



SECURITIES AND EXCHANGE COMMISSION OF PAKISTAN

T# 04/21-22(KHI)

Invitation to Bid

The Securities and Exchange Commission of Pakistan invites sealed bids from suppliers and the principal's authorized dealers/distributors/partners/resellers (where applicable) based in Pakistan and registered with Federal Board of Revenue/Respective Revenue Boards for Income Tax and Sales Tax and who are on Active Taxpayers List (Income and Sales tax) of the Federal Board of Revenue/Relevant Tax Authority for:

Supply and Installation of Air purification system for SECP Karachi Data Center

Interested bidder (s) may get documents containing detailed terms and conditions, method of procurement, procedure for submission of bid, bid security, bid validity, date and location for opening of bids, bids evaluation criteria, clarification/rejection of bids etc. from the undersigned free of cost and can also be downloaded from <https://www.secp.gov.pk/procurement/>

The bids prepared in accordance with the instructions in the bidding documents, must reach undersigned on or before February 28th, 2022 at 1500Hrs and will be opened on the same day at 1530Hrs.

In case of any query, Admin Department may be contacted on Telephone No. 021- 9900-2056, Email: Sajjad.ahmed@secp.gov.pk during office hours (Monday to Friday excluding Public Holidays)

Sajjad Ahmed, Deputy Director (Admin)
4th Floor, State Life Building # 2, Wallace Road, Off: I.I. Chandigarh, Karachi.

Terms and Conditions for Bids and Bidders

1. Tender Identification Number: **No. T# 04/21-22(KHD)**

2. The Procurement Agency is:

Securities and Exchange Commission of Pakistan
4th Floor, State Building #2 Wallace Road, Off I.I Chandigarh Road
Karachi

3. The Securities and Exchange Commission of Pakistan invites sealed bids from the principal's authorized dealers/distributors/partners/resellers (where applicable) based in Pakistan and registered with Federal Board of Revenue/Respective Revenue Boards for Income Tax and Sales Tax and who are on Active Taxpayers List (Income and Sales tax) of the Federal Board of Revenue/Relevant Tax Authority for

Supply and Installation of Air purification system for SECP Karachi Data Center

through

SINGLE STAGE TWO ENVELOP METHOD

4. Bids shall comprise a single package containing TWO separate envelopes. Each envelope shall contain separately the financial Bid and the technical Bid. The envelopes shall be clearly marked as **“FINANCIAL BID”** and **“TECHNICAL BID”** in bold and legible letters.
5. The Bid Bond to be enclosed sealed and labelled as **“BID BOND”**, and should be with the Technical bid envelop, **failing which the bid shall be rejected.**
6. **BID Bond should not be placed within the envelope of financial bid/proposal, failing which the bid shall be rejected.**
7. Initially, only the envelope marked **“TECHNICAL BID”** shall be opened publicly. The envelope marked as **“FINANCIAL BID”** and **Bid Bond** shall be retained.
8. After the evaluation and approval of the technical bid, financial bids of the technically accepted bids only will be opened at a time, date and venue announced and communicated to the bidders in advance. Financial bids of technically unsuccessful bidders will be returned.
9. The amount of the bid and bid bond/security shall be in Pak rupees. The bids should be accompanied by bid bond/security (refundable) for an amount equal to 2% of the total quoted price (inclusive GST, if applicable) in shape of either pay order or demand draft in favor of Securities and Exchange Commission of Pakistan.
10. Bids not accompanied by bid bond/security or with less amount of bid bond/security will be rejected.
11. In case any bidder submits more than one option against this invitation then bid bond/security shall be submitted against highest quoted option.

12. Only registered service providers who are on Active Taxpayers List (Income and Sales Tax) of FBR are eligible to provide services to the Commission. **Bids of all those bidders who are In-Active on ATL on the date of bid opening shall be rejected.**
13. If any supplier is not in ATL at the time of payment then his payment shall be stopped till he files his mandatory returns and appears on ATL of FBR.
14. Tax shall be deducted/withheld as per applicable sales tax and income tax law.
15. 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/>
16. SECP reserves the right to cancel this invitation and reject all bids at any stage of the bidding process.
17. The bid validity period shall be 150 days.
18. If the bid is withdrawn after bid opening time and before the expiry of bid validity the bid bond/security will be forfeited in favor of the SECP, Karachi.
19. The language of the bid is English and alternative bids shall not be considered.
20. Amendments or alterations/cutting etc., in the bids must be attested in full by the person who has signed the bids.
21. 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.
22. The rates must be quoted strictly in accordance with our documents and Annex(A).
23. Discounts (if any) offered by the bidder shall be part of the bid and for taxation purposes will be treated in accordance with the applicable laws.
24. Detail of applicable taxes and whether taxes included or not in the quoted price and breakup of the quoted price shall be clearly mentioned.
25. The bidder shall be responsible for payment of any duties/taxes etc. which are imposed by the Government of Pakistan (GOP). The bided price MUST be inclusive of all applicable taxes. The bidder is hereby informed that the Commission shall deduct tax at the rate prescribed under the tax laws of Pakistan from all payments for supply/services rendered by any responding organization who accepts the Purchase order
26. **Price inclusive of quoted tax, quoted by the bidder shall be considered for evaluation irrespective of the tax rate. The lowest evaluated/most advantageous bidder shall be responsible of the quoted tax in its bid and any demand from tax authorities shall be payable by that bidder.**
27. 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 lowest evaluated/most advantageous bidder.

