

**SURVEY OF PAKISTAN
GOVERNMENT OF PAKISTAN**

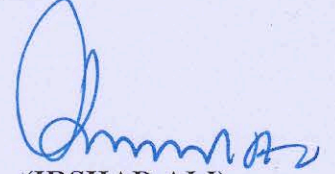
INVITATION TO BID

Survey of Pakistan invites sealed bids from the firm(s) / supplier(s) registered with the Income Tax & Sales Tax Departments for the supply of the following types of services:

Sr No	Description of Equipment/Services	Qty	Closing Date
1.	IT Services	01	<u>04-07-2022</u>
2.	Web Services Development	01	

2). Bidding documents, containing detailed terms and conditions, method of procurement, the procedure for submission of bids, bid security, bid validity, opening of the bid, evaluation criteria, clarification/rejection of bids, performance guarantee, etc., are available for the interested at the www.ppra.org.pk and www.surveyofpakistan.gov.pk

3). The bids, prepared in accordance with the instructions in the bidding documents, must reach Survey of Pakistan, Murree Road, Rawalpindi duly addressed to the Chairman Purchase Committee, MPO on or before 04-07-2022 at 11:00 hrs. Bids will be opened the same day at 11:30 hrs.



(IRSHAD ALI)

Chairman Purchase Committee
Map Publication Office
Survey of Pakistan
Faizabad Murree Road, Rawalpindi

TERMS & CONDITIONS

1. Applications on the prescribed form (attached) along with technical specifications (compliance sheet) and contract, which can be downloaded from the website of PPRA, should reach the Chairman Purchase Committee, MPO, Survey of Pakistan, Murree Road Faizabad, Rawalpindi by registered post/courier latest by 11:00 hours on **04-07-2022**. These will be opened at 11:30 hours on the same day in the presence of firm(s) / supplier(s) and their authorized representatives.
2. The envelope shall be marked as “FINANCIAL PROPOSAL” & “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion. Initially, only envelopes marked as Technical Proposal shall be opened and envelopes marked as Financial Proposal shall be retained in the custody of the Chairman Purchase Committee MPO, Survey of Pakistan. After the evaluation & recommendations by the Technical Evaluation Committee concerned, Financial Proposals of only technically accepted bids will be opened. The Financial Proposals of bids found technically non-responsive shall be returned unopened to the respective supplier(s).
3. **3% earnest money** in the shape of pay order/bank draft in the name of Chairman Purchase Committee, MPO Survey of Pakistan, Murree Road Faizabad, Rawalpindi should be enclosed in the envelope containing Financial Bid. However, the certificate for attachment is indicated in the technical bid, otherwise, the same will be rejected at the opening stage.
4. Successful supplier(s) will be required to execute an agreement governing the terms & conditions of the contract.
5. All the supplier(s) are requested to offer the latest best practices solution. The accepted/approved solution shall not be replaced at any stage. The supplier’s earnest money will be forfeited and the supply order will be cancelled.
6. Purchaser may reject any or all bids subject to the relevant provisions of PPRA Rules.
7. Only registered supplier(s) who are on the Active Tax Payers List (ATL) of FBR are eligible to supply solution to the Survey of Pakistan,
8. The supplier(s) should attach proof that supplier(s) is on ATL of FBR Database. In other cases, the supplier’s payment would be stopped till the filing of mandatory return and appearance on ATL of FBR.
9. The prices should be inclusive of all leviable taxes.
10. Bids will be valid for 120 days from the date of opening of the bid.
11. The supplier(s) shall have to give a demo of their offered solution during Technical Evaluation for analysis.
12. The supplier(s) should also provide a detailed price comparison of the items/accessories in their Financial Proposal along with the unit rate with GST.
13. The method of procurement is a single stage – two envelopes as per PPRA’s Rule-36(b).
14. The successful supplier(s) shall be liable to give full/justifiable training on their approved solution.
15. **Quantity of items can be increased or decreased subject to the availability of funds.**
16. Copy of CNIC must be attached with the bid.
17. For more information, please contact the Chairman Purchase Committee MPO, Survey of Pakistan at telephone No. 051-9290213.

