

REQUEST FOR PROPOSAL (RFP)

PROCUREMENT OF I.T EQUIPMENT FOR NTRC DATA CENTRE

Date for Submission: 10th May, 2022(Tuesday) at 02:00 PM

Bid Opening Date: 10th May, 2022(Tuesday) at 02:30 PM



**Government of Pakistan
Ministry of Communications
National Transport Research Center
Sector H-8/2, St # 5, ISLAMABAD**

**Website: www.ntrc.gov.pk
Tel no. 051 -9250442, 9250445, Fax no. 051 -9250441**

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1. DEFINITIONS

1. **NTRC:** National Transport Research Center
2. **MoC:** Ministry of Communications
3. **SLA:** Service Level Agreement. The level of service which NTRC purchases from vendor in respect of the service
4. **RFP:** Request for Proposal
5. **RFQ:** Request for Quotation.
6. **BOQ:** Bill of Quantities.
7. **Warranty/Services of items/parts:** All hardware, support, repair, replacement, backups, preventive maintenance, onsite service Monthly, quarterly, batteries, power boards, Keypads, mouse, chargers, Lenses, electrification etc. and services of all software including its installation, configuration, updates, upgrades & principal online support. All patches upgrades, updates and OS images and its deployment as and when announced.
8. **Total Bid Value:** Cost of Equipment (including optional equipment) Cost of Extended Warranty and Cost of services as per BOQ.
9. **Total Contract Value:** Cost of Equipment, Warranty and Services as per the supply order by NTRC at the time of Contract Agreement.
10. **Bidder:** Bidder who submit the proposal.
11. **Selected Bidder:** Bidder selected for the award of tender.
12. **Prospective bidder:** Bidder who intend to participate in the tender process.

2. INTRODUCTION

NTRC intends to procure IT Equipment for NTRC data center to ensure efficient and secure backup platform for NTRC digitized data and data collected through various surveys. The installation of IT equipment in data centre would also enable ease in accessing, storing, processing and maintaining the transport related statistics. The scope of the project is to supply, its Installation and technical maintenance support of all I.T Equipment requested in BoQ at National Transport Research Center, Street No. 05, Sector H-8/2 Islamabad within a stipulated time as indicated in this document.

3. SCOPE OF WORK

Following requirements define the scope of work of this tender.

1. The Selected Bidder will be responsible for the supply, its installation and technical maintenance of all IT equipment and components at NTRC Islamabad.
2. Selected Bidder must ensure that the supplied equipment is fully operational, new and perform properly and meet RFQ's Technical Specification at **Annex-II**.
3. At the time of installation and commissioning, Selected Bidder must provide Comprehensive documentation/ certification of system deployed, configuration and manuals etc.
4. The Bidders will be responsible to deliver the IT Equipment at National Transport Research Center, Street No. 05, Sector H-8/2 Islamabad as per their own resources.

4. BIDS SUBMISSION REQUIREMENTS

The objective of bid submission requirement is to provide bidders the information to submit their bid in response of this RFP according to the specifications defined in this RFP and in order/sequence as set forth in this document. Bidders must follow following requirements for their proposals/bids.

1. For this tender **PPRA's Rule 36(a) "Single Stage - Two Envelope Procedure"** for open competitive bidding shall be adopted.
2. The bidder must quote all items as required in BOQ.
3. Incomplete bid will not be entertained and the bid will be rejected.
4. The bidder is required to submit Bid in Single package containing financial and technical proposal envelopes.
5. Only firms which fulfill our mandatory requirement at section 6 and technical specifications compliance at Annex-II; their financial proposals will be opened.
6. Those firms which do not technically qualify, their financial proposals would be returned unopened.
7. Bidders shall submit a signed letter with Official stamp affixed on it as per the format given in Annex I as a cover letter to the Bid/Proposal. The Bids/Proposals submitted without this cover letter will not be accepted and bids will likely be rejected straightaway.
8. Bidders are required to fill and sign the Annexure-II Technical Information as provided in this RFQ and must submit it along with Proposal.
9. Bidders are required to fill and sign all pages of the Annex-III "Bill of Quantity(ies)" while following the format given, and submit it as Financial Proposal. Financial Proposals not following the given format may lead to the rejection of bid.
10. Bidders are required to submit their financial proposals in PAK Rupees (PKR) with all government taxes.
11. Total Bid Value shall cover cost of equipment with warranty/services as per SLA. And shall account for financial evaluation and so shall be included in Total Bid Value.
12. A bank draft/Pay Order equal to 5% of the Total Bid Value should accompany the bid

