

**CENTRAL POLICE OFFICE
AZAD GOVERNMENT OF THE STATE OF JAMMU & KASHMIR,
MUZAFFARABAD**

Tender Notice

Azad Jammu and Kashmir Police Department invites sealed bids on the open competitive basis for the procurement of Forensic Laboratory equipment/items from eligible bidders/firms having previous experience and registered with income tax and sales tax Department for Financial Year 2020-21. The procurement shall be conducted in accordance with AJK PPRA Rules 2017 following single stage two envelop procedure. Tenders should be addressed to the Deputy Inspector General Police Headquarters, Government of the AJ&K Police Department Muzaffarabad. Bids will be received **till 12:00pm on 7th June 2021 and also opened on the same day at 12:30pm hours** as noted against each in the presence of Departmental Purchase Committee and intending bidders in Conference Room Central Police Office (CPO), Muzaffarabad AJ&K.

2. The tender documents/specifications pertaining to equipment/items to be supplied are available on official Website of AJK PPRA & same can also be obtained from the Office of the Budget Officer, Central Police Office, Block No. 7 New Secretariat Muzaffarabad on the submission of application on the original letter head of the firm on any working day during office hours up to the date mentioned above.

Terms & Conditions:

The following terms and conditions shall apply:

- (i) Only registered firms/suppliers who are on Active Taxpayers list (ATL) of FBR/CBR Muzaffarabad Azad Kashmir are eligible to supply goods/services to Government Departments.
- (ii) Each bid shall comprise a single sealed package containing two separate envelops as under.

A. Technical Proposal: Proposal should comprise details of specifications, make, country etc. of items to be supplied on the firm's letter head pad along with catalogue & bidding documents for respective items. Bid should comprise an affidavit stating that company is not blacklisted and worth 2% Earnest money of total quoted value. Bid must be comprised by CDR/Pay order and same should be attached with the financial proposal.

B. Financial Proposal: Proposal should contain rates of respective items including all taxes/charges applicable in AJK/Pakistan whatsoever as per following format on the firm's letter head pad along with their financial proposals 2% earnest money in the shape of CDR/pay orders of any scheduled bank in favor of the DDO Central Police Office Muzaffarabad AJK. In case of non-acceptance of tenders, the earnest money will be refunded after finalization of the tenders.

S#	Description	Unit Price (PKR) Including all duties & taxes	Total cost
1	Digital Forensic Section FTK		
2	Questioned Documents Section Items		
3	Finger print Section		
4	Firearms Section Items		

- (iii) Technical Proposals will be opened on the date mentioned above at **12:30 pm hrs on 7th June 2021** while Financial Proposals shall remain (in sealed form) in the custody of the Police Department and would be opened in the presence of qualified bidders after receipt of the technical report by Technical Evaluation Committee.
- (iv) Successful bidder shall deposit a security @ 5% of the total value of stores in the form of Call Deposit in the name of the DDO Central Police Office, Muzaffarabad AJK and sign the contract agreement with Police Department within 15 days of the issuance of the acceptance letter
- (v) The items shall be received in the centralized godown at Police Line Headquarters Muzaffarabad on behalf of Forensic Science Laboratory (FSL) Arja District Bagh AJ&K. No other destination shall be acceptable. Items shall be physically inspected by Inspection Committee constituted by competent authority and thereafter operationally tested at the cost of contractor in Police Line Headquarters Muzaffarabad on behalf of Forensic Science Laboratory (FSL) Arja District Bagh AJK. Items not found according to the standard specifications will be rejected at the cost of contractor and may also result in black listing of the firm.
- (vi) Rates quoted would be considered only if the same are in Pak Rupees and inclusive of all taxes/duties and inclusive of packing/freight charges till delivery to the centralized godown Police Line Headquarters Muzaffarabad on behalf of Forensic Science Laboratory (FSL) Arja District Bagh, AJ&K. Rates shall be valid up to 120 days from the closing date of submission of the proposal.
- (vii) Conditional tender/application will not be entertained.
- (viii) All taxes will be deducted as per existing AJ&K Government policy.
- (ix) Bid Evaluation Report (BER) and Award of Contract (AOC) will also be uploaded on AJK PPRA Website.
- (x) This advertisement is also available on official Website of AJK PPRA i.e.

www.ajkppra.gov.pk



(Dr. Liaqat Ali)

Deputy Inspector-General of Police (HQs)
Azad Govt. of the State of J & K
Muzaffarabad
Office: 05822-930812
Fax: 05822-930808
Email: cpoajkmzd@gmail.com

BIDDING DOCUMENTS
CENTRAL POLICE OFFICE
AJ&K POLICE



AZAD GOVT. OF THE STATE OF JAMMU & KASHMIR

This document contains three parts:

- | | |
|------------|----------------------------|
| Part – I | Advertisement |
| Part – II | Bidding documents of Goods |
| Part – III | Specification of Goods |

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INSTRUCTIONS FOR BIDDERS

- i. The Bidders shall carefully examine the Bidding Documents, including all instructions, forms, terms, specifications and charts/drawings.
- ii. The Police department, Government of AJ&K, request Tenders / Bids in sealed envelopes as per information required in this document. The bidders should submit Financial Proposals and Technical Proposals in two separate envelopes packed in a single envelop.
- iii. The Technical Proposal should certain all the Bid items as specified in technical proposals form at annexure “B”.
- iv. Bidders may obtain further information, if any, from office of the Budget Officer, CPO, Phone 05822-930805 Fax 05822930808.
- v. The Bids will be opened on the date, time and place as specified in Tender Notice in presence of bidders and samples of the items will be provided at the time of opening of Technical Proposals.
- vi. The Police department, Government of AJ&K will not be responsible for any costs or expenses incurred by Bidders in connection with the preparation or delivery of Bids.
- vii. Incomplete and delayed submitted bid documents shall not be entertained.
- viii. The firms shall arrange physical demonstration of the items at their own costs at the place specified by the Technical Evaluation Committee.
- ix. In accordance with the AJ&K Procurements of Goods, Works, and Services Rules 2017, purchasing entity has the right to accept or reject any or all Bids.
- x. All prices quoted must include all duties / taxes applicable i.e. Income Tax, Sales Tax or any other Tax imposed by government. If not specifically mentioned in the Quotation, then it will be presumed that the prices are included all the duties / taxes.
- xi. The bidder will submit an affidavit on Judicial Stamp Paper attested by Notary Public that the firm has never been blacklisted by any Government or Semi Government Department.
- xii. The bidder will submit a sworn statement on Judicial Stamp Paper to the effect that earnest money / tender security @ 2% of total cost is enclosed with the Financial Proposals.
- xiii. Every page of the tender document should be signed and stamped by the Bidders.

Dy. Inspector General of Police HQs
Azad Govt. of the State of J&K
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Office: 05822-930812

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BID FORM for _____

To:

Central Police Office
Government of AJ&K
Muzaffarabad.

Sir,

Having been examined the Bidding documents, the receipt of which is hereby duly acknowledged for the above Contract, we, the undersigned, offer to supply, deliver and test in conformity with the said bidding documents (Technical and Financial proposals are attached as **Annexure-B** and **Annexure-C** respectively) are submitted herewith separately as per your requirements.

We undertake, if our Bid is accepted, to complete the supply in accordance with the delivery time mentioned in this tender documents.

If our Bid is accepted, we will provide the performance security in the sum equivalent to 05% percent of the Contract Price i.e., Rs..... for the due performance of the Contract as per Bid Security Form.

Dated this _____ the day of _____ 2021__

WITNESS

BIDDER (Sign + Seal)

Signature:.....

Signature:

Name:.....

Name:

Title:.....

Title:

Address:.....

Address:

CNIC #:.....

CNIC #:.....

BID SECURITY FORM

WHEREAS _____ (hereinafter called “**the Bidder**” has submitted its Bid dated _____ for the purchase of “ _____
_____”, (hereinafter called “**the Bid**”).

KNOW ALL MEN by these presents that We _____ (Name of Bank) of _____ (Name of Country) having our registered office at _____ (address of Bank) hereinafter called “the Bank”) are bound into the Provincial Police Officer, KPK, Peshawar, Pakistan (hereinafter called “the Purchaser”) in the sum of amount mentioned in CDR No. _____ date: _____, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this _____ day of _____, 2021 ____

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of Bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder does not accept the corrections of his Total Bid Price; or
3. If the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of Bid validity:
 - (a) Fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders; or
 - (b) Fails or refuses to execute the Contract Form, when requested.

We undertake to pay to the Purchaser up to the above amount, according to, and upon receipt of, its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both or all the three above stated conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to 90 days beyond the period of Bid validity, and any demand in respect thereof should reach the Bank not later than such date.

(NAME OF BANK)

By _____

(Title)

Authorized Representative

PERFORMANCE SECURITY FORM (Applicable in case of Bank Guarantee)

To: Central Police Office
AJ&K Government,
Muzaffarabad

WHEREAS (Name of the Contractor)

Hereinafter called "the Contractor" has undertaken, in pursuance of the Bid for the purchase of hardware including "_____", dated____2021_, (hereinafter called "the Contract").

AND WHEREAS we have agreed to give the Contractor a Guarantee:

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total Sum of Rs...../= 05% of the total contract value (Amount of the guarantee), and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums, within the limits of 10% of the total contract value (Amount of Guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until____day of_____2021__, or the warranty period.

