

SINDH HIGH COURT, KARACHI

TENDER DOCUMENT

FOR THE YEAR 2018-2019

Tender Reference No.III/Computers/ Karachi

Dated: 15-05-2019

**Supply & Installation of Computers, Laptops, Printers, UPS and
IT related Items for District Courts of Sindh**

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1. Introduction:

Dear Tenderer:

The **SINDH HIGH COURT (SHC)** is the highest judicial institution of the province of Sindh. We are interested to procure **Computers, Laptops, Printers, UPS, Consumable items, etc for District Courts of Sindh**, on **Lot wise basis**, as per specifications mentioned in tender document, from your esteemed firm / agency.

2. Instructions:

- (a) The Sindh High Court, Karachi (SHC) expects that aspirant service provider should furnish copies of all the required documents to ensure a transparent and genuine presentation.
- (b) Kindly do not leave any column/item blank. If you need more space please attach a paper & clearly mention item/column name or number etc. that referred the column/item of the Tender Form.
- (c) Tender document which includes full details of items and other terms & conditions may be downloaded free of cost from www.sindhhighcourt.gov.pk and www.spprasindh.gov.pk.
- (d) The last date to submit the Tender Document, separate technical & financial proposals along with relevant documents in sealed envelopes is **31st May, 2019** in the Office of the Director General (Finance & Accounts), Sindh High Court, Karachi, as reflected in NIT.
- (e) **The technical proposals will be opened on the same day** in the presence of representatives who may care to attend as reflected in NIT.
- (f) Date and time of opening of **financial proposals** will be uploaded on the official websites of Sindh High Court.
- (g) **Bid Security of 2% of total amount** will be deposited along with Tender Document in shape of PAY ORDER / DEMAND DRAFT/ BANK GUARANTEE in the name of Registrar, Sindh High Court, Karachi.
- (h) **The tenderer/bidder must bid for a complete Lot. The tenderer/bidder may quote for 1 or more lots. However each such bid should quote with each and every item in a lot. Bidding for individual items will be rejected as non-responsive.**

3. General Eligibility Criteria:

Following documents must be furnished in separate envelop before the opening of Technical Proposal.

S.No.	Eligibility Criteria	Requirement
1	Profile of company/ firm along with copies of relevant documents	Mandatory
2	Copies of relevant Tax Registration Certificates.	Mandatory
3	Copies of at least three (03) Purchase Orders of similar nature during the last three years along with Completion Certificates/ delivery challan for the work completed.	Mandatory
4	Undertaking on judicial stamp paper that firm has never been blacklisted by any government semi government, autonomous and stated owned organization.	Mandatory
5	Total Financial turnover of at least 12 million during the last three years. (financial statement or bank statement or both are required)	Mandatory

It is undertaken that all the above mentioned documents have been provided in the sequence as mentioned above. It is fully understood that in case of non-compliance of eligibility criteria, our technical proposal will not be evaluated and no liability would be incur against High Court of Sindh for rejection of tender.

Name	
Designation	
Signature	
Stamp	

4. Technical Eligibility Criteria:

- For Lot # 1 and Lot #5 Branded, Business Series Desktop Computer/Server preferably from the top International Brands having following mandatory points:
 - TPM (Trusted Platform Module)
 - MAL (Manufacturer Authorization Letter)
- In case of Lot # 1 to Lot # 5 the Bidder must be authorized partner with the Principal Manufacturer and should provide manufacturer authorization letter.

3. The support and Maintenance should be supplied through verifiable distribution channel in Pakistan. MAL (Manufacturer's Authorization Letter) must be submitted.
4. In case of other items the bidder must be an authorized Partner/ Reseller, OF THE ORIGINAL MANUFACTURER and should provide the partner/reseller authorization letter.
5. Bids not conforming to the terms, conditions and specifications stipulated in the document/RFP will be rejected.
6. Authenticated Financial Statements of last three years should also be submitted with Technical Proposals.
7. Bidders should indicate the support capabilities to the maximum span of response time.

	Item	Action Item	Maximum Response Time
1	Hardware & Equipment Support & Maintenance	Troubleshooting/Tune-up	04 Working Hours for Karachi 2-Days for outside Karachi

5. Bill of Quantities:

LOT # 1 DESKTOP COMPUTERS

LOT.NO..	ITEM NAME	REQUIRED SPECIFICATION	QTY
LOT.1.	DESKTOP COMPUTER	<p>Processor: 8th Generation, Ci5-8500/3Ghz up to 4.1 GHz or higher Chipset M/Board: Intel Chipset H370 (or equivalent) that can support (a) Intel 8th Gen or higher Processors (b) RAM 32GB and (c) SSD 256 GB. Casing: Tower or Mini Tower RAM (installed): 2 x 2GB DDR4 (Total 4GB) Hard Drive (installe) : 500GB SATA (7200 rpm) or higher Optical Drive: DVD R-W Connectivity: LAN 10/100/1000, Power Supply: 180 w or higher Keyboard & Mouse: (Manufacturer's brand) LED: 18.5"/19" LED (Manufacturer's brand) Warranty: 3 years Manufacturer's Comprehensive warranty (with parts, labour& onsite)</p> <p>OR EQUIVALENT</p>	145

LOT # 2
LAPTOP COMPUTERS

LOT. NO.	ITEM NAME	REQUIRED SPECIFICATION	QTY
LOT.2.	LAPTOP COMPUTER	Intel Core i7 Processor Minimum 8th Generation , 8GB DDR4 RAM , 2 TB Hard Drive, DVD RW Drive, 15.6 inch LED, Integrated Graphics, Wireless, Bluetooth, Carrying Case and 1 year warranty (with parts and labour and onsite). OR HIGHER/EQUIVALENT	4

LOT # 3
LASER PRINTERS

LOT. NO.	ITEM NAME	REQUIRED SPECIFICATION	QTY
LOT.3	LASER PRINTER	Technology: LaserJet Brand: HP & Canon Print Speed (Black): 18 PPM or higher Warranty: 2 Years Warranty with parts, labour and onsite. OR EQUIVALENT	186

LOT # 4
UPS

LOT. NO.	ITEM NAME	REQUIRED SPECIFICATION	QTY
LOT.4.	UPS (For Desktop Computers)	UPS : 12v/7amp, 600/700VA (preferably branded) UPS Circuitry Warranty = min2 Years, UPS Battery Warranty= min 1 Year along with all necessary cables (with parts and labour onsite) OR EQUIVALENT	185

LOT # 5
Server Equipments

LOT. NO.	ITEM NAME	REQUIRED SPECIFICATION	QTY
LOT.5.	Server Machine & Server Rack	Server Machine: Quad Core or Six core intel Xeon, 5500 and 5600 series, RAM 16 upto 128GB, Cache 4MB and 8MB, HDD 6TB, Entry Level Warranty: 3Years Comprehensive with parts, labour and onsite. Server Rack: Height: 42U, Width: 24"(600 mm), Depth: 42" (1070 mm), Net Weight: 275.2 ibs (124 kg), OR HIGHER/EQUIVALENT	5 1

LOT # 6
CCTV EQUIPMENTS

S.# for (LOT # 6)	ITEM NAME	REQUIRED SPECIFICATION QTY	QTY
1	DVR/NVR 24/32 Channel	1 DVR(32 Channel), 1 NVR(24 Channel-all POE ports) HDCVI	2
2	CCTV Camera IP/Analog	2MP/1000TVL Cameras HDCVI or Higher IP (PoE) Cameras (qty.)= 20 Analog Cameras (qty.)= 53	73
3	PTZ Camera	Analog PTZ Camera 30X Min 700TVL or Higher	6

LOT # 7
NETWORK EQUIPMENTS

S.# for (LOT # 7)	ITEM NAME	REQUIRED SPECIFICATION QTY	QTY
1	Cable Coil Cat-6	3M, Clipsal, Avaya, Schenider, Vivanco etc. or equivalent	5
2	Network Switch (24 Port)	Layer 2 etc.	6
3	Network Switch (8 Port)	TP Link	4
4	Network I.O.with Face Plat & Box	3M, Amp, Clipsal Systimax etc. or eqv	24
5	TP Link Router & Wireless	TP Link Double Antena	4
6	Networking Rack	9U	4
7	RJ 45 Connector	3M, Amp, Microtech etc or eqv	2

LOT # 8
NMULTIPLE CONSUMABLE ITEMS

S.# for (LOT # 8)	ITEM NAME	QUOTED SPECIFICATION	QTY
1	Portable HDD 1 TB	Portable HDD 1 TB	3
2	Scanner Scanjet 300	Scanner Scanjet 300	1
3	Toner Hp 85A	Toner Hp 85A	48
4	Toner Hp 12A	Toner Hp 12A	10
5	Toner Hp 35A	Toner Hp 35A	5
6	Toner Hp 3005	Toner Hp 3005	1
7	Toner Hp 3055	Toner Hp 3055	1
8	Toner Hp 17A	Toner Hp 17A	20
9	Keyboard	USB Good Quality	59
10	Mouse	USB Optical Good Quality	59
11	Dry Battery 12V/7amp for UPS	Dry Battery 12V/7amp for UPS	56
12	Battery 200 amp	Battery 200 amp	8
13	USB 16 GB	Kingston or equivalent	2
14	Taflon HP-1102	Taflon HP-1102	6

15	Printing Drum HP-1102	Printing Drum HP-1102	20
16	Doctor Blade HP-1102	Doctor Blade HP-1102	4
17	PCR HP- 1102	PCR HP- 1102	4
18	Page Picker Rubber HP-1102	Page Picker Rubber HP-1102	4
19	Web Cam	Web Cam: 1080p Full-HD, Supportive with Windows Win2000 / XP / 2003 / Vista / Win 7 / Win 10 and having stand for fixing on glass/Wall etc. Recommended Models/brands: PK-900H, PK-910H, PK-920H, PK-930H or equivalent	1

Bidders are advised to provide the unit price (inclusive of all taxes) keeping in mind the above mentioned quantities, as the quantities may be increased or decreased. However the bidder must submit the earnest money by calculating the total prices according to the quantities of each Lot.

Stamp & Signature

6. Sample of Financial Proposal:

1. Financial proposal should be sealed in separate envelope.
2. Rates should be mentioned in both figures & words.
3. Financial Proposal must be submitted on letter head of company/supplier.
4. This is only format of Financial Proposal. Kindly do not write anything in the box below.

To be printed on the letter head of firm/supplier.

FINANCIAL PROPOSAL OF LOT # 1 DESKTOP COMPUTERS

LOT.NO..	ITEM NAME	REQUIRED SPECIFICATION	UNIT PRICE (Incl. of all Taxes)
LOT.1.	DESKTOP COMPUTER	<p>Processor: 8th Generation, Ci5-8500/3Ghz up to 4.1 GHz or higher</p> <p>Chipset M/Board: Intel Chipset H370 (or equivalent) that can support (a) Intel 8th Gen or higher Processors (b) RAM 32GB and (c) SSD 256 GB.</p> <p>Casing: Tower or Mini Tower</p> <p>RAM (installed): 2 x 2GB DDR4 (Total 4GB)</p> <p>Hard Drive (installe) : 500GB SATA (7200 rpm) or higher</p> <p>Optical Drive: DVD R-W</p> <p>Connectivity: LAN 10/100/1000,</p>	

