



## SECURITIES AND EXCHANGE COMMISSION OF PAKISTAN

**T# 11/14-15**

### **INVITATION TO BID**

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

#### **Development of Control Room and Supply of IP Based Security Surveillance System**

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 required work/items, 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 **February 20, 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 # 11 / 14-15.**
2. Bids are invited for “**Development of Control Room and Supply of IP Based Security Surveillance System**” 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](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 to bid.
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.** Bids not accompanied by 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 bids 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. 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.
17. The proof of bidder's existence as a legal entity and an affidavit that the bidder is not blacklisted by any organization must be presented with the bids.
18. The equipment supplied/provided must be duty paid in respect of all applied duties and taxes.
19. The quantities required may increase/decrease according to SECP requirement.
20. Bidders may be required to give a presentation about their proposed solution before the Purchase Committee.
21. Liquidated Damages (LDs): as liquidated damages, a sum equivalent to 0.5 percent of the delivery price of the delayed goods for each week of delay until actual delivery, up to a maximum deduction of 10 percent of the delayed goods Purchase Order price. Once the maximum is reached, the purchaser may consider termination of the Purchase Order.
22. 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.
23. **Sealed bids may be dropped in the tender drop box placed at Ground Floor of the NIC Building, 63 Jinnah Avenue, Islamabad.**
24. Clarification if any on the technical requirement may be obtained from:
  - [ubaidullah.khalid@secp.gov.pk](mailto:ubaidullah.khalid@secp.gov.pk)
25. The earnest money of successful bidder will be retained and that of other bidders will be returned.
26. The place of destination is: **Securities and Exchange Commission of Pakistan**, 4th Floor, NICL Building, 63 Jinnah Avenue, Blue Area, Islamabad.
27. The envelopes shall bear the following additional identification marks:

**Bid for:**           **Development of Control Room and Supply of IP Based Security Surveillance System**  
**Firm Name:**   XYZ Firm  
**Attention:**     Assistant Director, Admin, 4th Floor  
                      NICL Building, 63 Jinnah Avenue  
                      Blue Area, Islamabad

28. The deadline for the submission of bids is:

**Date: February 20, 2015**

Time: 1500 Hrs

29. The bid opening shall take place at:

**Securities and Exchange Commission of Pakistan**

4th Floor, NICL Building, 63 Jinnah Avenue, Blue Area,  
Islamabad

**Date: February 20, 2015**

Time: 1530 Hrs

30. A statement **“Not to be opened before 1530Hrs on February 20, 2015”** shall be clearly mentioned on the top of the sealed bid.

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

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

**Note:**

- The attachment details are as under:

<b>1</b>	<b>Terms of Reference for Development of Control Room and evaluation criteria</b>	<b>Annex “A”</b>
<b>2</b>	<b>Terms of Reference for IP Based Security Surveillance System and evaluation criteria</b>	<b>Annex “B”</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: Development of Control Room**

The Commission intends to hire services for **Development of Control Room** of following specifications:

S. No.	Specification	QTY
1.	Glass Partition 12mm (8x10)	160 Sqft
2.	Aluminum Pipe 16 Gage & Door Frost Paper	160 Sqft
3.	Anti-Blast Sheet	160 Sqft
4.	<b>Fire Safety Kit:</b> Wooden Cabinet of size 2’ x 3’. Having single door with glass. Good quality lock and handle must be installed in the cabinet to keep following firefighting equipment (one each): <ul style="list-style-type: none"> <li>• Fire Resistant Blanket (6x4)</li> <li>• Safety Helmet</li> <li>• Safety Googles</li> <li>• Safety Gloves</li> <li>• Emergency Torch</li> <li>• Safety Shoe &amp; Live Jacket</li> <li>• Fire Man Hammer</li> <li>• Fire Beater</li> <li>• Full Face Mask with Filter</li> </ul>	01
5.	Fire Extinguisher (4kg DPC)	01
7.	Office Table-5ft x2.5ft(Vin Board)	01
8.	Revolving Chair	02
9.	Wall Cabinet (4x1.5 with glass door with wooden frame)	01
	File Cabinet (7x2.5)	01
10	Power Cable 3/29 Roll	02
11.	Power Sockets	06
12.	Socket Box	06
13.	Screw/Nail/Rawalplugs	01
14	Duct (40x40)	02
15.	Duct (16x25)	06
16.	DVR Pins	06
17.	Provision for <ul style="list-style-type: none"> <li>a. Direct Line (Voice)</li> <li>b. Data Cable (LAN)</li> <li>c. Cable for UPS</li> </ul>	01

### **Evaluation Criteria for Development of Control Room**

Firms will be evaluated on following criteria:

**Technical** : 40%  
**Financial** : 60%  
**Total** : 100%

<b>S.NO</b>	<b>Technical Criteria</b>	<b>Points (40)</b>
01	Item Quality	15
04	Clientage Profile:	10
05	Geographical outreach Must have office in Islamabad	5
06	Experience: 5years or less=5 5-10 years=10	10

**Terms of Reference: IP Based Security Surveillance System**

The Commission intends to purchase **IP Based Security Surveillance System** with following specifications:

S. No.	Specification	QTY
1.	IP Cameras: <ul style="list-style-type: none"> <li>• Day &amp; Night IR cameras with high resolution,</li> <li>• 1080P with 2MP support,</li> <li>• Must have night vision capability.</li> <li>• Motion detection based recording (Preferred).</li> <li>• Must support Compression</li> <li>• Ethernet (10Base-T / 100Base-TX) minimum</li> <li>• Video Resolution (min): 640 x 480, 320 x 240, 192 x 144</li> <li>• Frame rate: 30fps</li> <li>• 24/7 recording and monitoring.</li> <li>• Protocols: TCP, UDP, IP, HTTP, FTP, SMTP, DNS, ARP, ICMP, POP3, NTP, Isec, UPnP, ICMPv6</li> <li>• Integrated power supply (must) +POE (Optional)</li> <li>• Encryption capability (preferred)</li> <li>• Software with capability to support/view multiple cameras feed through secure connection.</li> </ul>	20
2.	16 Channel NVR: <ul style="list-style-type: none"> <li>• Multi brand support</li> <li>• Must support future extensions if needed.</li> </ul>	02
3.	Hard Disk Drive (60 days retention) <ul style="list-style-type: none"> <li>• Minimum 8 TB</li> </ul>	
4.	LCD Screen 32” with VGA input (HDMI/USB ports optional)	02
5.	Power Supplies	20
6.	LAN Cable (Specify rate/sqft)	As Per Actual
7.	Power cable-23/76 (Specify rate/sqft)	As per Actual
8.	Duct-16*38 (Specify rate/sqft)	As Per Actual

**Evaluation Criteria for IP Based Security Surveillance System:**

Firms will be evaluated on following criteria:

**Technical** : 60%  
**Financial** : 40%  
**Total** : 100%

<b>S.NO</b>	<b>Technical Criteria</b>	<b>Points (60)</b>
01	Product Specifications/Features	15
02	Parts Warranty: 1 Year = 10 2 Years or more =15	15
03	After Sale & Service Support 1 Year = 10 2 Years or more =15	15
04	Clientage Profile: 5 years or less=	5
05	Geographical outreach Must have office in Islamabad	5
06	Experience: 5years or less=2 5-10 years=5	5