2

EVALUATION CRITERIA

1. Technical Evaluation Report of the Technical Proposals will be made as per tender specifications and considering their eligibility and qualification without the reference to the price as per PPRA Rule 36 (b)(v).
2. Only the Financial Proposals of those supplier(s) whose Technical Proposals have technically been recommended by the Technical Evaluation Committee will be opened publicly as per PPRA Rule 36 (b)(viii).
3. The bid fulfilling the above-mentioned criteria and PPRA Rule 36(b)(ix) will be declared the most advantageous bid.



**PRESCRIBED APPLICATION FORM FOR TENDERING OF PROCUREMENT
OF SERVICES**

(To be printed on firm/supplier's letterhead duly signed by the authorized representative)

The Chairman Purchase Committee
Map Publication Office
Survey of Pakistan,
Murree Road Faizabad, Rawalpindi

In response to the press advertisement dated: - -2022 appeared in the daily
..... we M/s.
have downloaded Tender Documents consisting of the detail and specifications from PPRA's
website.

We have gone through all the terms and conditions contained in the above-mentioned
documents and those, which are part of the tender.

We fully agree to abide by the terms and conditions contained in the said documents and
therefore hereby submit Technical as well as Financial Proposals for the following:

**AUTHORISED SIGNATURE
NAME & SEAL OF SUPPLIER**

2

Specification of IT Services (Compliance Sheet)

Sr.	Item Specifications	Compliance/ Bidder Response
1	i. Network nodes troubleshooting, setup and configuration	
	ii. Firewall troubleshooting and configuration	
	iii. GIS data upscaling, fine-tuning and parameters compliance and reporting	
	iv. Application runtime testing, reporting and data upscaling	
	v. Geoportal integration, authentication, tuning and testing.	
	vi. Website tuning and security patches	
	vii. Network routers validation and upgradation	
	viii. PDU mounting calibration and synchronization with server racks	
	ix. Memory optimizing & efficiency improvement, RAID configuration and connectivity.	
	x. Overhauling and performance optimization of plotters & scanners.	
	xi. Switches and servers integration, configuration and connectivity.	
	xii. MIS tuning and security authorization and authentication.	

Note:

The document enlists all requirements in the left columns. The supplier(s) shall provide his consent in the rightmost column. The response should be explicit in well-defined specifications offered for the components against each row. Any ambiguous and implicit words or quotations (such as **yes, ok, offered, available and provided etc.**) shall be treated as “non-responsive”.



Specification of Web Services Development (Compliance Sheet)

Sr.	Item Specifications	Compliance/ Bidder Response
2	i. Mobile Application Development	
	ii. MIS Development with Basic Modules	
	iii. Integration of MIS/Mobile Application and API development	
	iv. Additional Modules Billing/Reporting/Leasing/Litigation	

Note:

The document enlists all requirements in the left columns. The supplier(s) shall provide his consent in the rightmost column. The response should be explicit in well-defined specifications offered for the components against each row. Any ambiguous and implicit words or quotations (such as **yes, ok, offered, available and provided etc.**) shall be treated as “non-responsive”. Details specifications are attached as Annex-A.

2

A- Mobile Application

Following are the tentative specifications for the development of the Mobile Application

1. Users

	User Type	User Roles
ii	Field Worker	Data entry
iii	Supervisor	Data verification

2. Dashboard

- i- Dashboard varies as per user type.
- ii- Field Worker
 - a) View documents
 - b) Data Entry
 - c) Capture pictures of sites
 - d) View requests
 - e) Send requests
 - f) Submission of higher level
- iii- Supervisor
 - a) View documents
 - b) Data verification
 - c) View requests
 - d) Respond requests
 - e) Submission of higher level

3. Data Entry Form Details

- i- A form has a specified format
- ii- 100 attributes

B- MIS

Following are the tentative specifications for the development of the Billing Module.

1. Users

	User Type	User Roles
i	MIS Admin	add new users, remove users, assign roles, assign territory
ii	Executive	Executive role
iii	Manager	Manager role
iv	Administrator	Administrator role

2. Dashboard

- i- Dashboard varies as per user type.
- ii- For executive
 - a) View documents
 - b) CRUD sites
 - c) Search MIS
 - d) View requests
 - e) Respond requests
 - f) Approve changes
- iii- For manager
 - a) View documents
 - b) Search MIS
 - c) View requests
 - d) Respond requests
 - e) Recommend changes



- f) Submission of higher level
- iv- For administrator
 - a) Attach documents
 - b) Assign sites to field staff and inspectors
 - c) Search MIS
 - d) View requests
 - e) Respond requests
 - f) Authenticate requests
 - g) Submission of higher level

C- Billing Module

Following are the tentative specifications for the development of the Billing Module.

