



National Science & Technology Park (NSTP)

National University of Science & Technology (NUST), H-12, Islamabad

INVITATION FOR BIDS

National Science & Technology Park (NSTP), NUST, H-12, Islamabad

Reference No: NSTP/24/04

MANAGEMENT OF VEHICLE PARKING AREA (DIGITALLY)

1. The National Science & Technology Park (NSTP) invites the bids (Single Stage Single Envelop) from the eligible bidders for digitally management of vehicle parking area at NSTP, NUST, H-12Islamabad. Detailed description of services are given in the Bidding Documents.
2. The eligible bidders who are registered with PPRA for E-Procurement on “e-Pak Acquisition and Disposal system (e-PADS)”, having Income, Sales Tax registration and are in Active Taxpayers List may apply for bid through e-PADS.
3. The complete set of bidding documents containing description and detailed terms & conditions may be downloaded (free of cost) from websites of PPRA (www.ppra.org.pk), website of NUST (www.nust.edu.pk) and from PPRA’s e-PAD System. Further, details can be obtained from the office of Manager Allied Services & Support, NSTP, NUST, H-12, Islamabad.
4. All e-bids must be submitted through PPRA e-PADS by 01-10-24 before 1500 hrs. (bid closing date and time). Bidders are required to submit bid security (3% of bid amount) in the shape of pay order/bank draft in favor of NSTP, NUST. E-Bids will be opened on the same day at 1530 hrs.
5. Bidders are requested to get registered on Public Procurement Regulatory Authority (PPRA) e-PADS to participate in the aforesaid bidding process. In case of any technical difficulty in registration or using e-PADS, the prospective bidders may contact PPRA’s technical team.

**Manager Allied Services & Support
National Science & Technology
Park (NSTP),
NUST, H-12, Islamabad
051-8866411**

National Science & Technology Park (NSTP), NUST, H-12, Islamabad

TENDER DOCUMENTS

TENDER NOTICE: NSTP/24/04

Name of Firm	
Address of Firm & Contact No.	
Name of Focal Person/Representative	
Contact No. of Focal Person/ Representative	
CNIC No. of Focal Person/Representative	
NTN No.	
GST No.	
Tender Applied for	
Pay Order / Bank Draft Amount	
Pay Order / Bank Draft No.	

Signature of the Bidder: _____

Stamp of Bidder: _____

National Science & Technology Park (NSTP), NUST, H-12, Islamabad

BIDS SUBMISSION & OPENING DATE AND TIME

TENDER # NSTP/24/04

MANAGEMENT OF VEHICLE PARKING AREA (DIGITALLY)

Tender No.	Description/Specification	Last Date of Submission of Tender Documents	Date of Opening of Tender
NSTP/24/04	MANAGEMENT OF VEHICLE PARKING AREA (DIGITALLY) (As per Annexure-I)	1500 Hours on 01/10/2024	1530 Hours on 01/10/2024

Signature of the Bidder:

Stamp of Bidder:

National Science & Technology Park (NSTP), NUST, H-12, Islamabad

TERMS AND CONDITIONS

Bids are invited from reputable firms for provision of digital parking management services at NSTP, NUST, H-12 Islamabad. Parking area comprising of approximately 103,125 sqft has capacity to handle around 300 cars and 280 motor bikes.

1. Qualification of the Vendor

The following Firms/Suppliers are eligible to apply and required to submit the following documents with their proposals.

- i. Valid registration certificate with relevant tax authority NTN/STRN etc.
- ii. Certificate of Active Taxpayer List
- iii. Full address and contact numbers of the office(s).
- iv. Relevant experience of the bidder
- v. Submit work orders of previous clients.
- vi. Affidavit on stamp paper mentioning that the Firms/Supplier that have never been blacklisted by any Government Agency or Authority.
- vii. Submission of bids security

2. GENERAL

- i. Bidders are required to submit bid security (3% of bid amount) in form of bank draft/ pay order in original in the name of NSTP, NUST at the time of opening of Technical Bid.
- ii. Conditional/incomplete tenders will be not accepted.
- iii. Bidders are required to apply for all category of services.
- iv. NSTP reserves the right to accept any part or all services quoted.
- v. Telephone/telexed/faxed/telegraphic/emailed quotations will not be entertained.
- vi. Bids submitted without prescribed Earnest Money shall be liable for rejection at the time of tender opening. Earnest money shall be submitted along with tender. The cheque is not acceptable.
- vii. Bidders are required to include all applicable taxes in their prices/rates.
- viii. Loading, unloading and transportation of goods will be the supplier responsibility.
- ix. Items' rates and amount should be filled in figures as well as in words and should be in accordance with the general directions given in tender documents. Overwriting and cutting will not be acceptable.
- x. NSTP reserves the right to accept/reject any/all tenders/bids as per rules at any time.
- xi. NSTP also reserves the right to cancel contract in case of late deliveries and delay in fulfilment of contract

Signature of the Bidder:

Stamp of Bidder:

3. METHOD OF PROCUREMENT

Bidding will be conducted by using a “**Single Stage – Single Envelope Bidding**” procedure. Qualification criteria is provided in Annexure-III and Financial evaluation criteria is provided in Annexure-IV.

4. SCOPE OF SERVICE

The bidder shall provide parking management services by using technology as per specifications given in the **attached Annexure-I**.

5. CURRENCIES OF BID

The prices shall be quoted in Pakistani Rupees.

6. EARNEST MONEY:

The bidders shall furnish, as part of his bid, earnest money @ 3% of their bid price in the form of bank draft/pay order by a Pakistani scheduled Bank in favor of **NSTP, NUST**. The Earnest Money may be forfeited if a bidder withdraws his bid during the period of his bid validity or failed to fulfill the contract agreement / PO.

7. LATE BIDS

Any bid received by the Purchaser after the prescribed deadline for submission of bids shall be returned unopened to the bidder.

8. PURCHASER’S RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS:

The NSTP reserves the right to reduce or increase the number of services, or reject any/all bids as per rules.

9. CONVINCING

Unsolicited advice/clarification and any personal approaches at any stage of evaluations are strictly prohibited and may lead to disqualification.

10. DELIVERY OF ITEMS

The bidder shall make delivery of equipment at his own cost within the specified period from the date of issuance of Purchase Order from the NSTP.

11. MODE OF PAYMENT

Payment will be commenced after complete installation, inspection, acceptance and testing of equipment. Furthermore, payment invoice will be calculated from the date of commissioning (excluding dry run and testing period) of digital parking management system. Payment will be made in Pak. Rupees after deduction of all Government taxes with payment term of net 30 end of month (EOM).

Signature of the Bidder:

Stamp of Bidder:

12. AWARD OF CONTRACT:

The contract will be awarded to lowest responsive bid keeping in mind the quality and specifications provided in the bidding document and on successfully clearing the qualification criteria.

13. Taxes:

All Government Taxes i.e., Income Tax, GST, etc. will be deducted from payment.

14. Bid Validity

All offers shall remain valid for two years from the date of opening of issuance of contract, until any further extension required by the NSTP.

15. Equipment Cost

All equipment cost will be borne by bidder.

Signature of the Bidder:

Stamp of Bidder:

Annexure – I**National Science & Technology Park (NSTP), NUST, H-12, Islamabad****Scope of Work**

- i. Selected bidder will be required to manage vehicle parking area in NSTP comprising approximately total area of 103,125 sqft. This area includes approximately 8,521 sqft of motor bike parking.
- ii. Selected company will provided parking management services from 0800 hrs. to 2000 hrs, 5 days a week (Monday, Tuesday, Wednesday, Thursday and Friday).
- iii. Management of approximately 300 cars parked in parking area and around 280 bikes parked in separate designated bike parking area.
- iv. Two separate points of entry and exit need to be established in parking area.
- v. UHF based or equivalent auto entry and exit system.
- vi. Installation of CCTV system both at entry and exit points.
- vii. Provision and installation of barrier system at both points.
- viii. Provision of computer systems for operation of parking lot.
- ix. UHF Tags or equivalent will be provided by selected bidder.
- x. Provision and installation of UHF cards reader or equivalent.
- xi. Provision of furniture and cabins for staff.
- xii. Cabling, networking and maintenance of equipment will be responsibility of bidder.
- xiii. Provision of any other equipment require for commissioning of digital parking system.
- xiv. Provision of human resource (1 X Technician, 2 X Marshals, 1 X Reliever) for management of car parking.
- xv. Provision of parking software.
- xvi. All human resource related cost (direct and indirect, boarding, lodging and meals) will be borne by selected bidder.
- xvii. In case of any mishap or accident related to staff and equipment bidder will be solely responsible.
- xviii. Map of parking area is given in Annexure-II.
- xix. All cost of equipment will be bear by bidder.
- xx. Summary of equipment is as mentioned below;