		Power Supply: 180 w or higher Keyboard & Mouse: (Manufacturer's brand) LED: 18.5"/19" LED (Manufacturer's brand) Warranty: 3 years Manufacturer's Comprehensive warranty (with parts, labour& onsite) OR EQUIVALENT	
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FINANCIAL PROPOSAL OF LOT # 2
LAPTOP COMPUTERS

LOT. NO.	ITEM NAME	REQUIRED SPECIFICATION	UNIT PRICE (Incl. of all Taxes)
LOT.2.	LAPTOP COMPUTER	Intel Core i7 Processor Minimum 8th Generation , 8GB DDR4 RAM , 2 TB Hard Drive, DVD RW Drive, 15.6 inch LED, Integrated Graphics, Wireless, Bluetooth, Carrying Case and 1 year warranty (with parts and labour and onsite). OR HIGHER/EQUIVALENT	

FINANCIAL PROPOSAL OF LOT # 3
LASER PRINTERS

LOT. NO.	ITEM NAME	REQUIRED SPECIFICATION	UNIT PRICE (Incl. of all Taxes)
LOT.3	LASER PRINTER	Technology: LaserJet Brand: HP & Canon Print Speed (Black): 18 PPM or higher Warranty: 2 Years Warranty with parts, labour and onsite. OR EQUIVALENT	

FINANCIAL PROPOSAL OF LOT # 4
UPS

LOT. NO.	ITEM NAME	REQUIRED SPECIFICATION	UNIT PRICE (Incl. of all Taxes)
LOT.4.	UPS (For Desktop Computers)	UPS : 12v/7amp, 600/700VA (preferably branded) UPS Circuitry Warranty = min 2 Years, UPS Battery Warranty= min 1 Year along with all necessary cables (with parts and labour onsite) OR EQUIVALENT	

FINANCIAL PROPOSAL OF LOT # 5
Server Equipments

LOT. NO.	ITEM NAME	REQUIRED SPECIFICATION	UNIT PRICE (Incl. of all Taxes)
LOT.5.	Server Machine & Server Rack	<p>Server Machine: Quad Core or Six core intel Xeon, 5500 and 5600 series, RAM 16 upto 128GB, Cache 4MB and 8MB, HDD 6TB, Entry Level Warranty: 3Years Comprehensive with parts, labour and onsite.</p> <p>Server Rack: Height: 42U, Width: 24"(600 mm), Depth: 42" (1070 mm), Net Weight: 275.2 ibs (124 kg), OR HIGHER/EQUIVALENT</p>	

FINANCIAL PROPOSAL OF LOT # 6
CCTV EQUIPMENTS

S.# for (LOT # 6)	ITEM NAME	REQUIRED SPECIFICATION QTY	UNIT PRICE (Incl. of all Taxes)	TOTAL PRICE (Incl. of all Taxes)
1	DVR/NVR 24/32 Channel	1 DVR(32 Channel HDCVI		
		1 NVR(24 Channel, All PoE ports) HDCVI		
2	CCTV Camera IP/Analog	2MP- HDCVI IP (PoE) Cameras (Qty.)= 20		
		1000 TVL Analog Cameras (qty.)= 53		
3	PTZ Camera	Analog PTZ Camera 30X Min 700TVL or Higher		

FINANCIAL PROPOSAL OF LOT # 7
NETWORK EQUIPMENTS

S.# for (LOT # 7)	ITEM NAME	REQUIRED SPECIFICATION QTY	UNIT PRICE (Incl. of all Taxes)	TOTAL PRICE (Incl. of all Taxes)
1	Cable Coil Cat-6	3M, Clipsal, Avaya, Schenider, Vivanco etc. or equivalent		
2	Network Switch (24 Port)	Layer 2 etc.		
3	Network Switch (8 Port)	TP Link		
4	Network I.O.with Face Plat &	3M, Amp, Clipsal Systimax etc. or		

