



Higher Education Commission IT Division

Procurement of Goods through Closed Framework Agreements (*Cost Based Selection*)

2204-2027

Higher Education Commission

April, 2024

PREFACE

Public Procurement is carried out in Pakistan in accordance with the provisions laid down in Public Procurement Regulatory Framework consisted of Public Procurement Ordinance- 2002; Public Procurement Rules-2004 and allied Regulations, Regulatory Guides and Guidelines.

National Standard Bidding/Procurement Documents are developed for standardizing the procurement procedures and practices in the procuring agencies of the Federation of Pakistan and has the status of the Regulations in terms of section 27 of the PPRA Ordinance read with Rule-23(4) of Public Procurement Rules.

The document consists of three parts i.e. Prequalification Process, Primary Procurement Process and Secondary Procurement Process, and each part is composed of general as well as specific provisions to be applicable for the procurement of common use items and commodities. The specific provisions supplement to the general provisions and may be amended or opted by the procuring agencies in the manner and to the extent prescribed in the respective sections.

This document is a live document, and may be updated on quarterly basis considering the regulatory experience feedback based on monitoring the procurement practices and valuable suggestions of the stakeholders (i.e. procuring agencies, vendors and general public).

Brief of the Document

Procurement Notice -

The attached template is the Invitation for Prequalification of Suppliers willing to sign framework agreements with the Procuring Agency for provision of Common Use Items and Commodities, in accordance with the provisions of the agreement.

Prequalification Document (Procurement of Goods through Framework Agreements)

PART 1 – PREQUALIFICATION PROCESS

Section I - Instructions to Applicants (ITAs)

This Section contains detailed information for preparing and submitting the Applications for Prequalification, in addition to information on opening and evaluation of the Applications.

Section I contains provisions that are to be used by the Procuring Agencies without modification.

Section II - Prequalification Data Sheet (PDS)

This Section contains provisions that supplement the ITA (in Section-I), and are specific to respective Prequalification Proceedings.

Section III - Qualification Criteria and Requirements

This Section prescribes the methodology, criteria, and requirements to be used to determine the capacity and capability of the Applicants for the supply of goods and related services in accordance with the requirements of the Procuring Agency, with an objective to prequalify them for Invitation to Bid(s), and sign the framework agreement(s) with the selected bidder(s), in case of Closed Framework Agreement(s) for the purpose of awarding Call off Contracts.

Section IV - Application Forms

This Section contains Application Submission Form and other allied forms required to be submitted with the Application.

Section V - Eligible Countries

This Section contains information regarding eligible countries in accordance with the Policy of the Federal Government.

PART 2 -- SUPPLY REQUIREMENTS**Section VII – Schedule of Requirements**

This Section includes a brief description of the Goods and Related services including provisional estimate of the required volume and/or quantity, Technical Specifications and Drawings (if applicable), and Delivery and Completion Schedules.

Procurement Notice

Invitation for Prequalification

Pre-Qualification of Firms for Supply of Goods and Services (Repair & Maintenance)

Under Categories

(Networking Equipment, IT Equipment, Software's)

Higher Education Commission, Islamabad

1. The Higher Education Commission, Islamabad, Pakistan *has sufficient funds from its own resources toward the expenditure of the [Pre-Qualification for procurement and Services of Networking Equipment, IT Equipment, Software's, and intends to apply part of the proceeds toward payments under the contract or contracts for Pre-Qualification for procurement of Goods and services.*
2. The Higher Education Commission, Islamabad, Pakistan intends to prequalify suppliers for Invitation to Bid(s), and sign the framework agreement(s) with the selected bidder(s) subsequent to bidding process in case of Closed Framework Agreement(s).
3. The objective of the intended Closed framework agreement(s) is the on-demand supply of [*Networking Equipment, IT Equipment, Software's (s) and estimated quantity of goods and related services to be procured*] at [*Islamabad, Lahore, Karachi, Peshawar, Quetta*] through subsequent Call-off Contract(s) with successful bidders, and the purpose of this Prequalification Notice is to provide the very basic information to enable the potential applicants to decide whether or not to respond to this Prequalification Notice.
4. Only the prequalified applicants shall be entitled to participate in the procurement proceedings, and it is expected that the Invitation to Bids will be made to the Prequalified Applicants in [*June 2023*] and Closed Framework Agreement(s) will be signed b/w the Procuring Agency and the successful bidder(s) as Framework Agreement Suppliers in [*May 2024*] for the period of [*3 Years*].
5. Prequalification process is open for all national Applicants subject to fulfilling the eligibility requirements mentioned in the respective Prequalification Documents. Interested Applicants may obtain further information from the *Higher Education Commission, Islamabad, Pakistan,* at the address mentioned below:

Saria Saleem Malik, Dy. Director (Networks),
Room. No. 04, Building 05,
IT Division, Higher Education Commission, H-9 Islamabad, during office hours From 8:00AM to 4:00PM (Monday to Friday)
6. A complete set of Prequalification Documents in English may be purchased by interested Applicants

on the submission of a written Application to the address mentioned below. Bidding documents, containing detailed terms and conditions, etc. are available from Mr. Saria Saleem Malik Dy. Director (Networks) IT Division, Higher Education Commission, Islamabad from Monday to Friday in working hours 8:00AM to 4:00PM (Monday to Friday). **The bidding document fee is Rs.2500/-** which can be deposited online in Habib Bank Limited, H-9 Shalimar Branch A/c No. PK38HABB0017427900133401) as per Rule 23(5) of Public Procurement Rules, 2004}. Bidding document can also be downloaded from (www.hec.gov.pk and ppra.org.pk) free of cost. However to participate in pre-qualification process the bidder must have register after submitting the bidding document fee.

The bids, prepared in accordance with the instructions in the bidding document the tender will be being executed according to PPRA Rule 15. The bid money in shape of bank draft/pay order in fixed amount Rs. 60,000/- must attached with proposal. The proposal must reach on or before May 28th, 2024 (1:30 PM) at IT division, HEC, Sector H-9, Islamabad. The bidder who sends the bid through courier/ postal must reach HEC to Mr. Saria Saleem **Malik Dy. Director (Networks) designated** officer, one day before the opening of the bid. Bids will be opened on May 28th, 2024 at 2:00 PM at Lecture Hall, HEC, Sector H-9, Islamabad in the presence of bidders or their authorized representatives who choose to attend. This advertisement is also available on PPRA and HEC website at www.ppra.org.pk and www.hec.gov.pk.

7. Applications for Prequalification should be submitted in clearly marked envelopes and delivered to the address mentioned below latest by **1:30PM** on May 28 2024. Late Applications will be rejected.

*Mr. Saria Saleem Malik, Dy Director
Higher Education Commission, , H-9 Islamabad ,Pakistan
Phone: 051-90402224
Email: ssaleem@hec.gov.pk
<http://www.hec.gov.pk>*

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PART 1 – Prequalification

Section I - Instructions to Applicants

A. General	
1. Scope of Application	1.1 In connection with the “Invitation for Prequalification”, the Procuring Agency, as defined in Section II (Prequalification Data Sheet abbreviated as PDS), issues this set of Prequalification Documents (PD) to prospective applicants (also hereinafter referred as Applicants) interested in submitting applications (also hereinafter referred as Applications) to determine the capacity and capability of the Applicant(s) for supply of Goods and Related Services incidental thereto as specified in Section VII (Schedule of Requirements).
2. Source of Funds	2.1 Source of funds is same as referred in Invitation for Prequalification.
3. Fraud and Corruption	<p>3.1 The Procuring Agency requires that the Applicants /Bidders/ Suppliers/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such agreements and contracts.</p> <p>3.2 The Applicants/Bidders shall permit and shall cause their agents (whether declared or not), sub-contractors, sub-consultants, service providers, suppliers, and their personnel, to permit the Procuring Agency to inspect all accounts, records and other documents relating to any, Application/Bid submission, Primary Procurement process, Framework Agreement performance, Secondary Procurement process, and/or Call-off Contract performance (in the case of award of a Call-off Contract), and to have them audited by auditors appointed by the Procuring Agency.</p> <p>3.3 Any communications between the Applicant and the Procuring Agency related to matters of alleged corrupt and fraudulent practices must be made in writing or in electronic forms that provide record of the content of communication.</p> <p>3.4 Procuring Agency will reject an application or bid or proposal, if it is established that the Applicant or the Bidder or Prosper was engaged in corrupt and fraudulent practices in competing for the contract.</p> <p>3.5 Procuring Agency will also declare the Applicant as blacklisted in accordance with Public Procurement Rule 19 and predefined standard mechanism.</p>
4. Eligible	4.1 An Applicant may be a private entity, a state-owned enterprise or

