

# **SINDH HIGH COURT, KARACHI**

**RE-TENDER**

**Tender Reference No.1**

**FOR THE YEAR 2017-2018**

**Complete Turnkey Solution for Trial through Video Conferencing at  
District Court, Larkana and Central Prison, Larkana**

**WITH THE PROJECT TITLED  
“TRIAL THROUGH VIDEO CONFERENCING”**

**Under  
Provincial Judicial Development Fund (PJDF) Window of  
Access of Justice Development Fund (AJDF)**

Tender issued to M/s. \_\_\_\_\_

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## 1. INTRODUCTION

Dear Tenderer:

The **SINDH HIGH COURT (SHC)** is the highest judicial institution of the province of Sindh. We are interested to avail the services of reputed firms for supply and installation of **VIDEO CONFERENCING EQUIPMENT WITH CONNECTIVITY at District Court, Larkana and Central Prison, Larkana**, as mentioned in tender document, from your esteemed firm.

Tender document which includes full details of items and other terms & conditions can be downloaded **free of cost** from [www.sindhhighcourt.gov.pk](http://www.sindhhighcourt.gov.pk) and [www.spprasindh.gov.pk](http://www.spprasindh.gov.pk) from 17<sup>th</sup> November, 2017. You are requested to attach firm / agency profile etc. along with the Tender Document. Financial Proposal should be submitted in sealed envelope.

SHC reserves the right to accept or reject any or all tender(s) or terminate proceedings at any stage in accordance to the rules & regulations framed by SPPRA.

Kindly deposit a Pay Order / Demand Draft of **2% of the offered amount, the Bid Security**, issued in favor of the Registrar, High Court of Sindh, Karachi.

## 2. INSTRUCTIONS

- (a) The Sindh High Court, Karachi (SHC) expects that aspirant vendors should furnish all the required documents to ensure a transparent and genuine presentation. Therefore, it is necessary to fill in the Tender document meticulously and sign & stamp each and every page. Moreover, attach required supporting documents according to the requirement.
- (b) **The last date to submit the Tender Document, separate technical & financial proposals in sealed envelopes is 4<sup>th</sup> December, 2017 by 10:00 a.m.** in the Office of the Director General (Finance & Accounts), Sindh High Court, Karachi. **The technical proposals will be opened on the same day at 10:30 a.m.** in the presence of representatives who may care to attend. Financial Proposal of technically qualified bidders will be opened on **6<sup>th</sup> December, 2017 at 10:30 a.m.** at the same venue.
- (c) **Bid Security of 2% of total charges** will be deposited along with Tender Document in shape of PAY ORDER / DEMAND DRAFT only in the name of Registrar, High Court of Sindh, Karachi.
- (d) Should you need further any assistance / guidance please feel free to contact with Mr. Muhammad Faiz Alam, I/C: Resident Branch Contact No. 021-99203151 Ext 234.
- (e) Kindly mentioned “**Tender Number**” at top left corner of the envelope.

### 3. ELIGIBILITY CRITERIA

S.No.	Eligibility Criteria	Requirement
1	Profile of company/ firm along with relevant documents	Mandatory
2	Registration with relevant tax/regulatory authorities (copies required)	Mandatory
3	At least five (05) Video Conferencing Projects with connectivity in Government/ Private Sector during the last three (03) years.	Mandatory
4	Total Financial turnover of at least Rs. 20 million during the last three years. (financial statements and bank statements are required)	Mandatory
5	At least two (02) Video Conferencing Certified Engineers (copies required).	Mandatory
6	Vendor must be authorized partner with the Principal Manufacturer (copy of Authorization letter (s) by Manufacture is required).	Mandatory
7	Undertaking on judicial stamp paper that firm has never been blacklisted by any government semi government, autonomous and stated owned organization.	Mandatory

### 4. BILL OF QUANTITIES

S.No	Specifications	Qty
1	Video Conferencing Unit	2
2	LED TV Screen (55") with Wall Mounts	3
3	Split AC 2 Ton	2
4	Blank DVD-R/W	200
5	Laptop Core i5 latest Gen	2
6	Camcorder HD and memory card supported with Stand	2
7	Laser Printer	2
8	Speakers	2
9	Wooden Rack (Sheesham wood)	2
10	VC Trolley Metal with tire	2
11	UPS 3 KVA	2
12	Audio Video Cabling	2
13	Stabilizer 5KVA	2
14	Connectivity for one year	2
15	Resident Engineer for one year	2

<b>Signature and Stamp:</b>	
<b>Name:</b>	
<b>Designation:</b>	

## 5. FORMAT OF TECHNICAL PROPOSAL

Technical Proposal should be submitted in following format otherwise it will not be considered.