[NAME OF GUARANTOR]

Signature _____

Name _____

Title _____

Address _____

Seal _____

1. **GENERAL TERMS & CONDITIONS**

i) **Earnest Money/Tender Security**

- Bid security in the shape of CDR / Bank Draft in favour of DDO Central Police Office AJ&K, equivalent to 2% of the total cost of Bid should be submitted along with Financial Proposals. An affidavit to this effect must be enclosed with Technical Proposals.
- The tender submitted without depositing 02% earnest money shall be rejected.
- The earnest money is refundable after finalization of the bid, in case of return of financial Bids un-opened to non responsive bidders, on request after opening of financial Bids or when award/placement of purchase order is finalized. The Bidders will, however, have to apply for refund through a written request on their company/firm letter head addressed to DDO Central Police Officer AJ&K Muzaffarabad.

ii) **Validity of the proposal**

All proposals and prices shall remain valid up to **120 days** from the closing date of submission of the proposals. However, the responding organization is encouraged to state a longer period of validity for the proposal.

iii) **Currency**

All currency in the proposal shall be quoted in Pakistan Rupees (PKR).

iv) **Withholding Tax, Sales Tax and other Taxes**

The responding organization is hereby informed that the Government shall deduct tax at the rate prescribed under the Tax Laws applicable in AJ&K/ Pakistan, from all payments for services rendered by any responding organization who signs a contract with the Police department. The responding organization will be responsible for all taxes on transaction and/or income, which may be levied by government of AJ&K/Pakistan. If responding organization is exempted from any specific taxes, then it will provide the relevant documents with the proposal.

v) **Stamp Duty**

Stamp duty for contract documents shall be borne by responding organization/Bidder at the time of signing of contract.

vi) **OEM relationships & Warranties**

- Hardware equipment should have warranty, including parts and labour and license (if any).
- All Management Software provided should have warranties for one year against defects / bugs as well as updates.
- The responding organization (RO) to be an authorized Partner / reseller, of **THE ORIGINAL MANUFACTURER.**

vii) Supply Capabilities

Responsive Organization should clearly indicate the duration of delivery of quoted item(s) specified in Annexure-D

S #	Item	Action Item	Response time (in hours)
1		Replacement	
		Repair	
		Re-configuration	
		Backup Replacement	

viii) Compliance to Specification

The Responding Organization (RO) to provide information as per (**Attached Specification**). The RO may not propose any kind of refurbished item (s) in their Technical Proposals. The proposed items should be brand new and current year production.

ix) Financial Capabilities

The RO(s) shall describe the financial position of its organization. Income Statement or Annual Report should be included in the detailed Technical proposal.

x) Liquidated damages

- a) It is of utmost importance that schedule to tender should be filled in very carefully and the instructions set forth above, thoroughly complied with, failing which, the offer will be ignored. In case of non-completion of supply within stipulated period, Security Deposit will be forfeited in favour of the Police Department, Government of AJ&K, as stated at sub clause (b).
- b) Liquidated damages of 5% per month of the total contract price will be deducted for delayed supply. The purchaser in that case also reserves the right to cancel the contract, forfeit the Performance Security and start procedure to Blacklist the firm.

xi) Disqualification & Disbursement of Bidder

1. The purchaser shall disqualify a Bidder / Contractor / Supplier or Firm if it finds at any stage of bidding process that the information provided by the Bidder is false.
2. The purchaser may debar a Bidder / Contractor / Supplier or Firm, from taking any further part in procurement proceedings or in future procurement proceedings in case the Bidder / Contractor / Supplier or Firm:-
 - a. Forms part of a cartel with a view to dispirit fair competition in the Bidding process.
 - b. Has failed to complete his earlier contract.
 - c. Offers or attempts to offer inducement of any sort.

xii) Blacklisting of Supplier/Contractor

A Bidder / Contractor / Supplier or Firm shall be blacklisted or barred (Permanently or temporarily), by the Procuring Entity, from participating in procurement proceedings if:-

- i) It finds at any stage that the information submitted by Bidder / Contractor / Supplier or Firm is false.
- ii) The information submitted by the lowest evaluated bidder was materially inaccurate or incomplete and the Bidder / Contractor / Supplier fails to remedy such deficiencies promptly.
- iii) It finds at any time that the bidder forms part of a cartel with a view to dispirit / discourage fair competition in the bidding process.
- iv) Fails to complete his earlier contract within stipulated time.
- v) Offer or attempts to offer inducement of any sort.
- vi) Lowest evaluated Bidder Fails to supply goods, works and services according to approved specification / sample within stipulated time frame.