<p>Applicants</p>	<p>institution subject to ITB 4.6, or any combination of such entities in the form of a joint venture (JV) under an existing JV agreement or with the intent to enter into such an agreement supported by a letter of intent.</p> <p>In case of single (private or state-owned entity), it shall be liable for execution of all the provisions of the Framework Agreement (if signed b/w the Procuring Agency and the entity), the execution of any Call-off Contract(s) awarded (to the entity) under the Framework Agreement in accordance with the Call-off Contract conditions that apply.</p> <p>In the case of a joint venture, all members shall be jointly and severally liable for the execution of all the provisions of the Framework Agreement (if signed b/w the Procuring Agency and the JV), the execution of any Call-off Contract(s) awarded (to the JV) under the Framework Agreement in accordance with the Call-off Contract conditions that apply.</p> <p>The JV shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all the members of the JV during the Prequalification process, Bidding process (in the event the prequalified JV submits a Bid) and during the period of framework agreement and contract execution (in the event the JV is awarded the Contract). Unless specified in the PDS, there is no limit on the number of members in a JV.</p>
	<p>4.2 An Applicant may apply for Prequalification both individually, and as part of a joint venture, or participate as a subcontractor. If prequalified as a JV only, it will not be permitted to bid for the same contract as an individual entity. Bids submitted in violation of this provision will be rejected.</p> <p>4.3 An Applicant and any of its affiliates (that directly or indirectly control, are controlled by or are under common control with that entity) may submit its Application for Prequalification either individually, as joint venture or as a sub-contractor among them for the same contract. However, if prequalified only one prequalified Applicant will be allowed to bid for the same contract. All Bids submitted in violation of this provision will be rejected.</p>
	<p>4.4 Applicants shall be considered to have a conflict of interest, if they participated as a consultant in the preparation of the design or technical specifications or have been hired or proposed to be hired by the Procuring Agency for execution of subsequent</p>

	<p>Framework Agreement(s) or Call off Contract(s). In addition, Applicants may be considered to have a conflict of interest if they have a close business or family relationship with such professional staff of the Procuring Agency (or a recipient of a part of the funds) who:</p> <p>(a) are directly or indirectly involved in the preparation of the Prequalification Documents or Bidding Documents or specifications of the Framework Agreement or Call-off Contract and/or the Prequalification or Bid evaluation process of such Contract; or</p> <p>(b) would be involved in the implementation or supervision of such Framework Agreement or Call-off Contract, unless the conflict stemming from such relationship has been resolved throughout the Procurement Process, Bidding process-during the execution of the Framework Agreement and/or Call-off Contract.</p>
	<p>4.5 An Applicant that has been declared debarred or blacklisted shall be ineligible to be prequalified to bid or enter into any Framework Agreement or Call-off Contract for such period of time and for such type of procurement for which he has been declared debarred or blacklisted. The list of debarred firms and individuals is available at PPRA's website.</p>
	<p>4.6 An Applicant shall provide such documentary evidence for determining the eligibility of the Applicant to the reasonable satisfaction of the Procuring Agency.</p>
<p>5. Eligibility (in terms of Nationality)</p>	<p>5.1 Applicants may be ineligible if they are nationals of ineligible countries as indicated in Section V.</p>
<p>B. Contents of the Prequalification Documents</p>	
<p>6. Sections of Prequalification Documents</p>	<p>6.1 This set of Prequalification Documents consists of Parts 1 and 2 which comprise all the sections indicated below, and which should be read in conjunction with any Addendum issued in accordance with ITA 8.</p>
	<p>PART 1 Prequalification Procedures</p> <ul style="list-style-type: none"> • Section I - Instructions to Applicants (ITA) • Section II - Prequalification Data Sheet (PDS) • Section III - Qualification Criteria and Requirements

	<ul style="list-style-type: none"> • Section IV - Application Forms • Section V - Eligible Countries • Section VI - Fraud and Corruption <p>PART 2 Supply Requirements</p> <ul style="list-style-type: none"> • Section VII – Schedule of Requirements
	<p>6.2 Unless obtained directly from the Procuring Agency or downloaded directly from the website link referred in the Invitation for Prequalification, the Procuring Agency accepts no responsibility for the completeness of the Prequalification documents, responses to requests for clarification, the minutes of the pre-Application meeting (if any), or Addenda to the Prequalification documents in accordance with ITA 8. In case of any discrepancies, documents issued directly by the Procuring Agency or downloaded from the website link shall prevail.</p>
	<p>6.3 The Applicant is expected to examine all instructions, forms, and terms in the Prequalification Documents and to furnish with its application all information or documentation as is required by the Prequalification Documents.</p>
<p>7. Clarification of Prequalification Documents and Pre-Application Meeting</p>	<p>7.1 An Applicant requiring any clarification of the Prequalification Documents shall contact the Procuring Agency in writing at the Procuring Agency's address indicated in the PDS. The Procuring Agency will respond in writing to any request for clarification provided that such request is received no later than three (03) days prior to the deadline for submission of the Applications. The Procuring Agency shall forward a copy of its response to all prospective Applicants who have obtained the Prequalification Documents directly from the Procuring Agency (or through its website link), including a description of the inquiry but without identifying its source. If so indicated in the PDS, the Procuring Agency shall also promptly publish its response at the web page identified in the PDS. Should the Procuring Agency deem it necessary to amend the Prequalification Documents as a result of a clarification, it shall do so following the procedure under ITA 8 and in accordance with the provisions of ITA 17.2.</p> <p>7.2 If indicated in the PDS, the Applicant's designated representative is invited at the Applicant's cost to attend a pre-Application meeting at the place, date and time mentioned in the PDS. During this Pre-Application meeting, prospective Applicants may request clarification of the schedule of requirement, the qualification</p>

	<p>criteria or any other aspects of the Prequalification Documents.</p> <p>7.3 Minutes of the Pre-Application meeting, if applicable, including the text of the questions asked by Applicants, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly to all prospective Applicants who have obtained the Prequalification Documents. Any modification to the Prequalification Documents that may become necessary as a result of the pre-Application meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to ITA 8. Non-attendance at the pre-Application meeting will not be a cause for disqualification of an Applicant.</p>
8. Amendment of Prequalification Documents	<p>8.1 At any time prior to the deadline for submission of Applications, the Procuring Agency may amend the Prequalification Documents by issuing an Addendum.</p>
	<p>8.2 Any Addendum issued shall be part of the Prequalification Document and shall be communicated in writing to all Applicants who have obtained the Prequalification Documents from the Procuring Agency. The Procuring Agency shall promptly publish the Addendum at the Procuring Agency's web page identified in the PDS:</p> <p>Provided that an Applicant who had either already submitted their Applications or handed over the applications to the courier prior to the issuance of any such addendum shall have the right to withdraw his already filed Application and submit the revised Application prior to the original or extended Application submission deadline.</p>
	<p>8.3 To give Applicants reasonable time to take an Addendum into account in preparing their Applications, the Procuring Agency may at its discretion, extend the deadline for the submission of Applications in accordance with ITA 17.2:</p> <p>Provided that the Procuring Agency shall extend the deadline for submission of Applications, if such an addendum is issued within last three (03) days of the Application submission deadline.</p>
C. Preparation of Applications	
9. Cost of Applications	<p>9.1 The Applicant shall bear all costs associated with the preparation and submission of its Application. The Procuring Agency will in no case be responsible or liable for those costs, regardless of the conduct</p>

	or outcome of the Prequalification process.
10. Language of Application	10.1 The Application as well as all correspondence and documents relating to the Prequalification exchanged by the Applicant and the Procuring Agency, shall be written in the language specified in the PDS . Supporting documents and printed literature that are part of the Application may be in another language, provided they are accompanied by an accurate translation of the relevant passages in the language specified in the PDS , in which case, for purposes of interpretation of the Application, the translation shall govern.
11. Documents Comprising the Application	11.1 The Application shall comprise the following: <ul style="list-style-type: none"> (a) Application Submission Letter, in accordance with ITA 12.1; (b) Eligibility: documentary evidence establishing the Applicant's eligibility, in accordance with ITA 13.1; (c) Qualifications: documentary evidence establishing the Applicant's qualifications, in accordance with ITA 14; and (d) any other document required as specified in the PDS.
12. Application Submission Letter	12.1 The Applicant shall complete an Application Submission Letter as provided in Section IV (Application Forms). This Form must be completed without any alteration to its format.
13. Documents Establishing the Eligibility of the Applicant	13.1 To establish its eligibility in accordance with ITA 4, the Applicant shall complete the eligibility declarations in the Application Submission Letter and Form ELI-1.1 (eligibility), included in Section IV (Application Forms).
14. Documents Establishing the Qualifications of the Applicant	14.1 To establish its qualifications to perform the contract(s) in accordance with Section III (Qualification Criteria and Requirements), the Applicant shall provide the information requested in the corresponding Information Sheets included in Section IV (Application Forms). <p>14.2 Wherever an Application Form requires an Applicant to state a monetary amount, Applicants should indicate the Pak Rupee equivalent using the rate of exchange determined as follows:</p> <ul style="list-style-type: none"> (a) for turnover or financial data required for each year - Exchange rate prevailing on the last day of the respective calendar year (in which the amounts for that year is to be converted). (b) value of single contract - Exchange rate prevailing on the date of the contract. <p>14.3 Exchange rates shall be taken from the publicly available source</p>

	<p>identified in the PDS. Any error in determining the exchange rates in the Application may be corrected by the Procuring Agency.</p> <p>14.4 The documentary evidence of the Applicant’s qualifications to conclude a Framework Agreement, and/or to perform any Call-off Contract(s) if awarded, shall establish to the Procuring Agency’s satisfaction:</p> <p>(a) that, if required in the BDS, an Applicant that does not manufacture or produce the Goods it offers to supply shall submit the Manufacturer’s Authorization using the form included in Section IV A (Bidding Forms) to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in the Procuring Agency’s Country;</p> <p>(b) that, if required in the BDS, in case of an Applicant not doing business within Islamic Republic of Pakistan (or the country where the procurement is being made), the Applicant is, or will be, (if awarded the call off contract) represented by an Agent in the country, equipped and able to carry out the Supplier’s maintenance, repair, and spare parts stocking obligations in respect of the Goods.</p>
<p>15. Signing of the Application and Number of Copies</p>	<p>15.1 The Applicant shall prepare one set of the original documents comprising the Application as described in ITA 11 and clearly mark it “ORIGINAL”. The original set of the Application shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Applicant. In case the Applicant is a JV, the Application shall be signed by an authorized representative of the JV on behalf of the JV and so as to be legally binding on all the members as evidenced by a power of attorney signed by their legally authorized signatories.</p> <p>15.2 The Applicant shall submit copies of the signed original Application, in the number specified in the PDS, and clearly mark them “COPY”. In the event of any discrepancy between the original and the copies, the original shall prevail.</p> <p>15.3 When the Applications are submitted electronically, if permitted pursuant to ITA 17.1, The Applicant shall submit ORIGINAL and COPIES in accordance with the procedures specified in the PDS.</p>
<p>D. Submission of Applications</p>	
<p>16. Sealing and Identification of Applications</p>	<p>16.1 The Applicant shall enclose the original and the copies of the Application in a sealed envelope that shall:</p> <p>(a) bear the name and address of the Applicant;</p>

	<p>(b) be addressed to the Procuring Agency, in accordance with ITA 17.1; and</p> <p>(c) bear the specific identification of this Prequalification process indicated in the PDS reference ITA 1.1.</p> <p>16.2 When the Applications are submitted electronically, if permitted pursuant to ITA 17.1, The Applicant shall seal the original and the copies in accordance with the procedures specified in the PDS.</p> <p>16.3 The Procuring Agency will accept no responsibility for not processing any envelope that was not identified as required in ITA 16.1 above.</p>
<p>17. Deadline for Submission of Applications</p>	<p>17.1 Applicants may either submit their Applications by mail, by courier or by hand. Applications shall be received by the Procuring Agency at the address and no later than the deadline indicated in the PDS. When so specified in the PDS, Applicants have the option of submitting their Applications electronically, in accordance with electronic Application submission procedures specified in the PDS.</p>
	<p>17.2 If required in accordance with the provisions of ITA 8.3, the Procuring Agency will extend the deadline for the submission of Applications, in which case all rights and obligations of the Procuring Agency and the Applicants subject to the previous deadline shall thereafter be subject to the deadline as extended.</p> <p>17.3 The deadline will be extended in the same manner as that of original Invitation for Prequalification (or the advertisement).</p>
<p>18. Late Applications</p>	<p>18.1 The Procuring Agency reserves the right to accept Applications received after the time for submission of Applications, however subject to the condition that the same is received within the date specified as last date for submission of applications but before the time for opening of the Applications.</p>
<p>19. Opening of Applications</p>	<p>19.1 The Procuring Agency shall open all Applications at the date, time and place specified in the PDS. Late Applications shall be treated in accordance with ITA 18.1.</p> <p>19.2 Applications submitted electronically, if permitted pursuant to ITA 17.1, shall be opened in accordance with the procedures specified in the PDS.</p> <p>19.3 The Procuring Agency shall prepare a record of the opening of Applications to include, as a minimum, the name of the Applicants. A copy of the record shall be distributed to all</p>

	Applicants.
E. Procedures for Evaluation of Applications	
20. Confidentiality	20.1 Information relating to the Applications, their evaluation and results of the Prequalification shall not be disclosed to Applicants or any other persons not officially concerned with the Prequalification process until the notification of Prequalification results is made to all Applicants in accordance with ITA 28.
	20.2 From the deadline for submission of Applications to the time of notification of the results of the Prequalification in accordance with ITA 28, any Applicant that wishes to contact the Procuring Agency on any matter related to the Prequalification process may do so only in writing.
21. Clarification of Applications	21.1 To assist in the evaluation of Applications, the Procuring Agency may, ask an Applicant for a clarification (including missing documents) of its Application, to be submitted within a stated reasonable period of time. Any request for clarification from the Procuring Agency and all clarifications from the Applicant shall be in writing.
	21.2 If an Applicant does not provide clarifications and/or documents requested by the date and time set in the Procuring Agency's request for clarification, its Application shall be evaluated based on the information and documents available at the time of evaluation of the Application.
22. Responsiveness of Applications	22.1 The Procuring Agency may reject any Application which is not responsive to the requirements of the Prequalification Documents. In case the information furnished by the Applicant is incomplete or otherwise requires clarification as per ITA 21.1, and the Applicant fails to provide satisfactory clarification and/or missing information within prescribed time, it may result in disqualification of the Applicant.
23. Margin of Preference	23.1 Unless otherwise specified in the PDS , a margin of preference shall not apply in the Bidding process resulting from this Prequalification.
24. Sub-contractors	24.1 Subcontractors' qualification and experience will not be considered for evaluation of the Applicant. The Applicant on its own (without taking into account the qualification and experience of the Subcontractor) should meet the qualification criteria.
F. Evaluation of Applications and Prequalification of Applicants	
25. Evaluation	25.1 The Procuring Agency shall use the factors, methods, criteria, and

of Applications	requirements defined in Section III, Qualification Criteria and Requirements, to evaluate the qualifications of the Applicants, and no other methods, criteria, or requirements shall be used. The Procuring Agency reserves the right to waive minor deviations from the qualification criteria if they do not materially affect the technical capability and financial resources of an Applicant to perform the contract, however subject to the provisions of ITA 27.
	25.2 Subcontractors proposed by the Applicant shall be fully qualified for their parts of the Scope of Supply of the Goods and Allied Services.
	25.3 In case of multiple contracts, Applicants should indicate in their Applications the individual contract or combination of contracts in which they are interested. The Procuring Agency shall prequalify each Applicant for the maximum combination of contracts for which the Applicant has thereby indicated its interest and for which the Applicant meets the appropriate aggregate requirements. The Qualification Criteria and Requirements are mentioned in Section III. 25.4 Only the qualifications of the Applicant shall be considered. The qualifications of other related entities such as the Applicant's subsidiaries, parent entities, affiliates, subcontractors or any other firm(s) different from the Applicant shall not be taken into consideration in determining the qualifications of the Applicant.
26. Procuring Agency's Right to Accept or Reject Applications	26.1 The Procuring Agency reserves the right to accept or reject all the Applications, and to annul the Prequalification process at any time, without thereby incurring any liability to the Applicants.
27. Prequalification of Applicants	27.1 All Applicants whose Applications substantially meet or exceed the specified qualification requirements will be prequalified by the Procuring Agency. 27.2 An Applicant may be "conditionally prequalified," that is, qualified subject to the Applicant submitting or correcting certain specified nonmaterial documents or deficiencies to the satisfaction of the Procuring Agency. 27.3 Applicants that are conditionally prequalified will be so informed along with the statement of the condition(s) which must be met to the satisfaction of the Procuring Agency before or at the time of submitting their Bids.

28. Notification of Prequalification	<p>28.1 The Procuring Agency shall notify all Applicants in writing of the names of those Applicants who have been prequalified or conditionally prequalified. In addition, those Applicants who have been disqualified will be informed separately.</p> <p>28.2 The procuring agency shall communicate to those suppliers or contractors who have not been pre-qualified the reasons for not pre-qualifying them.</p>
29. Request for Bids	<p>29.1 Promptly after the notification of the results of the Prequalification, the Procuring Agency will invite the Bids from all the Applicants that have been prequalified.</p>
30. Changes in Qualifications of Applicants	<p>30.1 Any change in the structure or formation of an Applicant after being prequalified in accordance with ITA 27 and invited to bid (including, in the case of a JV, any change in the structure or formation of any member thereto) shall be subject to the written approval of the Procuring Agency prior to the deadline for submission of Bids. Such approval shall be denied if:</p> <ul style="list-style-type: none"> (a) a prequalified Applicant proposes to associate with a disqualified Applicant or in case of a disqualified joint venture, any of its members; (b) as a consequence of the change, the Applicant no longer substantially meets the qualification criteria set forth in Section III, Qualification Criteria and Requirements; or (c) in the opinion of the Procuring Agency, the change may result in a substantial reduction in competition. <p>30.2 Any such change should be submitted to the Procuring Agency before the date of "Invitation to Bids".</p>

31. Constitution of Grievance Redressal
Section II. Prequalification

- Data Sheet
- 31.1 Procuring agency shall constitute a Grievance Redressal Committee (GRC) comprising of odd number of person with proper power and authorization to address the complaint. The GRC shall not have any of the members of Procurement Evaluation Committee. The committee must have one subject specialist depending the nature of the procurement.
- 31.2 Any party or applicant can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the prequalification or bidding documents found contrary to provision of Procurement Regulatory Framework, and the same shall be addressed by the GRC well before the application/proposal submission deadline.
- 31.3** Any Bidder feeling aggrieved by any act of the procuring agency after the submission of his bid may lodge a written complaint concerning his grievances not later than seven of the announcement of technical evaluation report and five days after issuance of final evaluation report.
- 31.4 In case, the complaint is filed against the technical evaluation report, the GRC shall suspend the procurement proceedings.
- 31.5 In case, the complaint is filed after the issuance of the final evaluation report, the complainant cannot raise any objection on technical evaluation of the report:
Provided that the complainant may raise the objection on any part of the final evaluation report in case where single stage one envelop bidding procedure is adopted.
- 31.6 The GRC shall investigate and decide upon the complaint within ten days of its receipt.
- 31.7. Any bidder or the procuring agency not satisfied with the decision of the GRC may file Appeal before the Appellate Committee of the Authority on prescribed format after depositing the fee as prescribed in "Redressal of Grievance Regulations, 2021".
- 31.8 The Committee, upon receipt of the Appeal against the decision of the GRC complete in all respect shall serve notices in writing upon all the parties to Appeal.
- 31.9 The committee shall call the record from the concerned procuring agency or the GRC as the case may be, and the same shall be provided within prescribed time.
- 31.10 The committee may after examination of the relevant record and hearing all the concerned parties, shall decide the complaint within fifteen (15) days of receipt of the Appeal.
- 31.11 The decision of the Committee shall be in writing and shall be signed by the Head and each Member of the Committee.

32. Mechanism of Blacklisting

Section II. Prequalification

32.1 The Procuring Agency shall bar for the time prescribed under Rule-19 of the Public Procurement Rules, 2004, from participating in their respective procurement

proceedings, bidder or contractor who either:

- i. Involved in corrupt and fraudulent practices as defined under rule-2;
- ii. Fails to perform his contractual obligations; or
- iii. Fails to abide by bid securing declaration;

32.1 The Procuring Agency shall bar for not more than the time prescribed in Rule-19 of the Public Procurement Rules, 2004, from participating in their respective procurement proceedings, bidder or contractor who either:

- i. Involved in corrupt and fraudulent practices as defined in Rule-2 of Public Procurement Rules;
- ii. Fails to perform his contractual obligations; and
- iii. Fails to abide by the id securing declaration;

32.2 The show cause notice shall contain: (a) precise allegation, against the bidder or contractor; (b) the maximum period for which the Procuring Agency proposes to debar the bidder or contractor from participating in any public procurement of the Procuring Agency; and (c) the statement, if needed, about the intention of the Procuring Agency to make a request to the Authority for debarring the bidder or contractor from participating in public procurements of all the procuring agencies.

32.3 The procuring agency shall give minimum of seven days to the bidder or contractor for submission of written reply of the show cause notice

32.4 In case, the bidder or contractor fails to submit written reply within the requisite time, the Procuring Agency may issue notice for personal hearing to the bidder or contractor/ authorize representative of the bidder or contractor and the procuring agency shall decide the matter on the basis of available record and personal hearing, if availed.

32.5 In case the bidder or contractor submits written reply of the show cause notice, the Procuring Agency may decide to file the matter or direct issuance of a notice to the bidder or contractor for personal hearing.

32.6 The Procuring Agency shall give minimum of seven days to the bidder or contractor for appearance before the specified officer of the Procuring Agency for personal hearing. The specified officer shall decide the matter on the basis of the available record and personal hearing of the bidder or contractor, if availed.

Section II - Prequalification Data Sheet (PDS)	
A. General	
ITA 1.1	<p>The identification number of the Invitation for Prequalification is: [PRQIT001</p> <p>The Procuring Agency is: <i>Higher Education Commission, , H-9 Islamabad ,Pakistan</i></p> <p><i>Phone: 051-90402224</i></p> <p><i>Email: ssaleem@hec.gov.pk</i></p> <p><i>http://www.hec.gov.pk</i></p> <p>The list of contracts is: <i>[Pre-Qualification of Firms for Supply of Goods, Services, Repair & Maintenance Under Categories (Networking Equipment, , Software's)]</i></p>
ITA 2.1	<p>The name of the Procuring Agency is: <i>[Higher Education Commission H9 Islamabad</i></p> <p>The name of the Project or Procurement is: <i>Pre Qualification of Firms for Networking Equipment, IT Equipment, Software's</i></p>
ITA 4.2	<p>Maximum number of members in the JV shall be: <i>[insert a number or insert "not limited"]</i>N/A</p>
ITA 4.7	<p>A list of debarred firms and individuals is available on the PPRA's website: http://www.ppra.org.pk</p>
B. Contents of the Prequalification Document	
ITA 7.1	<p>For clarification purposes, the Procuring Agency's address is:</p> <p><i>"Higher Education Commission H 9 Islamabad"</i></p> <p><i>Attention: Saria Saleem Malik, Dy Director, IT Division</i></p> <p><i>Address: Higher Education Commission H 9 Islamabad, 051-90402224</i></p> <p><i>City: Islamabad</i></p> <p><i>ZIP Code: 44000</i></p> <p><i>Country: Pakistan</i></p> <p>Electronic mail address: ssaleem@hec.gov.pk</p>
ITA 7.1 & 8.2	<p>Web page: <i>[http://www.hec.gov.pk]</i></p>
ITA 7.2	<p>Pre-Application Meeting will be held:</p> <p>N/A</p>

C. Preparation of Applications	
ITA 10.1	<p>This Prequalification document has been issued in the <i>English</i> language.</p> <p><i>[Note: In case the language is except English or Urdu, the original documentation shall be in English or Urdu, which shall be retained on record; for all other purposes their translations in local language shall be used. In case of the dispute reference shall be made to the original documentation retained on record.]</i></p>
ITA 11.1 (d)	The Applicant shall submit with its Application, the following additional documents:
ITA 14.2	The source for determining exchange rates is [insert a publicly available source] N/A
A 15.2	In addition to the original, the number of copies to be submitted with the Application is: N/A
D. Submission of Applications	
ITA 17.1	<p>The deadline for Application submission is:</p> <p>Date: May, 28th 2024</p> <p>Time: [1:30PM]</p> <p>For Application submission purposes only, the Procuring Agency's address is:</p> <p><i>Higher Education Commission, IT Division, H 9 Islamabad</i> <i>Attention: Saria Saleem Malik, Dy Director (Networks)</i> <i>Address: Higher Education Commission H 9 Islamabad, Building no 4, Room.no. 7 IT Division, 051-90402224</i> <i>City: Islamabad</i> <i>ZIP Code: 44000</i> <i>Country: Pakistan</i> <i>Telephone: 051-90402224</i> <i>Email address: ssaleem@hec.gov.pk</i></p>
ITA 19.1	<p>The opening of the Applications shall be at:</p> <p>Date: <i>May 28th 2024</i></p> <p>Time: <i>2:00PM</i></p>
ITA 19.2	N/A
E. Procedures for Evaluation of Applications	

ITA 23.1	N/A
ITA 31.1	<p>If an Applicant wishes to make a Prequalification related Complaint, the Applicant should submit its complaint, in writing (by the quickest means available, that is either by email or fax), to:</p> <p>For the attention: <i>Mr. Hatam Khan, (Secretary of the Grievance Redressal Committee)</i></p> <p>Title/position: <i>Assistant Director, Services Division</i></p> <p>Procuring Agency: <i>Higher Education Commission</i></p> <p>Email address: <i>hkhan@hec.gov.pk</i></p> <p>In summary, at this stage, a Prequalification related Complaint may challenge any of the following:</p> <p>the terms of the Prequalification Documents; and</p> <p>the Procuring Agency's decision not to prequalify an Applicant.</p>

Section III - Qualification Criteria and Requirements

This Section contains the methods, criteria, and requirements that the Procuring Agency shall use to evaluate Applications. The information to be provided in relation to each requirement and the definitions of the corresponding terms are included in the respective Application Forms.

“PRE-QUALIFICATION FORM”

a) Particulars

Company Name															
Abbreviated Name															
Operational Region /City	South <input type="checkbox"/>					North <input type="checkbox"/>					Central <input type="checkbox"/>				
Applying for Category	IT Equipment		Networking Equipment		Software	IT Equipment		Networking Equipment		Software	IT Equipment		Networking Equipment		Software
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
	Goods	Repair & Maintenance	Goods	Repair & Maintenance		Goods	Repair & Maintenance	Goods	Repair & Maintenance		Goods	Repair & Maintenance	Goods	Repair & Maintenance	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
National Tax No.															
No. of Employees															
Sales Tax Registration No.															
Company’s Date of Formation															

[As per List at Annexure F (Operational Regions)]

Title of Firm					
Type of Business	Private Limited <input type="checkbox"/>	Sole Proprietor <input type="checkbox"/>	Reseller <input type="checkbox"/>	Partnership <input type="checkbox"/>	Manufacturer <input type="checkbox"/>
	Authorized	Authorized			
	Partner <input type="checkbox"/>	Distributor <input type="checkbox"/>	Others <input type="checkbox"/>		
	If others (Please Specify)				

Registered Office Address		State/Province	
City/Town		Postal Code	
Phone		Fax	
Email Address		Website Address	

Branch Office/s Address (attach separate sheet for all branches detail)		State/Province	
City/Town		Postal Code	
Phone		Fax	
Email Address		Website Address	

Factory / Workshop Address (If any)		State/Province	
City/Town		Postal Code	
Phone		Fax	
Email Address		Website Address	

Part-A: Mandatory Requirements for selection of Firms for supply of Goods			
Sr.No	Description	Reference Page# of RFP	(Documentary Proof Required)
1	Registered Firms with Income Tax Certificate / GST Certificate		Attached NTN , GST Certificate
2	Company must have Offices in relevant operational regions (Selected Regions) mentioned in the prequalification form.		Attach documentary proof on Company Letter Head
3	Company must be in operations from last three (3) Years		Attached Company profile / Company incorporation Certificate issued by SECP/FBR
4	Minimum 2 million Financial Turnover annually in relevant category for past 3 Financial Year (2019-20, 2020-21, 2021-22)		Attached Annual Audited Report
5	At least three (3) years of relevant experience		Attached purchase order/ Work Order Contract agreement/Principal Letter for Authorized Work Order Distributor /Service provider/dealer/reseller in Pakistan for last 3 Years.
6	Must have completed 3 similar Projects in last three years not less than Rs 1 Million in Banking Sector /Telecom/Registered NGOs/Government /Semi Govt Sector in terms of Supply of Goods as per applied category.		Attached purchase Orders or Contract Agreement (Documentary Proof Required).
7	The firm has not been blacklisted by any Government/Semi Government organization.		Attached affidavit on legal stamp paper worth Rs. 100
8	The firm should have either tier-I/Gold/Silver/distributor/reseller/registered partner with principal/OEM		Attached Valid Documentary Proof
Part: B -Mandatory Requirements for selection of Firms for Services, Repair & Maintenance			
Sr.No	Description	Reference Page#	(Documentary Proof)

