

# **BID DOCUMENT**

## **(RFP)**

Name of work: Installation of Solar System at  
Engineering Faculty Building.



**Karakoram International University**  
**University Road, Gilgit**

**1. Definitions:**

- 1.1.KIU: Karakoram International University
- 1.2.RFP: Request for Proposal
- 1.3.BOQ: Bill of Quantities
- 1.4.EOF: End of Life
- 1.5.S/F: Supply and Fixation
- 1.6.MAF: Manufacturer Authorization Form
- 1.7.PMP: Project Management Professional
- 1.8.EM: Earnest Money
- 1.9.Warranty/services of items/parts: All hardware, support, repair, replacement, backups etc. and services of all software including its installation, configuration, updates, upgrades, and principal online support
- 1.10. Items: Datacenter, related equipment, components and functionality
- 1.11. Bidder: The participant firm who has submitted the proposal
- 1.12. Selected bidder: Bidder selected for award of tender for a particular work

**2. Scope of Work**

Following requirements define the scope of work of this tender:

- 2.1.It is a turnkey project and it is required that the bidder should survey the site before submission of the bid. The submitted bid will cover all services, devices or items, mentioned or unmentioned that are required for completion of this project as per specification and accepted standard / best practices required for such projects.
- 2.2.The Selected Bidder will be responsible for the supply, installation, configuration, integration, testing and commissioning of supplied equipment and components at KIU Main Campus/FOE as per requirements of KIU
- 2.3.Selected Bidder must ensure that the supplied equipment is brand new, perform properly, and meet RFP’s Technical Specification mentioned in BOQ
- 2.4.At the time of installation and commissioning, Selected Bidder must provide comprehensive documentation of Configuration and Manuals etc.
- 2.5.The selected Bidder shall be responsible for the provisioning of extended warranties and service
- 2.6.Selected bidder shall be responsible for minimum 1 year of Services / Warranty.

**3. Technical Marking and Bid Evaluation Criteria**

<b>Mandatory Requirements</b>
The bidder must be registered with PEC registration for 2023-24, (Category-C6 & above relevant Electrical codes EE-02/EE 03 EE-04 EE-06) Govt./SECP, Sales Tax, Income Tax departments and should be active tax payer.
Vendor must provide relevant references i.e. completion certificate/Purchase Order of deployment of similar works in last 5 years

Submission of undertaking that the firm is not bankrupt, blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan
In full compliance of the Execution Schedule and Delivery Period mentioned in the tender document (Undertaking).
Compliance to the technical specifications of all items to be procured and product technical Brochure that should include specific make and model with clarity of offered specifications must be enclosed with the bid (duplicate products proposal will be rejected)
Authorization Certificate / document from the principal / Manufacturer/ Distributor for core equipment/product (Inverter, Batteries, solar plates)
Vendor must have authorization letter from any reputed Solar company/Authorized distributors in Pakistan or JV with any Registered Solar company/ Manufacturer.

#### A) Qualification criteria

S#	Category	Weightage/Marks
A	General Experience	35
B	Personnel Capabilities	15
C	Equipment capabilities	20
D	Financial Soundness	30
	<b>Total:</b>	<b>100</b>

**Note: -**

**The applicants must score at least 50% marks in each category and 70% marks overall score for qualification.**

Credit Marks for each category shall be awarded on the basis of following qualifications criteria

#### A) General Experience

**Total Marks: 35**

S#	Description	Marks Assigned	Explanation for Marks Obtained
a)	Projects of similar nature and complexity completed in the last 05 (five) years.	20	<ul style="list-style-type: none"> <li>10 Marks will be given to applicant for each project complete to a maximum of 20 marks</li> </ul>
b)	Projects of similar Nature & Complexity in hand having or	10	<ul style="list-style-type: none"> <li>05 Marks will be given to applicant for each project complete to a maximum of 10 marks</li> </ul>

S#	Description	Marks Assigned	Explanation for Marks Obtained
	physical progress not less than 50% of the project cost.		
c)	Enlistment with the departments	5	<ul style="list-style-type: none"> <li>One mark will be given to applicant for each enlistment to maximum of 05 marks</li> </ul>
<b>Total Marks Allocated</b>			<b>35</b>

