Procurement of VM Ware Licenses with Support
IT/27/2012-13

July 10, 2012
ICT Procurement & Customer Department
Institute of Business Administration Pakistan (IBA)

Procurement Dept

Tender number: IT/27/2012-13

Date: 10-July-12

Due On: 25-July-12

To: ______________

_____________

_____________

Subject: Invitation of Tender for Software.

Dear Sir,

We invite you to quote for supply of the items as detailed in Annex-A enclosed. Offers must be submitted on company's letterhead with complete specifications of offered equipment/item and undertaking given at the end of Annex-A along with format for bid (Annex-B) to be duly filled. Offers without filling Annex-B will be rejected.

The terms and conditions of this tender are as under:-

1. Sealed tenders/ Bids are invited from firms-suppliers/authorized agents of repute, registered with Sales Tax department.

2. The bids under single envelop are required to be delivered at IBA latest by 03:00 pm hours on 25-July-2012. Tenders will be opened on same date at 03:30 pm hours in the presence of bidders who desire to attend. The quotations received late (after opening the tender) will not be considered. Cutting/ over writing are not allowed, unless/ until authenticated under proper signature of the authorized person. Tender fee of Rs. 1000 (Non-Refundable) can also be submitted along with offer in shape of DD/Cash Deposit in favor of IBA.

3. Sealed tenders addressed to the Manager Procurement ICT, Institute of Business Administration Pakistan, or may be dropped in the tender box or mailed through courier, registered post; but it must be ensured that the same reaches our office well in time as late offers will not be considered. The envelopes should be marked clearly with the following information.

<table>
<thead>
<tr>
<th>Tender No</th>
<th>IT/27/2012-13</th>
</tr>
</thead>
<tbody>
<tr>
<td>Due Date</td>
<td>25-July-2012</td>
</tr>
</tbody>
</table>
4. **Rates:** The bidder should quote their rates for:

   i. DDP/ Free Delivery IBA inclusive of all Govt. taxes. Details of such taxes to be provided.
   
   ii. The bidder should indicate their Sales Tax registration number.
   
   iii. Items must be quoted as per user requirements/sample available. Before submitting any offer, bidder must consult the concerned user regarding any query/specifications or checking of sample. No change in the offer will be accepted later on.
   
   iv. Offer shall be made as per our demanded specs or equivalent.

5. **Delivery:** Items must be delivered within **15 days** after issuance of Purchase Order. Delivery of the ordered items at the **Purchaser's** premises will be **Supplier's** responsibility.

6. **Validity:** The offer shall remain valid for our acceptance for **90 Days** from the date of opening of tender.

7. **Inspection:** The inspection shall be carried out at IBA and the inspection report (findings) will be binding on you.

8. **Taxes:**
   
   i. GST/CED will be paid by the **PURCHASER** to the **SUPPLIER'S** on production of a separately numbered “Sales Tax Invoice” showing the amount of sales tax and other details under section 23 of Sales Tax Act-1990.
   
   ii. As per in vogue GST SRO, 20% of the 16% GST amount will be retained by the Purchaser and later on submitted in the FBR/ Government Treasury, whereas 80% of the 16% GST will be paid to the Supplier for onward deposition in FBR/Government Treasury.
   
   iii. Income tax will be deducted as per rule.
   
   iv. Any change in taxes/ duties levied by Govt. after opening of bids will be on account of bidder. No change in offer will be accepted later on.

9. **Payment:** All payments will be made through crossed cheque in favor of the **SUPPLIER** in Pak Rupees.
   
   - 90% Payment will be released after successful Delivery of the solution
   - 05% payment will be released after six months from the date of payment mentioned above 9 (a)
   - The last 05% payment will be released after 09 months from the date of payment mentioned above 9 (a)

**Note:** Any representation for the delay of payment will not be accepted, until complete required documents have not been received.

10. **Late Offers:** The quotations received late (after opening the tender) will not be considered. Cutting/over writing is not allowed, unless/until authenticated under proper signature of the authorized person.

11. IBA reserves the right to increase/decrease the quantity as per requirements.

12. Bids will be evaluated in a manner that the items will bring “value for money” to the organization. Offers with lower specifications than demanded specs will be liable for rejection.
13. If IBA deemed necessary, the lowest bidder may be asked to provide samples before awarding of any contract/ order. In case the sample of lowest bidder is rejected, samples from other bidders will be called and contract will be awarded to technically qualify lowest bidder.

14. Conditional bids may be liable for rejection.

15. IBA may ask the lowest bidder to provide a “Certificate” that firm has never been black listed which will be submitted on stamp paper of valuing Rs. 20/-.

16. The bidder should be VMware Enterprise level partner or equivalent with core competency in Infrastructure Virtualization.

17. **Failure & Termination:** Incase the supplier/contractor failed to deliver the stores within specified delivery period, IBA shall have the following options:-
   i. To recover liquidated damages @ 2% of total purchase order value per month or part thereof will be imposed. The maximum limit of liquidated damages will not exceed 10% of contract value. Such damages shall be recovered from the bills, earnest money and or by withholding any amount due to be paid against this or any other purchase order.
   ii. To purchase from elsewhere, without notice to you but at your risk and cost, the stores not delivered within the stipulated period and to recover excess value so paid by us from your bills or from your security and or to cancel the contract at your risk and cost.

18. **Blacklisting:** If the supplier failed to execute order as per laid down terms and conditions in the tender/order or the performance is not satisfactory or are found to be indulging in corrupt or fraudulent practices, the action for blacklisting of firm/supplier/contractor will be taken as per PPRA rule 19. In case of any dispute, the case will be referred to Vice Chancellor (IBA), whose decision will be final.

19. IBA reserves the rights to accept or reject any or all tenders as a whole or in part as per PPRA Rule 33 (1). The decision in this regard will be firm, final and binding on all bidders.
# Annexure – A

Tender number: __________

Date: 10-July-12

Due On: 25-July-12

<table>
<thead>
<tr>
<th>Product name</th>
<th>Sns</th>
<th>Part Number</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic VMware vSphere 5 Enterprise Plus for 1 processor (with 96 GB vRAM entitlement per processor)</td>
<td>SNS is Required. Each VS5 enterprise Plus edition license contributes 1 CPU and 96 GB of vRAM entitlement towards total available vRAM pool. Only Partners authorized with a VMware Academic Specialization may have access to quote the Academic SKU's</td>
<td>VS5-ENT-PL-A</td>
<td>12</td>
</tr>
<tr>
<td>Academic Basic Support/Subscription for VMware vSphere 5 Enterprise Plus for 1 processor for 3 years</td>
<td>Technical Support, 12 Hours/Day, per published Business Hours, Mon. thru Fri. Only Partners authorized with a VMware Academic Specialization may have access to quote the Academic SKU's</td>
<td>VS5-ENT-PL-3G-SSS-A</td>
<td>12</td>
</tr>
</tbody>
</table>
(To be Printed and typed On Company's Letterhead)

(Annex-B)

Tender number: 

Date: 10-July-2012

Due On: 25-July-2012

Format for Bid

1. Total Package Price : 

2. GST Amount (If applicable) : 

3. Discount : 

4. Complete Technical specifications & catalog attached. : YES NO

5. Delivery Schedule : 

6. Validity of Acceptance : 

7. Country of Origin : 

8. Company full address 
   Contact Person : 
   Cell # : 

9. Acceptance of terms & conditions of tender without any condition. : YES NO

__________________________________________
Sign & Seal