1	Registered Firms with Income Tax Certificate / GST Certificate		Attach NTN , GST Certificate
2	Company must have Offices in relevant operational regions (Selected Regions) mentioned in the prequalification form.		Attach documentary proof on Company Letter Head
3	Company must be in operations from last three (3) Years		Attach Company profile / Company incorporation Certificate issued by SECP/FBR
4	Minimum 2 million Financial Turnover annually in relevant category for past 3 Financial Year (2019-20, 2020-21, 2021-22)		Attached Annual Audited Report
5	At least three (3) years of relevant experience in Services, Repair & Maintenance		Attach purchase order/ Work Order Contract agreement/ SLA, Attach Principal Letter for Authorized Work Order Distributor /Service provider/dealer/reseller in Pakistan for last 3 Years.
6	Must have rendered SLAs for the repair and maintenance services to any 2 Banking Sector /Telecom/Registered NGOs/Government/Semi Govt Sector in last three years as per selected/applied category (Documentary Proof Required).		Attach purchase Orders or Contract Agreement
7	Must have completed 6 similar Projects/Works/Services in last three years each not less than Rs. 150,000 in terms of Service/ repair & maintenance – Installation, Commissioning as per selected/applied category in Banking Sector /Telecom/Registered NGOs/Government Semi Govt Sector (Documentary Proof Required).		Attach Work Orders or Contract Agreement /Service Level Agreement
9	The firm has not been blacklisted by any Government/Semi Government organization.		Attached affidavit on legal stamp paper worth Rs. 100
10	Location of Authorized Service Center/Maintenance & Repair Workshops/LAB in the selected operation region.		Bidder letter head with Authorized Service Center/Maintenance & Repair Workshops/LAB Centers

Evaluation Criteria for selection of Firms for supply of Goods/ Equipment/Software					
Sr. No	Attributes	Max. Score	Weightage	Criteria	Reference Page# (Documentary Proof)
Part-B: General Evaluation- Corporate Profile					
1	Location of Offices in Operational Regions (South, North, Central) in case of Firm have offices in all region then maximum no. will be awarded	10	4	North	Location of branches on bidder letter head
			3	South	
			3	Central	
2	Technical Staff (relevant category Engineers + Technicians)	10	10	No. of Certified Technical Resource as per selected category of Bid in consideration/ Maximum No. amongst all the Bids * 10	Number of Certified resources on bidder letter head, CV of Resources and certification
3	Location of Authorized Service Center/Maintenance & Repair Workshops/LAB	10	10	No. of Authorized Service Center/Maintenance	Bidder letter head with Authorized Service Center/Maintenance

				e & Repair Workshops/LAB of Bid in consideration/ Maximum no. of Authorized Service Center/Maintenance & Repair Workshops/LAB amongst all the Bids *10	aintenance & Repair Workshops/LAB Centers
4	Financial Strength (Last 3 Years)	10	5	6 Million	Audited Report / Firm Bank Statement/ Tax return for last three years
			7	7 Million	
			10	8 Million	

5	Company in operation (Years)	10	10	Two and half points (2.5) will be given for each year of operation beyond three years of mandatory experience	Authorized Service Center/Maintenance & Repair Workshops/LAB
Sub-Total		50			
Weight of Part B is 30% and the Score will be calculated by the following formula: Firm's Score = Marks Obtained by Firm in Part B / Total Max. Marks of Part B *30		30			
Part-C: Relevant Experience					
6	Similar Projects Completed in last Two calendar years (Supply Goods/ Equipment mentioned in BOQ or relevant to selected category).	10	10	No. of Projects of Bid in consideration/ Maximum No. amongst all the Bids * 10	Purchase/ Work Order/LOI Copies
7	Similar Projects Completed in Bank/Telecom/Registered NGOs/Government/ Semi Govt Sector (Supply of Goods/Equipment mentioned in BOQ or relevant to selected category).	10	5 7	Firms has completed minimum 5 projects Firm has completed	Purchase/ Work Order/LOI Copies

				more than five (5) and up to ten (10) projects	
			10	Firm has completed more than ten (10) projects or above	
10	SLA in hand in Pakistan of Banking Sector /Telecom/Registered NGOs/Government/Semi Govt Sector (relevant to selected category)			No. of SLA's in Hand three (3)	Purchase/ Work Order/LOI Copies/Ser ive Level Agreement
			5	No. of SLA's in Hand more then three (3) upto Five (5)	
			7	No. of SLA's in Hand more then Five (5)	
		10	10		
	Sub-Total	30			
	Weight of Part C is 30% and the Score will be calculated by the following formula: Firm's Score = Marks Obtained by Firm in Part C / Total Max. Marks of Part C *30	30			
Part-D: Staff Strength					
13	Technical Team having relevant qualification or Certified Resources for Installation/Configuration/Commissioning of relevant category or its sub category			Two points will be given for each No. of Resource	List of HR resources on direct payroll on bidder
			20		

					letter head
	Sub-Total	20			
	Weight of Part D is 20% and the Score will be calculated by the following formula: Firm's Score = Marks Obtained by Firm in Part D / Total Max. Marks of Part D *20	20			
	Firm's Total Score = Sum of Scores from Part-B to Part-D)	100			

Note: Bidders will have to secure 70% (overall) score in the Evaluation Criteria prescribe separately above for Pre qualification for Supply of Goods.

Evaluation Criteria for selection of Firms for Services, Repair & Maintenance					
Sr. No	Attributes	Max. Score	Weight age	Criteria	Reference Page# (Documentary Proof)
Part-B: General Evaluation- Corporate Profile					
11	Location of Offices in Operational Regions (South, North, Central)	10	4	North	Location of branches on bidder letter head
			3	South	
			3	Central	
12	Technical Staff (relevant category Engineers + Technicians + Certified Resources)	10	10	No. of Certified Technical Resource as per selected category of Bid in consideration / Maximum No. amongst all the Bids * 10	Number of Certified resources on bidder letter head, CV of Resources and certification
13	Location of Authorized Service Center/Maintenance & Repair Workshops/LAB	10	10	No. of Authorized Service Center/Maintenance & Repair Workshops/LAB of Bid in consideration / Maximum no. of Authorized Service Center/Maintenance & Repair Workshops/LAB amongst all the Bids *10	Bidder letter head with Authorized Service Center/Maintenance & Repair Workshops/LAB Centers

14	Financial Strength	10	5	6 Million	Audited Report / Firm Bank Statement/Tax return for last two years
			7	7 Million	
			10	8 Million	
15	Firms Experience (Minimum five Years experience required)	10	10	Two and half points (2.5) will be given for each year of experience beyond five years of mandatory experience	Authorized Service Center/Maintenance & Repair Workshops/LAB
Sub-Total		50			
Weightage of Part B is 30% and the Score will be calculated by the following formula: Firm's Score = Marks Obtained by Firm in Part B / Total Max. Marks of Part B *30		30			
Part-C: Relevant Experience					
16	Projects Completed in last Three calendar years (Services, Repair and Maintenance) mentioned in BOQ or relevant to selected category	10	10	No. of Projects of Bid in consideration / Maximum No. amongst all the Bids * 10	Purchase/Work Order/LOI Copies/FAC/contract agreement
17	Similar Projects Completed in Bank/Telecom/Registered NGOs/Government/Semi Govt Sector (Services, Repair and Maintenance) mentioned in BOQ or relevant to selected category)	10	5	Firms has completed minimum 5 projects	Purchase/Work Order/LOI Copies/FAC/contract agreement
			7	Firm has completed more than five (5) and up to ten (10) projects	

			10	Firm has completed more than ten (10) projects or above	
20	Projects / Works / SLA in Hand in Pakistan in relevant to selected category.	10	5	No. of SLA's in Hand three (3)	Purchase/Work Order/LOI Copies/SLA Agreement
			7	No. of SLA's in Hand more then three (3) upto Five (5)	
			10	No. of SLA's in Hand more then Five (5)	
	Sub-Total	30			
	Weight of Part C is 30% and the Score will be calculated by the following formula: Firm's Score = Marks Obtained by Firm in Part C / Total Max. Marks of Part C *30	30			
Part-D: Staff Strength					
21	Technical Team having relevant qualification or Certified Resources for Installation/Configuration/Commissioning of relevant category or its sub category	20		Two points will be given for each No. of Resource	List of Management resources on direct payroll on bidder letter head
	Sub-Total	20			
	Weight of Part D is 20% and the Score will be calculated by the following formula: Firm's Score = Marks Obtained by Firm in Part D / Total Max. Marks of Part D *20	20			
	Firm's Total Score = Sum of Scores from Part-B to Part-E)	100			

Note: Bidders will have to secure 70% (overall) score in the Evaluation Criteria prescribe separately above for pre qualification of Firms for Services, Repair and Maintenance.

REGION DETAIL FOR HEC / PERN POP Sites

North	Islamabad, Rawalpindi, Peshawar.
Central	Lahore, Multan
South	Karachi, Quetta

PERN PopSites

S.no	Site Name	City	Address
1	HEC, Head Office	Islamabad	Service Rd E, H-9/4 H 9/4 H-9, Islamabad, Islamabad Capital Territory
2	Air University	Islamabad	Service Road E-9 / E-8, Islamabad, Pakistan, E-9, Islamabad, Islamabad Capital Territory
3	Quaid-e-Azam University	Islamabad	Quaid-e-Azam University, Islamabad Capital Territory 15320
4	Fatima Jinnah Women University	Rawalpindi	Old Presidency, The Mall, Saddar, Rawalpindi, Punjab 46000
5	HEC Regional Center Peshawar	Peshawar	40/B1 Ring Rd, Phase-V Phase 5 Hayatabad, Peshawar, Khyber Pakhtunkhwa
6	HEC, Regional Center Lahore	Lahore	55 B Street 2, Block B2 Block B 2 Gulberg III, Lahore, Punjab 54000
7	Govt. College University Lahore	Lahore	Government College University, Lahore, Punjab 54000
8	Punjab University (New Campus)	Lahore	Lahore
9	Bahauddin Zakariya University	Multan	Bosan Rd, Bahauddin Zakariya University, Multan, Punjab 60000
10	Higher Education Commission Regional Center Karachi	Karachi	Shahzad Khalil Avenue, National Stadium Rd, Maqboolabad CHS, Karachi, Karachi City, Sindh
11	College of Physicians & Surgeons of Pakistan	Karachi	7th Central St, D.H.A. Phase 2 Defence Housing Authority, Karachi, Karachi City, Sindh 75500
12	Karachi University	Karachi	KU Circular Rd, Karachi, Karachi City, Sindh
13	BUIITEMS	Quetta	Airport Road, Baleli Road, Quetta, 87300
14	Sindh University Jamshoro	Jamshoro	Allama I.I. Kazi Campus, Jamshoro, 76080
15	University of Agriculture	Faisalabad	Jail Road, near Al-Khidmat Police Markaz, Police Lines, Faisalabad, Punjab 38000

specific Experience Requirements

The Specific Experience Requirements under 4.2 (b) are as follows:

4.2 (b) (i) Documentary evidence

The following documents must be included with the Application:

Documentary evidence of the Applicant's qualifications to perform the Contract if its application is accepted:

- (i) that, in the case of an Applicant offering to supply Goods under the Contract that the Applicant manufactures or otherwise produces (using ingredients supplied by primary manufacturers) that the Applicant:
 - (a) is incorporated in the country of manufacture of the Goods;
 - (b) has been licensed by the regulatory authority in the country of manufacture to supply the Goods;
 - (c) has manufactured and marketed the specific goods covered by this Prequalification Document, for at least two (2) years, and for similar Goods for at least five (5) years;
 - (d) has received a satisfactory certificates issued by relevant regulatory authorities in Pakistan or in case of international bidding, GMP (Good Manufacturing Practice) inspection certificate in line with the [insert the name of institute] certification scheme on [insert the name of respective goods] moving in International Commerce from the regulatory authority (RA) in the country of manufacture of the goods; and has demonstrated compliance with the quality standards during the past two years prior to Application submission;
- (ii) that, in the case of an Applicant offering to supply Goods under the Contract that the Applicant does not manufacture or otherwise produce,
 - (a) that the Applicant has been duly authorized by a manufacturer of the Goods that meets the criteria under (i) above to supply the Goods in the Procuring Agency's Country using the Manufacturer Authorization Form; and
- (iii) the Applicant shall also submit the following additional information:
 - (a) a statement of installed manufacturing capacity;
 - (b) details of on-site quality control laboratory facilities and services and range of tests conducted;
 - (c) list of major supply contracts conducted within the last three years.

4.2(b)(ii) Technical and Production Capability

The Applicant shall provide evidence that it has the technical, and production capability necessary to perform the Contract:

- (i) that it has successfully completed or substantially completed at least [5] similar contracts for supply of the goods and within the last five years. *depending on the size and complexity of the subject contract.*] Similar contracts are those of approximately the same size and that includes comparable products, e.g., [IT Equipment, Networking Equipment, etc.]

The goods may have been supplied by the Applicant as a manufacturer or by its agent, with references being submitted to confirm satisfactory performance,

- (ii) that it has achieved an annual average production rate of Rs. 5 Million *[The annual production rate required should be at least equivalent to the quantities specified under the contract]* during the last three years.

4.2 (b)(iii) Experience on Packaging, Distribution and Transportation

The Applicant should provide proof of experience with and knowledge of modes of packing, distribution, and transportation of [insert the name of respective goods] similar to those subject to bidding under logistical and climatic conditions similar to the ones in the Procuring Agency's country. It should provide names of countries *[Not applicable for National competitive Bidding]* to which the Applicant has supplied (including packaged, distributed, and transported) products worth at least the amount *[insert the amount]* within the past three years.

4.2(b)(iv) Registration Requirements

The Goods to be supplied under the Contract shall be registered with the relevant authority in the Procuring Agency's country. An Applicant who has already registered its Goods by the time of Prequalification should submit a copy of the Registration Certificate with its Application (subject to subsequent confirmation at Bid submission). An Applicant who has not registered its goods subject of Bidding and wishes to commence the process of registration, should refer to the agency and contact person identified below. *[Saria Saleem Malik, IT Division Higher Education Commission , 0519040224 ssaleem@hec.gov.pk, and contact persons for registration offices, i.e.,-----]*

If Registration is a requirement in the country of the Procuring Agency, the bidding document for the Procurement of Goods and Related Services stipulates that:

A Bidder who has already registered the goods by the time of Bidding should submit a copy of the Registration Certificate with its Bid.

Otherwise, the successful Bidder, by the time of Contract signing, shall submit to the Procuring Agency either:

- (a) a copy of the Registration Certificate of the Goods for use in the Procuring Agency's country, or, if such Registration Certificate has not been obtained the applicant may be disqualified;

- (b) evidence establishing to the Procuring Agency’s satisfaction that the Applicant has complied with the following documentary requirements in order to register the Goods to be supplied under the Contract: *[insert documentary requirements]*

Section IV - Application Forms

Application Submission Letter

Date: *[insert day, month, and year]*
IFP-No. and title: *[insert IFP number and title]*

To: *[Higher Education Commission, Pakistan]*

We, the undersigned, apply to be prequalified for the referenced IFP and declare that:

- (a) **No reservations:** We have examined and have no reservations to the Prequalification Document, including Addendum(s) No(s), issued in accordance with Instructions to Applicants (ITA) 8: *[insert the number and issuing date of each addendum]*.
- (b) **No conflict of interest:** We have no conflict of interest in accordance with ITA 4.6;
- (c) **Eligibility:** We (and our subcontractors) meet the eligibility requirements as stated ITA 4.1, we have not been suspended by the Procuring Agency based on execution of a Bid/Proposal Securing Declaration in accordance with ITA 4.9;
- (d) **State-owned enterprise or institution:** *We are a state-owned enterprise or institution;*
- (e) **Not bound to accept:** We understand that you may cancel the Prequalification process at any time without incurring any liability to the Applicants, in accordance with ITA 26.1. Only suppliers or contractors who have been pre-qualified shall be entitled to participate further in the procurement proceedings
- (f) **True and correct:** All information, statements and description contained in the Application are in all respect true, correct and complete to the best of our knowledge and belief.

Signed: *[insert signature(s) of an authorized representative(s) of the Applicant]*

Name: *[insert full name of person signing the Application]*

In the capacity of: *[insert capacity of person signing the Application]*

Duly authorized to sign the Application for and on behalf of: *[insert full name of the Applicant or the name of the JV]*

Address: *[insert street number/town or city/country address]*

Dated: *[insert date the document is signed i.e. day number] day of [insert month], [insert year]*

[For a joint venture, either all members shall sign or only the authorized representative, in which case the power of attorney to sign on behalf of all members shall be attached]

Form ELI -1.1 Applicant Information Form

Date: *[insert day, month, year]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Applicant's name along with nationality <i>[insert full name]</i>
In case of Joint Venture (JV), name of each member along with nationality: <i>[insert full name of each member in JV]</i>
Applicant's actual or intended country of registration: <i>[indicate country of Constitution]</i>
Applicant's actual or intended year of incorporation: <i>[indicate year of Constitution]</i>
Applicant's legal address [in country of registration]: <i>[insert street/ number/ town or city/ country]</i>
Applicant's authorized representative information Name: <i>[insert full name]</i> Address: <i>[insert street/ number/ town or city/ country]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers, including country and city codes]</i> E-mail address: <i>[indicate e-mail address]</i>
1. Attached are copies of original documents of <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above, in accordance with ITA 4.5. <input type="checkbox"/> In case of JV, letter of intent to form JV or JV agreement, in accordance with ITA 4.2. <input type="checkbox"/> 2. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

In case of JV, the Applicant's information shall include information on each JV member and letter of intent to form JV or JV agreement, in accordance with ITA 4.2

Form ELI -1.1 (continued) Applicant Information Form

Date: *[insert day, month, year]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

1. Applicant's name			
2. Street Address:	Postal Code:	City:	Country:
3. P.O. Box and Mailing Address:			
4. Telephone Number:			
5. Fax Number:			
6. E-mail Address:			
7. Web Site:			
8. Contact Name:			
9. Contact Title:			
10. Type of Business:			
11. If Other, specify:			
12. Nature of Business:			
13. Year Established:			
14. Dates, Numbers, and Expiration Dates of Current Licenses and Permits:			
15. Current registration with relevant authorities information:			
16. Proof of product and facility registrations with Procuring Agency's country regulatory authority and international agencies [If Applicable]			
17. Name of government agency(ies) responsible for inspecting and licensing of facilities in the country of origin of the raw material and or processing of the goods:			
Date of last inspection:			

