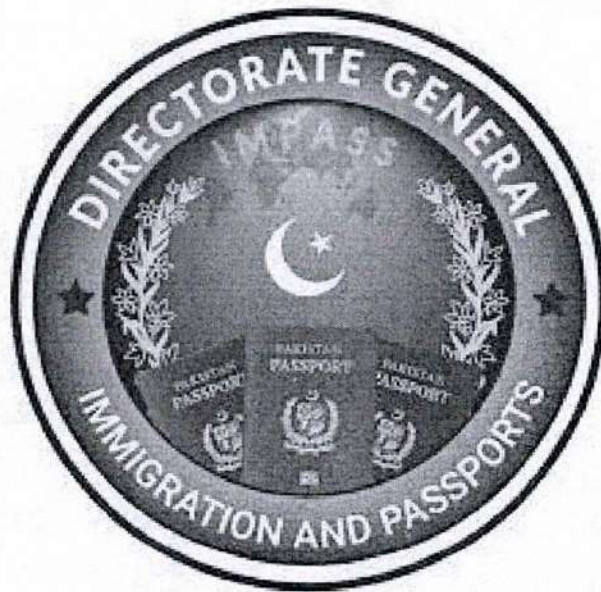


**RE-TENDER FOR RENEWAL FOR EXISTING  
ORACLE (ENTERPRISE EDITION) LICENSE  
SUPPORT/MAINTENANCE/UPDATES CSI-  
20084703 FOR THREE YEARS**



**DIRECTORATE GENERAL IMMIGRATION &  
PASSPORTS, G-8/1, HEADQUARTER,  
ISLAMABAD.**

*(Handwritten signature)*



GOVERNMENT OF PAKISTAN  
DIRECTORATE GENERAL (IMMIGRATION & PASSPORT)  
ISLAMABAD

Tender Notice # 11/1/2024/ORACLE/LOGISTICS

**RE-TENDER FOR RENEWAL FOR EXISTING ORACLE (ENTERPRISE EDITION) LICENSE SUPPORT/MAINTENANCE/UPDATES CSI-20084703 FOR THREE YEARS**

Issued To: - \_\_\_\_\_

Issued On: - \_\_\_\_\_

Issuing Authority: - DGI&P (Logistics Section)

Last date for submission: - MAY, 2026 at 11:30 AM

Bid Opening Date: - MAY, 2026 at 12:00 PM

**QUOTATIONS:** Quotations (Technical and Financial) are invited from NTN / GST Registered companies to offer competitive prices for the **RENEWAL FOR EXISTING ORACLE (ENTERPRISE EDITION) LICENSE SUPPORT/ MAINTENANCE/ UPDATES CSI-20084703 FOR three years** on free of cost services at the consignee address.

**BID VALIDITY.** The offer shall remain valid for 180 days from the date of opening of tender. Thereafter further extended for 90 days under PPRA rule 26 (3).

**DESTINATION:** The execution of **RENEWAL FOR EXISTING ORACLE (ENTERPRISE EDITION) LICENSE SUPPORT/ MAINTENANCE/ UPDATES CSI-20084703** at Directorate General, Immigration & Passports, Headquarter, Mauve Area, G-8/1, Islamabad.

**Tender Security: Fixed amounting to Rs.280,000/-**

---

**Director (Network/Logistics)**  
Directorate General, Immigration & Passports (Hqrs)  
Room No.207, 2<sup>nd</sup> Floor, Mauve Area, G-8/1, Islamabad  
Phone No:- 051-9107075 Fax No. 051-9107071



## RE-TENDER NOTICE INVITING THROUGH EPADS

No: 11/1/2024/ORACLE/LOGISTICS

### RE-TENDER FOR RENEWAL FOR EXISTING ORACLE (ENTERPRISE EDITION) LICENSE SUPPORT/MAINTENANCE/UPDATES CSI-20084703 FOR THREE YEARS

Directorate General Immigration & Passports is attached department of Ministry of Interior & Narcotics Control, Government of Pakistan invites electronic bids from eligible IT firms/suppliers, registered with Federal Board of Revenue/Respective Revenue Boards for Income Tax and Sales Tax Department and who are on Active Taxpayer List (income tax and Sale Tax), for renewal of **EXISTING ORACLE (ENTERPRISE EDITION) LICENSE SUPPORT/MAINTENANCE/UPDATES CSI-20084703 FOR THREE YEARS** and technical support agreement. Interested bidders can register themselves electronically on e-PADS through <https://eprocure.gov.pk/#/supplier/registration>.

