

**TENDER FOR PURCHASE OF ORACLE CLIENT
LICENSES AT NIT HEAD OFFICE, KARACHI**

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 23 NIT branches and over 100 distributor's branches.
- 1.2** Sealed Tenders are invited from reputed and well established firms/companies registered with Sales Tax and Income Tax Departments for the procurement of Oracle software client licenses as per specification and conditions mentioned below for delivery at NIT Head Office, Karachi.

2. SCOPE OF WORK

Following requirements define the scope of work for this Tender:

- 2.1** This Tender includes supply of Oracle Client Licenses that meet the requirements and must be updated on Principal Licensing Portal.

3. INFORMATION FOR BIDDERS

Name of Procuring Agency:	National Investment Trust Limited National Bank Building, 6 th Floor, I.I. Chundrigar Road, Karachi. 74000, Pakistan.
Last date for Bid Submission	May, 09 2016 at 03.00 P.M
Bid Opening Date and Time	May, 09 2016 at 03.30 P.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, VP - Admin
Phone:	021-32412056-9 (Ext : 235)
Direct Phone	021-32425101
Fax:	021-32422719

4. TERMS AND CONDITIONS:

- 4.1. The bidder should be registered with Sales Tax and Income Tax Department.
- 4.2. The bidder must be the authorized Tier 1 / Platinum / Gold partner of the principal in Pakistan.
- 4.3. Bid should be submitted in Pak Rupees only.
- 4.4. Bidder firm has not been blacklisted by any Government/Semi Government organization.
- 4.5. 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.
- 4.6. Validity period of the bids shall be for at least 30 days.
- 4.7. 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.
- 4.8. Bids are liable to be rejected if; they are not conforming the terms, conditions and specifications stipulated in this Tender.
- 4.9. 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.
- 4.10. For this tender all updates/changes shall be communicated through email by NIT.
- 4.11. Delivery and commissioning for all items is required to be executed within two (02) weeks.
- 4.12. The delivery will be at NIT Head Office, Karachi.
- 4.13. The bidder must have office in Karachi and fully capable to provide support from this location.
- 4.14. Bids submitted via email or fax will not be entertained.

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 and should include following documents:
 - 5.3.1. Company profile.

- 5.3.2. List of customers (corporate sector) along with their contact details
 - 5.3.3. Technical specification (Annexure I) document completely filled, signed and stamped for identifying offered product.
 - 5.3.4. Elite partner Authorization letter from Vender.
 - 5.3.5. Active Income Tax/GST Certificate of the bidder.
 - 5.3.6. Any other document required as per this tender document.
- 5.4. Financial proposal should be marked 'Financial proposal' and contain bid price filled on BOQ Form (Annexure II) for items specified in Annexure 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 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. 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** The delivery invoice will be processed for 100 % payment after successful delivery as per BOQ (Annexure II) and successful verification / Testing and purchased licenses status should be updated on Principal Licensing Portal as per Technical specification (Annexure I).
- 7.3** All payments shall be made after deduction of all taxes.
- 7.4** All payments shall be made through cross cheque in the Pak Rupees.
- 7.5** Taxes will be deducted at source as per Government Rules at the time of payment.
- 7.6** 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 I: TECHNICAL SPECIFICATION FOR ORACLE CLIENT LICENSES

Software Type	Description	Compliance (Y/N)	Comments
1.1 Oracle Database Client Licenses	1.1.1 Oracle DB 12c		
	1.1.2 Standard Edition		
	1.1.3 No. of License 24		

Note: Specification higher than above mentioned is also acceptable as per the options available

ANNEXURE II: BILL OF QUANTITY

Equipment Type	Quantity	Unit Price PKR	Total Price PKR
1. Oracle DB Client License (As per specifications in Annex I)	24		

Note: Bidder should mention any other charges/optional charges in financial bid (All-inclusive including taxes)

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.

- 8.1 Active Income Tax Certificate / GST Certificate (Copy to be provided).
- 8.2 Holding Elite level partnership like Gold / Premier/ Tier1 for Pakistan from the principal/ manufacturer of the equipment/software (Copy to be provided).
- 8.3 Completely Filled Bill of Quantity as per product quantity given under Annex II.
- 8.4 Proof of Company being in operation for at least 3 years in Pakistan in relevant business.
- 8.5 Compliance of the offered product with the specification mentioned in Technical Information. Annexure I completely filled signed and stamped to be included.
- 8.6 Technical proposal documents be duly signed and stamped.