<b>Video Conferencing unit and Camera</b>			
<b>S#.</b>	<b>Requirement of Sindh High Court</b>	<b>Specifications/ Models of Products/ Services offered by Bidder (Kindly do not leave any box blank)</b>	<b>Comply (Y/N)</b>
1	Codec must be capable to provide resolution 1080p@60fps		
2	There must be Full HD 1080p Camera with 8x Zoom		
3	Bandwidth support upto H.323/SIP up to 6 Mbps		
4	Must support following video Codecs H.261, H.263, H.263+, H.264		
5	Must support following Audio Codecs G.711, G.722, G.722.1, G.729AB, 64 kbps and 128 kbps MPEG4 AAC-LD mono and stereo		
6	There must be minimum 2 Video inputs 1 x HDMI, 1 x DVI		
7	There must be minimum 2 Video Output 2 x HDMI		
8	There must be 4 Audio inputs, 2 x acoustic echo cancellers and automatic noise reduction, Active lip synchronization 2 x microphones, 4-pin minijack 1 x minijack for line-in (stereo) 1 x audio in from HDMI		
9	There must be 2 Audio Output 1 x minijack for line out (stereo) 1 x HDMI, (digital main audio)		
10	Codec must capable to connect 3 Sites at 720p with Full individual audio and video trans coding		
11	Codec must support Full individual audio and video trans coding		
12	Codec must support Content/Presentation resolution at 1080p		
13	Codec must support H.323/SIP in the same conference		
14	Codec must support Encryption H.235 v3 and Advanced Encryption Standard (AES)		

15	Codec must support encryption on Dual Stream		
16	Codec must support H.460.18 and H.460.19 firewall traversal		
17	Codec must support Full duplex audio with high-quality stereo sound		
<b>OTHER ITEMS</b>			
18	55" LED having HDMI input (Sony, Samsung, Orient or equivalent)		
19	2 Ton Split A/C (Haier or equivalent)		
20	Blank DVD-R/W (Sony, Maxell, Verbatim or equivalent)		
21	Core i5, 4 GB, 500 GB HDD with DVD Writer (HP, Dell, Lenovo, Compaq, Acer or equivalent)		
22	Camcorder (Sony, Canon, Nikon or equivalent)		
23	Laser Printer 15 PPM or higher (HP, Epson, Canon, Samsung or equivalent)		
24	2+1 Speaker compatible with VC device (Audionic, Sony, Edifier or equivalent)		
25	Wooden Rack ( <i>Sheesham</i> wood) with partitions to store DVDs and other generally used electronic storage mediums.		
26	VC Trolley as per requirement		
27	3 KVA with Standard Back up (Emerson, APC, Apollo or equivalent)		
<b>Connectivity Wireless Radio</b>			
28	Connectivity for one year. Separate Back up line during down time with high speed for video transfer/ streaming at both ends.		
<b>Resident Engineer</b>			
29	<b>Two Resident Engineers for one year</b>		

