



Bidding Document

Framework Contract for one year for procurement and maintenance of CCTV SYSTEM

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| Per-Bid Meeting | 15th November, 2019 at 10.30A.M. |
| Last Date for Submission: | 26th November, 2019 at 10.30A.M. |
| Tender Opening Date: | 26th November, 2019 at 11.00A.M. |

Note: The prospective bidder is expected to examine the Bid Document carefully, including all Terms & Conditions and Annexures. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.

Tender No. BOK/HO/Security/11/Nov/2019

Score of Work

The Bank of Khyber invites Sealed Bids/Proposals from the authorized Distributors/dealers for purchase/installation and maintenance of existing of DVR/CCTV System in its Head office, Branches/premises, under KPPRA Rules Single Stage Single Envelope.

2. MANDATORY REQUIREMENTS:

Following documents to be attached with the bid, no attachment of any document will lead to disqualification of the bid for being no responsive, please.

| S.No | Description/Documents to be attached | Company Documents attached or not |
|------|--|--|
| | Company Profile. Showing Complete details of company business profile. To be attached as Annexure .A | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | Details of offices/sub offices with list of staff at following cities (Must) : to be attached as annexure B. a. Peshawar b. D.I.Khan c. Swat d. Chitral/Dir e. Gilgit f. Mardan g. Rawalpindi/Islamabad h. Lahore i. Multan j. Faisalabad k. Karachi l. Hyderabad/Sukkur m. Quetta n. AJK | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | Bidder should be authorized Distributor/Dealer of the brand offered and should attach its Certificate with the tender. Certificate to be attached as Annexure-C | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | Undertaking on stamp paper dully attested from Notary Public that the bidder is not black listed by any federal and provincial government. To be attached as annexure -D | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | Minimum 3 years' experience in CCTV system business with banking industry since incorporation shall be eligible to participate in the bid. Incorporation certificate to be attached as Annexure E | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | At least 5 similar works completion certificates preferably from banking sector. Verifiable document to be attached as Annexure F. | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | Registration with FBR as on active tax payer's list/filer/NTN number. To be attached as Annexure G. | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | Registration with KPRA (Khyber Pakhtunkhwa Revenue authority) as an Active tax payers list Status. To be attached as Annexure H | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | Bidder shall provide Rs. 200,000/- bid security (any banking instrument excluding pay order). To be attached as Annexure I | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | Bidder shall provide under taking for provision of performance guarantee on stamp paper dully attested by the notary public. To be attached as Annexure J | <input type="checkbox"/> Yes <input type="checkbox"/> No |

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| | Bidder shall provide integrity pact on stamp paper dully attested by the notary public. To be attached as Annexure K | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | Bidder shall provide fair price certificate on stamp paper dully attested by the notary public. To be attached as Annexure L | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | Bidder shall sign and stamp each page of this bidding document. To be attached as Annexure M | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | <ul style="list-style-type: none"> All item brands must be international standards. (Renowned Brands only). No refurbished/ locally assembled or repaired equipment will be acceptable. Equipment serial numbers should be verifiable online on OEM site. All items should carry one year warranty. | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Signature of the Bidder: _____

Stamp: _____

Date: _____

Lot A:

3. FINANCIAL PROPOSAL FOR CCTV SYSTEM:

| CCTV System Brand Required to be installed/Mainatan at BOK branches, Sub Branches, Offsite ATM and Offices | Unit Price | GST+W. H tax | Total |
|---|------------|--------------|-------|
| 1. Supply & Installation of 2 Megapixel HD IR Bullet Camera with Bracket and Power Supply Complete in all respect. Required Features: <ul style="list-style-type: none"> Max 30fps@1080P HD and SD output switchable 3.6mm fixed lens (6mm optional) Max. IR length 20 Meter, Smart IR IP67 DC12V Power Supply Bracket | | | |
| 2. Supply & Installation of 2 Megapixel HD IR Dome Camera with Bracket and Power Supply Complete in all respect. Required Features: <ul style="list-style-type: none"> Max 30fps@1080P HD and SD output switchable 3.6mm fixed lens (6mm optional) Max. IR length 20 Meter, Smart IR IP67 DC12V Power Supply Bracket | | | |
| 3. Supply & Installation of 2 Megapixel HD IR Bullet Camera with Bracket and Power Supply Complete in all respect. Required Features: <ul style="list-style-type: none"> Max 30fps@1080P HD and SD output switchable 3.6mm fixed lens (6mm, 8mm optional) Max. IR length 80 Meter, Smart IR IP67 DC12V Power Supply Bracket | | | |
| 4. Supply & Installation of 2 Megapixel IP, IR BULLET Camera with Bracket, Lens and Power Supply Complete in all respect. Main Features: <ul style="list-style-type: none"> 1/2.8" 2 Megapixel progressive CMOS H.265 and H.265+ encoding 25/30fps@1080P(1920×1080) 2.8 mm fixed lens (3.6mm optional) | | | |

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| <ul style="list-style-type: none"> • Max IR LEDs Length 30m • IP67, PoE • Bracket | | | |
| <p>5. Supply & Installation of 2 Megapixel IP, IR DOME Camera with Bracket, Lens and Power Supply Complete in all respect. Main Features:</p> <ul style="list-style-type: none"> • 1/2.8" 2Megapixel progressive CMOS • 25/30fps@1080P(1920×1080) • 2.8 mm fixed lens (3.6mm optional) • Max IR LEDs Length 30m • IP67, PoE • Bracket | | | |
| <p>6. Supply & Installation of 4 Channels Real Time 1080P Digital Video Recorder (1 HDD port) Complete in all respect. Required Features:</p> <ul style="list-style-type: none"> • DVR/CCTV Camera system should be of Top Branded Company, compatible with Analogue/Analogue HD/HDCVI/HDTVI & IP CCTV System. • Embedded processor • 1 SATA HDD support (up to 6 TB) • H.265+ compression • Max 4 channels camera inputs, each channel up to 6MP • Max 24 Mbps Incoming Bandwidth • Smart Search and Intelligent Video System | | | |
| <p>7. Supply & Installation of 8 Channels Real Time 1080P Digital Video Recorder (2 HDD ports) Complete in all respect. Required Features:</p> <ul style="list-style-type: none"> • DVR/CCTV Camera system should be of Top Branded Company, compatible with both Analogue/Analogue HD/HDCVI/HDTVI & IP CCTV System. • Embedded processor • 2 SATA HDDs support, (up to 8TB) • H.265+ compression • Max 8 channels camera inputs, each channel up to 6MP • Max 96 Mbps Incoming Bandwidth • Smart Search and Intelligent Video System | | | |
| <p>8. Supply & Installation of 16 Channels Real Time 1080P Digital Video Recorder (2 HDD ports) Complete in all respect. Required Features:</p> <ul style="list-style-type: none"> • DVR/CCTV Camera system should be of Top Branded Company, compatible with both Analogue/Analogue HD/HDCVI/HDTVI & IP CCTV System. • Embedded processor • 2 SATA HDDs support, (up to 8TB) • H.265+ compression • Max 16 channels camera inputs, each channel up to 6MP • Max 96 Mbps Incoming Bandwidth • Smart Search and Intelligent Video System | | | |
| <p>9. Supply & Installation of 16 Channels Real Time 1080P Digital Video Recorder (4 HDD ports) Complete in all respect. Required Features:</p> <ul style="list-style-type: none"> • DVR/CCTV Camera system should be of Top Branded Company, compatible with both Analogue/Analogue HD/HDCVI/HDTVI & IP CCTV System. • Embedded processor • 4 SATA HDDs support, (up to 6TB) • H.264+ compression • Max 16 channels camera inputs, each channel up to 6MP • Max 96 Mbps Incoming Bandwidth • Smart Search and Intelligent Video System | | | |
| <p>10. Supply & Installation of 32 Channels Real Time 1080P Digital Video Recorder (4 HDD ports) Complete in all respect. Required Features:</p> <ul style="list-style-type: none"> • DVR/CCTV Camera system should be of Top Branded Company, compatible with both Analogue/Analogue HD/HDCVI/HDTVI & IP CCTV System. • Embedded processor • 4 SATA HDDs support, (up to 6TB) | | | |

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| <ul style="list-style-type: none"> • H.264+ compression • Max 32 channels camera inputs, each channel up to 6MP • Max 96 Mbps Incoming Bandwidth • Smart Search and Intelligent Video System | | | |
| 11. Supply & Installation of 4 Channels Real Time 4K and H.265+ NETWORK Video Recorder NVR (1 HDD ports) Complete in all respect. Required Features: Ñ H.265+ compression Ñ 1 SATA HDD support, (up to 6TB) Ñ Max 80Mbps Incoming Bandwidth Ñ Up to 8MP Resolution for Preview and Playback Ñ HDMI/VGA simultaneous video output Ñ Smart Search | | | |
| 12. Supply & Installation of 8 Channels Real Time 4K and H.265+ NETWORK Video Recorder NVR (1 HDD port) Complete in all respect. Required Features: Ñ H.265+ compression Ñ 1 SATA HDD support, (up to 6TB) Ñ Max 80Mbps Incoming Bandwidth Ñ Up to 8MP Resolution for Preview and Playback Ñ HDMI/VGA simultaneous video output Ñ Smart Search | | | |
| 13. Supply & Installation of 24" Branded Color LED Screen (Branded Company) for Monitoring (HDMI/VGA OPTION) with accessories complete in all respect | | | |
| 14. Supply & Installation of 22" Branded Color LED Screen (Branded Company) for Monitoring(only VGA) with accessories complete in all respect | | | |
| 15. Supply & Installation of 19" Branded Color LED Screen (Branded Company) for Monitoring(only VGA) with accessories complete in all respect | | | |
| 16. Supply & Installation of 10 Meter HDMI Cable | | | |
| 17. Supply & Installation of 20 Meter HDMI Cable | | | |
| 18. Supply & Installation of 30 Meter HDMI Cable | | | |
| 19. Supply & Installation of 10 Meter VGA Cable | | | |
| 20. Supply & Installation of 20 Meter VGA Cable | | | |
| 21. Supply & Installation of 30 Meter VGA Cable | | | |
| 22. Supply & Installation of Good Quality RG-6 Coaxial Video Cable with Power Cable 3/29 (Quote in per running feet) | | | |
| 23. Supply & Installation of Pure Copper Cat-6 Network Cable with Power Cable 3/29 (Quote in per running feet) | | | |
| 24. ¾" PVC Pipe with allied accessories | | | |
| 25. 1" PVC Pipe with allied accessories | | | |
| 26. 1.5" PVC Pipe with allied accessories | | | |
| 27. ¾" Channel Duct with allied accessories | | | |
| 28. 1" Channel Duct with allied accessories | | | |
| 29. 1.5" Channel Duct with allied accessories | | | |
| 30. Danny Device | | | |
| 31. Wireless Mouse (High quality) | | | |
| 32. USB/Mouse Extension Cable 10 Meter | | | |
| 33. USB/Mouse Extension Cable 20 Meter | | | |
| 34. USB/Mouse Extension Cable 30 Meter | | | |
| 35. 1TB Hard Disk Drive | | | |
| 36. 2TB Hard Disk Drive | | | |

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| 37. 3TB Hard Disk Drive | | | |
| 38. 4TB Hard Disk Drive | | | |
| 39. 6TB Hard Disk Drive | | | |
| 40. 8TB Hard Disk Drive | | | |
| 41. Power Supply – 12volt- 2amp | | | |
| 42. Power Supply – 12volt- 5amp | | | |
| 43. Weather Proof Box for 12volt- 2amp Power Supply | | | |
| 44. Supply & Installation of 2U Network Rack/Cabinet | | | |
| 45. Supply & Installation of 4U Network Rack/Cabinet | | | |
| 46. Supply & Installation of 6U Network Rack/Cabinet | | | |
| 47. Supply & Installation of 9U Network Rack/Cabinet | | | |
| 48. BNC Connector – AV PIN | | | |
| 49. Fix lens of 3.6mm/4mm | | | |
| 50. RJ45 Connector (Pure Copper) | | | |
| 51. 5 Port Gigabit Switch | | | |
| 52. DVR VIDEO IN/VGA OR HDMI PORT | | | |
| Grand Total Amount = | | | |

GROSS TOTAL COST FOR ENTIRE BID =

FORMULA: GROSS Total cost for the bid will be calculated as per below mentioned formula:-

- For Quantity = cost per one item to be calculated.
- For wiring/cables = Cost per one Meter (serial 19, 20 & 21).
- Price per item will be inclusive of all relevant taxes as per Government policy.

Lot B

Maintenance Charges:

All maintenance charges must inclusive of labour charge (traveling Charge, TA/DA etc.) and all applicable taxes. Any replacement of faulty item with new one shall be claim as per approved rates.

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| Replacement of faulty DVR with Back up/new DVR | Rate inclusive of all charges and taxes mentioned above. |
| Shifting of DVR from one location to other within the branch - | |
| Replacement of faulty camera with installation of back up/new camera | |
| Installation charges for steel rack | |
| Installation charges for Dummy DVR | |
| Installation charges for IP camera at off site ATM | |
| Shifting of CCTV system from one branch location to another location | |
| software installation charges | |
| Per visit Charge for cities mentioned in the Mandatory document shall be considered as local branches for minor work | |
| Per Visit charges for cities not mentioned in the Mandatory document shall be considered as outside branches for minor work | |

RESPONSE TIME:

a. Response time within the Same City, where company Head office/regional office are located=

b. Response time for out of OUT City branches, where company Head office/regional office are not located=

Clarification for consideration of lowest bidder

Lowest grand total of both the lots shall be considered for qualification of bidder as winner.

4. GENERAL TENDER TERMS & CONDITION REQUIRED FOR BIDDING OF CCTV SYSTEM:

- a. Tender shall be conducted under "**Single Stage Single Envelope** as per KPPRA (Khyber Pakhtunkhwa procurement rules – 2014) basis.
- b. Bid must be contained in one single sealed envelope covering both mandatory requirement and financial proposal and bid security respectively signed and stamped, in complete conformity with Tender Document.
- c. Bid security of Rs.200,000/- (any banking instrument excluding pay order) in favour of the Bank of Khyber must be attached with proposal.
- d. Successful bidder shall provide Rs.300,000/- performance guarantee (issue by schedule bank only) in favour of the Bank of Khyber, before execution of SLA. **Other bid security shall be returned after verification of the performance guarantee from issuing Bank.**
- e. The Vendor shall meet 100% of the Technical/Financial specification as given above in the Tender.
- f. Vendor will provide complete solutions for the new CCTV installations as well as maintenance of the existing CCTV system already installed BOK branches/Head office.
- g. For provision of new equipment Transportation, Installation and training is the responsibility of the Vendor, no cost will be paid in this regard.
- h. All prices shall be quoted in PKR including all applicable taxes.
- i. Quoted prices shall be valid for a period of 120 days from the day of opening of this tender.
- j. Other province revenue authority taxes shall be deducted, if applicable.
- k. Successful bidder quoted Prices shall be valid for the entire agreement period and the company will not demand for any increase in the quoted prices, else the agreement will stand as cancelled and fresh tender will be processed.
- l. Both parties will be bound for 2 months' notice in case of discontinuation of business, failure of which the bid security will stand as confiscated.
- m. Warranty of the equipment's shall not be less than 12 months and it will start from the date of installation with free maintenance during period of warranty.
- n. The equipment free delivery and installation at various stations throughout Pakistan will be the responsibility of the Vendor.
- o. Successful bidder would enter to a security services contract of one year. The Contract is extendable subject to satisfactory performance, for maximum further two years, on annual renewal basis.

- p. No Quarterly maintenance services charges will be Admissible. Rather the maintenance of the branches will be done on complaint to complaint basis, and charges will be paid on mutually agreed basis and which will be incorporated in the SLA.
- q. In case of failure of the existing DVR/ CCTV Camera, backup DVR/CCTV camera will be provided by the vendor till final repair/ replacement as per requirement.
- r. Response time will not be more than 24 hours for inside city and 48 hours out city branches, failure of which performance guarantee will be revoked.
- s. The bidder will also be bound to provide replacement of any faulty item to existing brand DAHUA or hika vision already installed at BOK branches/HO.
- t. For any query, clarification regarding BID document contents, the bidder may send a written request at least 5 days prior to the opening date through registered posts/Courier Service Company.
- u. Quoted prices shall be vailed for a period of 120 days from the date of opening this tender.
- v. Any bid not received as per terms and conditions laid down in this document are liable to be ignored. No offer shall be considered if:
 - Received without Bid Security;
 - It is received after the date and time fixed for its receipt;
 - The tender document and the bid is unsigned;
 - The offer is ambiguous;
 - The offer is conditional i.e. advance payment, or currency fluctuations etc.
 - The offer is from blacklisted firm in any Federal / Provincial Govt. Dept.:
 - Hand written bids shall NOT be accepted, it must be typed.
- w. Per bidding meeting will be held on 15th November, 2019, at 10.30 AM, in the office Head Procurement the Bank of Khyber, 29-A, The Mall, Peshawar Cantt.
- x. Sealed bid complete in all respects along with bid security given in TOR on above web site, should reach “**Head Procurement Deptt**”, The Bank of Khyber, 29 –A, The Mall, Peshawar Cantt, on 26th November, 2019 at 10.30 am, opening timings for bids will be at 11.00 am day at Office of Incharge Procurement,
- y. Further details / Specifications, TORs of the above items can be seen/ downloaded from our website <http://www.bok.com.pk/downloads/>

**Head Precurment Deptt,
The Bank of Khyber.
29 – A The Mall, Peshawar Cantt.
Phone: 091- 526111**

1. BIDDER PROFILE FOR CCTV SYSTEM TENDER:

- a. 1. Company Name of the Bidder: _____
- b. 2. Address of the Office: _____
- c. 3. National tax Number: _____
- d. 4. Sales Tax Registration Number: _____
- e. 5. Contact Person (Name and Cell Number): _____
- f. 8. Company Email: _____
- g. 9. Company Website: _____

(On stamp paper without mentioning the Bid Amount)

INTEGRITY PACT

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC.
PAYABLE BY THE SUPPLIERS OF GOODS

Contract No. _____ Dated _____ Contract Value: () Contract Title: _____ [name of Supplier] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from The Bank of Khyber or any administrative subdivision or agency thereof or any other entity owned or controlled by The Bank of Khyber through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from The Bank of Khyber, except that which has been expressly declared pursuant hereto.

[Name of Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with The Bank of Khyber and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[Name of Supplier] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to The Bank of Khyber under any law, contract or other instrument, be voidable at the option of The Bank of Khyber.

Notwithstanding any rights and remedies exercised by the Bank of Khyber in this regard, [name of Supplier] agrees to indemnify The Bank of Khyber for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to The Bank of Khyber in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from The Bank of Khyber.

Name of Buyer: Name of Seller/Supplier:

Signature: [Seal] Signature: {Seal}, **Notary Public:**

(To be filled on Stamp paper dully attested from Notary public)

Fair Price Certificate
(TO BE ENCLOSED WITH BID DOCUMENT)

I/We, M/S

Hereby certify that prices quoted by us against The Bank of Khyber, for the tender No. are the lowest and most competitive as generally applicable to all other buyers and or sold through our agents as per prevailing international market as on the date of quote and if it is established at any stage that these were higher we shall be held responsible and agree to pay immediately the differential to The Bank of Khyber.

SIGNATURE AND SEAL OF THE
BIDDER/MANUFACTURER/SOLE AGENT/AUTHORIZED DEALER

Notary Public:

Annex – J

(on stamp paper dully attested from notary public)

Undertaking, for Provision of Performance Guarantee

We M/s. _____ applying for BOK Tender No. _____

_____, having tender opening

date _____, hereby under take that after announcement of company as successful bidder, we shall be bound to provide to the Bank of Khyber Rs. _____ performance guarantee (issue by schedule Bank only) in favour of the Bank of Khyber, against this tender before execution of contract and purchase order.

Name of Buyer: Name of Seller/Supplier:

Signature: [Seal] Signature: {Seal},

Notary Public: