Tender Fee: Rs. 1000/-.
(Non-Refundable)

TENDER FORM

Tender # IT/07/18-19

Provide & Supply of Web Filtering Appliance

Financial Proposal

Date of Issue : **August 17, 2018**

Last Date of Submission : **September 11, 2018 (3:00 PM)**

Pay Order / Demand Draft # ……………….., Drawn on Bank…………

Amount of Rs…………………………… Dated………..

C O N T E N T S

1. **Introduction**

Dear Tenderer:

Thank you the interest you have shown in response to the IBA's advertisement which has floated in IBA & SSPRA websites and leading newspapers on August 17, 2018 to **"**Provide Cisco Wireless Lan Controller with 80 Access Point Licenses & Cisco Prime with 100 Access Point Licenses**".**

The Institute of Business Administration, Karachi (IBA) is the oldest business school outside North America. It was established in 1955 with initial technical support provided by the Wharton School of Finance, University of Pennsylvania. Later, the University Of Southern California (USC) set up various facilities at the IBA & several prominent American professors were assigned to the IBA. The course contents, the curriculum, the pedagogical tools & the assessment & testing methods were developed under the guidance of reputed scholars from these two institutions. IBA has zealously guarded the high standards & academic traditions it had inherited from Wharton & USC while adapting and adjusting them with the passage of time.

We expect to avail services/works/items of high standards meet our prime & basic specifications through this transaction.

Please contact Purchase Executive on 38104700 ext: 2112 for any information and query

Thank you.

-sd-

Registrar

2. <u>**Instructions**</u>

(a) **Sign & Stamp**

The Institute of Business Administration, Karachi (IBA) expects that aspirant service provider contactor manufacturers / firms / supplier / companies / distributors / dealers should furnish all the required documents to ensure a transparent and genuine presentation. Therefore, it is necessary to fill in the Tender Form meticulously and sign & stamp each and every page. Moreover, attach required supporting document according to the requirement. The tender document will be accepted ONLY on the IBA's prescribed Tender Document available on IBA's Website.

(b) **Filling of Tender Form**

It is of utmost important to fill in the Tender Form in writing in ink or type. Do not leave any column/item blank. If you want to leave the item/column un-answered please, write 'Doesn't Apply/Doesn't Arise'. If you need more space please attach a paper & clearly mention item/column name or number etc that referred the column/item of the Tender Form.

(c) **Collection of Tender**

You can collect the Tender Document from the office of Sr. Manager Procurement & Stores, Ground Floor, Fauji Foundation IBA Main Campus, University Road, Karachi from August 17, 2018 to September 11, 2018 during working 9:00 AM to 3:00 PM.

(d) **Submission of Tender**

The last date of submit the Tender Document in sealed envelope in September 11, 2018 by 3:00 PM in the Office of the Sr. Manager Procurement & Stores, Ground Floor, Fauji Foundation IBA Main Campus, University Road, Karachi. The Tender will be opened on same day at 3:30 PM in the presence of representatives who may care to attend.

(e) **Bid Security**

Bid Security of 2% of total charges will be submitted along with Tender Documents in shape of PAY ORDER / DEMAND DRAFT only in the name of **Institute of Business Administration.** Bid Security should be enclosed in a separate envelope, labelled as 'Bid Security, and which should be sealed. Proof of Sales Tax registration and NTN numbers should also be provided. (Please provide photocopies of relevant documents).

(f) **Performance Security**

Successful bidder should provide 5% Performance Security of total value of Purchase Order / Work Order in the form of Pay Order or bank guarantee before submission of invoice. The Performance Security shall extend at least three months beyond the Date of Delivery/Completion of work / Contract.

Stamp & Signature

(g) Tender Number

Please mention "Tender Number" at top left corner of the envelopes. IBA, Karachi may reject any bid subject to relevant provision of SPP Rules 2010 any may cancel the bidding Process at any time prior to acceptance of bid or proposal as per Rule-25(i) of said rules.

