

# **LAHORE TRANSPORT COMPANY**



## **BID DOCUMENT FOR THE IT EQUIPMENT (SERVER, PRINTERS AND UPS)**

**November 10, 2010.**

## INVITATION TO BID

1. Lahore Transport Company requests Tender Bids in sealed envelopes for the Lots mentioned in this document. Proponents applying for bids should submit **two separate bids/envelopes for Financial Proposal and Technical Proposal.**
2. The Technical Proposal should contain all the bid items without quoting the price and must list firm's clientele, details of past project and after-sales service. Financial bids of Firms not pre-qualified on Technical basis will not be opened. The selected firms would be responsible for complete execution of the equipment and would hand over it in satisfactory running state within stipulated time.
3. The bidding document will be given in the form of hard copy to the respective bidder. The document can also be downloaded from LTC web site <http://ltc.gop.pk>. Every bid should be accomplished by bid participation fee for Rs. 1000/.
4. The bidder should bid for complete lot.
5. All bids must be accompanied by a call deposit (CDR) of five percent (5%) of total bid amount. The bids along with the CDR must be delivered to the office of Lahore Transport Company on or 10:00 AM November 25<sup>th</sup> 2010. The Technical bids will be publicly opened in the office of Lahore Transport Company, at 10:30 A.M on November 25<sup>th</sup> 2010.
6. Bidders shall submit Bids, which comply with the bidding documents. Alternative bids will not be considered.
7. LTC, Lahore will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
8. As authority competent to accept the tender, the purchaser reserves the right to accept or reject one or all the tenders without assigning any reason thereof.
9. All prices quoted must include any Taxes applicable, such as GST, Income Tax, etc.
10. Failure to supply items within the stipulated time period will invoke penalty. In addition to that, 5% Call Deposit (CDR) amount will be forfeited and the company will be blacklisted.
11. Bid will not be opened / cater / entertain without the following.
  - a- Unattended bid / without company envoy
  - b- Without CDR
  - c- Without tender document fee.

- d- Less than cited amount of CDR.
- e- If any company / party / brand is not up to the mark.
- f- If company / firm is not registered under sales TAX.

12. LTC can accept / reject any Bid without assigning any reason.
13. Decision of LTC tender committee will be final and not to be challenged.
14. Interested party/ firm can also participate in single lot or collectively accordingly.
15. Unsuccessful bidder can get back their CDRs after one week from the opening of tender date.
16. Successful bidder can get back their CDRs after six months from the insurance of purchase order.
17. Delivery time for all lots is ten days (Including holidays).
18. Time mentioned on purchase order for delivery must be followed by the supplier otherwise tender committee have reserved the rights to cancel the purchase order (PO) thereof.
19. Execution/installation of the said tendered equipment will be carried out at following address:-

Lahore Transport Company  
4<sup>th</sup> Floor IEP Building, Liberty Roundabout, Gulberg  
Lahore  
Phone # 042-35782764-66  
[info@ltc.gop.pk](mailto:info@ltc.gop.pk)

**Note: In case of any query or clarification please feel free to contact, during office hours.**

## **OPENING AND EVALUATION OF BID**

### **1. Evaluation and Comparison of Bids**

The bids will be evaluated in two steps. The first step would ensure that technical requirements are met by the bidders as per the technical evaluation criteria. In the second step financial proposals of only those firms which meet the technical requirements will be evaluated. The bids would be evaluated according to the following percentages for technical and financial respectively:

<b>Technical Bid</b>	<b>70%</b>
<b>Financial Bid</b>	<b>30%</b>

#### **1.1. Technical Evaluation**

It will be examined in detail whether the Goods offered by the bidder comply with the Specifications of the bidding documents. To facilitate this, the Goods specification will be reviewed. Technical features/criteria of the Goods detailed in the Specifications will be compared with the bidder's Goods Data submitted with the bid. Other technical information submitted with the bid will also be reviewed.

#### **1.2. Commercial Evaluation**

It will be examined in detail whether the bid comply with the specified Conditions of Contract of the bidding documents. It is expected that no major deviation/stipulation shall be taken by the bidder.

#### **1.3 Parameters of Technical & Financial Evaluation**

The hardware bids will be evaluated according to the following percentages for the technical and financial bids respectively.

<b>Technical Bids</b>	<b>70%</b>
<b>Financial Bids</b>	<b>30 %</b>

***Only those bids will be considered which are 100% in-compliance with the tender specifications.***

### 1.3.1 Parameters of Technical & Financial Evaluation

The bid will be disqualified, if the company is not registered in Pakistan or it is not registered for sales tax (Sales Tax Certificate must be provided) or if the company has been blacklisted by Government of Punjab (an affidavit in this regards).

If the offered equipment does not meet 100% of the required specification, the bid will stand disqualified. Companies may offer specification over and above the requirement at their own free will.

