the undersigned for the purpose. No late quotation for any reason whatsoever will be considered.
- h) Each supplier can only submit one offer / quote.
- i) The proposal must carry the authorized signatures and stamp of the supplier.
- j) The quantity of the items to be purchased can be increased/decreased and/or eliminated prior to the issuance of Purchase Order/Contract.
- k) The quoted price must be inclusive of delivery/transportation/installation to the proposed site.
- l) The procuring entity reserves the right to reject one or all the proposals as per prevailing KPPRA rules.
- m) All the taxes will be deducted as per FBR and Khyber Pakhtunkhwa Revenue Authority (KPRA).

Manager Procurement

120, Industrial Estate, Jamrud Road Hayatabad
Peshawar. Khyber Pakhtunkhwa.
091-5810155, 091- 9217720.
0335-KPEZDMC



Ref No: WA-18-07-121

Date: July 19, 2018

**GENERAL TERMS & CONDITIONS OF CONTRACT/PURCHASE ORDER FOR
SUCCESSFUL BIDDER**

1. **Acceptance of Purchase Order.** Upon acceptance of Purchase Order/Contract by the Supplier as set forth herein, Purchase Order/Contract is a valid and binding contract between KPEZDMC and Supplier.
2. **Pricing.** KPEZDMC will pay Supplier only for such Goods/Service and at such prices as agreed upon pursuant to Purchase Order/Contract ("Purchase Price"). Purchase Prices shall be all-inclusive and represents the sole and exclusive consideration to Supplier hereunder for the Goods/Services, except as otherwise provided in Purchase Order/Contract. KPEZDMC shall not be billed for, nor shall KPEZDMC have any obligation to pay, any charge or amount not specifically authorized in Purchase Order/Contract.
3. **Invoices.** Supplier shall issue at the time of shipment an invoice containing the following information ("Invoice(s)): (i) the description and quantity of Goods/Services ordered; (ii) the quantity of Goods/Services shipped; (iii) the delivery destination; (iv) the Purchase Price for each Good; (v) the total Purchase Price for Purchase Order; and (vi) any applicable taxes, freight charges, and discounts.
4. **Payment.** Subject to the terms and conditions contained herein, KPEZDMC will remit payment of the Purchase Price due hereunder for each accepted Goods/Services after (i) the KPEZDMC's receipt of the Invoice, (ii) acceptance of Supplier's Invoice, and (iii) proof of delivery.
5. **Taxes.** KPEZDMC shall deduct applicable taxes as per prevailing rules of Government.
6. **Risk of Loss.** Title and risk of loss or damage shall pass to KPEZDMC at the time the Goods/Services are delivered to KPEZDMC and unloaded at KPEZDMC's facility, or site as provided and agreed to in the Purchase Order/Contract. For purposes of clarification, Supplier shall bear all risks of loss or damage during the transit of the Goods/Services.
7. **Inspection and Acceptance.** All Goods/Services purchased are subject to inspection, test and approval at destination by KPEZDMC; payment for Goods/Services under Purchase Order/Contract prior to inspection by KPEZDMC will not constitute acceptance by KPEZDMC. KPEZDMC may, at its option, reject all or any portion of the Goods/Services that do not, in KPEZDMC's discretion, comply with the terms and conditions of Purchase Order.
8. **Shipping Delays.** Supplier will immediately notify KPEZDMC in writing of any event or condition that could delay delivery of the Goods/Services beyond the agreed delivery date.
9. **Cancellation by KPEZDMC.** KPEZDMC, in its sole discretion and without cause, may terminate Purchase Order/Contract, in whole or in part, at any time upon five (5) calendar days written notice to Supplier, without incurring liability to Supplier for lost profits, or any other costs or damages, other than the proportionate value of the Purchase Price for Goods/Services delivered.
10. **Force majeure.** Neither Party will have responsibility to the other due to circumstances beyond that Party's reasonable control, including (without limitation) any act of God, war or public enemy, or any act of government or any agency thereof, or any fire, flood, explosion or other catastrophe, or any epidemic or quarantine restriction, or any act of sabotage or terrorism, or any strike, lockout or other work stoppage, slowdown or dispute.
11. **Warranties.** In addition to, and without limiting any of Supplier's other representations and warranties, express or implied, Supplier expressly represents and warrants to KPEZDMC that the Goods/Services are and will be fit for the purposes for which purchased, free from defects in materials and workmanship, safe for their intended use and will be covered under manufacturer warranty (if applicable).
12. **Limitation of Liability.** In no event shall KPEZDMC be liable to supplier or its affiliates for any indirect, incidental, special or consequential damages arising from any claim under purchase order/contract, including, without limitation, any and all such damages from business interruption, loss of profits or revenue, cost of capital or loss of use of any property or capital, whether in contract, tort, strict liability, or negligence, even if informed of the possibility of such damages.
13. **Notices.** All notices to be given hereunder will be in writing and will be delivered by (a) hand delivery; (b) a nationally-recognized overnight courier; (c) facsimile; or (d) certified or registered mail, return receipt requested, postage prepaid (if to KPEZDMC, Khyber Pakhtunkhwa Economic Zones Development & Management Company, 120 Industrial Estate, JFamrud Road, Hayatabad, Peshawar-2500. Khyber Pakhtunkhwa).
14. **Bid Security Deposit** (Where Applicable): Bid security of the successful bidder will be retained by KPEZDMC as performance guarantee till the time of successful completion/delivery of required services/goods/Service.
Bid security of unsuccessful bidders will be returned after the award of contract to the selected bidder. The bid security may be forfeited if the service provider fails to deliver or supply goods/Services in accordance with the terms and conditions of the Purchase Order/Contracts or commits any breach of the Contract / Purchase Order.
15. **Variations / Repeat Orders:** The Procuring entity may during the execution of the Purchase Order/Contract, by notice in writing may direct the supplier to alter, amend, omit, add to or otherwise vary any part of the Schedule, in agreement with the Service Provider, and the Service Provider shall carry out such variations and be bound by the same conditions. Provided that repeat orders are within a period of six months, and that it does not exceed fifteen percent of the original contract value as per KPPRA Rules 2014.
16. **Packaging (if applicable):** Material/works/service should be packed suitably in appropriate wooden/metallic boxes/ containers/ pallets/ manufacturer packing in such a manner that the goods/Services are not lost or damaged in handling/transportation and the packing should be suitable enough to reach at the stores of procuring entity safely. Material/ works/service should be delivered at the stores of procuring entity in original packing of the manufacturer. Where applicable, manuals containing instructions of the manufacturer about the application (in use) of the item should be provided in English.
17. **Sub-Letting Contract:** The supplier shall not sub-let or assign Purchase Order/Contract or any part thereof without the written permission of the procuring entity. In the event of the Service provider subletting or assigning Purchase Order/ Contract or any part thereof without such permission, the procuring entity shall be entitled cancel the Contract and to purchase the goods/Services elsewhere on the supplier account and risk and the supplier shall be liable for any loss or damage which the procuring entity may sustain in consequence of arising out of such purchase



