



NATIONAL DISASTER MANAGEMENT AUTHORITY
MINISTRY OF CLIMATE CHANGE
GOVERNMENT OF PAKISTAN
ISLAMABAD



TENDER NOTICE

INVITATION OF BIDS FOR SUPPLY OF ICT EQUIPMENT

National Disaster Management Authority (NDMA), Ministry of Climate Change, Government of Pakistan invites sealed bids from eligible bidders (original manufacturers / authorized dealers / distributors / suppliers) registered with Income Tax and Sales Tax Departments / holding NTN for the supply of following brand new "ICT Hardware and Software".

Sr	Description	Quantity
1	Video Wall Screens with Accessories	03
2	Desktop Computers	03
3	Color Printer	01
4	Laptops	02
5	Tablets with GPS Availability	10
6	Seismic Modeling Tool	01

- Bidding documents containing detailed terms and conditions, method of procurements, procedure for submission of bids, bid security, bid validity, bids opening, bids evaluation criteria, clarification / rejection of bids, performance guarantee etc are available at the office of the undersigned. Interested bidders may obtain these documents, on a written request made on company / firms' letter head accompanying pay order / demand draft of Rs. 500/- (non-refundable) in the name of Deputy Director (ICT), NDMA Islamabad. Bidding documents can also be downloaded from NDMA website free of cost.
- Single Stage Two Envelopes Procedure** will be adopted. "Technical & Financial Bids" clearly marked in separate sealed envelopes, prepared in accordance with the instructions / requirements, must reach undersigned on/or before 11:30 hours by **7th March 2016**. Late submission(s), if any, will not be accepted.
- "Technical Bids" will be opened in Room No. 220-E, NDMA on the date of submission at 12:00 hours in the presence of all the bidders or their authorized representatives. Financial Bids of technically qualified bidders (i.e. proposals compliant to technical specifications and other terms & conditions) shall be opened publicly on date and time to be specified later. The "Financial Bid" must be supported by earnest money @ 2% of the total bid value in shape of pay order/demand draft/call deposit in the name of undersigned.
- NDMA reserves all the rights to accept or reject any or all of the bids at any time in public interest.
- Companies with sufficient Stock and Capabilities to immediately provide the requisition items will be preferred.
- This advertisement is available on NDMA website www.ndma.gov.pk/ and on PPRA's website www.ppra.org.pk

Deputy Director (ICT)

National Disaster Management Authority (NDMA), Room No. 221-B,
Prime Minister's Office, Bari Imam Road, Islamabad. 44000.
Telephone: Office: 051 9087 - 868 / 815

SPECIFICATIONS

Sr	Item Description	Quantity/ Number	Specification
1.	Video Wall Screens with all accessories	03	NEC or Equivalent LED Display 46" Ultra-Narrow 3.5mm Bezel, Full HD [1920*1080] Resolution, Contrast Ratio 3500:1
2.	OPS for Video Wall Screens	04	OPS PC Core i5, RAM 4GB, 64GB HDD
3.	Accessories	-	Front access Wall mount Brackets OPS PC Core i5, RAM 4GB, 64GB HDD Hardware installation, Mounting, Cabling and allied costs
4	Work Station Computers	03	Processor Intel Core i7 4 th Generation Ram 16 GB 1600MHZ Hard Drive 500 GB SATA , SSD and HSD Support USB Ports (2), USB 3.0 rear, (2) USB rear , (2) USB 2.0 Front, Network Card, integrated 10M/100M/1000M Monitor 23" LED , Operating System, Windows 10Pro
5	Color Printer	01	Support 20 PPM Monochrome LaserJet Print Speed Black : up to 35 ppm (25ppm in 5200L) Resolution Up to 1200x1200dpi (5200L: 600x600dpi) Memory **see hint box Processor 450 MHz Paper Handling 250-Sheet input tray, 100 sheet multipurpose , 250-sheet output bin Duplex Automatic in 5200N and 5200** see hint box Ethernet Connectivity Display 2-Line LCD (text)
6	Laptops	02	Processor – Intel Core i7 2.4 Ghz HDD 1 TB RAM 8 GB Display 14 inches All other built-in accessories Window 10 Pro
7	Tablets with GPS Availability	10	Samsung Galaxy Tab 4 or Equivalent Screen Size should be at least 7.0"/8GB/ Quad Core 1.2 GHZ/1.5GB/Android V4.4 Android Operating System(Kit Kat) GSM, GPS network capacity
8	Seismic Modeling Tool	01	EZ-FRISK (Seismic Hazard Analysis Module) (During seismic consultation meeting with PMD, LIET, MSSP and GSP it was agreed that NDMA will purchase for seismic modeling. As crisis is open source with less features for analysis etc.