1. Users

	User Type	User Roles
i	Module Admin	add new users, remove users
ii	Executive	executive role, generate bills
iii	Administrator	Generate bills

2. Dashboard

- i- Dashboard varies as per user type.
- ii- For executive
 - a) generate bill
 - b) print bill
- iii- For administrator
 - a) generate bill
 - b) print bill

3. Bill Details

- iii- A bill has a specified format
- iv- Six types of bills
- v- Option to print bill in bulk

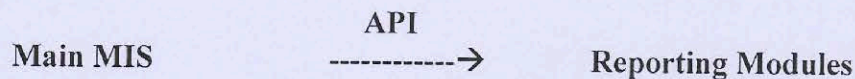
D- Reporting Module

Following are the tentative specifications for the development of the Reporting Module.

1. Users

	User Type	User Roles
i	Module Admin	add new users, remove users
ii	Executive	Executive role, generate reports
iii	Administrator	Generate reports
iv	Manager	Generate reports

2. Interaction with main MIS



3. Dashboard

- i- Dashboard varies as per user type.
- ii- For executive
 - a) Report generation
 - b) View reports
- iii- For manager
 - a) Report generation
 - b) View reports

2

- iv- For administrator
 - a) Report generation
 - b) View reports

4. Reports Details

- i- A report has a specified format
- ii- 60 fixed-format reports
- iii- Custom reports
- iv- Option to print reports in bulk

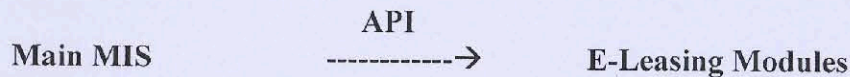
E- E-leasing Module

Following are the tentative specifications for the development of the E-Leasing Module.

1. Users

	User Type	User Roles
i	Module Admin	add new users, remove users
ii	Executive	Executive role, reports
iii	Administrator	Add auction, commission auction reports
iv	Bidder (Self-generated)	Bid in auction

2. Interaction with main MIS



3. Dashboard

- v- Dashboard varies as per user type.
- vi- For bidder
 - a) Dynamic panel on top to show new auctions available
 - b) Participate in a bid
 - c) Read terms and conditions
 - d) Download bidding documents
 - e) Upload bidding documents
- vii- For executive
 - c) Dynamic panel on top to show new auctions available, number of auctions without success, number of auctions with success, and total revenue generated for the month, year, and overall.
 - d) Report generation
- viii- For administrator
 - a) Dynamic panel on top to show new auctions available, number of auctions without success, number of auctions with success, and total revenue generated for the month, year, and overall, in a district.
 - b) Report generation
 - c) Add new auction
 - d) Cancel an auction
 - e) Reschedule an auction

4. Auction Details

- i- An auction may have the following set of attributes (the number of attributes can be increased subject to the final requirements)
 - a) Type of sites
 - b) Period of Lease

2

- c) Category of sites (agriculture, open plot, residential)
- d) Address
- e) Area
- f) Last date to apply
- g) Auction date(s)

ii- An auction proceeding will have the following set of attributes in addition to the above (i)

- a) List of participants
- b) Initial bidding amount
- c) Closing bidding amount
- d) Reserved bidding amount
- e) Status of the bid (No bid, award, rescheduled)
- f) Winning bidder details
- g) Winning bid amount

2

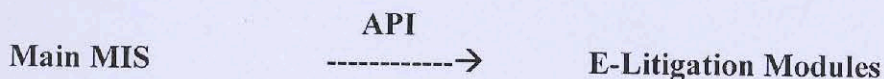
F- E-litigation Module

Following are the tentative specifications for the development of the E-litigation Module.

