



# **TENDER FOR ESTABLISHING DATA CENTER AT NIT LAHORE 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 19 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 Center as per specification and conditions mentioned below at NIT Alfalah Branch Lahore.

## **2. SCOPE OF WORK**

Establishing Data Center and structured cabling facilities at NIT Branch 15 - Sharah-e-Quaid-e-Azam Room No 211-212, Al-Falah Bulding, Lahore. 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 the site before submission of the bid. The submitted bid will cover all services, devices or items, mentioned or unmentioned that are required for completion of this project as per specification and accepted standard / best practices required for such projects.
- 2.2** Provisioning of services and equipment for Data center room, Electrical wiring, Air-conditioning, etc by the bidder. The selected bidder will be responsible for the supply, installation, Integration, testing and commissioning of all equipment and services, provided against this Tender.
- 2.3** Selected bidder must ensure that the supplied equipment is fully operational, new and performs properly and meet Tender Technical Specification.
- 2.4** At the time of installation and commissioning, selected bidder must provide comprehensive documentation of system/equipment deployed including system manuals, Electrical & Network diagrams, labeling, training and training manuals, etc.

## **3. INFORMATION FOR BIDDERS**

Name of Procuring Agency:	National Investment Trust Limited National Bank Building, 6 <sup>th</sup> 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	07 January, 2011 at 10.00 A.M
Bid Opening Date and Time	07 January, 2011 at 10.30 A.M
Bid Opening Place	National Investment Trust Limited National Bank Building, 6 <sup>th</sup> 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

#### **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 have office in Karachi and Lahore and fully capable to provide maintenance support from Lahore office.
- 4.13.** Bids submitted via email or fax will not be entertained.
- 4.14.** Before start of work the selected bidder will get the proposed electrical wiring & distribution diagram (as per the scope of work), approved from NIT.
- 4.15.** The selected bidder should provide single line diagram of Electrical DB

- 4.16.** The selected bidder will be required to submit project implementation plan.
- 4.17.** 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 ‘Technical proposal for Data Center and should include following documents:
- 5.3.1.** Technical brochure of the offered model / equipment.
  - 5.3.2.** Company profile.
  - 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.** Elite partner Authorization letter from Manufacturer.
  - 5.3.6.** Income Tax/GST certificate of the bidder.
  - 5.3.7.** Any other document required as per this tender document.
- 5.4.** Financial proposal should be marked ‘Financial proposal for Data Center and contain bid price filled as per BOQ (Annexure II) for Established Data Center as per specification given in Annex 1 and bank draft for the earnest money.
- 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 III.
- 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. COMPELTION PERIOD AND PENALTY CLAUSE**

The project completion period is four (04) weeks, which can be at most extended for two (02) weeks by NIT, at its discretion, after evaluating the justification of such request. If work cannot be completed by the selected bidder in the stipulated period than NIT will be entitled to deduct an amount, not exceeding 5%, of the bid value from the final payment.

## **7. EVALUATION CRITERIA**

The lowest financial bid will be accepted

## **8. PAYMENT TERMS**

- 8.1** Fifteen percent (15%) Advance after awarding of work.
- 8.2** Twenty percent (20%) after completion of work given under point 1.8 & 1.12 of Annexure II, Tender document.
- 8.3** Twenty Five percent (25%) after completion of work given under point 1.3 & 1.4 of Annexure II, Tender document.
- 8.4** Remaining forty percent (40%) payment shall be payable to the vendor upon formal acceptance of the completed Data center as per tender, by IT department, NIT.
- 8.5** All payments shall be made after deduction of taxes.
- 8.6** All payments shall be made through cross cheque in the Pak Rupees.
- 8.7** Taxes will be deducted at source as per government rules at the time of payment.
- 8.8** 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 For Data Center Equipment And Services

