



Invitation to Bidders for Supply and Installation of CIR Internet Bandwidth Service & 4G WiFi Internet Devices for Punjab Employees Social Security Institution (PESSI) Head Office

TENDER DOCUMENT

Tender No.	No.SS.IT()/2022/
Tender Fee	Rs.1000/- nonrefundable as cost of tender document etc. (Attach Tender Purchase Receipt / original or copy of F-6).
Description	CIR 100 Mbps Internet Bandwidth Over Fiber Optic Cable(With Wireless/Fiber Backup Link having same Bandwidth) and 4G Wi-Fi Internet Devices with 12 month 2TB Monthly Package
Pre-Bid Meeting	13/05/2022 11:00 AM in PESSI Head Office
Last date & time of receipt of tenders	24/05/2022 11:00 AM
Date & Time of Opening of tenders	24/05/2022 11:30 AM
Venue for submission & opening of tenders	PESSI Head Office, 3-A, Gulberg-V, Lahore.
Validity of offers	120 days from opening date
Delivery/Installation period	15-days from the date of supply order
Bid Security	CDR/ Bank Guarantee amounting of Rs.28,000/- for Lot#1 and Rs.8,000/- for lot#2 in favor of Commissioner PESSI (which is 2% of the total estimated bid price/ value).
Performance Guarantee (for successful bidder only)	7% of the supply order value in the form of Bank Guarantee in favor of Commissioner, PESSI to be deposited within the period specified in Pre-award letter.

1. Invitation to Bids

Punjab Employees Social Security Institution (PESSI) is an autonomous body under the administrative control of Labor & Human Resource Department under Punjab Government Rules of Business, 1974 established through the Provincial Employees Social Security Ordinance, 1965. Sealed bids/proposals are invited from established organizations/companies/firms for Supply & installation of internet Connectivity for Punjab Employees Social Security institution (hereafter called as bidders) to PESSI.

2. Instruction to bidders

1. Tender for Supply & installation of Internet connectivity as per the given technical specification for Punjab Employees Social Security.
2. **Single Stage Two Envelopes bidding procedure shall be applied.** Interested bidders should submit **two separate sealed bids/envelops for Technical Proposal and Financial Proposal** under the Punjab Procurement Rules, 2014.
3. Interested bidders may get the bidding document along with specifications from the office of the undersigned from the date of publication of tender on submission of written request on original letter head of company along with payment of non-refundable tender fee of Rs.1000/- (One thousand only). The bidding document can also be downloaded from PPRA website www.ppra.punjab.gov.pk & PESSI website www.pessi.gop.pk.
4. The technical Proposal should contain all the bid items without quoting the price and must list of client, details of past project(s). Financial bids of **Firms** not conforming to the Technical Evaluation Criteria against each Lot will be returned un-opened.
5. All bids must be accompanied by a Bid Security of **Rs.28,000/-** for Lot#1 and **Rs.8,000/-** for lot#2 which is 2% of the estimated bid price/ value. The bids must be delivered to the office of the Director ICT, Punjab Employees Social Security Institution (PESSI), 3-A, Gulberg V, Lahore on or before **24/05/2022** at **11:00 A.M.** The Technical bids will be publicly opened in the Committee Room of Punjab Employees Social Security Institution (PESSI), 3-A, Gulberg V, Lahore Pakistan on the same day at 11:30 A.M in the presence of bidders or their authorized representatives who may wish to attend.
6. Procurement shall be governed under Punjab Procurement Rules 2014.
7. The tender can be cancelled under Rule 35 of PPRA Rules 2014.

Add. Director (IT),
PESSI, Head Office, 3-A,
Gulberg V, Lahore

3. DESCRIPTION OF WORK

Punjab Employees Social Security Institution (PESSI), invites proposals from Firms already dealing in supply and installation of internet connectivity having expertise of at least 05-years in the relevant field. Sealed tenders are invited from Authorized well-reputed firms having NTN & GST (Active) numbers dealing in supply and installation of internet connectivity.

