



**Minutes of Meeting**

**Pre-Bid Meeting for IT Equipment, Electronic Items, Networking Items, Solar System, Telephone Exchange and Furniture & Fixture for National University of Pakistan (NUP), Islamabad**

1. A pre-bid meeting for queries in Request for Proposals (RFP) for IT Equipment, Electronic Items, Networking Items, Solar System, Telephone Exchange and Furniture & Fixture held on 26<sup>th</sup> September, 2023 and 27<sup>th</sup> September, 2023 in the main conference room of FGEIs Directorate, Rawalpindi. Following have attended the subject meeting:-

**National University of Pakistan (NUP) Purchase/Procurement Committee**

- a. Brig Dr Muhammad Zafar, Registrar NUP
- b. Col Muhammad Fayaz Kalim, Project Director NUP
- c. Mr. Sohail Hanif, Advisor Development
- d. Mr. Muhammad Shaharyar Khan, Project Engineer
- e. Mr. Saad Ahmed, Accounts Officer
- f. Mr. Mubashar-ul-Hassan, Supervisor NUP

**Bidders**

- a. Mr. Adeel Haider, Business Development Manager, Intech
- b. Mr. Kamran, Manager, NECSOL
- c. Mr. Awais Khan, Manager ASAMCO Technologies
- d. M. Umar Malik, Print 365
- e. Mr. Ahmad Hassan, Futurist
- f. Mr. Muhammad Fahad Farooq, NETPAQ
- g. Mr. Shoaib Mahfooz, Silicon Technologies
- h. Mr. Saeed ur Rehman, AC Tech
- i. Mr. Mohsin Niaz, Analytical Solutions
- j. Mr. Muhammad Ali, Assistant Engineer Ayk (Pvt) Ltd
- k. Mr. Babar Butt, Eastern Trading Corporation
- l. Mr. Saeed ur Rehman, Solar System
- m. Ms. Tayyaba Khalid, Decent Furnishers (Pvt) Ltd

2. Following recommendations/observations were noted:-

Ser No	Observations raised by Bidders	Decisions / Recommendations
I.	<p><b><u>Observation on Desktop Computers (Lot No.01)</u></b>            The bidders inquired about following points of Desktop Computers for clarity in RFP.</p> <ul style="list-style-type: none"> <li>a. Generation of Computer Desktop not specified in RFP. It should be of latest Generation (12<sup>th</sup> Gen.), as warranty period for older Generation might not be available.</li> <li>b. LED Screen Size 17 inch is not available in the market</li> <li>c. Bi-furcate the Desktop Computers and Printers Lot No.01</li> </ul>	<ul style="list-style-type: none"> <li>a. It was agreed that Desktop Computers shall be of the latest available Generations (10<sup>th</sup> and above Generation) with at least 01 year warranty period.</li> <li>b. LED Screen up to 19 inches will be accepted.</li> <li>c. Lot No.01 will not be further bi-furcated. However, the procuring agency will evaluate the each category item wise and award the work to the most advantageous bidder.</li> <li>d. Bidders should proposed renowned brands for Lot No.01 i.e. HP, Dell or equivalent.</li> </ul>

*(Handwritten signatures and initials)*

		<p>e. Bidder should clearly mention the brand they are offering in Technical proposal.</p> <p>f. Local warranty will be accepted.</p>
II.	<p><b>Manual Stamp Paper</b> The bidder requested for acceptance of manual stamp paper because currently in Islamabad manual stamp paper procedure is being followed.</p>	a. Agreed
III.	<p><b>Bid Price Validity</b> The bidders requested for reducing of bid price validity from 120 days to 30 days.</p>	a. Bid price validity will remain same i.e. 120 days as already mentioned in RFP.
IV.	<p><b>Printers</b> The bidders asked whether basic conventional printer or Wi-Fi printer is required.</p>	<p>a. Wi-Fi Networking Printer is required.</p> <p>b. Bidder should clearly mention the brand they are offering in Technical Proposal.</p>
V.	<p><b>Observation on Electronic Items - Air Conditioners (Lot No.02)</b> Bidders requested to include copper pipe, dura duct and electric cables as per actual requirement as exact location for installation is not yet final.</p>	<p>a. Copper pipe, dura duct and electric cables if required from above available standard limit then it will be calculated as per actual. The bidders will submit the Financial Bid for Lot No.02 in revised format as annexed-A with these minutes.</p> <p>b. Electric Cable should be separately of single core 2.5 mm<sup>2</sup>. Bidders should not use 110/76 cable for extension.</p> <p>c. Bidders should proposed renowned brands for Lot No.02 i.e. Gree, Haier, Dawlance, Orient etc. or equivalent in Technical Proposal. However, procuring agency will evaluate the each category item wise and award the work to the most advantageous bidder.</p> <p>d. Local warranty will be accepted.</p>
VI.	<p><b>Observation on Networking Items (Lot No.03)</b> Bidders raised concerns regarding description of Networking Items</p> <p>a. Switch Cabinet 12 U Imported whether single section wall mounted or otherwise.</p> <p>b. OFDF is 01 Qty in RFP whereas it should be 03 Qty at least for each floor (Proposed in Administrative Block).</p> <p>c. CCTV cameras must be added in Networking Items.</p> <p>d. Back Box included in RFP whereas Bidder mentioned that Back Box will be used if the connection is required from existing building.</p>	<p>a. Detailed Specifications of Networking Items are written in annexed-'B' with Meeting Minutes.</p> <p>b. The procuring agency may increase or decrease the quantity as per actual site requirement.</p>

	<p>e. Fiber Optic quantity mentioned in RFP is 50, please elaborate whether such quantity is in meters or feet.</p> <p>f. Quantity for cables are fixed in RFP whereas it should be flexible i.e. as per actual</p> <p>g. Bidders requested for physical survey or detailed Networking drawing</p>	
VII.	<p><b><u>Observation on Solar System (Lot No.04)</u></b> Bidders requested for further detailed clarification regarding solar system</p>	<p>a. L2, Movable, High Rise</p> <p>b. Solar system will be on-Grid (Net metering)</p> <p>c. Drawing will be shared on website for bidder's clarity.</p> <p>d. All dealing with NEPRA will be the responsibility of the bidder.</p> <p>e. Bidder should clearly mention the brand they are offering in Technical proposal.</p> <p>f. Local Warranty will be accepted</p>
VIII.	<p><b><u>Observation on Furniture &amp; Fixture (Lot No.06)</u></b></p> <p>a. Bidders requested for reference pictures and size for further clarity.</p> <p>b. Detailed specifications are missing in Lot No.06 Including criteria whether it will be wooden, SS or PVC super class etc.</p> <p>c. Bidders also asked for sizes of Rooms.</p>	<p>a. Reference pictures and drawings will be shared by the procuring agency on its website.</p> <p>b. Bidders will submit their detailed specifications with technical bid.</p> <p>c. Procuring agency may visit the site office of the company for assessment of its technical capabilities.</p>

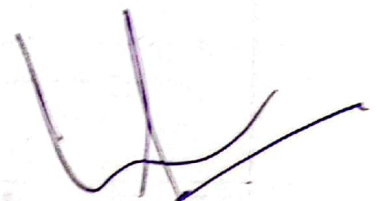
3. The bid found to be the most advantageous bid shall be accepted by the procuring agency as per PPRA rules.



