

NATIONAL INVESTMENT TRUST LIMITED
ADMINISTRATION DEPARTMENT

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DTD: April 9, 2026

TENDER TO AUTHORIZED PARTNERS FOR PROVIDING MAINTENANCE SUPPORT OF
EXISTING HP SERVERS AT KARACHI HEAD OFFICE

National Investment Trust Limited an Asset Management Company managing mutual funds in Pakistan, invites, bids through E-Pak Acquisition and Disposal System (EPADS) from suppliers / firms registered with Income Tax and Sales Tax Departments and who are on Active Taxpayers List of the Federal Board of Revenue and having registered office, for **TENDER TO AUTHORIZED PARTNERS FOR PROVIDING MAINTENANCE SUPPORT OF EXISTING HP SERVERS AT KARACHI HEAD OFFICE** Bidding documents, containing detailed terms and conditions, can be downloaded from <https://eprocure.gov.pk> free of cost. Bids should be submitted electronically **ONLY** through EPADS. Manual submission of bids is **NOT** allowed.

For registration and training on EPADS or in case of any technical difficulty in using EPADS, prospective bidders may contact PPRA, FBC building sector G-5/2, Islamabad. Contact number 051-111-137-237.

The bids, prepared in accordance with the instructions in the bidding documents, must be submitted on EPADS by APRIL 27, 2026 3:00 PM. Bids will be opened on the same day at 03:30 PM through EPADS.

Note:

All interested bidders must register themselves at EPADS at:

<https://eprocure.gov.pk/#/supplier/registration>

No physical bid shall be entertained.

(S. T. A. QUADRI)

Head of Administration

National Investment Trust Limited

NBP Building, 6th Floor, I. I Chundrigar Road

Karachi-74000

Tel: 021-32412056-9 Fax: 021-32417827, 021-32422719

Email: hoa@nit.com.pk

**TENDER TO AUTHORIZED PARTNERS FOR PROVIDING
MAINTENANCE SUPPORT OF EXISTING HP SERVERS AT
NIT HEAD OFFICE, KARACHI**

SINGLE STAGE: ONE ENVELOPE

NATIONAL INVESTMENT TRUST LIMITED

TABLE OF CONTENTS

	PAGE NO.
1 INTRODUCTION	4
2 SCOPE OF WORK	4
3 INFORMATION FOR BIDDERS	4
4 PROCEDURE AND TERMS OF TENDERS	5
5 FORMAT AND SIGNING OF E-BID	6
6 SUBMISSION OF E-BIDS	6
7 OPENING OF E-BIDS	7
8 EVALUATION CRITERIA	8
9 PAYMENT TERMS	8

ANNEXURES

Annexure I	:	TECHNICAL SPECIFICATION FOR HP SERVERS	9
Annexure II	:	SALIENT FEATURES FOR REQUIRED SLA	10
Annexure III	:	BILL OF QUANTITY FOR HP SERVERS	11
Annexure IV	:	QUALIFICATION CRITERIA	12
Annexure V	:	BID SECURING DECLARATION	13

1. INTRODUCTION

- 1.1** National Investment Trust (NIT) is the oldest and largest Mutual Fund Company of Pakistan, with its Head Office located in Karachi and countrywide operation through its 25 branches and a customer facilitation center in Karachi.
- 1.2** E-Bids are invited through E-Pak Acquisition and Disposal System (EPADS) from reputed and well-established firms/companies registered with relevant Registration Authorities and Tax Departments/ Authorities (Income Tax, Sales Tax & Sindh Sales Tax etc.) and who are on Active Taxpayers List of the Federal Board of Revenue for providing principal backed maintenance support with parts for Servers Hardware Equipment as per specification given in Annexures I installed at NIT Head Office as mentioned in this bid document. The E-bids shall be received as per single stage one envelope procedures.

2. SCOPE OF WORK

- 2.1** NIT desires to engage partners of the HP equipment manufacturers to provide principle backed Annual maintenance support (including parts & Labor) for HP Servers as per specification given in Annexures I, II & III installed at NIT Head Office Karachi.
- 2.2** The maintenance contract will be and for a period of one year.

