

# Tender Document

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## Procurement of Audio & Video Conference System For FIEDMC Office

**Bid Submission Date & Time :**

**1400 Hours , 30<sup>th</sup> Oct, 2015**

**Bid Opening Date & Time:**

**1430 Hours, 30<sup>th</sup> Oct, 2015**



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**Faisalabad Industrial Estate Development and Management Company  
(FIEDMC)**

**1<sup>st</sup> Floor , FCCI Complex, East Canal Road , Canal Park,  
Faisalabad**

Ph # 041-9230231-34

UAN : 041-111-343-362

[www.fiedmc.com.pk](http://www.fiedmc.com.pk)

## **Important Note:**

Bidders must ensure that they submit all the required documents indicated in the Bidding/Tender Documents without fail. Bids received without, undertakings, valid documentary evidence, supporting documents and the manner for the various requirements mentioned in the Bidding Documents or test certificates are liable to be rejected at the initial stage itself. The data sheets, valid documentary evidences for the critical components as detailed hereinafter should be submitted by the Bidder for scrutiny.

## **Applicability of Punjab Procurement Rules, 2014**

This Bidding Process will be governed under Punjab Procurement Rules 2014 clause # 45.2 “Least Cost Selection” as amended from time to time and instructions of the Government of the Punjab received during the completion of the project.

### **1. Invitation to Bid**

#### **1.1 PPRA Rules to be followed**

Punjab Procurement Rules, 2014 will be strictly followed. These may be obtained from PPRA’s website. <http://www.ppra.punjab.gov.pk>

In this document, unless otherwise mentioned to the contrary, "Rule" means a Rule under the Punjab Procurement Rules, 2014.

### **2. Bidding Details (Instructions to Bidders)**

The complete bids as per required under this tender document, must be delivered to the FIEDMC OFFICE **on date/time ( as mentioned above)**. The **Bids shall be publicly opened on date/time as mentioned above)** In case the last date of bid submission falls in / within the official holidays, the last date for submission of the bids shall be the next working day

Failure to supply required items/services within the specified time period will invoke penalty as specified in this document.

## **TERMS AND CONDITIONS OF THE TENDER**

### **3 Tender Scope**

Following requirements define the scope of work of this tender.

- 3.1. The Selected Bidder will be responsible for the supply of genuine Products to FIEDMC Office.
- 3.2. Selected Bidder must ensure that the supplied equipment is fully operational, new and performs Properly and meet Technical Specification.

### **4. Tender Eligibility/Qualification Criteria**

- 4.1 Eligible Bidder/Tenderer is a Bidder/Tenderer who:
- 4.2 has a registered/incorporated company/firm in Pakistan with relevant business experience of last three (3) years, following are the details:

Item #	Description	Qty
1	Audio Conference System	01
2	Video Conference System with 55 Inch LED Display	01

- 4.3 Must be registered with Tax Authorities as per prevailing latest tax rules (Only those companies which are validly registered with sales tax and income tax departments.
- 4.4 has valid Registration of General Sales Tax (GST) & National Tax Number (NTN).
- 4.5 has submitted bid for all equipment's
- 4.6 has not been blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan. (Submission of undertaking on legal stamp paper is mandatory).
- 4.7 The equipment is fully operational, new and meet Technical Specification as mentioned in Annexure A.

## 5. Joint Venture / Consortium

Joint venture / Consortium are eligible for this tender

## 6. Preparation / Submission of Tender

6.1 The Tender shall be in two parts i.e. **the technical proposal and the financial proposal.**

6.2 Technical Proposal shall comprise the following, **without quoting the price:**

6.2.1 Certificate of Company/Firm Registration/Incorporation under the laws of Pakistan

6.2.2 Technical Brochures / Literature

6.2.3 **Details of Warranty and after Sale Service.**

6.2.4 Valid Registration Certificate for Income Tax & Sales Tax.

6.3 The Financial Proposal shall comprise the following:

6.3.1 BOQ Form

6.4 This is made obligatory to affix authorized signatures with official seal on all original documents, copies, certificates, brochures, literature, drawings, letters, forms and all relevant documents as part of the bids submitted by the tenderer.

## 7. Tender Validity

The Tender shall have a minimum validity period of **60 days** from the last date for submission of the Tender.

## **8. TECHNICAL EVALUATION CRITERIA**

Category	Description	Points
	Certificate of Company/Firm Registration/Incorporation under the laws of Pakistan	Mandatory
	Valid Income Tax Registration	Mandator
	Valid General Sales Tax Registration (Status = Active with FBR)	Mandatory

<b>Legal (Mandatory)</b>	Submission of undertaking on legal valid and attested stamp paper that the firm is not blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan.	Mandatory

## 9. FINANCIAL PROPOSAL EVALUATION

9.1 Technically qualified/successful bidder(s)/Tenderer(s) shall be called for opening of the Financial Proposal(s). The Financial Proposals will be opened in the presence of the Bidders at the time and venue mentioned above. The technically Eligible/Successful Bidder(s)/Tenderer(s) or their authorized representatives shall be allowed to take part in the Financial Proposal(s) opening.

9.2 Financial Proposal evaluation will be conducted under the Punjab Procurement Rules, 2014. The Price evaluation will include all duties, taxes and expenses etc. In case of any exemption of duties and taxes made by the Government in favor of the FIEDMC, the contractor shall be bound to adjust the same in the Financial Proposal.

9.2.1 In cases of discrepancy between the cost/price quoted in Words and in Figures, the lower of the two will be considered.

## 10. Acceptance Letter

As per Punjab Procurement Rules 2014, the FIEDMC shall issue the Acceptance Letter/Purchase order to the successful Tenderer, at least after 10 days of announcement of bid evaluation reports and prior to the expiry of the original validity period or extended validity period of the Tender.

## 11. Delivery

The delivery time of the equipment at FIEDMC Office will be 07 days.

## 12. Inspection and Testing

13.1 The FIEDMC shall inspect and test the equipment, before issuance of the Contract/PO/Supply Order, to verify their conformity to the Technical Specifications. The inspections and tests shall be conducted at the premises of the Contractor.

13.2 The FIEDMC may reject the Goods, the Services or the Works if they fail to conform to the Technical Specifications, in any test(s) or inspection(s) and the Contractor shall either replace the rejected Goods, Services or Works or make all alterations necessary to meet the Technical Specifications, within three working days, free of cost to the FIEDMC.

## 14. Warranty

14.1 The Contractor shall warrant to the FIEDMC that the Goods supplied by the Contractor, under the Contract are genuine, brand new, non- refurbished, un-altered in any way, of the most recent or current model, imported through proper channel.

14.2 The Contractor shall provide warranty and after sale service for all items .

14.3 The Warranty & services Period shall start from the date of delivery of the Goods on site.

## 15. Payment

15.1 The Contractor shall provide all necessary supporting documents along with invoice.

15.2 The Contractor shall submit request for Payment, to the FIEDMC. The Application for Payment shall: be accompanied by such invoices, receipts etc.

## 16. Taxes and Duties

The Contractor shall be entirely responsible for all taxes, duties and other such levies imposed make inquiries on income tax / sales tax to the concerned authorities of Income Tax and Sales Tax Department, Government of Pakistan.

## ANNEXURE-A

### Technical Specification

#### Item # 1

Audio Conference System			
Supply storing, fixing, making ,assembling, installing, applying fixing, testing commissioning, clearing etc. of the Audio conference system in all aspects at FIEDMC Office.			
SR.	DESCRIPTION	Qty	SPECIFICATIONS
1	Central Control Unit with built-in recording system	01	<ul style="list-style-type: none"><li>Wired Audio Conference system with <b>built in Recording System</b> on USB,SD card with on the spot play back, copy to other storage feature.</li><li>The central control unit supply conference microphones with power supply.</li><li>Embedded CPU with high capability to ensure stable system and quick operation.</li><li>system has an ability to host minimum 30 delegate units and is extendable to 60 units.</li><li>Complying to international standards of IEC 60914</li></ul>
02	Delegate Units with Built-in speakers	10	<ul style="list-style-type: none"><li>The <b>delegate units</b> should be an elegantly designed desktop model in accordance with the ergonomics and fully compliant to IEC 60914. The delegate microphones shall be equipped with advanced hyper cardioid electret condenser with red LED ring top for on/off indication.</li><li>The delegate unit shall be equipped with a Hi-Fi speaker with adjustable volume control.</li></ul>
03	Chairman unit with	01	<ul style="list-style-type: none"><li>Elegantly designed desktop Chairman Microphone fully in accordance with the</li></ul>

	<b>builtin Speakers</b>		<p>ergonomics and compliant to IEC 60914. The chairman microphone has a priority button to give full control of the conference proceedings and switches of all delegate microphones for the chairman unit has priority.</p> <ul style="list-style-type: none"> <li>• Shall be equipped with advanced hyper cardioid electret condenser microphone with red LED ring top for on/off indication. The microphones shall be equipped with a built Hi-Fi speaker with adjustable volume control and head phone.</li> </ul>
<b>04</b>	<b>Other's</b>		Power Supply, cables, warranty card, guide book.