18. Quality Assurance Certification (Please include a copy of your latest certificate with the PQ Application):	
19. Production capacity: <i>[insert peak and average production capacity over the last three years in units/day or units/month, etc.]</i>	
20. List of names and addresses of sources of raw material and what products they will be used in:	
21. Proof of raw material product and facility registrations with Procuring Agency's country regulatory authority and international agencies [If Applicable]:	
22. Raw materials tested prior to use:	
23. Presence and characteristics of in-house quality control laboratory	
24. Names and addresses of external quality control laboratories used:	
25. Are all finished products tested and released by quality control prior to release for sale? Yes ___ No ___, If not, why?	
26. List control tests done during production? If so list.	
27. List tests conducted after production and prior to release of product on market:	
28. Are technical documents available in: <i>[Procuring Agency should insert language]</i> Yes No	

Form FIN – 3.1 Financial Situation and Performance

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

1. Financial data

Type of Financial information in (currency)	Historic information for previous <i>[insert number]</i> years, <i>[insert in words]</i> (amount in currency, currency, exchange rate*, PKR equivalent)				
	Year 1	Year 2	Year 3		
Statement of Financial Position (Information from Balance Sheet)					
Total Assets (TA)					
Total Liabilities (TL)					
Total Equity/Net Worth (NW)					
Current Assets (CA)					
Current Liabilities (CL)					
Working Capital (WC)					
Information from Income Statement					
Total Revenue (TR)					
Profits Before Taxes (PBT)					
Cash Flow Information					

Cash Flow from Operating Activities					
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* Refer ITA 14 for the exchange rate

3. Financial documents

The Applicant and in case of JV, members of JV shall provide copies of financial statements for *[number]* years pursuant Section III, Qualifications Criteria and Requirements, Sub-factor 3.1. The financial statements shall:

- (a) reflect the financial situation of the Applicant or in case of JV member, and not an affiliated entity (such as parent company or group member).
 - (b) be independently audited or certified in accordance with local legislation.
 - (c) be complete, including all notes to the financial statements.
 - (d) correspond to accounting periods already completed and audited.
- Attached are copies of financial statements¹ for the *[number]* years required above; and complying with the requirements.

¹ If the most recent set of financial statements is for a period earlier than 12 months from the date of Application, the reason for this should be justified.

Form FIN - 3.2

Average Annual Turnover (Annual Sales Value)

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Annual turnover data			
Year	Amount Currency	Exchange rate* (If applicable)	PKR equivalent
<i>[indicate calendar year]</i>	<i>[insert amount and indicate currency]</i>		
		Average Annual Turnover **	

* Refer ITA 14 for date and source of exchange rate.

** Total PKR equivalent for all years divided by the total number of years. See Section III, Qualification Criteria and Requirements, ITA 3.2.

Current Contract Commitments / Contracts in Progress Form CON-1

1. Name of Contract(s)
2. Procuring Agency Contact Information [insert address, telephone, fax, e-mail address]
3. Value of outstanding contracts [current PKR equivalent]
4. Estimated delivery date
5. Average monthly invoices over the last six months (PKR/mon.)

Form- EXP-1

44. Contracts over [50 Million] during the last three years:

Procuring Agency	Value	Year	Goods/Services Supplied	Country of Destination

Form- PER 1

Historical Contract Non-Performance, and Pending Litigation and Litigation History

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant’s Name: *[insert full name]*
 Date: *[insert day, month, year]*
 Joint Venture Member Name: *[insert full name]*
 IFP No. and title: *[insert IFP number and title]*
 Page *[insert page number]* of *[insert total number]* pages

<input type="checkbox"/> Not debarred due to deviation from commitment of Bid Securing Declaration- <input type="checkbox"/> Not debarred due to non-performance			
Year	Non-performed portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and PKR equivalent)
<i>[insert year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i> Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Reason(s) for nonperformance: <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>
Pending Litigation, in accordance with Section III, Qualification Criteria and Requirements			
<input type="checkbox"/> Pending litigation in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.3 as indicated below.			
Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), US\$ PKR Equivalent (exchange rate)

<i>[insert year]</i>	<i>[insert amount]</i>	<p>Contract Identification: [indicate complete contract name, number, and any other identification] Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate “Procuring Agency” or “Supplier”]</i> Status of dispute: <i>[Indicate if it is being treated by the Adjudicator, under Arbitration or being dealt with by the Judiciary]</i></p>	<i>[insert amount]</i>
<p><input type="checkbox"/> No consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4. <input type="checkbox"/> Consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4 as indicated below.</p>			
Year of award	Outcome as percentage of Net Worth	Contract Identification	Total Contract Amount (currency), PKR Equivalent (exchange rate)
<i>[insert year]</i>	<i>[insert percentage]</i>	<p>Contract Identification: [indicate complete contract name, number, and any other identification] Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate “Procuring Agency” or “Supplier”]</i> Court/ arbitral award decision: <i>[Indicate if the award decision was against the Applicant or any member of a joint venture.]y]</i></p>	<i>[insert amount]</i>

Manufacturer's Authorization

[The Applicant shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer.]

Date: *[insert date (as day, month and year) of Application Submission]*
IFP No.: *[insert number]*

To: *[insert complete name of Procuring Agency]*

WHEREAS

We *[insert complete name of Manufacturer]*, who are official manufacturers of *[insert type of goods manufactured]*, having factories at *[insert full address of Manufacturer's factories]*, do hereby authorize *[insert complete name of Applicant]* to **submit a Prequalification Application and submit a Bid** the purpose of which is to provide the following Goods, manufactured by us *[insert name and or brief description of the Goods]*, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with the **General Conditions of Contract**, with respect to the Goods offered by the above firm.

Signed: *[insert signature(s) of authorized representative(s) of the Manufacturer]*

Name: *[insert complete name(s) of authorized representative(s) of the Manufacturer]*

Title: *[insert title]*

Dated on _____ day of _____, _____ *[insert date of signing]*

Section V - Eligible Countries

Eligibility for the Provision of Goods and Related Services

In reference to ITA 5.1, for the information of the Applicants, at the present time, firms and individuals, supply of goods and Related Services from the following countries are excluded from this Prequalification process:

Under ITA 5.1 (a): *[insert a list of the countries to apply the restriction or state "none"]*

Under ITA 5.1 (b): *[list the countries or state "none"]*

Section VI – Scope of Supply

Section VII – Schedule of Requirements

Category	Item	Quantity	Tentative Date of Supply Order	Tentative Delivery Date	Delivery Location
1.	Networking Equipment	43 Items	As per release of funds and identification of need.	10 days after supply order.	IT Division, Higher Education Commission, Sector H-9 Islambad and Its regional Centers (Karachi, Lahore, Quetta and Peshawar)
2.	IT Equipment	127 Items			

CATEGORY-I "NETWORKING EQUIPMENT"				
Sr #	SUBCATEGORY	DESCRIPTION	Unit (Single Unit / Pkt/ Box / Nos/ Roll /Length Etc)	Estimated Consumption Requirement for 3 Years
1	Network Equipment & Services	Network Managable Switches 4 Port	Single Unit	5
2		Network Managable Switches 8 Port	Single	5

		Unit	
3	Network Managable Switches 16 Port	Single Unit	5
4	Network Managable Switches 24 Port,	Single Unit	10
5	Network Managable Switches 48 Port	Single Unit	10
6	I/O CAT-6	Nos	300
7	UTP CAT-6 Cable	Roll	30
8	Duct 16x25,25x25,16x38,38x3850x50)	Length	20
9	Back boxes & Face plates double insert,	NOs	200
10	Connectors (RJ-45) Gold Plated CAT-6	Nos	1000
11	Connectors (RJ-11)	Nos	1000
12	Battery 12V 7AMP	Single Unit	50
13	Battery 12V 40AMP	Single Unit	50
14	Battery 12V 65AMP	Single Unit	50
15	Battery 12V 80AMP	Single Unit	50
16	Digital Fiber/LAN Tester (UTP LAN/Fiber Tester),	Single Unit	2
17	CAT-VI Patch Cord 1 Meter	Single Unit	50
18	CAT-VI Patch Cord 3 Meter	Single Unit	50
19	CAT-VI Patch Cord 5 meter	Single Unit	50
20	CAT-VI Patch Cord 10 meter	Single Unit	50
21	CAT-VI Patch Cord 15 meter	Single Unit	50
22	Fiber Patch Cords 1 Meter	Single Unit	50
23	Fiber Patch Cords 3 Meter	Single Unit	50
24	Fiber Patch Cords 5 Meter	Single Unit	50
25	Fiber Patch Cords 10 Meter	Single	50

		Unit	
26	Fiber Patch Cords 15 Meter	Single Unit	50
27	Pigtails	Single Unit	100
28	Fiber ODF 8 Ports	Single Unit	10
29	Fiber ODF 12 Ports	Single Unit	10
30	Fiber ODF 24 Ports	Single Unit	10
31	Fiber ODF 36 Ports	Single Unit	10
32	Fiber ODF 48 Ports	Single Unit	10
33	Wifi Router	Single Unit	10
34	Router	Single Unit	2
35	Firewall	Single Unit	2
36	UTP Node testing fluke meter,	Single Unit	1
37	Cable Manager	Single Unit	20
38	PDU (Power Distribution Unit)	Single Unit	100
39	RACK 2 U	Single Unit	2
40	RACK 4 U	Single Unit	2
41	RACK 8 U	Single Unit	2
42	RACK 12 U	Single Unit	2
	Services (Fiber Splicing, Fiber Health Check, Shifting, Civil Work, Electric Work.	Jobs	12
	Detailed Items/Specifications shall be share as per current technology available in the market or requirement of HEC		

CATEGORY-II "IT EQUIPMENT"				
Sr #	SUBCATEGORY	DESCRIPTION	Unit (Single Unit / Pkt/ Box / Nos/ Roll /Length Etc)	Estimate d Consumption Requirement for 3 Years
1	Computers	Desktop Computers,	Single Unit	100
2		Laptop Note Book	Single Unit	1000
3		2 in 1 Laptops,	Single Unit	10
4		PDA (Personal Data Assistance),	Single Unit	10
5		VDI.	Single Unit	100
6		Detailed Specifications and Items shall be shared as per current Technology available in the market or requirement of HEC at the time of purchase.		
1	IT Accessories	Keyboard (Wired	Single Unit	300
2		Keyboard+Mouse Set Wireles	Single Unit	50
3		Mouse (Wired)	Single Unit	500
4		Mouse (Wireless)	Single Unit	50
5		Power Cables (Printer,LCD Laptop Charger, UPS/PDU Loop Back Cables), .	Single Unit	500
6		Laptop Power Adater 45Whr (Type-C/cylindrical connector tips	Single Unit	100
7		Laptop Power Adater 65Whr (Type-C/cylindrical connector tips	Single Unit	100
8		Laptop Power Adater 90Whr (Type-C/cylindrical connector tips	Single Unit	100

9	Laptop Power Adater 130Whr (Type-C/ cylindrical connector tips	Single Unit	100
10	USB Data Cable (Printer, Scanner	Single Unit	100
11	Fiber HDMI Cables 5 Meter	Single Unit	100
12	Fiber HDMI Cables 10 Meter	Single Unit	100
13	Fiber HDMI Cables 15 Meter	Single Unit	100
14	Fiber HDMI Cables 20 Meter	Single Unit	100
15	Fiber HDMI Cables 40 Meter	Single Unit	100
16	Fiber HDMI Cables 100 Meter	Single Unit	100
17	USB storage Device 8GB	Single Unit	100
18	USB storage Device 16GB	Single Unit	100
19	USB storage Device 32GB	Single Unit	100
20	USB storage Device 64GB	Single Unit	100
21	USB storage Device 1TB	Single Unit	100
22	External Drives SATA/ SSD 500GB	Single Unit	100
23	External Drives ATA/ SSD750GB	Single Unit	100
24	External Drives ATA/ SSD 1TB	Single Unit	100
25	External Drives ATA/ SSD 2TB	Single Unit	100
26	Laptop/Desktop HDDs 500GB	Single Unit	100
27	Laptop/Desktop HDDs 750Gb	Single Unit	100
28	Laptop/Desktop HDDs 1TB	Single Unit	100
29	Laptops Batteries	Single Unit	500
30	Desktop Accessories (Motherboard,	Single Unit	100
31	HARD DISK SATA 500GB	Single Unit	100

32		HARD DISK SATA 1TB	Single Unit	100
33		HARD DISK SATA 2TB	Single Unit	100
34		HARD DISK SATA 4TB	Single Unit	100
35		RAM DDR3 4GB	Single Unit	100
36		RAM DDR3 8GB	Single Unit	100
37		RAM DDR4 4GB	Single Unit	100
38		RAM DDR4 8GB	Single Unit	100
39		RAM DDR4 16GB	Single Unit	100
40		RAM DDR4 32GB	Single Unit	100
41		RAM DDR\$ 64GB	Single Unit	100
42		Power Supply	Single Unit	100
43		Rechargeable battery Cells + Charger (All types),	Single Unit	100
44		Laptop Bags (All types included),	Single Unit	500
45		External Drive (DVD/RW)	Single Unit	5
46		Sound System (All in One Sound System)	Single Unit	2
47		BarCode Reader	Single Unit	50
48	LED/LCD TV	Smart LED/LCD TV All Size	Single Unit	30
49	Scanner	Document Sheet Feed Scanner	Single Unit	100
50	Printers	Heavy Duty Printer	Single Unit	50
51			Single Unit	50
52		Desktop Laser Jet Printer	Single Unit	50
53		Color Laser Jet Printer	Single Unit	50

54		Drum various Model	Single Unit	50
55		Toners various Model	Single Unit	50
56		Maintenance Kit	Single Unit	50
57	MFP/Printer/Photo copier/	MFP(Multi-Functional), Photocopiers/ (All types included)	Single Unit	10
58	RFID CARD Printer, Accessories / Services	RFID CARD Printer	Single Unit	2
59		Printer Services,	Job	3
60		Label & Ribbon all Sizes	Single Unit	30
61		Card Printing Services. .	Nos	500
62		RFID CARD Reader	Single Unit	40
63	Multimedia Projector	Multimedia Projector (2200Lumns to 5000Lumns,all types of Multimedia Projectors Multimedia Presenter & Accessories/Parts etc..	Single Unit	5
64	Cameras	Digital Still Camera, document camera, Video Camera & Accessories etc.		2
65	Uninterruptible Power Supply (UPS) and Its Related Accessories	UPS's 650 VA		10
66		UPS's 1KVA		10
67		UPS's 3KVA		10
68		UPS's 6KVA		10
69		UPS's 10KVA		10
70		UPS's 11KVA		10
71		UPS's 15KVA		10
72		UPS's 20KVA		10
73		UPS's 25 KVA		10
74		UPS's 30 KVA. .		10
75		(Detailed Specifications and items will be shared as per current Technology available in the market or requirement of HEC)		
76	*Software's	*Adobe Photoshop,	Licens e	2
77		Adobe Reader,	Licens	2

		e	
78	Adobe writer,	Licens e	2
79	SPSS,	Licens e	2
80	CORAL Draw,	Licens e	2
81	Inpage Urdu,	Licens e	2
82	Antiviruses,	Licens e	1000
83	AutoDesk,	Licens e	2
84	Winzip,	Licens e	2
85	WINRAR,	Licens e	2
86	AutoCAD,	Licens e	2
87	Adobe Design,	Licens e	2
88	Adobe Creative Cloud.	Licens e	2
89	Solarwinds ,	Licens e	2
90	Qradar ,	Licens e	2
91	Metlab ,	Licens e	2
92	Adventnet AD Manager Plus etc. ,	Licens e	2
93	Academic Software,	Licens e	2
94	Solarwinds Network Performance Monitor,	Licens e	2
95	Solarwinds Network Bandwidth Analyzer Pack,	Licens e	2
96	Solarwinds Network Troubleshooting Bundle,	Licens e	2
97	Solarwinds NetFlow Traffic Analyzer,	Licens e	2
98	Solarwinds Network Configuration Manager,	Licens e	2

99		Solarwinds IP Control Bundle,	Licens e	2
100		Solarwinds IP Address Manager,	Licens e	2
101		Solarwinds VoIP & Network Quality Manager,	Licens e	2
102		Solarwinds Log & Event Manager,	Licens e	2
103		Solarwinds Engineer's Toolset,	Licens e	2
104		Solarwinds Server & Application Monitor,	Licens e	2
105		Solarwinds Virtualization Manager,	Licens e	2
106		Solarwinds Storage Resource Monitor,	Licens e	2
107		Solarwinds Web Performance Monitor,	Licens e	2
108		Solarwinds Application Stack Management Bundle,	Licens e	2
109		Solarwinds Application Performance Optimization Pack,	Licens e	2
110		Solarwinds Security Information and Event Management	Licens e	2
111		Solarwinds Web Help Desk	Licens e	2
112		Manage Engine ADmanager Plus,	Licens e	2
113		Manage Engine O365 Manager Plus,	Licens e	2
114		manage Engine AD360,	Licens e	2
115		Manage Engine Analytics Plus,	Licens e	2
116		Manage Engine Applications Manager,	Licens e	2
117		Manage Engine OpManager,	Licens e	2
118		Manage Engine ServiceDesk Plus,	Licens e	2
119		Manage Engine EventLog Analyzer,	Licens e	2
12		Manage Engine Firewall Analyzer etc..	Licens	2

0			e	
121	Licenses	Digital certificates,	Licenses	3
122		SSL certificates,	Licenses	3
		Firewall License, IPS/IDS, Antivirus, URL Filtering, San Boxing etc.	Licenses	3
123		PKI Certificates. etc.	Licenses	3
124	Telephone Exchange Equipment	(Telephone Set Analog, Digital),	Single Unit	500
125		Telephone Cable,	Roll	300
126		Exchange Fuse,	Single Unit	300
127	Repair and Maintenance of IT Equipment	Repair and Maintenance of IT Equipment Sr. 1 to 75 & 124 to 126	Jobs	1000

1. Scope of Supply

“Goods” means equipment, machinery, and/or other materials /articles/ supplies which the Contractor is required to supply to HEC under the Purchase Order/Contract against each item/sub-category.

Higher Education Commission, Sector H-9 Islamabad intends to Pre-Qualify Firms for supply of Goods, Services & Repair/Maintenance under PPRA rule 15 & 16 under the categories (1. Networking Equipment, 2. IT Equipment, 3. Software Development). This exercise will enable all suppliers interested in partnering with HEC for the supply of goods and services and will make them eligible to fairly compete for any business opportunities that may be available at HEC for the supply of goods and services.

1. Delivery Schedule

- (i) For the consumable items with in city shall be on same day while delivery from other cities the delivery time shall be 1 week.
- (ii) Imported Items delivery time shall be 10 to 12 weeks.
- (iii) Ex-Stock Items delivery time shall be 1 day.
- (iv) Delivery timelines shall be followed as mentioned in the RFQ/RFP.