4. SCOPE OF WORK

PESSI is looking for supply and installation of 100 Mbps internet connectivity having following site hierarchy detail and technical specifications:

PESSI HEAD OFFICE SITE
PESSI HEAD OFFICE LAHORE, (3-A, Gulberg-V, Jail Road, Lahore)

5. TECHNICAL SPECIFICATIONS:

LOT#1

100 Mbps CIR Internet Bandwidth Data Connection requirements for Head office

SR #	PARTICULARS	Qty	DESCRIPTION
1.1	Active Internet Bandwidth Over Fiber Optic Cable (With Wireless/Fiber Backup Link having same Bandwidth)	100 Mbps	<ul style="list-style-type: none">✓ Availability at PESSI Office, Lahore.✓ Total 100 Mbps CIR.✓ 100 Mbps is required over Fiber Optic Cable (With Wireless/Fiber Backup Link having same Bandwidth) for PESSI Office, situated at head office building, Lahore.
1.2	Service Level Agreement Should Include		<ul style="list-style-type: none">✓ CIR (Committed Information Rate) Over Fiber Optic Cable✓ Minimum SLA level uptime should be 99.5%✓ Bidder should be a Major Bandwidth Distributor (having own Fiber Optic Cable & Wireless).✓ Must Have own DDoS protection✓ Complete NMS for the link utilization✓ ISP must have redundant reliable internet connections with auto failover function at their own ends & will also provide at client premises.

1.3	Last Mile Medias		<ul style="list-style-type: none"> ✓ Primary Media should be Optical Fiber Cable. ✓ Secondary Media Should be Wireless or redundant Fiber.
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Lot # 2 4G WI-FI DEVICES with 2TB Data Package per month for 2 years

Sr. #	Item Name	Specifications	Qty	Specifications / Brand / Model offered by the bidder
1	4G Wi-Fi Internet Device with 12 month 2TB Monthly Package (The package Mbps are switchable b/w devices)	Fastest portable internet device with speeds of upto 150 Mbps Can connect up to 10 Wi-Fi devices simultaneously i.e. smartphones, tablets, laptops and LEDs LTE/3G/2G fallback option available Supports Wi-Fi 2.4GHz and 5GHz bands Minimum 1500mAh lithium Battery (Rechargeable) Battery 6 Hours working time	15	

The Service Provider must have coverage of following Locations:

1. Lahore

PESSI Head Office Jail Road Lahore (31.535656 74.3428278)

6. GENERAL TERMS & CONDITIONS

1. Bids should be addressed to the Commissioner, Punjab Employees Social Security Institution Lahore and submitted to undersigned in a SEALED ENVELOPE at the address given below:-

**Add Director (IT),
For Commissioner
Punjab Employees Social Security Institution (PESSI)
Address: Head Office, 3-A, Gulberg
Telephone: 042-99263129**

2. Proposals shall be delivered by hand.
3. Proposals received by FAX or EMAIL shall not be accepted.
4. Proposals received after the given date & time will not be acceptable.