SUPPLY OF ICT EQUIPMENT TO NDMA
TERMS AND CONDITIONS

1. **Tender Identification Number.** TENDER No. ICT / Feb / 16 / 02.

2. **Title**

“Invitation of Bids for Supply of ICT Equipment”
Through “SINGLE STAGE TWO ENVELOPE PROCEDURE”.

3. **Procurement Agency**

National Disaster Management Authority
Prime Minister’s Office Premises, Islamabad.

4. **Last Date & Time for Submission of Bid.** 7th March 2016, 1130 Hours.

5. **Bid Opening Date & Time.** 7th March 2016, 1200 Hours.

6. **Bid Opening Address**

Room No. 220-E,
National Disaster Management Authority
Prime Minister’s Office Premises, Islamabad.

7. **Bid Opening Process / Method.** NDMA will follow **Single Stage, Two Envelope** process in accordance with **Rule 36(b) of PPRA Rules 2004**. The bid shall comprise of two separate envelopes, clearly marked in bold. One containing ‘**Financial Proposal**’ and the other containing ‘**Technical Proposal**’. In the first instance, on the date and time mentioned for submission of proposals only technical proposal will be opened for technical scrutiny. Financial Proposals of Qualifying Firms Only will be opened at the date and time to be specified in due course. The financial proposals of firms not meeting the required specifications/ criteria will be returned unopened.

- a. **Bid Validity Period.** Bid validity period should be 90 days from the date of opening of Tender. The amount of the bid and bid security / earnest money shall be in Pak Rupees. The bidders are required to deposit **earnest money (refundable) equal to 2% of the bid value** in the shape of either **pay order or demand draft** in favor of Director Administration, NDMA, with their FINANCIAL PROPOSALS. However, the bidder will furnish a certificate with TECHNICAL PROPOSAL that the earnest money has been submitted. **Bids not accompanied by bid security / earnest money will not be entertained.**
- b. Bid security / earnest money of successful bidders will alone be retained as security deposit (till expiry of contract period) and that of the rest will be returned.

8. Ibid.

9. **Rejection of Bid.**

- a. Incomplete and conditional quotations will be rejected forthwith.
- b. Bids received after due date & time will not be accepted.

10. **Bidder's Mandatory Qualification / Prerequisites.** The bidder should be original Manufacturer / authorized distributor / dealer / sole agent / supplier etc and should have its own local office for after sales service.

11. **Bid Supporting Documents.**

- a. Earnest Money (refundable) equal to 2 % of bid value in Pak Rupees in form of a pay order / Demand Draft in favor of Deputy Director (Procurement), NDMA.
- b. Audited Bank Statements of last 5 years.
- c. Authentic Certificate of Authorized Dealership from OEM.
- d. NTN / Income Tax / Sales Tax Certificate.
- e. SECP Registration Certificate.
- f. Company Profile including list of similar undertakings over the last couple of years.
- g. List of Public Sector / similar clients
- h. An affidavit to the affect that, the Firm / Company / Any of its Directors are never been blacklisted by any Ministry / Division / Department / Public Sector Organization in Pakistan.