### **B) Personnel Capabilities**

**Total Marks: 15**

Sr. No	Description	Marks Assigned	Explanation for Marks Obtained
i)	B.Sc Electrical/electronic Engineer registered with Pakistan Engineering Council (PEC)	9	<ul style="list-style-type: none"> <li>03 Marks will be given for the one Electrical Engineer to a maximum of 06 marks.</li> <li>03 Marks will be given to Electronic Engineer to a maximum of 03 marks.</li> </ul>
ii)	Associates Engineers (DAE) Electrical/Electronic	6	<ul style="list-style-type: none"> <li>04 Marks will be given to each electrical Technologist to a maximum of 04 marks.</li> <li>02 Marks will be given to each Electronic Technologist to a maximum of 02 marks.</li> </ul>
<b>Total Marks Allocated</b>			<b>15</b>

### **C) Financial Soundness**

**Total Marks: 30**

S#	Description	Marks Assigned	Criteria for Marks Obtained
a)	Available Bank Credit Line (Countersigned by higher rank officer than issuing authority)	5	<ul style="list-style-type: none"> <li>For each 20% of the project cost 01 mark will be given up-to a maximum of 05 marks.</li> </ul>

b)	Cash flow	10	Maximum marks will be given the cash flow is equal to or greater than the project cost
c)	Available Bank Balance	15	<ul style="list-style-type: none"> <li>• 05 marks will be given if the available bank balance is greater or equal to 20% and less than 40% of the cost of the project.</li> <li>• 10 marks will be given if the available bank balance is greater or equal to 40% and less than 50% of the cost of the project.</li> <li>• Maximum marks will be given if the available bank balance is greater or equal to 50% of the cost of the project.</li> </ul>
<b>Total Marks Allocated</b>		<b>30</b>	

**D) Equipment Capability**

**Total Marks: 20**

Sr. No.	Description	Marks Assigned
1	Volt, Resistance and Continuity meter	8
2	Ammeter, Drill Machine and Thimble pressure machine	8
3	Generator welding machine	4
<b>Total Marks Allocated</b>		<b>20</b>

**a. Joint Venture (JV)**

Joint Venture must comply with the following requirements: -

a) Following are minimum qualification requirements: -

- i)** The lead partner shall meet not less than 80% of all qualifying criteria.
  - i)** Each of the partner shall met not less than 50% of all the qualifying criteria.
  - ii)** The joint venture must collectively satisfy the criteria.
- b) Any change in a prequalified JV after prequalification, shall be subject to the written approval of the Employer prior to the deadline for submission of bids. Such approval may be denied if: -

- i) Partner(s) withdraw from a JV and remaining partners do not meet the qualifying requirements;
  - ii) The new partners to a JV are not qualified individually or as another JV; or
  - iii) In the opinion of the Employer, a substantial reduction in competition would result.
- c) Bid shall be signed by all members in the JV so as to legally bind all Partners, jointly and severally, and any bid shall be submitted with a copy of the JV agreement providing the joint and several liabilities with respect to the contract.

The prequalification of a JV does not necessarily prequalify any of its partners individually or as a partner in any other JV or association. In case of dissolution of a JV, each one of the constituent firms may prequalify if they meet all the prequalification requirements and any partner of J.V has requested/shall request for the same and then his prequalification shall be subject to the written approval of the Employer.

#### **4. Bids Requirements**

The objective of bids requirements is to provide bidders with the information to submit their bid in response of RFP. Bidders must follow requirements for their proposals/bids:

- 4.1. For this tender PPRA'S Para 36(b)" Single stage, two envelope bidding procedure" for open competitive bidding shall be adopted
- 4.2. Bids shall comprise of single envelope containing two separate envelopes i.e.; Technical and financial proposals and clearly marked technical and financial proposal
- 4.3. The bid shall not be considered without earnest money
- 4.4. Rs. 0.5 million as EM should be deposited as CDR at the time of submission
- 4.5. Technical proposal shall contain company profile, location of branch offices, company experience and related field, technical staff details, project completed major client list, technical specification (brochures etc.) of quoted hardware, equipment & material with their make (if not enlisted with KIU) and authorized & relationship with principal firms.

#### **5. Selection Procedure**

- 5.1. A two-step process will be used for the selection of a bidder of the award of this tender
- 5.2. Only the technically qualified bidders shall be accepted for financial opening
- 5.3. If the specification is not met by the bidder, the bid will be considered as non-responsive and will not be considered for financial evaluations.