## Item # 2

<b>Video Conference System</b>			
Supply storing, fixing, making ,assembling, installing, applying fixing, testing commissioning, clearing etc. of the video conference system in all aspects at FIEDMC Office.			
SR.	DESCRIPTION	Qty	SPECIFICATIONS
1	<b>Main system nit (codec)</b>	01	<p><b>Full HD 1080p video &amp; content sharing</b> Supports conferencing on up to 4 different sites ( 1 host + 3 Guest/users at full HD1080p resolution having mobility software to connect to desktops, laptops, tablets and mobile phones.</p> <p><b>License upgrade:</b> System have the option to license upgrade program to expand from up to 4 point communication to up to 10 points. By simply entering the license key system can be upgraded to meet your company's growing communication</p> <p><b>One-touch recording</b> Record video conferences - video, audio and shared content - directly to a USB flash drive/external HDD.</p> <p><b>Web-based management platform</b> Access the main unit via remotely and troubleshoot issues effortlessly in real-time using WebTool.</p> <p><b>Built in SIP server and registrar</b> The system provides conferencing for up to 4 different sites “but not limited to” and allows same brand and non-same brand systems and any SIP-based devices, app, and software to communicate.</p>

		<p><b>Communications</b></p> <ul style="list-style-type: none"> <li>• H.323 and SIP standards • 64Kbps~4Mbps • RJ45 network LAN 10/100/1000)</li> <li>• Manual bandwidth settings</li> </ul> <p><b>People video resolutions</b></p> <ul style="list-style-type: none"> <li>• HD1080p (1920 x 1080) • HD720p (1280 x 720) • 480p (848 x 480)</li> <li>• CIF (352 x 288) • All resolutions at 30fps</li> </ul> <p><b>Video standards</b></p> <ul style="list-style-type: none"> <li>• H.264, H.263+, H.263, H.261 • H.239 dual video streams</li> </ul> <p><b>Video inputs</b></p> <ul style="list-style-type: none"> <li>• camera • VGA • DVI (HDMI)</li> </ul> <p><b>Video outputs</b></p> <ul style="list-style-type: none"> <li>• HDMI • VGA</li> </ul> <p><b>Audio features</b></p> <ul style="list-style-type: none"> <li>• Automatic gain control (AGC) • Advanced noise reduction • Acoustic echo cancellation (AEC)</li> </ul> <p><b>Network</b></p> <ul style="list-style-type: none"> <li>• 10/100/1000Mbps • NAT/firewall traversal • API support via Telnet</li> <li>• Wake-on-LAN (WOL) support • IPv4 and IPv6 support.</li> </ul> <p><b>Web management tool</b></p> <ul style="list-style-type: none"> <li>• Remote management through the Web • Live monitoring via the Web • Firmware update via Ethernet/Internet • Phonebook/IP List download/upload</li> </ul> <p><b>Value-added features</b></p> <ul style="list-style-type: none"> <li>• Meeting recording <ul style="list-style-type: none"> <li>- In meeting and offline recording</li> <li>- Save directly to USB flash drive</li> <li>- Supports screen re-layout during Playback</li> <li>- Playback via Player software (.mov/avi format)</li> </ul> </li> <li>• Speed dialing via hot keys (10 sets)</li> <li>• Camera presets (10 positions)</li> <li>• Network Time Protocol (NTP)</li> </ul>
02	eCam PTZ camera	<p>01</p> <ul style="list-style-type: none"> <li>• eCam PTZ: <ul style="list-style-type: none"> <li>- Pan/Tilt/zoom camera</li> <li>- 2-megapixel CMOS sensor</li> </ul> </li> </ul>

			<p>- 16X optical zoom</p> <p>- +/-100° pan; +/-25° tilt</p> <p>- 67° FOV (diagonal)</p>
<b>03</b>	<b>microphone array</b>	<b>01</b>	Powerful microphone with 360-degree pickup radius. Supported/integrated with Audio conference system.
<b>04</b>	<b>Other's</b>		<p>Remote Control, Power Supply, cables, Camera Mount, warranty card, guide book.</p> <p style="text-align: center;"><b>55 Inch LED Display</b></p>
<b>05</b>	<b>55" LED TV</b>	<b>01</b>	<ul style="list-style-type: none"> <li>• Minimum 55" LED TV ( Samsung/Sony or equivalent ).</li> <li>• Full HD 1080p TV display.</li> </ul> <p><b>Audio :</b> Sound Output (RMS) 20 W (10 W + 10 W),Speaker Type 2 CH (Down Firing + Base Reflex), Premier quality Sound.</p> <p><b>Connectivity :</b>HDMI, USB, Component In (Y/Pb/Pr), Composite In (AV)Audio Out (Mini Jack), RF In (Terrestrial / Cable input)</p> <p><b>Resolution :</b>1920 x 1080</p> <p>All standard accessories along with warranty card.</p>



## Bill of Quantities(BOQ)

### Price Schedule/ Financial Cost Sheet

Item #	Item Description	No of Units/ QTY	Unit Rate (Excl. Taxes) Rs.	Total Taxes Per unit	Unit Rate (Incl. all Taxes) Rs.	Total Cost (Incl. all Taxes) Rs
1	Audio Conference System					
2	Video Conference System with 55 inch Display					
<b>Total Bid Price</b>						
Total Cost (in words) Rs. _____						

#### Notes to Price Table:

1. Prices must be quoted for all items under each item
2. The FIEDMC reserves exclusive rights to increase/decrease the quantities of equipment/hardware mentioned vide this tender document.

Date \_\_\_\_\_

Signature of authorized person

Name:

(Company Seal)

Note: No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial bid.