



TENDER FOR ESTABLISHING DATA, VOICE AND ELECTRICAL CABLING AT NIT BRANCHES

NATIONAL INVESTMENT TRUST LIMITED

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1. INTRODUCTION

1.1 National Investment Trust (NIT) is largest open end Mutual Fund in Pakistan. NIT has its Head Office located in Karachi, with its operation spread all over Pakistan through the presence of 21 NIT branches and over 100 distributor's branches.

1.1 Sealed Tenders are invited from reputed and well established firms/companies registered with Sales Tax and Income Tax Departments for the establishment of Data, Voice and Electrical cabling at NIT Branches given in Annexure VI as per specification and conditions mentioned below:

2. SCOPE OF WORK

2.1 Establishing Data, Electrical and voice cabling facilities at 14 branches of NIT identified in Annexure VI. Two types of UPS (one online 2 KVA UPS and one 6 KVA UPS will be installed at each NIT branch. 2 KVA UPS will provide power backup to computers and communication Rack only whereas 6 KVA UPS will provide long power support for both to 2 KVA UPS and 4/5 fans and 6/8 lights. Data / UPS power / Voice cabling will be laid according to available desks/ seats at each NIT Branch.

2.2 The submitted bid will cover all branches in the specified region for providing services, devices or items, required for completion of this project as per specification and accepted standard / best practices required for such projects.

2.3 The selected bidder will be responsible for the supply, installation, Integration, testing and commissioning of all items / equipment and services, provided against this Tender.

2.4 Selected bidder must ensure that the supplied equipment is genuine, fully operational, new and performs properly and meet Tender Technical Specification.

2.5 At the completion of installation and commissioning, selected bidder must provide documentation of cabling diagrams, labeling, etc.

3. INFORMATION FOR BIDDERS

Name of Procuring Agency:	National Investment Trust Limited National Bank Building, 6 th Floor, I.I. Chundrigar Road, Karachi. 74000, Pakistan.
Earnest money	Bank draft equal to 2% of the total bid value to be enclosed at the time of bid submission.
Last date for Bid Submission	July, 12 2011 at 10.00 A.M
Bid Opening Date and Time	July, 12 2011 at 10.30 A.M
Bid Opening Place	National Investment Trust Limited National Bank Building, 6 th Floor, I.I. Chundrigar Road, Karachi. 74000, Pakistan.
Contact Person	Mr. S. T. A. Quadri, AVP - Admin

Phone: 021-32412056-9 (Ext : 235)
Direct Phone 021-32425101
Fax: 021-32422719

4. TERMS AND CONDITIONS:

4.1. The bidder based on their availability of resources can bid for undertaking of the work as per the branches falling under specific region, identified below:

- 1.1.1.** Central Region branches as identified in Annexure VI Point 1.1
- 1.1.2.** South Region branches as identified in Annexure VI Point 1.2
- 1.1.3.** North Region branches as identified in Annexure VI Point 1.3
- 1.1.4.** Any combination of region, but bid submitted will be region wise

4.2. The bidder should be registered with Sales Tax and Income Tax Department.

4.3. Bid should be submitted in Pak Rupees only.

4.4. Bidder firm has not been blacklisted by any Government/Semi Government organization.

4.5. NIT reserves the right to accept/reject wholly or partially any tender at any stage of the tender process. Reasons may be provided upon written request.

4.6. Validity period of the bids shall be for at least 30 days.

4.7. The decisions of NIT will be binding on all concerned and will in no case be challengeable at any forum or any court of law.

4.8. Bids are liable to be rejected if; they are not conforming the terms, conditions and specifications stipulated in this Tender.

4.9. During the examination, evaluation and comparison of the bids, the NIT at its sole discretion may ask the bidder for clarifications of its bid. However, no change in the price or substance of the bid shall be sought, offered or permitted after bid submission.

4.10. The amount submitted as Earnest Money shall be refunded to the unsuccessful bidders after the decision for the award of said tender.

4.11. For this tender all updates/changes shall be communicated through email by NIT.

4.12. It is a turnkey project and it is required that the bidder should survey/ visit the branches before submission of the bid. The design of cable layout is likely to be the same for all branches (with slight variation), although the material quantity may vary depending on branch size.

4.13. All the equipment quoted in BOQ is to be installed by the bidder and handed over in an optimized condition. The price for installation where not specifically asked for in BOQ, is assumed to be included within the equipment cost by the vendor.