## **6. Minimum requirements for the Service Level Agreements (SLA)**

Following requirements for SLA applicable for this RFP:

- 6.1. The selected bidder shall provide 1-year warranty/services/hardware parts replacement support. The bidder shall ensure all equipment (items) and its part are new and free from any sort of defects.
- 6.2. Any cause of delay in response and rectification of fault will lead to financial penalties to the selected bidder and details of penalties will be incorporated in SLA

## **7. Terms of payments:**

- 7.1. No payment shall be made in advance.
- 7.2. Thirty Percent (30%) on delivery of equipment for solar system and seventy percent (70%) of the contract amount will be paid after successful completion of work subject to certification of university technical committee to that effect
- 7.3. Ten percent (10%) of the payable amount against contract value will be retained as security/ retention money, which will be released after successful completion of one-year warranty services.
- 7.4. Payments shall be made through cross cheque in the Pak rupees.
- 7.5. Taxes will be deducted at source as per government rules at the time of payment.
- 7.6. Income tax in case of local suppliers will be deducted as per rates applicable in GB and in case of suppliers from down country; income tax will be as per Federal Government rates.

## **8. Liquidated Damages.**

- 8.1. Liquidated damages shall be applicable as under:
  - a) A penalty of 0.01% per day up to a maximum of 10% of contract cost can be imposed for delays in project completion. LD shall be imposed if the project completion timelines are over.
  - b) Project completion timelines are Two month (60 days) from the award of Contract

## **9. Terms and conditions of successful bidder**

- 9.1. The selected bidder shall provide the technical documentation as well as user's manual for each item both in the form of hard copy and soft copy
- 9.2. All the material required for work completion other than explicitly mentioned in the BOQ of this RFP will be responsibility of the successful bidder.
- 9.3. Successful bidder is responsible to fix/install, configure and test each at main campus according to BOQ
- 9.4. University's inspection committee will provide clearance for supplied items and reject the equipment, if not found according to the accepted specifications.
- 9.5. The University reserves the right to claim compensation for the losses caused by delaying the delivery of equipment.
- 9.6. Selected bidder must certify that the OEM original branded and new equipment is supplied and installed

- 9.7. The selected bidder will arrange for the return of all erroneously ordered or shipped items at no cost to the University.
- 9.8. OEM shall replace, without charge, any equipment that fails to perform as its benchmark.
- 9.9. Additional terms and conditions may be added to the work orders/ agreements by KIU
- 9.10. The successful bidder responsible to provide onsite operational training for KIU Staff

## **10. General terms and conditions:**

The following General terms and conditions apply to all categories of this RFP

- 10.1. A bank draft/pay order equal to Rs. 0.5 million of any scheduled bank in favor of Karakoram international University should accompany the tender as earnest money. The tender without earnest money or less than Rs. 0.5 million will be considered as void tender and is liable to be rejected.
- 10.2. The earnest money in shape of cheque will not accepted and bid will be cancelled
- 10.3. If there is a discrepancy between unit price in the submitted bid which is obtained by multiplying the unit price and quantity, the unit price shall prevail and total price shall be corrected. If there is discrepancy between the words and figures, the amount in words shall prevail. If there is a mistake in addition /totaling, that shall be corrected. If the bidder does not accept the corrected amount of bid, his bid shall be rejected and his bid security forfeited.
- 10.4. Sealed tenders should be sent via courier services to the Director Works Karakoram International University. By hand tenders may not be accepted
- 10.5. Incomplete and conditional tenders will not be entertained.
- 10.6. The earnest money of Rs. 0.5 million of the successful bidder shall be deposited in security deposit account of KIU after supply of items as mentioned in BOQ and will be adjusted in final bill of the supplier
- 10.7. The University reserves the rights to reject all or any of the bids as per clause 33 of the Public Procurement Rules, 2004
- 10.8. Validity period of the bids shall be 90 days
- 10.9. Bids are liable to be rejected, if they are not in line with the terms, conditions and specifications stipulated in this RFP.
- 10.10. During the examination, evaluation and comparison of bids the KIU, at its sole direction, may ask the bidder for clarification of its bid.
- 10.11. The request for the clarification and response shall be in writing/email and no change in price or substance of the bid shall be sought, offered or permitted
- 10.12. Project completion timelines should not exceed more than Two month (60 Days) from the date of start order
- 10.13. Bids submitted via email or fax will not be entertained