<b>Signature and Stamp:</b>	
<b>Name:</b>	
<b>Designation:</b>	

## 6. FORMAT OF FINANCIAL PROPOSAL

S.No	Specifications	Qty	Equipment / Model	Unit Price without taxes, transportation, service charges, etc.) Rs.	Unit Price (incl. of all taxes & transportation, service charges etc.) Rs.	Total Amount (incl. of all taxes, transportation, service charges etc.) Rs.
1	VC Unit	2				
2	LED TV Screen (55") with Wall Mounts	3				
3	Split AC 2 Ton	2				
4	Blank DVD-R/W	200				
5	Laptop Core i5 latest Gen	2				
6	Camcorder HD and memory card supported with Stand	2				
7	Laser Printer	2				
8	Speakers	2				
9	Wooden Rack	2				
10	VC Trolley Metal with tire	2				
11	UPS 3 KVA	2				
12	Audio Video Cabling	2				
13	Stabilizer 5KVA	2				
14	Connectivity for one year	2				
15	Resident Engineer for one year	2				
Total Price inclusive of all Taxes, transportation, installation, service charges etc (in figures in words)						

<b>Signature and Stamp:</b>	
<b>Name:</b>	
<b>Designation:</b>	

## 7. TERMS & CONDITIONS

1. **Single Stage Two Envelopes** Method will be used for tender process.
2. Bids not conforming to the terms, conditions, formats, specifications stipulated in this document will be rejected.
3. Interested Bidders applying for bids should submit **Technical Proposal and Financial Proposal as per formats**, as mentioned above, in separate envelopes.
4. The bidder must bid for **each and every item/services of the BOQ**. Incomplete or partial quoted items will be rejected as non-responsive.
5. All items should be as per specification/ brand/ model **or equivalent**, as per rules.
6. All bids must be accompanied by an earnest money/bid security of **two percent (2%) of total bid amount**, in the form of 'pay order', 'demand draft' or 'bank guarantee' in the name of "**Registrar., High Court of Sindh, Karachi**", and **must be accompanied with the bid in a separate sealed envelope marked as "Earnest Money/Bid Security"**. Bid without earnest money/bid security of required amount and prescribed form shall be rejected.
7. The bid security of the unsuccessful bidder will be released by SHC after award of work or after expiry of bid validity period i.e. 90 days whereas the bid security money of successful bidder will be released after the submission of performance security equivalent to **10%** of contract price.
8. All currency in the proposal shall be quoted in Pakistani Rupees (PKR). The Bid prices and rates are fixed during contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.
9. The responding organization is hereby informed that the Government shall deduct tax at the rate prescribed under the tax laws of Pakistan, from all payments for services rendered by any responding organization who signs a contract with the Government. The responding organization will be responsible for all taxes on transactions and/or income, which may be levied by government. If responding organization is exempted from any specific taxes, then it is requested to provide the relevant documents with the proposal.
10. The support and Maintenance should be supplied through verifiable distribution channel in Pakistan. MAF (Manufacturer's Authorization Form/Letter) must be submitted.
11. The Responding Organization (RO) to provide information as per (Compliance sheet). RO may not propose any kind of refurbished Hardware / components in their technical proposals.
12. Stamp duty will be levied as per rules.
13. Liquidated damages of 0.025% per day of the contract price per day will be deducted for delayed delivery of goods and services.
14. The contractor shall pay all the cost for preparation of legal documents of contract.



15. The contractor/ supplier will be liable for any mistakes in calculation of price/ rate and amount and shall be liable to suffer the loss arises at any stage of contract, due to mistakes in calculation or tax rates.
16. SSPRA Rules will be followed for all other terms and conditions not specified/ mentioned/ ambiguous in this tender document. Kindly read SPPRA Rules for further details.
17. It is utmost importance that schedule to tender should be filled in very carefully and the instructions set forth above, scrupulously complied with failing which the offer will be ignored. In case of non-completion of supply & services within stipulated period Earnest Money will be forfeited in favor of the SHC.
18. Responding organization should indicate the support capabilities to the maximum span of response time.

<b>Item</b>	<b>Action Item</b>	<b>Maximum Response time</b>
Hardware & Equipment Support Maintenance	Troubleshooting / Tune up	24 Working Hours

It is hereby certified that the terms and conditions have been read, agreed upon and signed.

