



Government of Pakistan
PAKISTAN TELECOMMUNICATION AUTHORITY
Headquarters, F-5/1, Islamabad
www.pta.gov.pk

"SAY NO TO CORRUPTION"

Invitation to Bids

For Supply of Windows Server 2016 Standard Edition

Pakistan Telecom Authority, (a telecommunication regulator in Pakistan) invites sealed bids from the authorized dealers registered with Income Tax and Sales Tax Departments and who are on Active Taxpayers List of the Federal Board of Revenue for supply of following IT Software:

Description of the Requirement	Quantity
Windows Server 2016 Standard edition (Operating System Software)	14

2. Bidding documents, containing detailed terms and conditions etc. are available for the interested bidders at PTA Headquarters F-5/1, Islamabad. Price of the bidding documents is Rs. 500/- (non-refundable in form of pay order/DD in favour of Pakistan Telecommunication Authority). Bidding documents can also be downloaded from (www.pta.gov.pk) free of cost.
3. The bids, prepared in accordance with the instructions in the bidding documents, must reach at PTA Headquarters F-5/1, Islamabad on or before **13th April, 2017 at 10:30 AM**. Technical Bids will be opened the same day at **11:00 AM**. This advertisement is also available on PPRA website at www.ppra.org.pk.

Deputy Director (ICT-II)

Phone: 051-2878134

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Email address: salmanzafar@pta.gov.pk

BIDDING DOCUMENTS

Sealed bids are invited from well reputed and authorized dealers having Tier-1 / Tier -2 level dealership, registered with Sales Tax and Income Tax Department, having at least 5 years of relevant business experience for the procurement of following software.

S.No.	Description	Quantity
1.	Windows Server 2016 Standard edition (Operating System Software)	14

Detailed specifications of above-mentioned items are provided at Annex-C of this document. Notice of the bids issued on PTA's/PPRA's websites is part of the bidding document.

Key Terms and Conditions

1. GENERAL INFORMATION:

- a. Bidding documents duly completed in all respect will be received on or before **13thApril, 2017** up to 1030 AM. The submission and evaluation of bids will be carried out under the “*Single Stage Two Envelop Procedure*”. Technical bids will be opened by Technical Evaluation Committee, at PTA HQs on the same day at 1100 AM, in presence of bidder's representative, who may choose to attend.
- b. Bid will comprise of single package containing two separate sealed envelopes. One envelop will contain the “Technical Proposal” and the second envelop will contain the “**Financial Proposal**”. Technically qualified bidders will be informed the date, time and venue for the opening of financial bids. Financial bids of technically disqualified bidders will be returned un-opened.
- c. Bids should be sent at the address of Deputy Director (ICT-II) Pakistan Telecommunication Authority (PTA), Headquarters F-5/1, Islamabad.
- d. Number of Windows Software Quantity can be decreased, increased depending upon the availability of the budget
- e. Annex-A, Annex-B, Annex-C and Annex-D are integral part of technical and financial proposals, which may be read/filled carefully, signed and stamped by the bidders. Further, details of the annexures are mentioned below:

- i. Annex-A consists of mandatory requirements for bidder(s)
- ii. Annex-B consists of technical capabilities of bidder(s), which has total 100 marks, whereas minimum qualifying marks are 80%
- iii. Annex-C consists of technical evaluation of the product and bidder(s) may quote higher specs, however, quoting lower specs shall disqualify the bidder
- iv. Annex-D, comprises of financial bid format, to be followed by all bidders, The bidder should quote its rates clearly for each item, in the financial proposal in both figures and words without any ambiguity.
- v. The bidder shall produce manufacturer authorization letter.
- vi.

2. **BIDDER'S INFORMATION**

- a. Name of Firm _____
- b. Date of establishment of business
(documentary proof of registration etc.) _____
- c. Address _____
- d. Telephone No _____ Fax No. _____
- e. GST Reg. No _____
- f. National Tax No _____

3. **EVALUATION CRITERIA**

- a. Technical bids shall be opened and evaluated by technical evaluation committee in view of Annex-A, Annex- B and Annex-C. Bidder, obtaining at least 80% out of 100 marks, shall be eligible for the participation in financial bid opening.
- b. Financial bids shall be opened and evaluated by procurement committee of PTA i.e. PC-I as the case may be, on the basis of criteria given in Annex-D.
- c. Work will be awarded to **financially lowest bidder**.
- d. If two or more bidders quote equal lowest price in financial proposals, then the work will be awarded to the one having higher technical marks, in technical evaluation.
- e. The bidder should quote its rates clearly against **each item**, in the financial proposal in both figures and words. However, total amount of bid will be considered for evaluation/competition.

4. **EARNEST MONEY**

- f. Earnest money will be 2% of the bid amount and will be in the shape of pay order / demand draft in favor of Pakistan Telecommunication Authority, Headquarters, Sector F-5/1, Islamabad Earnest money **shall be attached with the financial proposal otherwise proposal** will not be accepted.
- g. **Bids without earnest money will be rejected without any right of appeal.**
- h. **Earnest money of successful bidder will be retained till warranty period.** However, earnest money of unsuccessful bidders will be returned after award of supply order to successful bidder.
- i. In case of cancelation of Supply Order due to default of the supplier, the earnest money shall be forfeited in favor of PTA.

5. **PRICES:**

- a. **The bidder should quote its rates clearly in Pak Rupees** inclusive of all applicable taxes i.e. GST etc. **in the financial proposal and amount in both figures and words as per format attached at Annex-D**
- b. The rates quoted shall remain valid for 90 days from the date of opening of Technical Proposal, and, any raise in dollar/foreign currency against Pakistani rupees should not be applicable, and, any increase in price shall be borne by the Bidder.
- c. PTA will not bear transportation/carriage charges.

6. **PAYMENT PROCEDURE**

- a. No advance payment shall be made against the supply of software mentioned in the bidding document.
- b. Payment shall be made on provision of invoice/bill, after delivery of the software at PTA Headquarters and issuance of satisfactory completion/stock verification/physical inspection certificate by PC-I.
- c. Payment shall be subject to withholding of applicable taxes as per government rules.
- d. Payment will be linked with active taxpayer status of the bidder and no payment will be made until the bidder appears on ATL (Active Taxpayer List) of FBR (Federal Board of Revenue).

7. **SOFTWARE**

- a. IT Software should be new, not used. Required keys shall be verifiable at principal manufacturer website after installation.

- b. Windows software should be arranged through the legal channels by clearing all customs/duties/taxes (if any) levied by Govt..

8. DELIVERY PERIOD

- a. Delivery of Windows Software shall be made within eight (8) weeks' time after issuance of supply order.
- b. Vendor will be responsible for the safe supply of software at PTA H/Qs Islamabad with the provision of warranty / support as mentioned in the bidding agreement.

9. AUTHORIZED DEALERPARTNER

Bidder shall be an authorized dealer//partner, having Tier 1 or Tier 2 partnership / dealership of the quoted brand. Certificate of dealership / partnership from principle manufacturer is required in the name of the authorized dealer / partner of the manufacturer.

10. LICENSE

- a. Perpetual license for mentioned edition of Windows for Dell server communication.

11. PENALTY

- a) If the supplier fails to supply the items as per supply order or within due time. Then a penalty of 1% per week will be charged upto maximum period of four week. (Days less than six will be considered as one week). Thereafter, his supply order will be cancelled and his earnest money will be forfeited. However, the next lowest bidder will be asked to supply the items on matching the lowest winning price and subject to submission of earnest money (if released earlier) and willingness for the shipment within eight (08) weeks, as per initial time frame for supply.
- b) In case 2nd lowest bidder also failed to ship the Software, work order shall be canceled and deposited earnest money shall be forfeited.

12. DISQUALIFICATIONS

Proposals will be liable to be rejected if any deviation is found from the instructions as laid down in the bid document i.e.

- a. Financial bid is submitted without the required earnest money.
- b. Offers are received after specified date and time.
- c. Specification and other requirements are not properly adhered to or different from those given in the bidding documents.
- d. GST and NTN certificates are not attached.
- e. Service centre is not in Islamabad/Rawalpindi.
- f. Supplier is not an authorized dealer/partner and warranty provider of the principal manufacturer for Pakistan as per section 9 of this document.
- g. Any inferior product / spec / requirement that mentioned at Annex-C.

13. **AFFIDAVIT**

Affidavit on **Judicial Paper** to the effect that the firm has not been black listed by any government/semi government/autonomous body or company.

14. **RIGHTS RESERVED**

Pakistan Telecommunication Authority Islamabad reserves the rights to cancel the bid, accept or reject any bid as per PPRA Rules.

