



SECURITIES AND EXCHANGE COMMISSION OF PAKISTAN

No. T# 01/17-18

Invitation to Bid

The Securities and Exchange Commission of Pakistan invites sealed bids from suppliers/service providers based in Pakistan and registered with Income Tax and Sales Tax Departments for

Data Center Restructuring on Reduced Size

Bidding documents containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification/rejection of bids etc. against above requirement(s) are available for the interested bidders from the undersigned and can also be downloaded from <https://www.secp.gov.pk/procurement/> free of cost.

The bids prepared in accordance with the instructions in the bidding documents, must reach undersigned on or before **May 24, 2018 at 1100 Hrs** and will be opened on the same day at 1130Hrs.

In case of any query, Admin Department may be contacted on Telephone No. 042-99204962 (Ext- 53) during Office Hours (Monday to Friday excluding Public Holidays)

Terms and Conditions for Bids and Bidders

1. **Tender Identification Number: TENDER # 1 / 17-18**
2. The Securities and Exchange Commission of Pakistan (SECP), setup in pursuance of the Securities and Exchange Commission of Pakistan Act, 1997 is an apex regulatory authority mandated to regulate and supervise the Pakistani securities markets, corporate sector, insurance industry and non-banking financial sector etc.
3. The Securities and Exchange Commission of Pakistan invites sealed bids from well reputed and financially sound contractors registered with income tax and sales tax departments for **“Data Centre Restructuring on Reduced Size through SINGLE STAGE ONE ENVELOP METHOD.**
4. **The Procurement Agency is:**

Securities & Exchange Commission of Pakistan
Company Registration Office
Associate House, 3rd & 4th Floor,
7-Egerton Road, Lahore
Tel: PABX: +92 [42] 99204962-66 [11] | FAX: +92 [42] 99202044.
5. Relevant details plus terms and conditions of the invitation may be obtained from the undersigned personally or by visiting the SECP website:
<https://www.secp.gov.pk/procurement/>
6. The SECP is not bound to accept the lowest bid only; lowest bidder must be compliant with the given criteria i.e. MUST Requirements, TORs, Technical Specification and Evaluation Criteria etc.
7. SECP 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.
8. SECP reserves the right to cancel this invitation and reject all bids at any stage of the bidding process.
9. The bid validity period shall be 150 days.
10. The amount of the bid and bid security shall be in Pak rupees. The bids should be accompanied by bid security (refundable) for an amount equal to 2% 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, 3rd Floor, Associated House 7 Edgerton Road Lahore.** Bids not accompanied by bid security will not be entertained.
11. In case any bidder submits more than one option against this invitation then bid security shall be submitted against highest quoted option.
12. If the bid is withdrawn before the expiry of its validity or the supply/services are not made/provided within due date, the bid security will be forfeited in favor of the SECP, Islamabad.
13. The equipment supplied by the supplier shall be brand new, in original manufacturer packing and complete in all respects. Cost of transportation of supplied equipment to the site and cost

of installation and commissioning of equipment shall be the responsibility of the supplier.

14. The Bidders who have duly complied with Technical Specifications/Evaluation Criteria will be eligible for further processing.
15. Original warranty card must be provided to the Commission. Warranty on vendors/suppliers letterhead or on invoice is not acceptable.
16. Product without original warranty card is not acceptable.
17. 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.
18. The language of the bid is English and alternative bids shall not be considered.
19. Amendments or alterations/cutting etc., in the bids must be attested in full by the person who has signed the bids.
20. 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.
21. 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.
22. Discounts (if any) offered by the bidder shall be part of the bid.
23. Bidder must have regular place of business, telephone numbers and email address and must provide proof of their existence in the particular business.
24. Only registered suppliers who are on Active Taxpayers List (ATL) of FBR are eligible to supply goods/services to the Commission.
25. If any supplier is not in ATL then his payment shall be stopped till he files his mandatory returns and appears on ATL of FBR.
26. Items included in Compulsory Certification Scheme of PSQCA shall be duly certified by an accredited laboratory and fulfill necessary conditions of PSQCA, as applicable.
27. If bidder is a company, it should be registered with SECP and should be compliant with filing requirements of the Companies Act, 2017.
28. In case bidder is not compliant at the time of submission of bid, it would ensure compliance as payment will be subject to submission of overdue returns.
29. Payment shall be made after delivery, installation and commissioning of complete equipment/services/renewals.
30. Comprehensive warranty & onsite support for mentioned year (s) shall be given for the equipment at Lahore (if applicable).
31. 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).
32. The equipment/software/renewals supplied must be duty paid in respect of all applied duties and taxes.