as part of financial proposal as an **earnest money drawn in favor of DDO National Transport Research Center, Islamabad**. The bid shall not be considered without earnest money.

13. If a bidder has quoted multiple options, in this case bidder should submit the earnest money equal to 5% of highest quoted option.
14. Each item in Bid will be labeled separately.
15. The firms must have income tax registration, SECP registered, GST number status to be active.
16. The admissible taxes shall be deducted at source
17. An affidavit of Rs. 100 saying that firm has neither been involved in any litigation with any party nor has been blacklisted by any government organization must be attached.
18. The quantity of the items to be purchased can be increased or decreased keeping in view the budgetary position.
19. NTRC reserves the right to reject any or all bids without assigning any reasons.

5. SELECTION PROCEDURE

1. For this tender PPRA's Rule number 36(a) 'Single stage - Two Envelope Procedure' for open competitive and the tender will be awarded to the lowest evaluated bidder.
2. NTRC's intent in issuing this Tender Document is to award a contract to the lowest evaluated and best responsive bidder who meets specifications as laid out in Technical Information as specified at Annexure II. If any of the requirements or equipment specifications is not met by the bidder, the bid will be considered as non-responsive, and the bid of the next bidder will be considered.
3. After the approval of contract award, a contract agreement on the stamp paper worth Rs. 100/- shall be executed by the NTRC with selected bidder within 01 week from the date of issuance of Letter of Intent/Purchase Order.

6. Mandatory Requirement

Mandatory Requirements			
Sr. No		Document References	Bid Page No.
1.	Firms with Income Tax Certificate and GST Certificate	Copies of Certificates	
2	Location of Offices	Documentary Proof Required on company letter head	
3	Firms should have manufacture authorized Partner/distributor/dealer/reseller certificate	Documentary Proof Required	

4	Company must be in operations from last 3 Years	Documentary Proof Required	
5	An affidavit on legal stamp paper worth Rs. 100 to the effect that the firm has not been Black listed by any Government/semi Government organization.	legal stamp Paper	

7. TERMS OF PAYMENT

1. No payment shall be made in advance to the Contractor as mobilization advance.
2. All payments shall be made through cross cheque in the Pak Rupees.
3. Taxes will be deducted at source as per government rules at the time of payment
4. Tenders should accompany an earnest money (refundable) @ 5% of the total bid in the shape of bank draft/pay order in favor of DDO NTRC, Ministry of Communications, Islamabad (**Cheque will not be accepted**).
5. Earnest money of unsuccessful bidders will be returned /refunded after finalizing the award of tender to successful bidder. However, earnest money of successful contractor(s)/firm(s) will be converted into “Security Deposit” which will be returned after the supply of items and successful completion of Operational Acceptance Test (OAT).

8. Risk & Cost:

- a. If the progress of the work is not to the satisfaction of the Chairman inspection Committee, NTRC. The Chairman Inspection Committee NTRC has the right to cancel the order, get the work done from third party selected in accordance with the PPRA rules subject to the condition that if the first party has to pay any amount in excess of the agreed amount, the difference will be recovered from the second party.

9. LIQUIDATED DAMAGES

1. In case of delay, the Chairman inspection Committee, NTRC reserves the right to impose a penalty not exceeding 10% of the total amount of the contract at the rate of 1% of the bill for each week of delay.
2. If the work is not executed according to the satisfaction of the Chairman inspection Committee, the Chairman inspection Committee reserves the right to reject it altogether or impose a penalty not exceeding 50% of the contract amount.
3. In case of services delay or unsatisfactory service deliver non-complying the terms of the comprehensive warranty services, Contractor performance Bank Guarantee / Retention Money will be forfeited

10. GENERAL TERMS AND CONDITIONS

Following general terms & conditions apply to RFQ

1. The bidder must Fill and attach Technical Compliance Sheet **Annex-II**.
2. All IT equipment must be delivered and installed in NTRC, Islamabad with consequently services / technical support.
3. The NTRC reserves the right to accept/reject wholly or partially any tender at any stage of the tender process.
4. Validity period of the bids shall be **Three 03 months (90 days)** from the date of advertisement.
5. The decisions of NTRC will be binding on all concerned and will in no case be challengeable at any forum or any court of law.
6. Bids are liable to be rejected if; they are not conforming the terms, conditions and specifications stipulated in this RFP.
7. During the examination, evaluation and comparison of the bids, the NTRC at its sole discretion may ask the bidder for clarifications of its bid.
8. The request for clarification and the response shall be in writing. However, no change in the price or substance of the bid shall be sought, offered or permitted after bid submission.
9. The amount submitted as Earnest Money shall be refunded to the unsuccessful bidders after the decision of “**NTRC Purchase Committee**” for the award of said tender.
10. If there is a discrepancy between unit price and total price in the submitted bid which is obtained by multiplying the unit price and quantity, the unit price shall prevail and total price shall be corrected. If there is a discrepancy between the words and figures, the amount in words shall prevail. If there is a mistake in addition/ totaling, that shall be corrected. If the bidder does not accept the corrected amount of bid, his bid shall be rejected and his bid security forfeited.
11. Incomplete and conditional Bids will not be entertained.
12. For this tender all updates/changes shall be communicated through telephonic call and also be posted on NTRC website.
13. In case of any dispute between the two parties of any matter arising out of aftersigning the contract agreement, the case shall be referred to department whose decision shall be final and binding on both parties.
14. Maximum delivery time for all items is **2-3 Weeks**.
15. Bids submitted via email or fax will not be entertained.
16. Number of equipment and its parts may be increased or decreased as per NTRC requirement within permissible limit of 15% of repeat order.
17. Duration of contract will initially last until warranty validity. However NTRC may extend agreement as per requirement.
18. In case of sudden holiday bid will be opened on next working day.

11. MINIMUM REQUIREMENTS FOR SLA

Following requirements for SLA apply to this RFQ for this project.

1. Selected Bidder shall provide onsite Warranty/Services for the equipment and Software Support and Bidder shall ensure that all equipment (items) and its parts supply to NTRC (Islamabad) are new (non-refurbished) and free from any sort of defects for the warranty period.
2. Response time of the successful bidder in the context of warranted services at working hours with NBD (Next Business Day) replacement.
3. The Bidders must ensure the escalation response time through the dedicated engineer's deputed onsite in business hours, The escalation time shall be 30 minutes in working hours and 1.5 hours in non-working hours. Maximum restoration time allowed shall be three (3) hours.
4. The Bidder will make sure the provisioning of backup in case of fault rectification more than two hour and will maintenance onsite backup units / spare parts. The backup of an item and any of its parts with same specification shall be provided in 2 to 4 hours and replacement shall be provided within 24 hours.

12. MEET OR EXCEED SPECIFICATIONS

The specifications provided in this RFP are the minimum requirements of NTRC. The vendors must meet or may exceed these specifications to meet the actual requirements and its successful practical implementation. But in such a case additionally proposed or altered specifications envol should clearly be highlighted to enable NTRC to clearly identify modified specifications.

13. CLARIFICATIONS

Queries regarding this RFQ shall be submitted in writing to:

Mr. Khizer Javed
Deputy Chief
National Transport Research Center
H-8/2, St 5, Islamabad.
Phone: +92(51)9250445
Fax: +92(051) 9250441

[E-mail: info@ntrc.gov.pk](mailto:info@ntrc.gov.pk)

For Site Visit:
National Transport Research Center
H-8/2, St 5, Islamabad.
www.ntrc.gov.pk

Annex I: Proposal Submission Form.