Procedure

1. In event of any default, the Chairman Departmental Purchase Committee shall issue a Notice to the defaulter Bidder / Contractor / Supplier or Firm to fulfill the requirements of Contract within 07 days.
2. In case of non-compliance of the Notice issued as above, the Chairman Departmental Purchase Committee shall issue a Show-Cause Notice to the defaulter Bidder / Contractor / Supplier or Firm to explain his position within 07 days whatever the case may be.
3. The Bidder / Contractor / Supplier or Firm will be provided an opportunity for personal hearing to explain/add anything in his defense.
4. If the firm fails to submit reply or the reply submitted was not found satisfactory by the Departmental Purchase Committee, proceeding against the Bidder / Contractor / Supplier or Firm shall be initiated and the Committee shall declare the Bidder / Contractor / Supplier or Firm as Blacklisted (Permanently OR Temporarily).

Provided further, if the Bidder / Contractor / Supplier or Firm fails to submit its reply in due course of time, an ex-parte proceeding shall be initiated against the Bidder / Contractor / Supplier or Firm.

xiv) Delivery Time

75 Days from the date of signing contract agreement or as per contract agreement.

xv) Mode of payment

xvi) All payment except the performance will be released after completion of supply and successful inspection / testing on site

xvii) Execution/Delivery

Execution / Delivery of all the items will be at Police Line Headquarters Muzaffarabad on behalf of Forensic Science Laboratory Arja District Bagh Azad Kashmir.

xviii) Tender Security/Performance Bond

- The successful bidder will have to deposit 05% security of the total contract value, in the form of CDR, Bank Guarantee or Bank Draft, to the satisfaction of Chairman Purchase Committee AJ& Police Department. The same will be returned on successful completion of the period mentioned in the contract.

xix) Financial Proposal

- Date of opening of the Financial Proposals will be announced on the date of opening of bids. The proposal of only those bidders will be considered / opened which are declared technically qualified after Evaluation of Technical Bids and upon fulfilling all the conditions mentioned in the bidding documents. Further enquiry can be made from Budget Officer Central Police Office Muzaffarabad Ph# 05822-930805 Fax# 05822930808 during office time.
- Conditional Tenders / Bids will not be acceptable.
- Authority Letter from Principal Company for product and vender authentication shall be provided with the bid.
- Police department reserves the right to increase or decrease the scope of work / number of items as per AJ&K PPRA Rules 2017.

xx) Contacting the Purchaser

Any effort by a bidder to influence the Purchaser in the Purchaser's decisions in respect of bid evaluation or contract award will result in the rejection of the bidder's bid.

2. MODE OF DELIVERY AND ADDRESS

Technical & Financial proposals should be submitted by _____ at _____ the address given below:-

**Central Police Office, Block No #7 New Secretariat Chattar
Muzaffarabad Ph# 05822-930805 Fax# 05822-930808 Email
cpoajkmzd@gmail.com**

- (i) The technical proposals will be opened on the same day at 12:30 pm at the same address. The Bid Security of 2% of the offer in shape of Bank Guarantee or CDR shall be enclosed in the envelope marked "**FINANCIAL PROPOSAL**" without which the financial proposal shall not be considered and bid shall be rejected.
- (ii) Proposals shall be dropped in the locked / sealed tender box specified for the purpose up to 12:30 PM. **PROPOSALS RECEIVED BY FAX OR EMAIL SHALL NOT BE ACCEPTED.**

(iii) **Submission of Proposal**

The complete proposals should be submitted by the bidder on **12: 00pm on 7th June 2021, at Central Police Office Block No 7 New Secretariat Chattar Domail Muzaffarabad**. The format of submission of proposals is attached as Annexure-B and Annexure-C. Please provide original brochures of all the offered items with the proposal.

CNIC copies of Owner / Authorized person along with witness should be enclosed.

(Please provide photocopies of relevant documents).

(iv) **Opening of Proposals**

The proposals submitted against this bid will be opened on date mentioned above at **12:30 pm** in front of the **Purchase Committee** of AJ&K Police and intending bidders.

EVALUATION METHODOLOGY

i. Initial examination to determine substantial responsiveness:

- i. The Departmental Purchase Committee shall carry out an initial examination of the tenders submitted in order to determine their substantial responsiveness.
- ii. The following factors shall be considered:-
 - a) Whether the Bidder meets the eligibility criteria laid down in the tender documents.
 - b) Whether tender form has been duly signed.
 - c) Whether the tender is substantially responsive to requirements set out in the bidding documents including the testing of samples when and where required is opened.
- iii. Tender found to be substantially unresponsive on initial examination shall be rejected.

ii. Evaluation and Comparison of Technical and Financial Bids

The evaluation will be performed assuming the Contract will be awarded to the Bidder whose bid found in accordance with evaluation criteria or most closely conforming to evaluation criteria and other conditions specified in the bidding documents and having lowest evaluated cost.

To conform, the approved specifications, the evaluation criteria of Bids will be based on the technical expert's opinion, observation of Evaluation Committee and Terms / Condition set forth in the bidding documents, Tender Notice and Bid Form or as deemed appropriate by the Purchase Committee.

Knockout Clauses

iii. Evaluation Criteria and Comparison of Bid

The Technical and Financial Bids shall be evaluated on the basis of following parameters.