CHECKLIST

- a. Earnest money in shape of bank draft/pay order. (Yes/No)
(cheques are not acceptable)
- b. Relevant documents for Annex A-C(Yes/No)
- c. List of such projects handled with copies of supply order. (Yes/No)
- d. List of clients with telephone numbers and addresses. (Yes/No)
- e. List of employees including technical staff for this project. (Yes/No)
- f. Affidavit on legal paper for not being black listed. (Yes/No)
- g. Copies of authorized dealership/partnership etc. of the principal manufacturer for Pakistan. (Yes/No)
- h. Specification and other requirements are met (Yes/No)
- i. Service center is at Islamabad/Rawalpindi (Yes/No)

Deputy Director (ICT-II)

General Evaluation Part-A

Annex-A

Part A) Mandatory Requirement *	
1	Firm has to produce Sales Tax and Income Tax Registration.
2	Firm has to produce Authorization dealer, partner, etc Certificate of the principal/manufacture for Pakistan as per section 9 of this bidding document. Tier 1 and Tier 2 partners only.
3	Firm shall be authorized warranty provider on behalf of manufacturer. Documentary proof required.
4	Minimum Five years of relevant experience of the vendor
5	Sales and Service Centers at Islamabad / Rawalpindi

Technical Capabilities of Bidder Part-B

Annex-B

Part B) General Evaluation*				
Sr. #	Attributes	Max. Score	Points Earned	Criteria
1	Detail of Offices	10		Firm has sales and services offices at four (4) provincial headquarters with proof of authorized service provider from principal manufacturer. Two and half (2.5) points for each provincial capital head quarter.
2	Certified engineers	35	35	6 or above Microsoft Certified Engineers
			25	5 Microsoft Certified Engineers
			15	4 Microsoft Certified Engineers
			05	3 Microsoft Certified Engineers
3	Total strength of relevant Technical Staff at Rawalpindi / Islamabad (List shall be attached with name, designation, qualification and related experience).	10	10	Firm has ten (10) or more relevant technical staff in Islamabad / Rawalpindi.
			7	Firm has more than seven (7) or more up to nine (9) relevant technical staff in Islamabad / Rawalpindi
			5	Firm has five (5) or more up to six(6) relevant technical staff in Islamabad / Rawalpindi
4	Firm Experience (minimum Five years' experience required)	20		(4) points will be given for each year of experience, beyond 5 years of mandatory requirement.
5	Projects completed of similar nature (documentary proof be provided i.e. Supply Orders etc.)	25		Five points will be awarded for each project of same nature on provision of supply order/certificate i. Supply of 10 windows Server operating system software or more in single supply order. (Max Ten Supply Orders)
Sub Total		100		
Minimum qualifying marks are 80% in above table whereas Annex "C" shall be compulsory. All supporting Documents to be attached for all relevant pages of Annex-B.				

TECHNICAL EVALUATION-PART-C

(To be included in Technical Proposal)

Annex-C

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Detailed Specifications of Windows Server 2016 Standard Edition		
Quantity : 14		
S. No.	Feature	Requirements
1.	UEFI	Must Support UEFI Boot Process
2.	Fail Over Clustering	Must Support Fail Over Clustering
3.	Hyper-V	At least 2 Hyper-V Vms, supporting 1 TB of memory per VM
4.	CPU architecture	64Bit, supporting 512 LPs and 240Vps per VM
5.	Maximum RAM support	24 TB
6.	DHCP Server	Yes
7.	DNS Server	Yes
8.	WEB Server	Yes
9.	FILE Server	Yes
10.	Automatic Virtual Machine Activation	As Guest
11.	ISCSI Target Support	Yes
12.	Dynamic Memory in Virtualization	Yes
13.	Hot add/replace RAM	Yes
14.	Data Deduplication	Yes
15.	Distributed File System	Yes

Any inferior Specifications of Windows Server will be rejected

FINANCIAL BID not accompanied with earnest money will be rejected without any right of appeal.

Authorized Signature of bidder with seal stamp

Financial Proposal (Bid Format)**Annex-D**

Date _____

Company Name _____

Required Specification	Quoted Specification (With Brand Name)	Unit Price Inclusive of GST	Qty	Total Price Inclusive of GST
Windows Server 2016 Standard edition (Operating System Software)			14	
Total				

Amount in words: (Rupees-----)**FINANCIAL BID not accompanied with earnest money will be rejected without any right of appeal.**Authorized Signature of bidder with seal stamp