3. INFORMATION FOR BIDDERS

Name of Procuring Agency:	National Investment Trust Limited
Last date for Bid Submission:	APRIL 27, 2026 up to 3:00 PM
Bid Opening Date and Time:	APRIL 27, 2026 up to 3:30 PM
Bid Opening Place:	National Investment Trust Limited National Bank Building, 6 th Floor, I.I. Chundrigar Road, Karachi. 74000, Pakistan.
Contact Person:	Mr. S. T. A. Quadri, HO - Admin
Phone:	021-32412056-9 (Ext: 224)
Direct Phone:	021-32425101
Email Address:	hoa@nit.com.pk

4. PROCEDURE AND TERMS OF TENDER:

- 4.1. The bidder should be registered with Sales Tax and Income Tax Department.
- 4.2. The bidder must be the partner of the principal/manufacturer in Pakistan and authorized for providing support, renewal services and in compliance with the qualifying criteria mentioned under Annexure IV.
- 4.3. Bidders may quote, if compliant with qualification criteria, for solution in Bill of Quantity (BOQ) Annexure III.
- 4.4. The bidder is required to visit the equipment site and carry out inventory of site / health checks before the submission of their bid. The bidder will be responsible for verifying the competence of Annexure I against equipment inspected on site or as from Manufacturer's record.
- 4.5. No change in price can be accommodated once the bid has been submitted.
- 4.6. The period of maintenance support offered will be for one year and may be extended on mutual consent in absence of any change in agreement terms.
- 4.7. Bid should be submitted in Pak Rupees if the bid quoted in US Dollar (\$), the price shall be converted into a Pak Rupees as specified in the tender document. The rate of exchange shall be the selling rate, prevailing on the date of opening of the financial bid specified in the tender document, as notified by the National Bank of Pakistan on that day.
- 4.8. All Rate (s) will be inclusive of all taxes, duties etc. levied by the Government of Pakistan, however, during tender process to till full & final payment, any change in Government taxes will be payable by the procurement company.
- 4.9. Bidder firm has not been blacklisted by any Government/Semi Government organization.
- 4.10. NIT reserves the right to accept/reject wholly or partially any tender without assigning any reason at any stage of the tender process. Reasons may be provided upon written request.
- 4.11. Validity period of the bids shall be for the period of tender submission and its award including duration required for compliance with PPRA.
- 4.12. The decisions of NIT will be binding on all concerned and will in no case be challengeable at any forum or any court of law.
- 4.13. Bids are liable to be rejected if; they are not conforming the terms, conditions and specifications stipulated in this Tender.
- 4.14. During the examination, evaluation and comparison of the bids, the NIT at its sole discretion may ask the bidder for clarifications of its bid. However, no change in the price or substance of the bid shall be sought, offered or permitted after bid submission.
- 4.15. For this tender all updates/changes shall be communicated through email by NIT.
- 4.16. Undertaking for Service Level to be provided in this regard will be required be provided by the selected bidder at the earliest.

- 4.17. The bidder must have offices in Karachi and be fully capable to provide maintenance support for HP Servers.
- 4.18. Delivery of support renewal is required to be executed within Two (02) to Three (03) weeks.
- 4.19. Bids submitted via email or fax will not be entertained.
- 4.20. Bidder should submit the “Annexure V” Bid Declaration form after sign and stamp.

5. FORMAT AND SIGNING OF E-BID

- 5.1 The Bidder shall prepare E-bid of the scanned documents in the form of PDF file and as per requirements in the bid document.
- 5.2 The Bidder shall authorize a person / persons for signing, submission and further correspondence with NIT on behalf of bidder. Authority letter must be part of E-bid. However, in case of any issue bidder shall be responsible for all consequences.
- 5.3 All scanned pages of the E-Bid, shall be signed and stamped by the authorized person before scanning.
- 5.4 Any interlineation, erasures, or overwriting shall be valid only if they are initialed by the authorized person for signing the E-Bid.
- 5.5 The name and position held by each person signing the authorization must be typed or printed below the signature. All scanned pages of the E-Bid, shall be signed and stamped by the authorized person before scanning.
- 5.6 Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person or persons signing the Bidder.

6. BID SUBMISSION

- 6.1. For this tender ‘Single stage- One envelope procedure’ for open competitive bidding shall be adopted.
- 6.2. The complete Bids must be submitted online on e-Procurement System (EPADS) website.
- 6.3. E-Bids must be submitted on the e-Procurement System (EPADS) on or before the time and date specified in the Bid Data Sheet. Physical Bids received through courier services or delivered by the bidder, shall not be accepted.
- 6.4. The E-bid should be included the following documents that should be completely filled and sign and stamped by the bidder.
 - 6.4.1. Provide draft document for “Service level Agreement” identifying response time, recovery time, parts inventory and other details required to be specified in such documents. At minimum should include all the salient features as mentioned in Annexure II.
 - 6.4.2. Company profile.
 - 6.4.3. Bidder must submit Manufacturer's Authorization Form (MAF) for this tender.