S.#	Headings	Marks	Evaluation Parameters
1	Technical Proposal	100	
2	Hard Specification	15	Compliance with tenders manual Brochures of quoted models attached Warranty List of support Team List of Services Centers
4	Financial Capabilities	10	Annual Turn Over/Auditable Accounts of the firm Company history in the business Affidavit/undertaking that the firm has never been black listed
5	Relevant Experience	10	Minimum three work / supply orders of the relevant field (Preferably in government organizations)
6	Training	15	
7	Authorization Certificate	10	
8	After sale service	15	
9	Demonstration	25	Physical appearance/Standardization/Proximity with required standards. Demonstration

iv. Scoring system of Technical and Financial Evaluation

Financial bids of firms who score at least 70% on the technical evaluation (as a whole) will be opened before the representatives who wish to attend the tender opening. Marks below 70% will be considered as disqualified and their financial proposals will be returned without opening.

Tender shall be awarded only to a bidder qualified in accordance with the criteria set out in tender documents, whose bid has been determined to be responsive to the tender documents and who has offered the reasonable lowest price.

The decision of this Committee will be binding on all concerned and will in no case be challengeable in any forum.

v. Information Required

A General

- 1 Name of Bidder
- 2 No of Years in business in Pakistan
- 3 No of Offices located in Pakistan
- 4 Annual Turnover (Million Rs.)
- 5 Value of projects in hand (details may be given)
- 6 Year of Incorporation
- 7 Status of the Bidder
 - Sole Proprietor
 - Partnership Firm
 - Private Limited Company
 - Public Limited Company
 - Entity registered/incorporated outside Pakistan (give details)
 - Other (please specify & give details)
- 8 Names of Owner/Partners/Chief Executive/Directors
- 9 Details of Registered Head Office (Address, Phone, Facsimile, Email and Website information)

vi. Coding of Samples

The samples provided by different firms shall be allotted codes to conceal their identity/nexus with firms. The coding is purported to ensure transparency in the Technical Evaluation. The coded samples along-with Technical Evaluation Parameters should be sent to Technical Evaluation Committee.

vii. Evaluation (Test/Trial) Expenditure

The Bidder / Firm shall be liable for all expenses pertaining to Test / Trial during Evaluation process.

viii. Purchaser's Right to Accept the Bid or Reject the Bid

The Purchaser reserves the right to accept or reject the Bid in accordance with the AJ&K PPRA Rules 2017, and to annul the bidding process at any time prior to award of Contract, without incurring any liability to the Bidder or any obligation to inform the Bidder of the grounds for the Purchaser's action.

ix. Agreement between Purchaser and Supplier

An Agreement deed shall be executed between supplier and procuring entity. The Agreement Deed shall contain the following information:-

- i. The Contract / Agreement shall be signed within 15 days after financial bid opening and after publication of BER on AJ&K PPRA official Website.
- ii. Description of procured goods with specification and standard clearly mentioning quantity, approved unit price, total cost of contract (both in figures & words) and delivery period.
- iii. The quantum of penalty to be imposed on the supplier on account of delay in supplies shall be explicitly mentioned.
- iv. Place of delivery.
- v. Warranty / Guaranty of the supplied goods / services shall be explicitly mentioned.
- vi. Any other term / condition mutually agreed between both the parties.

A sample Agreement Deed is annexed at "A"

Review:

- a. The applicant shall not be entitled to modify the review application after its submission.
- b. The reviewing authority shall not entertain an application, unless it has been submitted within 15 days from the date of BER.
- c. The reviewing authority shall not entertain a complaint, after the procurement contract entered into force or 15 days of the BER.
- d. The reviewing authority shall decide the application within 15 days.

DEFINITIONS

In this Contract, the following terms shall be interpreted as indicated below:

- **“Bid”** means a Tender or an offer, in response to an invitation, by a person, Consultant, Firm, Company expressing his or its willingness to undertake a specified task at a price.
- **“Corrupt and fraudulent Practice”** includes the offering, giving, receiving or soliciting of anything of value to influence the action of a public official or the supplier or contractor in the procurement process.
- **“Contractor”** means the individual or firm who’s Bid has been accepted by the Purchaser and the legal successors, in title to the Contractor.
- **“Contract”** means the agreement entered into between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.
- **“Commencement Date of the Contract”** means the date of signing of the Contract between the Purchaser and the Contractor.
- **“Contractor Price”** means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.
- **“Contractor Value”** means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract, which is properly apportionable to the Software or Services in question.
- **“Lowest Evaluated Bid”** means a Bid most closely conforming to the evaluation criteria and other conditions specified in the Bidding document and having lowest evaluated cost.
- **“Purchaser”** means the AJ&K Police Department, Government of the Azad Jammu & Kashmir Muzaffarabad.
- **“RO”** means Responding Organization / Bidder Firm.
- **“RFP”** means Request for Proposal.
- **“Services”** means services, such as testing and other such obligations of the Contractor covered under the Contract.
- **“Works”** means all items to be provided and work to be done by the Contractor under the Contract.