28. Selected service provider/supplier will have to provide the required services/equipment, if selected and declared as lowest evaluated/most advantageous bidder. In case selected bidder is not willing to supply on quoted amount then bid bond/security submitted with the bid will be forfeited in favor of the Commission.
29. Bidder must have regular place of business, telephone numbers and email address and must provide proof of their existence in the particular business. A brief profile of the bidder, along with list of major customers (corporate sector) along with their contact details is required.
30. Items included in Compulsory Certification Scheme of PSQCA shall be duly certified by an accredited laboratory and fulfill necessary conditions of PSQCA, as applicable.
31. **Bidder must submit the undertaking as per format prescribed in relevant Annexure, failing which the bid shall be rejected.**
32. Comprehensive warranty & onsite support for mentioned years shall be given for the equipment setup at Karachi.
33. All items contain installation and configuration and end user orientation which is responsibility of the supplier (if support is not provided by the Principal).
34. A copy of valid authorized agency/partnership/dealership/distributorship certificate from their principals is to be submitted with the bid.
35. Payment shall be made after delivery, complete equipment/licenses/services/renewals. All payments shall be made after deduction of taxes and all payments shall be made through cross cheque in Pak Rupees. Taxes will be deducted at source as per Government Rules at the time of payment.
36. The bidders do not have the option of submitting their bids electronically. Telegraphic and conditional bids will not be accepted.
37. Only sealed bids will be opened at the time of bid opening and unsealed bids will be rejected.
38. **Sealed bids may be dropped in the tender drop box placed at Securities and Exchange Commission of Pakistan, Administration Department, 4th floor, State Life Insurance Company Building # 2, Wallace Road, Off. I.I. Chandigarh Road, Karachi.**
39. Clarification if any on the requirements may be obtained from:
 - Sajjad.ahmed@secp.gov.pk
40. The bid bond/security of successful bidder will be retained and returned after delivery, installation and commissioning of Air purification system. However, bid bond/security of unsuccessful bidders will be returned after award of purchase order to successful bidder.
41. Successful bidder shall deposit Performance Guarantee i.e. Pay order/ Demand draft, equivalent to 10% of the value of Purchase Order (PO) at the time of issuance of PO. Bid security of successful bidder will be released after submission of Performance Guarantee i.e. Pay order/ Demand draft, equivalent to 10% of the value of Purchase Order. The Performance Guarantee will be released after successful completion of the warranty period and verification/ confirmation by IT Dept.

42. During the retention period the bid bond/ security, no interest / markup will be provided on this amount by Commission to bidder at the time of refund/ release of bid bond/ security.
43. Successful bidders shall be bound to provide the required items 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.
44. In case 1st lowest evaluated/most advantageous bidder is unable to supply and install Air Purification System, then the Commission reserve the right to award the PO to 2nd lowest evaluated /most advantageous bidder. In case 2nd lowest evaluated/most advantageous bidder is unable to supply and install Air Purification System, then the Commission reserve the right to award the contract to 3rd lowest evaluated/most advantageous bidder.
45. Bid bond/security of the bidder who is unable to supply and install Air Purification System shall be forfeited in favor of the Commission.
46. The Commission reserves the right either to issue a Purchase Order or sign an agreement with the successful bidder OR PO & Agreement both will be executed.
47. The bids received after the due date and time will not be entertained.
48. 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.
49. The place of bid destination is:

Securities and Exchange Commission of Pakistan,
4th floor State Life Building #2, Wallace Road, Off I.I Chandigarh Road Karachi

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

Bid for: **Supply and Installation of Air Purification System for SECP Karachi Data Center**

Bidder Name: XYZ
Attention: Mr. Sajjad Ahmed
Deputy Director (Admin),
4th floor State Life Building #2, Wallace Road, Off I.I Chandigarh Road

51. The deadline for the submission of bids is:

Date: February 28th, 2022
Time: 1500Hrs

52. The bid opening shall take place at

Securities and Exchange Commission of, 4th floor State Life Building #2, Wallace Road, Off I.I Chandigarh Road

Date: February 28th, 2022
Time: 1530Hrs

A statement “Not to be opened before 1530Hrs on February 28th, 2022” shall be clearly mentioned on the top of the sealed bid.

Note: Attachment Details are as under:

- | | |
|-------------------------------------------------------|------------------|
| 1. Terms of Reference/Technical Specifications | Annex “A” |
| 2. Evaluation Criteria | Annex “B” |
| 3. Format for Financial Bid | Annex “C” |
| 4. Format of Undertaking | Annex “D” |
| 5. Documentary Evidence Form | Annex “E” |

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

TERMS OF REFERENCE

S. No.	REQUIREMENT	QUANTITY
1.	Air Purifier for SECP Karachi Data Center	01

DELIVERY INFORMATION

The Air Purifier is to be delivered and installed at the SECP Karachi Data Centre.