Khyber Pakhtunkhwa Economic Zones Development and Management Company

					LOT#1	ANNEX-A
BID SHEET - KPEZDMC						
					Ref #:	
					Date:	July 19,2018
					Closing Date:	August 06,2018
From (KPEZDMC Contact Name & Address):				Supplier Name & Address:		
Mr. Agha Khanan Zahid						
Assistant Manager Procurement						
120, Industrial Estate, Jarod Road Hayatabad, Peshawar - KPK						
Tel:	091-5810155, 091- 9217720, 0335-KPEZDMC			NTN #:		
				STRN #:		
				Tel:		
				Email:		
Estimated delivery time from the date of issue of PO:						
Date that the quote is valid until:						
Warranty (if any):						
Delivery Location:				120-Industrial Estate, Jamrud Road,Hayatabad,Peshawar		
Sr. No.	Description	Unit	Qty	Unit Price	Total Price (Including all applicable Taxes)	
1	Network Switches: Ethernet Ports: 48x1Gbps Auto Negotiation SFP Ports: 4 x 1Gbps Console Port Port Security MAC Address Table Size: 16K Throughput (Forwarding): 70 Mpps Mounting: Rack mountable. VLANs: VLANs, Trunking and 802.1q encapsulation Remote Management: SSH, HTTPS Link Aggregation: LACP (Device must be not end of life and must have one year warranty)	NO	3			
2	Crimping Tool: Professional Modular Crimp Tool. (RJ45, RJ12, RJ11, RJ22). Multifunctional tool will strip and cut network wire as well. Professional Grade.	NO	2			
3	Network Cable: CAT6 Ethernet Cable	Roll	2			
Total (PKR)						
Bidders Name:				Company Stamp:		
<p>This document is not a commitment to purchase on the part of the KPEZDMC. Should your offer be successful an KPEZDMC Purchase Order will be issued. Any order arising from this Request for Quotations will be subject to KPEZDMC's Conditions of Purchase.</p>						



Khyber Pakhtunkhwa Economic Zones Development and Management Company

LOT#2

ANNEX-B

BID SHEET - KPEZDMC

Ref #:

Date:

Closing Date:

July 19,2018

August 06,2018

From (KPEZDMC Contact Name & Address):

Supplier Name & Address:

Mr. Agha Khanan Zahid

Assistant Manager Procurement

120, Industrial Estate, Jarod Road Hayatabad, Peshawar - KPK

Tel: 091-5810155, 091- 9217720, 0335-KPEZDMC

NTN #:

STRN #:

Tel:

Email:

Estimated delivery time from the date of issue of PO:

Date that the quote is valid until:

Warranty (if any):

Delivery Location:

120-Industrial Estate, Jamrud Road, Hayatabad, Peshawar

Sr. No.	Description	Unit	Qty	Unit Price (PKR)	Total Price(Including all applicable taxes)
1	Monitor: 24" Widescreen LED Monitor FHD with min. Resolution of 1920X1080 HDMI and VGA supported (One year warranty)	No	4		
2	Projector Screen: Portable Projector Screen with Stand Max. width = 4ft Height = 4 ft	No	1		
Total (PKR)					

Bidders Name:

Company Stamp:

This document is not a commitment to purchase on the part of the KPEZDMC.

