

**Bidding Document**

**Procurement of Licenses for Solar Wind Network Monitoring Solution (NMS) Renewal and Maintenance Support**

**Single Stage Single Envelope**

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Pre-Bid Meeting	31 December, 2019 at 10.30 AM
Last Date for Submission:	9 January, 2020 at 10.30 A.M.
Tender Opening Date:	9 January, 2020 at 11.00AM.

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Note: The prospective bidder is expected to examine the EOI Document carefully, including all Terms & Condition. 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/Proc/IT/18/Dec/2019

## SCOPE OF WORK

The Bank of Khyber require sealed bids from reputable firms/companies/authorized partners Procurement of Licenses for Solar Wind Network Monitoring Solution (NMS) Renewal and Maintenance Support for one Year

S.No	Module details	Licenses
1	Solar Winds Security Event Manager (formerly LEM) SEM30 (up to 30 nodes)	30
2	Solar Winds Network Performance Monitor SL500 (up to 500 elements)	500
3	Solar Winds NetFlow Traffic Analyzer Module for SolarWinds Network Performance Monitor SL500 -	500
4	Solar Winds Server & Application Monitor AL150 (up to 150 monitors) - Annual Maintenance Renewal	150
5	Solar Winds User Device Tracker UT2500 (up to 2500 ports) - Annual Maintenance Renewal	2500
6	Solar Winds Network Configuration Manager DL500 (up to 500 nodes) - Annual Maintenance Renewal	500
7	Solar Winds Serv-U FTP Server - (email only support)	2
8	Solar Winds Web Performance Monitor WPM5 (up to 5 [recordings x locations])	1
9	Solar Winds Serv-U Managed File Transfer Server Per Seat License (5 to 9 servers)	5

### **Proposal Response Format**

Bidder is required to submit sealed proposal as per **Single Stage single Envelope Procedure**. Proposal shall be submitted in the following format:

#### **Mandatory Requirement: -**

Bidder should provide its proposal in accordance with the Scope of Work mentioned above and following **Mandatory Requirements**. Failing to which the proposal will not be considered.

#	Mandatory Requirements	Vendor Response
1	Bidder's company/firm should be authorized License Solution Partner (LSP) of the manufacturer of the required and attach certificate.	
2	Bidders having minimum 5 (Five) years of relevant experience for supply and installation of the desired/quoted items from the date of incorporation of the company / registration of the firm shall be eligible to participate. Supply of required items purchase order to be attached to verify 5 years of experience.	

3	Bidder must provide evidence of company's registration / incorporation certificate. Government relevant authority.	
4	The Bidder should be active Tax/Sale Tax/GST payer, copy of latest returns to be attached	
5	Copy of active registration certification with KPRA (Khyber Pakhtunkhwa Revenue Authority). In case of fresh application with KPRA for registration, KPRA acknowledgement to be attached.	
6	The bidder/company/firm should not have been blacklisted by any of the Provincial / Federal Government or organizations of the State / Federal Government in Pakistan and must provide <b>Undertaking</b> on stamp papers duly registered with Notary Public that it is not being blacklisted. Also must provide List of arbitration/legal suits/unsettled disputes with organizations/clients (if any) in last five years	
7	Company/Firm must provide latest 3 Purchase Orders and 3 maintenance Agreements of similar Scope of Work mentioned above with relevant client references and valid proof.	
8	The company/firm must have legal presence in Pakistan and should submit list of Offices across Pakistan.	
9	The Company/Firm must accept this complete bidding document and affix sign and stamp of the company.	
10	Bidder shall provide 2% bid security of the total bid amount (any banking instrument excluding pay order) in favour of the Bank of Khyber.	
11	Bidder must submit Integrity Pact on Stamp Paper dully attested by the Notary Public with of bid amount, with proposal.	
12	No conditional bid will be acceptable	
13	Bidder shall provide undertaking on stamp paper duly attested by the Notary Public for provision of 10% of total bid amount as Performance Bank Guarantee, in favour of the Bank of Khyber.	
14	Bidder shall provide fair price certificate on stamp paper duly attested by Notary Public.	
15	Bidder shall attach manufacturer authorization letter for participation in bid	

**Note:** Only the Bidders complying with above Scope of Work, mandatory requirement will be considered for financial consideration.

