

OFFICE OF THE DEPUTY COMMISSIONER, SHEIKHPURA.

TENDER NOTICE

District Administration Sheikhpura intends to procure Walk Through Gates and HD Cameras alongwith Accessories, on rental basis during Moharram Ul Harram & Chehlum 2019 for all Teshils of District Sheikhpura i.e Tehsil Sheikhpura, Ferozewala, Muridke, Safdarabad and Sharaqpur:-

Sr No.	Item	(Muharram & Chehlum) Estimated Quantity
1	Walk Through Gate (A + Category)	15
2	2 Mega Pixel Night Vision, Dust, Moisture, CCTV Cameras with all accessories	250
3	3g 4g Connection/ fixed broadband at processions locations & District Control Room with unlimited data package & Connectivity with District & Provincial Control Room. Presence of Technical Support Teams at sites and central control room.	(must be sufficient for seamless live feed from all over District)
4	Backup Power to CCTV Cameras – UPS (up to 06hrs) at site	As per requirement
5	Establishment of District Control Room	1
i.	Smart LED TVs (minimum 42 inches)	(enough to cater live feeds from all over District)
6	All other allied equipment /gadgets to make CCTV Network Functional including DVR (Hard Disc)/ installation, Commissioning/Testing.	As per Requirement

TERMS & CONDITIONS:-

1. All the firms will have to submit the proof of General Sale Tax / Income Tax registration.
2. Bidding document may be obtained before 25.08.2019 at 10.00 AM from Office of Admin Officer (Accounts) O/o Deputy Commissioner Office on deposit of Rs.1000/-
3. The sealed bids with date of validity for two months should be addressed to the "Addl. Deputy Commissioner (F&P) Sheikhpura".
4. Sealed bids complete in all aspects along with CDR of Rs. 1,00,000/- as bid Security in favor of "Deputy Commissioner Sheikhpura", must reach the undersigned up to 11:00 AM by 06.09.2019.
5. Tenders will be opened in the presence of bidders within half an hour after close time on given deadline/date.
6. All Government taxes (federal/provincial) at prescribed rates must be included in the quotations.
7. Bid Security of unsuccessful bidder will be returned back & Bid Security to successful bidder will be refunded on deposit of 10% of the work order amount as performance Guarantee.
8. The successful bidder will be responsible to install the items on the selected locations one day before and also ensure connectivity with the equipment and District Control Room. The bidder will also look after the functioning of installed equipment in person alongwith technical staff concerned round the clock till end of whole activities pertaining to Muharam-ul-Haram and Chehlum, 2019.
9. Rate may be offered per day per CCTV Camera and per Walk through Gate and as per detail of required items mentioned in tender document.
10. Installation of Cameras & Walk through gates is required at different locations of district Sheikhpura, so that labour, transportation & installation of such equipments is the sole responsibility of the successful vendor concerned.
11. The competent authority may reject all bids or proposals at any time prior to acceptance of a bid or proposal.
12. The Authority may increase or decrease the quantity as per requirement and PPRA Rules, 2014.
13. Tender notice is also available on PPRA websites.
14. For detail terms & conditions, please contact Admin Officer (Accounts), Deputy Commissioner Office Sheikhpura 056-9200160 during working days before opening date i.e 06.09.2019.


Additional Deputy Commissioner (F&P)
Sheikhpura
Phone No. 056-9200145

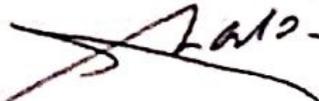
**LIST / SPECIFICATION OF ITEMS / SERVICES FOR SUPPLY AND INSTALLATION OF CCTV
CAMERAS ON RENTAL BASIS IN DISTRICT SHEIKHUPURA**

QUOTATION/BID DOCUMENT

BID FORM NO: _____

FOR MUHARRAM UL HARAM & CHEHLUM PROCESSION

Sr. No	Items Description	Nature of Procurement/ Services	QTY	Estimated Price	Bid Security
1	Walk Through Gate (A + Category)	Rent Basis	15	3.5 Million (Lump Sum)	Rs 100,000/- (Lump Sum)
2	2 Mega Pixel Night Vision, Dust, Moisture, CCTV Cameras with all accessories		250		
3	3g/4g Connection/fixed broadband at processions locations & District Control Room with unlimited data package & Connectivity with District & Provincial Control Room. Presence of Technical Support Teams at sites and central control room.		Must be sufficient for seamless live feed from all over District		
4	Backup Power to CCTV Cameras – UPS (up to 06hrs) at site		As per requirement		
5	Establishment of District Control Room		1		
i.	Smart LED TVs (minimum 42 inches)		(enough to cater live feeds from all over District)		
6	All other allied equipment /gadgets to make CCTV Network Functional including DVR (Hard Disc)/ installation, Commissioning/Testing.	As per Requirement			