Equipment Category	Equipment Type	Equipment and Service Specification	QTY	Compliance(Y/N)	Comments	Model	Ref Brochure	
1.1 Rack Accessories	1.1.1 PDU	Basic	02					
		British socket PDU						
		08 outlets						
	1.1.2 Patch Panel	Classic 24 Ports CAT6 Branded like 3M or Equivalent Manufacturer certified for authenticity Inclusive of cable management panel	01					
3M or equivalent								
Manufacturer certified for authenticity								
1000 feet per roll								
1.2 Structured Data Cabling	1.2.1 Cat 6 cable roll (from data center to the nodes)	3M or equivalent	01					
		Manufacturer certified for authenticity						
		4 pair Cat-6 UTP cable, 24 AWG solid copper conductor						
		1000 feet per roll						
	1.2.2 Cable Trays, Piping and Ducting	Cables routed on false ceiling be enclosed in PVC pipes of Galco or equivalent	LUM SUM					
		Separate from power trays						
	1.2.3 Face plates	Cat 6	10					
		Single Shutter						
		3M or equivalent						
	1.2.4 Patch cord 1 Meter	Cat 6, 4 pair, RJ45 to RJ45	10					
		Manufacturer certified for authenticity						
	1.2.5 Patch cord 3 Meter	Cat 6 UTP 4 pair	10					
		RJ45 to RJ45 Manufacturer certified for authenticity						
	1.2.6 Cable laying termination & services	For 10 nodes	10					
	1.2.7 Patch Panel wiring on rack	As per international cabling standard (EIA/TIA)	-					
	1.2.8 Harnessing Labeling and cable Mgm of rack	As per international cabling standard (EIA/TIA)	-					
1.3 Data Center DB	1.3.1 Distribution Box	12*18 Distribution Box Containing Panel Lights, Volt	01					

		Meter				
		Separate wiring for Equipment and lighting	-			
		Installation and distribution panel layout and wiring with C/B catering for mains, UPS, load distribution, safety, etc	-			
		Installation and wiring of independent C/B each for lightening, A/C, Equipment, etc	-			
		Labeling and Documentation	-			
	1.3.2 Circuit breakers included in DB	Brand Hager or Terasaki	-			
		60 Amps Triple Pole for data center db and main db	02			
		32 Amp for UPS IN / OUT	02			
		32 Amp for A/C	02			
		16 Amp for Rack	04			
		10 Amp for light	02			
10 Amp for access control		01				
	10 Amp for workstations	02				
1.4 Electrical Wiring	1.4.1 Power Cables	All power cables used be of H07RN-F Specification of make 'Pakistan Cables'	-			
		Installation of Electric Wiring for data center and other nodes	-			
		Separate wiring for Equipment and lighting	-			
		From main DB (2 <sup>nd</sup> Floor) to data center DB(same floor) 25mm 4 core	To be measured at site			
		From UPS(with in data center) to Data center DB 16mm 3 Core	To be measured at site			
		From Data center DB to UPS 16mm 3 Core	20 feet (Adjacent to Data Center)			
		6mm (7 x 36) 4Core Cable for Rack 04	Lump sum			
		6mm (7 x 36) 4Core Cable for quantity 02 AC	Lump sum			
		2.5mm (7 x 29) Cable for Lighting in data center	Lump sum			
		2.5mm (7 x 29) Cable for 07 workstation from Data center DB to individual workstations	To be measured at site			
	1.5mm Earth Cable for all	Lump sum				



		equipment				
	1.4.2 Piping and Ducting	PVC pipes various sizes	Lump sum			
		Duct Various sizes	Lump sum			
1.5 Industrial Sockets	1.5.1 Industrial Sockets for Racks & UPS	Industrial sockets 16 AMP 3 pin for Rack Supply	04			
		Industrial sockets 32 AMP single phase for UPS In / Out	02			
1.6 Equipment Earth	1.6.1 Earth Pit	Earth Pit construction and termination in all respect	Lump sum			
		Distribution of Earth points for equipment and Each Socket	-			
		Earth reading should be less than 1 ohm (Phase & Earth)	-			
	1.6.2 Earth Cable	From Earth Pit( ground floor) to Data center(2 <sup>nd</sup> floor) DB 16mm single core	To be measured at site ( Ground Floor to 2 <sup>nd</sup> Floor)			
1.7 Data Center Lighting	1.7.1 Data Center Lighting	Clipsal socket 4 Gang with box for Light	01			
		Clipsal socket flat pin13 A with Box	10			
		Light frame with energy saver blub	4			
		Complete installation in all respect	-			
1.8 Air-conditioning System	1.8.1 Split type AC	1.5 Ton General, Mitsubishi or equivalent	02			
		UPVC Drainage line	Lump sum			
		GI Drainage tray	02			
		Copper piping for Gas	Lump sum			
		Power plugs 16 Amp for AC	02			
		Automatic Sequence Controller For ACS	01			
		Complete installation in all respect	-			
1.9 Emergency Shutdown	1.9.1 Emergency Power Off	EPO (for RAW+ UPS supply cut off) with box	01			
		Emergency shutdown for single point of equipment disconnect for all electronic systems in the room	-			
		Complete installation	-			
1.10 Access Control system	1.10.1 Access Control system	Smart Key or Equal	01			
		Access control software	-			
		Access Logging / tracking	-			
		Standalone	-			

		Card Reader at Data center Entrance	-				
		Push Button at Data center Exit	-				
		RFID Cards	-				
		Dead Bolt Locks	-				
		Complete installation	-				
1.11 Environmental Control Room Alert system	1.11.1 Environmental Control	Sky Control or Equal	01				
		Management software	-				
		Maintain event logs	-				
		Alarm Bell	-				
		Complete installation	-				
	1.11.2 Smoke detector	Meet the data center standard	01				
		Complete Installation and integration with Room Alert System	-				
	1.11.3 Temperature and Humidity Sensor	Meet the data center standard	01				
		Complete Installation and integration with Room Alert System	-				
	1.12 Construction of Server Room	1.12.1 Flooring (approx 11' 3" X 9' 3")	MERO	-			
Anti static and fire proof Tiles 24" X 24"			-				
Document proof have to provide for antistatic and fireproof			-				
Flooring Laying Services			As Per Room Size				
1.12.2 False Ceiling (11' 3" X 9' 3")		Fire proof material	-				
		Mineral Fiber	-				
		False Ceiling services	As Per Room Size				
1.12.3 Civil Work		Room Civil including one side bricked wall and door closing work for meeting Data Center requirement	Lum Sum				
		Fire proof paint	Lum Sum				
		Civil Work services	Lum Sum				
1.12.4 Glass Work (Wall & Partition)		8 mm tempered Fired resistance	-				
		Meet the data center requirement	-				
		Glass door 7' X 3.5' with Aluminum Deluxe Section door closure 12 mm tempered glass	01				
		Glass work services	LUM SUM				

	1.12.5 Electrical wiring of server room	Complete wiring of server room in all aspects	LUM SUM				
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*Note: Specification higher than above mentioned is also acceptable as per the options available in that brand.*

**ANNEXURE II: Bill of Quantity (As Per Specification Mentioned In Annexure 1)**

<b>Equipment Category</b>	<b>Unit Price</b>
1.1 <b>Rack Accessories</b> (As Per Specification in Annexure I Point 1.1)	
1.2 <b>Structured Data Cabling</b> (As Per Specification in Annexure I Point 1.2)	
1.3 <b>Data Center DB</b> (As Per Specification in Annexure I Point 1.3)	
1.4 <b>Electrical Wiring</b> (As Per Specification in Annexure I Point 1.4)	
1.5 <b>Industrial Sockets</b> (As Per Specification in Annexure I Point 1.5)	
1.6 <b>Equipment Earth</b> (As Per Specification in Annexure I Point 1.6)	
1.7 <b>Data Center Lighting</b> (As Per Specification in Annexure I Point 1.7)	
1.8 <b>Air-Conditioning System</b> (As Per Specification in Annexure I Point 1.8)	
1.9 <b>Emergency Shutdown</b> (As Per Specification in Annexure I Point 1.9)	
1.10 <b>Access Control system</b> (As Per Specification in Annexure I Point 1.10)	
1.11 <b>Environmental Control room alert system</b> (As Per Specification in Annexure I Point 1.11)	
1.12 <b>Construction of Server Room</b> (As Per Specification in Annexure I Point 1.12)	
<b>Total Price</b>	

### **ANNEXURE III: 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 / Premier/ Tier1 etc for Pakistan from the principal/ manufacturer of the equipment (Copy to be provided).
3. 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.
4. The data center 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).
5. List of technical support staff with length of service with vendor
6. Completely Filled Bill of Quantity as per equipment quantity given under Annex II.
7. Compliance of the offered model / product with the specification mentioned in Technical Information. Annexure I completely filled signed and stamped to be included.
8. Technical proposal documents be duly signed and stamped.

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