

**TD-117p**  
**TENDER DOCUMENTS**  
**MILITARY COLLEGE OF SIGNALS RAWALPINDI**  
**MCS/LPC-2021/TD- 117p**

**GENERAL TERMS AND CONDITIONS**

1. The tender document can be purchased from Military College of Signals at the cost of Rs: 200/- or can be downloaded from the MCS or PPRA website free of cost.
2. The bids shall be submitted in a sealed package that the contents are fully enclosed and cannot be known until duly opened.
3. Single stage – two envelope procedure will be followed.
  - a. The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain two separately the financial proposal and the technical proposal.
  - b. The envelopes shall be marked as “Financial Proposal” and “Technical Proposal” in bold and legible letters to avoid confusion,
  - c. Initially only the envelope marked “Technical Proposal” shall be opened.
  - d. MCS will evaluate the technical proposal as per annexure B attached with this document, without reference to the price and reject any proposal which does not conform to the specified requirements.
  - e. During the technical evaluation no amendments in the technical proposal shall be permitted.
  - f. Financial Proposal will be opened for Technically qualified bids publically on the same date.
4. The bid should be addressed to **President Local Purchase Committee, Military College of Signals, Humayun Road, Rawalpindi**. The sealed bid must reach the President LPC before 1030 hours on 20 April 2021. Technical bid will be opened at 1100 hours on 20 April 2021, followed by financial bid. No bid will be accepted after the given time at the given place.
5. All bids will be opened publicly in the presence of bidders or their representative who may choose to be present at given time and date. The representative of the bidders must be in possession of legitimate authority letter.
6. The bid must be unconditional and complete in all respects and be submitted in a file/folder/bound form with all the sheets/documents secured properly. Bid not fulfilling the conditions will be rejected. All items should be according to the specifications (attached as annexure-A).

7. All quoted prices will be firm, final and in Pak Rupees.
8. No bidder will be allowed to alter or modify his bid after the bids have been opened. However the Military College of Signals may seek and accept clarification to the bid that does not change the substance of bid.
9. The quoted prices should be inclusive of IT & GST/ Govt taxes, where applicable. The lowest evaluated bid will be considered for each section separately. Income Tax will be deducted from the payment of the contractor as per prescribed rule.
10. Earnest money equal to 2% in the form of a pay order/bank draft made in the name of "Commandant Military College of Signals, Rawalpindi" should be included with the financial offer alongwith tender submitted. Insufficient/incorrect amount may result in the cancellation of Tender.
11. There should be no cutting, crossing, rubbing or overwriting in the quotation.
12. The validity period of quotations must be indicated and should be 90 days extendable to 120 days from the date of opening of tender, in case of need arises.
13. Samples of the quoted items are required to be produced on demand.
14. Rates of all items listed in the documents must be quoted.
15. The bidder should indicate the warranty period of all the items.
16. The minimum requirement for guarantee period is three years from authorized manufacturer/ OEM dealer in Pakistan.
17. Technical specifications/performance characteristics and guarantee/ warranty of all items will be listed and Brochures/ Leaflets describing the equipment will also be provided along with the bidding documents.
18. Unit price for all Items must be mentioned in the bid in accordance with the specifications attached with this document. Any variations to this must be reflected and underlined for ease in scrutiny. Any query regarding any item specification should be clarified from the authority before signing the agreement.
19. The College reserves the right to increase or decrease the quantities or totally drop certain items and award tender in full, in parts or in sections.
20. Those submitting tenders may be present at the time of opening of tenders. However, this will not confer any right on term in respect of consideration, acceptance or otherwise of those tenders.

21. MCS may reject all bids or proposals at any time prior to the acceptance of a bid proposal.
22. The bidder with the lowest evaluated bid, if not in conflict with any other law, rules, regulation or policy of the Federal Government, will be awarded the procurement contract, within or extended period of bid validity.
23. A formal agreement on Stamped Paper will be executed between the President Central Procurement Committee and the supplier to whom the contract will be awarded, before the supply. Agreement format is attached as Annexure D.
24. Successful bidder will furnish ten percent performance guarantee for a period of three years.
25. Tendering firms will be required to provide the samples of selected items, which will be approved by the user prior to award of tenders.
26. The equipment/ stores/ accessories/ tools are to be delivered within 10 days from the date of signing of contract. If delivery period is extended, the supplier shall arrange the extension of Bank Guarantee within 30 days after the original delivery period to keep its validity after acceptance of stores. A fine at the rate of 1% will be imposed for 1<sup>st</sup> 10 days and 10% for subsequent 7 days after which order may be cancelled and second lowest bidder shall be asked to provide the equipment on his risk and cost and deposited earnest money will be confiscated.
27. Military College of Signals will neither issue any letter for clearance of items being tendered nor will be responsible for their clearance in any way whatsoever. Delivery of items till MCS will be solely contractor's responsibility.
28. No payment will be made in advance. All the payments will be made after users' acceptance certificate/ issue of Certified Receipt Voucher (CRV).
29. Following information must be included about the firms participating in tender:-
  - a. Authorized dealership. (In case of branded equipment).
  - b. National Tax No.
  - c. GST Registration No.
  - d. Complete Postal Address.
  - e. Telephone, Fax, E-Mail and web address if available.
  - f. Company profile/references in Pakistan (relevant to this offer only).
30. Schedule For Submission and Tender Opening
  - a. Sale of Tender documents: At 0800 to 1500 hrs wef 30 Mar 2021

- b. Document Cost (Non-refundable): Free of cost can be download from PPRA, or MCS web site or can be purchased @ Rs. 200/- from MCS
- c. Date/Time of submission: Till 1030 Hours on 20 Apr 2021
- d. Opening of Tender : At 1100 Hours on 20 Apr 2021

31. Tender format is attached as Annexure A and equipment specifications are attached as Annexure B. Quotations for category-1 and category-2 should be provided separately with in single technical bid.
32. Certificate of conformity (COC) from OEM is required to be enclosed with the bid.
33. Please follow Instructions and format for preparing the tender bids.
34. Submitted tenders will be evaluated as per evaluation criteria attached as Annexure C.
35. Check list has been attached as Annexure E.
36. A subtotal of every section bid should be indicated beneath every section. The bids will be evaluated for each category separately (total two categories).
37. In case of any conflict/ ambiguity PPRA Procurement Code will prevail.
38. Efforts will be made to mutually settle any ambiguity or dispute between contractor and MCS with mutual consent, however final decision will lie with Commandant MCS.
39. Procuring agency have the right to blacklist the firm in case of fake information or late delivery.
40. Site of the technology incubation center can be visited for detailed evaluation/ measurements on 14 Apr 2021.

Lieutenant Colonel  
President Local Purchase Committee  
Phone: 051-9272097  
Mil-8006-33051  
Fax:051-9271502  
E Mail: [plpc@mcs.edu.pk](mailto:plpc@mcs.edu.pk)

**FORMAT FOR TENDERING**

<b>S/No</b>	<b>Items</b>	<b>Qty</b>	<b>Unit Price</b>	<b>Total Price</b>
1				
2				
3				
	<b>Total Rs.</b>			
	<b>17% GST</b> (If applicable)			
	<b>Grand Total</b>			

**MCS TENDER DOCUMENTS****LPC-2021/TD-117p**

<b>Category - I</b>				
<b>Sr.</b>	<b>Facilities</b>	<b>Detail</b>	<b>Quantity</b>	
1	LAN	60 workstations Networking solution	1	
		<b><u>Suggested Equipment</u></b>		<b>Quantity</b>
		Network Switch 24Port Gigabit SG 350-28		03
		Cat6 Patch Cord 1xMeter (3M or equivalent)		63
		Cat6 Patch Cord 3xMeter (3M or equivalent)		60
		Patch Panel Loaded 24ports (3M or equivalent) with Cat-6 IOs		03
		Cable Roll Cat-6 (3M or equivalent)		12
		Cable Manager (3M or equivalent)		03
		22U Cabinet Floor Standing (Local) Loaded with Front Glass Door, Lock, Exhaust Fans and 2x PDUs		01
		I/O Cat-6 (3M or equivalent)		60
		Faceplate (3M or equivalent) with Back Box		60
		1000 Base-LX Mini-GBIC SFP Transceiver Single Mode (GLC-LH-SMD)		06
		Installation Commissioning and Testing Roll Cable Cat 6 (3M) for 60 Computers (Charge as per actual)		12
		Installation Commissioning and Testing Dual Interface Faceplate Loaded with Cat 6 IOs, Back Box		30
		Network Cable Testing Report using Furukawa Testing Machine		60
SC – LC Patch Card	06			
2	High Speed Internet (FTTH solution with Built-in UPS)	At least 10 Mbps dedicated connection or equivalent for 60 workstations	1	
<b>Category – II</b>				
3	Backup Power Source	1 hour Standard Backup power for 60 Workstations, Projector, Mic, 6x Speakers, 4x Fans and 10x Lights (20 watt) Systems with one year Warranty	1	
		<b><u>Suggested Equipment</u></b>		<b>Quantity</b>
		APC UPS 10KVA Standard Backup Time for 60 Workstations, Mic, 6x Speakers, 4x Fans and 10x Lights (20 watt) Systems with one year		01

		Warranty		
		Extra Battery Bank for 1 x Hour Backup With One Year Warranty	01	
		UPS 2KVA Inverter with 2x Batteries Lead Acid 12v 110Amp for Light + Fans	01	
4	AC / Chillers (Branded GREE or equivalent )	6 x 1.5 ton invertors with cooling and heating functionality		6
5	Water dispenser (Branded PEL, Orient, GREE or equivalent )	Heating/cooling functionality		2
6	Mic with Speakers	Complete surround sound system with 6 speakers and mic.		6 + 1
7	Notice Board	For announcements (4'x6') bolted sandblasted glass (8mm) with beveled edges.		1
8	Others	Power connections (AC Sockets) for laptops (dedicated for 60 laptop/workstation), projectors, speakers, Air conditioners, dispensers etc.		Variable
		<b>Suggested Equipment</b>	<b>Quantity</b>	
		Power D.B for 15 Circuit Breakers (Bosch or equivalent)	01	
		Circuit Breaker 2Pole (Bosch or equivalent)	01	
		Circuit Breaker Single (Bosch or equivalent)	13	
		Industry Socket (1 Pair) for Input/Output	01	
		Power Cable 7/29 (Single Core Pakistan Cables or equivalent)	14 x 90m Coil	
		Multi Power Socket (Single Pakistan Cables or equivalent) Branded	124	
		Main Hole 9"x9" Plastic	18	
		PVC Pipe 3" Length	38	
		PVC Pipe 1" Length	32	
		Concrete Box for Power Socket	124	
		7/36 Power Cable for ACs (Single Core Pakistan Cables or equivalent)	05 x 90m Coil	
		Circuits Breaker Single for ACs (Bosch or equivalent)	06	
		PVC Pipe 1" Length for ACs	15	
		Installation Commissioning and Testing Light Plug Power Sockets for Computers with Back Box	60	

		Installation Commissioning and Testing Power Socket/Light Plug for Cabinets	03	
		Installation Commissioning and Testing Power Cable 7/29 for 60 Light Plug Power Sockets	60	
		Installation Commissioning and Testing Power Cable 7/36 for Inverter AC 1.5 Tons alongwith Power Sockets	08	
		Installation Commissioning and Testing Power Cable 7/36 for UPS 10/6KVA (APC or Equivalent) alongwith Power Sockets	02	



Technical Evaluation Performa  
For  
Networking Equipment/Accessories, Power connections equipment  
and appliances and related Items

Technical Evaluation Proposal	70%
Part A: Mandatory	
Part B: General Evaluation	30%
Part C:	40%
Financial Proposal	30%

<b>Part A) Mandatory Requirement</b>				
1.	Firm is registered in Income tax and sales tax department and will produce Sales Tax and Income Tax Registration certificate.			
2.	Firm has to produce Authorization dealer/ OEM certificate of the principle/manufacturer for Pakistan.			
3.	The bidders must have office in Pakistan.			
4.	Financial strength verified through a bank certificate.			
5.	The firm should not be black listed by any government organization.			
<b>Part B) General Evaluation</b>				
<b>Corporate Profile</b>				
Ser	Attributes	Max. Score	Weightage	Criteria
1.	Offices in Rawalpindi/Islamabad	5	5	Firm has its Office in the Islamabad/ Rawalpindi.
2.	Authorized Dealer	20	20	Principle directly participating in the bid.
			15	Firm has produce Authorization dealership certificate of the principle/ manufacturer for Pakistan.
3.	Details of Repair and Maintenance Facilities	10	10	Firm has a repair and maintenance/ support facility in Islamabad/Rawalpindi.
			5	Firm has repair and maintenance facility in other city.
4.	Spare Parts Availability	10	10	Firm will supply Spare Parts within 15 days.
			7	Firm will supply Spare Parts within 1 month.
			3	Firm will supply Spare Parts within 3 months.
5.	Delivery Duration	10	10	Delivery within 5 days.
			5	Delivery within 10 days.
7.	Financial Strength verified through a Bank Certificate	5	5	Firm has more than Rs. 5 Million annual Turnover for last one (01) year and Audit Report is provided confirming company sound financial position.
			3	Firm has between Rs. 3 Million to Rs. 5 Million annual Turnover for last one (01) year and Audit Report is provided confirming company sound financial position.
			2	Firm has between Rs. 1 Million to Rs. 3 Million annual Turnover for last one (01) year and Audit Report is provided confirming company sound financial position.

