



**SECURITIES AND EXCHANGE COMMISSION OF
PAKISTAN**

T# 09/13-14

INVITATION TO BIDS

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

S. No.	Renewal required for following	Identification No.
a)	Renewal of License and Support of VMware Software	[T#09(i) /13-14]
b)	Renewal of License and Support for VMware Site Recovery Manager (SRM)	[T#09(ii) /13-14]
c)	Renewal of License and Support for EMC CENTERA and FMA	[T#09(iii) /13-14]
d)	SLA and Co-Brand of CISCO Equipment	[T#09(iv) /13-14]
e)	Renewal of IBM Software Support and Licenses	[T#09(v) /13-14]

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

Sealed bid with 5% earnest of the total quoted cost for each required renewal, must reach the undersigned through courier or may be dropped in the tender box on the ground floor of the NICL Building. The tenders must be received on December 17, 2013, by 11:00 AM and will be opened on the same day at 11:30 AM.

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 # 09 (iv) / 13-14.**
2. Bids are invited for “**SLA and CO-BRAND of CISCO EQUIPMENT**” 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 tender may be obtained from the undersigned personally or by visiting the SECP website: 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 tender.
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. The bid validity period shall be 150 days.
8. 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.** The tenders not accompanied by earnest money or with less amount of earnest money will not be entertained.
9. 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.
10. 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.
11. The language of the bid is English and alternative bids shall not be considered.
12. Amendments or alterations/cutting etc., in the bids must be attested in full by the person who has signed the bids.
13. 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 tender will not be entertained and may disqualify the original offer.

14. 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.
15. Discounts (if any) offered by the bidder shall be part of the bid.
16. The interested firm/company 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.
17. The proof of firm/company's existence as a legal entity and an affidavit that the company is not blacklisted by any organization must be presented with the bids.
18. Comprehensive warranty & onsite support for 01 year shall be given for the equipment at Islamabad, Karachi, Lahore, Peshawar, Multan, Faisalabad, Sukkur, and Quetta offices.
19. The partner should be able to manage all its services at the above mentioned locations.
20. List of existing customers along with their contacts should be provided which are currently availing Warranty Renewal and Co-Brand Services from the partner.
21. Copy of authorized Tier One Gold partnership from the principals must be submitted with the tender.
22. The response time of the partner should not exceed from one hour after the registration of the complaint.
23. The equipment supplied must be duty paid in respect of all applied duties and taxes.
24. The quantities required may vary according to SECP requirement.
25. 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.
26. 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.
27. Sealed tenders may be dropped in the tender drop box placed at Ground Floor of the NIC Building, 63 Jinnah Avenue, Islamabad.
28. Clarification if any on the technical requirement may be obtained from:
 - ubaidullah.khalid@secp.gov.pk
29. The earnest money of successful tenders will be retained and that of other bidders will be returned.
30. Bid qualifying all requirement and quoting lowest cost will be selected.
31. The place of destination is: **Securities and Exchange Commission of Pakistan**, 4th Floor, NICL Building, 63 Jinnah Avenue, Blue Area, Islamabad.
32. The envelopes shall bear the following additional identification marks:

Bid for: "SLA and CO-BRAND of CISCO EQUIPMENT"
Firm Name: XYZ Firm
Attention: Assistant Director, Admin, 4th Floor
NICL Building, 63 Jinnah Avenue
Blue Area, Islamabad

33. The deadline for the submission of bids is:
Date: December 17, 2013
Time: 11:00 AM

34. The bid opening shall take place at:

Securities and Exchange Commission of Pakistan
4th Floor, NICL Building, 63 Jinnah Avenue, Blue Area,
Islamabad
Date: December 17, 2013
Time: 11:30 AM

35. A statement "**Not to be opened before 11:30 AM on December 17, 2013**" shall be clearly mentioned on the top of the sealed bid.

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

37. Successful bidder will have to sign a legal agreement with the Commission initially for the period mentioned and extendable to any period mutually agreed. Details of the legal agreement are attached as Annex "B".

38. The SECP reserves the right to amend/change/revise the TORs of tender 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"
2. Details of Legal Agreement	Annex "B"

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

Terms of Reference

Details of SLA and CO-Brand of CISCO EQUIPMENT

1. Hardware

Device Name	Type	Quantity	Duration
Cisco 2951	Router	01	For a period of 12 months
Cisco 2921	Router	01	
Cisco 2901	Router	01	
Cisco 2821	Router	04	
Cisco 3845	Router	02	
Cisco 2811	Router	05	
Cisco ASA 5540	Firewall	01	
ASA5540-AIP20-K9	Firewall (IPS)	01	
Cisco 4507	Core-Switch	01	
Cisco 6509	Core-Switch	01	
Cisco 3560G POE (48 Port)	Switch	03	
Cisco 3560G (48 Port)	Switch	03	
Cisco 2960 (48 Port TC-S)	Switch	06	

2. Services

- SLA co-brand services for above mentioned equipment.

3. Training

- Not required.

Legal Agreement Details

Agreement will be signed with the selected vendor which must cover at least the following:

- 02 x copies of the agreement should be submitted to SECP.
- First page of the agreement should be on a legal stamp paper of worth Rs.100/-.
- Agreement should mention items in stock/reserve maintained for SECP.
- Agreement should mention the response time for support.
- Agreement should also mention the escalation matrix for support.
- Terms of support agreement/SLA w.r.t problem resolution/part delivery (8 x 5 x NBD).
- Coverage of firmware/IOS upgrades for all above devices.