Addl. Deputy Commissioner (F&P)
Sheikhupura

TENDERFORM

With reference to DC Sheikhpura Tender Notice published in Daily Newspaper "Express" and "Pakistan" on dated 23-08-2019, Vide IPL No 7622. I/We submit following particulars of our firm/supplier as well quotation for the supply of goods & services, given below:-

1. Name of Supplier/Bidder:- _____

2. Father's Name:- _____

3. CNIC No. of the Supplier

(Copy of NIC attached)

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4. Address _____

5. National Tax No.

(Copy attached)

6. Tel/Fax No. _____

7. Earnest Money for Rs.100,000 /- in the Favour of DC Sheikhpura CDR No. _____ dated:- _____ issued by (Name of Bank) _____ is attached.

8. Detail of Quotation (Rates offered) is given hereunder:-

Sr.	Name of item/Services	Specification	Qty	Rate Per Item	Amount Rs. (Inclusive of GST/ Income Tax/ any other liable taxes/duties)
Total Cost					XXX
Work shall be awarded to Lowest bidder on Lump Sum Comparison of rates.					

9. The office of the DC Sheikhpura can verify the information provided by me/us and in case furnishing wrong information, the DC Sheikhpura reserves the right to cancel/reject the Tender/supply order and the earnest money/security will be forfeited.

10. I/We will abide by the terms & conditions given in the Tender Document & provisions of Punjab Procurement Rules 2014 that has been received by me/us from the office of DC Sheikhpura. In case of violation of any terms & conditions/rules determined by the DC Sheikhpura as well as by the Govt. of the Punjab, from time to time, DC office Sheikhpura, reserves the right to cancel the tender/ supply order and to forfeit the earnest money/security.

11. If the tender is accepted I/We will supply within the stipulated period.

Signature _____

TERMS & CONDITIONS

Note:- Please read the following note and instructions carefully:-

1. Any offer which not received according to terms & conditions of the tender Enquiry is liable to be ignored. No offer shall be considered if:
 - i. Received after the time and date fixed for its receipt.
 - ii. The tender is unsigned.
 - iii. The offer is ambiguous.
 - iv. The offer is conditional.
 - v. The offer is from a firm, black listed, suspended or removed from the approval list.
 - vi. The offer is received by Telegram/ Fax.
 - vii. Offer received with shorter validity then required in the tender enquiry.
 - viii. The offer is for store not conforming to specification indicated in the tender enquiry.
2. The offer shall remain valid for **sixty days**.
3. The bid shall comprise a single package containing two separate envelopes; each envelope shall contain separately the financial proposal and the technical proposal as per PPRA Rules 2014.
4. The Purchase Committee reserves the right to reject/ cancel any one or all tender on the basis of Evaluation Criteria. However, the firm will be intimated accordingly.
5. Bidders will have to submit their tender forms in which rates of each items will be quoted separately.
6. (a) If the acceptance of tender issued during the validity period of the offer is not accepted by the bidder, the earnest money shall be forfeited and the store will be purchased at his risk and expense.
(b) In case, the offer is withdrawn, amended or revised during the validity period of the offer, the earnest money is liable to be forfeited.
(c) In case, the contractor fails to execute the contract in accordance with terms and conditions laid down in the contract, the security deposited by him shall be forfeited and the store will be purchased at his risk and expense.
7. The buyer reserves the right to claim compensations for the loss caused by the delay in the delivery of store.
8. Rates should be quoted on free delivery and deployments to the consignee's end.

SPECIAL TERMS AND CONDITIONS.

1. Single stage-Two envelope procedure
 - i. The bid shall be comprised of a single package containing two separate envelopes; each envelope shall contain separately financial proposal and technical proposal.
 - ii. Envelopes shall be marked as "**FINANCIAL PROPOSAL**" and "**TECHNICAL PROPOSAL**" in bold and legible letters to avoid confusion.
 - iii. Initially, only the envelope marked "**TECHNICAL PROPOSAL**" shall be opened.
 - iv. The envelope marked as "**FINANCIAL PROPOSAL**" shall be retained in the custody of the Purchase Committee Sheikhpura without being opened.
 - v. The procuring agency shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to specified requirement.
 - vi. During the technical evaluation no amendments in the technical proposal shall be permitted.
 - vii. The financial proposal of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance.
 - viii. After the evaluation and approval of technical proposal the procuring agency, shall at a time with in the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders.