- 4.14. The bidder must at least have office in the relevant regional headquarters (Karachi / Lahore / Islamabad) for which he is offering his services and should be fully capable of providing installation support throughout the region.
- 4.15. Bids submitted via email or fax will not be entertained.
- 4.16. The selected bidder will get the cabling & distribution plan as per the scope of specification, approved from NIT.
- 4.17. The selected bidder should provide the complete cabling diagram for data, voice and Electrical.
- 4.18. The selected bidder will be required to submit project implementation plan and the project should be completed within 02 to 03 week from the date of receiving the order.
- 4.19. Total Bid Value shall cover cost of equipment including optional equipment, required as per specification.

5. PROCEDURE FOR BID SUBMISSION

- 5.1. For this tender ‘Single stage- Two envelope procedure’ for open competitive bidding shall be adopted.
- 5.2. Bid envelope submitted will comprise of a single envelope containing two separate closed / sealed envelopes containing Technical and Financial proposal.
- 5.3. Technical proposal envelope should be marked as ‘Data, Voice and Electrical cabling at NIT Branches in ----- region’ (as per clause 4.1) and should include following documents:
 - 5.3.1. Company profile.
 - 5.3.2. Technical brochure of the offered model / equipment / item.
 - 5.3.3. List of customers (corporate sector) along with their contact details
 - 5.3.4. Technical specification (Annexure I) document completely filled, signed and stamped for identifying offered equipment.
 - 5.3.5. Income Tax/GST certificate of the bidder.
 - 5.3.6. Any other document required as per this tender document.
- 5.4. Financial proposal should be marked ‘Financial proposal for Data, Voice and Electrical cabling at NIT branches in region’ (as per clause 4.1) and contain bid price filled in ‘BOQ’ (Annexure II,III,IV) separately for each region and bank draft for the earnest money.
- 5.5. The “quantity” provided in the BOQ indicates an estimate based on average. Therefore variation in quantity used during installation will be accordingly adjusted for payment purpose based on the rate provided.
- 5.6 In first stage only the ‘Technical proposals’ will be opened in the presence of bidder’s representatives that choose to attend.

- 5.7** Technical proposals of the bidders will be evaluated, generally for compliance of ALL the requirements given in the tender document and specifically for Qualification Criteria given in Annexure V.
- 5.8** Vendors who will not submit all required documents / information as per Qualification Criteria and do not meet the qualification requirement will be declared as Non-Qualified Vendors.
- 5.9** As a part of technical evaluation, bidders may be asked to arrange visit to their completed projects.
- 5.10** On the basis of Qualification Criteria, the financial proposal of only technically qualified bidder will be opened in the presence of their representatives that choose to attend.
- 5.11** Financial proposals of bids found technically non-responsive will be returned un-opened.

6. EVALUATION CRITERIA

The bids received will be compared on regional basis (South, Central and North) and lowest financial bid for each region will be accepted

7. PAYMENT TERMS

- 7.1** No payment shall be made in advance to the contractor as mobilization advance.
- 7.2** Payment will be made on branch basis.
- 7.3** 30 % of cost bided for the branch will be provided at the start of work.
- 7.4** For final payment the amount will be adjusted as per actual quantity of Electrical, Voice and Data cables and pipe, duct used in accordance with rate submitted in financial proposal. Also cost of any item mentioned in specification / BOQ but not provided/ installed will be deducted from the payment.
- 7.5** All payments shall be made after deduction of taxes.
- 7.6** All payments shall be made through cross cheque in the Pak Rupees.
- 7.7** Taxes will be deducted at source as per government rules at the time of payment.
- 7.8** Bidder should mention any other charges/optional charges in financial bid deemed necessary to complete and compare final bid amount. (all inclusive including taxes)

ANNEXURE 1: Technical Information

Equipment Category	Equipment Type	Equipment and Service Specification	Compliance(Y/N)	Comments	Model
1.1 Communication Rack	1.1.1 Power Socket	9U			
		Clipsal			
		British socket PDU			
		06 outlets			
		Double Section with cooling Fan			
		Installation of Data Rack			
1.2 Data Cabling	1.2.1 Cat 6 cable (from Rack to the nodes)	3M, Panduit or equivalent			
		4 pair Cat-6 UTP cable, 24 AWG solid copper conductor			
	1.2.2 Piping and Ducting	Adamjee, PVC Duct 16x38, 10Ft Length			
		PVC Pipe 1"			
		Sundry Installation Material			
		Separate from power wiring			
	1.2.3 No of Data Nodes	07 Computers			
		01 Attendance Machine			
		01 UPS			
	1.2.4 Face plates	Cat 6 single I/O			
		Dual Shutter with back box			
		3M, Panduit or equivalent			
	1.2.5 Patch cord 3 Meter	3M, Panduit or equivalent			
		Cat 6 UTP 4 pair			
		RJ45 to RJ45			
1.3 Voice Cabling	1.3.1 Cat 5 cable (from Rack to the nodes)	3M, Panduit or equivalent			
		4 pair Cat-5 UTP cable, 24 AWG solid copper conductor			
	1.3.2 Piping and Ducting	Route with Data Cabling			
	1.3.3 I/O	Cat 5E UTP			

	1.3.4 Patch Cord	Local voice patch cord RJ11- RJ11			
	1.3.5 Distribution Frame 10 Pairs	Installed in communication rack			
1.4 Power DB for UPS	1.4.1 Distribution Box	12*18 Distribution Box			
		Installation and distribution panel layout and wiring with C/B catering for mains, UPS			
	1.4.2 Circuit breakers included in DB	Brand Hager or Equivalent			
		32 Amp DP Main Input Breaker			
		32AMP SP Output Breaker			
		10AMP SP RAW Breaker			
		10 Amp UPS Input Breaker			
		10 Amp UPS Output Breaker			
	6 AMP SP UPS-2 Output				
	Main Generator 5kVA Automatic Changer Over/ATS				
1.5 Electrical Wiring for Nodes at 2KVA UPS	1.5.1 Power Cables	Make Pakistan Cables			
		Installation of Electric Wiring for workstation through UPS			
		Separate wiring from Data cables			
		Clipsal Dual sockets for computers			
		Clipsal single sockets for Attendance Machine			
		Clipsal single sockets for Communication Rack			
		Electrical Cables for Nodes 7/29 (2Red, 1Black)			
		Electrical Cable for UPS IN / OUT 2.5mm, 2 Core			
		Earth Cable 3/29 Green / Yellow			
		1.5.2 Piping and Ducting	Adamjee, PVC Duct 16x38, 10Ft Length		
		PVC Pipe 1"			
1.6 Electric Wiring for 6KVA UPS (RAW)	1.6.1 Power Cables & Circuit Breakers	Clipsal single sockets for 07 Nodes (Printer, Fax and Photocopier machine)			
		Electrical Cables 3/29 (Red, Black) for 10 Nodes (Printer, Fax and Photocopier machine, 03 Fans, 04 Lights)			
		Earth Cable 3/29 Green / Yellow for all Nodes			
	1.6.2 Piping and Ducting	Adamjee, PVC Duct 16x38, 10Ft Length			
		PVC Pipe 1"			

Note: Specification higher than above mentioned is also acceptable as per the options available in that brand.

ANNEXURE II: BILL OF QUANTITY FOR NORTH REGION
(As Per Specification Mentioned In Annexure 1)

Items	Item Specification	Unit Price	QTY per branch	Total Price per branch
1.1 Communication Rack and Accessories	1.1.1 9U		01	
	1.1.2 6 Socket Power PDU		01	
1.2 Data Cabling	1.2.1 CAT 6 Cable		620 Ft	
	1.2.2 Adamjee, PVC Duct 16x38, 10Ft Length		09	
	1.2.3 PVC Pipe 1"		09	
	1.2.4 Sundry Installation Material		01 Lot	
	1.2.5 Cat 6 single I/O Face Plate		07	
	1.2.6 Dual Shutter with back box		07	
	1.2.7 Patch cord 3 Meter		07	
1.3 Voice Cabling	1.3.1 Cat 5 cable		550 Ft	
	1.3.2 Cat 5 UTP I/O		07	
	1.3.3 Local voice patch cord RJ11- RJ11		07	
	1.3.4 Distribution Frame 10 Pair		01	
1.4 Power DB for UPS	1.4.1 12*18 Distribution Box		01	
	1.4.2 32 Amp DP Main Input Breaker		1	
	1.4.3 32 Amp SP Main Input Breaker		1	
	1.4.4 10 Amp UPS/RAW Input Breaker		02	
	1.4.5 16 AMP UPS Output Breaker for 2 nd UPS		02	
	1.4.6 10 Amp UPS Output Breaker		01	
	1.4.7 Timer for outside display board of NIT		01	
	1.4.8 Generator Autochanger over for 5kVA		01	
1.5 Electrical Wiring for Nodes at 02 KVA UPS	1.5.1 Clipsal Dual sockets for computers		07	
	1.5.2 Clipsal single sockets for Attendance Machine and communication Rack		02	
	1.5.3 Electrical Cables for Nodes 7/29 (3Red and 2Black Coil)		05 Coil	
	1.5.4 Electrical Cable for UPS IN / OUT 2.5mm, 2 Core		80 Ft	
	1.5.5 Earth Cable 3/29 Green / Yellow		01 Coil	
	1.5.6 Adamjee, PVC Duct 16x38, 10Ft Length		10	
	1.5.7 PVC Pipe 1"		10	
1.6 Electric Wiring on 06 KVA UPS (RAW)	1.6.1 Clipsal single sockets		04	
	1.6.2 Electrical Cables 3/29		03 Coil	
	1.6.3 Adamjee, PVC Duct 16x38, 10Ft Length		05	
	1.6.4 PVC Pipe 1"		05	
1.7 Services	1.7.1 Complete Installation in all respect		-	
			Sub Total	
Grand Total for Zone		Subtotal X 4		

Note: The "QTY" mentioned for cables, duct, Pipe is for the purpose of bidding any variation during installation will be adjusted as per Para 7.4

ANNEXURE III: BILL OF QUANTITY FOR SOUTH REGION

(As Per Specification Mentioned In Annexure 1)

Items	Item Specification	Unit Price	QTY per branch	Total Price per branch
1.1 Communication Rack and Accessories	1.1.1 9U		01	
	1.1.2 6 Socket Power PDU		01	
1.2 Data Cabling	1.2.1 CAT 6 Cable		620 Ft	
	1.2.2 Adamjee, PVC Duct 16x38, 10Ft Length		09	
	1.2.3 PVC Pipe 1"		09	
	1.2.4 Sundry Installation Material		01 Lot	
	1.2.5 Cat 6 single I/O Face Plate		07	
	1.2.6 Dual Shutter with back box		07	
	1.2.7 Patch cord 3 Meter		07	
1.3 Voice Cabling	1.3.1 Cat 5 cable		550 Ft	
	1.3.2 Cat 5 UTP I/O		07	
	1.3.3 Local voice patch cord RJ11- RJ11		07	
	1.3.4 Distribution Frame 10 Pair		01	
1.4 Power DB for UPS	1.4.1 12*18 Distribution Box		01	
	1.4.2 32 Amp DP Main Input Breaker		1	
	1.4.3 32 Amp SP Main Input Breaker		1	
	1.4.4 10 Amp UPS/RAW Input Breaker		02	
	1.4.5 16 AMP UPS Output Breaker for 2 nd UPS		02	
	1.4.6 10 Amp UPS Output Breaker		01	
	1.4.7 Timer for outside display board of NIT		01	
	1.4.8 Generator Autochanger over for 5kVA		01	
1.5 Electrical Wiring for Nodes at 02 KVA UPS	1.5.1 Clipsal Dual sockets for computers		07	
	1.5.2 Clipsal single sockets for Attendance Machine and communication Rack		02	
	1.5.3 Electrical Cables for Nodes 7/29 (3Red and 2Black Coil)		05 Coil	
	1.5.4 Electrical Cable for UPS IN / OUT 2.5mm, 2 Core		80 Ft	
	1.5.5 Earth Cable 3/29 Green / Yellow		01 Coil	
	1.5.6 Adamjee, PVC Duct 16x38, 10Ft Length		10	
	1.5.7 PVC Pipe 1"		10	
1.6 Electric Wiring on 06 KVA UPS (RAW)	1.6.1 Clipsal single sockets		04	
	1.6.2 Electrical Cables 3/29		03 Coil	
	1.6.3 Adamjee, PVC Duct 16x38, 10Ft Length		05	
	1.6.4 PVC Pipe 1"		05	
1.7 Services	1.7.1 Complete Installation in all respect		-	
			Sub Total	
Grand Total for Zone		Subtotal X 3		

Note: The "QTY" mentioned for cables, duct, Pipe is for the purpose of bidding any variation during installation will be adjusted as per Para 7.4

ANNEXURE IV: BILL OF QUANTITY FOR CENTRAL REGION
(As Per Specification Mentioned In Annexure 1)

Items	Item Specification	Unit Price	QTY per branch	Total Price per branch
1.1 Communication Rack and Accessories	1.1.1 9U		01	
	1.1.2 6 Socket Power PDU		01	
1.2 Data Cabling	1.2.1 CAT 6 Cable		620 Ft	
	1.2.2 Adamjee, PVC Duct 16x38, 10Ft Length		09	
	1.2.3 PVC Pipe 1"		09	
	1.2.4 Sundry Installation Material		01 Lot	
	1.2.5 Cat 6 single I/O Face Plate		07	
	1.2.6 Dual Shutter with back box		07	
	1.2.7 Patch cord 3 Meter		07	
1.3 Voice Cabling	1.3.1 Cat 5 cable		550 Ft	
	1.3.2 Cat 5 UTP I/O		07	
	1.3.3 Local voice patch cord RJ11- RJ11		07	
	1.3.4 Distribution Frame 10 Pair		01	
1.4 Power DB for UPS	1.4.1 12*18 Distribution Box		01	
	1.4.2 32 Amp DP Main Input Breaker		1	
	1.4.3 32 Amp SP Main Input Breaker		1	
	1.4.4 10 Amp UPS/RAW Input Breaker		02	
	1.4.5 16 AMP UPS Output Breaker for 2 nd UPS		02	
	1.4.6 10 Amp UPS Output Breaker		01	
	1.4.7 Timer for outside display board of NIT		01	
	1.4.8 Generator Autochanger over for 5kVA		01	
1.5 Electrical Wiring for Nodes at 02 KVA UPS	1.5.1 Clipsal Dual sockets for computers		07	
	1.5.2 Clipsal single sockets for Attendance Machine and communication Rack		02	
	1.5.3 Electrical Cables for Nodes 7/29 (3Red and 2Black Coil)		05 Coil	
	1.5.4 Electrical Cable for UPS IN / OUT 2.5mm, 2 Core		80 Ft	
	1.5.5 Earth Cable 3/29 Green / Yellow		01 Coil	
	1.5.6 Adamjee, PVC Duct 16x38, 10Ft Length		10	
	1.5.7 PVC Pipe 1"		10	
1.6 Electric Wiring on 06 KVA UPS (RAW)	1.6.1 Clipsal single sockets		04	
	1.6.2 Electrical Cables 3/29		03 Coil	
	1.6.3 Adamjee, PVC Duct 16x38, 10Ft Length		05	
	1.6.4 PVC Pipe 1"		05	
1.7 Services	1.7.1 Complete Installation in all respect		-	
			Sub Total	
Grand Total for Zone		Subtotal X 7		

Note: The "QTY" mentioned for cables, duct, Pipe is for the purpose of bidding any variation during installation will be adjusted as per Para 7.4

ANNEXURE V: QUALIFICATION CRITERIA

Vendors who will meet the following conditions and submit the documents / statements / information as mentioned, will be declared Qualified Vendors while others will be classified as Non-Qualified Vendors.

1. Income Tax Certificate / GST Certificate (Copy to be provided).
2. Successful implementation of at least three (03) similar projects* completed within last two years Testimonial from the customer or can be confirmed by NIT through the contact detail provided.
3. The project completed during last 2 years and in hand should have a combined worth of at least Rs 10.0 Million (list to be provided).
4. List of technical support staff with length of service with vendor
5. Completely Filled Bill of Quantity as per item quantity given under Annex II, III, IV.
6. Compliance of the offered model / product with the specification mentioned in Technical Information. Annexure I completely filled signed and stamped to be included.
7. Technical proposal documents be duly signed and stamped.

** Project listed should be of the same or higher specification than this Tender*

ANNEXURE VI: NIT BRANCHES

Region	Branch Name	Address	Location
1.1 Central Region	1.1.1 Faisalabad	Platinum Centre (2nd Floor), Allama Iqbal Road	Faisalabad
	1.1.2 Gujranwala	42-A/B, Trust Plaza, Ground Floor, G.T Road	Gujranwala
	1.1.3 Gulberg	Raja Centre (First Floor), 1/A Boulevard, Gulberg-2	Lahore
	1.1.4 Multan	3-Gold Crest Plaza, Chowk, Dera Adda, Azmat Wasti Road	Multan
	1.1.5 Sarghodha	16 A Improvement Trust Plaza 1st Floor Fatima Jinnah Road"	Sarghodha
	1.1.6 Sialkot	9 Kashmir Centre, Kutchery Road	Sialkot
	1.1.7 Defence	307, "Y" Block (commercial) Phase-III, Defence Housing Authority	Lahore
1.2 South Region	1.2.1 Clifton	Shop # 6, Yousuf Grand Square, Ground Floor, Block # 8, Near Three Swords	Karachi
	1.2.2 Nacon House	270 Nacon House, Din Muhammad Wafai Road, Saddar	Karachi
	1.2.3 Malir	Site will be identified	Karachi
1.3 North Region	1.3.1 Peshawar	Ground Floor, FC Trust, Building, Sonheri Masjid Road	Peshawar
	1.3.2 Rawalpindi	13/4, Al-Amin Plaza Ground, Floor, The Mal, Opp. Cantonment Board	Rawalpindi
	1.3.3 Islamabad	Kashmir Plaza, Jinnah Avenue (Blue Area)	Islamabad
	1.3.4 Abbottabad	"301 Manshera Road Near Iqra Academy"	Abbottabad