

**Bidding Document  
for  
Tender for Vehicle Tracking System**

## **Invitation for Bids (IFB)**

### **Tender Notice for Vehicle Tracking System**

1. QASPL invites sealed bids from well reputed firms/companies who provide real time GPS tracking system for vehicles and motorcycles.
2. Bids will be evaluated separately in terms of Rule 36 (a) of Public Procurement Rules-2004 i.e., "Single stage-two envelopes procedure". Bidding documents containing detailed Scope of Work and mandatory criteria etc. can be downloaded Free of Cost from QASPL website i.e., [www.qasp.com.pk](http://www.qasp.com.pk) This IFB is also available at PPRA website [www.ppra.org.pk](http://www.ppra.org.pk)
3. Bids prepared in accordance with the instructions in the bidding documents must reach at address given below on or before September **21<sup>st</sup>, 2023** at **11:00 am**. Technical Proposals will be opened on same day at **11:30 am** in the presence of bidders, representatives (who choose to attend) at the address given below. Bidders will be required to submit Bid Security amounting to **Rs.12,500/-** along with their bid in shape of Pay Order / Demand Draft in favor of Quaid e Azam Solar Power (Pvt) Ltd. Late/ incomplete/ conditional bids will not be entertained.
4. QASPL reserves the right to accept or reject any or all bids in accordance with relevant clause of Public Procurement Rules (PPRA-2014).

#### **Quaid e Azam Solar Power (Pvt) Ltd**

3rd Floor, 83-A, E/1, Main Boulevard, Gulberg III, Lahore.

Tel: 042-35790363

## **General**

### **1. Scope of Bid**

House Building Finance Company Limited (QASP) invites sealed bids from tax registered eligible bidders who provide real time GPS tracking system across Pakistan. The bidding process is open to all bidders who meet the Mandatory Criteria at **Annexure – A**.

Bidder/Firm, who is black listed by any government organization will not be eligible to participate in the bidding/procurement process.

### **2. Cost of Bidding**

The Bidder will bear all costs associated with the preparation and submission of its bid and QASPL will in no case be responsible or liable for those costs.

## **Bidding Documents**

### **3. Contents of Bidding Documents**

Bidders are expected to examine all instructions, forms, terms, specifications, and other information in the Bidding Documents. Failure to furnish all information required by the Bidding Documents or submission of a bid not substantially responsive to the Bidding Documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.

## **Preparation of Bids**

### **4. Bid Prices**

The contract will be for document scanning and archiving as described in Financial Proposal and the bidder will fill in rates and prices for all items, accordingly. All bids will be quoted in Pak Rupee. Bids in any other currency will be rejected. The price quoted would be inclusive of all taxes levied by the local Authority/ Provincial Government/ Federal Government at the time of submission of bids. Any subsequent change in applicable direct/ indirect taxes/ duties levied by the government will accordingly be adjusted.

## **Submission of Bids**

### **5. Deadline for Submission of Bids**

- i Bids must be received at the address specified in Bid Data Sheet not later than the time and date specified in the Bid Data Sheet.
- ii. QASPL may extend the deadline for submission of bids by issuing an amendment, in which case all rights and obligations of the Company and the bidders previously subject to the original deadline will then be subject to the new deadline.

### **7. Late Bid**

Any Bid received by the Company after the deadline will be returned unopened to the Bidder.

### **Bids Opening and Evaluation**

#### **8. Bid Opening**

QASPL will open all bids in public, in the presence of bidders' representatives who choose to attend at the time, date and place specified in the Bid Data Sheet. Bidders' representatives will sign an attendance sheet as proof of their attendance.

#### **9. Correction of Errors**

QASPL for any arithmetic errors will check bids determined to be substantially responsive. QASPL, on the following basis will rectify arithmetical errors:

If there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price will prevail, and the total price will be corrected; if there is a discrepancy between the amounts in figures and in words, the amount in words will prevail. The amount stated in the Bid will be adjusted by the Company in accordance with the above procedure for the correction of errors and, with the concurrence of the Bidder, will be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, the Bid will be rejected, and the Bid Security may be forfeited.

#### **10. Bid Security**

All bidders are required to submit Bid Security amounting to **Rs.12,500/-** along with their bid in shape of Pay Order / Demand Draft in favour of QASPL. No bid will be considered as valid unless the Bid Security accompanies it. No interest will be payable by the QASPL on this deposit. Bid Security will be refundable on completion of bidding process or the award of contract to the successful bidder.

