

TENDER NOTICE

Sealed tenders are invited from registered firms / suppliers for supply / installation of CCTV cameras in Judicial Academy Peshawar.

1. Details / specifications of items can be obtained from the office of undersigned during office hours, Moreover further detail is also uploaded on the official website of the Academy i.e. www.kpja.edu.pk
2. The tender should reach the undersigned on or before 07-03-2015 by 10.00am, which will be opened on the same day at 2:00 pm in the office of the undersigned in the presence of the bidders on their representatives, who may wish to be present there. Tenders received after the due date and time shall not be entertained.
3. The tender should be submitted to the undersigned either personally or through registered post.
4. Each tender should be accompanied with call deposited as earnest money of 5% of total amount, in the name of Director General Khyber Pakhtunkhwa Judicial Academy, Peshawar. No tender will be considered without call deposit and after due date and time. Sale Tax Registration Number and Bank Account No. must be indicated in tender.
5. The successful bidders will be bound to supply / install the items within twenty (20) working days after the issuance of supply order and will also pay prescribed taxes under the Rules. Failure in supply / installation with stipulated period or below standard shall entail forfeiture of the earnest money / call deposit.
6. The authority reserves the right to accept or reject any or all tenders.
7. Warranty 2 years.

SENIOR DIRECTOR ADMINISTRATION

Scope of Work

Supply, installation, commissioning and maintenance of CCTV Surveillance system in the Judicial Academy, Peshawar. IP based CCTV cameras will be used to monitor happenings in the Academy. The system should be zero interruption based communication for the links among control room and IP based cameras installed and spread over various locations in the Academy.

- a. The successful bidder should carry out complete survey of the premises of the Academy to determine quantity of cameras and other equipment and get it approved from the concerned authority before the commencement of the installation.
- b. The bidder shall supply all the installation materials/accessories/consumable necessary for the installation of the system.
- c. The bidder at each location shall provide the required networking terminal equipment for end-to-end connectivity from Control room to individual Surveillance Camera.
- d. Cameras shall be placed in such a way that it covers the entire location under surveillance. The bidder shall provide associated planning and diagram of the placement of the cameras.
- e. The system thus proposed should be scalable and have capability of integration with future CCTV systems.
- f. The successful bidder should have a Service Center at the nearest possible location and should attend the Calls 24X7 and the Response Time for any such call should be less than 1 Hour.
- g. Maximum downtime of system for any complaint reported shall not be more than 3 hrs.
- h. The scope is deemed to include all components, accessories and equipment required to implement a fully functional CCTV surveillance system regardless of whether they are explicitly mentioned in tender document or not.
- i. The scope shall include complete design, engineering, supply, delivery, and storage at site, installation, testing, commissioning and maintenance of a fully functional and complete surveillance system. All accessories and fitting hardware such as brackets / poles, wiring together with associated masonry work are included in the scope of work.
- j. The successful bidder shall have to provide onsite replacement warranty and maintenance support for a period of 3 years, for which the department shall not be paying any extra cost. The warranty period would start from the date of taking over of the whole system by the department. Warranty includes hardware, software, network items, onsite replacement and maintenance support.
- k. Establishment of Control Room



1. GENERAL TERMS & CONDITIONS

i) Earnest Money/Tender Security

- A Bid bond and Bid security in the shape of a Pay Order/Bank Draft in favor of Director General Judicial Academy, Peshawar equivalent to 5% of the total cost of Bid should be submitted along with the tender.
- The Tender submitted without depositing 5% earnest money shall be rejected.
- The earnest money is refundable after finalization of the bid, in case of return of financial Bids un-opened to non responsive bidders, on request after opening of financial Bids or when award/placement of purchase order is finalized. The Bidders will, however, have to apply for refund through a written request on their company/firm letter head addressed to Director General Judicial Academy, Peshawar.

ii) Validity of the proposal

All proposals and prices shall remain valid for a period up to 30th June 2015 from the closing date of submission of the proposal. However, the responding organization is encouraged to state a longer period of validity for the proposal.

iii) Currency

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

iv) 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 Director General Judicial Academy, Peshawar. The responding organization will be responsible for all taxes on transaction and/or income, which may be levied by government. If responding organization is exempted from any specific taxes, then it will provide the relevant documents with the proposal.

v) Stamp Duty

Stamp duty for contract documents shall be borne by responding organization/Bidder at the time of signing of contract.

vi) OEM relationships & Warranties

- Hardware equipment should have warranty, including parts and labour and license (if any).
- All Management Software provided should have warranties for one year against defects/bugs as well as updates.
- The responding organization (RO) to be authorized Partner / reseller, of **THE ORIGINAL MANUFACTURER.**

vii) Supply Capabilities

Responsive Organization should clearly indicate the duration of delivery of quoted item(s) i.e.

