



PEDO



PAKHTUNKHWA ENERGY DEVELOPMENT

ORGANIZATION

Government of Khyber Pakhtunkhwa, PAKISTAN

Request for Proposal

Fire Protection Systems

RFP SUBMISSION DATE:

17 April 2017

1. Request for proposal

This Request for Proposal (RFP) has been prepared by Pakhtunkhwa Energy Development Organization (PEDO) to invite proposals for the following services;

1. Replacement of control addressable panel board for the existing fire alarm system
2. S/F of Emergency Hooter
3. Pressure motor/pump for hose reel

The objective is to replace an addressable control panel board for existing fire alarm system. The successful vendor shall supply & fix in accordance with applicable codes and standards.

2. Back ground

Government of Khyber Pakhtunkhwa has embarked upon an ambitious journey to eliminate load shedding by way of fast track development of hydro energy projects and exploring other renewable energy avenues. Pakhtunkhwa Energy Development Organization (PEDO) is leading this initiative of the provincial government by engaging and encouraging private sector investment.

Pakhtunkhwa energy development organization (PEDO) is a Statutory body of the Government of Khyber Pakhtunkhwa and responsible for fast track development of the energy sector of the province. PEDO is working to explore all possible energy avenues including renewables like hydro, solar and wind energy. As the province of Khyber Pakhtunkhwa has immense potential for development of hydro power and so this area is being given the top priority, and private sector investment is being encouraged. Thermal power generation based on natural-gas or coal also comes within the purview of PEDO.

Currently three hydel projects are operational namely Malakand-III (81MW), Pehur (18MW), Shishi (1.8MW). Three more Hydel Power projects will come on line by December 2017. i.e Ronolia (17 MW), Machai (2.6MW) and Daral Khwar (37MW).

3. Scope of services

The objective is to replace addressable control panel board which is compatible with the existing addressable fire alarm system, along with installation of emergency hooter at appropriate location as directed by the Client Engineer controlling at main gate, network control room at ground floor, back side security guard room at first floor and top roof of the pedo building and installation of pressure motor pump at top roof. The successful vendor shall provide the complete design of the system in accordance with applicable codes and standards.

Following services are required;

1. Replacement of fire alarm intelligent advance analogue addressable decentralized 04 loop panel up to 10,000 event memory, LCD display with batteries backup (model No. IQ8M ESSER by Honeywell) for already installed existing fire alarm system.
 - 1-1 Installation of control panel. Programming, software, testing and commissioning.
 - 1-2 Checking of cabling, troubleshooting of field devices (smoke detector etc.) maintenance and cleaning of all installed devices re-termination if required.
2. Emergency Hooter
 - a. High performance emergency hooter 220V power/outer hooter with four connections

- b. One gang on/off button with back box
 - c. Installation, open wiring conduiting for emergency hooter
3. Pressure motor/pump for hose reel
- a. 5HP pressure pump imported
 - b. Gate valve 2 inch
 - c. Installation of motors, power wiring point on ground floor etc

The services are but not limited to furnishing, assembly, construction, installation, connection and testing of a complete fire alarm system or portions thereof.

4. Eligibility Criteria

To become eligible to respond to this RFP, the vendor should full-fill the following minimum eligibility criteria:-

- Must be in the field of installation and maintenance of fire hydrant system, fire alarm system, fire sprinkler, fire extinguishers etc for not less than three years.
- At present the vendor/firm must hold maintenance contracts for servicing & maintaining fire hydrant system, fire alarm system, fire sprinkler, fire extinguishers etc at any commercial buildings (of three floors or more).
- The firm should have at least one office / service center of their own having their own engineers/technicians in Islamabad or Peshawar
- Firm should be registered with Income and Sales Tax Department.
- Firm should be a company having legal presence in Pakistan.
- Firm should be registered with KPPRA.
- Tenderer should be a registered/authorized of manufacture in Pakistan for at least last three years.
- The tenderer should not have been black listed by any provincial/ Federal Government organization of the state. Undertaking for the same should be submitted by the tenderer on stamp papers.
- Bid Security of two percent of the total bid must be submitted along with proposal.