#### **Format of Financial Proposal**

Option 1. One Year Price

S.No	Module details	Licenses	Per License price PKR	Per License GST PKR	Total License Price PKR	Total License GST PKR	Total Cost with GST PKR
1	Solar Winds Security Event Manager (formerly LEM) SEM30 (up to 30 nodes)	30					
2	Solar Winds Network Performance Monitor SL500 (up to 500 elements)	500					
3	Solar Winds NetFlow Traffic Analyzer Module for SolarWinds Network Performance Monitor SL500 -	500					

4	Solar Winds Server & Application Monitor AL150 (up to 150 monitors) - Annual Maintenance Renewal	150					
5	Solar Winds User Device Tracker UT2500 (up to 2500 ports) - Annual Maintenance Renewal	2500					
6	Solar Winds Network Configuration Manager DL500 (up to 500 nodes) - Annual Maintenance Renewal	500					
7	Solar Winds Serv-U FTP Server - (email only support)	2					
8	Solar Winds Web Performance Monitor WPM5 (up to 5 [recordings x locations])	1					
9	Solar Winds Serv-U Managed File Transfer Server Per Seat License (5 to 9 servers)	5					
Total Cost							

Option 1. Two Year Price

S.No	Module details	Licenses	Per License price PKR	Per License GST PKR	Total License Price PKR	Total License GST PKR	Total Cost with GST PKR
1	Solar Winds Security Event Manager (formerly LEM) SEM30 (up to 30 nodes)	30					
2	Solar Winds Network Performance Monitor SL500 (up to 500 elements)	500					
3	Solar Winds NetFlow Traffic Analyzer Module for SolarWinds Network Performance Monitor SL500 -	500					

4	Solar Winds Server & Application Monitor AL150 (up to 150 monitors) - Annual Maintenance Renewal	150					
5	Solar Winds User Device Tracker UT2500 (up to 2500 ports) - Annual Maintenance Renewal	2500					
6	Solar Winds Network Configuration Manager DL500 (up to 500 nodes) - Annual Maintenance Renewal	500					
7	Solar Winds Serv-U FTP Server - (email only support)	2					
8	Solar Winds Web Performance Monitor WPM5 (up to 5 [recordings x locations])	1					
9	Solar Winds Serv-U Managed File Transfer Server Per Seat License (5 to 9 servers)	5					
Total Cost							

#### Option 3. Three Year Price

S.No	Module details	Licenses	Per License price PKR	Per License GST PKR	Total License Price PKR	Total License GST PKR	Total Cost with GST PKR
1	Solar Winds Security Event Manager (formerly LEM) SEM30 (up to 30 nodes)	30					
2	Solar Winds Network Performance Monitor SL500 (up to 500 elements)	500					
3	Solar Winds NetFlow Traffic Analyzer Module for SolarWinds Network Performance Monitor SL500 -	500					

4	Solar Winds Server & Application Monitor AL150 (up to 150 monitors) - Annual Maintenance Renewal	150					
5	Solar Winds User Device Tracker UT2500 (up to 2500 ports) - Annual Maintenance Renewal	2500					
6	Solar Winds Network Configuration Manager DL500 (up to 500 nodes) - Annual Maintenance Renewal	500					
7	Solar Winds Serv-U FTP Server - (email only support)	2					
8	Solar Winds Web Performance Monitor WPM5 (up to 5 [recordings x locations])	1					
9	Solar Winds Serv-U Managed File Transfer Server Per Seat License (5 to 9 servers)	5					
Total Cost							

