

## **Procurement & Installation of IT & allied Equipment for FY2022-23**

ASSOCIATED PRESS OF PAKISTAN CORPORATION ISLAMABAD

### **TENDER NOTICE**

**For News operations, social media, VNS, IPTV/Web TV and YouTube Equipment**

Sealed Bids are invited from solution providers / authorized distributors / suppliers registered with Income Tax and Sales Tax Departments for the procurement of the following items, under the Project titled " **Restructuring of News Operations by Replacing Outdated Equipment with Modern Cutting-Edge Technology** ":

Hardware	Remote Internet Devices (4G), Video controller, Dish for monitoring, Smart TV, Dish TV, Cluster for storage, TVU Setup NOC and package, Tera Dack/Live Shell and package, Drone Camera/Photo Camera/ Video Camera and package, STUDIO & PCR and package, Telephone Hybrid, Cabling and Installation, Injest Machine, Playout Server, Streaming Server, Capturing Cards, Studio Lights, SAN/Cloud
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Tender documents /RFPs containing bidding procedure, terms & conditions and items specifications can be download from website. The bidding documents can be downloaded from official website of the APPC, [www.app.com.pk](http://www.app.com.pk) and PPRA website [www.ppra.org.pk](http://www.ppra.org.pk). Pre-bid meeting will be held at the under mentioned address on 03<sup>th</sup> May 2023 at 11:00am. The Bids must reach at the following address on or before 09<sup>th</sup> May 2023 by 1400 hrs. Bids will be opened on the same day at 1430hrs in the presence of bidders or their authorized representatives.

**Syed Adnan Bukhari**

**PROJECT DIRECTOR**

Associated Press of Pakistan Corporation  
18, Mauve Area G 7/1, Zero Point, Islamabad  
Tel: +92 51 9029219-20, 111 277 277

**Bidding Document**  
**For**  
**Procurement of News Operation Equipment**  
**For**  
**Project titled “Restructuring of News**  
**Operations by Replacing Outdated Equipment**  
**with Modern Cutting-Edge Technology”**  
**FY-2022-23**

## **EXECUTIVE SUMMARY**

ASSOCIATED PRESS OF PAKISTAN, ISLAMABAD (here after mentioned as APP) intends to procure and cause installation, testing, configuration, of the equipment, and services mentioned below. Bidders may offer bid for category mentioned under each categories listed mentioned below. All items mentioned in each category must be quoted. Partial or incomplete bid for any category will be immediately rejected. Bidder shall be responsible for provision of total solution as and where applicable in all relevant categories on turn-key basis. Bidders must ensure that all components for making the solution complete in all aspects with proper justification and operational methodology shall be provided.

The bidding will be conducted on Single stage 2 envelopes procedure. The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal.

- A) VNS Equipment
- B) Social Media Equipment
- C) YouTube Equipment
- D) IPTV/TV Equipment

Bids for the above Category will be submitted in one covering envelope with related details. Envelopes should be clearly marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible to avoid any confusion; Both the envelopes shall be opened simultaneously at a time.

The eligible bidders must be direct authorized sales and service partner of the international principal/service provider for Pakistan with proven presence and relevant local experience in the relevant field. Documentary evidence should be attached.

This document describes the system requirements to be met by the proposed solution. Vendors to secure under contract all material, design, engineering, installation, commissioning and supervision and training services for the solution. Preference will be given to the vendor that provides a comprehensive, cost-effective solution for current specifications, future capacity requirements, and ongoing service and support on turnkey basis for all the sections of this document.

The proposed solution must be able to support all the required network protocols, management and administrative features of this RFP. In addition, it must be capable of accommodating anticipated growth. Since this RFP calls for a total solution, it is expected that vendors will propose some additional features and systems as well as an intelligent infrastructure to meet these capabilities.

APP reserves the right to reject all proposals, if necessary, with reason. All costs for proposal preparation are the responsibility of the bidder. After receipt of the proposal, and prior to signing the contract, APP reserves the right to modify the system requirements by adding or removing specific equipment or optional features.

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**Important Note:**

Bidders must ensure that they submit all the required documents indicated in the Bidding Documents without fail. Bids received without, undertakings, valid documentary evidence, supporting documents and the manner for the various requirements mentioned in the Bidding Documents or test certificates are liable to be rejected at the initial stage itself. The data sheets, valid documentary evidences for the critical components as detailed hereinafter should be submitted by the Bidder for scrutiny. It is intimated that no objection shall be entertained regarding the terms and conditions of the Bidding Document at the later stages during tender process.

**PPRA Rules to be followed**

Federal Government procurement (PPRA rules) will be strictly followed. These may be obtained from PPRA's website:

[http:// https://www.ppra.org.pk/Rules.asp](http://https://www.ppra.org.pk/Rules.asp)

In this document, unless otherwise mentioned to the contrary, "Rule" means a Rule under the Federal Procurement Regulatory Authority Rules.

## **Invitation for Bids (IFB)**

### **For Procurement & Installation of IT Equipment & allied for “Restructuring of News Operations by Replacing Outdated Equipment with Modern Cutting-Edge Technology”:**

Associated Press of Pakistan Corporation, Islamabad invites sealed bids from reputed national and international manufacturers, their authorized dealers (Distributors, Resellers or Authorized Letter from mentioned Partners) for each item/solution in Islamabad, Pakistan with high repute for procuring high quality and genuine items/solution.

1. Bidding shall be conducted through single stage, 2 envelopes Bidding Procedure as per PPRA Rules 36(b). Envelopes should be clearly marked as TECHNICAL & FINANCIAL PROPOSALS in bold & legible letters on respective envelopes. The bidders are bound to provide their complete information along with postal address, as well as valid email address and phone number(s) on each of the envelopes.
2. After the evaluation and approval of the technical proposal the procuring agency, shall at a time within 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 bidder.
3. Bidding documents, detailed description and quantities of items, may be collected from the address mentioned in this Invitation for Bids (IFB).
4. The bids shall reach at the address mentioned in Tender Notice on or before 14:00hrs on 09<sup>th</sup> May, 2023. The bids shall be opened on the same day at 14:30 hrs by the Procurement Committee in the presence of Representatives of the bidders in the APP's conference room and address 18, Mauve Area, G-7/1, Zero Point Islamabad. Bid submitted after due date & time shall not be entertained.
5. A pre-bid meeting will be held on 03<sup>th</sup>, May 2023, at the address given in the Tender Notice.
6. The bid must be accompanied with Bid Security @ 2% of the bid value **in the shape of Call Deposit Receipt (CDR) in the name of the Associated press of Pakistan Corporation,**
7. Bids/Rates shall be quoted in Pak Rupees and to be installed on site (delivery at premises) inclusive of all taxes/duties where applicable, on FOR basis.
8. Failure to supply required items/services within the specified time period will invoke penalty as specified in this document



9. The bid must be valid up to 90 days (Extendable) from date of opening of the bid.
10. The Purchaser reserves the right to reject any or all the bids as per provisions contained in PPRA Rules.
11. **The purchaser reserves the right to increase or decrease the number of items.**

**Syed Adnan Bukhari**  
**(Project Director)**

Associated Press of Pakistan Corporation  
18, Mauve Area G 7/1, Zero Point, Islamabad  
Tel: +92 51 9029219-20, 111 277 277