33. 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)
34. A copy of valid authorized agency/partnership/dealership/distributorship certificate from their principals is to be submitted with the bid in case of any such claim.
35. 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.
36. Sealed bids may be dropped in the tender drop box placed at Company Registration office 3rd Floor, Associated House 7 Edgerton Road Lahore.
37. Clarification if any on the technical requirement may be obtained from:
o umer.haider@secp.gov.pk
38. The bid security of successful bidder will be retained till delivery, installation and commissioning of complete equipment/services/ and that of other bidders will be returned after award of contract to successful bidder.
39. In case applicable taxes have neither been included in the quoted price nor mentioned whether quoted amount is inclusive or exclusive of such taxes, then quoted amount will be considered inclusive of all taxes and selected service provider will have to provide the required services/equipment, if selected and declared as best evaluated bidder. In case selected bidder is not willing to supply on quoted amount then bid security submitted with the bid will be forfeited in favor of the Commission.
40. Bids received will be evaluated as per evaluation criteria given in the TORs.
41. Successful bidders shall be bound to supply ordered equipment and services within the delivery period. In case of late delivery, late delivery (LD) charges equivalent to 1% (of the PO Value) per week shall be imposed and deducted from the payment. However, imposed penalty shall not exceed 10% of the PO value.
42. **The place of destination is: Securities and Exchange Commission of Pakistan**, Company Registration office 4th Floor, Associated House 7 Edgerton Road Lahore.
43. The envelopes shall bear the following additional identification marks:
Bid for: “Data Center Restructuring on Reduced Size”
Bidder Name: XYZ
Attention: **Umer Haider**
Company Registration office 3rd
Floor, Associated House 7 Edgerton Road Lahore.
44. The deadline for the submission of bids is:
Date: May 24, 2018
Time: 1100Hrs
45. The bid opening shall take place at:
Securities and Exchange Commission of Pakistan
Company Registration office 3rd
Floor, Associated House 7 Edgerton Road Lahore.

Date: May 24, 2018

Time: 1130Hrs

46. A statement **“Not to be opened before 1130 Hrs on May 24, 2018”** shall be clearly mentioned on the top of the sealed bid.

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

Note:

- **The attachment details are as under**

1. Specifications for Data Center Restructuring on Reduced Size	Annex “A”
2. Technical Evaluation Criteria	Annex “B”
3. Bidder Information Form	Annex “C”
4. Form of Bid	Annex “D”
- **If the above terms and conditions are acceptable then bids must be submitted well in time and according to the requirements.**