The expressions used but not defined in these documents shall have the same meanings as are assigned to them in the AJ&K PPRA Rules 2017 of Goods.

ANNEXURE "A"

CONTRACT AGREEMENT NO. P/ /CA/AP- / /2020-21, DATED / /2021
FOR SUPPLY OF TO AJ&K POLICE Department

This contract agreement is made and entered into on ____/____/2021 BY AND BETWEEN, the Governments of the AJ&K, through **Inspector General of Police (hereinafter referred as the "purchaser")** which expression shall whenever the context requires, include his successor-in-interest, representative and assignee of the First part and **M/S** _____ which expression shall whenever the context requires, include his successor-in-interest, representative and assignee of the second part.

Whereas the First party desirous to purchase _____ as per description, approved specification through legal, transparent and fair means in the interest of the Police Department.

AND WHEREAS the Second party has the specialty in manufacturing and supply of the _____ and is a registered unit under the law of Pakistan having its registered office at **AJ&K Muzaffarabad**

AND WHEREAS the First party invited tenders for supply of the _____ and the Second party, being a successful bidder has accepted the offer of the Government in lieu of the consideration mutually agreed and on such terms and condition as may be reflected in this agreement.

NOW, THEREFORE, BOTH THE PARTIES HEREBY AGREED AS FOLLOWS:**1. Commencement, Duration and Extension:-**

This agreement shall come into force on the date on which both the parties sign the agreement.

This agreement shall be for supply of the _____ duly agreed during proceedings as per description and approved sample / specification.

This agreement shall be valid for financial year 2021-22 or final execution of the agreement as the case may be.

2. Agreement Price and Product Specification:-

The agreement price for the current financial year 2021-22 and product particulars shall be as follows:-

Sr. No.	Description of item & specification	Qty	Rate per unit (PKR)	Total amount
1	_____			

3. Responsibility of the Government:-

The following are the responsibilities of the Government.

Government shall place a demand for supply of _____ and shall make payment on delivery of the item after successful inspection by the inspection committee of the Government.

Coordination with the Seller/Supplier and placing demand and payment.

Government will be responsible for placing the demand list to the Supplier.

4. **Responsibility of the Seller/Supplier:-**

Coordination with the Government in supply of the goods.

Completion of the delivery will be **75 Days** from the date of signing the contract.

Supplier will supply the store for Inspection by the Inspection Committee of the Government. Store will be accepted only after successful inspection by Inspection Committee of the Government. The Inspection Committee may acquire the services of a suitable testing facility if so required.

Supplier will be responsible for depositing performance security @ 05% of the total contract value in shape of CDR.

Supplier will be responsible for removing the fault, repairing and replacing the defective store during warranty period of **01 Year**.

Supplier will be responsible for payment of Sale Tax, Income Tax and other duties imposed by the Government of AJK from time to time.

Supplier will be responsible for payment of amount assessed by Government for damages suffered by Government due to violation of terms and condition of the contract.

In case of delayed supply the procuring agency will be at liberty to impose liquidated damages @ 2% per month maximum up to 5% of the total contract price.

5. **Applicable Law:-**

The Government as well as the Seller/Supplier shall undertake to comply with all the relevant laws especially Procurement Laws for the time being in force.

6. **Termination of Agreement:-**

The Government may, at any time upon giving the Seller/Supplier thirty (30) days prior written notice to terminate this agreement, in case supplier fails to deliver as per conditions of the contract.

Government can terminate the agreement when any change occur which, in the opinion of the Government, impair or vary significantly the terms and conditions of this agreement. No negotiation with the lowest evaluated bidder so the bidder is bound to complete every term and condition of the contract.

7. **Notices:-**

Any notice given under the provisions of this agreement shall be in writing and if sent by registered mail, and shall be deemed to have been served on the following days i.e. date of posting, appropriately addressed. If notice is sent by telex or fax it shall be deemed to have been served when transmissions thereof to the appropriate telex or fax number sent out below has been received.

8. Force Majeure:-

The Parties shall not be responsible for any delay in fulfillment of the obligations under this Agreement due to circumstances of Force Majeure, such as acts of God, war, riots, civil commotion, strike, lock outs and other circumstances and disturbances, which are beyond the control of both the Parties. Any Party unable to fulfill the obligations under this Agreement shall immediately within one week inform other Party of the beginning and discontinuation of such circumstances. In the case of fulfillment of the obligations, the time of limit shall be extended for a corresponding period of time.

For and on behalf of Inspector General of
Police, AJ&K Police Muzaffarabad

Supplier

Name :
Designation :
CNIC No :

WITNESS
SP (F&P) CPO PESHAWAR

Witness by Supplier

Name :
F. Name :
CNIC No :

Technical Proposal Form

Bidder's Profile		
Name		
Official Address		
Telephone(s) No.		
Official Fax No.		
GST Registration No.		
Income Tax Reg. No.		
Sr. No.	Quoted Hardware/Equipment Specifications	Supply During (in Months)
1		

Note: Please read carefully the whole document and provide all necessary details with proof of evidence.

 BIDDER (Sign + Seal)

Financial Proposal Form

Bidder's Profile				
Name				
Official Address				
Telephone(s) No.				
Official Fax No.				
GST Registration No.				
Income Tax Reg. No.				
No. of years in business				
Sr. No.	Hardware/Equipment Name	Quantity	Unit Cost (Rs)	Total Cost (Rs)
Total Cost in Pak Rupees				
(In words. _____)				

Note: Earnest money will be equivalent to 2% of the total Bid cost.

Only CDR / Bank Draft for earnest money will be acceptable in favour of DDO
Central Police Office Muzaffarabad

BIDDER (Sign + Seal)

I. Digital Forensic Section

1. FTK

Forensic Toolkit recognized around the world as the Standard in computer forensic software, is the only court-cited digital investigations solution built for speed, stability and ease of use. Known for its intuitive interface, email analysis, customizable data views and stability, lays the framework for seamless expansion so your solution can grow with your organization's needs

- One Shared Case Database: Unlike other products on the market, is database driven. All data is stored in one case database, which allows teams to use the same data, reducing the cost and complexity of creating multiple case datasets. .
- Unmatched Processing Speed: is different from other solutions in that it processes data up front; you don't waste time waiting for searches to execute during the analysis phase. It's designed to provide the fastest, most accurate and consistent processing with distributed processing and true multi-threaded/multi-core support. New With 6.0: To help streamline the investigation and e-discovery process, 6.0 includes enhancements for even greater integration with Summation.
- Benefit From the Shared Case Database: Indexing - With a shared index file you can eliminate the need to recreate or duplicate the file, delivering consistent search results regardless of whether you are searching in or Summation. Duplication - Gain a more complete understanding of your data sooner with enhanced interoperability between and Summation, ensuring both products are deduplicating data the same way.
- Shared Summation Audit Log - Further updates to the audit log mean documents viewed in the viewer will now be displayed in the Summation audit log and vice versa.
- Additional Enhancements Include: Web Viewer, Powered by Summation - Conduct case assessment earlier than with competing solutions with real-time collaboration. Attorneys or other teams now have instant access to case data as it's being identified in while incident responders are in the field or performing on-site collections.
- Easy Button for Processing - Easier and faster processing with pre-defined, one-click command options. With the new processing options (e.g., e-discovery processing, forensic processing, etc.) simply click the "button" based on how you want to process the evidence. Multi-Case Search in WebViewer - Speed up the searching process by searching across multiple cases instead of one case at a time.
- Volume Shadow Copy - Reliance on third-party software or manual methods is no longer needed; quickly identify and extract information from the Windows® shadow system files
- Optical Character Recognition (OCR) - Expand to other languages with the ability to choose which language before converting images to readable text. Further enhancements and bug fixes are also included. Internet Artifacts - With phase one of the release, users can now locate hard-to-find key evidence for parsing Dropbox artifacts left on machines.
- Images New compatibility giving users the ability to view UFD, UFR and UFDX Images within . New Agent Certificate - To ensure users can continue to integrate with their third-party applications, a new agent certificate will be issued to all clients current on their subscription.
- Windows 10 Support - Includes the latest enhancements for compatibility with Windows 10.
- The supplier shall submit a certificate of warranty for a minimum period of one (1) year on parts and one (1) year on services from the date of completion and acceptance.

Note: The above mentioned specifications may be higher or equivalent as per requirement

2. QUESTIONED DOCUMENTS SECTION

SPECIFICATIONS	Quantity
<p><u>VIDEO SPECTRAL COMPATOR</u></p> <p><u>Should Include</u> 5Mp digital camera. Zoom: optical from x1,6 to x100 for 32-inch monitor, up to x800 digital zoom, Autofocus, iris, exposure and white balance control, Max view field: 196x147 mm, Connection interface: USB 3.0, USB ports on front panel: 1 x USB 3.0, 37 light sources, Maximum size of examined document is 530x400 mm, Hyper Spectral Imaging (HSI). 400-940 nm with a step of 1 nm, Spectrometer, XY motorized table, Built in RFID chip reader, MRZ and 1D/2D barcode reading, IPI/Latent image decoding, Spectral video magnifier for Anti-Stokes examination, OVI mirror, Quartz glass holding plate 200x200 mm, Dust protection cape, IRS SDU Forensic - 3 months trial version, Includes Forensic Studio software for connection to PC, capturing and processing images.</p>	1 set
<p><u>Features Should include</u></p> <ul style="list-style-type: none"> • Magnification up to 200x (for 30-inch monitor), • Connection interface — USB 3.0, • Protective shields against harmful UV radiation, • Big size/thick documents examination option 	
<u>ACCESSORIES</u>	
1) Set of spare UV lamps	1 set
2) NIST certified calibration object	1 set
3) Thermal stage for thermal ink examination	1 set
4) Magnetic Ink Visualizer	1 set
5) Optical microscope	1 set
6) IRS SDU Forensics with 5 years update	1 set
<u>Note:.</u> The above mentioned specifications may be higher or equivalent as per requirement	