5. Process of Hiring:

- 5.1. All interested firms registered with PEC (Pakistan Engineering Council) for category ME02 dully renewed for current financial year 2016-2017 are requested to download the request for proposal (RFP) available on PEDO website www.pedo.pk before preparing proposal for submission.
- 5.2. In order to avoid any complications, interested firms are requested to make a detailed visit of the premises where the existing system is installed before preparing their proposal.
- 5.3. Interested firms will be engaged following a single stage two-envelope hiring method.
- 5.4. The contract will be awarded to the bidder whose bid has been determined to be the lowest evaluated substantially responsive bid. Weightages for the evaluation of the proposal are given below;
- a. 70% weightages will be given to the Technical Score (T).
 - b. 30% weightages will be given to the Financial Score (C)
- i. A Bid having scored at least 60% in Technical stage will be considered responsive for opening of the Financial Bid.

ii. EVALUATION OF PROPOSALS

For those vendors/firms who have passed the technical evaluation (minimum score of 60%), following methodology will be used to determine the proposal with the highest total score (TS):

Step 1 – Technical Weighting

$$\text{Technical Score "T"} = S1 \times q1.$$

Step 2 – Cost Score Weighting

$$\text{Cost Score (C)} = FL / TC * 30$$

Step 3 – Total Score

$$\text{Total Score (TS)} = T + C$$

Where:

- T is technical score
- S 1 is score given out of 100 for technical
- q 1 is criteria of technical weighting (70%)
- C is Cost Score
- FL is lowest financial bid
- TC is cost of the proposal under consideration

6. TECHNICAL EVALUATION CRITERIA (TEC)

- 6.1. The Technical Proposal envelope shall not include any financial information. A Technical Proposal containing financial information will be declared non responsive.
- 6.2. The proposal will be evaluated based on several factors, including but not limited to:
- 6.2.1. Capability of the vendor/firm to perform the required scope of services.
 - 6.2.2. Experience of the vendor/firm in providing similar goods and services.
 - 6.2.3. Criterion for technical evaluation is as follows;

Description	Weightage	Marks
The vendor/firm must be in the field of installation and maintenance offire hydrant system, fire alarm system, fire sprinkler, fire extinguishers etc for not less than three years		25
i. Seven year or more	25	
ii. Five years	20	
iii. Three years	15	
iv. Proof of existence must be attested, NTN, Registration Date or purchase order		
At present the vendor/firm must hold maintenance contracts for servicing & maintaining fire hydrant system, fire alarm system, fire sprinkler, fire extinguishers etc at any commercial buildings (of three floors or more)		20
i. Three buildings or more	20	
ii. Two buildings	15	
iii. One building	10	
iv. Purchase order and letter of interest		

must be attached with the proposal		
The firm should have at least one office / service center of their own having their own engineers/technicians in Islamabad or Peshawar		25
i. Three engineers/technicians or more	25	
ii. two engineers/technicians	20	
iii. One engineer / technician	15	
v. CV of staff must be attached with proposal		
Total maximum marks		70

Note:

In order to assist the process of evaluation, vendors/firms are required to submit documentary evidences to support their claims on the above parameters. If a selected firm does not provide any of these details, no marks will be given to the selected firm in evaluation process. To be short-listed, the minimum qualifying marks is 42 out of 70.

7. FINANCIAL EVALUATION CRITERIA (FEC)

7.1. The lowest evaluated Financial Proposal (FL) will be given the maximum financial score of 30%

7.2. The financial bid will be evaluated as follows for respective bidders:

$$\text{Cost score (C)} = \text{FL} / \text{TC} * 30$$

Whereas:

C = Cost Score

FL = Lowest financial bid

TC = Cost of the proposal under consideration

8. BASIS OF SELECTION

The vendor/firm shall be selected based on combined scoring of technical as well as financial evaluation. However, in case of equal combined scoring, the selection will be based on highest technical score.

9. Bidding Process:

A single stage two envelope bidding process will be adopted. The Bidder will submit a technical proposal and a financial proposal. Each proposal will be sealed and marked separately.

The bidder fulfilling the eligibility criteria and scoring at least 60% in the Technical Evaluation Criteria will be considered responsive and financial proposals of only technically responsive bidders will be opened in the presence of their representatives on the date and time, as notified by PEDO to the technically responsive bidders.

9.1. Financial Bid Format:

- i. The price quoted shall be in Pak Rupees and shall include all costs prevailing levied taxes etc.
- ii. The price bid shall be strictly in the format at Annexure iv. Any column for indicating the price if left blank will make the financial bid ineligible.

10. Bid Security

- 10.1. Bid shall be accompanied by Bid Security @ 2% of the quoted price in shape of Bid Security in favor of Chief Executive Officer (CEO) PEDO. Bid Security shall be placed with Financial Bid. Undertaking is to be provided with Technical Bid that Bid security @ 2% is enclosed with Financial Bid. Bids without earnest money will be straightaway considered as Non-responsive. The bidders should ensure that the offered price including amount of earnest money is not reflected in the Technical Bid otherwise the bid will be rejected.
- 10.2. The Bid Security shall be issued by a Scheduled Bank in Pakistan.
- 10.3. Any bid not accompanied by an acceptable Bid Security shall be rejected by the Employer as non-responsive.
- 10.4. The bid securities of unsuccessful bidders will be returned upon award of contract to the successful bidders or on the expiry of validity of Bid Security whichever is earlier.
- 10.5. The Bid Security of the successful bidder will be returned when the bidder has furnished the required Performance Security and signed the Contract Agreement.
- 10.6. The Bid Security may be forfeited:
 - a. If a bidder withdraws his bid during the period of bid validity; or
 - b. If a bidder does not accept the correction of his Bid Price; or
 - c. In the case of a successful bidder, if he fails to:
 - i. Furnish the required Performance Security, or
 - ii. Sign the Contract Agreement

11. PAYMENT TERMS:

- 11.1. No advance payment will be made to contracted firm/Supplier.
- 11.2. Payment will be released after successful supply and installation of Addressable Fire Alarm System, Emergency Hooter and Pressure motor/pump for hose reel and after submission of invoices and its verification.