	Box	eqv		
5	TP Link Router & Wireless	TP Link Double Antena		
6	Networking Rack	9U		
7	RJ 45 Connector	3M, Amp, Microtech etc or eqv		

**FINANCIAL PROPOSAL OF LOT # 8
MULTIPLE CONSUMABLE ITEMS**

S.# for (LOT # 8)	ITEM NAME	QUOTED SPECIFICATION	UNIT PRICE (Incl. of all Taxes)	TOTAL PRICE (Incl. of all Taxes)
1	Portable HDD 1 TB	Portable HDD 1 TB		
2	Scanner Scanjet 300	Scanner Scanjet 300		
3	Toner Hp 85A	Toner Hp 85A		
4	Toner Hp 12A	Toner Hp 12A		
5	Toner Hp 35A	Toner Hp 35A		
6	Toner Hp 3005	Toner Hp 3005		
7	Toner Hp 3055	Toner Hp 3055		
8	Toner Hp 17A	Toner Hp 17A		
9	Keyboard	USB Good Quality		
10	Mouse	USB Optical Good Quality		
11	Dry Battery 12V/7amp for UPS	Dry Battery 12V/7amp for UPS		
12	Battery 200 amp	Battery 200 amp		
13	USB 16 GB	Kingston or equivalent		
14	Taflon HP-1102	Taflon HP-1102		
15	Printing Drum HP- 1102	Printing Drum HP-1102		
16	Doctor Blade HP- 1102	Doctor Blade HP-1102		
17	PCR HP- 1102	PCR HP- 1102		
18	Page Picker Rubber HP-1102	Page Picker Rubber HP-1102		
19	Web Cam	Web Cam: 1080p Full-HD, Supportive with Windows Win2000 / XP / 2003 / Vista / Win 7 / Win 10 and having stand for fixing on glass/Wall etc. Recommended Models/brands: PK-900H, PK-910H, PK-920H, PK- 930H or equivalent		

All government taxes will be applicable as per rules.

Stamp & Signature

7. Terms & Conditions:

1. Tender document which includes full details of items and other terms & conditions can be downloaded free of cost from www.sindhhighcourt.gov.pk and www.spprasindh.gov.pk.
2. **Single Stage-Two Envelope method** will be adopted for bidding process as per rules.
3. Company Profile along with relevant documents be attached with this document.
4. Bid(s) shall be in Pak rupees only. All government taxes will be applicable as per rules.
5. The bidder should quote its rates clearly, in the Financial Proposal in both figures and words.
6. No advance payment shall be made against the supply of items mentioned in this bidding document.
7. **Delivery and installation shall be made at 27 different locations of Sindh. Location-wise deliveries of items may be communicated along with confirm Purchase Order.**
8. **All quoted prices must include all delivery charges to the locations, applicable taxes, such as General Sales Tax, Income Tax and Provincial Sales Tax (PST) and/or etc. If not specifically mentioned in the bid, then it will be presumed that the prices include all the taxes and charges. SHC will not be responsible and would not pay any additional amount in case of delivery etc.**
9. Sindh High Court reserves the rights to cancel the tender, accept or reject any tender as per rules.
10. The contract shall be terminated in case of violation of terms and conditions by the contractors.
11. All bids must be accompanied by an earnest money/ security of **2% of total cost**. The bid security of unsuccessful bidder will be released by SHC after award of work or after expiry of bid validity period as per rules whereas the bid security money of successful bidder will be released after supplying of items/ submission of performance security.
12. In case of any difference or dispute arises between the parties, the same shall be dealt with as per rules.
13. All rules, regulations and policies will be governed in accordance to the SPPRA.
14. General Sales Tax will be paid on applicable items only by the company/firm/agency.
15. The contractor/ supplier will be liable for any mistakes in calculation of price/ rate and amount and shall be liable to suffer the loss arises at any stage of contract, due

to mistakes in calculation or tax rates.

16. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / Work Order.
17. The contractor shall pay all the cost for preparation of legal documents of contract.
18. SSPRA Rules will be followed for all other terms and conditions not specified/ mentioned/ ambiguous in this tender document. Kindly read SPPRA Rules for further details.

It is hereby certified that the terms and conditions have been read, agreed upon and signed.

M/s.	
Year of Establishment	
Name of contact Person	
Address	
Sales Tax Registration No.	
National Tax No.	
Mobile No.	
Telephone No.	
Fax No.	
E-mail	

Stamp & Signature

9. Sample of Proposal Submission Form:

To be printed on the letter head of firm.

Tender Reference No. _____

Dated _____

Name of Contract:

The Learned Registrar,
Sindh High Court,
Karachi.

Dear Sir,

We, the undersigned, offer to provide our services for “ _____ ”, as a Bid, sealed in an envelope.

We understand you are not bound to accept any Proposal you receive and reserves the right to accept or reject any offer and to annul the bidding process and reject all or any proposals without assigning any reason or having to owe any explanation whatsoever.

The decision of the Hon’ble Purchase Committee shall be final and cannot be challenged on any ground at any forum and Sindh High Court will not be liable for any loss or damage to any party.

Sincerely,

Name
Designation,
Name of Company

10. Sample of Articles of Agreement:

This Agreement made this _____ day of _____ 2019, by and between the Project Director, Sindh High Court, Karachi, Sindh, including his successors in office and Assignees / Agents, acting through the learned Registrar, hereinafter called the “**SHC**”, of the one part,

And M/s _____, located at _____, hereinafter called the “**Contractor**” which expression shall include their successors, legal representatives of the second part.

Whereas the **SHC** requires supply of _____ and whereas the **Contractor** has agreed to supply, the said items valued at **Rs.** _____ and words (_____) as per Purchase Orders, subject to the terms and conditions set forth, hereinafter, which have been accepted by the **Contractor**.

Now this Agreement witnesses as follows:

1. In this agreement words and expressions shall have the same meanings as are respectively assigned to them in the **Conditions of Contract** hereinafter referred to.
2. The following documents which, for the purpose of identification, have been signed by _____ on behalf of the **Contractor**, and by the learned Registrar on behalf of the **SHC**, all of (name and designation of the authorized person)
Which shall be deemed to form and be read and construed as a part of this **Agreement** viz.
 - a) Articles of Agreement;
 - b) Instructions to Tenderers;
 - c) Conditions of Contract;
 - d) Contractor's Offer including the relevant correspondence prior to signing of this Agreement with all Annexures duly filled in.
 - e) The specifications of the items; and
 - f) Bill of Quantity with prices.
3. In consideration of the payment to be made to the Contractor, the **Contractor** hereby **covenants** with the SHC to supply & deliver all items in conformity in all respects of the Contract, as mentioned in Purchase Orders.

In Witness Whereof the parties have hereunto set their respective hands and seals, the day, month and year first above written.

WITNESSES:

(INTEGRITY PACT)

**DECLARATION OF FEES, COMMISSION AND BROKERAGE
ETC PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN
CONTRACTS WORTH RS.10.00 MILLION OR MORE**

Contract No. _____ Dated _____
Contract Value: _____
Contract Title: _____

..... [*Name of Contractor*] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative department or agency thereof or any other entity owned or controlled by GoS through any corrupt business practice.

Without limiting the generality of the foregoing, [*name of Contractor*] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoS, except that which has been expressly declared pursuant hereto.

[*name of Contractor*] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction

with GoS and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[*Name of Contractor*] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GoS under any law, contract or other instrument, be voidable at the option of GoS.

Notwithstanding any rights and remedies exercised by GoS in this regard, [*name of Contractor*] agrees to indemnify GoS for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoS in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [*name of Contractor*] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoS.

Name of Procuring Agency:

Name of Contractor:

Signature:

Signature:

.....

[Seal]

[Seal]