Brig Dr Muhammad Zafar  
Registrar



Col Muhammad Fayaz Kalim  
Project Director



Mr. Sohail Hanif  
Advisor Development



Mr. Muhammad Shaharyar Khan  
Project Engineer



Mr. Saad Ahmed  
Accounts Officer



Mr. Mubashar-ul-Hassan  
Supervisor / Secretary

## Standard Form - Form F2

## FINANCIAL PROPOSAL FORM FOR LOT No. 02 "ELECTRONIC ITEMS – AIR CONDITIONER"

Bidder Name:-

NTN #:-

Lot. # \_\_\_\_\_ Titled " \_\_\_\_\_ "

Sr. No.	Description	Make/Model (If any)	Qty. (Unit)	Unit Price Rs.	Total Price Rs.
1	Wall Mounted Air Conditioner (Inverter) Complete Unit • AC 2 Ton		07		
	Copper Pipe, Dura Duct (80 mm x 80 mm), Electrical Cables		As per actual		
2	Wall Mounted Air Conditioner (Inverter) Complete Unit • AC 1.5 Ton		06		
	Copper Pipe, Dura Duct (80 mm x 80 mm), Electrical Cables		As per actual		
3	Wall Mounted Air Conditioner (Inverter) Complete Unit • AC 01 Ton		15		
	Copper Pipe, Dura Duct (80 mm x 80 mm), Electrical Cables		As per actual		
Sub Total:					
GST 18%					
Installation, testing, configuration & warranty period				included	included
Grand Total: (Including all charge and taxes)					

## Note:-

- Financial Proposal for each lot must be submitted separately along with separate Bid Security
- Bid Price Validity: 120 Calendar Days
- Above prices are inclusive of all taxes (Income Tax, Sales Tax, Stamp Duty etc.)
- In case of difference b/w unit price & total price, unit price will prevail and necessary mathematical corrections will be made by the procuring agency.
- All the pages of Financial Proposal must be Sign & Stamp by authorized rep. of the bidder.
- Alternative Bids / partial bids are not allowed.
- All the items of the lot must be quoted, in case of any item missing the bid will be stand cancelled and bid security will be forfeited.
- The bid found to be the most advantageous bid shall be accepted by the procuring agency as per PPRA rules.

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

Email:

Contact No:

**NETWORKING ITEMS FOR ADMINISTRATIVE BLOCK (50 Node)**

S.No	Item	Description	QTY
a.	Switch Cabinet	12U Imported	2
b.	Fiber Optic	Indoor multimode back bone fiber optic cable (12 core fiber)	50
c.	OFDF (Optical Fiber Distribution Frame)	24 Port Optical Fiber Distribution Frame	1
d.	Fiber Patch Cord	LC-LC/SC Fiber Patch Cord multimode 3 mtr	2
e.	Pigtails	multimode pigtail 1.5 mtr	5
f.	UTP Cable (CAT-6)	UTP Cat-6	5
g.	Face Plates (02ports K6)	Face Plate,45x45,02 ports K6 white color, color icons, shutter for dust protection, depth 27 mm	50
h.	Back Box	Standard size network face plate back box soft plastic	50
i.	Information Outlet	Imported I/O with high density copper connectors, with back push shutter	50
j.	Blanks		50
k.	Patch Panel	19' Cat-6 patch panel 24 port 1 U	3
l.	Branded Patch Cord	4 pair, 1M patch cord grey color	50
m.	Parch Cord/Drop Cable	4 pair, 3M patch cord grey color	50
n.	Access Switches	24 port 10/100 base-T Ethernet port and 2 dual purpose ports(two 10/100/1000BASE two SFP[small form-factor pluggable] modules slots) Layer2 switch with 2 giga ports/gigabit uplink.Security-802.1x authentication RADIUS Authentication accounting support	1
o.	Wireless Access Points	Bandwidth 2.4/5.0 GHZ,IEEE 802.11b,IEEE 802.11g,TCP / IP, IPX, SPX, NetBEUI / Net Bios, data transfer rate 108 Mbps, Network cable type Ethernet 100 base-TX cable,64 bit WEP,128 bit WEP,256 bit WPA, Antenna Qty 2,Power device, power adapter	1
p.	Wireless LAN Controller	Controller to manage all access points without signal over lapping/disconnectivity. License for 50 Aps	1
q.	Dura Duct Shielded		200
r.	Dura Duct		200
s.	Cable laying, Installation & Electrification		Job