12. **Compliance Instructions.**

- a. Quoted rates should be inclusive of all taxes / GST / Sales Tax etc.
- b. No cutting / overwriting of the offered prices will be accepted.
- c. Higher Specifications are acceptable however offers below specifications will not be accepted.
- d. Competitive bidding process in the interest of both Quality and Price will apply.

13. **Draft Contract Agreement.** Copy Enclosed. Contract will be concluded with successful bidder within Seven days of Conclusion of bid.

14. **Maximum Time of Delivery.**

- a. As early as possible. Should be clearly indicated in Technical Proposal.
- b. Right to extend delivery time period is solely reserved by NDMA.

15. **Payments.** Will be processed as per Contract Agreement.

16. **Technical Evaluation Criteria.** Given at Annex A to this Document.

RESTRICTED

NATIONAL DISASTER MANAGEMENT AUTHORITY

CONTRACT AGREEMENT

BETWEEN

NATIONAL DISASTER MANAGEMENT AUTHORITY

PRIME MINISTER'S OFFICE

ISLAMABAD

AND

M/S -----

XXXXXXXXXX FOR

SUPPLY OF IT EQUIPMENT

RESTRICTED

NATIONAL DISASTER MANAGEMENT AUTHORITY

ISLAMABAD

AGREEMENT FOR SUPPLY OF IT EQUIPMENT

This Agreement is made at Islamabad on day / year 2016 between the President of Islamic Republic of Pakistan (hereinafter called the "Purchaser") the First Party and **Messer's**

_____ (hereinafter called the "Supplier") the Second Party. The President of Islamic Republic of Pakistan shall be represented by the Director Administration, National Disaster Management Authority, Pakistan and **M/s** _____. Whereby, it is agreed that the Supplier shall, supply and deliver IT Equipment subject to terms and conditions as stipulated in the articles / clauses, annexes and attachments attached hereto. These articles clauses, annexes and attachments shall constitute the entire Agreement between the two parties and shall supersede any previous undertaking, commitments or representations whatsoever oral or written in this regard.

TABLE OF CONTENTS

Clauses	Contents
	General Particulars of the Contract
Clause-1	Definitions
Clause-2	General Conditions of Contract
Clause-3	Scope of Contract
Clause-4	Schedule of Work
Clause-5	Contract Cost
Clause-6	Terms of Payment
Clause-7	Performance Bank Guarantee
Clause-8	Inspection
Clause-9	Warranty, Maintenance and After Sales Support
Clause-10	Publications
Clause-11	Delay in Performance
Clause-12	Supplier's Default
Clause-13	Liquidated Damages
Clause-14	Failure/Termination of Contract
Clause-15	Amicable Settlement
Clause-16	Force Majeure
Clause-17	Arbitration
Clause-18	Subletting
Clause-19	Contract Coming Into Force

RESTRICTED

GENERAL PARTICULARS OF CONTRACT

- | | | |
|-----|--|---|
| 1. | Name of Purchaser | National Disaster Management Authority,
Islamabad. |
| 2. | Consignee | Deputy Director (Procurement), NDMA,
Islamabad. |
| 3. | Cost Debitable Head | XXXX |
| 4. | Name of Manufacturer/Supplier | XXXX |
| 5. | Quantity of the Item | As per BoQ |
| 6. | Country of Origin | As per specifications |
| 7. | Model | As per specifications |
| 8. | Warrantee/ Guarantee | As applicable / Maximum / Minimum 3 years |
| 9. | Total Contract Value (in Pak Rs) | Rs: XXXXX |
| 10. | Bank guarantee against Contract Performance | 5% of total value of the Contract |
| 11. | Delivery | As early as Possible. |
| 12. | Contract Agreement Number | Contract ICT / Feb / 16 / 02. |

CLAUSE – 1 DEFINITIONS

The following words and expressions shall have the meaning assigned to them as defined hereunder :-

1.1 **Contractual Documents.** Shall mean, in the order of precedence, the Contract Agreement including all annexes and its distributed copies.

1.2 **Bill Of Quantity.** "Bill of Quantity" or "BoQ" shall mean the quantities of the items at **Annex 'A'** of the Contract, to be supplied by the Supplier to fulfill the Scope of Contract defined in **Clause 3**.

1.3 **Work Order/Procurement Order.** The work order/procurement order shall mean the formal order issued by the Purchaser/Consignee to the Supplier to execute the works or procurement as defined in the scope of Contract (**Clause 3**) as a whole or partially, as defined scope of work.

1.4 **Scope Of Work** Scope of Work "shall mean all work to be done under this Contract/Procurements to be made.

1.5 **Services.** "Services" shall mean all type of services pursuant to the scope of the Contract defined in **Clause 3**.

1.6 **Contract Cost.** The "Contract Cost" shall mean the total price for supply of IT Equipment including duties/taxes on **FOR Basis**.

1.7 **Inspection.** IT Equipment shall be inspected by the consignee in the presence of representatives of supplier in accordance with technical specifications. 100% of the IT Equipment will be inspected in the presence of the representatives of supplier and inspection report shall be submitted to the Chairman, NDMA.

1.8 **Warranty Period.** "Maintenance / Warranty Period" shall mean, 1 Years starting from the date of acceptance by the consignee.

1.9 **Contract Duration.** The duration of the Contract is valid from signing date of the Contract unless terminated pursuant to **Clause 14** of this Agreement.

1.10 **Item Rate.** Means the rate of each item at the time of signing of the Contract as given in BoQ.

CLAUSE – 2 GENERAL CONDITIONS OF THE CONTRACT

The following General Conditions shall apply to this Contract:-

2.1 **Applicable Laws**. The Contract shall be interpreted in accordance with the laws of Pakistan.

2.2 **Obligation Of The Supplier**. The obligation of the supplier is limited to supply the products on

FOR Basis, inspection and execution of warranty and after sales support as given in the Contract.

Consignee: Deputy Director (Procurements), National Disaster Management Authority, Islamabad.

Supplier's Name and Address : XXXXXXXXX

2.3 **Taxes and Duties**. All applicable taxes will be paid by Supplier as per Govt of Pakistan rules about taxation and duties of all kind. Exemptions of taxes and duties for this Contract Agreement, if any vide SRO for which necessary documentation, will be provided by the Supplier with the payable invoices.

2.4 **Notices**. Any notice given by one party to the other, pursuant to this Contract, shall be sent in writing or by fax (followed by email) and confirmed in writing to the address, specified for the purpose in the conditions of Contract. A notice shall be effective when delivered or on the notice's effective date, whichever is later.

2.5 **Execution of The Contract**. Execution of the Contract will be made by the Purchaser in accordance with the terms of the Contract under its own supervision. Any damaged goods are to be replaced by the Supplier.

2.6 **Language Of The Contract**. Language of the Contract will be English.

CLAUSE – 3 SCOPE OF THE CONTRACT

The Supplier shall deliver IT Equipment as mentioned in the **Annex "A"** (BoQ) on FOR Basis. Supplier shall also provide the warranty and after sales support of the IT Equipment as stated in this Contract. The scope of work to be performed by the Supplier is further defined in the subsequent clauses.

CLAUSE – 4 SCHEDULE OF WORK

4.1 The Supplier shall provide the IT Equipment within _____ days of signing of this Contract. Delay in supply upto 7 days be regarded as grace period available to supplier and the delivery date will be considered to have been automatically extended upto that limit without issuance of any formal amendment and payment of any liquidate damage provided a written notice is intimated 7 days before expiry of actual delivery period.

4.2 Partial delivery is followed.

4.3 The delays on part of Purchaser/Consignee for any retardation will not be included in said period.

CLAUSE – 5 CONTRACT COST

5.1 For the successful performance by the Supplier of all its obligations set forth in this Contract, Purchaser shall pay the Supplier an amount of Rs XXXXXX on **FOR basis**, as per terms of payment under **Clause-6** for the supply of X X X X X X X X X .

5.2 The cost is inclusive of all taxes and duties.

CLAUSE – 6 TERMS OF PAYMENT

100 % payment shall be made to the supplier on acceptance of the IT equipment and on production of following documents:-.

- (1) Delivery Challan (In duplicate).
- (2) Firm bill (In duplicate).
- (3) Sale tax invoice (In duplicate).
- (4) Warrantee/Guarantee form (in duplicate) for each equipment
- (5) Valid Professional Tax & Income Tax exemption Certificate (If applicable).

RESTRICTED

CLAUSE – 7 PERFORMANCE BANK GUARANTEE

7.1 The Supplier shall furnish an unconditional / irrecoverable Bank Guarantee from a scheduled bank of Pakistan 'A' rating within 7 days from the date of signing of Contract Agreement for an amount of 10% of Contract cost as Contract Performance Bank Guarantee against the total value of the Contract and shall remain valid till completion of warranty period.

7.2 Performance Bank Guarantee will be endorsed in favor of Director Administration, NDMA.

7.3 Performance Bank Guarantee will be provided on judicial stamped paper of Rs. 100 in accordance with approved format attached at **Annex 'B'**.

7.4 The aforesaid guarantee will be released by Director Administration, NDMA, after final closure of the Contract and on expiry of Warranty Period.

7.5 In the event of unsatisfactory performance noticed by the Purchaser/consignee, or any breach of terms of the Contract, the amount payable to the Supplier shall be forfeited to the Government of Pakistan at the discretion of the Purchaser. Furthermore, the Supplier undertakes not to hinder/restrain encashment of Performance Bank Guarantee, provided to the Purchaser on the account of this Contract, through any court, extra judicial or any other processes, including administrative in nature, whatsoever.

CLAUSE – 8 INSPECTION

A board of officers detailed by Chairman, NDMA will carry out detailed inspection of the equipment and sign an acceptance certificate. Specimen of acceptance certificate is at **Annex 'C'**.

CLAUSE – 9 WARRANTY MAINTENANCE AND SUPPORT PERIOD

9.1 "Warranty Period" for this Contract shall mean 1 Year or more (as offered by supplier), commencing from the date of acceptance of the equipment. During this period IT Equipment will be covered under Supplier's warranty, if its operations and maintenance is carried out as per manufacturer's recommendation and operating manuals. Supplier Warranty Certificate is attached at **Annex 'D'**.

RESTRICTED

9.2 The supplier shall ensure that the faulty equipment is made serviceable within 15 x working days.

CLAUSE – 10 PUBLICATIONS

Supplier will provide user manual in soft and hard copies (with each equipment) to NDMA along with IT Equipment in English.

CLAUSE – 11 DELAYS IN PERFORMANCE

11.1 Delivery of the goods shall be made by the Supplier in accordance with the time schedule specified in the Contract.

11.2 Any un-excused delay by the Supplier in performance of its delivery/project completion obligations shall render the Supplier liable to any or all of the penalties including but not limited to liquidate damages. The Supplier shall promptly notify Purchaser in writing of the fact of the delay, its likely duration and its causes(s). As soon as practicable after receipt of the Supplier's notice, Purchaser shall evaluate the situation and may at its sole discretion extend the Supplier's time for performance in which case the extension shall be ratified by the Parties by amendment of the Contract.

CLAUSE – 12 DEFAULT BY SUPPLIER

12.1 If the Supplier neglects to perform the Contract with due diligence and expedition or shall refuse/or neglect to comply with any reasonable orders given to him in writing by Purchaser or any of his authorized representative in connection with the performance of the Contract or shall contravene the provision of the Contract, Purchaser may give notice in writing to the Supplier to make good the failure, neglect or contravention complained of.

12.2 Should the Supplier fail to comply with the said notice, within 10 days a reasonable time from the date of service thereof, it shall be lawful for Purchaser forthwith to terminate the Contract by notice in writing to the Supplier without prejudice to any rights, which may have accrued under the Contract to either party prior to such termination.

CLAUSE – 13 LIQUIDATED DAMAGES

If Supplier fails to deliver any or all of the goods or perform the services within the time period (s) specified in the Contract, Purchaser/consignee shall without prejudice to its other remedies under the Contract, shall have the right to claim liquidated damages and the Supplier shall pay to Purchaser as liquidated damages with respect to those delayed goods an amount equal to 2% of the value of the goods delayed for each month of delay or part thereof until actual delivery or performance up to a maximum deduction of 10% of the Contract Cost. Once the

RESTRICTED

maximum is reached, Purchaser may consider Termination of Contract.

CLAUSE – 14 FAILURE / TERMINATION OF CONTRACT

14.1 Purchaser may, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier terminate this Contract in whole or in part.

14.2 In the event Purchaser terminates the Contract in whole or in part, Purchaser may procure, upon such terms and in such manner, as it deems appropriate, goods and services similar to those un- delivered, and the Supplier shall be liable to Purchaser for any excess costs for such similar goods and services. However, the Supplier shall continue performance of the Contract to the extent not terminated.

14.3 The Time for the date of delivery of the stores as stipulated in the Contract shall be taken as the essence of the Contract, all deliveries must be completed within the date specified in the Contract. Should the supplier fail to delivery the store or any consignment thereof within the stipulated period or any extension thereof, the purchaser shall be entitled at his option to take either of following action:-

- a. To cancel the Contract and/or to purchase else where store not delivered at Risk and Expense of the supplier and without notice to him. The supplier shall be liable for loss which the purchaser may sustain on this account but shall not be entitled to any gain on re-purchase.

- b. To make the supplier liable to pay the stipulated liquidated damages as per liquidated damages Clause.

CLAUSE – 15 AMICABLE SETTLEMENT

15.1 Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with Contract.

15.2 The Contract will be construed under and governed by THE LAWS OF THE ISLAMIC REPUBLIC OF PAKISTAN.

CLAUSE – 16 FORCE MAJEURE

16.1 The Supplier will not be held responsible for any delay in supply of equipment due to events of

Force Majeure such as acts of God, War, Riots, Civil commotion, Strike, lockouts, acts of foreign

RESTRICTED

government and its agencies and disturbance directly affecting the supply over which events or circumstances the Supplier has no control. In such an event the Supplier shall inform the Purchaser/Consignee within 7 days of the happening in writing. Non-availability of the export permit for the export of the contracted (Equipment) from the country of its origin, shall not constitute Force Majeure.

16.2 The Supplier shall use his best effort to avoid or remove such circumstances and continue fulfillment of obligations as soon as such circumstances are removed/over.

CLAUSE – 17 ARBITRATION

17.1 All matters of dispute or difference regarding rejection of IT Equipment by the Inspection Team or cancellation of the Contract by the Purchaser to failure or performance, arising out of this Agreement between the parties thereto, the settlement of which is not otherwise specially provided for in this Agreement, shall be referred to grievance committee as constituted under PPRA Rules

17.2 If a party has any objection on the decision of the Grievance Committee, the case would be referred to Chairman, NDMA, whose decision will be final.

17.3 In the course of arbitration the Contract shall continuously be executed except that part which is under arbitration.

17.4 All proceedings under this Clause shall be conducted in English language and in writing.

CLAUSE – 19 SUBLETTING

19.1 The Supplier and his representative will be entirely responsible for execution of the Contract in all respects according to the terms of the Contract. The Supplier shall also ensure to take the responsibility of all the work assigned to them.