- i. Replacement
- ii. Repair
- iii. Re-configuration
- iv. Back-up Replacement

viii) Compliance to Specification

The Responding Organization (RO) has to submit an affidavit that the equipment being offered have 100% compliance to the required specification.

ix) Financial Capabilities

The RO(s) shall describe the financial position of its organization. Income Statement and Annual Report (Audit Report) should be included in the detailed Technical proposal.

x) Liquidated damages

- a) It is of utmost importance that schedule to tender should be filled in very carefully and the instructions set forth above, scrupulously complied with failing which the offer will be ignored. In case of non-completion of supply within stipulated period Security deposit will be forfeited in favour of the Judicial Academy, Peshawar.
- b) Liquidated damages of 2% per month up to 5% of the contract price will be deducted for delayed supply/delivery of equipments the purchaser reserve the right to cancel the contract, forfeit the performance security and black list the firm.

xi) Disqualification of Bidder/Supplier

The firm in litigation with any Government Department shall be disqualified and shall be barred from participation in bidding process.

xii) Disqualification & Disbarment of Bidder

- 1. The purchaser shall disqualify a Bidder/Firm if it finds at any time that the information submitted concerning qualification of the Bidder was false.
- 2. The purchaser may debar a contractor or supplier from taking any further part in procurement proceeding or in future procurement proceedings in case the contractor or supplier or Firm: -
 - a. Forms part of a cartel with a view to discourage fair competition in the Bidding process.
 - b. Has failed to complete his earlier contract.
 - c. Offers or attempts to offer inducement of any sort.



xiii) Blacklisting of Supplier/Contractor

A firm/supplier/bidder/contractor shall be blacklisted or barred (permanently or temporarily) from participating in procurement proceedings:-

- i. The procuring entity shall disqualify/blacklist contractor or supplier if it finds at any time that the information submitted were found false.
- ii. The procuring entity shall disqualify/blacklist contractor or supplier if it finds at any time that the information submitted was materially inaccurate or incomplete and the supplier or contractor fails to remedy such deficiencies promptly.
- iii. The procuring entity shall disqualify/blacklist contractor or supplier if it finds at any time that the bidder forms part of cartel with a view to discourage fair competition in the bidding process.
- iv. The procuring entity shall disqualify/blacklist contractor or supplier if he fails to complete his earlier contract within stipulated time.
- v. The procuring entity shall disqualify/blacklist contractor or supplier if he offers or attempts to offer inducement of any sort.
- vi. The procuring entity shall disqualify/blacklist contractor or supplier if he fails to supply goods, works and services according to approved specification within stipulated time.

Procedure

1. In event of any default the Chairman Purchase Committee shall issue a notice to the defaulter firm/supplier/bidder/contractor to fulfill the requirements of contract within 07 days.
2. In the case of non-compliance of the Notice issued as above the Chairman Purchase Committee shall issue a show cause notice to the defaulter firm/supplier/bidder/contractor to explain his position within 07 days whatever the case may be.
3. The firm/supplier/bidder/contractor will be provided an opportunity of personal hearing to explain/add anything relating to subject matter in his defense.
4. If the firm fails to submit reply or the reply submitted was not found satisfactory by the Purchase Committee, proceeding against the firm/supplier/bidder/contractor shall be initiated and the Committee shall declare the firm/supplier/bidder/contractor as blacklisted (permanently or temporarily).

Provided further if the firm/supplier/bidder/contractor fails to submit its reply in due course of time, ex-parte proceeding shall be initiated against the firm/supplier/bidder/contractor.

xiv) Delivery Time

45 Days after issuance of purchase order.

xv) Mode of payment

- a. Advance payment may be considered on the request of the successful Firm/Bidder in accordance with the Government Rules.

- b. The Firm shall provide mode of advance payment.
- c. 100% after supply of item(s)/equipment(s) and successful testing on site.

xvi) **Execution/Delivery**

Execution/Delivery of all the items of the Bid will be at Judicial Academy, Peshawar.

xvii) **Tender Security/Performance Bond**

- The successful Bidder will have to deposit 10% security of the amount of contract, in the form of CDR, Pay order, Bank Guarantee or Bank Draft, to the satisfaction of Director General Judicial Academy, Peshawar. The same will be returned on due completion of the contract and warranty period.
- Release of performance guarantee will be after completion of warranty period.

xviii) **Financial Proposal**

- Date of opening of the Financial Proposals will be announced separately. The proposal of only those Bidders will be considered/opened which are declared qualified after Evaluation of Technical Bids and upon fulfilling all the conditions by the Purchase Committee. Further enquiry can be made from the office of Senior Director Administration Judicial Academy, Peshawar.
- Conditional Tenders/Bids will not be acceptable.
- Authority Letter from Principal Company for product and vender authentication shall be provided with the bid.
- Director General Judicial Academy, Peshawar reserves the right to increase or decrease the scope of work/number of items without assigning any reason.

xix) **Contacting the Purchaser**

Any effort by a Bidder to influence the Purchaser in the Purchaser's decisions in respect of Bid evaluation, or Contract award will result in the rejection of the bidder's bid.

2. **MODE OF DELIVERY AND ADDRESS**

Technical & Financial proposals (2 copies each) should be submitted by 7th March 2015 at the address given below:-

Office of Director General
Judicial Academy,
Peshawar

- (i) The technical proposals will be opened on the same day at the same address. The responding organization shall deliver 2 (two) copies of the technical & financial proposal each copy being physically separated, bound, sealed and labeled as "TECHNICAL PROPOSAL" and "FINANCIAL PROPOSAL" (One Original and one copy), labeled as such on their respective envelopes. The Bid security of 5% of the offer in shape of Bank guarantee or Pay Order shall be enclosed in the

envelope marked "**FINANCIAL PROPOSAL**" without the financial proposal shall not be considered and Bid shall be rejected.

- (ii) Proposals shall reach the office of Director General Judicial Academy, Peshawar upto 10:30am.

(iii) **Submission of Proposal**

The complete proposals should be submitted at the address given in 2(ii) above. Please provide original brochures and samples of all the items proposed.

CNIC copies of Owner/Authorized person along with witness should be enclosed. (Please provide photocopies of relevant documents).

(iv) **Opening of Proposals**

The proposals submitted against this RFP will be opened on date mentioned above at 11:00am in front of the Purchase Committee.

EVALUATION METHODOLOGY

i. Initial examination to determine substantial responsiveness:

- i. The Purchase Committee shall cause an initial examination of the tenders submitted in order to determine their substantial responsiveness.
- ii. The following factors shall be considered:-
 - a) Whether the Tenderer meets the eligibility criteria laid down in the tender documents.
 - b) Whether tender form has been duly signed.
 - c) Whether the requisite earnest money has been deposited.
 - d) Whether the tender is substantially responsive to requirement set out in the bidding documents including the testing of samples where required.
- iii. Tender found to be substantially unresponsive on initial examination shall be rejected.

ii. Evaluation and Comparison of Technical and Financial Bids

The evaluation will be performed assuming the Contract will be awarded to the Bid most closely conforming to evaluation criteria and other conditions specified in the bidding documents and having lowest evaluated cost.

To conform, the approved specifications, the evaluation criteria of Bids will be based on the technical expert's opinion, observation of Evaluation Committee and Terms/Condition set forth in the bidding documents, tender notice and Bid Form or as deemed appropriate by the Purchase Committee.

iii. Evaluation Criteria and Comparison of Bid

The Technical and Financial Bids shall be evaluated on the basis of following parameters.

S.#	Headings	Marks	Evaluation Parameters	
1	Technical Proposal	100		
1A	Hard Specification	10	Compliance with tenders manual	5
			Brochures of quoted models attached	5
1B	Support Capabilities	10	After Sale Service (Warranty)	6
			List of support Team	2
			List of Services Centers	2
1C	Financial Capabilities	10	Annual Turn Over/Auditable Accounts of the firm	3
			Company history in the business	3
			Affidavit/undertaking that the firm has never been black listed	4
1D	Relevant Experience	10	Minimum three work orders for the supply of the quoted hardware/equipment (Preferably in government organizations)	10
1E	Demonstration/Test/Trial	60	Standardization/Proximity to required standards	10
			Test/Trial/Demonstration	50

iv. Scoring system of Technical and Financial Evaluation

Financial bids of firms who score at least 70% on the technical evaluation (as a whole) will be opened before the representatives who wish to attend the tender opening. Marks below 70% will be considered as disqualified and their financial proposals will be returned without opening.

Tender shall be awarded only to a Tenderer qualified in accordance with the criteria set out in tender documents, whose bid has been determined to be responsive to the tender documents and who has offered the reasonable lowest price.

The decision of this Committee will be binding on all concerned and will in no case be challengeable in any forum.

v. Information Required

A General

- 1 Name of Bidder
- 2 No of Years in business in Pakistan
- 3 No of Offices locations in Pakistan
- 4 Annual Turnover (Million Rs.)
- 5 Value of projects in hand (details may be given)
- 6 Year of Incorporation
- 7 Status of the Bidder
 - Sole Proprietor
 - Partnership Firm
 - Private Limited Company
 - Public Limited Company
 - Entity registered/incorporated outside Pakistan (Give details)
 - Other (Please specify)
- 8 Names of Owner/Partners/Chief Executive/Directors
- 9 Details of Registered Head Office (Address, Phone, Facsimile, Email and Website information)

vi. Evaluation (Test/Trial) Expenditure

The Bidder/Firm shall be liable for all expenses pertaining to Test/Trial during Evaluation process.

vii. Purchaser's Right to Accept the Bid or Reject the Bid

The Purchaser reserves the right to accept or reject the Bid in accordance with the Khyber Pakhtunkhwa Goods Works and Services Rules 2014 and to annul the bidding process at any time prior to award of Contract, without incurring any liability to the Bidder or any obligation to inform the Bidder of the grounds for the Purchaser's action.

viii. Agreement between Purchaser and Supplier

An Agreement deed shall be executed between supplier and procuring entity. The Agreement deed shall contain the following information:-

- i. The Contract/Agreement shall be signed within 30 days after financial bid opening.
- ii. A Notice of award of contract shall be given to other contractors or bidders.
- iii. Description of procured goods with specification clearly mentioning quantity, approved unit price, total cost of contract (both in figures and words) and delivery period.
- iv. The quantum of penalty to be imposed on the supplier on account of delay in supplies shall be explicitly mentioned.

- v. Place of delivery.
- vi. Warranty/guaranty of the supplied goods/services shall be explicitly mentioned.
- vii. Any other term/condition mutually agreed between both parties.

TECHNICAL SPECIFICATION

PTZ CAMERA

STATIC ZOOM CAMERA

NVR Storage Calculation: 60 days storage of the all the camera feeds

PTZ CONTROLLER

CONNECTIVITY (Optic Fiber)

- Connectivity between surveillance points and Command and Control Centers shall be designed near to 100% up-time by reliable network via Fiber Optic
 - Other network equipment like switches, convertors, patch cords etc as per actual requirement.

LED

- ♦ Screen Size 42 inch
- ♦ Resolution 1920 x 1080
- ♦ Accessories VGA Cable, Power Cord, Remote controller with batteries and Wall Mounting Kit and Table top kit

UNINTERRUPTED POWER SUPPLY SYSTEM

- ♦ 5 KVA uninterrupted Power Supply unit. The UPS system shall provide necessary power backup for TWO HOURS.
- ♦ The equipment shall be supplied with above batteries, connectors, connecting cables, suitable Battery Rack (Trolley type) and all other accessories.

POLE

- ♦ It is need based. Poles should be of appropriate heights and installed properly at each location ensuring optimum performance of these cameras and network connectivity. All items should be industry grade, GI coated, weather and lightening proof with appropriate earthing.

CONTROL ROOM

- ♦ Design of Rack System as per international Standard to house all network elements.
- ♦ Design of Cabling Infrastructure inside Control Room for all network elements.
- ♦ Proper cooling arrangement for ambient temperature required for the network elements to function at their optimum performance.
- ♦ Masonry and structural design/renovation, if required.

WARRANTY

- All the ordered items are to be given warranty for a period of 36 months, after installation and commissioning. The warranty period will commence from the date of issue of completion certificate by the Director General Judicial Academy, Peshawar.
- The firm should make sure the availability of parts for at least 10 (ten) years on reasonable cost.

BOQ

S. No.	Items	Quantity
1.	Speed Dome (PTZ) Cameras (2MP)	03 or (subject to requirement)
2.	Static Zoom Cameras (1 to 2MP)	35 or (subject to requirement)
3.	PTZ Controller	1
4.	NVR with Mouse & Keyboard	01
5.	LEDs	05 or (subject to requirement)
6.	UPS + Batteries with Rack (5 KVA)	02 or (subject to requirement)
7.	Switches with power sockets and Rack	As per actual requirement
8.	Fiber Optic Cable	As per actual requirement
9.	Poles for Cameras	As per actual requirement
10.	Civil work, ducting, digging and refilling	As per actual requirement
11.	Renovation of Control Room	1