12. WARRANTY STANDARDS:

The contracted Firm will be responsible for smooth operation and maintenance and in case of any fault in any supplied items during one year warranty period, the fault will be rectified or replaced if required.

13. GENERAL CONDITIONS:

- 13.1 Interested companies/firms are requested to submit their responses as compliance sheet. Information provided by vendors should be supported by required documentary evidence duly signed by authorized representative of the company.
- 13.2 If any information provided by the respondent is found to be inaccurate at any stage of the selection process, PEDO may, at its discretion, reject the offer of the respondent and no correspondence will be entertained in this regard.

- Submission of wrong and / or false information may also disqualify the vendor from any future work from PEDO.
- 13.3 The proposals submitted by the bidders should be valid for three months period (after closing date) for the purposes of evaluation and selection of a vendor/firm by PEDO.
 - 13.4 Technical and Financial proposals should reach this office by **17 April 2017 at 14.30hrs** and technical bids will be opened same day at **15.00hrs** in the presence of bidders or their representatives who choose to attend. The Technical Bids will be opened at the time and date stipulated above irrespective of the number of bidders or their representatives present.
 - 13.5 No proposal shall be accepted after due date and time.
 - 13.6 No TA/DA shall be paid by PEDO for performing the assignment.
 - 13.7 The PEDO reserves the right to reject any or all proposal(s).
 - 13.8 The Technical Proposal shall be placed in a sealed white envelope clearly marked "TECHNICAL PROPOSAL" Similarly, the Financial Proposal shall be placed in a sealed envelope clearly marked "FINANCIAL PROPOSAL" followed by a warning "DO NOT OPEN WITH THE TECHNICAL PROPOSAL." If the Financial Proposal is not submitted in a separate sealed envelope duly marked as indicated above, this will constitute grounds for declaring the Proposal non-responsive. Both the envelope should then be placed in one large envelope clearly marked "PROPOSAL FOR FIRE ALARM SYSTEM" and must reach the PEDO office within the stipulated date and time. The proposal must be sent to Assistant Director Administration, PEDO by means of courier. However, PEDO does not take any responsibility of its receipt and being delivered.
 - 13.9 The DECLARATION BY AN AUTHORIZED SIGNATORY OF THE BIDDER as given in Annex-A of this RFP should be duly signed and attached with the Technical Proposal.
 - 13.10 Any proposal not reaching the PEDO office within the stipulated time and date, shall be returned unopened and shall not be part of the competitive bid.
 - 13.11 Financial bids for the bidders qualifying the technical criteria will be opened on a date communicated to the bidders who would qualify the technical round.
 - 13.12 Bidders shall bear all costs associated with the preparation and submission of their proposals and contract signing. PEDO is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Bidders or giving any reason.
 - 13.13 From the time the Proposals are opened to the time the Contract is awarded, the Bidders should not contact PEDO on any matter related to its Technical and/or Financial Proposal. Any effort by Bidders to influence PEDO in the examination, evaluation, ranking of Proposals, and recommendation for award of Contract may result in the rejection of the Bidders' Proposal.
 - 13.14 Evaluators of Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded.
 - 13.15 All interested Firms are requested to visit the premises where the existing system is installed prior to preparation of Proposal.

CONFLICT OF INTEREST

PEDO policy requires that Bidders provide professional, objective, and impartial advice and at all times hold the interest of PEDO paramount, strictly avoid conflicts with other assignments (i.e. If a consultant has been engaged by PEDO (procuring entity) to provide goods or works for a project, it shall be disqualified from providing consulting services for the same project and vice versa.) or their own corporate interests and act without any consideration for future work. Bidders have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of PEDO. Failure to disclose said situations may lead to the disqualification of the Bidder or the termination of its Contract. A Bidder (including its Personnel and Sub-Bidders) that has a business or family relationship with a member of the PEDO staff who is directly or indirectly involved in any part of the preparation of this RFP

document, the selection criteria and the Contract, may not be awarded the Contract for this assignment, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the appropriate authority within PEDO.

Proposal Submission Deadline

Proposals to be submitted in sealed envelope at following address before:

Last date & time for submission of RFP:

Time: 14:30 hours 17April 2017 which will be opened on the same date at 15:00 hours in the presence of contractors or their authorized Representatives.

Assistant Director Administration

PEDO House, 38-B/2, Phase V, Hayatabad, Peshawar, Pakistan

Tel: 091-9217468 Fax: 9217491

Annexure-I**Letter of Offer on firm's letterhead**

To

Assi

stant Director Administration
 Pakhtunkhwa Energy Development Organization
 38-B/2, Phase 5, Hayatabad
 Peshawar, Pakistan

Subject: APPOINTMENT OF FIRMS FOR FIRE PROTECTION SYSTEMS

With reference to your tender notice published in daily "Aaj" dated 30 March 2017 and the RFP published on your website with effect from 30 March 2017, having examined and understood the instructions, terms and conditions forming part of RFP, we, the undersigned, being a company doing business under the name of and address

_____ and being duly incorporated under the laws of _____ hereby enclose our offer for appointment of firms for Fire Protection Systems as detailed in your referred RFP.

As security for due performance of the undertakings and obligations of this Bid, we submit herewith 2% Bid Security (placed in our Financial Bid envelop) drawn in your favor or made payable to you.

We confirm that the offer is in conformity with the terms and conditions as mentioned in the RFP.

We also confirm that the offer shall remain valid for 90 days from the last date for submission of the offer.

We understand that PEDO is not bound to accept the offer either in part or in full and that PEDO has the right to reject the offer in full or in part without assigning any reason whatsoever.

Unless and until a formal Agreement is prepared and executed, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.

We do hereby declare that the Bid is made without any collusion, comparison of figures or arrangement with any other person or persons making a Bid for the goods/services.

Signature of authorized person & Stamp

Full name: _____

Date: _____

Seal: _____

Witness:

Signature: _____

Name: _____

CNIC: _____

Address: _____

Occupation: _____

Annexure-II

Compliance Checklist

S No.	Requirement	Enclosed Status (Yes/No)
01	Covering letter as per format (Annexure-I).	
02	2% as a Bid Security (placed in financial bid envelope)	
03	Firm's profile	
04	Certificate of registration with PEC duly renewed	
05	Self-Assessment Evaluation Parameters and Weightage Marks as per Annexure-III	
06	Financial Bid as per Annexure-IV in a separate envelope as per evidence of RFP.	

Annexure-III

Self-Assessed Evaluation parameters and weightage marks

Description	Weightage	Self-Assessed Marks
The vendor/firm must be in the field of installation and maintenance of fire hydrant system, fire alarm system, fire sprinkler, fire extinguishers, emergency hooter, pressure pump etc. for not less than three years		25
i. Seven years or more	25	
ii. Five years or more	20	
iii. Three years or more	15	
iv. Documented proof of Existence		
At present the vendor/firm must hold maintenance contracts for servicing & maintaining fire hydrant system, fire alarm system, fire sprinkler, fire extinguishers etc at any commercial buildings (of three floors or more)		20
i. Three buildings or more	20	
ii. Two buildings	20	
iii. One building	15	
iv. Documentation proof is required, purchase order, letter of interest.		
The firm should have at least one office / service center of their own having their own engineers/technicians in Islamabad or Peshawar		25
i. Three engineers/technicians or more	25	
ii. two engineers/technicians	20	
iii. One engineer/technician	15	
iv. CV of staff must be attached.		
Total maximum marks		70

Note:

In order to assist the process of evaluation, vendors/firms are required to submit documentary evidences to support their claims on the above parameters. If a selected firm does not provide any of these details, no marks will be given to the selected firm in evaluation process. To be short-listed, the minimum qualifying marks is 42 out of 70

Annexure-IV

FINANCIAL BID

Financial Bid					
S. No	Description	Qty	Unit	Quoted Rate	Amount (Rs.)
(A) Replacement of addressable Fire alarm control panel board model no IQ8M ESSAR by honeywell for already installed existing fire alarm system					
i	Fire alarm intelligent advance analogue addressable decartelized 04 loop control panel upto 10,000 event memory, LCD, display with batteries backup.	1	No		
ii	Installation, programming, software, testing, and commission of control panel board.	1	job		
iii	Checking of Cabling, troubleshooting of field devices maintenance and cleaning of all installed devices re-terminaiton if required.	1	job		
(B) Emergency Hooter					
iv	High performance emergency hooter 220v power/ outer hooter with four connection	1	No		
v	One gang on/off botton with back box	1	No		
vi	Installation open wiring conduiting for emergency hooter	1	job		
(C) Pressure motor/pump					
vii	5 HP pressure pump imported	2	No		
viii	Gate valve 2 inch	2	No		
ix	Installation of motor, power wiring point on ground floor etc	1	job		
	Total Cost (Rs.)				

Authorized Signatory

Stamp