1. Users

	User Type	User Roles
i	Module Admin	add new users, remove users
ii	Executive	Case updates
iii	Administrators	Case updates
iv	Manager	Case updates

2. Interaction with main MIS



3. Dashboard

i- Dashboard varies as per user type.

ii- For executive

- a) Dynamic panel on top to list of cases pending, number of cases resolved in favour, number of cases resolved against, and total cases resolved for the month, year, and overall.
- b) Report generation
- c) Create litigation entry for a site
- d) Modify litigation entry to the site
- e) Documents attachment

iii- For manager

- a) Dynamic panel on top to list of cases pending, number of cases resolved in favour, number of cases resolved against, total cases resolved for the month, year, overall, in a zone.
- b) Report generation
- c) Create litigation entry for a site
- d) Modify litigation entry to a site
- e) Documents attachment

iv- For administrator

- a) dynamic panel on top to list of cases pending, number of cases resolved in favour, number of cases resolved against, total cases resolved for a month, year, overall, in a district.
- b) Report generation
- c) Create litigation entry for a site
- d) Modify litigation entry to a site
- e) Documents attachment

4. Case Details

i- A case may have the following set of attributes (the number of attributes can be increased subject to the final requirements)

- a) Name of court (supreme court /high court /session court/district court /executive court/manager court/administrator court/civil court/ BOR court/wafaqi mohatasib/other court)
- b) Case No
- c) Case title
- d) Nature of case
- e) Site No
- f) Address

- g) Date of the institution (date of filing case)
- h) Last date of hearing
- i) Court proceedings of the last date of hearing
- j) Next date of hearing
- k) Para wise comments filed or not
- l) Date of filling para wise comments
- m) Lawyer Name
- n) Professional Fee paid to counsel
- o) I decided on (date)
- p) Decided in favour (Yes/No)
- q) If against an appeal filed or not
- r) Present status of the property (Taken over procession/lease money received/rent received)
- s) Area
- t) Address
- u) Remarks

CONTRACT

GOVERNMENT OF PAKISTAN
SURVEY OF PAKISTAN
RAWALPINDI

Contract No. / , dated: - -2022
Refers Supplier's Tender No.

An agreement was made the _____ day of ----- Two Thousand Twenty-Two between the President of Pakistan (hereinafter called the "PURCHASER" on the one part and M/s. -----

-----, "SUPPLIER" on the other part.

Whereby it is agreed that the Purchaser shall purchase and the Supplier shall provide the items/services as described in the schedule given hereunder at the price mentioned therein already transmitted through a letter of intent subject to the special conditions as follow:

SUPPLY SCHEDULE

Description of Items/Services	Qty/ (Units)	Bill in the name of	Rate per unit (Rs.)	Total Cost (Rs.)	Delivery Date
		Drawing & Disbursing Officer, Map Publication Office Survey of Pakistan, Rawalpindi			On or before
Total:					

WARNING: Any information about the procurement of the items/services under this contract shall not be communicated to any person, other than the concerned provider of services or to any press or agency not authorized by the Survey of Pakistan to receive it. The breach of the undertaking shall be punishable under the Official Secrets Act, 1923

CONTRACT CONDITIONS/CLAUSES:

- 1). **Name of consignee:** The Chairman Purchase Committee, MPO, Survey of Pakistan, Rawalpindi
- 2). **Cost Dubitable to Head:**
- 3). **Supplier's Name and Address:**
- 4). **Supplier's NTN No.**
- 5). **Supplier's Sales Tax Reg. No:**
- 6). **Date of Delivery:** -
- 7). **Delivery Instructions:** The items/services will be delivered to the Purchaser under the supplier's arrangements. A partial delivery will not be acceptable in any case.
- 8). **Inspection:**
 - a) **Inspection Authority:** Technical Evaluation Committee (TEC)
 - b) **Inspection Officer:** Chairman Technical Evaluation Committee
 - c) **Place of Inspection:** Purchaser's Premises
 - d) The Inspecting Officer will be informed 02 working days in advance about the time for inspection
- 9). **Checking/testing of items/services of Purchaser's End:** All items/services will be checked/tested at the purchaser's premises in the presence of supplier's representatives. If, for the reasons of economy or others the supplier decides not to nominate his representative for such checking/testing, then advance written notice to this effect will be given by the supplier to The Chairman Purchase Committee MPO, Survey of Pakistan, Rawalpindi before or immediately on delivering items/services. In such an event, the supplier will clearly undertake the decision of the

2

purchaser with regard to quantities and description of items/services, which will be taken as final and if any discrepancy is found will according be made up by the supplier.