Should your offer be successful an KPEZDMC Purchase Order will be issued.

Any order arising from this Request for Quotations will be subject to KPEZDMC's Conditions of Purchase.



Khyber Pakhtunkhwa Economic Zones Development and Management Company

					LOT#3	ANNEX-C
BID SHEET - KPEZDMC						
					Ref #:	
					Date:	July 19,2018
					Closing Date:	August 06,2018
From (KPEZDMC Contact Name & Address):				Supplier Name & Address:		
Mr. Agha Khanan Zahid						
Assistant Manager Procurement						
120, Industrial Estate, Jarod Road Hayatabad, Peshawar - KPK						
Tel:	091-5810155, 091- 9217720, 0335-KPEZDMC			NTN #:		
				STRN #:		
				Tel:		
				Email:		
Estimated delivery time from the date of issue of PO:						
Date that the quote is valid until:						
Warranty (if any):						
Delivery Location:				120-Industrial Estate, Jamrud Road,Hayatabad,Peshawar		
Sr. No.	Description	Unit	Qty	Unit Price (PKR)	Total Price (including all applicable taxes)	
1	Surge Protectors(AC Main): Earth connected Surge Protector PDU 3 Sockets/PDU or more 3A each socket	No	10			
2	Surge Protectors RJ11: Earth connected surge protector for RJ11 Ports in metal enclosure	No	10			
3	Daisy Chain Speaker for conference Camera: COMVC5SP2 VC520 daisy-chain speakerphone with compatible cable (10M) (one year warranty)	Set	1			
4	PoE Injectors: Rack Mount Gigabit PoE Injector, 8 to 16 Ports, Along with Power Adapter	No	6			
5	LAN Cable Tester: Noyafa NF-8601W Multi-Functional LCD Network Cable Tester For RJ45, RJ11, BNC, Metal Cable,	No	1			
					Total (PKR)	
Bidders Name:				Company Stamp:		
This document is not a commitment to purchase on the part of the KPEZDMC. Should your offer be successful an KPEZDMC Purchase Order will be issued. Any order arising from this Request for Quotations will be subject to KPEZDMC's Conditions of Purchase.						



Khyber Pakhtunkhwa Economic Zones Development and Management Company

LOT#4

ANNEX-D

BID SHEET - KPEZDMC

Ref #:

Date:

Closing Date:

July 19,2018

August 06,2018

From (KPEZDMC Contact Name & Address):

Supplier Name & Address:

Mr. Agha Khanan Zahid

Assistant Manager Procurement

120, Industrial Estate, Jarod Road Hayatabad, Peshawar - KPK

Tel: 091-5810155, 091- 9217720, 0335-KPEZDMC

NTN #:

STRN #:

Tel:

Email:

Estimated delivery time from the date of issue of PO:

Date that the quote is valid until:

Warranty (if any):

Delivery Location:

120-Industrial Estate, Jamrud Road,Hayatabad,Peshawar

Sr. No.	Description	Unit	Qty	Unit Price (PKR)	Total Price (Including all applicable taxes)
1	Punching Tool: Multifunction Krone Type IDC/Network Wire Cat5 & Telephone Impact Terminal Insertion Tools	No	2		
2	Hammer: Claw Hammer	No	2		
3	Telephone Test Set/Lineman's Hand Set: Telephone Phone Butt Test Tester Lineman Tool Cable Set ,Number redial, hangup buttons. FSK/DTMF dual system.	No	1		
4	Power Cable: 7x29 Pakistan Cable or Equivalent (Red and Black)	Roll	2		
5	Power Cable(2C): 2 Core Cable for extension Boards, High Quality with durable insulation, Pakistan cable or equivalent	Roll	2		
6	Telephone Cable: 2 pair telephone cable, Pakistan cable or equivalent	Roll	1		
7	Screw Driver Set: • High quality Stanley or equivalent • 15 pcs or more (bits/drivers of different sizes)	Set	2		
8	Safety Gloves: Electrical safety nylon pu coated glove	No	2		
Total (PKR)					

Bidders Name:

Company Stamp:

This document is not a commitment to purchase on the part of the KPEZDMC.

Should your offer be successful an KPEZDMC Purchase Order will be issued.

Any order arising from this Request for Quotations will be subject to KPEZDMC's Conditions of Purchase.



ANNEX- E

REQUIRED DOCUMENTS CHECKLIST FOR IT EQUIPMENT & TOOLS

- Kindly Check the box (Yes or No) against each document mentioned submitted with your technical proposals.

S. NO	DOCUMENTS REQUIRED	YES	NO
1	Bidder must be income tax, sales tax registered with FBR.	<input type="checkbox"/>	<input type="checkbox"/>
2	Delivery time of the quoted items.	<input type="checkbox"/>	<input type="checkbox"/>
3	An affidavit that the bidder has never been blacklisted	<input type="checkbox"/>	<input type="checkbox"/>
4	Warranty of the quoted item	<input type="checkbox"/>	<input type="checkbox"/>

Bidder's Name: _____

Company Stamp: _____