Sr. No.	DETAIL	QTY
1)	Computer System for Entry & Exit point	02
2)	UHF or equivalent tags reader with system	02
3)	Boom Barrier + Loop	02
4)	IP Camera or equivalent	02
4)	Network Poe Switches	02
5)	Parking Software	02
6)	Cabling and ducting	01
7)	Any other equipment required to complete the objective of parking management digitally	

- xxi. IT infrastructure & other facilities:

Signature of the Bidder:

Stamp of Bidder:

- Parking Management Software
- Parking Management Equipment
- Check-in and Check-out system
- Exit verification system

xxii. Parking management equipment:

- Parking Cones
- Walkie Talkie Sets
- Signage / Marking- if required
- Auto Barriers System

xxiii. Services:

- Parking Management & Enforcement
- Parking Marshals / Attendant
- Parking Signage / Marking
- Parking Solutions
- Traffic Control Mechanism
- CCTV Surveillance
- Parking Sensors (if required)

Signature of the Bidder:

Stamp of Bidder:

Annexure - II

National Science & Technology Park (NSTP), NUST, H-12, Islamabad

Map of Parking Area



Signature of the Bidder: _____

Stamp of Bidder: _____

Annexure - III**National Science & Technology Park (NSTP), NUST, H-12, Islamabad****Qualification Criteria**

Below mentioned qualification criteria must be supported with documents and these documents must be attached/uploaded on ePADS while bidding.

Tender No: NSTP/24/04

MANAGEMENT OF VEHICLE PARKING AREA (DIGITALLY)

SR. #	PARAMETERS	Check list
1	Company/Firm/Sole proprietor Registration	
2	NTN and GST Registration	
3	Affidavit on stamp paper that Company/Firm/Sole proprietor is not black listed	
4	Submission of bid security in form of Bank Draft/ Pay Order in favour of NSTP-NUST	
5	Credibility of e-ticketing implementation and digital parking system <ul style="list-style-type: none"> • More than 02 years 	
6	Contract of e ticketing and digital parking system in any other institute <ul style="list-style-type: none"> • More than 01 year 	
7	TECHNICAL STAFF <ul style="list-style-type: none"> • IT Supervisor: Must have DAE/relevant experience of trouble shooting of related hardware and software, networking and CCTV. 	
8	FINANCIAL CAPABILITY Average Annual turnover (PKR million) for the last two financial years. Above 2.5 Million	
9	Audit reports of last 02 years or Tax Return of last 02 years	
10	REPORTING & TRACKING SOFTWARE Experience in implementation for auto reconciliation of (daily/ weekly/ monthly) vehicles along with vehicle parking history and cloud-based data storage with live off site access / access of software admin panel to NSTP management (Can present previous similar projects as prove)	

Signature of the Bidder: _____

Stamp of Bidder: _____

Annexure - IV**National Science & Technology Park (NSTP), NUST, H-12, Islamabad****Financial Evaluation Criteria**

Name of Bidder: _____

Address: _____

Contact No.: _____

Tender No: NSTP/24/04**MANAGEMENT OF VEHICLE PARKING AREA (DIGITALLY)**

SR. #	PARAMETERS	AMOUNT (PKR)/month	Amount in Words
1	Salary of 1 X Technician		
2	Salary of 1 X Reliever		
3	Salary of 2 X Marshals		
4	Service Charges		
	GST		
	Total		

*Bidder offer lowest price will be selected

Valet Parking System/Service (Optional)

SR. #	PARAMETERS	AMOUNT (PKR)/month	Amount in Words
1	Salary of 3 X Persons		
2	Any other cost		
	GST		
	Total		

*The valet parking is optional and may be accepted/rejected based on pricing and budget

Note:

- If NSTP feels that equipment and/or staff is not up to the specified standards in quality or specifications, equipment and/or staff will be returned
- In case of replacement, the delivery must be made within a MAXIMUM of one week - time with no extra cost.
- Prices must be quoted in PKR.

Signature of the Bidder: _____

Stamp of Bidder: _____