

**ADMINISTRATION DEPARTMENT**

Admn./24(42-C)/2020

Date: March 18, 2020

TENDER FOR "RENEWAL OF ORACLE CLIENT LICENSES" AT NIT HEAD OFFICE, KARACHI

National Investment Trust Limited an Asset Management Company managing mutual funds in Pakistan invites all reputed and well established Companies holding Platinum / Gold Partnership of the Principal in Pakistan from the Oracle having registration with tax authorities to submit bids as per terms of tender in sealed envelope clearly marked " TENDER FOR RENEWAL OF ORACLE CLIENT LICENSES" containing two separate sealed envelopes – one containing technical information / documents duly marked "Technical Proposal" and the other containing financial proposal duly marked "Financial Proposal".

Bidding Documents which are containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid validity, opening of bid, evaluation criteria, clarification / rejection of bids, performance guarantee etc are available for the interested bidders at National Investment Trust Limited, 6th Floor, NBP Building, I. I. Chundrigar Road, Karachi. Bidding Documents can also be downloaded from NIT Website [www.nit.com.pk](http://www.nit.com.pk) free of cost.

The bids prepared in accordance with the instructions in the bidding documents must reach at the following address according to corrigendum on or before April 20, 2020 up to 3:00 p.m. Bids will be opened on same day at 3:30 p.m on April 20, 2020.

**(S. T. A. QUADRI)**

**Head of Administration**

National Investment Trust Limited

NBP Building, 6<sup>th</sup> Floor, I. I Chundrigar Road

Karachi-74000

Tel: 021-32412056-9 Fax: 021-32417827, 021-32422719

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National Bank Building, 6<sup>th</sup> Floor, I. I. Chundrigar Road Karachi – 74000 Pakistan

Tel : 32412056-59 (4 Lines) Fax : 32417827, 32422719 UAN : 111-648-648

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

## **NATIONAL INVESTMENT TRUST LIMITED**

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## **1. INTRODUCTION**

**1.1** Sealed Tenders are invited from reputed and well established firms/companies registered with Sales Tax and Income Tax Departments for Oracle License & Services Renewal as per specification, quantity and conditions mentioned below for delivery at NIT Head Office, Karachi.

## **2. SCOPE OF WORK**

**2.1** The Selected bidder will be responsible for Oracle Licenses and service renewal.

## **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.
Last date for Bid Submission	April 20, 2020 at 3:00 p.m
Bid Opening Date and Time	April 20, 2020 at 3:30 p.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, HO - Admin
Phone:	021-32412056-9 (Ext : 224)
Direct Phone	021-32422117
E-mail	hoa@nit.com.pk
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 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 of licenses is required to be executed within Two (02) to four (04) 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.
  - 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 as per BOQ Annexure II as per specification given 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** Hundred percent (100%) cost shall be paid and will be released after successful delivery and verification of Licenses and confirmation received from Oracle as per Bill of Quantity (BOQ) and invoice processing as per internal procedure.
- 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  
RENEWAL**

<b>Software Type</b>	<b>Description</b>	<b>Compliance (Y/N)</b>	<b>Comments</b>
1.1 Oracle Database Client Licenses Renewal	1.1.1 Oracle Database Standard Edition 2 – Processor Perpetual Licenses Renewal		
	1.1.2 Standard Edition		
	1.1.3 a) Licenses Details Processor based  b) CSI No. 22353535		

**ANNEXURE II: BILL OF QUANTITY**

<b>Equipment Type</b>	<b>Quantity</b>	<b>Total Price PKR</b>
Oracle DB Client License Renewal (As per specifications in Annex I)	Processor based	

**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 Platinum / Gold for Pakistan from the Oracle (Copy to be provided).
- 8.3 Completely Filled Bill of Quantity as per equipment 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 Successful implementation of at least three (03) similar projects\* in financial sector completed within last two years Testimonial from the customer or can be confirmed by NIT through the contact detail provided.
- 8.6 The supply of Oracle Licenses orders completed during last 2 years and in hand should have a combined worth of at least Rs 2 Million.