19.2 Subletting is not allowed.

CLAUSE – 20 CONTRACT COMING INTO FORCE

RESTRICTED

This Contract comes into force upon its signatures on this 2016

SIGNATURES

PURCHASER

SUPPLIER

Signature: _____
Director

Signature: _____

Name:
Designation:

Name:
Designation:

For and on behalf of the president of Islamic
Republic of Pakistan

For and on Behalf of

Dated: _____ 2016

Dated: _____ 2016

Witness No 1: (Purchaser)

Witness No 2: (Supplier)

Signature: _____

Signature: _____

Name: _____

Name: _____

Designation: _____

Designation: _____

CNIC No: _____

CNIC No: _____

Dated: _____ 2016

Dated: _____ 2016

RESTRICTED

DETAIL OF ANNEXES

- Annex A** - BoQ
- Annex B** - Specimen of Bank Guarantee / Performance Bond
- Annex C** - Acceptance Certificate
- Annex D** - Supplier's Warranty Certificate

RESTRICTED

BILL OF QUANTITIES
(BoQ)

Note.

- a. The prices are firm and final for Islamabad including all duties and taxes.
- b. Supplier will assure availability of spares during the warranty period.
- c. IT Equipment will be brand new.
- d. The price quoted is valid for the quantity ordered and the period prescribed under the delivery schedule only.

RESTRICTED

Annex ' B '
To NDMA Contract Agreement

**BANK GUARANTEE FOR PERFORMANCE ON JUDICIAL STAMP PAPER OF Rs.
100/- OR AS SUITABLE TO THE AMOUNT OF BANK GUARANTEE**

FORM OF PERFORMANCE SECURITY (BANK GUARANTEE)

RESTRICTED

(Letter by the Guarantor to the Employer)

(Guarantee No. _____
Executed on _____
Expiry Date _____

Name of Guarantor (Bank) with address: _____ (Scheduled Bank in Pakistan)

Name of Principal (Supplier) with address: _____ Penal
Sum of Security (express in words and figures) _____ Letter
of Acceptance No _____ dated _____

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bidding Documents and above said Letter of Acceptance (hereinafter called the Documents) and at the request of the said Principal we, the Guarantor above named, are held and firmly bound upto the _____ (hereinafter called the Employer) in the penal sum of the amount stated above for the payment of which sum well and truly to be made to the said Employer, we ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal has accepted the Employer's above said Letter of Acceptance for _____ (Name of Supplier) for the _____ (Name of Project).

NOW THEREFORE, if Principal (Supplier) shall well and truly perform and fulfill all the undertaking covenants, terms and conditions of the said Documents during the original terms of the said Documents and any extensions thereof that may be granted by the Employer, with or without notice to the Guarantor, which notice is, hereby waived and shall also well and truly perform and fulfill all the undertakings, covenants terms and conditions of the Contractor and of any and all modifications of said Documents that may hereafter be made, notice of which modifications to the Guarantor being hereby waived, then, this obligation to be void; otherwise to remain in full force and virtue till all requirements of Clause 49, Defects Liability, of Conditions of Contract are fulfilled.

Our total liability under this Guarantee is limited to the sum above and it is condition of any liability attaching to us under this Guarantee that the claim for payment in writing shall be received by us within the validity period of this Guarantee, failing which we shall be discharged of our liability, if any, under this Guarantee.

We _____ (the Guarantor), waiving all objections and defences under

RESTRICTED

the Contract, do hereby irrevocably and independently guarantee to pay to the Employer without delay upon the Employer's first written demand without cavil or arguments and without requiring the Employer to prove or to show grounds or reasons for such demand any sum or sums up to the amount stated above, against the Employer's written declaration that the Principal has refused or failed to perform the obligations under the Contract which payment will be effected by the Guarantor to Employer's designated Bank & Account Number.

PROVIDED ALSO THAT the Employer shall be the sole and final judge for deciding whether the Principal (Supplier) has duly performed his obligations under the Contactor or has defaulted in fulfilling said obligations and the Guarantor shall pay without objection any sum or sums up to the amount stated above upon first written demand from the employer forthwith and without any reference to the Principal or any other person.

IN WITNESS WHEREOF, the above-bounden Guarantor has executed this Instrument under its seal on the date indicated above, the name and corporate seal of the Guarantor being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

Guarantor (Bank)

Witness:

1. _____

Corporate Secretary (Seal)

Signature: _____
Name: _____
Title: _____

2. _____

Name, Title & Address

Corporate Guarantor (Seal)

ACCEPTANCE CERTIFICATE

Place: Islamabad, Pakistan

Date: _____2016

In accordance with Contract No. Contract / NDMA / 01 / IT Equipment / 2015 signed by National Disaster Management Authority of Pakistan and Supplier, after detailed and friendly visual inspection & physical inventory by both sides, the Acceptance Committee from Purchaser side found the contractual materials and X X X X X X X, comply with the requirements of the above-said Contract.

In Witness thereof, both parties have signed this Acceptance Certificate, which comes into force on XXX.

For and on behalf of

National Disaster Management Authority.

Name: _____

Date: _____

Designation: _____

For and on behalf of

Name: _____

Date: _____

Designation: _____

Initials: _____
Purchaser

Initials: _____
Supplier

SUPPLIER'S WARRANTY
TO BE READ IN CONJUNCTION WITH CLAUSE-11 OF THE CONTRACT

Name of Firm: _____

Contract No: ICT / Feb / 16 / 02.

1. We hereby guarantee that the items supplied under the terms of this Contract are produced in accordance with the terms of the Contract and that the materials used whether or not our manufacturer are in accordance with the latest appropriate standard specification is also in accordance with the terms of the Contract, complete of good workmanship throughout and that we will replace free of cost (FOR) Islamabad as the case may be, every articles or part thereof which use or in use shall be found defective or is found not within the limit and tolerance of specification requirement or if any way not in accordance with the requirement of the Contract. Any unfair wear and tear / driver's negligence / use of unauthorized / wrong spares is not covered under this warranty.

2. In case of our failure to replace the defective parts of the items free of cost within 15 days, we will refund the relevant cost (FOR) Islamabad as the case may be in the currency/currencies in which received plus freight charges, upto consignee's and the purchaser shall have rights to purchase the required parts of the item declared defective at our risk and expense.

3. The parts supplied under the Contract will be genuine, brand new and 100% applicable to supplied item and will be under warranty for any defect in material & workmanship. If any claim is accepted the parts will be replaced free of charge.

Firm's signature

With rubber stamps _____

Name: _____

Designation: _____

Date: _____

Initials: _____
Purchaser

Initials: _____
Supplier

NDMA

PROCUREMENT OF IT EQUIPMENT

EVALUATION CRITERIA

1. Failure to comply with any of the following conditions will result in non-qualification for technical evaluation.
 - a. Vendors having minimum tier 1/gold distribution/seller/partner status with the OEM/Principal can apply only. Vendors to provide certificate/document mentioning status with the technical bids.
 - b. Vendor must be an authorized dealer for the last 5 years of OEM/Principal and will have to provide the certificate of authorization along with the Technical Proposal.
 - c. Vendor should provide assurance for warranty/support for the equipment. Vendor will provide certificate to perform Hardware trouble shooting/faulty part replacement within 48-72 hours.
 - d. All Equipment is required with minimum 3 years extended warranty.
 - e. Compliance with the technical specifications is mandatory, however superior specifications will be preferred.
 - f. Annual turnover of the business for the last 3 years supported by bank statement.
 - g. Population of the product in Pakistan.
 - h. Experience of the supplier in supply of same product. i. Supply time.
 - j. Warranty period

Initials: _____
Purchaser

Initials: _____
Supplier