



**SECURITIES AND EXCHANGE COMMISSION OF  
PAKISTAN**

**T# 16/14-15**

**INVITATION TO BIDS**

The Securities and Exchange Commission of Pakistan invites sealed bids from the principal's authorized dealers/distributors/partners based in Pakistan and registered with sales tax department, having national tax number (NTN) for following:

<b>S. No.</b>	<b>Renewal required for following</b>	<b>Identification No.</b>
a)	Renewal of License and Support of VMware Software	[T#16(i) /14-15]
b)	Renewal of License and Support for VMware Site Recovery Manager (SRM)	[T#16(ii) /14-15]
c)	SLA and Co-Brand of CISCO Equipment	[T#16(iii) /14-15]
d)	IBM Software Support & Licenses for e-Services	[T#16(iv) /14-15]
e)	PRTG – Networking	[T#16(v) /14-15]
f)	Manage Engine Device Expert	[T#16(vi) /14-15]
g)	Manage Engine Application Manager Professional	[T#16(vii) /14-15]
h)	Firewall Analyzer Software	[T#16(viii) /14-15]
i)	Manage Engine Event Log Analyzer	[T#16(ix) /14-15]

The relevant details plus terms and conditions may be obtained from the undersigned personally or by visiting the SECP website: [www.secp.gov.pk/procurement.asp](http://www.secp.gov.pk/procurement.asp)

Sealed bid with 5% earnest of the total quoted cost for each required renewal/subscription, must reach the undersigned through courier or may be dropped in the tender box on the ground floor of the NICL Building. Bids must be received on May 25, 2015, by 1500 Hrs and will be opened on the same day at 1530 Hrs.

M. Ubaidullah Khalid – Assistant Director (Admin)  
4th Floor, NICL Building, 63 Jinnah Avenue, Islamabad  
Tel: 9207091-4 Ext 107

## Terms and Conditions for Bids and Bidders

1. **Tender Identification Number:** **TENDER # 16 (vi) / 14-15.**
2. Bids are invited for “**Manage Engine Device Expert**” through **SINGLE STAGE ONE ENVELOP METHOD**
3. **The Procurement Agency is:**

**Securities and Exchange Commission of Pakistan**  
4th Floor, NICL Building, 63 Jinnah Avenue, Blue Area,  
Islamabad.
4. Relevant details plus terms and conditions of the invitation may be obtained from the undersigned personally or by visiting the SECP website:  
[www.secp.gov.pk/procurement.asp](http://www.secp.gov.pk/procurement.asp)
5. The right to accept, reject and cancel any offer without assigning any reason is hereby reserved. The SECP’s decision will be final and binding in all matters relating to this invitation.
6. The SECP is not bound to accept the lowest bid and reserves the right to accept full or partial supplies offered and bidders should supply the same at the rates finalized between the agency and the bidder.
7. SECP reserves the right to cancel this invitation and reject all bids at any stage of the bidding process.
8. The bid validity period shall be 150 days.
9. The amount of the bid and earnest money shall be in Pak rupees. The bids should be accompanied by earnest money (refundable) for an amount equal to 5% of the total quoted price (inclusive GST, if applicable) in shape of either pay order, demand draft valid for not less than 6 months in favor of **Securities and Exchange Commission of Pakistan, 4th Floor, NICL Building, 63 Jinnah Avenue, Blue Area, Islamabad.** Bids not accompanied by earnest money or with less amount of earnest money will not be entertained.
10. If the bid is withdrawn before the expiry of its validity or the supply/services are not made/provided within due date, the earnest money will be forfeited in favor of the SECP, Islamabad.
11. It is of utmost importance that bids should be submitted very carefully and the instructions set forth above, scrupulously complied with, failing which the offer will be ignored.
12. The language of the bid is English and alternative bids shall not be considered.
13. Amendments or alterations/cutting etc., in the bids must be attested in full by the person who has signed the bids.

14. The prices quoted shall correspond to 100% of the requirements specified. The prices quoted by the bidder shall not be adjustable. Changes or revisions in rates after the opening of the bids will not be entertained and may disqualify the original offer.
15. The rates must be quoted strictly in accordance with our documents and Annex(s). In the event of non-acceptance of offer no intimation will be given to the individual bidder.
16. Discounts (if any) offered by the bidder shall be part of the bid.
17. Bidder must have regular place of business, telephone numbers and email address and must provide proof of their existence in the particular business, for not less than 01 year and proof of company as legal entity.
18. Bidder must submit an affidavit with the bid that the bidder is not blacklisted by any organization.
19. Comprehensive warranty & onsite support for mentioned years shall be given for the equipment at Islamabad, Karachi, and Lahore offices (if applicable).
20. All software based items contains installation and configuration and end user orientation which is responsibility of the supplier (if support is not provided by the Principal).
21. The equipment/software/renewals supplied must be duty paid in respect of all applied duties and taxes.
22. The quantities required may vary according to SECP requirement.
23. 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.
24. A copy of valid authorized agency/partnership/dealership/distributorship certificate from their principals is to be submitted with the bid.
25. The bidders do not have the option of submitting their bids electronically. Telegraphic and conditional bids will not be accepted. Unsealed bids will not be entertained.
26. **Sealed bids may be dropped in the tender drop box placed at Ground Floor of the NIC Building, 63 Jinnah Avenue, Islamabad.**
27. Clarification if any on the technical requirement may be obtained from:
  - [ubaidullah.khalid@secp.gov.pk](mailto:ubaidullah.khalid@secp.gov.pk)
28. The earnest money of successful bid will be retained and that of other bidders will be returned.
29. Bid qualifying all requirement and quoting lowest cost will be selected.
30. The place of destination is: **Securities and Exchange Commission of Pakistan**, 4th Floor, NICL Building, 63 Jinnah Avenue, Blue Area, Islamabad.

31. The envelopes shall bear the following additional identification marks:

**Bid for:** "Manage Engine Device Expert"  
**Firm Name:** XYZ Firm  
**Attention:** Assistant Director, Admin, 4th Floor  
NICL Building, 63 Jinnah Avenue  
Blue Area, Islamabad

32. The deadline for the submission of bids is:

**Date: May 25, 2015**  
Time: 1500Hrs

33. The bid opening shall take place at:

**Securities and Exchange Commission of Pakistan**  
4th Floor, NICL Building, 63 Jinnah Avenue, Blue Area,  
Islamabad  
**Date: May 25, 2015**  
Time: 1500Hrs

34. A statement "**Not to be opened before 1530 Hrs on May 25, 2015**" shall be clearly mentioned on the top of the sealed bid.

35. The bids received after the due date and time will not be entertained.

36. The SECP reserves the right to amend/change/revise the TORs of invitation if deemed necessary. The successful bidder shall have to provide the services accordingly.

**Note:**

- **The attachment details are as under**

**1. Terms of Reference**

**Annex "A"**

- **If the above terms and conditions are acceptable then bids must be submitted well in time and according to the requirements.**

**Terms of Reference**

Annual Subscription Renewal is required for the following software currently in use:

<b>SR.</b>	<b>Description</b>	<b>Licenses Detail</b>	<b>Quantity</b>
1.	Manage Engine Device Expert	50 Devices	01

**Note:** Above mentioned software licenses should be based on **Annual Subscription** model