(h) Communication

Any request for clarification regarding technical specification should be submitted <u>in writing</u> to:

Contact Person (IBA):		Syed Ali Ahmed Naqvi (Executive ICT Procurement)
		Institute of Business Administration,
		City Campus, University Road,
		Karachi
Tel #	:	111-422-422 Ext 2112
Email	:	anaqvi@iba.edu.pk

(i) Submission of Documents, and Address

Separate envelopes clearly labeled for 'Original Document', 'Copy' and 'Bid Security' must be submitted on or before last date to submit the tender documents. Tender Document can be dropped by hand or courier in Tender Box placed at the office of Sr. Manager Procurement & Stores, Ground Floor, Fauji Foundation IBA Main Campus, University Road, Karachi by the last date indicated for submission. **Tender Document received by fax or email will not be accepted.**

(j) Submission of Tender

The complete tender document should be submitted by 3:00 PM on September 11, 2018 at the office of Sr. Manager Procurement & Stores, Ground Floor, Fauji Foundation IBA Main Campus, University Road, Karachi

The manufacturer/firms/companies/distributors/suppliers shall deliver two copies of the bids which include IBA tender documents.

(k) Date of Opening of Tender

Bid will be opened on September 11, 2018 at 3:30pm at Office of the Sr. Manager Procurement & Stores IBA Main Campus in presence of representative bidders who may care to attend.

(l) Rights

Competent authorities reserve the rights to accept or reject any quotation / tender without any reason thereof.

(r) Clarification / Proof

Please submit copies of certificates of registration with Sales Tax and Income Tax departments. The manufacturer /firms/company's /distributors/ suppliers should also provide copy (ies) of certificate(s) etc as proof of their claim.

_____
Stamp & Signature

3. **<u>Bidding Data</u>**

(a) Name of Procuring Agency: Institute of Business Administration, Karachi

(b) Brief Description of procurement : Provide & Supply of Web Filtering Appliance

(c) Procuring Agency's address:-Main Campus, University Road, Karachi

(d) Amount of Bid Security:- Bid Security of 2% of total amount/cost will be submitted along with Tender Documents in shape of PAY ORDER / DEMAND DRAFT only in the name of Institute of Business Administration, Karachi

(e) Period of Bid Validity (days):- Ninety Days

(f) Performance Security Deposit: Successful bidder should provide 5% Performance Security of total value of Work Order in the form of Pay Order or bank guarantee before submission of invoice. The Performance Security shall extend at least three months beyond the Date of Delivery/Completion of work / Contract.

(g) Deadline for Submission of Bids along with time :- The last date of submit the Tender Document in sealed envelope in September 11, 2018 by 3:00 PM in the Office of the Sr. Manager Procurement & Stores, Ground Floor, Fauji Foundation IBA Main Campus, University Road, Karachi. The Tender will be opened on same day at 3:30 PM in the presence of representatives who may care to attend.

(h) Venue, Time, and Date of Bid Opening:- Tender will be opened on September 11, 2018 on 3:30 PM at IBA Main Campus, University Road, Karachi.

(i) Time for Completion from written order of commence:- 90 days or advice/prescribe to Sr. Manager Procurement & Stores.

(j) Liquidity damages:- Liquidity damages at the rate of 2% per month of the total contract amount will be imposed on delayed delivery.

(k) Deposit Receipt No: Date: Amount:(in words and figures) **Pay Order / Demand Draft**

 # ……. Amount: Rs……………Drawn on Bank………… Dated………..

_____
Stamp & Signature

4. **Terms & Conditions**

a) **Validity of the Tender**
All proposal and prices shall remain valid for a period of 90 days from the closing date of the submission of the proposal.

b) **Currency**
All currency in the proposal shall be quoted in Pakistan Rupees (PKR).

c) **Sales Tax and other Taxes**
Service provider contactor manufacturer/firms/companies/distributors/suppliers is hereby informed that the IBA shall deduct tax at the rate prescribed under the tax laws of Pakistan, from all payments for services rendered by any Manufacturer / firms / companies / distributors / suppliers. The Manufacturer /firms /companies /distributors/suppliers will be responsible for all taxes on transactions and / or income, which may be levied by the government. If Manufacturer/firms/companies/distributors/suppliers is exempted from any specific taxes, then it is requested to provide the relevant documents with the proposal.

d) **Ownership**
The ownership of all products and services rendered under any contract arising as a result of this tender will be the sole property of IBA.

e) **Arbitration and Governing Law**
This tender and any contract executed pursuant to this tender shall be governed by and construed in accordance with the laws of Pakistan. The IBA and all Manufacturer / firms / companies / distributors / suppliers responding to this tender and parties to any contract executed pursuant to this tender shall submit to the exclusive jurisdiction of the Pakistani Courts. The arbitration proceeding will be governed by the Arbitration Act, 1940, and the substantive and procedural law of Pakistan. The venue shall be Karachi.

f) **Acceptance of Proposals**
The IBA reserves the right not to accept the lowest or any proposal and to annul the bidding process without assigning any reason whatsoever. IBA Karachi may ask to provide demo unit which supplier quoted in the tender. After the final inspection of the unit the decision will be made.

g) **Compliance to Specifications**
The service provider contactor manufacturer/firms/companies/distributors/suppliers shall provide information as per requirements given in BoQ. However, service provider contactor manufacturer /firms/companies/distributors/suppliers can submit multiple solutions. Service provider contactor Manufacturer/firms/companies/distributors/suppliers may not propose / supply any kind of refurbished hardware equipment's / components in their proposals.

Bidder MUST quote prices as per requirement mentioned in the Tender Document.

Stamp & Signature

h) Material

Material of this order is subject to final inspection from Competent Authority Technical Team at the time of delivery.

i) Cancellation

IBA reserves the right to cancel any or all of the above items if material is not in accordance with its specifications or if the delivery is delayed.

j) Performance Security

Successful bidder should provide 5% Performance Security of total value of Purchase Order / Work Order in the form of Pay Order or bank guarantee before submission of invoice. The Performance Security shall extend at least three months beyond the Date of Delivery/Completion of contract.

k) GST

GST will be paid on applicable items only.

l) Liquidity Damages

Liquidity damages at the rate of 2% per month of the total contract amount will be imposed on delayed delivery or work up to 10% of the total contract value.

m) Increase in Price

No increase in the value of above mentioned items will be accepted on account of either unit price, total price, any or all other charges, duties, taxes, scope of supply and or any other head of account shall be allowed.

n) Increase in Taxes

Any increase in taxes, the IBA should not be responsible, but, if any taxes are reduced, the IBA should get its benefit.

o) Quantity

Competent Authority reserves the right to change / alter / remove any item or article or reduce / enhance quantity without assigning any reason thereof.

p) Invoice

Invoice / bill should be submitted to Purchase & Store Department.

q) Stamp Duty

Stamp duty 0.35% against total value of Purchase / Work Order will be levied accordingly

Stamp & Signature

5. **Integrity Pact**

Declaration of Charges, Fees, Commission, Taxes, Levies etc payable by the Service provider;

M/s. _____, the Service provider hereby declares that:

(a)   Its intention not to obtain the Provide & Supply work of any Contract, right, interest, privilege, or other obligation or benefit from the IBA or any administrative or financial offices thereof or any other department under the control of the IBA through any corrupt practice(s).

(b)   Without limiting the generality of the forgoing the Service provider represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc, paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within the IBA directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the Provide & Supply or service contract or order or other obligations whatsoever from the IBA, except that which has been expressly declared pursuant hereto.

(c)   The Service provider accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right & remedies available to the IBA under any law, contact, or other instrument, be stand void at the discretion of the IBA.

(d)   Notwithstanding any right and remedies exercised by the IBA in this regard, Service provider agrees to indemnify the IBA for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to the IBA in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the company/firm/supplier/agency/service provider as aforesaid for the purpose of obtaining or inducing Provide & Supply/work/service or other obligation or benefit in whatsoever from the IBA.

Note:
This integrity pact is mandatory requirement other than auxiliary services / works.

_____
Stamp & Signature

6. **Requirements & BOQ**

	Technical Requirement of Proxy Appliance	**(YES/NO) Mandatory Required features**	**Bidder Remarks**
1.1	**USER AUTHENTICATION AND MANAGEMENT**		
1.11	The solution shall support user identify base on IP Address, MAC Address, hostname, as well as user binding based on IP and MAC.		
1.12	The solution shall support user account import via CSV file, and support synchronize users with LDAP, database and H3C CAMS Server.		
1.13	The solution shall support authentication method such as password based, SMS, Webchat, QR code, Facebook, LDAP, RADIUS, Pop3, CAS, H3C CAMS authentication.		
1.14	The solution shall support single sign-on (SSO) authentication base on Active Directory, Radius, POP3, Proxy, Web Server, HTTP API, and Database Server.		
1.2	**PROXY**		
1.2.1	Solution Shall supported 1 Gbps or above throughput on application layer at IBA University Campus and 600 Mbps or above throughput on application later at IBA City Campus.		
1.2.2	Solution must 5000 concurrent uses support at IBA University Campus and 3000 concurrent users support at IBA City Campus.		
1.2.3	The solution shall support to deploy as an explicit proxy server: HTTP transparent, Socks4/Socks5 proxy, PAC Script; support ICAP protocol to integrate with Data Leak Protection Server (DLP); as well as cascading proxy servers.		
1.3	**ACCESS CONTROL**		
1.3.1	The solution shall support audit function, which use to record user internet behaviors such as Application/URL access, online duration, traffic statistics, Source/Destination IP Address, and others.		

1.3.2	The solution shall consists minimum 2900 or above application signature in both local/cloud database, must include categories such as P2P, Download Tools, Streaming Media, Social Media, Games, Mobile Application, and others.		
1.3.3	The solution shall support access management based on services and port number, such as: http (80), https (443), telnet (23), ssh (22), ftp (21), SMTP (25), POP3 (110), and others.		
1.3.4	The solution shall dynamically categorizes millions URLs into the predefine categories, must include sub categories such as pornographic, gambling, games, illegal drugs, counteraction, social media, education, malware, and others in URL database.		
1.3.5	The solution shall support URL filtering based on URL Categories and apply based on username, IP Address, location, endpoint device, and schedule.		
1.3.6	The solution shall prompt out notification and warning page to users. Such as: Access Denied or restricted, Flow Quota Used Up, User Locked, Connection Sharing Detected, and others.		
1.3.7	The solution shall support to custom notification and warning page as IT administrator requirements.		
1.3.8	The solution shall support to control and monitor HTTP and FTP upload/download activity based on file type categories: Movie, Music, Image, Text, Compressed File, Application Program, Microsoft Office, and Engineering.		
1.3.9	The solution shall support quota control in bandwidth/flow/time/session/endpoints by daily/monthly, based on Application/URL, username, Source/Destination IP Address, and schedule.		
1.3.10	The solution shall support anti-proxy function, able to identification and control proxy tool application. Such as: FreeGate, Ultrasurf, Psiphon, TOR, FreeVPN, Green VPN, Opera Turbo, TunaProxy, Waysonline, Zenmate, AdNet, VPN123, secure vpn.		
1.3.11	The solution shall support Intelligent P2P Identification, identifies popular P2P application protocols with deep packet inspection.		

1.3.12	The solution shall support to customize on self-define application/URL, which is not listed in local/cloud database.		
1.4	**BANDWIDTH MANAGEMENT**		
1.4.1	The solution shall support bandwidth management feature, which able to guarantee/limit the outbound/inbound bandwidth, based on single user, Application/URL, file types, source/Destination IP, and schedule.		
1.4.2	The solution shall support minimum 10 Child Channels based on a Parent Channel Bandwidth Management Policy.		
1.4.3	The solution shall support accurately bandwidth management on P2P behaviors. Support application at least Xunlei P2P, eMule, Ares, BitTorrent, FlashGet, and others.		
1.4.6	The solution shall support to identify domestics (Pakistan) and oversea traffic.		
1.4.5	The solution shall support Virtualizes physical link into multiples virtual links and each link can be applied with independent traffic shaping policy.		
1.5	**REPORTING REQUIRMENT**		
1.5.1	The solution shall come with Internal/External Report feature with no additional license.		
1.5.2	The solution shall support various kinds of reports, including scheduled statistics, behaviors trend, and real-time utilization, visibility of bandwidth and bandwidth statistics reports. Able to create customized reports of traffic statistics, queries, ranking, times and behavior of users and user groups.		
1.5.3	The equipment shall support Real-time monitoring of online user information, traffic ranking and connection ranking, as well as real-time usage visibility of bandwidth channels/ CPU/hard disk usage.		
1.5.4	The solution shall support real-time monitoring on user Web-Access Connection Quality that state the overall network quality and user who is experiencing poor quality network access.		
1.5.5	The solution shall support to generate Web-Access Connection Quality Report used for clear evaluation of the overall network quality; Users		

	who has poor internet access quality will be listed down.		
1.5.6	The solution shall support to record a wide variety of audit information including: URL, Webpage Title, webpage content, download/upload file transmissions via HTTP and FTP, file names and content of files downloaded, plain text thread posting and emails, chat sessions on MSN, MSN Shell, Skype, Yahoo! Messenger, Google Talk, etc.; As well as application behavior such as games, gambling, entertainment, P2P downloads, and others. tallies user traffic and access duration and audits Webpage/file/email access of extranet users on intranet servers.		
1.5.7	The solution shall support to export user behavior logs/reports to CSV and PDF file format.		
1.5.8	Report Center shall support to generate report based on application traffic ranking, URL category traffic ranking, URL traffic ranking, application duration, and others based on IT administrator requirements.		
1.6	**General Specification**		
1.6.1	The solution shall support Built-in stateful Firewall and Built-in IPsec VPN option.		
1.6.2	The solution must support following deployment mode: 1. Gateway/Gateway + Proxy 2. Bridge/Bridge + Proxy 3. Bypass/ Bypass + Proxy 4. Single-arm/Single-arm + Proxy		
1.6.3	The solution shall support to deploy in IPv6 environment and fully support to monitor and control IPV6 traffic.		
1.6.4	The solution shall support software bypass feature, user will bypass all the policies and rule of application control, URL filtering, bandwidth management, authentication, and others.		
1.6.5	Multiple equipment shall be monitor and manage in a same platform, IT administrator able to have a quick view of all online nodes policy configuration, Overall Network Status such as CPU/Hard Disk/Memory Usage.		

1.6.6	A GUI-based troubleshooting tool is provided for administrators to identify issue such as policy wrong configuration.		
1.6.7	The solution shall support hierarchical administrator privileges. Different function modules can be assigned to different administrators as needed, via a hierarchical management paradigm; Administration of different functions and modules can be delegated to different administrative groups.		
1.6.8	The solution shall consist of local and cloud application/URL database, local database shall support auto and manual update from cloud database.		
1.6.9	The solution must be in Gartner Report for category Web Secure Gateway Only.		

Total	
GST	
Total Amount	

Grand Total Rupees (in words) _____

_____

* The successful firm will be responsible for:

1. Complete deployment/up gradation for supplied solution.
2. Smooth and timely User Acceptance Test
3. Providing local support and maintenance during and after deployment/upgradation for the contract period.
4. Installation and configurations are part of this Scope of SBD.
5. Bidder Must be responsible for deployment and integration of proposed solution.

Bid Evaluation Criteria:

1. The bids will be evaluated on the basis of lowest items rate keeping in view our required configuration and also fulfill mandatory criteria only.

7. Bidder Qualification Criteria

S. No	Mandatory Eligibility Criteria (Attach Supporting Document)	Remarks Yes / No
1	Minimum 3 years of relevant experience	
2	Last 3 years' financial statements minimum 1 million (per year) in terms of bank statement or financial statement.	
3	Service Providers must provide "Sales tax registration certificate with last month return copy both FBR and / or SRB" and NTN certificates at the time of submission of bidding document.	

It is hereby certified that the terms and conditions have been read, agreed upon and signed.

M/s _____

Contact Person_____

Address_____

Tel #_____Fax _____

Mobile_____email_____

_____
Stamp & Signature