



Securities and Exchange Commission of Pakistan
(Administration Department)
NIC Building, 63 Jinnah Avenue, Blue Area, Islamabad

T#35/10-11

Tender Notice for Server Room Renovation Islamabad & Karachi

The Securities and Exchange Commission of Pakistan invites sealed tenders from financially sound firms based in Pakistan and registered with sales tax department and having National Tax Number (NTN), for the renovation of its server rooms located at Company Registration office (CRO) Islamabad and Karachi.

The detail specifications, terms & conditions of the tender may be obtained personally or by visiting the SECP website <http://www.secp.gov.pk/Procurement.asp>. Sealed tenders clearly marked “**TENDER FOR SERVER ROOM RENAOVATION**” may be dropped in tender box placed at ground floor NICL Building till 27th June, 2011 at 11.00 a.m. and these will be opened on the same day at 11.30 am. Tenders received through any other mode/addressed to any other person will not be entertained. Commission reserves the right to accept or reject any tender.

Deputy Director (Admin-I)
63, NIC Building, Jinnah Avenue,
Blue Area, Islamabad
Tel: 9207091-4 Ext 135



Securities and Exchange Commission of Pakistan

TERMS & CONDITIONS

- The project will be awarded on turnkey basis.
- The project completion time is 04 weeks.
- Tender should be accompanied with earnest money (refundable) for an amount of 5% of the total quoted price (Inclusive GST, if applicable) in shape of either pay order, demand draft or an unconditional guarantee from a reputable financial institution valid for not less than 06 months in favor of Securities and Exchange Commission of Pakistan.
- Tender without earnest money will not be entertained and rejected straightway.
- The equipment supplied must be duty paid in respect of all applied duties and taxes.
- All offers should be valid for 120 (One hundred and twenty) calendar days from the date of opening of tenders.
- At the top left of the envelope it should be clearly stated “Tender for Server Rooms Renovation”.
- The Tender should reach by 11:00am, on 27-06-2011 and will be opened same day at 11:30 am in the presence of authorized representatives of bidders who may wish to be present.
- The Commission reserves the right to accept or reject any or all tenders.
- The BOQ mentioned may vary according to the Commission’s requirement.
- The end user License, end user warranties and end user support services will be in the name of SECP for all equipment and software loaded on the equipment delivered (**if applicable**).
- Proposal received by Fax or e-mail shall not be accepted.
- Commission reserves the right to accept or reject any or all bids.



Securities and Exchange Commission

Request for Proposal

For

Renovation of Server room and IS&T Dept.

at CRO (Islamabad)

Information Systems and Technology Division

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1. DESCRIPTION OF WORK

Information Systems and Technology Division (IS&T) is undertaking the renovation of server and IS&T Dept. with intent of providing high availability of its Internet and Intranet applications for the Securities and Exchange Commission (SEC) CRO employees at CRO Islamabad Office. SEC invites bids from the concerned companies, with extensive technical expertise, for the site renovation of Server room.

2. SCOPE OF WORK

The details of the work to be done under this project are provided below:

Server Room	Sn.	Component	Details	Qty Apx.
	1	Renovation	False ceiling metallic (False ceiling (imported). Supply and installation with all means) fixed to aluminum channel. (Fire proof)	170 sq.ft
			Raised Floor tiles 38mm, 600mm x 600mm, with 300mm height jacks, with tile puller and all required. Tiles should be German made, light gray color. (MASTER TILES, MERO or equivalent)	170 sq.ft.
			Wall Paint, Enamel (ICI, BERGER or equivalent)	As required
			Dampa Ceiling Light, 2x2 ft., low heat dissipating Tube lights. (NRG Energy savers or equivalent)	2
			Gypsum Walls with door as exhibited in the diagram complete in all respect like clipping, skirting, coping etc. Aluminum Glass door with 12mm frosted glass) as shown in the diagram.	As required
	2	Network cabling	Providing and laying 4 X Cat. 6e. Gigabit Ethernet Network cables from Server rack to Floor switches, with proper protection and covering and all accessories using appropriate route on the wall and under the raised flooring, with proper tagging;	4