8.	Similar Projects Completed (Documentary proof and references are required)	10	10	Firm has completed more than or equal to twenty (20) similar projects.
			7	Firm has completed ten (10) to nineteen (19) similar projects.
			5	Firm has completed five (05) to nine (09) similar projects.
9.	Manufacture/ brand life	10		Marks will be given as per their experience. One mark per year.
10	Branded as mentioned in suggested equipment;	20	20	As per evaluation by technical committee
<b>Sub Total</b>		100		

### Part C

Sr. #	Attributes	Max. Score	Weightage	Criteria
1.	Quoted Product Compliance to international standards	5	5	No. of standards of product of Bid in consideration / Maximum No. of standards amongst all the Bids * 5
2.	Specification Compliance	10	10	To be assigned by the Technical Evolution Committee
3.	Quoted Product extra features bundled other than required in tender specifications	20	20	No. of extra features of product of Bid in consideration / Maximum. It will be decided by technical evaluation Committee
4.	Technical Bid Completeness (documentary proof, brochures, diagrams etc)	5	5	To be assigned by Technical Evaluation Committee
<b>Sub Total</b>		40		

Note:

1. Financial proposal will be opened of the bidder who has secured minimum 60% from technical weightage (i.e. 70%) or 42 Marks.
2. During the warranty period, all charges related to repair and maintenance will be borne by the firm irrespective of where the repair takes place.

**AGREEMENT**

This agreement is made on the \_\_\_\_\_ between the Chief Instructor Engineering Wing Military College of Signals (MCS), as the first party (hereinafter called the MCS) and \_\_\_\_\_ of the second party (hereinafter called the contractor). Whereas the MCS having invited tenders for the Commandant of the MCS decided to accept the tender of the second party. Now this deed witnesses as follows:-

1. The MCS hereby appoints the second party for the following work:-

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The MCS agrees to pay the following rates:-

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to the contractor after the completion of the job.

2. The contractor undertakes to complete the job according to the designs and samples approved by the Commandant of the MCS within \_\_\_\_\_ days from the date of signing of this agreement. In case of delay the Commandant of the MCS reserves the right to impose a penalty not exceeding 1% of the total amount of the contract for each day of delay subject to 10% of the total amount of the contract.

3. If the work is not executed to the satisfaction of the first party, the Commandant of the MCS reserves the right to reject it altogether or impose a penalty not exceeding 50% of the amount of contract.

4. 10% amount of the total value of works to be deducted from the bill at the time of payment to the contractor and will be refunded after completion of guarantee/ warranty period.

- 5. If the progress of the work is not to the satisfaction of the Chief Instructor Engineering Wing, the Commandant of the MCS has the right to cancel the order, get the work done by some other tenderer 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.
- 6. All the material required for the work will be of the second party.
- 7. Each party agrees to perform its part of the contract and in case of default binds itself to indemnify the others.
- 8. In case of any dispute between the two parties on any matter arising out of this contract, the case shall be referred to Commandant of the MCS whose decision shall be final and binding on both the parties.
- 9. This agreement has been prepared in triplicate. The original will remain with the first party and the duplicate with the second party.

In witness thereof Mr \_\_\_\_\_, Commandant of the MCS/Chief Instructor Engineering Wing/ President Local Purchase Committee (LPC) have affixed their signatures to this document on the day and year above mentioned.

Signature _____ (2nd Party)	Signature _____ (1st Party)
1. Contractor (with address and stamp)	1. President LPC MCS Rawalpindi
Witnesses	Witnesses
1. _____  2. _____	1. _____  2. _____

*Note: Any additional clause can be added/ deleted in the contract agreement if deemed essential and covered under PPRA code.*

**(To be Printed and Typed on Company's Letter Head)****Undertaking Checklist – Mandatory**

S/No	Required Documents	Attached? [x] [/]	Placed At
1	NTN certificate		
2	Sales Tax Certificate		
3	Literature of each quoted equipment		
4	Firm's Registration Certificate since foundation till date		
5	Earnest Money (No less than 2% of the quoted value) in fin bid		
6	Detail, if Black Listed, Warned etc		
7	Letter of Authorization as local agent firm from Principal		
8	Complete Technical Specification & Catalog attached		
9	Profile of firm for performing such project (Attached)		
10	Guarantee/ Warranty		
11	Bid is valid for at least 120 days		X
12	Each item is quoted separately		
13	Prices are quoted on FOR basis in Pak Rupees		
14	Delivery Time shall not be more than 10 days after signing of contract		
15	Make, Origin and Manufacturer is as indicated in the quotation		
16	All quoted items are new and genuine		
17	Acceptance of terms & conditions of tender without any condition		

Company Full Address: _____
Contact Person: _____
Cell #: _____

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

**(Company Seal)**