

February 20, 2020

Minutes of Pre Bid Meeting regarding Tender Procurement of software/solution for Fraud Resolution Management (FRM)

In compliance to KPPRA Act 24(6) and KPPRA Rules 37(10) a Pre Bid Meeting for **Procurement of software/solution for Fraud Resolution Management (FRM)** under KPPRA rules and act, vide tender No.BOK/HO/Proc/Compliance/IT/08/Feb/2020 was held on February 20, 2020. In presence of the following:

1. Incharge Procurement
2. Head (IT Security)
3. Officer IT
4. Officer IT
5. Officer (Audit)
6. Manager IT Procurement Unit
7. Officer Finance

Representative of following bidder/vendor attended the meeting.

1. M/s Synergy Computers

In charge procurement read out complete bid document for understanding of the participant. Incharge Procurement clarified that bidder quoted price for annual maintenance and renewal shall be locked for entire agreement period. Representative of M/s. Synergy Computer suggested that it may be relaxed and price may be vary every year with Dollar to PKR conversion. Incharge Procurement further clarified that our bidding currency is PKR, therefore, no conversion factor will be allowed. Representative of M/s. Synergy Computer suggested few changes in bid document. Incharge (Procurement) made suggested changes in order to get maximum competitive process. Head (IT Security) clarify all Scope of work related queries.

Mandatory Requirements

1	Bidder should be authorized distributor having valid certificate/License or software company.	
8	Bidder must provide at least 1 Purchase Order of related Scope of Work mentioned above with relevant client references and verifiable proof.	
9	Bidder must have legal presence in Pakistan and should submit list of Offices across Pakistan.	
10	The bidder must accept this complete bidding document and affix sign and stamp of the company.	



Technical Evaluation Criteria is as follows: -

5	Turn over last three years Above Rs.150 Million per year =20 marks Less than Rs.150 and greater than Rs.100 Million per year=15 marks Less than Rs.100 Million =10 marks (3 years audited Balance sheet attach)	20
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Financial Bid Proposal.

ITEM	Prices including all applicable taxes (PKR)
Software Licensing Fee (one time)	
Software Implementation / deployment	
Per year Annual Maintenance and Renewal Fee (from second year)	
Total Amount:	
Successful vendor shall provide following services free of cost till the expiry of contract period of 5 years.	
Upgradation of software	
Training & Resource Mobilization	
Customization/Modification	
Onsite Support	
Resident Engineer for Onsite Support after successful implementation for 6 months	

Terms & Condition

16. Bidder shall provide their project plan for deployment of software.








17. Payment Term:

60% on delivery of software/license

Remaining payment of purchase order will be released after completion of deployment process and satisfactory report from concerned Division.

Representative of the vendor was fully satisfied from replies and endorsed that they fully understood the bidding document. Incharge Procurement stated that there is no change in bid document.

Meeting concluded with thanks to all representatives of vendors and Members of the Procurement committee.

 Javed Jabbar Head IT Security	 Ahsan Ali Office IT	 Umer Asghar Officer IT	 Farhat Abbas Manager IT Proc.	 Hasham Iqbal Office Audit
 Muhammad Uzair Officer Finance	 Allah Bakhsh Incharge Procurement			