

**TENDER FOR INSTALLATION OF VIDEO
SURVEILLANCE SYSTEM / CCTV AT NIT HEAD
OFFICE**

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 22 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 solicit proposals for installation of video surveillance system /CCTV at NIT Head Office.

2. 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	December 31, 2012 11.00 A.M
Bid Opening Date and Time	December 31, 2012 11.30 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
E-mail	avpadmin@nit.com.pk

3. SCOPE OF WORK

Following requirements define the scope of work for this Tender:

- 2.1** It is a turnkey project and it is required that the bidder should survey/ visit the NIT Head Office before submission of the bid. The submitted bid will cover all specified services, devices or items, mentioned that are required for completion of this project as per specification and accepted standard / best practices required for such projects.
- 2.2** The Selected bidder will be responsible for the supply, installation, commission and testing of all new equipment provided under this Tender. It will include installation & configuration of DVR, Cameras include Video and Power cabling at NIT Head Office as per specification and conditions mentioned below.
- 2.3** Selected bidder must ensure that the supplied equipment is fully operational, new and performs properly and meet Tender Technical Specification.
- 2.4** Provide Technical training of the product.

4. TERMS AND CONDITIONS:

- 4.1.** The bidder should be registered with Sales Tax and Income Tax Department.
- 4.2.** Bid should be submitted in Pak Rupees only.
- 4.3.** Bidder firm has not been blacklisted by any Government/Semi Government organization.
- 4.4.** 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.
- 4.5.** Validity period of the bids shall be for at least 30 days.
- 4.6.** 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.
- 4.7.** Bids are liable to be rejected if; they are not conforming the terms, conditions and specifications stipulated in this Tender.
- 4.8.** 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.
- 4.9.** The amount submitted as Earnest Money shall be refunded to the unsuccessful bidders after the decision for the award of said tender.
- 4.10.** For this tender all updates/changes shall be communicated through email by NIT.

- 4.11. It is a turnkey project where 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.
- 4.12. The bidder must provide Project Execution Plan, Design Proposal with layouts, diagrams, etc. after conducting the detailed survey of the along with Technical Proposal.
- 4.13. The bidder must have office in Karachi and fully capable to provide maintenance support from these locations.
- 4.14. Bids submitted via email or fax will not be entertained.
- 4.15. The selected bidder will be required to submit project implementation plan.
- 4.16. Total Bid Value shall cover cost of equipment including optional equipment, installation, configuration and services 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 ‘Technical proposal for video surveillance system’ and should include following documents:
 - 5.3.1. Technical Document of the Solution .
 - 5.3.2. Company profile.
 - 5.3.3. List of customers(corporate sector) along with their contact details
 - 5.3.4. Technical specification Form I completely filled, signed and stamped for identifying offered Solution.
 - 5.3.5. Project Execution Plan, Design Proposal with layouts, diagrams, etc. after conducting the detailed site survey.
 - 5.3.6. Elite partner Authorization letter from Manufacturer.
 - 5.3.7. Income Tax/GST certificate of the bidder.
 - 5.3.8. Any other document required as per this tender document.
- 5.4. Financial proposal should be marked ‘Financial proposal for video surveillance system’ and contain bid price filled as per BOQ (Annexure I) as per specification given in Form I .
- 5.5 In first stage only the ‘Technical proposals’ will be opened in the presence of bidder’s representatives that choose to attend.
- 5.6 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 II.

- 5.7** 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.
- 5.8** As a part of technical evaluation, bidders may be asked to arrange visit to their completed projects.
- 5.9** 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.
- 5.10** Financial proposals of bids found technically non-responsive will be returned un-opened.

6. EVALUATION CRITERIA

The lowest financial bid will be accepted

7. PAYMENT TERMS

- 7.1** No payment shall be made in advance to the Contractor as mobilization advance.
- 7.2** Fifty percent (50%) cost of equipment shall be paid after successful delivery of equipment at site. However partial delivery of equipment may be accepted.
- 7.3** Remaining fifty percent (50%) cost of equipment shall be payable to the vendor after completion of the project as mentioned in Tender Document.
- 7.4** All payments shall be made after deduction of taxes.
- 7.5** All payments shall be made through cross cheque in the Pak Rupees.
- 7.6** Taxes will be deducted at source as per government rules at the time of payment.
- 7.7** Bidder should mention any other charges/optional charges in financial bid deemed necessary to complete and compare final bid amount. (all inclusive including taxes)

FORM 1: TECHNICAL INFORMATION FOR VIDEO SURVEILLANCE \CCTV SOLUTION

Equipment Category	Equipment Specification	Equipment and Service Specification	Compliance(Y/N)	Comments	Model	Ref Brochure	
1.1 Digital Video Recorder (DVR) Appliance	1.1.1 Make	Branded (LG, Samsung, Panasonic or Equivalent) Form Factor should be Rack Mounted					
	1.1.2 Video Input	16ch Composite (BNC)					
	1.1.3 Video Output	Main Output (Simultaneous) : VGA, Composite					
		Spot Output : Composite (up to 16 division)					
		Display mode supported (1, 4, 9, 16, 1+5, 1+7, 1+12)					
	1.1.4 Operating System	Embedded Linux or Equal					
	1.1.5 Compression	H.264 Hardware Codec					
		H.264 / JPEG Dual Codec for Network Stream					
	1.1.6 Recording	Recording FPS D1, Half D1, CIF					
		Frame Rate 480fps (NTSC),400fps (PAL) at CIF Resolution					
		Continuous, Alarm, Motion, Instant Recording Mode					
		Various type of Conditional Recording (Continue, Motion, Alarm, Continue + Motion, etc)					
		Various Conditional Search Playback Mode Calendar, Date/Time, Event (Motion, Alarm), Bookmark					
		Instant Recording and Playback					
Separated Recording/Network dual streaming							
Extended Recording through e-SATA storage							
Ability to export video in AVI Format							

	1.1.7 Audio	4 lines Input / 1 line Output Two-way audio support			
	1.1.8 Sensor Input / Alarm Out	8 Lines (NC/No Selectable) / 4 Lines(NC/No Selectable)			
	1.1.9 Storage	2 internal SATA HDD supported			
		e-SATA HDD supported			
		QTY 01 02 TB SATA installed			
		QTY 01 External USB DVD Writer installed			
	1.1.10 Backup	Supported backup media (USB Storage, Network, External DVD Writer)			
		Data retention Support (Auto Delete setting on Setup)			
	1.1.11 Network	10/100/1000 base Ethernet, DDNS, TCP/IP, ADSL/VDSL, DHCP			
	1.1.12 Operation Control	Front Key, Mouse and Remote Controller			
		Remote Monitoring / Management : Client S/W			
		Centralized management of Multiple DVR and cameras through single console / Interface			
		Remote Notification : e-mail, Remote Software			
		Ability to access through Internet / iPhone			
1.1.13 Others	NTP support				
	Health Check support				
	Watchdog support				
	Firmware Update USB Memory, Network Rack Mountable				
1.1.14 Warranty & Support	1 year onsite warranty on DVR with Labor and parts				
1.2 Indoor IR Dome Camera with PSU (Power supply unit)	1.2.1 Make	Branded (LG, Samsung, Panasonic or Equivalent)			
	1.2.2 Signal System	PAL			

	1.2.3 Total / Effective Pixels No	470K / 440K			
	1.2.4 Image Device	6.0mm (1/3 Type) CCD			
	1.2.5 DSP	XDI-S2			
	1.2.6 Lens	2.8~11mm Vari-focal lens, F1.4			
	1.2.7 Digital Zoom	X8			
	1.2.8 Sync. System	Internal			
	1.2.9 Scanning Frequency(H/V)	15.625KHz/50Hz			
	1.2.10 Horizontal Resolution	620 TV Lines			
	1.2.11 S/N Ratio	52dB			
	1.2.12 Minimum Illumination (30 IRE)	0.06 lux @ Sens-up OFF, F1.4			
		0.0001 lux @ Sens-up Auto, F1.4			
		B/W 0.006 lux @ Sens-up OFF, F1.4			
		B/W 0.000001 lux @ Sens-up x128, F1.4			
	1.2.13 Control Method	Inner Key button			
	1.2.14 Video Output Signal	1 Vp-p Composite (75)			
	1.2.15 Day & Night	Auto / Day / Night			
	1.2.16 Backlight Compensation	OFF / BLC / HSBLC			
	1.2.17 DNR	3D-DNR (Off/Low/Middle/High)			
	1.2.18 Auto Gain Control	Off / Low / Middle / High			
	1.2.19 Electronic Shutter Speed	1/50 ~1/90,000			
	1.2.20 Electronic Sensitivity	OFF/Auto (x2, x3, x4,...x 128)			
	1.2.21 White Balance	ATW / AWC Push / Manual (1,700 K ~ 11,000 K)			
	1.2.21 Motion Detection	4 Zones			
	1.2.22 Privacy Zone Masking	8 Masks			