REQUIREMENTS

SR	REQUIREMENT	QUANTITY
1.	Data Center Restructuring on Reduced Size	01

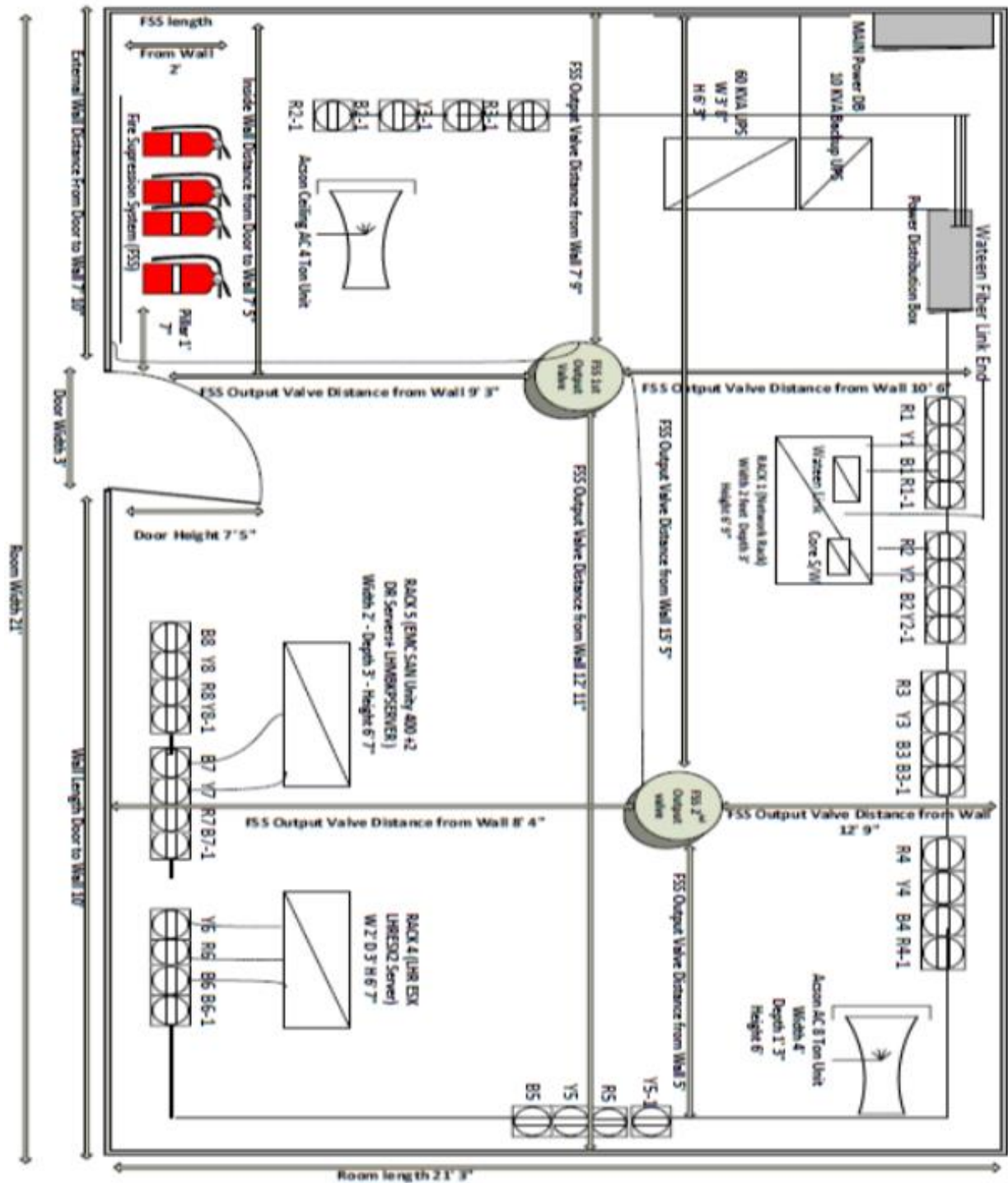


Figure 1- Current Disaster Recovery Center Design

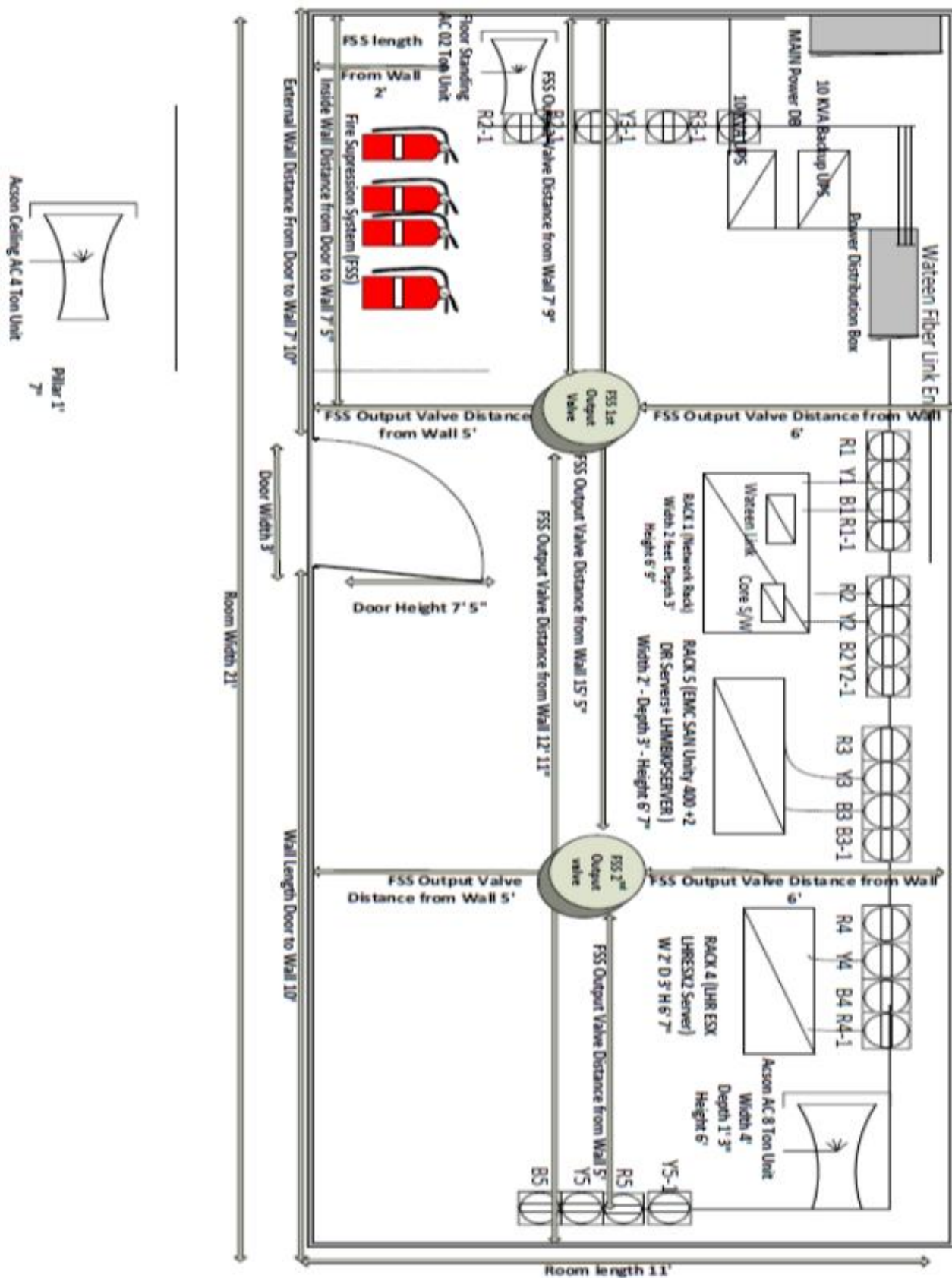


Figure 2 –Expected Data Center design on reduced size

Disclaimer: The dimensions provided in above diagrams, rack placement and other items are indicative only, and vendor must conduct their own survey before bid submission as a mandatory requirement to assess the requirements on ground

TECHNICAL CRITERIA

SR.	REQUIREMENT	SPECIFICATIONS	WEIGHTAGE
1	CIVIL WORKS	Relocation and reinstallation of old data center entrance wall (Gypsum) along with glass door	MUST
		Removal of extra raised flooring after reducing DC size	MUST
2	AIR CONDITIONER	New 02 Ton Standing Air Conditioner of a renowned brand	MUST
3	STRUCTURED CABLING	Removal/ shifting of industrial sockets + cable trays + routing of cables where required	MUST
		Structured cabling for 02x server and network racks	MUST
4	FIRE SUPPRESSION SYSTEM	Shifting of fire suppression system cylinders and output hose(s)	MUST
5	10 KVA UPS PROCUREMENT, REPLACEMENT & COMMISSIONING	01 x 10 KVA UPS to replace existing 60 KVA UPS, with complete wiring included	MUST
		Output power capacity 10 kW / 10 kVA, Nominal output voltage 230V with distortion less than 2% and frequency 50/60 Hz +/- 3Hz maximum	MUST
		Double conversion online topology with sine wave output	MUST
		Output Connections: Hard Wire 3-wire (H N + G) Minimum Input Connections: Hard Wire 3 wire (1PH+N+G) Minimum	MUST
		Internal battery modules for quoted UPS (No external battery bank)	MUST
		Typical recharge time 1.5 HRS (maximum)	MUST
		Smart Card/ NMC with SNMP support (RJ-45, Serial, Smart-Slot, USB)	MUST
		Multi-function LCD status and control console	MUST
		Tower form factor	MUST
		Internal Bypass (Automatic and Manual)	MUST
		Surge energy rating 480 Joules (or better)	MUST
		Emergency Power Off (EPO) supported	MUST
		02 years on site comprehensive warranty for electronic parts and 01 year for consumable batteries	MUST

NOTE: The above work is required on turnkey basis. The bidders must identify any additional/ allied work/ equipment needed at the time of pre-bid survey and quote accordingly.

TECHNICAL EVALUATION CRITERIA

SR.	REQUIREMENT	SPECIFICATIONS	WEIGHTAGE
1.	SIMILAR PROJECTS EXECUTION EXPERIENCE	Award and successful completion of civil work, power and network projects of similar nature i.e. Data Centers for at least 02 clients (Copies of purchase/ work orders and client references must be provided with quote)	MUST
2.	UPS PROCUREMENT CHANNEL	Mention the procurement channel for 10 KVA UPS or if any sub-contractor is involved (Authority letter from authorized distributor/ reseller along with partnership certificate from principal should accompany the bid) – Failure to provide proof of procurement channel in this regard will disqualify the bid	MUST
3.	PRE-BID SURVEY	Pre-Bid survey to assess the current data center and expected project outcome to determine the exact civil and allied work required	MUST

Bidder Information Form

1. **Name of Bidder** : _____
2. **NTN#** : _____
(Please attach Copy of NTN Certificate)
3. **GST#** : _____
(Please attach Copy of GST Certificate)
4. **Active Tax Payer** Yes No
5. **Registered with SECP** Yes No
IF Yes please provide compliance status
6. **Contact Person** : _____
7. **Contact number** : _____
8. **Postal address** : _____

9. **Email address** : _____

Declaration: I certify that, to the best of my knowledge and belief, all of the information on and attached is true, correct, complete and made in good faith. I understand that false or fraudulent information on or attached to this form may be grounds for not entertaining my bid, or for cancellation after bid acceptance, and may be punishable by fine or imprisonment according to law of Pakistan. I understand that any information I voluntarily provide on or attached to this bid may be investigated.

Signature _____

Name with Official Stamp _____

Date _____

Form of Bid

Umer Haider
SECP
Lahore.

Sir

Reference your advertisement dated _____ for _____

1. I/We, hereby submit our complete bid along with all the requirements as per the bidding document. We acknowledge that SECP is not bound to accept any bid in this regard and reserve the right to accept or reject any offer and to annul the bidding process and reject all bids without assigning any reason or having to owe any explanation whatsoever.
2. I/We, (Name); (CNIC#); (Designation), (Bidder Name) have gone through the Terms/Conditions of this invitation and have found the document in whole as non-biased to any particular vendor or product/ brand. I hereby undertake and firmly bound myself to abide by/ comply with all sections / conditions of this invitation.
3. I/We do not have any objection/comment on any item and fully understand the requirement of SECP.
4. The decision of Commission shall be final and will not be liable for any loss or damage to any party acting in reliance thereon.
5. I/We agree to abide by this bidding for a period of one hundred and fifty days from the bid opening date or any extension thereto granted and it shall remain binding upon us and can be accepted at any time before the expiration of this period.
6. I/We submit herewith our bid as one original.
7. I/We undertake that all the information submitted by us is correct and true to the best of our knowledge and belief and nothing has been concealed and misstated by us in the bid. In case any information is found wrong, misleading or misstated in this bid, the same may lead to rejection of our bid and our disqualification.

Yours' sincerely

Authorized Signature:

Name and Title of Signatory:

Name & Address of Bidder: