

TENDER DOCUMENT

**For the supply, installation and commissioning of
Fire Alarm Control Panel and related accessories**

Deadline for submission of Tender Document at 05:00 PM, April 01, 2024

Tender Opening: 11:00 AM, April 02, 2024

**ISE Towers REIT Management Company Limited
55-B, ISE Towers, Jinnah Avenue, Islamabad, Pakistan**

Tel: 051-111 473 473 (Ext; 105)

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A. TENDER NOTICE

ISE Towers REIT Management Company Limited invites sealed bids from well-established/reputed firms for the supply, installation and commissioning of Fire Alarm Control Panel and related accessories. Tender documents containing terms & conditions and items specifications can be obtained from the download section of Company's websites i.e. www.isereit.com.pk. Sealed bids should be submitted latest by April 01,2024 at 05:00 PM. The Company reserves the right to cancel any or all proposals or cancel the entire process without assigning any reason.

The Company Secretary
ISE Towers REIT Management Company Limited
55-B, ISE Towers, Jinnah Avenue, Islamabad-44000, Pakistan
Tel: 051- 111 473 473 (Ext: 105)

B. DATA SHEET

1	Bid Inviting Entity and Address:	ISE Towers REIT Management Company Limited, 55-B, ISE Towers, Jinnah Avenue, Islamabad-44000, Pakistan.
	Telephone No.	Tel: 051-111 473 473 (Ext:105)
2	Name of the Procurement	Supply, installation and commissioning of Fire Alarm Control Panel and related accessories.
3	Visiting hours for inspection	ISE Towers Building can be visited during working hours i.e. 9am to 5pm latest by March 29, 2024.
	Last Date & Time of Bid Submission:	April 01, 2024 till 05:00 PM.
	Bid Opening Date & Time:	April 02, 2024 at 11:00 AM.
	Bid opening place:	Board Room of the ISE Towers REIT Management Company Limited, G-12, ISE Towers, Jinnah Avenue, Islamabad
5	Contact Person:	Mr. Zeeshan Shafique, Company Secretary ISE Towers REIT Management Company Limited

C. CHECKLIST

<p>Name of the Firm, Address (Telephone, Fax & E-mail) (Attach detailed work profile mentioning at least the following: <ul style="list-style-type: none"> - About/Company History - Company Products/Services and Portfolio - Client List - Latest audited financial statements </p>	
<p>Year of Establishment (attach documentary evidence i.e. certificate of registration/incorporation/commencement of business)</p>	
<p>Sales Tax Registration No. (attach documentary evidence)</p>	
<p>National/Income Tax No. (attach documentary evidence)</p>	
<p>Banker's Name & Contact Details</p>	
<p>Earnest Money @ 2% as Bank Pay Order/Draft is attached with the Proposal.</p>	<p>Yes_____ No._____</p>
<p>Relevant experience (attach list of clients where similar supplies and services were rendered, at least for last five years)</p>	
<p>Affidavit (Attached as Annexure-I) to the effect that the firm has not been blacklisted by private, Govt., Semi Govt. and Autonomous Body.</p>	
<p>Contact Person Name & Designation_____</p>	<p>_____ Authorized Signature & Stamp</p>

D. INTRODUCTION

ISE Towers REIT Management Company Limited (ISE RMC) invites sealed bids from well-established/reputed firms registered with relevant tax authorities for the supply, installation and commissioning of Fire Alarm Control Panel and related accessories.

Details about these items are mentioned in **Annexure-II**.

E. INSTRUCTIONS TO THE BIDDERS

1. Qualification of the Vendor

The following vendors are eligible to apply for the tender:

1. The Firm/Supplier registered with Federal & Provincial tax authorities.
2. The Firm/Supplier that have never been black listed by any Government agency or authority.

2. Terms & Conditions

- Supplier has to provide all the items within 60 days of the issuance of work order by ISE RMC otherwise penalty will be imposed and penalty @ 0.1% per day for each day of the delay up to a maximum of 10% of the contract price.
- Supplier has to provide certificate of origin of the supplies together with import documents for the equipment.
- Payment would be made to the Supplier as follows:
 - An advance of 15% of the contract price will be made against providing irrevocable performance guarantee from any scheduled bank of Pakistan;
 - 50% payment of the contract price will be made upon arrival of the supplies at the ISE RMC;
 - 25% payment of the contract price will be made upon installation; and
 - 10% payment of the contract price will be made upon successful testing & commissioning of the equipment;
 - Every payment shall be subject to deduction of retention money @ 5% in addition to applicable tax which will be released after satisfactory completion of six (06) months from the date of testing & commissioning.
- The Supplier shall also provide after Sale service with service warranty period of one year.
- All due taxes would be deducted from payments, as per applicable Govt. rules.
- All suppliers shall mention all applicable taxes in their quotes. In case any supplier has not done so, the ISE RMC while comparing the offers will add the applicable taxes to the total quoted amount for each item.
- ISE RMC may reject one or all such proposals, which are vague (In terms of financial proposal) or does not adhere to these instructions.
- The proposals should be in accordance with enclosed specifications and technical specifications.
- The bidder must submit the proposals in sealed envelopes.

G. METHOD OF PROCUREMENT

Bidding will be conducted in single-step process and will be opened through “**Open Competitive Bidding**” process. Pre-Bid meeting may be scheduled in case of addressing any queries from the bidders.

a. Response time:

The sealed bids including financial and technical proposals duly marked as “Bid/Proposal for supply, installation and commissioning of “Fire Alarm Control Panel and related accessories” must reach at the registered address of ISETRMCL at 55-B, ISE Towers, Jinnah Avenue, Islamabad on or before 05.00 p.m. on April 01, 2024.

b. Opening of bids:

Bids received shall be opened on April 02, 2024 at 11:00 a.m. in the Board Room of the ISE Towers REIT Management Company Limited, G-12, ISE Towers, Jinnah Avenue, Islamabad. All bids shall be opened in the presence of the interested bidders or their authorized representatives. Financial bids will be considered of only of those firms, which are pre-qualified based on the set technical evaluation criteria.

c. Bid Price

Bid prices should be in PKR and inclusive of all applicable taxes.
The prices quoted shall be binding on the tender for a period 30 days.

d. Evaluation of bids:

All bids should comply with the eligibility criteria and other terms and conditions mentioned herein above.

e. Rejection of bids:

All bids submitted after the prescribed time and date shall be rejected and returned.

Failure in submission of the above required documents will result the rejection of bid/proposal.

Any bid received without earnest money shall be rejected.

ISE RMC reserves the right to reject all bids or proposals at any time prior to the acceptance of a bid or proposal.

f. Earnest Money

Earnest money at the rate of 2% of the quoted bid may also be submitted with the bid/proposal in form of Bank Pay Order/Draft in favor of “ISE Towers REIT Management Company Limited”. The earnest money shall be returned to the unsuccessful bidder/s. The earnest money shall be returned to the successful Bidder upon furnishing of the irrevocable performance guarantee from any scheduled bank of Pakistan.

H. INDEMNITY

The supplier shall at all times indemnify the ISE RMC against the claims which may be made in respect of the goods for infringement of any right protected by patent, registration of design or trade mark and shall take all risks of accident of damages which may cause a failure of the supply from whatever cause arising and the entire responsibility for the sufficiency of all the means used by him for the fulfillment of the contract; provided always that in event of any claim in respect of an alleged breach of a patent registered design or trade mark being made against the ISE RMC, it shall notify the supplier of the same and the supplier shall be at liberty at his own expense to conduct negotiations for settlements of any litigation that may arise there from.

I. SUB-LETTING CONTRACT

The supplier shall not sub-let or assign this Contract or any part thereof without the written permission of the ISE RMC. In the event of the Service provider subletting or assigning this Contract or any part thereof without such permission, the ISE RMC shall be entitled to cancel the Contract and to purchase the goods elsewhere on the supplier account and risk and the supplier shall be liable for any loss or damage which the ISE RMC may sustain in consequence of arising out of such purchase.

ANNEXURE-I

F. AFFADAVIT/CERTIFICATE

(To be filled and signed by the bidder on Stamped Paper of Rs. 100/-)

We undertake that our Firm M/S _____ is never black listed by any Government Department/Agency/Private Organization in any part of Pakistan and that currently our firm/company is not in litigation with any other authority or organization in this capacity.

We hereby confirm to have read carefully complete descriptions of the items and all terms & conditions in the bidding documents. We agree to abide by all these terms, conditions, stipulations, obligations and instructions in the bidding/tender document.

In case of any dispute, decision of the Committee constituted by ISE Towers REIT Management Company would be final and I/we undertake to accept any or all decisions of the committee with respect to acceptance and rejection of our bid, in part or in whole, and that such a decision shall not be appealable in any court of law at any time and at any stage.

I/we solemnly affirm and declare that contents of this undertaking are true to the best of my information, knowledge and belief.

Signature : _____

Name : _____

Designation : _____

Company : _____

Company Seal: _____

Dated : _____

J. Item Specs**Section 1:**

S#	Description	Qty	Make & Specification
	Enclouser Casing & Parts		
1.	DP-DISP Dress panel for top row in cabinet with CPU2 3030D Installed.	1	Notifier by Honey Well
2.	BMP-1 Blank Module Plates to cover unused position in Dress Plate.	1	Notifier by Honey Well
3.	DP-18 Blank Dress Panel, Provides dead front panel for Unsed Tires.	1	Notifier by Honey Well
4.	BP2-4 Main battery panel for NFS2-3030E, holds up to two 26AH Batteries.	1	Notifier by Honey Well
5.	CHS-M3 Mounting chassis for CPU2-3030D	1	Notifier by Honey Well

Section 2:

	Control Panel & Loop Cards		
6.	CPU2-3030DE CPU for NFS2-3030E, Including 640 Character backlit lcd Display, Qwerty programming and control keypad	1	Notifier by Honey Well
7.	LCM-320 LOOP Control Module	1	Notifier by Honey Well
8.	LEM-320 LOOP Expander Module	1	Notifier by Honey Well

Section 3:

	Power Supplies & Cabinet Accessories		
9.	AMPS-24E Addressable (5 SLC address) Main power supply and battery charger.	1	Notifier by Honey Well
10.	SBB-A4 Backbox Assembly one tier black for CAB-4A Size Cabinet.	1	Notifier by Honey Well
11.	DR-A4 Door Assembly Solid Door, one tier, Black.	1	Notifier by Honey Well
12.	CHS-4L Low-Profile four-position Chassis.	1	Notifier by Honey Well
13.	Services, Installation, testing & Commissioning of the control panel.	1	Notifier by Honey Well

NOTE:

- Financial bid proposal shall be submitted on prescribed format at **Annex-III**.
- Provision of after Sale service with service warranty period of one year.
- Quoted rates should be inclusive of all taxes.
- Quoted rates should be in the units mentioned in the tender document.
- The Supplier is bound to mention all items rates; partial bids would not be accepted.
- Supplier must submit the bid for the whole tender.

K. Financial Proposal**Section 1:**

S#	Description	Qty	Unit Rate	GST	Amount in Rs.
Total Amount in Rs.					

Section 2:

S#	Description	Qty	Unit Rate	GST	Amount in Rs.
Total Amount in Rs.					

Section 3:

S#	Description	Qty	Unit Rate	GST	Amount in Rs.
Total Amount in Rs.					

Name & Designation

Authorized Signature & Stamp