	1.2.23 Stabilizer(EIS)	On / Off			
	1.2.24 User Color Mode	Standard / Cool / Warm / Vivid			
	1.2.25 Multi OSD Language	15 Languages			
	1.2.26 Power Source	DC12V/AC24V (Dual)			
	1.2.27 Power Consumption	2.8W (DC12V/AC24V)			
	1.2.28 Operation Temp	-10 C ~ 50 C			
	1.2.29 Storage Temp	-20 C ~ 60 C			
	1.2.30 Operation Humidity	0%RH ~ 80%RH			
	1.2.31 Storage Humidity	0%RH ~ 85%RH			
	1.2.32 Accessory	Screw / Install guide sticker/ Installation Manual			
	1.2.33 PSU	Power supply unit (PSU) Box			
	1.2.34 Warranty & Support	1 year onsite warranty on Camera & PSU with Labor and parts			
1.3 Cabling / Power DB	1.3.1 Video Cabling	3M Brand RG-6 Co-axial Cable lay from DVR to every individual camera			
		Required cable manufacturer certificate for Authenticity			
		Cable should be route in pipe / duct			
		Cable laying services for 20 cameras (approx. 3000ft). vendor should also survey the site			
		BNC Connectors should be clamped at both end			
		Connect LCD with Audio \ Video Cable Approx. Distance 50 Ft			
		Harnessing / Labeling and cable management			
		Removal of existing wiring			
	1.3.2 Power Cabling	Centralized End to End cable lay from IT Power Room to every individual camera. No joints are accepted in power cable			

		Cable should be route in pipe / duct			
		Pipes / duct should be mounted / hooked on walls /roof. Not hooked on false ceiling			
		Cable laying services for 20 cameras (approx. 3000ft). vendor should also survey the site			
		3 core power cable brand should be Pakistan Cable			
		Required Cable manufacturer certificate for Authenticity			
		Labeling / Drawing and Documentation			
		Removal of existing wiring			
	1.3.4 Main Power DB	14" X 18" X 4" 18 gauge			
		C\B Braker 16 Amp Hager Qty 01			
		Switches NONC Type for 20 Cameras and 2 DVR brand should be Clipsal			
		Input Power connection from Existing UPS DB. Brand should be Pakistan Cable			
		Labeling / Drawing and Documentation of DB			
1.4 Services	1.4.1 Installation	Complete Installation of CCTV systems in all respect			
	1.4.2 Training	Minimum 10 hours on-site Professional training of the installed CCTV system			
	1.4.3 Warranty / Support	1 year on-site warranty/ Support with parts and labor on complete installed solution			

ANNEXURE I: BILL OF QUANTITY

Equipment Type	Quantity	Unit Price (Rs)	Total Price (Rs)
1. Branded DVR (As per specifications in Form 1 Point 1.1)	02		
2. Indoor IR Dome Cameras With PSU (As per specifications in Form 1 Point 1.2)	16		
3. Video Cabling (As per specifications in Form 1 Point 1.3.1)	Per Feet		
4. Power Cabling (As per specifications in Form 1 Point 1.3.2)	Per Feet		
5. Power DB (As per specifications in Form 1 Point 1.3.3)	01		
6. Services (As per specifications in Form 1 Point 1.4)	-		
TOTAL			

Note: Please attach the Detailed BOQ with cost break-up. Price should be included all taxes

ANNEXURE II: 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. Holding Elite level partnership like Gold / Tier1 etc for Pakistan from the principal/ manufacturer of the equipment (Copy to be provided).
3. Submission of all documents as mentioned in Para 5.3
4. Compliance of the offered model / product Solution with the specification mentioned in Technical Information Form I.
5. Technical proposal documents be duly signed and stamped.
6. The bidder must have office having fully functional tech support department in Karachi.
7. High level of customer satisfaction feedback from the client list of the bidder.
8. The Vendor must be a well-established company registered in Pakistan and must have been in business for at least 3 years or more.
9. Successful implementation of at least Eight (8) to Ten (10) similar projects* completed within last Five years Testimonial from the customer or can be confirmed by NIT through the contact detail provided.
10. The video surveillance system \ CCTV deploy project completed during last 5 years and in hand should have a combined worth of at least Rs. 20 Million (list to be provided).

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