

*Tender Fee: Rs. 1,000/-  
(Non-Refundable)*

## **TENDER FORM**

**Tender # IT/04/20-21**

### **Provision of Hyper Converged Infrastructure Software**

**Date of Issue : November 06, 2020**

**Last Date of Submission : November 25, 2020 (3:00 PM)**

**Date of Opening of Tender : November 25, 2020 (3:30 PM)**

**Company Name:** \_\_\_\_\_

**NTN:** \_\_\_\_\_

**SRB / GST Registration Number:** \_\_\_\_\_

**Pay Order / Demand Draft # \_\_\_\_\_, Drawn on Bank \_\_\_\_\_**

**Amount of Rs. \_\_\_\_\_, Dated: \_\_\_\_\_**

## **Notice Invitation Tender (NIT)**

### **Tender Notice**

The Institute of Business Administration, Karachi (IBA) invites sealed bids from active tax payers of firms / companies / distributors / suppliers registered with SRB / FBR (where applicable) for the following tender. Single Stage One Envelope procedure is employed.

<b>Tender Title / Description</b>	<b>Tender Reference no</b>	<b>Tender Fee</b>	<b>Tender Issuance Date</b>	<b>Last Date of Tender Issuance Date &amp; Time</b>	<b>Tender Submission Date &amp; Time</b>	<b>Opening Date &amp; Time</b>
Provision of Hyper Converged Infrastructure Software	IT/04/20-21	Rs.1,000/-	November 06, 2020	November 25, 2020 before 3:00pm	November 25, 2020 before 3:00pm	November 25, 2020 at 3:30pm

Tender Document may be collected after submission of paid fee challan from the Office of **Head of Procurement, Fauji Foundation Building, IBA Main Campus, University Enclave, Karachi** on any working day (Monday to Friday). Alternatively the tender document can be downloaded from the website. The Tender fee challan is to be generated from the IBA website <https://www.iba.edu.pk/tenders.php> which may be deposited in any branch of Meezan Bank Ltd. Sealed bids should be dropped in Tender Box placed at the Security Office, Gate # 4, IBA Main Campus University Enclave Karachi and will be opened on same date & venue at 3:30 pm in the presence of the bidders representatives who may wish to attend. In case of holiday the tender shall be opened / received on the next working day at same place and time. Bid Security of 2% of total cost in form of Pay Order or Demand Draft, in favor of "IBA Karachi" along with the Tender Documents have to be submitted.

Kindly mention "Tender Number" at top left corner of the envelope. IBA Karachi reserves the right to reject any bid or cancel the bidding process subject to relevant provision of SPP Rules 2010

#### **REGISTRAR**

IBA, Main Campus, Univeristy Enclave, Karachi 75270

111-422-422 Fax (92-21) 99261508

Contact Person Sr. Executive Purchase on 38104700 ext: 2150

Email [tenders@iba.edu.pk](mailto:tenders@iba.edu.pk) Website <https://www.iba.edu.pk/tenders.php>

# CONTENTS

1. Introduction	Page 4
2. Instructions	Page 5
3. Bidding Data	Page 8
4. Terms & Conditions	Page 9
5. Integrity Pact	Page 12
6. Technical Specifications & BOQ	Page 13
7. Bidder Qualification Criteria	Page 15

## 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 on November 06, 2020 to "Provision of Hyper Converged Infrastructure Software".

The Institute of Business Administration, Karachi (IBA) is one of 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-ICT on 38104700 ext: 2155 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 Head of Procurement, Ground Floor, Fauji Foundation IBA Main Campus, University Enclave, Karachi from November 06, 2020 to November 25, 2020 during working 9:00 AM to 3pm.

### (d) Submission of Tender

The last date of submit the Tender Document in sealed envelope in November 25, 2020 by 3pm in the Office of the Head of Procurement, 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.

**(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): Muhammad Umair Aslam  
Executive Procurement ICT  
Institute of Business Administration,  
Main Campus, University Road,  
Karachi

Tel # : 111-422-422 Ext 2155  
Email : [umairaslam@iba.edu.pk](mailto:umairaslam@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 Head of Procurement, 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 3pm on November 25, 2020 at the office of Head of Procurement, Ground Floor, Fauji Foundation IBA Main Campus, University Enclave, 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 November 25, 2020 at 3:30 pm at Office of the Head of Procurement IBA Main Campus in presence of representative bidders who may care to attend.

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Stamp & Signature

**(l) Rights**

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

**(q) Delivery of Licenses**

All licenses will be delivered directly to the location, as per the discretion of IBA. If licenses delivered are not conforming to the specifications and bill of quantity, the licenses will not be accepted.

**(r) Certification / Proof**

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

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Stamp & Signature

### 3. Bidding Data

- (a) **Name of Procuring Agency:** Institute of Business Administration, Karachi
- (b) **Brief Description of Procurement:** - Provision of Hyper Converged Infrastructure Software
- (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) **Deadline for Submission of Bids along with Time :-** The last date of submit the Tender Document in sealed envelope in November 25, 2020 by 3pm in the Office of the Head of Procurement, 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 November 25, 2020 on 3:30 PM at IBA Main Campus, University Road, Karachi.
- (h) **Time for Completion from Written Order of Commence:** - 60 days
- (i) **Liquidated Damages:** - Liquidated 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.....

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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 2% 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 tender document. 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) Delivery Time**

The solution should be delivered within 04 weeks from the date of acceptance of Purchase Order.

### **e) 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.

### **f) 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.

### **g) 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.

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Stamp & Signature

**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) 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.

**j) GST**

GST will be paid on applicable items only.

**k) Liquidated 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.

**l) Quantity**

Competent Authority reserves the right to remove any item.

**m) Invoice**

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

**n) Payment Terms**

- a. 80% after successful deployment of acquired solution at IBA, Karachi.
- b. 20% remaining payment of the order value would be paid after three months from the signing of the final acceptance.

**o) Stamp Duty**

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

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Stamp & Signature

**p) Experience of Similar Supplies and Installation**

Please attach copies of contract/Purchase orders or customer reference letter or any other reference document that can substantially prove the above.

**q) Validity of License:**

Free software updates and upgrades during licensing period. Valid for (01) One Year.

**r) Training:**

Bidder should provide training to staff members of IBA for the proposed solution.

**s) Restriction:**

The software must not be produced / integrated / configured / developed in the country India or Israel.

**t) Patent Rights:**

The bidder shall indemnify & hold the IBA harmless against all the third party(ies) claim(s) of infringement of patents, trademark or industrial decision rights arising from use of the service(s) or any part thereof.

**u) Operational Maintenance:**

The bidder shall be responsible for installation configuration integration of the software to the IBA provided servers. The bidder shall make it sure and convenient that newly deployed software were properly with existing setup. Software installation, configuration and integration will be free of cost. Moreover, for any upgradation / change in IBA network during the contract period, the bidder will provide support and maintenance related to the provided software without any additional cost.

**v) Severability:**

If any terms covenant or condition of this agreement shall be deemed invalid or unenforceable in a court of law or equity, the remainder of this agreement shall be valid & enforced to the fullest extent permitted by prevailing law.

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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

## 6. Technical Specifications & BOQ:

Sr. #	Technical Specifications	Compliance Yes / No
1	<p><b>Virtualization Management Software</b></p> <ul style="list-style-type: none"> <li>• Must Propose High Availability Redundancy for Virtualization Management Platform</li> <li>• Must Support Management for Existing VMware Virtual Machines</li> <li>• Must Support Role-Based Management with Permission Control</li> <li>• Management Software must support HTML5 Web Management</li> <li>• Must Support to Integrate with Multiple Hypervisors</li> <li>• Must support High Availability between Nodes</li> <li>• Must support DRS (Distributed Resource Scheduler) and Hot Migration</li> <li>• Must support scale up more than 30 nodes in the future</li> <li>• Must support the Backup Built-in feature</li> <li>• Management Software must support Centralized Control &amp; Visibility</li> <li>• Management Software must support Future Scalability and Extension</li> </ul>	
2	<p><b>Compute Virtualization Hypervisor</b></p> <ul style="list-style-type: none"> <li>• Must Support High Availability Between Nodes</li> <li>• Must Support VM Snapshot, VM Clone, VM Motion</li> <li>• Must Support VM Resources Automated Hot-Add</li> <li>• Must Support Hardware Health Check to Monitor CPU, Memory, Network Interface Card, Hard Drive and RAID Controller</li> </ul>	

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 Stamp & Signature

## Scope of Work :-

**Product:- Sangfor/ Huawei /Open stack/VMware or Equivalent**

### General Requirement

- Total 8 CPU Sockets HCI License
- 1 Year Software Upgrade & 24 x 7 Remote Technical Support backed by principal
  - Onsite Configuration & Installation.
  - Must Quote 2nd and 3rd Years of All Subscription Separately
  - Bidder must completely deploy the proposed solution in IBA
  - The Bidder should train IBA resources on the acquired product.
  - The bidder will submit scope of work with complete timeline of completion and commissioning of project, Solution Document and Diagram.
  - This Agreement shall be renewed with mutual consent & satisfactory performance upon completion of one year if the IBA, Karachi and the service provider agree so.

	One Time Charges for Deployment (OTC) If any	Monthly Recurring Charges (MRC)
<b>Total</b>		
<b>SST</b>		
<b>Total Amount</b>		
<b><i>Grand Total per Annum</i></b>		

***Grand Total Amount per Annum Rupees (in words)*** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Stamp & Signature

**7. Bidder Qualification Criteria:**

Sr. #	Mandatory Criteria (Documentary Proof Required)	Remarks Yes/No
1	The bidder must have an experience of completing Hyper Converged Infrastructure deployment's, which includes Server Virtualization & Storage virtualization in the last 3 years	
2	Bidder should have at least 1 Manufacturer Certified resource	
3	Bidder must be an original equipment manufacturer (OEM) or an authorized agent/partner	
4	Last 3 years' turn over with minimum 3 million (per year) as bank statement or financial statement.	
5	Service Providers must provide "Sales tax registration certificate both FBR and / or SRB" and NTN certificates at the time of submission of bid.	

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