- ix. The bids found to be the lowest evaluated bid shall be accepted.
 - x. Others terms and condition will be followed as per PUNJAB PROCUREMENT RULES 2014 amended till date.
2. The sample of every item will be provided by the firms at the time of opening of technical bids. In case of "Heavy Item", the technical committee must be facilitated by the bidder for inspection at the concerned site.
 3. Bidders must quote on the prescribed invitation to the Tender Form in limited tender as well as in advertised tender. Cash Receipts (in original or Photocopy) in token of having purchased the tender, must accompany the offer.
 4. Bids should be addressed to DC Sheikhpura.
 5. Bidders should quote their confirmed and final rates including all applicable taxes.
 6. Store/Services offered should be of the best trade quality conforming to stipulated specification, Manufacturer's Name Brand's Name and country of origin of the supplies offered should be mentioned clearly against each item of supply.
 7. The successful bidder may be required to furnish security deposit of Rs 100,000/- in the form of deposit at call in the favour of DC Sheikhpura within the period specified in advance acceptance of tender, failing which repurchase shall be made at their risk and expenses.
 8. If the tender is accepted, supplier will have to deliver the required items at the office concerned as per enclosed list at his own expenses within prescribed period of requirement. However authority is competent to extend supply period if reason are given genuinely.
 9. The delivery of items will be in one lot, piecemeal, split supply will not be accepted in routine, and in case of sound reasons authority can accept the partial supply.
 10. The bidders shall enclosed catalogues /leaflet/ literature and others technical data, if any, in respect of store offered by them.
 11. An erasing/ cutting/ crossing etc. appearing in the offer must be properly signed by the person signing the tender. Moreover, all pages of tender must also be properly signed. Offer with any over writing shall in no circumstances be accepted.
 12. The quotation should be submitted on the basis of accounting unit specified in the invitation to tender.
 - (a) A certificate should be given by the bidder that they will be responsible for the free replacement of store if the same is found to be substandard and are a variance with the specification given in the tender enquiry. In case a similar store offered is at variance with the specifications given in the tender enquiry, the bidders must clearly identify variation in their offers. Store offered of specification superior to the one specified in the tender enquiry shall however, be acceptable.
 - (b) In case in the indigenous store is offered as a store similar to the specified in the tender enquiry the bidders shall, within seven days of the opening of the tender, have the said store, wherever possible, pre-inspected by the inspection wing at their own cost.
 - (c) Where offers have been invited for specified brands, offers for others brands shall not be acceptable.
 13. Tender sample, where needed, should be submitted by the bidders along with their offers on demand of this office.
 14. No quoting firms would be allowed to withdraw to his offer during validity period after conclusion of contract/ rates/ contract whichever is earlier.
 15. All the legitimate taxes will be deducted according to Govt. policy.
 16. DC Sheikhpura, reserves the right to reject/ accept any offers without assigning any reason which will not be challengeable in any Court of the Law/ higher authorities.
 17. Inspection authority in the presence of contractors/ their authorized representatives, if conclude that rejection in justified under terms and conditions of contract, the stores shall be replaced by you within fifteen days failing which the stores shall be purchased at your risk and cost.
 18. The tender will abide by all the SPECIAL TERMS AND CONDITIONS mentioned/ attached along with tender specifications.

19. The contractor is required to send specimen signatures (in triplicate) of his authorized representative who is competent to sign the bills and receive payments on his behalf. The change of the contractor's representatives authorized to sign the bills and received the payment etc. should be promptly reported by the contractors failing which the entire responsibility for wrong payment would lay on the contractor.
20. The Installation of all CCTV Cameras at Sites is the responsibility of the successful bidder.
21. Installation at site and unplug of all equipment from site is responsibility of vendor
22. The CCTV Network for all Sites must be operational before 8th Muharram.
23. The bidder must provide support Staff (10 person) in each Tehsil of District Sheikhpura. Support Staff will remain available as per plan for concern Assistant Commissioner Office.
24. Bidder will submit its installation plan. The Installation plan must include Number of Teams, Number of Sites to be installed by each team per day. List of Team members and Focal Person Tehsil wise Sites for coordination and compliant resolution system.

**Signature of Owner
/Representatives of Firm**

Evaluation Criteria of Technical/Financial Bids

Bidders are required to submit following documents with their bids:-

- NTN Certificate with Active Taxpayer status.
- Bid Security of Rs 100,000/- in favour of Deputy Commissioner, Sheikhpura.
- Copy of CNIC.
- Affidavit declaring that the bidder has not been declared as blacklisted by the government.
- Experience Certificate with supporting documents.
- Bank statements / Financial Position Status.
- Authority letter regarding authorization of any person to represent the bidder in case of his absence.
- Detail of manpower & relevant expertise.
- Capacity building with reference to manage to install /Maintain CCTV Cameras at Procession Sites of Sheikhpura District. (Plan shall be shared with successful bidder only)
- Receipt of payment of the cost of Tender Document.


Addl. Deputy Commissioner (F&P)
Sheikhpura