#### Option 4. Life Time

S.No	Module details	Licenses	Per License price PKR	Per License GST PKR	Total License Price PKR	Total License GST PKR	Total Cost with GST PKR
1	Solar Winds Security Event Manager (formerly LEM) SEM30 (up to 30 nodes)	30					
2	Solar Winds Network Performance Monitor SL500 (up to 500 elements)	500					
3	Solar Winds NetFlow Traffic Analyzer Module for SolarWinds Network Performance Monitor SL500 -	500					

4	Solar Winds Server & Application Monitor AL150 (up to 150 monitors) - Annual Maintenance Renewal	150					
5	Solar Winds User Device Tracker UT2500 (up to 2500 ports) - Annual Maintenance Renewal	2500					
6	Solar Winds Network Configuration Manager DL500 (up to 500 nodes) - Annual Maintenance Renewal	500					
7	Solar Winds Serv-U FTP Server - (email only support)	2					
8	Solar Winds Web Performance Monitor WPM5 (up to 5 [recordings x locations])	1					
9	Solar Winds Serv-U Managed File Transfer Server Per Seat License (5 to 9 servers)	5					
Total Cost							

### **Tender Acceptance Criteria**

The bidder quoting Lowest Price among bidders that must meet Scope of Work and Mandatory requirement for award of Contract/Purchase Order.

### **TERMS & CONDITIONS**

1. The Procurement shall be conducted in accordance with the Khyber Pakhtunkhwa Procurement Rules 2014 on **Single Stage Single Envelope Procedure**.
2. Company seal / stamp must be fixed on the Proposals.
3. All the firms applied for the Tender must provide documents in line with the Mandatory requirements and should qualify the mandatory requirements. **If any firm fails to qualify the mandatory requirements, bid shall be considered as nonresponsive bid.**
4. Bids not complying with all the given clauses in this tender document are liable to be rejected.
5. Bid Security 2% of the total bid amount (any banking instrument excluding Pay Order) must be attached with the proposal in separate sealed envelope in favor of The Bank of Khyber, as bid security.
6. Successful shall provide 10% of total bid amount Performance Guarantee (issue by the schedule Bank) in favour of the Bank of Khyber, before the execution of agreement and purchase order. Other bid security will be returned.
7. All prices quoted must be in PKR inclusive of all applicable Taxes,

8. The prices quoted shall remain valid for 90 days, after the date of opening the tender.
9. Bank reserve the right to accept any option price i.e. one year, two year, three year and life time.
10. Delivery of all items must be made within 20 days of issuance of purchase order.
11. Failure to supply items within specified time period may invoke cancellation of Purchase Order. In addition to that, two percent (2%) Call Deposit (CDR) amount will be forfeited.
12. The Bank of Khyber will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
13. No negotiations and revised bids will be allowed.
14. Any bid submitted after due date and time will not be entertained.
15. Successful bidder shall execute agreement with BOK for Maintenance and Support according to price option accepted by the Bank before issuance of purchase order. During the period of contract no local support charges will be paid.
16. 100% payment of accepted option of price shall made on complete delivery.
17. Increase in any module license during the contract period, successful bidder will provide the same on locked price.
18. Pre bid meeting will be held on 31 December 2019, at 10.30 am the Office of, Incharge Procurement Department, 10.30 am, 29 A The Mall, Peshawar Cantt.
19. Bidders are required to submit sealed proposals to the office of the **In charge Procurement Department, The Bank of Khyber** on or 9 January **2020 at 10.30 AM**. Tender Opening on same day at **11.00 AM** at The Bank of Khyber, Head Office.
20. This bid document shall prevail over the company's own standard terms and conditions.
21. No Conditional bid will be acceptable.
22. At time of purchase order, Bank can reduce/increase the items.
23. 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 earnest money in shape of Call deposit;
  - 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.

**In-Charge Procurement**  
**The Bank of Khyber**  
29-A, The Mall, Peshawar Cantt.  
Phone No: 0915275352.

**Bidders Details for Correspondence:**

<b>Firm/Company Name:</b>	
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<b>Name Authorized Person</b>	
<b>Email Address.</b>	
<b>Cell Number</b>	
<b>Landline Number</b>	
<b>Mailing Address.</b>	

**(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:

(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: