



The Urban Unit

Urban Sector Planning & Management Services Unit (Pvt.) Ltd.



**URBAN SECTOR PLANNING & MANAGEMENT
SERVICES UNIT (PRIVATE) LIMITED**



The Urban Unit

Urban Sector Planning & Management Services Unit (Pvt.) Ltd.



TENDER DOCUMENT

PURCHASE OF SERVER

FOR PROJECT TITLED:

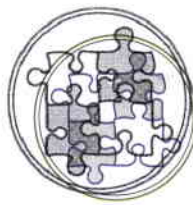
**DEVELOPMENT OF INDUSTRIES DATA BANK FOR THE
ANALYSIS OF ESSENTIAL COMMODITIES VALUE CHAINS BY
USING ADVANCE TECHNOLOGY**

(Single Stage One Envelope)

(Note: Procurement is done by Urban Unit in line with PPRA Rules 2014)

Tender # UU/2021-22/10

Sign & Stamp of bidder



The Urban Unit

Urban Sector Planning & Management Services Unit (Pvt.) Ltd.
Urban Sector Planning & Management Services Unit (Pvt.) Ltd.



No: _____

Date: _____

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503 - Shaheen Complex, Egerton Road, Lahore - Pakistan Sign & Stamp of bidder



The Urban Unit

Urban Sector Planning & Management Services Unit (Pvt.) Ltd.



TERMS & CONDITIONS

Urban Sector Planning & Management Services Unit (Pvt.) Limited (*hereinafter referred to as "The Urban Unit" or Client*) invites sealed bids from well reputed eligible and experienced GST registered and income tax registered sole proprietor / firms / companies (*hereinafter referred to as "Bidder"*) for the specified items for its office located at 503, 5th Floor, Shaheen Complex, Egerton Lahore as per Annex-A (*hereinafter referred to as "Goods"*).

1. General:

- 1.1 Any offer not received as per terms & conditions of the tender enquiry is liable to be ignored. No offer shall be considered if:
 - a) received without bid security
 - b) it is received after the time and date fixed for its receipt
 - c) not signed & stamped by authorized person on each page of tender document
 - d) the offer is ambiguous
 - e) the offer is received by fax or e-mail
 - f) the offer is from a black listed firm
 - g) offer received with shorter validity than required
 - h) the offer is not conforming to specifications indicated in the tender document
 - i) any additional terms & conditions added by the bidder
 - j) any conditional offer
- 1.2 Only Income tax registered firms / companies are eligible to participate in the tender. (Provision of Active Status certificate / proof Mandatory)
- 1.3 Only Sales tax registered firms / companies are eligible to participate in the tender. (Provision of Active Status certificate / proof Mandatory)
- 1.5 Bid will remain valid for a period of 120 days from the date of opening the tender. No change in price will be made after the opening of tender.
- 1.6 The cover envelop must indicate particulars of tender, name of submitting firm/company and date of opening. The envelope must be properly sealed.
- 1.7 Bidders shall participate for complete items mentioned at Annex-A. Partial bidding is not allowed.
- 1.8 Purchase Order(s) will be placed to technically responsive lowest evaluated bidder as per detailed at Annex-A by The Urban Unit after the approval of Competent Authority i.e. Chief Executive Officer of the Urban Unit.

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- 1.9 Offered rates will be on the basis of complete delivery, installation and onsite three year standard warranty of all parts.
- 1.10 The bidder must indicate their National Income Tax No. and Sales Tax No.
- 1.11 The Urban Unit may increase or decrease the ordered quantities under Punjab Procurement Rules, 2014.
- 1.12 **The bidder shall be responsible for Min. 03 Years Manufacturer Parts and Labor warranty for all components on site.**
- 1.13 **The bidder shall have valid Manufacturer Authorized Dealership/Reseller for Enterprise IT Equipment.**
- 1.14 **The equipment should be delivered without any local alteration / assembly etc.**

2. Time Period:

- 2.1 The bidder will have to complete the supply within 08 weeks from the date of issuance of Purchase Order.

3. Extension of Delivery period:

In special circumstances, request for extension of delivery period may be considered by the Competent Authority on the written request of the firm before the target date, which will be authorized to either accept or reject the request of bidder without assigning any reason.

4. Penalty of Delay / Cancellation:

- 4.1 Penalty @ 0.1% of total cost per day (maximum up to 10% of total value of the order) shall also be made as penalty in case of late delivery.
- 4.2 In case, supplier fails to deliver the requisite goods within stipulated time frame as specified in Clause 2 and 3 above, the Bid Security/Performance Security may be forfeited by the client.
- 4.3 The goods will be inspected by The Urban Unit through an authorized personnel and will be rejected, if not found according to the given specifications as mentioned at Annex-A. The Urban Unit will not be responsible for any cost or expenses incurred by the bidders.

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Urban Sector Planning & Management Services Unit (Pvt.) Ltd.



5. Payment to the Contractors:

- 5.1 Payment will be made through crossed cheque to bidder against invoice after 100% completion of delivery and inspection. No payment will be made as advance. Payment will be made after the submission of Performance Security as per clause 13 of tender document.
- 5.2 Payment against partial delivery will not be made.

6. Bid Security:

- 6.1 Bid security of Rs. 100,000/- (4% of the estimated amount i.e. Rs. 2,500,000/-) **shall have to be attached along with of bidding document.** It should be in the form of Bank Guarantee / Pay Order / Bank Draft / CDR valid for a period of minimum of six (6) months from a scheduled bank in favor of Urban Sector Planning & Management Services Unit (Pvt.) Limited.
- 6.2 Bid security of unsuccessful bidders shall be refunded on the finalization of the Tender whereas the bid security of successful bidder shall be refunded upon submission and verification of Performance Guarantee.
- 6.3 The bid security shall be forfeited if:
- The offer is withdrawn, amended or revised after the bid submission time.
 - The bidder fails to execute the contract strictly in accordance with terms and conditions of tender document.

7. Deduction of Taxes:

All applicable taxes will be deducted while making payment as per Government Rules / Instructions/ Notifications. Bidder will be responsible for the payment of duties, levies and clearance from customs authorities etc.

8. Dispute:

In case of any dispute before or after the execution of contract, matter will be resolved as per PPRA Rules 2014.

9. Technical Evaluation Criteria (Mandatory):

- 9.1 Registration with Income Tax Authorities and Active Tax Payer Status.
- 9.2 Registration with Sales Tax Authorities and Active Tax Payer Status.

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Urban Sector Planning & Management Services Unit (Pvt.) Ltd.



- 9.3 Meet the required technical specification of the equipment (Annex-A)
- 9.4 Affidavit on non-judicial stamp paper of worth Rs.50/- regarding non-involvement in any legal actions or dispute and firm is not black listed by any firm/company.
- 9.5 Copies of minimum 03 similar work orders / Purchase Orders / Contracts issued in last 03 years' experience.
- 9.6 Criteria mentioned in tender checklist.
- 9.7 Only technically responsive bidder will be eligible for financial bid opening.
- 9.8 Only authorized dealers/resellers having valid authorization certificate for the quoted brand are eligible to participate in the bidding process.

11. Bid / Tender opening procedure:

As per PPRA Rules 2014, single stage one envelope bidding procedure shall be adopted.

12. One person, one bid:

One person may submit one bid and if any person submits more than one bid, the procuring agency shall reject all such bids.

13. Performance Security:

Performance Security in the form of Bank Guarantee from a schedule bank as per State Bank of Pakistan or Insurance Guarantee from an Insurance Company having at least AA rating from PACRA/JCR in favor of "Urban Sector Planning and Management Services Unit (Pvt.) Limited" equivalent to 10% of the total purchase order amount for a period of 03 years shall be submitted by the successful bidder right after the issuance of Purchase Order.

MUHAMMAD OMAR MASUD

Chief Executive Officer

**Urban Sector Planning & Management
Services Unit (Pvt.) Limited**

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TECHNICAL SPECIFICATIONS

SERVER			
Sr. #	ITEM	DESCRIPTION	QTY
1	Processor	2xIntel® Xeon® Gold or higher latest series Min. 2.0GHz, Min 27.5M Cache, 20C/40T, with turbo boost Technology or higher Min.DDR4-2933	01
2	Mother Board	Latest Server Board Chipset with DUAL Processor Support enabled	
3	Memory	128GB DDR4 RDIMM, 3200MT/s, DUAL Ranked for 2 Processors expandable Min. 1TB or higher	
4	Hard Disk Drive	6 x 4TB, 7.2K RPM, NL-SAS 12Gbps, 3.5in Hot-Plug Hard Drive or higher	
5	Drive Controllers	Integrated SAS Controller	
6	RAID Controllers	Integrated RAID Controller with Min 2GB NV Cache (Supporting RAID, 0,1,5,6,10 etc.)	
7	Optical Drive	Not required	
8	Display Card	Integrated video graphics display	
9	Network Adapter	Quad port 1GbE BASE-T adaptor, Quad port 10 GbE SFP+, with 10G Base-T SFP+ RJ 45 Transceivers or higher	
10	Chassis	Chassis with up to 8 x 3.5" SAS/SATA hard drives with rack mountable tool less chassis with rack rails & cable management arm	
11	I/O Ports & Expansion Slots	Min. 2.0 USB x 2 or more ports, Min. USB 3.0 x 1, Min 3 PCI slots, etc.	
12	Power Supply	Dual Hot-Plug, Redundant High End Power Min. 1000W Supplies with min. 3mtr C13 to C14 power cords (220V AC, 50Hz).	
13	System Software	Management Software capabilities include Capacity Management, Remote Management, Web Management, Configuration Management, Event Scheduling, Alert Management, RAID Management, Software Inventory, Failure Analysis software for processors, disks, memory, voltage, power supplies, fans, temperature etc.	
14	Keyboard & Mouse	Standard Keyboard & optical mouse	
15	Operating System	Microsoft Windows Server 2019 Standard Ed. License for all cores with additional 02 VMs with media kit	

Note: Min. 03 Years Manufacturer Parts and Labor Warranty for all Components on site.

Sign & Stamp of bidder



TENDER CHECKLIST

S. #	DESCRIPTION	Tick		Documents Attached at Annexure
		Yes	No	
1.	Affidavit on non-judicial stamp paper of worth Rs. 50/- regarding non-involvement in any legal actions or dispute and firm is not black listed by any firm/company			
2.	Copy of Income Tax Registration Certificate			
3.	Active Status of Income Tax			
4.	Copy of Sales Tax Registration Certificate			
5.	Active Status of Sales Tax			
6.	Copies of Minimum 03 similar work orders / Purchase Orders / Contracts issued in last 03 years' experience			
7.	Copy of valid authorization certificate			
8.	Bid Security (Rs. 100,000/-)			
9.	Detailed Specifications on company letterhead/ brochure (signed and stamped) for the quoted brand / model.			

All above documents will be used for technical evaluation

Note: Bidders must fill-up above mentioned checklist / table and attach copies of required documents (**signed and stamped**) with proper annexures along with tender document.

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FINANCIAL QUOTATION

PURCHASE OF SERVER

**FOR PROJECT TITLED:
DEVELOPMENT OF INDUSTRIES DATA BANK FOR THE ANALYSIS OS
ESSENTIAL COMMODITIES VALUE CHAINS BY USING ADVANCE
TECHNOLOGY**

Item	Quantity	Total Amount (PKR) (Incl. of all taxes)
Server	01	
Total amount in words		

Sign & Stamp of bidder



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ANNEX B: FORMAT OF BANK GUARANTEE

**FORM OF PERFORMANCE SECURITY
(Bank Guarantee/Insurance Bond)
FORM OF PERFORMANCE BANK GUARANTEE
Bank / Insurance Guarantee**

Date: _____
Guarantee No: _____
Executed on: _____
Expiry Date: _____
(This "Guarantee")

[By the Guarantor to the Employer]

The Chief Executive Officer

Urban Sector Planning and Management Services Unit (Pvt.) Ltd
Office Suite # 503, 5th Floor, Shaheen Complex,
Egerton Road, Lahore,

Name of Guarantor (Bank / Insurance Company) with address (the "Guarantor"):

Name of Contractor with address: [●] (the "Contractor"):

Guaranteed Amount (express in words and figures): [●]

Agreement Name, Reference No. and Date _____ (the "Agreement")

1. The above premised, we the Guarantor, understand that the Employer and the Contractor have entered into the Agreement and that this Guarantee is required to be issued in favor of the Employer in accordance with the terms of the Agreement.
2. The above premised, we the Guarantor hereby undertake irrevocably and unconditionally on demand to pay to the Employer, without any notice, reference or recourse to the Contractor or to any other entity and without any recourse or reference to any document, agreement, instrument or deed, any sum or sums (or any part thereof) equivalent in aggregate up to but not exceeding a maximum amount of: [●] [●]/- ([●] [●]) (the "Guaranteed Amount") at sight and immediately, however not later than 05 business days from the date of receipt of the Employer's first written demand (the "Demand") at the Guarantor's offices located at [●] or through SWIFT instructions transmitted by the Employer's bank (i.e [●]), on behalf of the Employer, to the Guarantor. We acknowledge and agree that the Guaranteed Amount shall be

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