5. Bidders should have experience of at least 5-years in the relevant field;
6. Bidder should duly be registered with Income Tax and Sales Tax Departments.
7. Bidder should be registered with SECP/ registrar of firms.
8. A Bid Security (in the shape of CDR/Bank Guarantee), in favor of the Commissioner, Punjab Employees Social Security Institution (by designation only), **Rs.28,000/-** for Lot#1 and **Rs 8,000/-** for lot#2 which is 2% of the estimated cost of bid should be submitted along with the technical proposal in SEPARATE SEALED ENVELOPE with BID SECURITY written on it;
9. All proposals/ bids shall be valid for a period of **120 days** from the date of the opening of the proposals/ bids;
10. The bidder shall be responsible for the payment of any duties/taxes etc. that are imposed by the GoP during the currency of the project;
11. The work is to be completed within **15 days** from the date of award of contract /work order, to the satisfaction of Institute.
12. Any delay in delivery of Goods/Services as per agreed time frame will be subject to a penalty @0.1% per day, up to maximum 10% of the total contract value
13. The bidders are hereby informed that the PESSI shall deduct all the taxes at the rate prescribed under the tax laws of Pakistan from all the payments;
14. Prices should be quoted in PKR (Pakistan Rupees). Format of Financial proposal is placed at **Annexure-A**, which must be followed by the bidders;
15. Bidders are required to furnish Financial Statement for the last 03-Years
16. Any offer not received as per terms & conditions provided hereinafter are liable to be ignored and no such offer shall be considered if:
 - i. Received without Bid Security.
 - ii. Received after the time and date fixed for its receipt.
 - iii. The tender is unsigned.
 - iv. The offer is ambiguous.
 - v. The offer is conditional.
 - vi. The offer is from a firm, which is blacklisted, suspended or removed from the approved list.
 - vii. The offer is received by the telegram.
 - viii. Offer is received with shorter validity than required in the tender document, and the offer not conforming to specifications mentioned herein Tender Document.
17. If the acceptance of tender issued during the validity period of the offer is not accepted by the bidder, the Bid Security shall be forfeited and the same shall be purchased at the risk and expenses of the bidder.
18. Bidder should provide **One (01) year** comprehensive warranty against the equipment quoted, including replacement of parts and onsite support.
19. In case the offer is withdrawn, amended or revised during the validity period of the offer, the Bid Security is liable to be forfeited.
20. In case the successful bidder fails to execute the supply and installation in accordance with specifications and the terms and conditions laid down here in the bidding document, the amounts of performance Security and bid security deposited by him shall be forfeited and the same will be purchased at his risk and expenses.
21. The successful bidder will be required to furnish performance guarantee @ 7% of the bid price against each Lot in the form of CDR/ Bank Guarantee in favor of the Commissioner PESSI (by designation only) within the period specified in the Pre-award letter placed with the successful bidder(s), otherwise the purchase shall be

- made at his risk and expense. Performance Security of successful bidder(s) will be returned after **01 Year** of satisfactory performance of internet connectivity.
22. No supplementary or revised offer/bid after opening of the tenders shall be entertained.
 23. The bidders shall enclose the catalogue/ leaflets/literature and other technical data, if any.
 24. All the bids submitted after the date & time prescribed shall be rejected and returned without being opened.
 25. The Institution (PESSI) under section 35 of PPRA Rules 2014 may reject all the bids or proposals at any time prior to acceptance of a bids/ proposals and shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection however, the same shall not be liable to be justified.
 26. The bidder must provide agreement attached (**Annex-C**)

7. RELEVANT EXPERIENCE

Bidder should provide the details of experience in at least four similar projects in the case of Lot#1 according to the following format. An ideal reference will include projects of similar nature in the government sector with same size and geography

Sr. #	Nature of Project	Total Value PKR (Million)	Geography	Size of Project	Name of the Project, Customer, Contact person & Contact Details
1.	2.	3.	4.	5.	6.
2.					
3.					
4.					

8. SPECIAL INSTRUCTIONS:-

- a. Bids shall be submitted under the **"Single Stage Two Envelopes System"** duly sealed as under:-
- i. The bid shall be a single package consisting of two separate envelopes, containing separately the financial and the technical proposals;
 - ii. The envelopes shall be marked as "Financial Proposal" and "Technical Proposal";
 - iii. In the first instance, the "Technical Proposal" shall be opened and the envelope marked as "Financial Proposal" shall be retained unopened in the custody of the procuring agency;
 - iv. The procuring agency shall evaluate the technical proposal in the manner prescribed in advance, without reference to the price and shall reject any proposal which does not conform to the specified requirements;
 - v. During the technical evaluation no amendments in the technical proposal shall be permitted;
 - vi. After the evaluation and approval of the technical proposals, the procuring agency shall open the financial proposals of the technically accepted bids, publicly at a time, date and venue announced and communicated to the bidders in advance, within the bid validity period;
 - vii. The financial proposal of the bids found technically non-responsive shall be retained unopened and shall be returned on the expiry of the grievance period or the decision of the complaint, if any, filed by the non-responsive bidder, whichever is later:
provided that the procuring agency may return the sealed financial proposal earlier if the disqualified or non-responsive bidder, contractor or

consultant submits an affidavit, through an authorized representative, to the effect that he is satisfied with the proceedings of the procuring agency]; and

viii. The lowest evaluated bidder shall be awarded the contract;

- 2 A copy of Original Bidding Documents, duly sealed properly is also required to be furnished by the bidders.
- 3 Bidder should quote their full and final rates both in words as well as in figures.

9. TECHNICAL EVALUATION CRITERIA:

Bids will be evaluated separately in accordance Tender Documents and Technical Evaluation Criteria **(Annex-B)**

10. FINANCIAL EVALUATION CRITERIA:

Financial bids of firms who score at least 70% against each lot in the technical evaluation (as a whole) will be opened before the representatives who wish to attend the tender opening/ proceedings. **(Annex-A)**

Annexure- A

FORMAT OF FINANCIAL PROPOSAL:

SR.NO.	Item / Description of Item	Qty	Unit Price	Total Price without Applicable taxes PKR	Total Price inclusive of All Applicable taxes PKR
1.					
2.					
GRAND TOTAL IN RUPEES (INCLUSIVE OF ALL TAXES/ DUTIES)					

Note:

For Lot#1 and 2 bidders are required to mention Capital Cost + Revenue Cost of Internet Bandwidth Provision. Revenue Cost will be mentioned for 2 Years on Monthly Basis inclusive of all taxes.

* All the taxes/duties must be included in the unit total cost. No additional cost will be payable in addition to total cost for the above mentioned items.

EVALUATION CRITERIA FOR SOLUTION TO BE QUOTED**PART-A: ASSESMENT FOR ELIGIBILITY**

Sr. No	Eligibility Criteria Details	Response/Elaboration /Proof Required	Attached Supporting Documents/Proof and mark Yes/No	
			Yes	No
1)	The firm must have local presence in Pakistan and office in Lahore	(Provide the details on the company letterhead)	<input type="checkbox"/>	<input type="checkbox"/>
2)	The Firm/Company must be regular tax-payer	(Copy of Last year tax return)	<input type="checkbox"/>	<input type="checkbox"/>
3)	Provide NTN, GST/PST details, if applicable.	(Copy of Registration is required)	<input type="checkbox"/>	<input type="checkbox"/>
4)	Evidence of the firm/company's registration/incorporation is required.	(Copy of certificate required)	<input type="checkbox"/>	<input type="checkbox"/>
5)	Must not be blacklisted by any government/ semi-government/autonomous body/ any organization (Declaration on stamp paper of Rs.100/-)	(Exact Declaration on stamp paper of Rs.100/-)	<input type="checkbox"/>	<input type="checkbox"/>
6)	The bidder/firm must be Licensed service provider /Authorized Dealer in Pakistan	(Must present the documentary proof)		<input type="checkbox"/>

Note:

1. Only eligible firms will be scrutinized further for Part-B.
2. The firm who have failed to supply and installation of internet connectivity in past as per ordered specifications shall not be scrutinized further for PART-B

Technical Evaluation Criteria for Lot#1

Technical Evaluation Criteria				
S. No.	Descriptions	Total Points	Categorized Points	Remarks (Attachment of relevant evidence in each case is mandatory. In case of non-compliance no mark will be awarded)
1	Client Portfolio	20		Documentary proof (copies of contract or work order of clients) should be furnished.
	Worked with above 15 local/international/ Telecom /MNC clients/ government/semi government and/or autonomous bodies.		20	
	Worked with more than 10 but less than or equal to 15 local/international/ Telecom /MNC clients/ government/semi government and/or autonomous bodies.		15	

	Worked with more than 5 but less than or equal to 10 local/international/ Telecom MNC clients/ government/semi		10	
2	Relevant Experience	20		Documentary proof (Copies of contract or purchase orders) should be furnished.
	Providing Internet Services for more than 15 years		20	
	Providing Internet Services for more than 10 years but less than or equal to 15 years		15	
	Providing Internet Services for more than 05 years but less than or equal to 10 years		10	
3	Financial Capability	15		Copy of last 2 year financial audit report done by ICAP/SBP registered auditing firm or tax return of last two years
	Annual revenue of the company should be greater than Rs.15 million		15	
	If annual revenue is less than or equal to Rs.15 million but greater than 10 million		10	
	If annual revenue is less than or equal Rs.10 million but greater than 05 million		5	
4	Support Services	15		Documentary details of the Support Services on company letterhead
	The Bidder/firm should have a Network Operation Center for End-to-End network monitoring and dedicated customers Help Desk to provide 24x7 online support;	Yes	15	
		No	0	

5	Network Footprint on Fiber	10		Documentary details of the Support Services on company letterhead
	The Bidder/firm should have their own network footprint on fiber backbone in Punjab.	Yes	10	
		No	0	
6	Network Wireless Base stations (POPs)	10		
	The Bidder/firm should have their own network wireless base stations POP's point of presence in 36 districts of Punjab.	Yes	10	Documentary details of POP's on letterhead
		No	0	
7	Multiple Last Mile Access Options	10		Documentary details of the Last Mile Access Options on letterhead
	The Bidder/firm should have multiple last mile access options	Yes	10	
Total Points Awarded		100		

Technical Evaluation Criteria for Lot#2

The firm must be authorized for providing 4G wi-fi devices

Annexure-C

This CONTRACT AGREEMENT (this "Contract") made as of the **[day]** of **[month]**, **[year]**, between **[full legal name of the Purchaser]** (the "Purchaser"), on the one part, and

[full legal name of Contractor], on the other part severally liable to the Purchaser for all of the Contractor's obligations under this Contract and is deemed to be included in any reference to the term "the Contractor."

RECITALS

WHEREAS,

- (a) The Government through the Purchaser intends to spend a part of its budget / funds for making eligible payments under this contract. Payments made under this contract will be subject, in all respects, to the terms and conditions of the Contract in lieu of the consulting services as described in the contract.
- (b) The Purchaser has requested the Contractor to provide certain supply of Goods/Services as described in Tender Document; and
- (c) The Contractor, having represented to the Purchaser that it has the required professional skills, and personnel and technical resources, has agreed to provide such services on the terms and conditions set forth in this Contract.

NOW THEREFORE, the Parties to this Contract agree as follows:

1. The Contractor hereby covenants with the Purchaser to supply the Goods and provide the Services and to remedy defects / damage therein, at the time and in the manner, in conformity in all respects with the provisions of the Contract, in consideration of the payments to be made by the Purchaser to the Contractor.
2. The Purchaser hereby covenants with the Contractor to pay the Contractor, the Contract Price or such other sum as may become payable, at the times and in the manner, in conformity in all respects with the provisions of the Contract, in consideration of supply of the Goods and provision of the Services and remedying of defects / damage therein.
3. The following shall be deemed to form and be read and construed as part of this Contract:
 - a. The Tender Document
 - b. Bidder's Proposal
 - c. Terms and Conditions of the Contract
 - d. Special Stipulations
 - e. The Technical Specifications
 - f. Tender Form
 - g. Price Schedule
 - h. Affidavit(s)
 - i. Authorized Dealership / Agency Certificate
 - j. Performance Security

- k. Service Level Agreement (SLA)
- l. Non-Disclosure Agreement

4. This Contract shall prevail over all other documents. In the event of any discrepancy / inconsistency within the Contract, the above Documents shall prevail in the order listed above.

IN WITNESS whereof the Parties hereto have caused this Contract to be executed in accordance with the laws of **Pakistan** as of the day, month and year first indicated above.

For **[full legal name of the Purchaser]:**

For **[full legal name of the Contractor]:**

Signature
Name

Signature
Name

Witnessed By:

Witnessed By:

WITNESSES

Signature _____
 CNIC # _____
 Name _____
 Designation _____
 Address _____

Signature _____
 CNIC# _____
 Name _____
 Designation _____
 Address _____