<b>Signature and Stamp:</b>	
<b>Name:</b>	
<b>Designation:</b>	

## 8. FORMAT OF BID FORM

To,  
The Learned Registrar,  
High Court of Sindh,  
Karachi

Sir,

Having examined the bidding documents, we, the undersigned, offer our services for the tender item namely **“Supply & Installation of Video Conferencing Equipment with Connectivity District Court, Larkana and Central Prison, Larkana”** under the Head of Account titled **“Provincial Judicial Development Fund (PJDF)”** of District Courts of Sindh in conformity with the said bidding documents for the Total Bid Price of Pak Rupees (in figures in \_\_\_\_\_ words \_\_\_\_\_) or such other sums as may be ascertained in accordance with the Price Schedule attached hereto and made part of this bid.

We undertake, if our bid is accepted, to complete the works in accordance with the Contract Execution Schedule. If our Bid is accepted, we will provide the performance security in the sum equivalent to 10% for the due performance of the Contract.

We agree to abide by this Bid for the period of ninety (90) days from the date fixed for bid opening of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof in your Notification of Contract Award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest-priced or any Bid that you may receive.

Dated this-----day of -----2017

**WITNESS**

-----  
**BIDDER**

Signature -----

Signature -----

Name -----

Name -----

Title -----

Title -----

Address -----

Address -----

## 9. FORMAT OF BID SECURITY FORM

**WHEREAS**       [Name of Bidder]       (hereinafter called "**the Bidder**") has submitted its bid dated       [date]       for the "**Supply & Installation of Video Conferencing Equipment with connectivity at District Court, Larkana and Central Prison Larkana**", (hereinafter called "**the Bid**").

**KNOW ALL MEN** by these presents that we       [Name of the Bank]       of       [Name of Country]       having our registered office at       [Address of Bank]       (hereinafter called "the Bank") are bound into the Registrar, High Court of Sindh, Karachi, Pakistan (hereinafter called "the Purchaser") in the sum of -----, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this-----day of-----, 2017

**THE CONDITIONS** of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder does not accept the corrections of his Total Bid Price; or
3. If the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity:
  - (a) Fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders; or
  - (b) Fails or refuses to execute the Contract Form, when requested. or

We undertake to pay to the Purchaser up to the above amount, according to, and upon receipt of, its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both or all the three above stated conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to -----, the period of bid validity, and any demand in respect thereof should reach the Bank not later than such date.

By       [Bank]      .  
(Title)  
Authorized Representative

## 10. FORMAT OF PERFORMANCE SECURITY FORM

To,  
The Learned Registrar,  
High Court of Sindh,  
Karachi

WHEREAS [Name of the Contractor] hereinafter called "the Contractor" has undertaken, in pursuance of the bid for "**Supply & Installation of Video Conferencing Equipment with connectivity at District Court, Larkana and Central Prison Larkana**", dated \_\_\_\_\_ 2017, (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the Contract that the Contractor shall furnish you with a bank guarantee by a recognized bank for the sum specified therein as security for compliance with the Contractor's performance obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor a Guarantee:

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total of [Amount of the guarantee in words and figures] , and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums as specified by you, within the limits of [Amount of Guarantee] as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until \_\_\_\_\_ day of \_\_\_\_\_, 2017, or twenty-eight (28) days of the issue of the Defects Liability Expiry Certificate, whichever is later.

[NAME OF GUARANTOR]

Signature \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

## 11. FORMAT OF INTEGRITY PACT

### DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS.10.00 MILLION OR MORE

Contract No. \_\_\_\_\_ Dated \_\_\_\_\_

Contract Value: \_\_\_\_\_

Contract Title: \_\_\_\_\_

..... [*Name of Contractor*] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative department or agency thereof or any other entity owned or controlled by GoS through any corrupt business practice.

Without limiting the generality of the foregoing, [*name of Contractor*] 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 GoS, except that which has been expressly declared pursuant hereto.

[*name of Contractor*] 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 GoS and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[*Name of Contractor*] 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 GoS under any law, contract or other instrument, be voidable at the option of GoS.

Notwithstanding any rights and remedies exercised by GoS in this regard, [*name of Contractor*] agrees to indemnify GoS for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoS in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [*name of Contractor*] 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 GoS.

Name of Procuring Agency: .....

Name of Contractor: .....

Signature: .....

Signature: .....

[Seal]

[Seal]