RFQ Document for Pre-Qualified Firm

Of

- LED Lightning Solution
- Computer Systems
- Visual Aids for IT Auditorium

Date of Issue: 24th Jan, 2014 (Friday)

Last Submission Date: 7th Feb, 2014 (Friday)

Bid Submission Time: 11:00am (Sharp)

Bid Opening Time: 11:30am (not early then)

NATIONAL UNIVERSITY OF MODERN LANGUAGES

Sector H-9, Islamabad

Email: saraza@numl.edu.pk

Web: www.numl.edu.pk
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1. INTRODUCTION
NATIONAL UNIVERSITY OF MODERN LANGUAGES (NUML) is the leading linguistic public sector university. NUML is committed to its duty of social responsibility. In its continuing efforts to having an energy efficient campus, NUML has decided to modernize the lighting solutions in two of its campus buildings.

2. OBJECTIVE
Objective of this RFQ is to get financial quotations from pre-qualified bidders for two categories equipment along with its installation. Category 2 is the computational resources containing the Computer Systems only (Refurbished) whereas Category 6 is the Power Solution which contains the supply and installation of LED lighting solution along with Energy Management solution to be deployed in two campus buildings of NUML. These technical and financial quotations will be evaluated as per the PPRA 36(a) only from the pre-qualified firm of the specific category and the lowest bidder will be awarded the assignment.

3. RESPONSE REQUIREMENTS
The objective of response requirement is to provide qualified vendors with the information to submit their responses according to the PPRA 36 (a) rule. Vendors must follow the following requirements for their responses.

   a. Response must be submitted on the date and time mentioned on cover page of this RFQ.
   b. 01 original along with 01 copy of the bid response is required.
   c. Response must carry the each and every detail particular to the desired item in the form of leaflet/brouchers.
   d. Compliance sheet must be filled and tick either Y (yes) or N (no) however any equipment/item may be asked for demonstration before the finalizing the procurement process.

4. EVALUATION CRITERIA
a. The response will be evaluated as per the PPRA 36 (a).
b. The responses will be evaluated as per Technical Information Sheet and Financial Evaluation and proposals compliant with mandatory technical requirements will be shortlisted for evaluation.
   c. Evaluation of the firms shall be based on the information provided in Proposal, as per technical information sheet however, NUML may seek further clarification from any of the participating bidders, at any stage during the evaluation process and after it, as deemed necessary.
   d. Responses found compliant with this RFQ will be accepted.
5. **SELECTION PROCEDURE**

NUML’s intent in issuing this Tender Document is to award a contract to the lowest evaluated bid and best responsive Bidder who meets required standard of specifications and other factors. For selection PPRA 36(a) will be opted as per which Bidder to comply with the specification has mentioned in Technical Information Sheet however the lowest bidder will be selected for the project.

6. **GENERAL TERMS & CONDITIONS**

Following general terms & conditions apply on all potential bidders

a. The potential bidder must have been pre-qualified under the “Bidding of Pre-Qualification of vendors for IT setup (January 2014)”.

b. Incomplete and conditional responses shall not be entertained.

c. The Principal Accounting Authority (Rector) reserves the right to accept/reject wholly or partially any response or cancel the RFQ process altogether at any stage of the RFQ process without assigning any reason.

d. The decisions of NUML will be binding on all concerned and will in no case be challengeable at any forum or any court of law.

e. Responses are liable to be rejected if; they are not conforming to the terms, conditions and specifications stipulated in this RFQ document.

f. In case of work order or service order the equipment/service will be delivered at the desired site of NUML.

g. During the examination, evaluation and comparison of the responses, the NUML, at its sole discretion, may ask the bidder for clarifications of its response.

h. Responses submitted via email or fax will not be entertained.

i. All bidders indemnify NUML against all third party claims of infringement of patent trade mark, industrial design rights arising from use of the goods of any part thereof in Pakistan.

j. The specifications provided in the RFQ document are the minimum requirements of NUML. The potential bidder must meet or exceed these specifications.

k. NUML reserves the right to increase or decrease the quantity of equipment mentioned in Form A and remove an item completely if required.

Queries regarding this document and about the project shall be submitted in writing to:

<table>
<thead>
<tr>
<th>FAZAL-E-MALIK</th>
<th>SYED ALI RAZA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electronic Supervisor</td>
<td>Director (IT)</td>
</tr>
</tbody>
</table>
7. TECHNICAL TERMS & CONDITIONS

a. Vendor must furnish all material required for the task completion in accordance of the NUML defined technical specifications.
b. A site survey may be required at no cost to NATIONAL UNIVERSITY OF MODERN LANGUAGES to determine specific cost for all items.
c. It is the responsibility of the vendor to maintain the symmetry before and after the completion of work.

8. PAYMENT TERMS & CONDITIONS

d. No payment shall be made in advance to the Contractor as mobilization advance except the approval of Competent Authority of request of bidder on some logic grounds.
e. Fifty percent (50%) cost of equipment shall be paid and will be released after successful delivery of ALL equipment.
f. Thirty percent (30%) cost of equipment shall be payable to the Contractor upon successful installation, integration, testing with HEC sites & commissioning of equipment as elaborated in the Scope of Work specifically and in Tender document generally.
g. Twenty percent (20%) cost of equipment shall be payable to the Contractor upon Performance Assessment Test (PAT) and Final Acceptance Test (FAT) of project deployment which will be conducted no less than two (02) months subsequent to the commissioning of all the equipment.
h. Five Percent (5%) of the payable amount against each invoice/payment will be retained as security/retention money and will be released after completion of first year standard warranty period.
i. All payments shall be made through cross cheque in the Pak Rupees. Taxes will be deducted at source as per government rules at the time of payment.
j. If the progress of the work is not to the satisfaction of the Rector NUML then He has the right to cancel the order, get the work done from third party selected in accordance with the PPRA rules subject to the condition that if the first party has to pay any amount in excess of the agreed amount, the difference will be recovered from the second party.
9. CATEGORY – 2 (COMPUTATIONAL RESOURCES)
COMPUTER SYSTEMS ONLY.

Technical Information Sheet Category – 2

<table>
<thead>
<tr>
<th>Equipment Required</th>
<th>Technical Specification</th>
<th>Compliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer System (CPU only)</td>
<td>Refurbished Dell Core 2 Duo 2.4 Ghz Tower Desktop Pc, 4 Gb Ram, 320 HDD (Single Drive), Win 7 Pro.</td>
<td>Y</td>
</tr>
</tbody>
</table>

Financial Information Sheet Category – 2

All Taxes Inclusive Price only

<table>
<thead>
<tr>
<th>S#</th>
<th>Item</th>
<th>Qty</th>
<th>Unit Price</th>
<th>Total Price</th>
<th>Brouchers Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Computer System (CPU only)</td>
<td>62</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

10. CATEGORY – 5 (Visual Aids)

Plasma/Multimedia Projectors/Wireless AP/Network Switch

Technical Information Sheet Category – 5

<table>
<thead>
<tr>
<th>Equipment Required</th>
<th>Technical Specification</th>
<th>Compliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Video Codec</td>
<td>H.323 compliance 1080P With Single sight connectivity</td>
<td>Y</td>
</tr>
<tr>
<td>Plasma Screen with Installation</td>
<td>Plasma Screen of 70” or above up to 90”</td>
<td>Y</td>
</tr>
<tr>
<td>Multimedia Projector</td>
<td>Very Short Throw Multimedia Projector</td>
<td>Y</td>
</tr>
<tr>
<td>Network Switch</td>
<td>24Port Managed Power over Ethernet Network Switch</td>
<td>Y</td>
</tr>
<tr>
<td>Item</td>
<td>Quantity</td>
<td>Unit Cost (PKR)</td>
</tr>
<tr>
<td>------------------------------------------------</td>
<td>----------</td>
<td>-----------------</td>
</tr>
<tr>
<td>Wireless Access Points</td>
<td>02</td>
<td></td>
</tr>
<tr>
<td>UPS 3Kva</td>
<td>01</td>
<td></td>
</tr>
<tr>
<td>HDMI Splitter</td>
<td>01</td>
<td></td>
</tr>
<tr>
<td>Installation of Video Conf</td>
<td>01</td>
<td></td>
</tr>
<tr>
<td>Financial Information Sheet Category – 5</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

All Taxes Inclusive Price only
11. CATEGORY – 6 (POWER SOLUTIONS)  
LED LIGHTNING SOLUTION  
Technical Information Sheet Category – 6  
NATIONAL UNIVERSITY OF MODERN LANGUAGES invites all qualified suppliers to quote for supply and installation of following items for two of its campus buildings namely Library and Ghazi Block.

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Item Description</th>
<th>Compliance (Y/N)</th>
<th>Item Description/Brouchers Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>T8-18W 1200mm LED Tube</td>
<td>Y</td>
<td>Attached</td>
</tr>
<tr>
<td>2.</td>
<td>T8-9W 600mm LED Tube</td>
<td>Y</td>
<td>Attached</td>
</tr>
<tr>
<td>3.</td>
<td>Real-time Energy Management System</td>
<td>Y</td>
<td>Attached</td>
</tr>
</tbody>
</table>

12. FORM-B: FINANCIAL INFORMATION SHEET

<table>
<thead>
<tr>
<th>Sr#</th>
<th>Item Description</th>
<th>Quantity</th>
<th>Unit Cost (PKR)</th>
<th>Total Cost (PKR)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>T8-18W 1200mm LED Tube</td>
<td>1,100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>T8-9W 600mm LED Tube</td>
<td>100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Real-time Energy Management System</td>
<td>01 solution</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Tube Light Fitting for 1200mm &amp; 600mm</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Services (To install/replace each and every item in objective of that project however lump sum amount of services is desired)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
13. FORM-C: TECHNICAL AND FINANCIAL EVALUATION

Technical and Financial evaluation will be done as per PPRA 36 (a) however the quoted solution must be compliant to the technical information sheet which is mentioned with each category.

- Complete energy management solution for category 6
- Imported assembly of equipment for category 6
- Lifespan of LED lighting equipment supplied must be more than 50,000 hours
- Replacement warranty of no less than 5 years for LED lighting solution.
- The T8 LED tube-lights must be compliant to fit in the traditional florescent tube light fitting.