2. E-bidding documents containing detailed requirements, terms and conditions are available for the registered bidders on e-PADS at [www.eprocure.gov.pk](http://www.eprocure.gov.pk) and [www.dgip.gov.pk](http://www.dgip.gov.pk).
3. The electronic bids, prepared in accordance with the instructions provided in the bidding documents, must be submitted by using e-PADS on or before **MAY, 2026 at 11:30 AM**. Manual bids shall not be accepted. Electronic bids will be opened on the same day at **MAY, 2026 at 11:30 AM**, on [www.eprocure.gov.pk](http://www.eprocure.gov.pk). In case the day of bid submission and opening falls on a public holiday, the next working day shall be considered as the deadline for the same.
4. Notification of the GRC constituted in terms of Rule-48 of Public Procurement Rules, 2004 is provided on the procuring agency's website ([www.dgip.gov.pk](http://www.dgip.gov.pk)), on e-PADS at [www.eprocure.gov.pk](http://www.eprocure.gov.pk) and [www.ppra.org.pk](http://www.ppra.org.pk).
5. Bidding document (s) containing detailed terms and conditions, method of hiring, procedure for submission of bids, bid bond/security, bid validity, opening of bid, evaluation criteria, clarification /rejection of bids etc. are available for the interested bidders on <http://eprocure.gov.pk>.
6. The bidding shall be conducted in line with the **Single Stage Two Envelop Procedure** of the Public Procurement Rules 2004 and any Regulations, Regulatory Guides, Procurement Guideline or Instructions issued by the Authority (from time to time), and is open to all potential bidders.
7. Manufacturers and Vendors may participate in this tender directly or through their authorized representatives or partners.
8. Original Bid Security instrument amounting to Rs.280,000/- **MUST BE** submit to the under signed before deadline of the bid.
9. All taxes shall be charged as per Government Rules on the subject.
10. The successful bidders shall have to display their capability before accepting the offer, in order to execute the services after signing of the contract.
11. In case of any technical difficult in using EPADS, prospective bidders may contact PPRA at <https://www.ppra.org.pk/>, in case of any query, Director (NW/F&L) may be contacted on telephone no. 0519107075 during office hours (Monday to Friday excluding Public Holidays) and on email address: [asimfawadmirza@yahoo.com](mailto:asimfawadmirza@yahoo.com).
12. Directorate General, Immigration & Passports reserves the right to cancel or reject the tenders under rule 33, of the Public Procurement Rules, 2004.

**(ASIM FAWAD MIRZA)**

Director (NW/F&L)

Directorate General Immigration & Passport, Mauve Area,

Sector G-8/1, Islamabad

Tel: +92+51+9107075 Fax: +92+519107071



## 1) INTRODUCTION OF ORGANIZATION:-

Directorate General, Immigration & Passports, Islamabad, is an attached Department of Ministry of Interior, Federal Government responsible to deal with the matters concerning issuance of passports, visas, Pakistan citizenship as entrusted by Government of Pakistan under the relevant rules. The headquarter of the Department is situated at G-8/1, Islamabad while there are 1820. Regional Passport Offices including thirteen (13) Executive Passport Offices within Pakistan. The Machine Readable Passport facility has also been established at ninety two (92) Pakistan missions abroad.

## 2) OBJECTIVE:-

Directorate General, Immigration & Passports, Islamabad, through this invitation of bids, intends to execute **RENEWAL FOR EXISTING ORACLE (ENTERPRISE EDITION) LICENSE SUPPORT/MAINTENANCE/UPDATES CSI-20084703 FOR THREE YEARS installed** at Directorate General, I&P, Islamabad.