### **11.0 Clarification**

Quires regarding this RFP shall be submitted is writing to:



Executive Engineer

Ph.: 05811-960010-13(Ext 163)  
13(Ext 219)

[xen@kiu.edu.pk](mailto:xen@kiu.edu.pk)

Assistant Engineer (E)

Ph.: 05811-960010-

[qurbanali@kiu.edu.pk](mailto:qurbanali@kiu.edu.pk)

I have read and accept all the terms and condition **(to be filled by bidder)**

Bidder name: \_\_\_\_\_  
\_\_\_\_\_

CNIC number:

Designation: \_\_\_\_\_  
\_\_\_\_\_

Signature:

## BILL OF QUANTITIES & SPECIFICATION

<b>NIT</b> <b>Name of Work:24-KW Hybrid Solar System for Civil and Electrical Engineering Department KIU (A)</b>					
S No	Item Description	Quantity	Unit	Unit Cost (Rs)	Total Cost(Rs)
1	Supply installation and commissioning of Solar Panel PV Module (545W-580W) PERC Mono Crystalline, A Grade TUV Certified Tier-1 Brand: JINKO, LONGI, CANADIAN SOLAR, JA Solar Warranty: 12 Years	24,000	Watt		
2	Supply installation and commissioning of INVERTER Hybrid- 3-Phase, 12KW, Pure Sine Wave, Online Monitoring Enabled, IP65, Parallel Operations Enabled. Nitrox Inverex, Tesla or any approved company Warranty: 5 Years	2	No		
3	Supply installation and commissioning of deep cycles Dry batteries 200AH, 12V (Narada, Rittar or equivalent) Warranty: 1 Years	16	Nos		
4	Battery Rack	3	Nos		
5	Supply installation of steel Structure frame for PV panels suitable for RCC Roof. Drilled on RCC roof and Sealed with Epoxy for Leakages. Etc complete	30	Nos		
6	Supply installation and commissioning of Cable 1-core 70mm, 10mm sq. DC cable, Distribution Boxes for AC/ DC Breakers, PVC Pipes, Ducting, Cable Tray, 10mm <sup>2</sup> AC Cables for Inverter and DBs. Combiners for AC Input and Output from Inverters/Batteries. 25mm 3-core cable from Inverters to Main DB Included. Cable Brand : Pakistan, Fast, CopperGAT Breakers: Schneider, ABB, CHINT	1	job		
7	Accessories of Lightning Arrester and AC / DC Earthing. As per requirement approx. Depth 6ft using earthing rod.	1	Set		
8	Supply installation and commissioning of ATS panel 3 phase including all requisite accessories as per instruction of Engineer incharge	1	No.		

9	After Sales Service 1-Year	1	Job		
10	Supply and installing of DC Inverter AC 1 ton for the System room to Maintain Temperature for Battery	1	No		
11	Supply installation and commissioning of Automatic Voltage regulator 40KVA 3-Phase , Servo Based. Brand: Stabmatic, Powerage	1	No		
<b>Total Amount (A) Rs.</b>					
<b>Name of Work:18-KW Hybrid Solar System for Mining Engineering Department KIU (B)</b>					
S No	Item Description	Quantity	Unit	Unit Cost (Rs)	Total Cost(Rs)
1	Supply installation and commissioning of Solar Panel PV Module (545W-580W) PERC Mono Crystalline, A Grade TUV Certified Tier-1 Brand: JINKO, LONGI, CANADIAN SOLAR, JA Solar Warranty: 12 Years	18,000	Watt		
2	Supply installation and commissioning of INVERTER Hybrid- 3-Phase, 18KW, Pure Sine Wave, Online Monitoring Enabled, IP65, Parallel Operations Enabled. Nitrox Inverex, Tesla or any approved company Warranty: 5 Years	1	No		
3	Supply installation and commissioning of deep cycles Dry batteries 200AH, 12V (Narada, Rittar or equivalent) Warranty: 1 Years	16	Nos		
4	Battery Rack	3	Nos		
5	Supply installation of steel Structure frame for PV panels suitable for RCC Roof. Drilled on RCC roof and Sealed with Epoxy for Leakages. Etc complete	20	Nos		

6	Supply installation and commissioning of Cable 1-core 50mm, 10mm sq. DC cable, Distribution Boxes for AC/ DC Breakers, PVC Pipes, Ducting, Cable Tray, 10mm <sup>2</sup> AC Cables for Inverter and DBs. Combiners for AC Input and Output from Inverters/Batteries. 25mm 3-core cable from Inverters to Main DB Included. Cable Brand : Pakistan, Fast, CopperGAT Breakers: Schneider, ABB, CHINT	1	job		
7	Accessories of Lightning Arrester and AC / DC Earthing. As per requirement approx. Depth 6ft using earthing rod.	1	Set		
8	Supply installation and commissioning of ATS panel 3 phase including all requisite accessories as per instruction of Engineer incharge	1	No.		
9	After Sales Service 1-Year	1	Job		
10	Supply installation and commissioning of Cable 1-core 70mm, 10mm sq. DC Cable. Distribution Boxes for AC/ DC Breakers, PVC Pipes, Ducting, Cable Tray, 10mm <sup>2</sup> AC Cables for Inverter and DBs. Combiners for AC Input and Output from Inverters/Batteries. 25mm 3-core cable from Inverters to Main DB Included. Cable Brand : Pakistan, Fast, CopperGAT Breakers: Schneider, ABB, CHINT	1	No		
11	Supply installation and commissioning of Automatic voltage Stabilizer 20KW, 170-230 voltage range 50HZ frequency controlled by serve motor including high and low voltage protection etc complete	1	No		
<b>Total Amount (B) Rs.</b>					
<b>Name of Work:18-KW Hybrid Solar System for Administration Block KIU (C)</b>					
1	Supply installation and commissioning of Solar Panel PV Module (545W-580W) PERC Mono Crystalline, A Grade TUV Certified Tier-1 Brand: JINKO, LONGI, CANADIAN SOLAR, JA Solar Warranty: 12 Years	18,000	Watt		

2	Supply installation and commissioning of INVERTER Hybrid- 3-Phase, 18KW, Pure Sine Wave, Online Monitoring Enabled, IP65, Parallel Operations Enabled. Nitrox Inverex, Tesla or any approved company Warranty: 5 Years	1	No		
3	Supply installation and commissioning of deep cycles Dry batteries 200AH, 12V (Narada, Rittar or equivalent) Warranty: 1 Years	16	Nos		
4	Battery Rack	3	Nos		
5	Supply installation of steel Structure frame for PV panels suitable for RCC Roof. Drilled on RCC roof and Sealed with Epoxy for Leakages. Etc complete	20	Nos		
6	Supply installation and commissioning of Cable 1-core 50mm, 10mm sq. DC cable, Distribution Boxes for AC/ DC Breakers, PVC Pipes, Ducting, Cable Tray, 10mm <sup>2</sup> AC Cables for Inverter and DBs. Combiners for AC Input and Output from Inverters/Batteries. 25mm 3-core cable from Inverters to Main DB Included. Cable Brand : Pakistan, Fast, CopperGAT Breakers: Schneider, ABB, CHINT	1	job		
7	Accessories of Lightning Arrester and AC / DC Earthing. As per requirement approx. Depth 6ft using earthing rod.	1	Set		
8	Supply installation and commissioning of ATS panel 3 phase including all requisite accessories as per instruction of Engineer incharge	1	No.		
9	After Sales Service 1-Year	1	Job		
10	Supply installation and commissioning of Cable 1-core 70mm, 10mm sq. DC Cable. Distribution Boxes for AC/ DC Breakers, PVC Pipes, Ducting, Cable Tray, 10mm <sup>2</sup> AC Cables for Inverter and DBs. Combiners for AC Input and Output from Inverters/Batteries. 25mm 3-core cable from Inverters to Main DB Included. Cable Brand : Pakistan, Fast, CopperGAT Breakers: Schneider, ABB, CHINT	1	No		

11	Supply installation and commissioning of Automatic voltage Stabilizer 20KW, 170-230 voltage range 50HZ frequency controlled by serve motor including high and low voltage protection etc complete	1	No		
<b>Total Amount (C) Rs.</b>					
<b>Grand Total Amount (A,B,C) Rs.</b>					

**Executive Engineer**

**Director Works**