The bid will be disqualified, if the company is offering non branded items. LTC intends to procure established international and local branded items only. A certificate from relevant Brand Patent Registration Office may be requested by LTC.

Established Brand Names suggested include

1. for Desktop Computers & Laptops: Toshiba, HP, Dell, Compac, Sony, Panasonic, IBM, Lenovo, Samsung, Raffles, Viper, Inbox and similarly reputed
2. for Servers: Dell, HP, Compaq, IBM, Fujitsu, Unisys, Raffles, Inbox and similarly reputed
3. for Printers: HP, Canon, Samsung
4. for UPS: APC, GE, Microtek
5. for Networks: Cisco, Linksys, DLink, Huawei, US Robotics and similarly reputed
6. for Hard Disks: Seagate, Western Digital, IBM, Hitachi, Samsung, Toshiba
7. for Memory: Kingston, Fujitsu, Samsung, Hyundai
8. for Monitors: HP, Viewsonic, Sony, Panasonic, IBM, Samsung, LG, Dell, Toshiba, Compac
9. for VGA: Intel, nVidia, ATI, Matrox

Due to the technical nature of the equipment tendered for, various items have been arranged in Lots. A company may bid for all lots, but it will be evaluated for each lot separately.

### Company Evaluation Criteria For Servers Only

	Total Marks	Questionnaire
<b>TECHNICAL PROPOSAL (Qualification 500/700)</b>	<b>700</b>	Disqualification in any two parts will lead to over all disqualification.
<b>Duration of Business</b>	<b>100</b>	Company should be in the business in which they are dealing in More than 5 years 100 marks More than 4 years 75 marks More than 2 year 50 marks More than 1 year 20 marks Less than 1 year 0 (Zero) mark.
<b>Quality Certification</b>	<b>50</b>	ISO Certified Company 50 marks CMM Certified Company 50 marks
<b>Office Location</b>	<b>100</b>	the Company should preferably have maximum presence in Lahore Headquartered in Lahore 100 marks Only assembly line or Warehouse in Lahore 70 marks Only sales office in Lahore 50 marks No office in Lahore 20 marks.

<b>Financial Strength</b>	<b>50</b>	For last 3 years, assessed by the audited financial documents Average annual revenue more than 50 million 50 marks Average annual revenue more than 30 million 30 marks Average annual revenue more than 10 million 10 marks
<b>Market Footprint</b>	<b>100</b>	More than 10000 units sold in Pakistan 100 More than 5000 units sold in Pakistan 80 More than 2000 units sold in Pakistan 40 More than 1000 units sold in Pakistan 20
<b>Management Staff</b>	<b>50</b>	For all management staff with Master degree or similar who has been on payroll of company for 12 months, their combined experience after post graduation will be assessed for following points:  Total management experience over 200 years 50 marks Total management experience over 150 years 40 marks Total management experience over 100 years 25 marks Total management experience over 50 years 10 marks
<b>Technical Support staff</b>	<b>100</b>	Technical support staff (with hardware certifications) stationed in Lahore More than 200 professionals 100 marks More than 150 professionals 80 marks More than 100 professionals 60 marks More than 50 professionals 40 marks More than 20 professionals 20 marks
<b>Inventories</b>	<b>100</b>	Store of 50% inventories of quoted items in Lahore 100 marks Store of 30% inventories of quoted items in Lahore 50 marks Store of inventories elsewhere 30 marks
<b>Certificate of association with manufacturers of the equipment/components in the equipment being offered under the tender</b>	<b>50</b>	Gold or higher partnership certificate with main processing unit manufacturer of the tendered equipment 20 points  Gold or higher partnership certificate with other manufacturers of the tendered equipment components 5 points per certificate  Basic partnership letter with manufacturers of the tendered equipment components 10 points for each certificate 3 points per certificate
<b>FINANCIAL PROPOSAL</b>	<b>300</b>	Formula for calculating marks:  M = Minimum Bid B = The Bid  Then Score = (M / B) × Weight

**Company Evaluation Criteria  
For  
IT Equipment (Printers, UPS etc)**

	<b>Total Marks</b>	<b>Questionnaire</b>
<b>TECHNICAL PROPOSAL (Qualification 500/700)</b>	<b>400</b>	Disqualification in any two parts will lead to over all disqualification.
<b>Duration of Business</b>	<b>100</b>	Company should be in the business in which they are dealing in More than 5 years 100 marks More than 4 years 75 marks More than 2 year 50 marks More than 1 year 20 marks Less than 1 year 0 (Zero) mark.
<b>Office Location</b>	<b>100</b>	the Company should preferably have maximum presence in Lahore Headquartered in Lahore 100 marks Only sales office in Lahore 50 marks No office in Lahore 20 marks.
<b>Market Footprint</b>	<b>100</b>	More than 1000 units sold in Pakistan 100 More than 500 units sold in Pakistan 80 More than 200 units sold in Pakistan 40 More than 100 units sold in Pakistan 20
<b>Inventories</b>	<b>100</b>	Store of 50% inventories of quoted items in Lahore 100 marks Store of 30% inventories of quoted items in Lahore 50 marks Store of inventories elsewhere 30 marks
<b>FINANCIAL PROPOSAL</b>	<b>300</b>	Formula for calculating marks: M = Minimum Bid B = The Bid Then Score = (M / B) x Weight

**2. Purchaser's Right to Accept the Bid or Reject the Bid**

- 2.1 The Purchaser reserves the right to accept or reject any bid at his sole discretion and to annul the bidding process at any time prior to award of Contract, without thereby incurring any liability to the bidder or any obligation to inform the bidder of the grounds for the Purchaser's action.

**AWARD OF CONTRACT**

**3. Purchaser's Right to Vary Quantities at Time of Award**

- 3.1 The Purchaser reserves the right at the time of award of Contract to increase or decrease the quantity of Service specified in the Specifications, without any change in unit prices or other terms and conditions.



# LOT 1 (A)

## Server Machines Only Branded Computer (Local / Foreign Brand)

Brand	Any renowned brand at least 5 years local market repute.			
Item Name	Specification	Unit Price	Qty.	Total Price
<b>Processor</b>	Quad-Core Intel Xeon Processor X3430 (2.4 GHz, 8MB Cache, Turbo)		01	
<b>Motherboard</b>	3400 SERIES			
<b>LAN Card</b>	Embedded Intel Dual Gigabit Controllers			
<b>VGA</b>	Integrated			
<b>Sound</b>	N/A			
<b>RAM</b>	2X2 GB DDRIII (4 GB)			
<b>Hard Disk</b>	2x 450 GB 15K HS SAS HDD or higher			
<b>RAID Controller</b>	Integrated 0, 1 (including configuration)			
<b>Optical Drive</b>	Super Drive			
<b>Casing</b>	Rack mount Server with rails, Heat Sink (1U/2U)			
<b>Key board</b>	Standard			
<b>Mouse</b>	Standard			
<b>Expansion Slots and Ports</b>	1 PCIe x 16 G.2 Slot			
<b>Display</b>	17 inch LCD			
<b>NOTE:</b>				
<ul style="list-style-type: none"> <li>For local branded computers RAM, Hard Disk, VGA, Lan Card and Monitor must belong to suggested brands</li> <li>1 Year Parts and Labor warranty for all components on site</li> <li>Maximum of 48 hours down time for all components including replacement of the whole unit anywhere in the province</li> <li>The bidders should clearly mention Terms and Conditions of service agreements for the supplied hardware equipment after the expiry of initial warranty period.</li> <li>In case of International Warranties, the local authorized dealers should mention their service and warranty setup, details of qualified engineers, etc.</li> <li>Please mention the country of origin / manufacturing / assembly of the quoted brand / model</li> <li>Vendor / Assembler to provide verification of Serial numbers / AA numbers of Intel products.</li> </ul>				

# LOT 1 (B)

## Server Machines Only Branded Computer (Local / Foreign Brand)

Brand	Any renowned brand at least 5 years local market repute.			
Item Name	Specification	Unit Price	Qty.	Total Price
<b>Processor</b>	Quad-Core Intel Xeon Processor X3430 (2.4 GHz, 8MB Cache, Turbo)		01	
<b>Motherboard</b>	3400 SERIES			
<b>LAN Card</b>	Embedded Intel Dual Gigabit Controllers			
<b>VGA</b>	Integrated			
<b>Sound</b>	N/A			
<b>RAM</b>	2X2 GB DDRIII (4 GB)			
<b>Hard Disk</b>	2x 146 GB 10K HS SAS HDD or higher			
<b>RAID Controller</b>	Integrated 0, 1 (including configuration)			
<b>Optical Drive</b>	Super Drive			
<b>Casing</b>	Rack mount Server with rails, Heat Sink (1U/2U)			
<b>Key board</b>	Standard			
<b>Mouse</b>	Standard			
<b>Expansion Slots and Ports</b>	1 PCIe x 16 G.2 Slot			
<b>Display</b>	17 inch LCD			
<b>NOTE:</b>				
<ul style="list-style-type: none"> <li>• For local branded computers RAM, Hard Disk, VGA, Lan Card and Monitor must belong to suggested brands</li> <li>• 1 Year Parts and Labor warranty for all components on site</li> <li>• Maximum of 48 hours down time for all components including replacement of the whole unit anywhere in the province</li> <li>• The bidders should clearly mention Terms and Conditions of service agreements for the supplied hardware equipment after the expiry of initial warranty period.</li> <li>• In case of International Warranties, the local authorized dealers should mention their service and warranty setup, details of qualified engineers, etc.</li> <li>• Please mention the country of origin / manufacturing / assembly of the quoted brand / model</li> <li>• Vendor / Assembler to provide verification of Serial numbers / AA numbers of Intel products.</li> </ul>				

**LOT 2**  
**PRINTERS**  
**(Local / Foreign Brand)**

<b>BRANDS</b>		Suggested brand names at least 8 years local market repute.			
<b>MONOCHROME LASERJET PRINTERS</b>					
Sr. #	ITEMS	DESCRIPTION	Qty	U/Price	T/Price
1.	Laser Printer+ embedded FAX machine	<ul style="list-style-type: none"> <li>• Minimum Print Speed: 17 PPM, Memory 8MB RAM or higher, Resolution: 600 by 600 dpi or higher/1200 Image quality. Paper Handling: Legal, A4 &amp; letter size paper. Paper Tray(s): One paper tray minimum. Other standard features like print cancel button etc. Drivers: Microsoft windows Xp/Vista/2003/2007 and Red Hat Linux supportive along with USB 2.0 cable.</li> <li>• Lowest printing cost per page will be preferred</li> </ul>	1		
<b>NOTE:</b>					
<ul style="list-style-type: none"> <li>• 1 Year Parts and Labor warranty for all components on site</li> </ul>					
<ul style="list-style-type: none"> <li>• Maximum of 48 hours down time for all components including replacement of the whole unit anywhere in the province</li> </ul>					
<ul style="list-style-type: none"> <li>• The bidders should clearly mention Terms and Conditions of service agreements for the supplied hardware equipment after the expiry of initial warranty period</li> </ul>					
<ul style="list-style-type: none"> <li>• In case of International Warranties, the local authorized dealers should mention their service and warranty setup, details of qualified engineers, etc.</li> </ul>					
<ul style="list-style-type: none"> <li>• The bidder is required to give details about:</li> </ul>					
<ul style="list-style-type: none"> <li>• Please mention the country of origin / manufacturing / assembly of the quoted brand / model</li> </ul>					
<p>a) Availability and Price of Toner Cartridges of quoted models/brands.</p> <p>b) Cost per page (Toner Output) on normal mode printing.</p> <p>c) Please also mention details such as monthly duty cycle.</p> <p>d) Details should be provided on Total Cost of Ownership/Return on Investment of the quoted models.</p> <p>e) The bidder is required to give details of software features provided along with printer.</p> <p>6. The bidder is also required to quote price for a 100% (full capacity) toner cartridge along with the printer.</p>					

## LOT 3 (A) Uninterruptible Power Supply (UPS)

Brand		Suggested brand names at least 5 years local market repute.			
S #	ITEM	DESCRIPTION	Qty	U/Price	T/Price
1	750 VA	700 VA with dry batteries, surge protection, processor control, <b>Line Interactive Technology</b> , at least 20 minutes backup time or higher on a single PC with 17" CRT Monitor, 2-4 hours recharge time, Serial/USB Port, Plug and Play, UPS Monitoring Software, with other standard features.	8		
<b>Note</b>					
<ul style="list-style-type: none"> <li>• 1 Year Parts and Labor warranty for all components on site</li> <li>• Maximum of 48 hours down time for all components including replacement of the whole unit anywhere in the province</li> <li>• The bidders should clearly mention Terms and Conditions of service agreements for the supplied hardware equipment after the expiry of initial warranty period</li> <li>• In case of International Warranties, the local authorized dealers should mention their service and warranty setup, details of qualified engineers, etc.</li> <li>• Please mention the country of origin / manufacturing / assembly of the quoted brand / model.</li> </ul>					

## LOT 3 (B) Uninterruptible Power Supply (UPS)

Brand		Suggested brand names at least 5 years local market repute.			
S #	ITEM	DESCRIPTION	Qty	U/Price	T/Price
1	1 KVA	1000 VA with dry batteries, surge protection, processor control, <b>Line Interactive Technology</b> , at least 10 minutes backup time or higher on a single multimedia data show, 2-4 hours recharge time, Serial/USB Port, Plug and Play, UPS Monitoring Software, with other standard features.	1		
<b>Note</b>					
<ul style="list-style-type: none"> <li>• 1 Year Parts and Labor warranty for all components on site</li> <li>• Maximum of 48 hours down time for all components including replacement of the whole unit anywhere in the province</li> <li>• The bidders should clearly mention Terms and Conditions of service agreements for the supplied hardware equipment after the expiry of initial warranty period</li> <li>• In case of International Warranties, the local authorized dealers should mention their service and warranty setup, details of qualified engineers, etc.</li> <li>• Please mention the country of origin / manufacturing / assembly of the quoted brand / model.</li> </ul>					

Signature of Bidder \_\_\_\_\_