**Section 1:**  
**Instructions to the Bidders**  
**(ITB)**

**Section I: Instruction to Bidders including Data Sheet**

**Bid Data Sheet**

ITB Ref	Description	Detail
ITB Clause 2.1	Bid Reference Number	No.
ITB Clause 2.2	Name of Goods	<b>News Operation Equipment</b>
ITB Clause 2.3	Commencement date of provision of Bidding Document	<b>After the advertisement of Tender Notice</b>
ITB Clause 2.4	Last date for Submission of written clarifications by bidders	09-05-2023 adnanbokhari@app.com.pk
ITB Clause 2.5	Pre-Bid Meeting	<b>9<sup>th</sup> May 2023 at APP, Islamabad 11:30 AM</b>
ITB Clause 2.7	Last date and time for submission of bids	<b>As per Tender Notice</b>
ITB Clause 2.8	Bid Submission Address	Project Director, " Restructuring of News Operations by Replacing Outdated Equipment with Modern Cutting-Edge Technology ' Associated Press of Pakistan Corporation, 18, Mauve Area G 7/1, Zero Point, Islamabad
ITB Clause 3	Bidding Process	Single Stage 2 Envelopes (Technical + Financial) under PPRA Rules.
ITB Clause 6	Performance Guarantee / Performance Security	The Performance Security shall be 10% of the total contract price quoted at the time of Letter of Acceptance (LOA) and it shall be submitted to the <b>Project Director</b> in the Associated Press of Pakistan Corporation, Islamabad.

ITB Clause 15	Language of bid	<b>English</b>
ITB Clause 17	Clarification(s) on Bidding Documents	<b>Project Director,</b> "Restructuring of News Operations by Replacing Outdated Equipment with Modern Cutting-Edge Technology ' Associated Press of Pakistan Corporation, 18, Mauve Area G 7/1, Zero Point, Islamabad
ITB Clause 18.1	Currency of Bid	Prices shall be quoted in PKR – Pakistan Rupees
ITB Clause 18.2	Bid Price	Bid Price shall be inclusive of all duties, taxes & levies.
ITB Clause 19	Bid validity period	<b>90</b> days (Extendable)
ITB Clause 20.1	Specific Description of Goods in the Bidding Documents	Any item that does not fulfill the desired specification and mandatory requirements, the bid shall be rejected straightaway.
ITB Clause 20.5	Hard and Soft copy	Bidders must submit hard and soft copies of the specification.
ITB Clause 24	Name of the Bid Form (Primary documents)	<b>TECH FORM 1:</b> Technical Proposal Cover Letter <b>TECH FORM 2:</b> BID COVER SHEET <b>TECH FORM 3:</b> Affidavit <b>TECHFORM4:</b> Eligibility of the Bidders & Goods <b>TECH FORM 5:</b> Manufacturer/Distributor's Authorization <b>TECH FORM 6:</b> Summary of Similar Contracts <b>TECH FORM 7:</b> CVs of Technical Resource <b>FIN FORM 1:</b> Financial Proposal Cover Letter <b>FINFORM2:</b> Price Schedule

ITB Clause 25	Amount of Bid Security / Earnest Money	The Bidder shall furnish, as part of its bid, a Bid Security/Earnest Money equivalent to <b>2%</b> of the total bid price for all items in the name of Project Director "Restructuring of News Operations by Replacing Outdated Equipment with Modern Cutting-Edge Technology "
ITB Clause 26	Date, time and venue of opening of technical bids	<b>As per tender Notice</b> Associated Press of Pakistan Corporation, 18, Mauve Area G 7/1, Zero Point, Islamabad
ITB Clause 28	Higher specification	Bidders can propose equivalent or Higher specs and more than one options against any item

## **Terms & Conditions**

### **Instructions to the Bidder -Terms & Conditions**

Following are Terms & Conditions for Bidding and subsequent Contract. The provisions mentioned herein will become part of the Contract. Whenever there is a conflict, the Special Provisions shall prevail over General Provisions of the Contract.

#### **1. Definitions**

In this document, unless there is anything repugnant in the subject or context:

- a) "Authorized Representative" means any representative appointed, from time to time, by the Client, the Purchaser or the Contractor.
- b) "Availability and Reliability" means the probability that a component shall be operationally ready to perform its function when called upon at any point in time.
- c) "Authority" means Associated Press of Pakistan Corporation.
- d) "Bidder" means the Firm/Company/Supplier/Distributors fulfilling the eligibility criteria and participating in the bidding for provision of I.T. and news related equipment as per provision of bid document/ contract.
- e) "Contractor" means the person/firm/company whose Tender has been accepted and awarded letter of intent followed by the Contract by the Purchaser.
- f) "Purchaser" means APP for the project titled "Restructuring of News Operations by Replacing Outdated Equipment with Modern Cutting-Edge Technology ' Associated Press of Pakistan Corporation, for the purposes of the Contract.
- g) "Contract" means the agreement entered into between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.
- h) "Defects Liability Period" means the warranty period following the taking over, during which the Contractor is responsible for making good, defects and damages in Goods and Services provided, under the Contract.
- i) "Force Majeure" means an event beyond the control of the Contractor and not involving the Contractor's fault or negligence and not foreseeable. Such events may include, but are not restricted to, wars, revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
- j) "Goods" means equipment, machinery, and/or other materials which the Contractor is

required to supply to the Purchaser under the Contract.

- k) "Services" means supply, installation, configuration, deployment, commissioning, testing, training, support, after sale service, etc. of Goods and other such obligations which the Contractor is required to provide to the Purchaser under the Contract.
- l) "Origin" shall be considered to be the place where the Goods are produced or from where the Services are provided. Goods are produced when, through manufacturing, processing or assembling of components, a commercially recognized product results that is substantially different in basic characteristics or in purpose or utility from its components. The origin of Goods and Services is distinct from the nationality of the Contractor.
- m) "Delivery Acceptance Certificate" means the certificate to be issued by the Client to the Contractor, in accordance with the Contract.
- n) "Works" means work to be done by the Contractor under the Contract.
- o) "Inventory List" means a list of equipment/ supplies bearing details of make/ model/quantity/unit price/ warranty/location of supply/ installation/ manufacturer/authorized workshop, duly signed by the Contractor and verified by the Client.

## **2. Basic Information**

Bid reference number: APP-Tender-02/23

The Goods are: **News operation equipment.**

**Commencement date of provision of bidding Document after three days of the advertisement of Tender Notice.**

**Submission for clarifications in writing by bidders 8<sup>th</sup> of May 2023  
(adnanbokhari@app.om.pk)**

Pre-Bid Meeting will be held on 09<sup>th</sup> , May, 2023

Last date for bid submission will be As per Tender Notice

Bid Submission Address is as follows:

**Syed Adnan Bokhari**  
Project Director  
Associated Press of Pakistan Corporation  
18, Mauve Area G 7/1, Zero Point, Islamabad  
Tel: +92 51 2203134, 111 277 277

**3. Bidding Process & Evaluation Criteria**

The details of bidding process & evaluation criteria is provided in **Section II** of this document.

**4. Country of Origin/ Eligible Countries**

All countries and territories as indicated in **Section V** of the Bidding Documents, “Eligibility for the Provisions of Goods, Works, and Services.”

**5. Standards**

The quoted product, at the time of technical evaluation and on delivery, shall conform to the standards as prescribed in specifications and in the Technical Evaluation Criteria. The said conformance shall lead to subsequent issuance of the Acceptance Certificate to the Supplier by the Purchaser.

**6. Performance Security**

The amount of performance security, as a percentage of the Contract Price, shall be: Ten (10) percent of the Contract Price.

Performance Security shall be returned after successful completion of the contract in accordance with Warranty & support. After issuance of FAC(Final Acceptance Certificate)

**7. Inspections and Tests**

Inspection and tests of IT & Allied Equipment, shipment of Goods and final acceptance is as follows:

Equipment Delivery & Inspection Report by Inspection Committee and followed by issuance of Delivery Acceptance Certificate (DAC) by Inspection Committee on behalf of Procurement Committee to start payment process.

**8. Packing**

The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit.

**9. Delivery and Documents**

All items are required to be delivered within 6-8 weeks after the issuance of purchase order/Contracts Sign. Delivery of all intended items shall be at Admin Officer, Store room, Associated Press of Pakistan Corporation 18, Mauve Area G 7/1, Zero Point, Islamabad

In case of Import or as required otherwise, upon shipment, the Supplier shall notify



the Purchaser the full details of the shipment, including Contract number, description of Goods, quantity and usual transport document. The Supplier shall mail the following documents to the Purchaser. Copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;  
Original and two copies of the usual transport document (for example, a negotiable bill of lading, a non-negotiable sea waybill, an inland waterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document) which the buyer may require to take the goods;  
Manufacturer's or Supplier's warranty certificate;  
Certificate of origin.

**10. Spare Parts**

After sale service with spare parts shall be at least 12 months for each item from the Manufacturer (Where applicable).

After sale service without spare parts shall be further 2 years subsequent to period mentioned in Clause 10.1 above. (Where applicable).

**11. Warranty**

**Warranty as per standard.** The Supplier shall, in addition, comply with the guarantees associated with the performance and/or conformance specifications specified under the Contract. If, for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall, at its discretion, either:

make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance / conformance tests in accordance with Clause 7,  
or

Pay liquidated damages to the Purchaser with respect to the failure to meet the contractual guarantees. The rate of these liquidated damages shall be 1.0% per day up to a maximum of 10% of the total Contract price.

**12. Payment**

The method and conditions of payment to be made to the Supplier under the Contract shall be as follows:

**Payment for Goods supplied:**

- a) Payment shall be made in Pak. Rupees through crossed cheque in the following manner:

40 percent of the Contract Price of the Goods shall be *paid to supplier after the delivery and 50% after the acceptance of intended goods at destination* upon the submission of documents specified as follows.

- i. The Supplier in accordance with the terms and manner specified in the Schedule of Requirements shall make delivery of the goods.
- ii. The Supplier shall furnish all necessary documentation necessary for completion of the delivery, at the time of delivery and in the manner prescribed.
- iii. The goods supplied under the Contract shall be Delivered Duty Paid (DDP) under which risk is transferred to the buyer after the Goods have been delivered and accepted.

**13. Liquidated Damages**

In case of late delivery or violation of contract follows liquidation, damages shall apply as following.

**Applicable rate: 1.0% per day of the total Contract price**  
**Maximum deduction: ≤ 10% of the total contract amount.**

**14. Disputes Resolution**

In the case of a dispute between the Purchaser and the Supplier, a dispute resolution committee shall be constituted by the APPC for the resolution of dispute in case of non-resolution; the dispute shall be referred to adjudication or arbitration in accordance with Arbitration Laws of Pakistan and shall be heard at Islamabad.

**15. Governing Language**

The Governing Language shall be: English

**16. Applicable Law**

The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan.

**17. Notices& Clarifications**

Purchaser's address for notice and clarification purposes:

**Syed Adnan Bokhari**  
(Project Director)  
Associated Press of Pakistan Corporation  
18, Mauve Area G 7/1, Zero Point, Islamabad  
Tel: +92 51 2203134, 111 277 277

Supplier should provide focal person's contact details, i.e., name, address, telephone, email.

**18. Duties, Taxes & Levies**

The Unit price quoted by the bidder shall be: inclusive of all duties, taxes & levies.

All items in the Bid shall be quoted in Pakistan Rupees (PKR) and remain valid as per Clause 19 herein.

**19. Bid Validity**

The Bidder shall provide a minimum validity period of 90 days from the last date for submission of the Bids. A bid having validity for a shorter period shall be rejected by the project Authority as non-responsive.

The Purchaser, at any time before final contract signing, may solicit the Bidder's consent to an extension of the validity period of the Bid. The request and the response thereto shall be made in writing. If the Bidder agrees to extension of validity period of the Bid, the validity period of the Bid security shall also be proportionately extended. The Bidder may refuse extension of validity period of the Bid, without forfeiting the Bid security.

**20. Rejection of Bids**

Bids will be submitted for each and every item mentioned in Section III: Schedule of Requirements of the Bidding Document. Bids with selective items will not be entertained. Any item that does not fulfil described specifications and mandatory requirements, the bid shall be rejected straightaway.

The Procuring Agency may reject any or all bids at any time prior to the acceptance of a bid. The Procuring Agency shall upon request communicate to any Bidder who submitted a bid, the grounds for its rejection of any or all bids but is not required to justify those grounds.

The Procuring Agency incurs no liability, solely by virtue of its invoking ITB Clause 20.1 above towards Bidders who have submitted bids.

Notice of the rejection of any or all bids shall be given to the concerned Bidders that submitted bids.

Bidder shall provide softcopy in excel format of technical specification in the format mentioned in the documents also the bidder shall provide the technical specification in tabular format as mention in tender document in section of "Technical specification" on company's letter head, failure to do so shall be considered unqualified.

**21. Joint Venture**

Joint venture or partnership firms are not eligible for this tender.

## **22. Right to Alter Quantities and requirements**

At any time prior to the deadline of submission of Bids, Purchaser may for any reason, whether at its own initiative or in response to a clarification requested by bidders, modify the Bid Document by amendment, which will be communicated through email to the bidders who have already been issued Bid Document.

All such amendments shall become part of the Bid Document.

**Purchaser reserves the rights to alter quantities, revise/modify all or any of the specifications, delete some items specified in this offer, when finalizing its requirements.**

No Commitment to Accept Lowest or Any Bid: Purchaser shall be under no obligation to accept the lowest or any other offer received in response to this bid notice and shall be entitled to reject any or all bids without assigning any reason whatsoever.

## **23. Re-Bidding**

If the procurement entity has rejected all bids under PPRA Rule, it may call for re-bidding.

The Procuring Agency before invitation for re-bidding shall assess the reasons for rejection and may revise specifications, evaluation criteria or any other condition for Bidders, as it may deem necessary.

## **24. Bid Forms, Documents & Attachments**

The Technical Proposal shall comprise the following forms and documents, without quoting the price:

- a) Technical Proposal Covering Letter (Tech Form 1)
- b) Bid Cover Sheet (Tech Form 2)
- c) Affidavit (All terms & conditions and qualifications listed anywhere in the tender document have been satisfactorily vetted and agreed) (Tech Form 3)
- d) Evidence of eligibility of the Bidder and the Goods (Tech Form 4)
- e) Authorization Certificate / document from the principal / manufacturer. (Tech Form 5)
- f) Summary of Similar Contracts (Completed & Ongoing) (Tech Form 6)
- g) CVs of Technical Resources (Tech Form 7)
- h) Compliance Sheet - Evidence of conformity of the Goods / the Services to the Bid Document
- i) Technical Brochures / Literature
- j) Details of Warranty and After-Sale Service
- k) Project Timeline for Delivery, Installation & related Services
- l) The statement must be signed by the authorized representative of the Bidder
- m) Valid Registration Certificate for Income Tax, Sales Tax.
- n) Vendor registration code with AGPR

- o) Bank Statement of at least last 2 years.
- p) Evidence of Income & Sales tax paid during last two years. I.e. 2020-21 to 2021-2022.

The Financial Proposal shall comprise the following forms and instruments:

- a) Financial Proposal Covering Letter (Fin Form 1)
- b) Price Schedule (Fin Form 2)
- c) Bid Security equal to 2% of Bid Value

**25. Bid Security/ Earnest Money**

The Bidder shall furnish, as part of its bid, a Bid Security/Earnest Money equivalent to 2% of the total bid price for all items in the shape of pay order, demand draft/call deposit on name of **Associated Press of Pakistan Corporation**,

The bid Security shall be enclosed within the “Financial bids” sealed envelope. Earnest money must be sealed in separate envelop and be placed in Financial proposal not in technical proposal

The successful bidder bid security shall be discharged upon signing of contract, successful delivery of Goods, furnishing of performance /bank Guarantee.

**26. Date, time and venue of opening of Bids**

Technical and Financial Proposal will be opened at same day and time one after another and venue as of Bid submission mentioned in Clause 2.

**27.** Bidders delivering refurbished or used equipment shall be disqualified & penalized, their earnest money shall be forfeited.

**28.** Bidders can propose equivalent or higher specs and more than one option against any item.

**29. Acceptance Letter (Letter of Intent)**

The Purchaser shall, send the Acceptance Letter (Letter of Intent) to the successful Tender, Prior to the expiry of the validity period of the Tender, which shall constitute a contract, until execution of the formal Contract. However, the Purchaser reserves exclusive rights to cancel/annul or amend the Letter of Intent at any time without giving any reason thereof.

**30.** The Service shall remain at the risk and under the physical custody of the Contractor until the delivery and testing of the Goods is completed.

- 31.** The Goods supplied and the Services provided under this Contract shall conform to the authoritative latest industry standards
- 32.** The Contractor shall indicate his delivery approach clearly specifying the requirements for packing, shipping and unpacking of deliverable hardware, software and documentation. The approach shall address shipment of deliverables to the various designated (installation) sites.

The approach shall also specify any special shipping constraints such as custom requirements, security requirements, access arrangement or loading dock requirements. The Contractor shall deliver the Goods at the locations, as specified by the Purchaser at the time of delivery.

The Service shall remain at the risk and under the physical custody of the Contractor until the delivery and testing of the Goods is completed.

The Contractor shall ensure that the Goods shall be delivered complete to enable the testing and training to proceed without interruption. If it shall appear to the Client that the Goods have been or are likely to be delayed by reason of incomplete delivery or for any other reasons, he may require the Contractor at the expense of the Contractor to dispatch the missing items of the Goods or suitable replacements thereof to the site of delivery by the fastest available means including air freight.

The Contractor shall include in the Tender a detailed logistics plan which shall include support details for transportation, mobilization and personnel scheduling during project implementation and the warranty period. The Contractor shall provide maintenance, supply and procurement support necessary for Client to maintain all system, at the contracted performance and reliability level. The Contractor shall arrange and pay for the transport of the Goods to the place of destination as specified in the Contract, and the cost thereof shall be included in the Contract Price.

**33.** The Contractor shall ensure that the implementation design conforms to an open standard by which new services can be added without disruption to existing services.

**34.** The Contractor shall provide a document stating step-by-step procedures for installation and disaster recovery to the Purchaser.

**35.** The Contractor shall provide all the recent patches and updates for Firmware/Hardware, on a reliable media, with proper labeling, during the installation to the Purchaser.

**36.** The Contractor shall be responsible for the continuous operational capability and maintenance of the entire system, 24/7, without disruption to either service or performance, during the warranty period.

### **37. Warranty**

The Contractor shall warrant to the Purchaser that the Goods/Services supplied by the Contractor, under the Contract are genuine, brand new, non- refurbished, un-altered in any way, of the most recent or current model, imported through proper channel, and incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.

The Contractor shall further warrant that the Goods/Services supplied by the Contractor, under the Contract shall have no defect, arising from design, materials, workmanship or from any act or omission of the Contractor that may develop under normal use of the supplied Goods/Services.

The Contractor shall provide Manufacturer's warranty (if applicable) for minimum three years (hereinafter referred as Warranty Period), after the issue of Taking-over Certificate in respect of Goods, the Services and the Works, or any portion thereof, as the case may be, which will include:

Free, on site repair / replacement of defective / damaged parts and labor, within 24 hours of intimation.

On site replacement of defective / damaged Goods, if repair of such Goods involves a duration exceeding 24 hours.

The Contractor shall clearly mention Terms and Conditions of service agreements for the Goods supplied after the expiry of initial warranty period. In case of International Warranties, the local authorized dealers shall mention their service and warranty setup, details of qualified engineers, etc.

The purchaser retain the rights to enter into annual maintenance contract with the supplier at 10% or lower of the cost at which the goods were supplied

The Warranty Period shall start from the date of installation / configuration / deployment of the Goods on site.

The Client shall, by written notice served on the Contractor with a copy to the Purchaser, promptly indicate any claim(s) arising under the warranty.

The Contractor shall, within the prescribed time period, after receipt of such notice, repair or replace the defective / damaged Goods or parts thereof on site, without any cost to the Purchaser.

The end user licenses, end user warranties and end user contracting support services shall be in the name of Purchaser, for the Goods supplied, the Services provided and the Works done, under the Contract.

### **38. Redressed of grievances by the procuring agency**

The procuring agency shall constitute a committee comprising of odd number of persons, with proper powers and authorizations, to address the complaints of bidders that may occur prior to the entry into force of the procurement contract.

Any bidder feeling aggrieved by any act of the procuring agency after the submission of his bid may lodge a written complaint concerning his grievances not later than fifteen days after the announcement of the bid evaluation report under PPRA rules.

The committee shall investigate and decide upon the complaint within fifteen days of the receipt of the complaint.

Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

Any bidder not satisfied with the decision of the committee of the procuring agency may lodge an appeal in the relevant court of jurisdiction.



**SECTION II**  
**Bidding Process &**  
**Evaluation**  
**Criteria**

## **Section II: Bidding Process, Evaluation Procedure & Criteria of Bids**

### **Bidding Process**

Single stage and two envelopes bidding process will be adopted where bids will be selected under Quality and Cost Based Selection (QCBS) System and procedures described in this Bid Document, in accordance with the PPRA Rules.

The bidding process will involve the steps along with timelines as mentioned in Bid Data Sheet.

1. To enable bidder to prepare the proposal, a list of attached document formats have been provided in Section IV- Standard Forms.
2. Any request for clarification should be initiated in writing by email and should be addressed as indicated in notices clause (ITB Clause 17.1).
3. At any time before the submission of proposals, the Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by any bidder, modify the Documents by amendment. The clarification on bids or any amendments of the bid will be intimated to all Bidders listed with the Purchaser for this Bid in writing. The Purchaser may at its discretion extend the deadline for the submission of proposals.

### **Bidding Procedure for Evaluation of Bids**

The bid submitted by the Bidder will be evaluated as per the following procedure:

1. First level of evaluation will be based on mandatory criteria. Only those firms who fulfill mandatory criteria will qualify for next round of evaluation.
2. Second level of evaluation will be on the basis of the Technical Bid, which will include compliance to technical specifications of each item and other factors mentioned in this bid document.
3. Bids that pass technical evaluation, will be opened for financial evaluation.

**List of Mandatory Documents for Eligibility.**

<b>S #.</b>	<b>Documents.</b>	<b>Validity</b>
1	Certificate of Company/Firm Registration/Incorporation under the laws of Pakistan with minimum 5 years of Relevant Experience	Valid certificate from concerned regulator/ authority required.
2	Registration of NTN with Federal Board of Revenue (FBR) and having Active Tax Payer status.	
3	Registration of General Sales Tax(GST)with Federal Board of Revenue (FBR)and having Active Tax Payer status.	
4	The bidder should have fully operational office/ Head office in Islamabad/Rawalpindi.	
5	Affidavit that firm is not Blacklisted and involved in any active litigation in Pakistan.	
6	Authorized partners of OEM (Distributors, Resellers or Authorized Letter from mentioned Partners) for items where applicable.	Valid Authorization Certificate
7	Proof of similar completed projects for the last five years.	Completion Certificates
8	Bidder has technical capabilities to provide support services / assistance during active period of Contract.	Team List with relevant training /Certification
9	Compliance/ Data sheet shall be provided. Unless the submission of the same, bid shall be considered rejected straight away.	Compliance Sheet & Data Sheets
10	Bank Statement of the company for the last two years	Bank Statement

## **Evaluation Procedure& Criteria**

### **Technical**

#### **(i) Procedure for opening of Bids**

Single stage – 2 envelopes, procedure would be adopted for opening of bids. The procedure and terms are as follows:

- a) The bid shall comprise a one-package containing two separate envelopes. Each envelope shall contain separately the Financial Proposal and the Technical Proposal;
- b) The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion;
- c) Initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened;
- d) The Technical Proposals shall be evaluated for compliance to technical requirement of this document, without reference to the price and reject any proposal which does not conform to the specified requirements as listed in said Sections.
- e) The envelope marked as “FINANCIAL PROPOSAL” shall be opened in front of Procurement Committee members and the representatives of qualified bidders after the technical evaluation who have scored at least 70% marks;
- f) The Financial Proposal of bids found technically nonresponsive or unqualified shall be returned un-opened to the respective bidders;
- g) The opened financial proposals will be evaluated and amount totals will be checked/verified for correctness. The lowest priced bid compliant in all respects will be considered for the award of procurement order.

#### **(ii) Technical evaluation**

There would be a one-stage evaluation; preliminary mandatory evaluation of technical bids will be done as per information tabulated above in the “list of mandatory documents”. Detailed technical evaluation of those firms would be performed which would qualify the above tabulated mandatory evaluation criteria. Based on the detailed evaluation, a further short listing will be done. These short-listed firms may be asked to give presentation/ demo of their equipment/ solution as requested by the Purchaser. The technical evaluation would be performed by the Technical Evaluation Committee. Rating for technical evaluation will be as per following criteria:

Sr.#	Criteria	Marks
1	<b>Relevant Experience</b>	<b>40</b>
(i)	Relevant experience in providing of News Equipment of similar nature & size for clients in Public Sector <ul style="list-style-type: none"><li>Each Project→ 02 Marks (Maximum limit <b>10 Marks</b>)</li></ul>	
(ii)	Relevant experience in providing servers installation and Configuration of similar nature & size in term of Quantity and cost for clients in Public Sector Departments/Organizations <ul style="list-style-type: none"><li>No of Projects in Public Sector, Each Project→ 02 Marks, maximum 20 Marks</li></ul>	

<b>(iii)</b>	Manufacturer Authorization Certificate: 10 Marks	
<b>(iv)</b>	Number of Item quoted (maximum 10 Marks)  Any item which is necessary to make the solution complete must Be quoted and mentioned separately.	
<b>2</b>	<b>Technical Resource (Technical/ Managerial)</b>	<b>10</b>
	<b>Staff strength above 05 employees: 1 mark</b> Including at least 02 Engineers trained / certified on manufacturer's equipment.	
<b>(i)</b>	<b>Technical Manager's Experience:</b>	
	Relevant Experience up to (03-05) years of successfully managing and implementing similar nature projects → <b>01 marks</b>	
	Relevant Experience up to (05-10) years of successfully managing and implementing similar nature projects → <b>01 marks</b>	
	Relevant Experience (Above 10) years of successfully managing and implementing similar nature projects → <b>02 marks</b>	
<b>(ii)</b>	Training, Support Strategy, Response time, Warranties, onsite maintenance & technical support → maximum <b>05 marks</b>	
<b>3</b>	<b>Project Implementation/ Management Plan</b>	<b>50</b>
<b>(i)</b>	Project Timeline for delivery and installation, Within 6 Weeks → 30 marks, Within 8 Weeks → 20 marks, Beyond 10 Weeks → 0 marks (Maximum limit of <b>30 Marks</b> )	
<b>(ii)</b>	The Bidder must have it Office in Islamabad. (Marks 5) Offices in Lahore, Karachi. (Marks 5)	
<b>(iii)</b>	Presentation and Bid preparation. (Marks 10)	

**(iii) Financial Evaluation**

Financial bids of only those bidders who Score at least 70% on the technical evaluation would be opened before the representatives who wish to attend the financial proposal opening. The lowest financial bid of the technically compliant bid will be selected for award of the purchase/supply order, after fulfilling contractual obligations.

**Final Evaluation**

The decision of the Procurement Committee will be binding on all concerned and will in no case be challengeable at any forum.

**SECTION III**  
**TECHNICAL SPECIFICATION**

**CATEGORY - A**

**Social/ Digital Media Equipment**

#	Equipment	Specification	Qty
1	Dish for monitoring with Receiver	10 inch with mount and cabling and installation	4
2	Dish TV with Accessories	200+ channels	2
3	Internet Devices (4G)	4G portable internet device	16
4	Social media software	Streaming software with minimum three streaming platforms	4
5	Smart TV with Accessories	PTCL Smart TV	2
6	Cluster for storage	8TB portable Network based storage device	4



## **CATEGORY - B**

### **VNS Equipment**

#	Equipment	Specification	Qty
1	Photo Camera and package	<p>Full Frame Camera, Effective Pixels (Megapixels) 24.5 million, Sensor Size 35.9 mm x 23.9 mm, Image Sensor Format FX, Storage Media CF express (Type B) XQD Type Memory, ISO Sensitivity ISO 100 - 51,200 in steps of 1/3 or 1/2 EV</p> <p>Cropped Lens Camera, Effective Pixels (Megapixels) 20.9 million, Sensor Size 23.5 mm x 15.7 mm, Image Sensor Format DX, Storage Media SD SDHC SDXC XQD Type Memory, ISO Sensitivity ISO 100 - 51,200</p> <p>Full Frame Camera, Effective Pixels (Megapixels) 24.5 million, Sensor Size 35.9 mm x 23.9 mm, Image Sensor Format FX, Storage Media SD SDHC (UHS-II compliant) SDXC (UHS-II compliant), ISO Sensitivity ISO 100 - 51,200</p> <p>Lens 24-70mm F/4 lens+ Mount Adapter FTZ +32GB XQD Card</p> <p>14-30mm F/4 S Lens with UV FilterKit, 50-250mm lens, Lens 70-200mm F/2.8GED VR II AF-S Zoom lens AF Speed light flashgun 24 to 200mm lens, 14mm with wide panel (in FX format) Lens 200-500mm</p>	50
2	Video Camera and package with Accessories	<p>Effective: 12.4 Megapixel, 1/2.33"-Type CMOS Sensor, Optical in Integrated Lens, Mechanical Filter Wheel with 2 Stop (1/4), 4 Stop (1/16) ND Filters, 2300 to 15,000K, Auto Focus, Recording H.264 3840 x 2160 at 23.98/25/29.97 fps [70 to 150 Mb/s] 1920 x 1080p at 3.98/25/29.97/50/59.94/100/ fps [35 to 50 Mb/s] 1920 x 1080i at 50/59.94 fps [24 to 50 Mb/s] 1920 x 1080p at 50/59.94 fps [12 to 28 Mb/s], IP Streaming: H.264, H.265, MPEG2, RTMP, RTP, RTSP, ZIXI 1920 x 1080 at 50i, 59.94i (3.0 to 12.00 Mb/s) Dual Slot: SD/SDHC/SDXC (UHS-I) [U3/V30 or Faster Recommended]</p>	56

		Low light Camera, SDI output	
	Extra Battery with Charger	Extra Battery with Charger	<b>60</b>
	Tripod.	Tripod.	<b>60</b>
	Camera Bag.	Camera Bag.	<b>60</b>
	Audio Cable XLR 15 Meter with Mic stand	Audio Cable XLR 15 Meter with Mic stand	<b>60</b>
	Card Reader	Card Reader	<b>60</b>

## **CATEGORY - C**

### **IPTV/WEBTV Equipment**

Sr.#	Equipment	Specification	Quantity
1.	Master Control Room & Transmission and package	Playout Software with automation and scheduling with License and Live CG six layers minimum	1
		MAC Pro with 27" LED with Accessories	1
		Encoder and Modulator with Accessories and installation	1
		20 Watt BUC with Accessories and installation	1
		IRD with SDi output Receiver with Accessories	1
		a) 10inch RX Antenna, with Accessories and installation b) Installation of 4.5 Meter Antenna	1
		BiDirectional SDI/HDMI 12G Micro Converter Convert in both directions, in different standards at the same time. Convert SDI to HDMI and HDMI to SDI simultaneously.	5
		DMX Controller: 8 Channel DMX Control with Cabling	1
2.	TVU Setup and NOC package	TVU Network/one TVU setup with Accessories, Receiving server with Accessories, Internet Devices with Accessories	1
3.	Tera Dock/live shell X and package	Simultaneously 3 Platforms Streaming, with SDI/HDMI Input with Accessories	18
4.		12 Channel digital input Audio Mixer with Accessories	9
5.		4K SDI/HDMI input Recording Device with Accessories	3
6.		500gb SSD Hard Drive with Accessories	9
7.		8-User Wired Intercom System with 4 Belt packs & 4 Headsets Supports 8-Way Intercom 4 x Belt packs and 4 x Headsets 4 x 5-Pin XLR Cables 1 x XLR Gooseneck Microphone 1 x XLR Gooseneck Light Selectable Channel Talk	9

**Procurement & Installation of IT & Allied Equipment for the FY2022-23**

		Broadcast to All or Mute Rackmount Design With IFB for Anchors	
8.		B2B Microphones with spider Arms	2
9.		Audio Monitor with Accessories	8
10.		LED 42" with Accessories	4
11.		Multilanguage Teleprompter with Accessories LED 22" with Accessories	8

## **CATEGORY - D**

### **Youtube Equipment**

<b>Sr.#</b>	<b>Equipment</b>	<b>Specification</b>	<b>Quantity</b>
1.	Telephone Hybrid	2 Lines Telephone with Software based controllable	1
2.	Cabling and Installation	Broadcast Tool Kit	2
		L3 SDI Connectors	800
		L5 SDI Connectors	200
		Nutric XLR Connectors	1000
3.	Software	Streaming software with minimum three streaming platforms with Package	4
4.	SAN/Cloud	8TB Portable Network Based storage with Accessories	4

## **Compliance Sheet:**

### **Equipment with Installation**

Compliance to the above specification is mandatory. Compliance sheet must be provided by the bidder as per above list.

**Supply Schedule:****A) For supply of Goods:**

Mode of Penalty	100% Quantity as per Purchase Order	Total delivery period
Without penalty	04-06 Weeks (Maximum)	06-08 Weeks (Maximum)
With penalty @ 1.0% up to a maximum of 10% of the total Contract price.		

*Note: The total delivery period includes opening of Letter of Credit (if any), transportation from manufacturer's destination to the Purchaser's Country Port, custom clearance and inland transportation to the Purchaser's end destination. Installation, commissioning, test-run, relevant staff training, and initial maintenance are NOT included in the delivery period. However, payment to the supplier will be subject to satisfactory report by the Inspection Team and complete installation and commissioning.*

**b). Liquidated Damages /Penalty**

- i) Wherein the Supplier entirely fails to complete deliveries as per purchase order and within the stipulated time frame specified in the Schedule of Requirements, the Contract to the extent of non-delivered portion of supplies shall stand cancelled.
- ii) After the cancellation of the Contract no supplies shall be accepted and the amount of Performance Guarantee/Security to the extent of non-delivered portion of supplies shall be forfeited.
- iii) If the Supplier fails to supply the whole consignment and not able to deliver to the destination, the entire amount of Performance Guarantee/Security shall be forfeited to the Purchaser account and the firm shall be blacklisted minimum for two years for future participation.
- iv) The exact time frame for making supplies with and without penalty shall be indicated in subsequent purchase orders.
- v) In case of late delivery of goods beyond the period specified in the Schedule of Requirements and subsequent purchase order, a penalty @ 1.0% per day of the cost of late delivered supply shall be imposed upon the Supplier.
- vi) Extension in the delivery period (if any) will be considered by the Purchaser on case to case basis and strictly in accordance with PPRA Rules.

**c) Incidental Services**

The bidders are required to either incorporate or quote separately the costs of following incidental services being part of the contract, if applicable.

- i) **Transportation:** Equipment and supplies will be delivered up to the place of installation / final destination by the bidder at his cost and mode of transportation including loading /unloading.
- ii) **Insurance:** All insurance charges will be borne by the supplier.
- iii) **Custom Clearance:** Equipment and supplies will be cleared (from airport/seaport) customs department by the supplier and charges/duty/taxes if any will be paid by the supplier.
- iv) **Installation:** Supplier will install the equipment at the designated place of work, free of charge, give test-run and if required, will impart on job training.
- v) **Test-Run/Commissioning:** Equipment will be subjected to test-run after commissioning.
- vi) **Staff Training:** Where required, on job training to be provided to working staff on the equipment to be supplied /installed.
- vii) **Initial Maintenance:** Supplier will be responsible for initial maintenance of the equipment (repair and parts), for one complete year starting from the date of installation/test-run.
- viii) **Availability of Spare Parts and Consumables:** Supplier will guarantee through reliable means, acceptable to Purchaser, prompt and easy availability of spare parts & consumables for the period of FIVE years (apart from initial one year as in clause vii above), on reasonable rates.
- ix) **After Sales Service:** Supplier will provide free after sales service from trained and qualified technical staff, free of charge for one complete year (including one year with parts as mentioned above in clause(vii), after the date of installation /test-run.

**d) Warranty**

The supplier / original manufacturer will provide comprehensive warranty (on Judicial Paper) of free after sales service, maintenance, replacement of parts, and working of the equipment for one year from the date of supply. Post warranty maintenance contract for another **one** years, including after sales service with parts, rates (companies to offer percentage (%)) of the contract value in the technical bid). Warranty and post warranty maintenance contract rate shall be acknowledged from the original manufacturer regardless of change of local authorized dealer.

**e) Additional instructions (If applicable)**

- i. Please clearly indicate the country of origin, wholly or parts, etc.
- ii. Indicate place/port of shipment.
- iii. Any state licensing or permission of export/sales/use requirements will be the responsibility of the supplier/manufacturer.



- iv. Complete literature on working, installation, circuiting, maintenance to be provided in English language, with the equipment.
- v. Training of working of the equipment and normal /minor repair, troubleshooting will be arranged by the supplier/ manufacturer, for Purchaser's staff, (Hardware/ Networking Engineers) at the purchaser's location, at the time of installation/ commissioning (for complex and high-tech equipment such as Video Wall, Digital Signage Solution, Digital Flip Charts, etc.).

**SECTION-IV**  
**STANDARD FORMS**

<b>TECH FORM 1:</b>	Technical Proposal Cover Letter
<b>TECH FORM 2:</b>	Bid Cover Sheet
<b>TECH FORM 3:</b>	Affidavit
<b>TECH FORM 4:</b>	Eligibility of the Bidders & Goods
<b>TECH FORM 5:</b>	Manufacturer/Distributor's Authorization
<b>TECH FORM 6:</b>	Summary of Similar Contracts/ Projects
<b>TECH FORM 7:</b>	CVs of Technical Resources
<b>FIN FORM1:</b>	Financial Proposal Cover Letter
<b>FIN FORM2:</b>	Price Schedule

# **TECH FORM 1**

## **Technical Proposal Submission Form**

[Location, Date]

To,

**Syed Adnan Bukhari**  
(PROJECT DIRECTOR)

“Restructuring of News Operations by Replacing Outdated Equipment with Modern Cutting-Edge Technology” Associated Press of Pakistan Corporation Islamabad

Dear Sir,

We, the undersigned, offer to provide the *(New operation & IT Equipment, Social Media Equipment, Video News Equipment, IPTV/Web TV Equipment and YouTube Equipment)* in accordance with your Bid Document dated *(insert date)* and our Proposal. We are hereby submitting our Proposal, which includes the Technical Proposal and the Financial Proposal sealed in two separate envelopes.

We undertake, if our Proposal is accepted, to provide supply of items related to the assignment.

We also confirm that the Government of Pakistan / Provincial Government have not declared us ineligible on charges of engaging in corrupt, fraudulent, collusive or coercive practices. We furthermore, pledge not to indulge in such practices in competing for or in executing the Contract, and we are aware of the relevant provisions of the Bid Document.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature  
(In full and initials)  
Name and Designation of Signatory  
Name of Firm  
Address

**TECH FORM 2**  
**BID COVER SHEET**

Bid Ref. No.-----

Date-----

Name of the Supplier/Firm Contractor: -----

-----  
Address:-----

-----  
E-mail:-----

Phone:-----

Facsimile:-----

Bid Security attached with Financial Bid                      YES                      NO

Bid for:

: All Items mentioned in the Schedule of Requirements.

<i>S. No. <sup>1</sup></i>	<i>Name of the Item</i>

Signed:

Dated:

Official Stamp:

\_\_\_\_\_

<sup>1</sup>The Serial No. of the item as mentioned in the Technical Specifications.

## **TECH FORM 3**

### **AFFIDAVIT**

I/We, the undersigned solemnly state that:

- 1) We have read the contents of the Bidding Document and have fully understood it.
- 2) The Bid being submitted by the undersigned complies with the requirements enunciated in the bidding documents.
- 3) The Goods that we propose to supply under this contract are eligible goods within the meaning of al l clause of the ITB.
- 4) The undersigned are also eligible Bidders within the meaning of Clause 21 of the ITB of the Bidding Documents.
- 5) The undersigned are solvent and competent to undertake the subject contract under the Laws of Pakistan.
- 6) The undersigned have not paid nor have agreed to pay, any Commissions or Gratuities to any official or agent related to this bid or award or contract.
- 7) The undersigned are not blacklisted or facing debarment from any Government, or its organization or project.
- 8) The undersigned has no dispute anywhere in the province regarding supplies.
- 9) The undersigned agree to give warranty with repair and parts for 03 year (Total services and warranty for 03 years).

We affirm that the contents of this affidavit are correct to the best of our knowledge and belief.

Signed

**Note: The affidavit must be on judicial stamp paper by the Executive of the Firm & attested by Oath Commissioner.**

## **TECH FORM 4**

Name of the Firm Bid

Reference No:

Date of opening of Bid.

### Documentary Evidence: Eligibility of the Bidders and Goods

Required Documentation		Checklist (To be initialed by the Bidder against each document)	Relevant Page Number in the Bid (To be filled by the Bidder)	Supporting Documents (To be filled by the Bidder name of the documents that are submitted to meet the requirement)
Column:1		Column:2	Column:3	Column:4
Letter of Manufacturer's authorization				
Partnership Deed (where applicable)				
NTN Certificate				
GST Certificate				
Affidavit (Non Black Listed)				
2 Years Bank Statement				

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## **TECH FORM 5**

### **MANUFACTURER / DISTRIBUTOR'S/RESELLER AUTHORISATION<sup>1</sup>**

**To: *[Name &Address of the Procuring Agency]***

WHEREAS *[name of the Manufacturer]* who are established, reputable & successful in bidding process *[name and/or description of the goods]* having factories at *[address of factory]* do hereby authorize *[name and address of Supplier/ Agent]* to submit a bid, and subsequently negotiate and sign the Contract with you against the Invitation for Bids (IFB) No. *[Reference of the Invitation to Bid]* for the goods manufactured by us.

We hereby extend our full guarantee and warranty as per Clause 11 of the Instructions To the Bidders (ITB) Terms & Conditions for the goods offered for supply by the above firm against this Invitation for Bids.

Signature:.....

Designation:.....

Official Stamp:.....

---

<sup>1</sup>This letter of authority should be on the letterhead of the Manufacturer and should be signed by a person competent and having the power of attorney to bind the Manufacturer. It should be included by the Bidder in its bid.

## **TECH FORM 6**

### **Format for Summary of Similar Contracts (Completed& Ongoing)**

Name of Firm: \_\_\_\_\_

S#	Name of Contract	Location/Province/Country	Client with Address	Contract Cost (Rs. In Million)	Contract Duration		Completed as	Additional Information (if any)	Remarks
					Start Date	Completion Date	Single Firm or JV		
1	2	3	4	5	6	7	8	9	10



**TECH FORM 7**  
**Format for CV-One Pager (Technical Resources)**

<b>Name</b>	
<b>Designation</b>	

**Education**

<b>Degree</b>	<b>Year</b>	<b>Institution Name</b>	<b>Subject</b>

**Certifications/ Trainings:***(copy of certificates to be attached)*

- 1.
- 2.

**Experience**

**Total IT Services Experience (Years):** \_\_\_\_\_

**Details of IT services Experience:**

<b>Company Name</b>	<b>Designation/Position</b>	<b>Experience Years / Months</b>

# **FIN FORM 1**

## **Financial Proposal Submission Form (Part of Financial Bid Envelope)**

[Location, Date]

To

ADMIN OFFICER (\_\_\_\_\_)

### **“Restructuring of News Operations by Replacing Outdated Equipment with Modern Cutting Edge Technology, Associated Press of Pakistan Corporation, Islamabad**

Dear Sir,

We, the undersigned, offer to provide the *(New operation & IT Equipment, Social Media Equipment, Video News Equipment, IPTV/Web TV Equipment and YouTube Equipment)* in accordance with your Bid Document dated *(insert date)* and our Technical Proposal. Our attached Financial Proposal is for the sum of *(insert amount in words and figures)*. This amount is inclusive of all taxes and charges.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the bid/ proposal.

We also declare that the Government of Pakistan or Provincial Governments have not declared us ineligible on charges of engaging in corrupt, fraudulent, collusive, or coercive practices. We furthermore, pledge not to indulge in such practices in competing for or in executing the Contract, and are aware of the relevant provisions of the Bid Document.

We understand you are not bound to accept any Proposal you receive.

Signed

In the capacity of:

Duly authorized to sign the proposal on behalf of the Applicant.

Date:

Authorized Signature

(In full and initials)

Name and Designation of Signatory

Name of Firm

Address

## **FIN FORM A**

### **Price Schedule**

(To be provided to the Procuring Entity)

*UserNote: This form is to be filled by the Bidder and shall submit with Financial Proposal.*

Name of the Firm:

Bid.Ref.No:

Date of opening of Bid.

For Category- A

For Category - B

S. No.	Name of the Item	No. of Units	Unit Price	Total Value	Applicable Taxes	Total Price (Inclusive of all taxes)
1	2	3	4	5	6	7
				3*4		5+6
1	Remote Internet Devices (4G)	16				
2	Video controller	3				
3	Dish for monitoring	4				
4	Smart TV	2				
5	Dish TV	2				
6	Cluster for storage	4				
7	Social media software	4				
	<b>GRAND TOTAL:</b>					

A) FINAL TOTAL PRICE:.....  
(Both in figures and words)

Signature:.....

Designation:.....

Date:.....

Official Stamp:.....

## **FIN FORM B**

### **Price Schedule**

(To be provided to the Procuring Entity)

*UserNote: This form is to be filled by the Bidder and shall submit with Financial Proposal.*

Name of the Firm:

Bid.Ref.No:

Date of opening of Bid.

For Category-C

S. No.	Name of the Item	No. of Units	Unit Price	Total Value	Applicable Taxes	Total Price (Inclusive of all taxes)
1	2	3	4	5	6	7
				3*4		5+6
1	Drone Camera/Photo Camera/ Video Camera and package	106				
	<b>GRAND TOTAL:</b>					

A) FINAL TOTAL PRICE:.....  
(Both in figures and words)

Signature:.....

Designation:.....

Date:.....

Official Stamp:.....

## **FIN FORM C**

### **Price Schedule**

(To be provided to the Procuring Entity)

*UserNote: This form is to be filled by the Bidder and shall submit with Financial Proposal.*

Name of the Firm:

Bid.Ref.No:

Date of opening of Bid.

For Category - D

S. No.	Name of the Item	No. of Units	Unit Price	Total Value	Applicable Taxes	Total Price (Inclusive of all taxes)
1	2	3	4	5	6	7
				3*4		5+6
1	TVU Setup NOC and package	28				
2	Tera Dack/Live Shell and package	28				
3	Power Backup 40KVA Generator	8				
4	Master Control Room & Transmission and package	1				
5	STUDIO &PCR and package	9				
	<b>GRAND TOTAL:</b>					

A) FINAL TOTAL PRICE:.....  
(Both in figures and words)

Signature:.....

Designation:.....

Date:.....

Official Stamp:.....

## **FIN FORM D**

### **Price Schedule**

(To be provided to the Procuring Entity)

*UserNote: This form is to be filled by the Bidder and shall submit with Financial Proposal.*

Name of the Firm:

Bid.Ref.No:

Date of opening of Bid.

For Category -E

S. No.	Name of the Item	No. of Units	Unit Price	Total Value	Applicable Taxes	Total Price (Inclusive of all taxes)
1	2	3	4	5	6	7
				3*4		5+6
1	Telephone Hybrid	1				
2	Cabling and Installation: video=117,000+audio 3400	3+6				
3	Injest Machine	1				
4	Playout Server	1				
5	Streaming Server	2				
6	Capturing Cards	05				
7	Studio Lights	12				
8	SAN/Cloud	04				
9	YouTube software	04				
	<b>GRAND TOTAL:</b>					

A) FINAL TOTAL PRICE:.....  
(Both in figures and words)

Signature:.....

Designation:.....

Date:.....

Official Stamp:.....

**SECTION-V**  
**Eligible Countries**

## Section V: Eligible Countries

### Country Eligibility for the Provision of Goods, Works and Services

As an exception, firms of a Country or goods manufactured in a Country may be excluded if:

- 1) As a matter of law or official regulation, **the Purchaser's Country prohibits commercial relations with that Country**, provided that the Procuring Entity is satisfied that such exclusion does not preclude effective competition for the supply of the Goods or Works required, or
- 2) By an Act of Compliance with a Decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, the Purchaser's Country prohibits any import of goods from that Country or any payments to persons or entities in that Country.
- 3) For the information of Purchasers and bidders, at the present time firms, goods and services from the ***following countries are excluded*** from this bidding as per government policy.

#### ➤ Israel

- 4) The bidder shall provide the entire store / items mentioned in BOQ of Made in Pakistan "or" otherwise mentioned the country of origin (Country of Manufacture) of the offered / quoted equipment & all allied accessories. Equipment or any of its unit components quoted by the bidders must not be manufactured in Israel or India. Furthermore, the Bidder / Principle must not have any linkages with Israel or India regarding ownership, sponsoring and financing. In case any item may not confirm its country of origin, the bidder will provide the relevant documents to confirm the make and manufacture. (If any item during course of execution may not confirm about its make then bidder shall provide an affidavit in this regard).
- 5) The bidder shall provide Undertaking of no business relations, manufacture, technical assistance etc. from Israel & India pertaining.



## AGREEMENT

## Annexure A

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 “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/items 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 construct 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 ) (if required)
- L.** Non-Disclosure Agreement (if required)
- M.** Any Standard Clause acceptable for Purchaser

3. 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]:**

Signature

Name

Witnessed By:

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

Signature

Name

Witnessed By:

**WITNESSES**

Signature\_\_\_\_\_

CNIC # \_\_\_\_\_

Name \_\_\_\_\_

Designation\_\_\_\_\_

Address \_\_\_\_\_

**WITNESSES**

Signature\_\_\_\_\_

CNIC # \_\_\_\_\_

Name \_\_\_\_\_

Designation\_\_\_\_\_

Address \_\_\_\_\_