- 6.4.4. List of Names, contact details, and date of commencement for all existing customers (corporate sector) who are being provided with maintenance support for equipment which the bid is submitted.
 - 6.4.5. List of qualified staff along with their qualification and certification relevant to the equipment.
 - 6.4.6. Technical specification Annexure I document completely signed and stamped.
 - 6.4.7. Income Tax/GST certificate of the bidder.
 - 6.4.8. Bid Securing Declaration (Annexure V)
 - 6.4.9. Any other document required as per this tender document.
- 6.5. Bid price filled on BOQ Form (Annexure III) as relevant for items specified in Annexure I.
- 6.6. E-Bid will be opened in the presence of bidder's representatives that choose to attend.
- 6.7. Bid should comply of all the requirements given in the tender document and specifically for Qualification criteria given in Annexure IV.
- 6.8. Completely filled & Sign Stamp Technical Specification Annexure I, Bill of Quantity Annexure II, BID Securing Declaration Annexure IV and require to sign stamp whole tender document.
- 6.9. Bidder who will not submit all required documents / information as per Qualification Criteria and do not meet the qualification requirement will be declared as Non-Qualified Vendors.

7. OPENING OF E-BIDS

- 7.1 The e-Bids will open in the presence of Bidders' or their representatives who choose to attend, in the Bid proceedings at the place, on the date and at the time, specified in the bidding document. The Bidders' representatives present shall sign a register/attendance sheet as proof of their attendance.
- 7.2 E-Bids shall be opened on the e-Procurement System (EPADS) one at a time, the Bidders names, the Bid prices, the total amount of each E-Bid, the presence or absence, Bid Securing Declaration and such other details as the NIT may consider appropriate, will be announced by the Procurement Evaluation Committee.
- 7.3 During the examination, evaluation and comparison of e-Bids and post-qualification of the Bidders, the NIT at its discretion may, ask any Bidder for a clarification of its e-Bid including breakdown of prices to determine its reasonability. Any clarification submitted by a Bidder that is not in response to a request by the Procuring Agency shall not be considered.
- 7.4 Bids are liable to be rejected if; they are not conforming the terms, conditions and specifications stipulated in this bidding document.

8. EVALUATION CRITERIA

The lowest evaluated financial bid will be accepted.

9. PAYMENT TERMS

- 9.1** Hundred percent (100%) cost shall be paid and will be released after successful delivery and verification of updated support details as per Bill of Quantity (BOQ) Annexure III renewed at HP Website / HP Certificate.
- 9.2** All payments shall be made after deduction of taxes.
- 9.3** All payments shall be made through cross cheque in the Pak Rupees.
- 9.4** Taxes will be deducted at source as per government rules at the time of payment.
- 9.5** Bidder should mention any other charges/optional charges in financial bid deemed necessary to complete and compare final bid amount. (all-inclusive including taxes)

ANNEXURE I: TECHNICAL SPECIFICATION FOR HP SERVERS (QTY 02) EQUIPMENT

S#	MAKE / MODEL	Service TAG	Specification	Support Location	Compliance (Y/N)
1	HPE ProLiant DL360 Gen10 8SFF (QTY 02 Servers)	SGH213T403, SGH213T406 (Two Servers)	Intel Xeon-Silver 4215R (3.2GHz/8-core/130W) FIO Processor Kit for HPE ProLiant DL360 Gen10	Karachi Head Office	
			2 X HPE 16GB (1x16GB) Single Rank x4 DDR4-2933 CAS-21-21-21 Registered Smart Memory Kit		
			2 X HPE 480GB SATA 6G Read Intensive SFF SC Multi-Vendor SSD		
			HPE SN1100Q 16Gb Dual Port Fiber Channel Host Bus Adapter		
			HPE 96W Smart Storage Lithium-ion Battery with 145mm Cable Kit		
			HPE Smart Array P408i-a SR Gen10 (8 Internal Lanes/2GB Cache) 12G SAS Modular Controller		
			2 X HPE 500W Flex Slot Platinum Hot Plug Low Halogen Power Supply Kit		
			HPE iLO Advanced 1-server License with Support on iLO Licensed Features		
			HPE Trusted Platform Module 2.0 Gen10 Option		
			HPE 1U Gen10 Bezel Kit		
			2 X HPE Premier Flex LC/LC Multi-mode OM4 2 Fiber 5m Cable		
			HPE Tech Care Basic Service		
			HPE DL360 Gen10 Support		
2	Support Renewal Detail	<ol style="list-style-type: none"> HP Backed ProSupport NBD & Local Support by the vendor (June 10, 2026 to June 9 2027). As per Draft SLA Annexure II of Tender Document 			

ANNEXURE II: SALIENT FEATURES FOR REQUIRED SERVICE LEVEL

1. Vendor shall perform the obligations contained in Agreed Signed Principal backed SLA, as appropriate, at its own cost as to parts, labor and transport.
2. The support is Principal backed NBD Pro support with local support by the vendor.
3. Vendor will be liable for the both Labor and parts. The part installed will be of the same make or Equivalent in performance, as acceptable to NIT, to the original parts replaced.
4. While attending to any complaint Vendor will perform associated services at the premises of the NIT, however, in case of some major defects, replacement of the same may be performed at the site / workshop of Vendor after due notification.
5. With respect to defective, mal-functioning, non-functioning or other problems related to (i) critical systems and/ or local vendor has a 24X7 support format. This is 24 hours a day, seven days a week with 4-6 hours response time and resolution time as per OEM support entitlement at NIT's locations.
6. Vendor shall ensure that only genuine / approved parts of Manufacturer are being used during any replacement.
7. The paramount objective of the service agreement is to minimize the downtime inevitable in case of repair / replacement processing.
8. Vendor will perform any configuration changes in Servers firmware / Patches and bug fixing, required for ensuring optimal performance.
9. Will resolve / response to any queries relating to equipment under support with NIT infrastructure considerations.
10. The critical incident should be treated on highest priority to restore normal service as quickly as possible and to minimize the adverse impact on NIT business.

ANNEXURE III: BILL OF QUANTITY FOR HP SERVERS HARDWARE

Equipment Type	Equipment Details	QTY Servers	Per Year Cost (PKR)	Taxes (All Inclusive)	Total Cost (PKR)
1. HP Servers Hardware (As per specifications in Annexure 1 & Annexure III)	1.1 HPE ProLiant DL360 Gen10 8SFF for Head Office	02			
HP Servers Hardware Grand Total (PKR)					

- i) Bidder should mention any other charges/optional charges in financial bid deemed necessary to complete and compare final bid amount. (Inclusive all taxes)
- ii) If the bid quoted in US Dollar (\$), the price shall be converted into a Pak Rupees as notified by the National Bank of Pakistan on that day.

ANNEXURE IV: QUALIFICATION CRITERIA OF THE BID

Following are Qualification criteria required for qualifying a bid as responsive:

1. Income Tax Certificate / GST Certificate (Copy to be provided).
2. The bidder must be the partner of the principal/manufacture in Pakistan and authorized for providing support and Bidder must submit Manufacturer's Authorization Letter (MAF) for this tender.
3. Providing similar maintenance support to at least Three (03) customers for at least last two years. Customer Testimonial to be provided.
4. The bidder is required to visit the equipment site and carry out inventory of site / health checks before the submission of their bid. The bidder will be responsible for verifying the competence of Annexure I against equipment inspected on site or as from Manufacturer's record.
5. No change in price can be accommodated once the bid has been submitted.
6. Signing of SLA as per the "ANNEXURE II: SALIENT FEATURES FOR REQUIRED SERVICE LEVEL"
7. The yearly value of maintenance agreement in hand should be higher than Rs. 5 Million (list to be provided).
8. Completely filled & Sign Stamp Technical Specification Annexure I, Bill of Quantity Annexure II, BID Securing Declaration Annexure IV and require to sign stamp whole tender document.
9. In case of shifting of NIT Head Office to another location within a city the selected vendor will provide the support without any additional charges.
10. List of technical support staff should include professional holding required certification from equipment manufacturer along with appropriate length of service.
11. Should provide all documents as mentioned under paragraph 6.4 of this tender document.
12. Completely Filled Bill of Quantity and Technical Specification Annexures and sign stamp.
13. Proof of Company being in operation for at least 3 years in Pakistan in relevant business.
14. Adequate Help desk facility to allow for call logging and ticketing, like Help Desk attendant, Online Web based application, etc.

ANNEXURE V: BID SECURING DECLARATION

Head of Administration

National Investment Trust Limited
6th Floor, NBP Building, I.I. Chundrigar Road

KARACHI:

We, the undersigned, declare that;

We understand that, according to your conditions, Bids must be supported by a Bid Securing Declaration.

We accept that we will be blacklisted and henceforth cross debarred for participating in respective category of public procurement proceedings for a period of (not more than) six months, if fail to abide with a bid securing declaration, however, without indulging in corrupt and fraudulent practices, if we are in breach of our obligation(s) under the Bid conditions, because we;

- a) have withdrawn our Bid during the period of Bid validity specified in the Letter of Bid; or
- b) having been notified of the acceptance of our Bid by the Procuring Agency during the period of Bid validity, (i) fail or refuse to sign the Contract; or (ii) fail or refuse to furnish the Performance Security (or guarantee), if required, in accordance with the ITB.

We understand this Bid Securing Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder, or (ii) twenty-eight days after the expiration of our Bid.

Name of the Bidder* _____

Name of the person duly authorized to sign
the Bid on behalf of the Bidder** _____

Title of the person signing the Bid _____

Signature of the person named above _____

Date Signed _____ Day of _____

* In the case of the Bid submitted by joint venture specify the name of the Joint Venture as Bidder.

** Person signing the Bid shall have the power of attorney given by the Bidder attached to the Bid.

[**Note:** In case of a joint Venture, the Bid-Securing Declaration must be in the name of all members to the Joint Venture that submits the Bid]