PROPOSAL SUBMISSION FORM

The Deputy Chief (Chairman Purchase Committee),
National Transport Research Center,
Ministry of Communications,
Sector H-8/2 Street No. 5, Islamabad

Sir,

We, the undersigned, offer to provide the consulting services For **“Procurement of IT Equipment for NTRC Data Center”** accordance with your Request for Proposal dated, and our Proposal. We are hereby submitting our Financial Proposal along with Technical compliance, sealed in envelope.

We understand you are not bound to accept any Proposal you receive and reserves the right to accept or reject any offer and to annul the bidding process and reject all proposals without assigning any reason or having to owe any explanation whatsoever.

The decision of evaluating committee shall be final and cannot be challenged on any ground at any forum and the evaluating committee will not be liable for any loss or damage to any party acting in reliance thereon.

We remain,

Yours' sincerely

Authorized Signature:

Name and Title of Signatory:

Name of Firm:Address:

Annexure-II Technical Compliance Sheet

SNO	Item Name	Compliance		
		Yes	No	Reference Brochure is at page#
1	Application & BD Server (Entry Level) Internationally Recognized Brand			
Specifications				
Processor	Intel@ Xeon@ Processor Silver 2.1G, 12C/24T, or higher DDR4 -2666			
Mother Board	Integrated Intel@ Chipset			
Memory (RAM)	4x16GB, RDIMMI 2600MT/s or higher			
Hard Disk Drive	4x2.4TB 10K RPM SAS or higher			
Drive Controllers	Integrated SAS Controller or above			
RAID Controller	Integrated RAID Controller or above			
Network Adapter	Dual Port IGbE BASE-T & Dual Port IOGbE			
Chassis	Rack Mountable tool less chassis with rack rails & cable management arm			
I/O Ports &Expansion Slots	Min. 2.0 USB x 2 or more ports, Min 1 PCIe slot, etc.			
Optical Drive	DVD +I- RW			
Power Supply	Dual Hot-Plug, Redundant High End Power Min. 1000W Supplies with min. 3mtr C 13 to C 14 power cords (220V AC, 50Hz).			
Operating System	Microsoft Windows Server 2019 Standard Ed with media kit or Latest			
System Software	Management software capabilities include Web Management, Configuration Management, Event Scheduling, Alert Management, Failure Analysis software for processors, disks, memory, voltage, power supplies, fans, temperature etc.			
Accessories	Same brand Wireless Keyboard & Mouse, Power Cables			
Warranty	Minimum 03 years warranty along with support and services			
2	Network Security Appliance – Hardware Firewall Internationally Recognized Brand			
Specifications				
Ports	4x GE RJ45 Ports, 1 x USB Port, 1 x Console RJ45 or higher			
Storage	Min. 64GB SSD Capacity or higher			
Firewall Throughput	2.5 Gbps or higher			
NGFW Throughput	2.4 Gbps or higher			
Threat Protection Throughput	1.5 Gbps or higher			
Max IPsec VPN Tunnels	300			
Concurrent Sessions	750,000			
Next Generation Firewall Security Features	IPsec VPN & SSL VPN WAN Failover & WAN Load Balancing Intrusion Prevention System (IPS) Anti-Virus & Anti-Malware Email Security Protection Cloud-Based Security Sandbox Web Filtering & Application Control Traffic Shapen, WAF			
General Specification	Must be Listed in 2021 Gartner Magic Quadrant for Next Generation Firewall Must be Listed in 2021 Cyber Ratings for Enterprise Firewall			
Licensing & Support Services	Three (03) Years Licensing for all features including Support services (via telephone and email), Security updates & patches, Firmware u dates and upgrades			
Warranty	Minimum 03 years warranty along with support and services			

3	Ethernet Switch (Core) Internationally Recognized Brand			
Specifications				
General	<ul style="list-style-type: none"> Fully Managed Layer 3 Switching solution Min. 24 x 10/100/1000 Base T Gigabit ports min, 4x10G SFP+ Stackable Support Full Duplex transfer mode desktop, rack-mountable RJ-45, mini-USB Type B Switching Capacity 128 Gbps Forwarding throughput of approx, 95 Mpps or higher Rack mountable Supports GUI and automatic Configurations. 			
MAC address table	• 32000 or more			
Features	<ul style="list-style-type: none"> ARP & Access Control List (ACL) support, IPv4 & IPv6 support, Link Aggregation Control Protocol (I-ACP) MLD snooping, Multiple Spanning Tree Protocol (MSTP) Quality of Service (QOS) & RADIUS support, Rapid Spanning Tree Protocol (RSTP), Port Mirroring, Round Robin scheduling, System log support, Trivial File Transfer Protocol (T FTP) support, monitors physical configurations and detects unidirectional links of Ethernet links connected using fibers, VL-AN support, static VLANs/ dynamic VI-AN: 1 k/4k, Port-based VL-AN, Protocol based VI-AN, IP subnet-based VI-AN, MAC-based VI-AN, Voice VLAN, VLAN ingress filtering, Trunking, DHCP snooping, Dynamic ARP Inspection (DAI), Dynamic Trunking Protocol (DTP) support, Energy Efficient Ethernet, IGMP snooping. 			
Compliant Standards	IEEE 802.10, IEEE 802.10, IEEE IEEE 802.3z, IEEE 802.1p, IEEE 802.1s, IEEE 802.1w, IEEE 802.3, IEEE 802.3ad (LACP), or similar supported compliant			
Warranty	Minimum 03 years warranty along with support and services			
04	Layer 2 access switch Internationally Recognized Brand			
General	<ul style="list-style-type: none"> Fully Managed Layer 2 Switching solution Min. 24 x 10/100/1000 Base T Gigabit ports min, 4x10G SFP+ Stackable Support Full Duplex transfer mode desktop, rack-mountable RJ-45, mini-USB Type B Switching Capacity 128 Gbps Forwarding throughput of approx, 95 Mpps or higher Rack mountable Supports GUI and automatic Configurations. 			
Features	Complete layer 2 supported			
Warranty	Minimum 03 years warranty along with support and services			
05	RACK42 U (LOCAL) Internationally Recognized Brand			
Specifications	42 U Server Rack galvanized included with 4 Port KVM Switch, Rack console having 17" or Higher TFT/LCD with Keyboard and Mouse, Top fans, front & back removable and lockable doors, Su Protection & 2 x Industry grade Power Distribution Units (PDUs each having 8 or more sockets, 2 or more fans, one moveable & t fixed trays, Floor stand, The rack should be designed for maximum air flow.			
06	UPS 5KVA			

	Internationally Recognized Brand			
Specifications				
General	Imported 5 0/A UPS, Pure Sine wave, Rack Mount, Built-in intelligent charger control for efficient charging and to prevent overcharging, up to 98% efficiency under line mode which result in energy saving. Rack mount Multiple protections: low battery alarm, low battery shutdown, overload protection, over heating protection, short circuit protection.3			
Batteries	200VAh, Maintenance Free VRCA (valve regulated lead—acid) batteries with suspended electrolyte. 30 minutes backup			
Installation	Provision & Installation of International Branded, Online UPS with using manufacturer provided VRLA battery banks, Rack Mount. Including all accessories with cables.			
Warranty	Minimum 03 years warranty along with support and services			
07	Air Conditioners 02 Ton Internationally Recognized Brand			
Specifications				
	Inverter technology based — Cabinet Air Conditioner, BTU cooling capacity 24000, BTU-H capacity (heating) min 24000. Efficient air throw, cordless remote control, DC inverter-based T-3 Compressor & other sub equipment, Low voltage startup, Gold fins, Eco-friendly refrigerant, Energy efficient class, energy saving technology, auto voltage adaptation, must be capable to work at 50°C environment temperature, Standard installation kit with outdoor unit mounting kit and stand.			
Additional Installation Kit	Installation, Provision, and laying of copper electrical cable 4 sq.mm with duct required. Power Socket with back box with onsite installation			
Warranty	Minimum 03 years warranty along with support and services			
08	Passport Drive 1TB			
Specifications				
	1TB, Rotational speed, 5400 RPM ; USB version, 3.0-3.2			
Warranty				
	Minimum 03 years warranty along with support and services			
09	Passive works			
	Multimode fiber OM 3 6core , laying and installation as per survey			
	10 node cat 6 cabling one job as per survey			

Annex III: Bill of Quantity (ies)

(To be filled by the bidder as part of Financial Proposal)

Sr.No	Items	QTY	Minimum Specification
1.	Application & BD Server (Entry Level)	01	As per specifications mentioned under the Technical information
2.	Network Security Appliance – Hardware Firewall	01	
3.	Ethernet Switch (Core)	01	
4.	Ethernet switch L-2	01	
5.	RACK42 U (LOCAL)	01	
6.	UPS 5KVA	01	
7.	Air Conditioners 02 Ton	01	
8.	Passport Drive 1TB	04	
9.	Passive works one job	01	

Annex IV: Bill of Cost

(To be filled by the bidder as part of Financial Proposal)

		QTY	Minimum Specification	Unit Cost	Total Cost
1.	Application & BD Server (Entry Level)	01	As per specifications mentioned under Technical information		
2.	Network Security Appliance – Hardware Firewall	01			
3.	Ethernet Switch (Core)	01			
4.	Ethernet switch L-2	01			
5.	RACK42 U (LOCAL)	01			
6.	UPS 5KVA	01			
7.	Air Conditioners 02 Ton	01			
8.	Passport Drive 1TB	04			
9.	Passive works one job	01			

Annex V: Technical Compliance Certificates/Compliance Undertaking

I, (Name); (CNIC#); (Designation), (Company Name) have gone through the Terms/Conditions of this RFQ and have found the document in whole as non-biased to any vendor or product/brand. I hereby undertake and firmly bound myself to abide by/ comply all sections of this RFQ except for those items noted below.

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GOVERNMENT OF PAKISTAN
MINISTRY OF COMMUNICATIONS
NATIONAL TRANSPORT RESEARCH CENTRE (NTRC)
ISLAMABAD

F.NO.NTRC-15(60)/2002

TENDER NOTICE

Sealed Proposals/Quotations/bids are invited from reputed firms/companies having NTN, Sales Tax, Vender Numbers, as well as the facilities of telephones/ fax numbers for supply of Hardware and Licensed Software for NTRC Data Centre. Major Terms & Conditions are listed below for guidance of prospective bidders:

2. Single Stage – Two Envelope Procedure will be adopted for the tender process.
3. Tender documents containing specifications, terms and conditions for participating in the tender can be downloaded from the website of PPRA (www.ppra.gov.pk) and NTRC's website (www.ntrc.gov.pk).
4. Pre-proposal meeting of the interested parties will be held on 28th April, 2022 at 02:00 PM in the Committee Room of NTRC, Street 5, Sector H8/2, Islamabad.
5. Tender bid with 5% bid security in favor of DDO (NTRC), Ministry of Communications to be delivered up to 10-05-2022 at 02:00 PM. Tender will be opened in Committee Room of NTRC at 02:30 PM on the same date in the presence of bidders or their representatives.
6. NTRC reserves the right to increase / decrease quantity of items and right to accept or reject any / all bids or annul the tender by assigning the reason(s), thereof.

**Khizer Javed
Deputy Chief
Tel: 051-9250445
051-9250442**

**NATIONAL TRANSPORT RESEARCH CENTRE (NTRC)
STREET NO.05, SECTOR H-8/2, ISLAMABAD.**