## **Award Criteria**

### **11. Award Criteria**

The Work Order will be awarded on the most advantageous bidder(s) whose bid(s) have been found compliant to the Mandatory Criteria and emerged as financially lowest as per the financial proposal format. Maximum coverage according to the QASPL surrounding areas as per list provided in the Scope of Work will be an advantage while selecting the successful bidder.

### **13. Company's Right to Reject All the Bids**

The Company reserves the right to annul the bidding process and reject bids at any time prior to award of contract as per PPRA Rules.

### **14. Code of Conduct**

It is the Company's policy to require that Consultant/ Service Providers, Suppliers, and Contractor under Company-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. Under Rule 19 of PPRA-2004, the Company can blacklist bidders found to be indulging in corrupt or fraudulent practices. Such barring action will be duly publicized and communicated to the PPRA.

## **Mandatory Criteria**

1. Bidder must be a registered Tax Payer and must appear on the Active Taxpayer List.
2. Bidder must have at least 03 corporate clients of comparable scale. Attach verifiable proofs
3. Bidder must have maximum coverage area across Pakistan and must share the coverage map/details. Maximum coverage will be an added advantage for the selection.
4. Contractor must submit an affidavit on a Rs.200/- Stamp Paper that they have not been blacklisted or debarred by any organization

## **Scope of Work**

Successful bidder will be responsible to supply, install and maintain the GPS trackers in all intended vehicles, motorcycles on QASPL countrywide network during the contract period of 1 year which may be extended upon mutual consent.

- i (i) Total Number of Vehicles: 13
- ii (ii) Total Number of Motorcycles: 5

Number of vehicle and motorcycles are subject to increase or decrease in future and successful company will be responsible to provide services on same rate as and when required.

**1. General Scope of work is as follows (but not limited to):**

- a) Complete installation (in all respects) of tracking system in vehicles and motorcycles of QASPL.
- b) Complete maintenance of the tracking system in vehicles and motorcycles will be the responsibility of the successful company during the contract period.
- c) Supply, Installation and Commissioning of new devices must be provided if required within 24 hours of request by QASPL.
- d. Real time vehicle tracking access will be provided to the multiple users as per provided list of QASPL (minimum 10 users).
- d) Trip report generation as and when required.
- e) Daily, weekly, monthly, yearly reporting must be included.
- f) Providing necessary software system installed on desktop as well as on web based as per requirement of QASPL for data extraction and tracking.
- g) System must provide the ability to turn Ignition on/off.
- h) System must inform about the Over-speeding of vehicles

- i) Vehicles status page must have reporting status of device.
- j) System must provide battery tempering alerts
- k) System must provide Fuel consumption reporting
- l) In built device battery (as backup) must be included.
- m) Hardware must be well protected from external effects, such as temperature, humidity, electric shocks, Electronic Malfunctions, hazards, Earth quake, and water proof, among others.
- o) Device should not affect or alter input /output of vehicles electrical specification.
- p) Successful bidder will depute a dedicated Manager/Focal Person for correspondence with QASPL and must provide Escalation Matrix.
- q) Services must be provided without interruption or glitch.
- r) Regular updates of software should be provided Free of Cost.
- s) Warranties/Guarantees must be provided during the course of contract.
- t) Any regulatory requirements will be the responsibility of the successful bidder.

**Bid Form**

To be printed on bidder's letterhead)

Dated:

Chief Executive Officer,  
Quaid e Azam Solar Power (Pvt) Ltd.  
3<sup>rd</sup> Floor, 83-A, E/1, Main Boulevard,  
Gulberg III, Lahore.

**Subject: Tender for Vehicle Tracking System**

Dear Sir,

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, we the undersigned, offer to supply and deliver the required item or services in conformity with the said bidding documents as may be ascertained in accordance with the Mandatory Criteria and Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the services in accordance with the schedule specified in the Technical Requirements and Specifications.

We agree to abide by this Bid for a period of 120 days from the date fixed for Bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

If the Bid is accepted then until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2023

[Seal & signature] [In the capacity of]

Duly authorized to sign Bid for and on behalf of



## **Integrity Pact**

### **Tender for Vehicle Tracking System**

Bidder Name] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan (GoP) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoP) through any corrupt business practice.

Without limiting the generality of the foregoing, [Bidder Name] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

[Bidder Name] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty. [Bidder Name] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [Bidder Name] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an

amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [the Bidder] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.

**For and On Behalf Of**

\_\_\_\_\_

**Signature:** \_\_\_\_\_

**Name:**