TECHNICAL SPECIFICATIONS

S. No.	REQUIREMENT	SPECIFICATION
1.	Product Origin	Product origin must be with USA, UK or Europe origin.
2.	DC Area	Air Purifier is required for the coverage area of 12 x 8 sq. ft
3.	Operating Period	Continuous (24 x 7)
4.	Partnership	Valid partnership/ distributorship with the principal
5.	Experience in DC Contamination	Vendor MUST have a minimum of five (05) years of experience in the field of data centre Air Purification
6.	Installation	Complete deployment and installation, including all material (wiring, cabling, etc).
7.	Site Visit	Site visit to ascertain the environment for design/validation purposes
8.	Technical Documentation	All technical brochures/ data sheets of quoted products to be submitted along with the bids
9.	Warranty and Support	Comprehensive onsite warranty for 01 Year or more, including a quarterly inspection.
10.	Delivery	Ex-stock/ 06-08 weeks

TECHNICAL EVALUATION CRITERIA

S. No.	DESCRIPTION	MARKS
1.	Product origin with USA, UK or Europe origin.	MUST
2.	Vendor Must have a minimum of 05 years experience in data centre Air Purification (attach work order proofs)	MUST
3.	Partnership certificates from the Principal/ manufacturer	MUST
4.	Max Air Delivery Rate (Fan Capacity:700 CFM)	MUST
5.	Filter Configuration Pre-filter <ul style="list-style-type: none"> Filter to control coarse/corrosion, fine & ultra-fine dust particles. Efficiency: $\geq 99\%$ Mention the useful life, along with the estimated replacement cost of Pre-filter after the warranty. Gas & odour filter <ul style="list-style-type: none"> Filter to control a wide range of specific chemical substances and odours Mention the useful life, along with the estimated replacement cost of Gas & odour filter after warranty. Post-filter <ul style="list-style-type: none"> Filter to control fine & ultra-fine particulate matter Mention the useful life, along with the replacement cost of the Post-filter after the warranty. 	MUST
6.	Monitoring and Operation Display panel Different fan speeds selection Operating hour selection through the timer Filter monitoring indicators Electrical safety for 24 x 7 operation.	MUST
7.	Performance System efficiency up to 99% Air delivery with all filters fitted	MUST
8.	Warranty, Support <ul style="list-style-type: none"> Comprehensive onsite 01-year warranty Complimentary quarterly visits during the warranty period. Complete installation & configuration in all aspects including all material. 	MUST

FORMAT FOR FINANCIAL BID ONLY

S#	Quoted Item (Brand, Model etc.)	Unit Price with all applicable taxes	Total Price with all applicable taxes
1.			

NOTE: Bid found in compliance to the mandatory requirements in technical evaluation and quoting lowest price shall be selected.

Annex “D”

Format of Affidavit/Undertaking

Bidder must submit following undertaking (on stamp paper of Rs.100), failing which the bid shall be rejected

1. I, Mr. S/o..... holding CNIC # from M/s Having Its business office at, do hereby solemnly affirm and declare as under;
2. That M/s is not engaged, under investigation or offences or no proceedings are pending before FBR, Customs, NAB, any Judicial form, FIA or any other Govt. authority with respect to fraud, terror financing, money laundering etc.
3. We also confirm that our firm has not been black listed by any National/International organization or forum and its entitled to carry out its business activities to the standard business ethics.
4. That the Partner(s) / Officers of M/s..... have not been subject to financial crime. Nor they every compounded with their creditors in any capacity.
5. The above statement is true to the best of my knowledge and belief and nothing has been concealed or is false.

Note: In case bidder is found in the list of “Blacklisted Firms-Pakistan” or related links at <https://www.ppra.org.pk/> then its bid shall be rejected

Name:	_____

Signature	_____

Stamp:	_____

DOCUMENTARY EVIDENCE

Name of the Bidder: _____

Bid against Reference No: _____

Date of opening of Bid: _____

Documentary evidence for determining eligibility of the bidders & evaluation of bids. Bidders should only initial against those requirements that they are attaching with the form. **Bidders are required to mark page number on each page of the bid and mention the exact page number of relevant documents in the table below.** Bidders are advised to attach all supporting documents with this form in the order of the requirement.

S#	Required Documentation	Signature of Bidder	Supporting Document's Name	Page Number in the Bid.
1	NTN Certificate			
2	GST Certificate			
3	Availability on Active Tax Payers List of FBR			
4	Registration/Incorporation/Business Certificate			
5	Affidavit(s)			
6	Bid Bond/Security (As applicable)			
7	Bid Validity period of 150 days (As applicable)			
8	Original Bidding documents duly signed/ stamped			
9	Contact Number and Email Address.			