## 3) SCOPE OF WORK:-

- i. The successful bidder will be responsible for the annual maintenance & support services, integration and testing of equipment at Directorate General, I&P, Headquarter, G-8/1, Islamabad as per detail attached at **Annexure-I**.
- ii. The successful bidder must ensure that the maintenance & services / items are fully operational, new and performs properly which meet the Technical Specifications as mentioned in **Annexure-I** of this tender document.
- iii. Successful bidder shall be responsible for the maintenance support & services for minimum **three (03) years** services (extendable up to maximum of one (01) year) upon same terms and conditions on site without any extra cost or hidden charges with 24/7/365 on site support.
- iv. Bidder shall provide quarterly maintenance of Data Center which includes health checks, and cleaning, reports to DGIP.

## 4) BID SUBMISSION INSTRUCTION / REQUIREMENT:-


The objective of bid submission requirement is to provide bidders, the information to submit their bid in response to this tender, according to the specifications defined in this tender document.

Bidder must follow following requirements for their proposals / bids:-

1. Interested bidders should prepare their proposal, after reading the terms and conditions clearly and submit their proposal through EPADS as per terms and conditions. A Company evaluation sheet placed at **Annex-II** must be filled by the bidder.
2. Single stage two envelops procedure will be followed. Tender should be submitted on the printed letter head of the firm through EPADS at PPRA web site i.e.

<http://eprocure.gov.pk>. The number and Date of tender enquiry should be clearly indicated on it.

3. Initially, only the "**Technical Proposal**" shall be opened through EPADS.
4. The "**Financial Proposal**" of technically qualified bidders shall be opened on date specified through EPADS.
5. The Committee shall evaluate the technical proposal in a prescribed manner, without reference to the price and reject any proposal which does not conform to the specified requirements.
6. After evaluation and approval of the technical proposal, DG (I&P) shall after completion of stipulated time i.e. (07) seven days of uploading of technical evaluation report at EPADS/PPRA web site, at any time within the bid validity period, publically open the financial proposals of the technically qualified bids only. The financial proposal of bids found technically non responsive shall be returned to the respective bidder on submission of a written request.
7. The financial bid found to be the lowest evaluated bid shall be accepted.
8. Bidder shall submit a signed letter with official stamp affixed on it as per the format given in **Annex-II** as a cover letter to the bid / proposal. Bids / Proposals submitted without this cover letter will not be accepted and bids will likely be rejected straight away.
9. Income Tax/GST Registration and Not Black listing certificate must be provided.
10. Bidders are required to submit their financial proposals in **Pak Rupees (PKR)** inclusive of all taxes.
11. A bank draft/Bank Guarantee of fixed amount as stated in the tender document above should accompany the bid as part of financial proposal as earnest money drawn in favor of Directorate General, Immigration & Passports, Islamabad. The bid shall not be considered without earnest money.
12. DG I&P reserves the right to reject any or all proposals in accordance with Public Procurement Rules, 2004.
13. Manual bids shall not be accepted, as only bids submitted through EPADS will be acceptable.
14. Tender document is available on EPADS, register bidders may download tender document online.
15. Any condition mentioned in the proposal submitted by bidders which is in conflict with the tender documents that may affect delivery should be brought to the DG I&P attention as soon as possible. Failure to comply with may result in the contract being terminated.
16. Bidder providing incorrect information, whether intentionally or fraudulently, will be disqualified.
17. Although adequate thought has been given in the drafting of this document, errors such as typos may occur for which the DG I&P will not be responsible.



18. Bidder shall attach one copy of the tender document along with the terms and conditions, duly filled in and signed, along with their quoted rates failing which their offer is liable to be rejected. The rates and units should be legible and clearly written or typed both in words and in figures without corrections.
19. The bidders are required to submit the original earnest money before the closing date and time of the tender, in to the office of Director (NW/F&L) of Directorate General Immigration & Passports (HQ), G-8/1, Mauve area Islamabad.
20. Tenders who do not comply with the conditions prescribed in this tender document are liable to be ignored and their bids will be rejected.
21. The bids will be opened in the presence of the bidders or their authorized representatives who may like to attend on the opening date given herein above.

## **5) MANDATORY ELIGIBILITY CRITERIA:**

Preliminary scrutiny (initial screening) of technical bids will be done on the basis of following parameters which are pre-requisites for this tender. **NON COMPLIANCE OF ANY OF THE FOLLOWING CLAUSE SHALL DISQUALIFY THE VENDOR STRAIGHT AWAY.**

Technical proposal must contain following documents:-

- a) Company profile/brochures.
- b) Bidder must have valid NTN / ATL & GST. (Copies of valid NTN/ATL and Income / Sales Tax registration certificate).
- c) Proof of membership of Chamber of Commerce.
- d) Proof of registration with SECP/Registrar of firms.
- e) Bidder must have ISO certificates.
- f) **Client list**, Equipment brochure/Data sheet and other relevant documents.
- g) Bidder should have service / support mechanism. (**Provide list of technical staff**). Bidder is responsible for sale support services at DG (I&P) Headquarter, Islamabad.
- h) Proof of minimum 3 years of experience for provision of maintenance and support services of IT equipment. Bidder must have experience of completing at least 03 (Three) assignments, involving supply / installation / support of IT equipment's to Government / Semi Government departments./ Autonomous body of good repute (**Must provide copies of purchase order / work orders**).
- i) Affidavit (on Rs 100 stamp paper) that the Company is neither blacklisted nor in litigation with any of its clients and if there is any litigation the bidder will be bound to disclose the same with nature thereof.
- j) Provide a Certificate that Service Level Agreement must be in compliance with the Technical specifications as mentioned at **Annex-I** of this tender document.
- k) Financial soundness of the company (Minimum 10 Million credit amount). Provide last one year of bank statements confirming the 10 million credit amount or above in last one year w.e.f. 01-03-2025 to 30-04-2026.
- l) Copy of bid bond (Earnest Money only Copy) as mentioned in this tender document with technical. Original bank draft / PO has to be enclosed with the financial bid.
- m) Satisfactory performance certificates from clients (**Government/ Semi Government Departments/Autonomous body/private**) must be attached (**Minimum 03**) for supply of relevant services. **Without these three certificates bid will be rejected straight**

**away.** The bidders who have earlier supplied any IT Equipment and Services to DGIP, during last 03 years, should provide satisfactory performance certificate issued by DGIP.

- n) Reliability, warranty certificate & after sale support certificates must be attached.
- o) Certificate or undertaking of non-disclosure of information must be attached.
- p) Copies of work order of at least three (03) organizations regarding IT experience and Services executed by the company in govt./semi govt./ autonomous bodies must be attached.

**Note:-** All document should be properly signed and stamped. The documentary proof of all above requirement is mandatory. The non-compliance will lead to disqualification (if any document is missing in mandatory eligibility criteria, the firm will stands disqualified).

## **6) BID SECURITY:**

- a. As per clause 25 of PPRA rule the bidders are required to deposit the earnest money as per clause-ix 'EARNEST MONEY" **Rs.280,000/-** along with financial proposal in shape of PO / DD/Bank Guarantee from any scheduled Bank in the name of Director General, DG (I & P), Sector G-8/1,Mauve-a-Area, near Peshawar more, Islamabad. The bidders are required to submit the original earnest money before the closing date and time of the tender, in to the office of Director (NW/F&L) of Directorate General Immigration & Passports (HQ), G-8/1,Mauve area Islamabad.
- b. The amount of earnest money deposited by the successful bidder will be forfeited in the event of any default, violation of any of the specified conditions, refusal to accept order within the validity of the offer.
- c. The earnest money will be refunded after the deposit of performance security as specified in clause-11 below.

## **7) EVALUATION CRITERIA:**

- 1. The bidders who fulfill the above mentioned mandatory eligibility criteria will be considered for technical evaluation of the services quoted by the bidder.
- 2. The technical evaluation committee of DG (I&P) will seek demos from the bidders. In order to assess the compliance of these demos with the specification as mentioned in the tender document, if required.
- 3. The bidders who stands technically qualified, in terms of complete specific lots, will be considered for financial opening of their bids. The work will be awarded to the lowest quoted bidder.

## **8) SAMPLE/PHYSICAL INSPECTION:**

- i. After opening of technical proposals the qualified firms will be asked for demos of their quoted Services if required. Internal technical evaluation committee will take the demo, if required.



**9) MODE OF PURCHASE ORDER / WORK ORDER:**

- i. Upon finalization of the tender, the work order will be issued to the successful bidder.
- ii. Moreover, DG I&P reserves the right to issue work order of partial services OR increase or decrease the quantity of the quoted items (services), keeping in view the requirements of the Department. The work orders will be issued during the bid validity period/extended period.

**10) TERMS OF PAYMENT:**

1. Bill in triplicate along-with receipted challan should be submitted to the Assistant Accounts Officer (Logistics). The payment will be arranged by the AO (Accounts) DG (I&P), Islamabad on receipt of certificate to the effect that the supplies / work executed have been done confirming to the specifications and in good condition from Technical Team of DG (I & P), Islamabad.
2. No payment shall be made in advance to the firms / company as Mobilization advance.
3. The payment will be made in Pak Rupees upon completion of the services on **quarterly basis** as per agreed schedule.
4. Taxes will be deducted at source as per Government rules at the time of payment.
5. Payment shall be made quarterly after submission of Invoice.

**11) PERFORMANCE SECURITY:**

1. As per clause 39 of PPRA rules, successful bidders are required to provide a performance security in the shape of Bank Guarantee/Pay order/DD from any scheduled Bank equivalent to 10% of total order amount in the name of DG (I&P), Sector G-8/1, Mauve-a-Area, near Peshawar more, Islamabad.
2. The bank guarantee/pay order shall remain valid for a period of three (03) years from the date of signing of the contract. The same will also be valid for repeat order or increase of quantity in the order if amended within validity period and guarantee accordingly revalidated up to at least one (01) year beyond the revised delivery period.
3. The performance security will be refunded on satisfactory supply / execution of the work order. The amount is liable to be forfeited in the event of any default by the tenderers.
4. The earnest money will be refunded to the successful bidder upon submission of the requisite performance security as Per PPRA Rules.

**12) LIQUIDATED DAMAGES / PENALTIES:**

1. In case of service delay or unsatisfactory service delivery, non-complying the terms of the comprehensive services, the performance bank guarantee / retention money will be forfeited and company may be put to the relevant authority to declare the firm as Black Listed.
2. A penalty of **1%** of the quarterly payment against the supplier will be charged for delay and part thereof if the stipulated period of services is not adhered to.



3. Director General, Immigration & Passports, Sector G-8/1, Mauve-a-Area, near Peshawar more, Islamabad reserves the right to recover the penalty from supplier's bills.
4. Any representation relating to exemption from penalty on account of delay in service period or deviation in the quarterly schedule on the basis of force majeure condition be submitted at least 15 days before expiry of services period. However, claim for exemption from penalty in case of any extra ordinary circumstances / conditions / force majeure conditions will not be considered after expiry of services period.

**13) PRICE:**

- i. The quoted prices shall be unconditionally firm and final without ambiguity, including sales tax, income tax and all other duties / charges (if any) by Govt. of Pakistan as admissible from time to time.
- ii. The successful bidder will be liable to provide support & maintenance services, on the basis of free delivery/installation, at Directorate General, I&P headquarter Islamabad.
- iii. No request for price hike due to any reason during the course of supply will be entertained.

**14) DELIVERY PERIOD:**

- i. The Services will be carried out **for three (03) years** from the date of signing of the contract. Director General (I&P) has the right to extend or alter the delivery schedule as and when required.
- ii. Provision of the services shall be completed after signing of the contract agreement /issuance of work order by the DG (I&P). Anything not covered in the contract agreement shall continue to be governed under the provisions of the tender document already to your company.

**15) FORCE MAJEURE:**

- i. Government restrictions, financial hardships, war and hostilities, invasion, act of foreign enemies, rebellion, revolution, riot, industrial disputes, commotion, natural disasters and other similar risks that are outside the Contractor's or DG I & P's control.
- ii. Decision regarding existence of Force Majeure conditions for the purpose of extension in delivery period, will be entirely at the discretion of Directorate General I &P, Sector G-8/1, Mauve-a-Area, near Peshawar more, Islamabad.

**WARRANTY:**


- i. The warranty cover with free service and maintenance including parts or replacement of the IT Equipment and other services shall be provided as per relevant industry practice/standard, but not for a period less than One (01) year after issuance of a certificate by the consignee certifying receipt of goods in good order and condition.
- ii. The contractor shall be required to maintain necessary quantity of the required hardware spares and consumables with its local authorized agent stationed at Islamabad at all times during the currency of a separate service level contract, if any signed on the basis of the information provided.

- iii. DGIP shall promptly notify the Contractor in writing of any claims arising under this warranty.
- iv. Upon receipt of such notice, the Contractor shall provide replacement, within next 48 hours from the time of lodging the complaint excluding gazetted holidays, at the DGIP's installation site and/or consignee's store as the case may be at that time, the defective goods or part thereof, without costs to DGIP.
- v. If the Contractor, having been notified, fails to remedy the defect(s) within a reasonable period, DGIP may proceed to take such remedial actions as may be necessary, at the Contractor's risk and expense and without prejudice to any other rights which DGIP may have against the Contractor under the Contract.
- vi. The Contractor shall promptly correct at no cost to DGIP, any defect in any work of corrections executed previously, upon receipt of written notice of defect within warranty period from the acceptance of the corrected defect.
- vii. The Contractor shall provide a Comprehensive Support Plan/Mechanism detailing backup support and service mechanism for the equipment to be supplied with minimum and maximum response times duly signed by him.
- viii. The Contractor shall provide a certificate from the manufacturer, certifying continuous back up support to the Equipment and other services being supplied for a minimum period of three (03) years which is extendable for up to maximum of one (01) year.

#### **16) PROFESSIONAL TAX:**

The supplier is required to produce a certificate of National Tax Number and Sales tax number. Moreover, if Tax Exemption Certificate of FBR is not produced by the firm, then the amount of taxes, as laid down by the Federal Government, will be deducted from the bills of the suppliers.

#### **17) GENERAL TERMS AND CONDITIONS:**

- a. The authorized agents nominated by the respective company should attach the letter of authority from their respective company.
  - b. Directorate General, Immigration & Passports, Mauve-a-Area, near Peshawar more, Islamabad reserves the right to reject or ignore any or all tender and accept part or full tender without assigning any reason thereof as admissible under PPRA Rules. The decision of Directorate General, Immigration & Passports in this respect shall be binding and the lowest bidder will not have any claim to get order for full tendered quantity.
  - c. DG I&P can waive any of the condition stipulated in the tender document in public interest.
  - d. Suppliers are required to make supplies/installation entirely according to the specifications mentioned in the tender enquiry (**Annex-I**) document.
  - e. Validity period of the bids shall be 180 days from the date of opening of the technical bids.
  - f. The decision of DG I&P will be binding on all concerned and will in no case be challengeable in any forum or any court of law.
  - g. Bids are liable to be rejected if they are not confirming with the terms, conditions and specifications stipulated in this tender document.
- 

- h. During the examination, evaluation and comparing of the bids, DG I&P at its sole discretion may ask the bidder for clarification of its bids. However, no change in the price or substance of the bids shall be sought, offered or permitted after bids submission.
- i. The amount submitted as earnest money shall be refunded to the unsuccessful bidder on submission of written request after finalization of tender and submission of bank draft / guarantee (10%).
- j. Incomplete and conditional bids will not be entertained.
- k. The request for clarification and the response shall be in writing / email. However, no change in the price or substance of the bid shall be sought, offered or permitted after bid submission.
- l. In case of any dispute between the two parties of any matter arising out of after the issuance of work order, the case shall then be referred to the Director General, Immigration & Passports whose decision shall be final and binding on both parties.
- m. In case of sudden public holiday, bids will be opened on the next working day.
- n. The bidder must ensure the availability of parts and services for next **three (03) years** of the quoted brand / model / solutions.
- o. The quantity of items can be increased or decreased as per Rules.
- p. It is the responsibility of prospective bidders to ensure that their bid documents are submitted/up-loaded on EPADS before the closing time and date of the tender.
- q. Bidder will be responsible for the supply / delivery / installation of new equipment.
- r. The deployment of Services should be completed from the date of signing of contract.
- s. Bidders are required to offer item of desired specifications as per **Annexure-I**.
- t. Partial bids in terms of incomplete /not as per required specifications will be rejected straight away.

## **18) SPECIAL CONSIDERATIONS FOR THE BIDDERS**

The bidders are advised to visit and inspect the location of services and its surrounding and obtain for themselves on their own responsibility all information that may be necessary for preparing the bid and entering into a Contract for services. All cost in this respect shall be at the bidder's own expense.

## **19) CLARIFICATION:**

Queries regarding this tender document shall be generated on EPADS before opening of the bid.

## **20) CAUTION:**

Since, the entry in this office is strictly prohibited for all general public therefore, the successful bidder has to submit the full particulars of the persons responsible for delivery/installation of goods well before the issuance of purchase order and intimate the changes if any during the course of the execution of their assignment.

Inside visiting the office will only be allowed after receipt of the full particulars of such persons and during office hours only. Frequent visits without any purpose will not be allowed.



  
(ZIA UR REHMAN)  
Assistant Accounts Officer  
(Logistics)

I / We have read the above instruction while submitting this tender and agree to abide by all the terms and conditions mentioned herein above in the tender enquiry.

Signature of the Proprietor/Agent/Owner

Name of Firm \_\_\_\_\_

Stamp \_\_\_\_\_

Dated : \_\_\_\_\_

**Annexure-I****RENEWAL FOR EXISTING ORACLE (ENTERPRISE EDITION) LICENSE  
SUPPORT/MAINTENANCE/UP-DATES CSI-20084703 FOR THREE YEARS)****TECHNICAL SPECIFICATIONS**

S. No.	Description	Remarks
1	Service level agreement (SLA) for renewal of existing oracle enterprises edition for 3 years or extendable	
2	Oracle 12 Creating TEST/UAT environment for upgrade D.B with existing application)	
3	Coordinate with Application vendors for due test and support for Upgrade.	
4	Provide due integration and testing of upgrade environment with Software applications and standard database security feature.	
5	Provide necessary/due support for completion of migration/upgrade assignment on database OS, Applications and development environment.	
6	Oracle 12c database up-gradation 12C to 19C or latest Implement and transfer present environment with all its features to the New Database environment	
7	Bidders/Service providers must provide 3 persons DBA track training & latest certification required to DGIP staff	



**TECHNICAL EVALUATION PROFORMA**

<b>Total Marks</b>	<b>100</b>
<b>Minimum Qualifying marks</b>	<b>70</b>

S.No	Criteria for evaluation (Principle parameter)	Total Marks	Detail parameter	Detail to be provided by the bidder	Marks awarded
1	Proof of member ship of chamber of commerce	10			
2	Proof of registration of SECP/Registrar of firms	10			
3	Service/support mechanism along with list of technical staff	15	10 or more employees (15)		
			5 to 9 employees (10)		
			5 or below employees (5)		
4	Proof of experience for supply of IT equipment (minimum 03 years)	15			
5	Bank Statement showing 10 million credit amount during the period 01-03-2025 to 30-04-2026	15			
6	Satisfactory performance certificates from clients (3 from different organizations)	15	3 certificates =15 Marks Below 3 Certificates= 05 Marks		
7	Proof of experience for supply of IT equipment (minimum 03 years)	10	Work orders 6 or more (10)		
			Work order 3 to 5 (5)		
8	ISO certificates for quality and systems security	10			
<b>Total Marks</b>		<b>100</b>			

*Handwritten signature*

*Handwritten signature*

**PROPOSAL SUBMISSION FORM**

The Deputy Director (Logistics)  
Directorate General, Immigration & Passports,  
G-8/1, Mauve Area, Islamabad.

Sir,

We, the undersigned offer to provide I.T. Equipment in Directorate General, I&P, Islamabad, being genuine and in accordance with your tender document dated \_\_\_\_\_ through our proposal. We are hereby submitting our Financial Proposal along with Technical proposal, sealed in envelopes as desired.

We have submitted a bid bond / earnest money fixed amount Rs. 280,000/- of the bid value as required in the tender document along with our financial bid.

We understand you are not bound to accept any proposal you receive and reserves the right to accept or reject any offer and to annul the bidding process and reject all proposals with assigning a reason.

The decision of evaluating committee shall be final and cannot be challenged on any ground at any forum, and the evaluating committee will not be liable for any loss or damage to any party acting in reliance thereon.

We remain,

Your's sincerely

Authorized Signature:

Name and Title of Signatory:

Name of Firm / Company:

Address

**COMPLIANCE SHEET FOR TECHNICAL PROPOSAL**

The tenderers are required to attach the following documents with their technical proposals:-

S. No.	Document required to be attached with the technical proposal	Compliance	
		Yes	No
1.	Company profile / brochures		
2.	Bidder must have valid NTN / ATL & GST. (Copies of valid NTN/ATL and Income / Sales Tax registration certificate).		
3.	Proof of membership of Chamber of Commerce		
4.	Proof of registration with SECP/Registrar of firms.		
5.	Bidder must have ISO certificates.		
6.	<b>Client list</b> , Equipment brochure/Data sheet and other relevant documents		
7.	Bidder should have service / support mechanism.( <b>Provide list of technical staff</b> ). Bidder is responsible for sale support services at DG (I&P) Headquarter, Islamabad.		
8.	Proof of 3 years of experience for provision of maintenance and support services of IT equipment. Bidder must have experience of completing at least 03 (three) assignments, involving supply/installation / support of IT equipment's to Government / Semi Government departments./ Autonomous body/Private Sector of good repute ( <b>Must provide copies of purchase order / work orders</b> ).		
9.	Affidavit (on Rs 100 stamp paper) that the Company is neither blacklisted nor in litigation with any of its clients and if there is any litigation the bidder will be bound to disclose the same with nature thereof.		
10.	Provide a Certificate that Service Level Agreement must be in compliance with the Technical specifications as mentioned at <b>Annex-I</b> of this tender document.		
11.	Financial soundness of the company (Minimum 10 Million credit amount). Provide last one year of bank statements confirming the 10 million credit amount or above in last one year w.e.f. 01-03-2025 to 30-04-2026.		
12.	Copy of bid bond (Earnest Money only Copy) as mentioned in this tender document with technical. Original bank draft / PO has to be enclosed with the financial bid.		
13.	Satisfactory performance certificates from clients (Government/ Semi Government Departments./ Autonomous body/private) must be attached ( 03) for supply of IT services. <b>Without these three certificates bid will be rejected straight away.</b>		
14.	Reliability, warranty certificate & after sale support certificates must be attached.		
15.	Certificate or undertaking of non-disclosure of information must be attached.		
16.	Reliability, warranty certificate & after sale support certificates.		
17.	Copies of work order of at least three (03) organizations regarding IT experience and Services executed by the company in govt./semi govt./ autonomous bodies/private sector must be attached		
18.	Annex-I Technical Compliance sheet to be filled by the bidder		
19.	Annexure-II Technical specification of the quoted items		
20.	Annexure – III Request letter		
21.	Annexure – V Financial Proposal		
22.	Annexure- VI Integrity Pact		

**FINANCIAL PROPOSAL**

Price Schedule / Financial Cost Sheet (separately for each lot)

Item #	Item/Equipment / Work Description	Quantity	Unit Price (without Tax)	Unit Price with Taxes (if any, also mention tax type and percentage)	Total price with taxes (if any)
1.					
2.					
3.					
4.					
5.					
<b>Grant Total</b>					

## NOTE:-

- i. Hardware quoted must be legally imported in Pakistan after paying all taxes.
- ii. DG I&P reserves exclusive rights to increase / decrease the quantities of the tender.
- iii. Standard warranty / support period for one (01) year after purchase of equipment.

Total Cost (in words) Rs. \_\_\_\_\_

Date:- \_\_\_\_\_

Signature of the Authorized person  
Name:-

(Company Seal)

In the capacity of  
Duly authority by

Note:- No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial bid.

Integrity Pact

\_\_\_\_\_ [the Seller/Supplier] hereby declares its intention not to obtain or induce the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan 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, [the Seller/Supplier] 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.

[the Seller/Supplier] certifies that it has made and shall 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 shall not take any action to circumvent the above declaration, representation or warranty.

[the Seller/Supplier] 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 rights and remedies available to GoP under any law, contract or other instrument, be void at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [the Seller/Supplier] 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 Seller/Supplier] as aforesaid for the purpose of obtaining or inducing the procurement for any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.

On the Behalf of  
DGIP

Bidder