10). **Terms of Payment:**

- a) 70% payment of the value of the items/services delivered will be paid after the delivery of items/services duly supported by the **NOC** from **TEC**.
- b) 30% remaining amount will be paid after three months of the successful delivery of the items/services.

11). **Taxes & Duties:**

- a) **Duties & Taxes Applicable:** The prices quoted are inclusive of all kinds of duties and taxes. The purchaser shall not be liable for reimbursement of duties and taxes on items/services other than those given in the quoted rates. The payment of elements of taxes and duties, which are included in quoted rates, will be made to the supplier only after the production of duly authenticated documentary proof of its payment to the respective department.
- b) For the release of payment, the supplier would be required to furnish the following documents to the Drawing & Disbursing Officer, Map Publication Office Survey of Pakistan, Rawalpindi.
 - i Proof of registration with Sales Tax Department (Copy of Registration Certificate).
 - ii Sales Tax Invoice in original showing description/quantity/value of items/services and the current amount of Sales Tax leviable thereon.

12). **Warranty/Guarantee:**

- a) The supplier shall furnish a warranty for the items/services to be delivered against defects/errors/bugs, and satisfactory performance for one year with components/functions and one year of free compliance. The items/services will be of the best quality and consistent with the general expectable standard with the liability of replacing defective/unacceptable parts of items/improving (troubleshooting) functionality of services, free of cost within **07 days** by the supplier on receiving the discrepancy report, failing which the purchaser shall have the right to procure the items/services (against the items/services declared defective) at the supplier's risk and expense. The supplier also undertakes to make good the deficiency in supply, if any.

13). **Inspection after Expiry of Delivery Period:** Unless informed and directed to the contrary during the currency of the contract, the Inspection Officer will continue the inspection of the items/services at the supplier's risk even after the expiry of the delivery period. Such acceptance will not prejudice the purchaser's right to cancel the contract or to extend the delivery period with or without liquidated damages.

14). **Failure and Termination:** Should the supplier fail to deliver the items within the stipulated period, on the expiry; the purchaser shall be entitled at his option to take either of the following actions:

- a) To cancel the contract or purchase from elsewhere the items not delivered, at-risk and expense of the supplier and without notice to him. The supplier shall also be liable for any loss that which purchaser sustains on this account but shall not be entitled to any gain of repurchase.
- b) To make the supplier pay liquidation damages for the period of delays in supply up to the rate of **2%** of the contract value of un-supplied items per month or part of a month for the period exceeding the original delivery period subject to the provision that the total liquidation damages thus levied will not exceed **10%** of the total contract value.
- c) If a contract of the supplier is cancelled at 'Risk and Expense' then the latest equivalent of their cancelled items will be purchased at 'Risk and Expense' of the concerned supplier if the cancelled type/category is not available in the market.

15). **Force Majeure:** Force Majeure shall mean any event, act or other circumstances, not being an event, act or circumstance, under the control of the purchaser or of the supplier.

16). **Special Instructions:**

Warranty/Guarantee:

- a) The supplier has to provide a warranty/guarantee of the items/services supplied for a period

2

of 01-year standard warrantee including debugging and replacement of components from the date of issuance of NOC by the **CPC** The supplier shall replace the defective component/functionality free of cost. Warranty/Guarantee Certificate with regards to all items being supplied would be provided to the purchaser along with the items.

- b) The Trademark of all items should be quoted clearly. On receipt, if any item is found to be otherwise it will be changed/ replaced free of cost.
- c) The Supplier will be strictly bound to supply the items/services as per tendered specifications and fulfil all responsibilities in this regard.

17). **Litigation:** In case of any dispute, the only court of jurisdiction at Rawalpindi shall have the jurisdiction to decide the matter.

SIGNATURES

PURCHASER

Designation	Chairman Purchase Committee MPO, Survey of Pakistan, Rawalpindi
Name	
Signature	
For and on behalf of the President of the Islamic Republic of Pakistan.	

SUPPLIER

Name	
Designation	
Signature	

2