

*Tender Fee: Rs. 2000/-.
(Non-Refundable)*

TENDER FORM

Tender # IT/21/18-19 Financial

Supply & Installation of Servers

Date of Issue : January 25, 2019

Last Date of Submission : February 13, 2019 (3:00 PM)

Date of Opening of Tender : February 13, 2019 (3:30 PM)

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

Amount of Rs..... Dated.....

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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 January 25, 2019 to "Supply & Installation of Servers".

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. **Instructions**

(a) Sign & Stamp

The Institute of Business Administration, Karachi (IBA) expects that aspirant bidder 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 January 25, 2019 to February 13, 2019 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 February 13, 2019 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.

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

(e) Bid Security

Bid Security of 5% 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 and 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 in writing 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) Date of Opening of Tender

Bid will be opened on February 13, 2019 at 3:30 pm at Office of the Sr. Manager Procurement & Stores IBA Main Campus in presence of representative bidders who may care to attend.

(k) Demonstration

Stamp & Signature

Financial proposal

The Bidder contactor manufacturer/firms/companies/distributors/suppliers will compulsorily provide a demonstration unit of the quoted product for testing / evaluation purposes. The demonstration unit should be exactly of the same specification as quoted by the manufacturer /firms/company's /distributors/ suppliers. In case the demo unit isn't according to the specification required by IBA or quoted by the manufacturer/firms/companies/distributors/suppliers, the tender may be liable to rejection. Sample, if any, of the quoted item may be provided with the tender form duly stamped by the company.

(l) Rights

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

(q) Mode of Deliveries

Supply will be delivered at IBA Store Main Campus University Road Karachi. IBA not liable to pay any Custom duty, Levies, Taxes, Demurrage or any other charges, Warehousing, Logistics etc.

(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. **Bidding Data**

- (a) **Name of Procuring Agency:** Institute of Business Administration, Karachi
- (b) **Brief Description of procurement :** Supply & Installation of Servers
- (c) **Procuring Agency's address:-**Main Campus, University Road, Karachi
- (d) **Amount of Bid Security:-** Bid Security of 5% 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) **Deadline for Submission of Bids along with time :-** The last date of submit the Tender Document in sealed envelope in February 13, 2019 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.
- (g) **Venue, Time, and Date of Bid Opening:-** Tender will be opened on February 13, 2019 on 3:30 PM at IBA Main Campus, University Road, Karachi.
- (h) **Time for Completion from written order of commence:-** 60 days
- (i) **Liquidity damages:-** Liquidity damages at the rate of 2% per month of the total contract amount will be imposed on delayed delivery.
- (j) **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) Bid Security

Bid Security, in the shape of a bank draft / pay order in the name of “**Institute of Business Administration**” Karachi, equivalent to 5% of the total cost of bid, should be submitted along with the tender documents.

b) 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. However, the Manufacturer/firms/companies/distributors/suppliers is encouraged to state a longer period of validity for the proposal.

c) Currency

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

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 Tender

The IBA reserves the right not to accept the lowest or any tender 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. Bidder MUST quote prices as per requirement mentioned in the Tender Document.

g) Material

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

h) 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.

i) GST

GST will be paid on applicable items only.

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) Delivery of Equipment

All equipment will be delivered new, in packed condition directly to the location, as per the discretion of IBA. If equipment delivered is not conforming to the specifications and bill of quantity, the equipment will not be accepted. The equipment will be installed only after inspection. Delivery time must be of six weeks from the date of Purchase Order

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 Order will be levied accordingly.

r) Warranty

Warranty will be implemented on very next day

s) Payment Terms

- (a) 70% after successful delivery of equipment at IBA, Karachi.
- (b) 30% remaining payment of the order value would be paid after three months from the signing of the final acceptance.

Stamp & Signature

5. Integrity Pact

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

M/s. _____, the Bidder 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 Bidder 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 Bidder 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, contract, 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, Bidder 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/bidder 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

Bill of Quantity

A. Server

Description	Specifications Intel Xeon Rack Server	QTY	Make / Model	Rate	Amount
Brand	Branded (HP, Dell or equivalent)	5			
Form factor	Rack-mountable (Mount Kit inclusive)				
Container Style	maximum 2U server Height with at least 8 x 2.5" disk slots				
Processor	2 x Intel Xeon Gold 6138 2.0G 20C processors or equivalent				
Memory (RAM)	16GB x12 32GB x 12				
	2666 MT/s RDIMM				
Internal Hard Disk Drives	2x 600 GB 10K SAS or better				
	Hot plug				
Internal Storage Controller	SAS				
	Integrated RAID-0 and -1				
	2GB Cache or better				
Network Interface Card	4 x 10G SFP+ ports with optics 2 x 1G ports				
Remote Management	Full out of band server diagnostics and management with enterprise or highest license available				
Security	Ability to secure erase user data on disks + NVME Firmware verification from manufacturer				
Power Supply	Redundant, Hot plug and hot swappable				
Host Bus Adapter for SAN	2 x 16Gbps FC ports or higher				
Accessories	All required accessories must be included				
Compatibility	Must have compliance with existing network & FC infrastructure				
Total					
GST					
Total Amount `A`					

Sub Total Amount `A` Rupees (in words) _____

 Stamp & Signature

B. DB Server

Description	Specifications	QTY	Make / Model	Rate	Amount
	Intel Xeon Rack Server				
Form factor	Rack-mountable (Mount Kit inclusive)	2			
Container Style	maximum 2U server Height with at least 8 x 2.5" disk slots				
Processor	1 x Intel Xeon Gold 5122 3.6G 4C processor or Equivalent				
Memory (RAM)	16GB x 6				
	2666 MT/s RDIMM				
Internal Hard Disk Drives	2x 600 GB 10K SAS or better				
	Hot plug				
Internal Storage Controller	SAS				
	Integrated RAID-0 and -1				
	2GB Cache or better				
Network Interface Card	2 x 10G SFP+ ports with optics 2 x 1G ports				
	chassis should support up to 24 DIMM slots				
Remote Management	Full out of band server diagnostics and management with enterprise or highest license available				
Security	Ability to secure erase user data on disks + NVME Firmware verification from manufacturer				
Power Supply	Redundant, Hot plug and hot swappable				
Host Bus Adapter for SAN	2 x 16Gbps FC ports or higher				
Accessories	All required accessories must be included				
Compatibility	Must have compliance with existing network & FC infrastructure				

Total	
GST	
Total Amount `B`	

Sub Total Amount `B` Rupees (in words) _____

Stamp & Signature

C. 10G Top of Rack Switch

Description	Specifications ToR Switch	QTY	Make / Model	Rate	Amount
Brand	Original Manufacture Brand of Quoted Servers	2			
Form factor	Rack-mountable (Mount Kit inclusive)				
Container Style	1U				
Ports Available	28 x 10G SFP+ ports or higher 2 x 40/ 100G QSFP28 uplink ports or higher				
Cable	18 x OM4 LC/LC cables, 3 meter				
	1 x 100G passive uplink cable for cross connectivity, 0.5 meter				
SFP	18 x 10G SFP+ 850nm 300m optics				
Protocols	Full Layer 3				
Switching Capacity	At least 850Gbps or higher				
Throughput	At least 700Mbps or higher				
Power Supply	Redundant, Hot plug and hot swappable				
Accessories	All required accessories must be included				
Compatibility	Must have compliance with all major operating system				

Total	
GST	
Total Amount `C`	

Sub Total Amount `C` Rupees (in words) _____

Stamp & Signature

Warranty / Certifications			
Description	Warranty & Certifications	Proof - Ref of Technical Brochure	Remarks
Warranty & Support (Entire equipment including options and accessories)	Replacement with equal or higher backup within 24 hours of reporting problem		
	3 years' comprehensive warranty including maintenance.		
	24x7 on-site support with 2 hrs. initial response time & 4 hrs. turnaround time		
	Spare parts with pre-failure warranty		
	24x7x4 Mission Critical Direct onsite engineering support		
	Transportation and labor inclusive		
	Fully backed by principal manufacturer. Vendor must submit appropriate service agreement details / approval to guarantee required service level		
	VMWare ESXi 6.0 or above		
	Microsoft Windows 2012 / 2012 R2/ 2016 Server and Suse / Red Hat Linux Certification required		

Installation / Implementation Services			
Description	Installation / Implementation	Proof - Ref of Technical Brochure	Remarks
Hardware Installation / Implementation Services	Complete installation & configuration of hardware & management software which will be provided with servers as defined by IBA at the time of installation. Task must be completed within 15 days of hardware deployment. This also includes VMWare and Operating System installation.		

Grand Total (A+ B+C)	
GST (A+ B+C)	
Grand Total Amount (A+ B+C)	

Grand Total Amount (A+ B+C) Rupees (in words) _____

Stamp & Signature

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