			as exhibited in the diagram. (Lucent, Avaya, 3M or equivalent)	
	3	Power Cabling	6 x single phase floor mounted sockets and 4 x wall mounted sockets with all accessories at server rack as exhibited in the diagram), from UPS to rack location. With required PDB(s), Properly protected cabling in cable trays as per quality standards. (Pakistan cables or equivalent for cabling, locally manufactured cable tray and CLIPSAL/ BOSCH or equivalent local industrial sockets)	As required
			Input Cabling for UPS in Server Room with required PDB(s) breakers and accessories from ATS Switch. Properly protected cabling in cable trays as per quality standards, complete in all respects. (Pakistan cables or equivalent for cabling, locally manufactured cable tray and CLIPSAL/ BOSCH or equivalent local industrial sockets)	As required
	4	Fire Extinguishers	Fire Extinguishers.(CO2)Wall mountable) (Imported Brand)	2

3. FORMAT FOR PROPOSALS

The technical proposal should be concisely presented and structured in the form of chapters to include, but not necessarily be limited to, the following information. Support material should not be part of the main proposal but should be placed in annexure:

a) General

The responding organization should provide the following.

Name of the participating organization or participating consortium,

organizations (if more than one) in the responding consortium,
including their scope of involvement.

- Number of years of incorporation of the participating organization or participating organizations (if more than one)

- Value, Size and Nature of Projects in hand and projects completed, in tabular form.
- Clientele, proof of company as legal entity.

b) Financial Capabilities

The Responding organization shall describe the financial position of its organization. Income Statement or Annual Report should be included in the detailed Technical proposal.

Additionally, the Responding organization, who form part of the bidding consortium, shall provide information (including financial value of projects) on any major projects that have been awarded to them, where it is felt that this would be beneficial in supporting their response to this Pre-Qualification Document. The National Tax Numbers and Sales Tax Registration Numbers of the company and/or partners should also be indicated (Photo copies of concerned documents should be provided).

c) Relevant Experience

Completion time of the project must be mentioned, the maximum time for completion is 30 days after the receipt of work order. Please provide information of your hosted clients as per following format:

Sn.	Client Name	Value of Contract and duration of Service	Detailed Scope of Work	Name and Contact Details
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d) Staff Available for the Implementation & Operations

- List of personnel who are currently working in the RO's Site preparation of Data center/Office renovation projects, their names and roles should be provided. Particular focus should be on core skills set required for the said Project.
- **SEC requires the resumes of staff, assigned to this project.**

e) Support Capabilities

The Responding organization should indicate the support Capabilities for the said project. Number, qualifications and relevant certifications of support personnel must be indicated.

4. GENERAL TERMS AND CONDITIONS AND GUIDELINES

- Server room renovation work will be in Islamabad.
- RO should submit the detailed project plan.
- All quantities and measurements mentioned are approximate; Vendor must quote exact quantity/measurement, unit cost and total cost separately for services and goods. **For that matter, RO(s) can visit the site at their respective cost. SEC will not bear the boarding and lodging cost of any RO(s) staff member visiting the said site.**
- RO must submit proposal for Site preparation of said wok on **Turnkey basis**.
- Quotation must contain component wise prices details of each room as per the drawing. The bidder must mention breakup of cost against each room.
- A layout is attached as a tentative design however RO should submit its own Design/Layout with allied components already mentioned in "Scope of Work".

- Enquiries regarding this tender document shall be submitted before 01:00 pm till 24th June,2011 to

Mr. Zahid Hussain (Deputy Director IS&T)
Securities and Exchange Commission of Pakistan,
8th Floor, NICL Building, 63-Jinnah Avenue, Blue Area,
Islamabad.

Email: Zahid.hussain@secp.gov.pk

Phone: 92-51-9207091-3 (Ext: 140)

- The complete proposals should be submitted by 11.00 am on 27th June, 2011 at the address mentioned in tender. The technical proposals will be opened on the same day at 11:30 am at the same address.

Deputy Director (Admin-I)
Securities and Exchange Commission of Pakistan,
NICL Building, 63-Jinnah Avenue, Blue Area,
Islamabad.

Phone: 92-51-9207091-4 (Ext: 135)

- Main Envelope for technical proposal should clearly mark: **"Technical Proposal"**.
- Main envelope for technical proposal should contain 2 copies of the technical proposal (each being physically separated, bound, sealed and labeled). Each envelope should contain similar supporting documents.
- Financial proposal (Separate sealed Envelope) to be clearly marked as: **"Financial Proposal"**.
- Only one copy of financial proposal is required.
- **A detailed cost breakup of mentioned components in "scope of work" is required for the following items:**

1. Server Room

- Proposals shall be delivered to the address mentioned in the tender by the last date and time indicated for submission.
- Bid shall be accompanied with earnest money (refundable) for an amount of **5%** inclusive of tax if

applicable of the quoted price in shape of Pay Order/ Bank Draft in favor of Securities and Exchange Commission of Pakistan for not less than 6 months.

- *The commission reserves the right to accept or reject any or all tender.*
- **PROPOSALS RECEIVED BY FAX OR EMAIL SHALL NOT BE ACCEPTED.**

5. Evaluation Criteria

(a) Proposal Evaluation:

Bid will be evaluated as per below mentioned criteria:

Technical Evaluation	70%
Financial Evaluation	30%

Financial Proposals of only technically qualified bidders (scoring 80% or above in detailed technical evaluation) will be opened on the date communicated to the bidders at the time of opening of the technical proposals.

(b) Preliminary Assortment:

The initial evaluation of responding organization will be done on

The basis of the following parameters:

- Responding organization should be a Pakistani Organization or a multinational corporation operating in Pakistan through a branch office.
- Responding organization has been in the same nature of business for at least 3 years.
- Responding organization should have experience of at least three (3) similar hosting clients in value and nature as per parameters below:

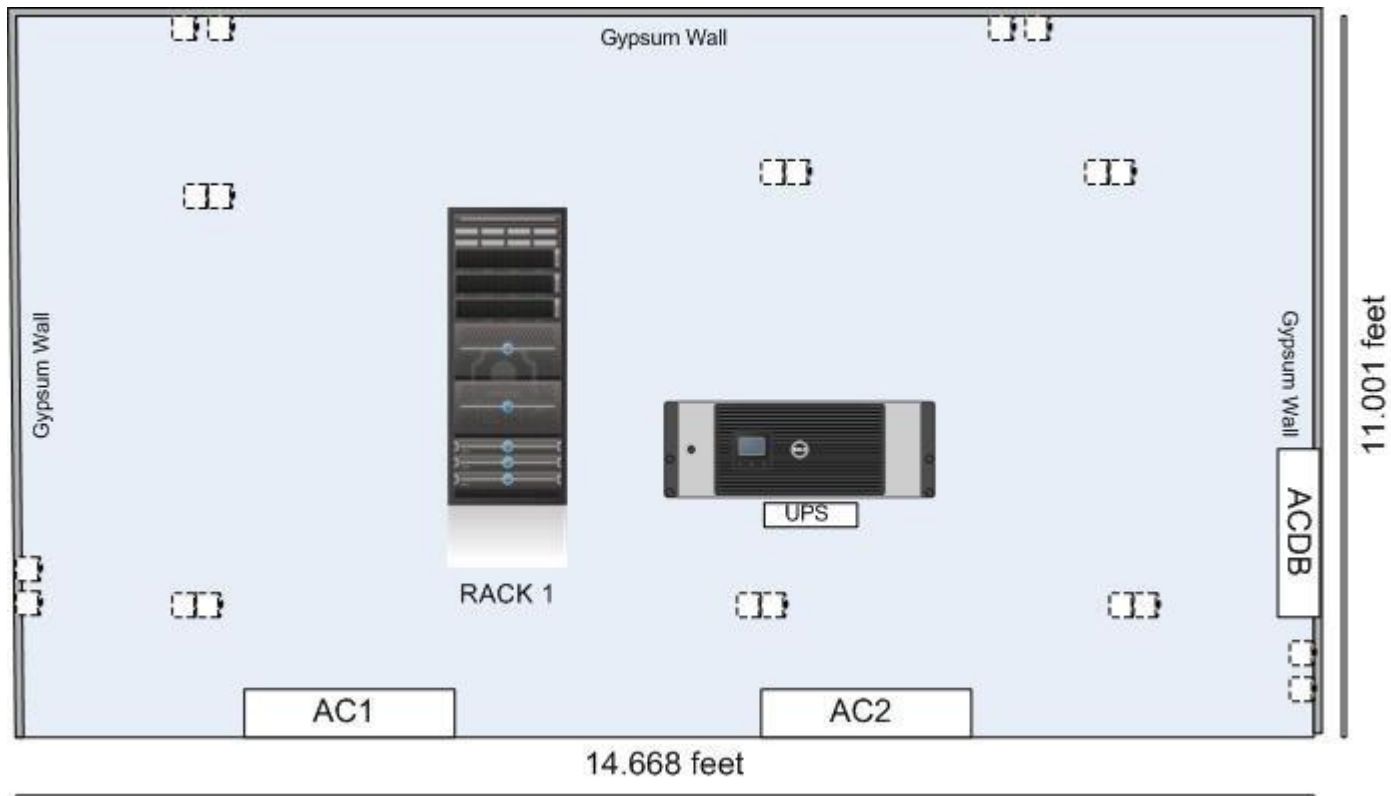
Sn.	Item	Description
1.	Value	5 Million Pak Rupees per client
2.	Nature	<ul style="list-style-type: none">• Establishment of Data center.• Renovation of Large Corporate

		setup. • Power & Network Cabling.
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- Responding organization should have experience of establishment of Tier3 / Tier4 or equivalent data centers.

6. Project Plan Proposed Diagrams with estimated sizes

SERVER ROOM





**Securities and Exchange
Commission**

**Request for Proposal
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Deptt.
At SRO (Karachi)**

Information Systems and Technology Division

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1. DESCRIPTION OF WORK

Information Systems and Technology Division (IS&T) is undertaking the renovation of server and IS&T Deptt. with intent of providing high availability of its Internet and Intranet applications for the Securities and Exchange Commission (SEC) SRO employees at CRO Karachi Office. SEC invites bids from the concerned companies, with extensive technical expertise, for the site renovation of Server room and IS&T Deptt. Office

2. SCOPE OF WORK

The details of the work to be done under this project are provided below:

IS&T Office and JD room	Sn.	Component	Details	Qty Apx.
	1	Renovation	False ceiling (imported mineral gypsum board (1/2" thick) fixed to aluminum channel (Supply and installation with all means)	395 Sq. ft
			Floor Polishing	395 Sq ft
			Wall Paint, Enamel (ICI, BERGER or equivalent)	As required
			Dampa Ceiling Light, 2X2 ft. (NRG Energy savers or equivalent)	9
			Gypsum Walls (MDF) (height up to false ceiling) with two wooden and two Aluminum Glass door (with 12mm frosted glass) as exhibited in the diagram. (Imported Malaysian Ply and locks (or equivalent) for doors, hinges etc.	As required
			Supply and installation of aluminum windows with glasses and blinds/Curtains (Good quality local brand or equivalent)	As required
	2	Network Cabling	6 Network points with Cat 6e and all accessories, with protection covering, floor/wall embedded, connected to Server Room Network Core switch. positions per desk and access control switch exhibited in diagram. (Clipsal/Avaya or equivalent RJ-45 outlets, I/Os and faceplates)	As required
3	Power Cabling	<ul style="list-style-type: none"> Supply and install slave ATS 	As	

			<p>switch with proper and appropriate gauge cabling at 5th floor, timely synchronized with main (parent – ATS panel at 4th floor)</p> <ul style="list-style-type: none"> • Supply and installation of UPS Input/Output and Office lights and power socket DB, connected with power source (ATS Switch at 5th floor) with proper protection and covering and all accessories, and required, with cables of appropriate gauge. • Supply and Installation of 11 X (single phase), 13A, Flat pin British type power sockets connected with power source IS&T DB with proper protection and covering and all accessories, and required cables of appropriate gauge. 05 (single phase) 13A, flat pin British type power sockets, connected with power source (UPS I/P & O/P DB). • Supply and installation of 01 x (single phase) 13A source connected with source (UPS Out put DB) for access control switch as exhibited in the diagram. <p>(Pakistan Cables or equivalent for cabling, CLIPSAL/BOSCH power sockets or local sockets of equivalent quality, Circuit breaker Terrasaki, Hager or equivalent)</p>	required
	4	Air conditioning	Dismantling and reinstallation of three split type air conditioners, complete with all respect at IS&T Deptt. renovated are along with providing three individual power connectivity source	As required

			connected with IS&T DB at 5th floor using appropriate power cables, properly routed with protection and covering and all accessories including proper fool proof water drainage. As exhibited in the diagram.	
	5	Cubicles	Providing cubicles for four persons with integrated writing and computer desk and network, power and telephone points as exhibited in the diagram.	As required
	6	Telephone Cabling	5 X telephone sockets connected with common PTCL line from PTCL DB at 5th floor, with proper protection and covering and all accessories, and required cables (CLIPSAL RJ-11 outlets or equivalent, SIEMENS cable or equivalent)	As required

Server Room	Sn.	Component	Details	Qty Apx.
	1	Renovation	False ceiling metallic (False ceiling (imported). Supply and installation with all means) fixed to aluminum channel. (Fire proof)	100 sq.ft
			Raised Floor tiles 38mm, 600mm x 600mm, with 300mm height jacks, with tile puller and all required. Tiles should be German made, light gray color. (MASTER TILES, MERO or equivalent)	100 sq.ft.
			Wall Paint, Enamel (ICI, BERGER or equivalent)	As required
			Dampa Ceiling Light, 2x2 ft., low heat dissipating Tube lights. (NRG Energy savers or equivalent)	4
			Gypsum Walls with door as exhibited in the diagram complete in all respect like clipping, skirting, coping etc. and glass window (10mm) as exhibited in the diagram.(Aluminum Glass door with 12mm frosted glass) as shown in the diagram.	As required
	2	Network	Replacing existing 4 U rack with	As required

		cabling	mounting of 9U rack (provided by SEC) with proper termination of existing uplink network cables (with appropriate concealing and tagging).	
			Providing and installing of 2 X 24 Port gigabit Ethernet patch panel in network rack, with 24 Cat 6e machine made patch cords terminated and tagged. (Lucent, Avaya, 3M or equivalent)	2
			Providing and laying 25 X Cat. 6e. Gigabit Ethernet Network cables from Patch panel (LAN rack) to Server rack with proper protection and covering and all accessories using appropriate route on the wall and under the raised flooring, with proper tagging; as exhibited in the diagram. (Lucent, Avaya, 3M or equivalent)	25
	3	Power Cabling	10 x single phase industrial floor mounted sockets with all accessories at server rack as exhibited in the diagram), from UPS to rack location. With required PDB(s), Properly protected cabling in cable trays as per quality standards. (Pakistan cables or equivalent for cabling, locally manufactured cable tray and CLIPSAL/ BOSCH or equivalent local industrial sockets)	As required
			Input Cabling for UPS in Server Room with required PDB(s) breakers and accessories from ATS Switch. Properly protected cabling in cable trays as per quality standards, complete in all respect. (Pakistan cables or equivalent for cabling, locally manufactured cable tray and CLIPSAL/ BOSCH or equivalent local industrial sockets)	As required
	4	Cooling Systems	2X 2 Tons split type Air Conditioners, with proper protection and covering and all accessories. (LG, HAIER, ORIENT or equivalent)	2
	5	Fire Extinguishers	Fire Extinguishers.(CO2)Wall mountable)	3

			(Imported Brand)	
	6	Dismantling.	Proper dismantling of existing cubicle infrastructure.	As required
	7	Window Shade	Providing and fixing of proper painted (Enamel) Chipboard complete in all respect, as exhibited in the diagram. (Lasani or equivalent), (ICI, BERGER or equivalent)	65 Sq ft.
IT inventory room	1		Flooring polishing	100 sq.ft.
			Wall Paints, Enamel (ICI, BERGER or equivalent)	As required
			Dampa Ceiling Lights 2x2ft. Tube lights, with power switches connected from MDB. (NRG Energy savers or equivalent) (Pakistan cables or equivalent for cabling, and CLIPSAL/ BOSCH or equivalent local industrial sockets.	2
			Gypsum walls (MDF) and door wooden door with lock, handle, hinges etc. complete with all respect, as exhibited in the diagram	As required
	2	Dismantling.	Proper dismantling of existing cubicle infrastructure.	As required

3. FORMAT FOR PROPOSALS

The technical proposal should be concisely presented and structured in the form of chapters to include, but not necessarily be limited to, the following information. Support material should not be part of the main proposal but should be placed in annexure:

a) General

The responding organization should provide the followings.

Name of the participating organization or participating organizations (if more than one) in the responding consortium, including their scope of involvement.

- Number of years of incorporation of the participating organization or participating organizations (if more than one)
- Value, Size and Nature of Projects in hand and projects completed, in tabular form.
- Clientele, proof of company as legal entity.

b) Financial Capabilities

The Responding organization shall describe the financial position of its organization. Income Statement or Annual Report should be included in the detailed Technical proposal.

Additionally, the Responding organization, who form part of the bidding consortium, shall provide information (including financial value of projects) on any major projects that have been awarded to them, where it is felt that this would be beneficial in supporting their response to this Pre-Qualification Document. The National Tax Numbers and Sales Tax Registration Numbers of the company and/or partners should also be indicated (Photo copies of concerned documents should be provided).

c) Relevant Experience

Completion time of the project must be mentioned, the maximum time for completion is 30 days after the receipt of work order. Please provide information of your hosted clients as per following format:

Sn.	Client Name	Value of Contract and duration of	Detailed Scope	Name and Contact
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		Service	of Work	Details
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d) Staff Available for the Implementation & Operations

- List of personnel who are currently working in the RO's Site preparation of Data center/Office renovation projects, their names and roles should be provided. Particular focus should be on core skills set required for the said Project.
- **SEC requires the resumes of staff, assigned to this project.**

e) Support Capabilities

The Responding organization should indicate the support capabilities for the said project. Number, qualifications and relevant certifications of support personnel must be indicated.

4. GENERAL TERMS AND CONDITIONS AND GUIDELINES

- Server room and IS&T Office renovation work will be in Karachi.
- RO should submit the detailed project plan.
- All quantities and measurements mentioned are approximate; Vender must quote exact quantity/measurement, unit cost and total cost separately for services and goods. **For that matter, RO(s) can visit the site at their respective cost. SEC will not bear the boarding and lodging cost of any RO(s) staff member visiting the said site.**
- RO must submit proposal for Site preparation of said wok on **Turnkey basis.**
- Quotation must contain component wise prices details of each room as per the drawing. The bidder must mention breakup of cost against each room.

- A layout is attached as a tentative design however RO should submit its own Design/Layout with allied components already mentioned in "Scope of Work".
- Enquiries regarding this tender document shall be submitted before 01:00 pm till 24th June,2011 to

**Mr. Sajjad Ahmed (Deputy Director IS&T)
Securities and Exchange Commission of Pakistan,
SLIC Building #2 , Wallace Road, Off, I.I chundrigarh
Road,
Karachi.
Email: sajjad.ahmed@secp.gov.pk
Phone: 92-21-32463880**

- The complete proposals should be submitted by 11.00 am on 27th June, 2011 at the address mentioned in the tender. The technical proposals will be opened on the same day at 11:30 am at the same address.
- Main Envelope for technical proposal should clearly mark: **"Technical Proposal"**.
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- **A detailed cost breakup of mentioned components in "scope of work" is required for the following items:**
 2. Server Room
 3. IS&T Deptt. Office
 4. Inventory store.
- Bid shall be accompanied with earnest money (refundable) for an amount of **5%** inclusive of tax if

applicable of the quoted price in shape of Pay Order/ Bank Draft in favor of Securities and Exchange Commission of Pakistan for not less than 6 months.

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(a) Proposal Evaluation:

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- Responding organization has been in the same nature of business for at least 3 years.
- Responding organization should have experience of at least three (3) similar hosting clients in value and nature as per parameters below:

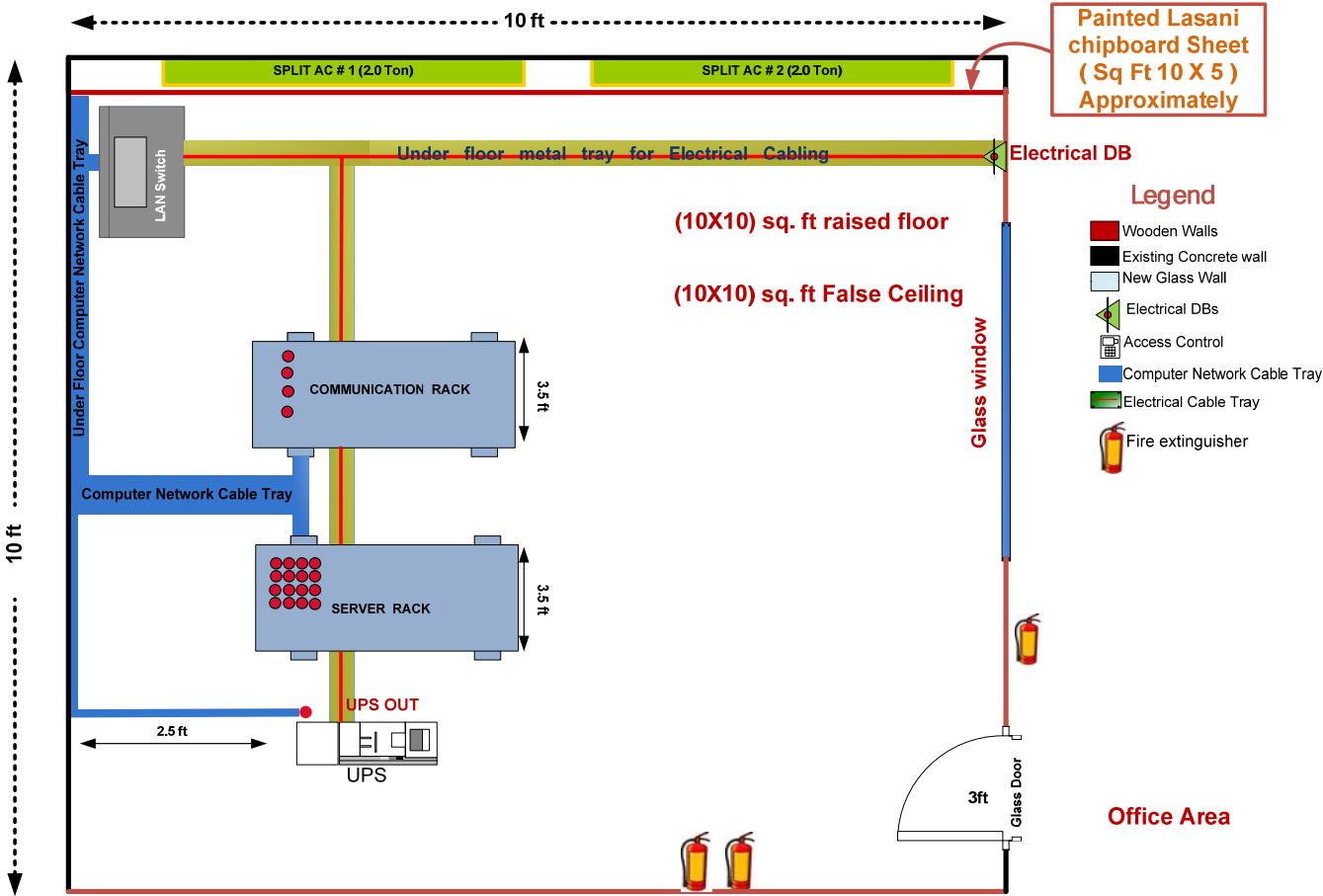
Sn.	Item	Description
1.	Value	5 Million Pak Rupees per client
2.	Nature	<ul style="list-style-type: none">• Establishment of Data centre• Renovation of Large Corporate

		setup. • Power & Network Cabling.
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- Responding organization should have experience of establishment of Tier3 / Tier4 or equivalent data centers.

6. Project Plan Proposed Diagrams with estimated sizes

SERVER ROOM



IS&T DEPARTMENT OFFICE