One year standard warranty
 OR EQUIVALENT
 System 220V/50Hz or similar.

3. FINGERPRINT SECTION

DIGITAL FORENSIC EVIDENCE EXAMINATION STATION	01 Nos
<p>SPECIFICATIONS</p> <p><u>Forensic Digital Optical Desktop Video Magnifier</u></p> <p>Should facilitates viewing small details with its movable viewing table and fully adjustable magnification—up to 50X. Features a wide range of color correction, brightness and contrast on the oversize 22-inch LCD. High-resolution (1680x1050 pixels) viewing screen. Forward-mounted camera high above the table with plenty of room to work with three-dimensional objects. Entire unit should require the use of a single 50-60 Hz, 110-120V / 240V AC power.</p> <p><u>Should be a perfect tool for examining:</u></p> <ul style="list-style-type: none"> • Tools and toolmarks • Fingerprint/palmprint record cards and latent prints • Footprint evidence • Trace evidence: hair, fibers, glass fragments, soil, etc. • Documents: printed and handwritten • And much more <p><u>Features:</u></p> <ul style="list-style-type: none"> • Auto Focus to create the clearest view without any need to make adjustments. • Adjust pre-set video modes for high contrast viewing that is most comfortable for the operator’s individual eyesight. • Increase or decrease brightness using camera gain control, regardless of direct or ambient light. • Use the Position Locator beam to mark the center of the image for easy evidence placement and recording. • 16 magnification levels up to 50X with a crisp, sharp image let you precisely adjust the image to the size you need. • Lock the focus onto an object you want to view while repositioning it. The camera stays focused on the object and not your hand. • Two LED light banks on either side of the camera provide object illumination, which is diffused to prevent glare and reflections when viewing shiny or reflective objects. LEDs never need replacement: 100,000 hours of operation. • Large low-friction work table moves a full 16 inches from left to right for easy examination of large objects. • Work table’s braking mechanism should lock the table movement down tight when you want it to hold steady. • The LCD flat panel display to adjust the height and angle of the screen for the best view and better ergonomics while viewing. • The Screen Capture Module and software create high resolution JPEG Photos for transfer via USB connection to a computer. <p><u>Physical mark-up:</u></p> <p>A magnet bar should be built into the screen to support acetate sheets (included) so that the print or document examiner can mark items of interest. With the use of a dry erase marker or china marking pencil, the sheets can be written on, erased, and used again. Should be an excellent tool for comparing latent prints to rolled prints side by side or examining details of evidence.</p> <p><u>Video Capture:</u></p> <p>Video capture device and software featuring screen capturing by any computer with a USB port. JPEG images can be saved for use in presentations, stored as electronic records, or transferred to a photo editing program for sizing and submission to an AFIS. With Video Capture, all of the enhancements available on the station can be saved and viewed by others.</p> <p>One year standard manufacturer warrantee</p> <p>OR EQUIVALENT</p> <p>Note:. The above mentioned specifications may be higher or equivalent as per requirement</p>	

DESCRIPTION	Qty
SUPER GLUE CHAMBER	01 Nos
<p>SPECIFICATIONS Fuming Chamber for handling multiple articles. Must be glass enclosure to allow monitoring of the development process. A clear lid, with two built-in evidence support rods and six evidence clips, fits snugly to prevent leaking of fumes into the work. Chamber includes: Cyanoacrylate Fuming Compound, 16 oz. (473 ml) Dispersal Pads, 100 ea Disposable Fuming Trays, 25 ea Pre/Post-Treatment Pad Cyanoacrylate Packets Chamber with Lid and Evidence Clips</p> <p>Note:. The above mentioned specifications may be higher or equivalent as per requirement</p>	

4.FIRE ARM SECTION		
Sr	SPECIFICATIONS	QUANTITY
	FIREARMS AND TOOL, MARKS, TRACE EVIDENCE, COMPARISON MICROSCOPE Consisting of comparison bridge with high-quality optics to provide a superior color balanced system, macro zoom optical bodies with 16:1 zoom ratio, and 1x plan apochromat objectives, with the following: Zoom magnification range of 6x-102x, 14 Matched magnification click stop positions, 11 matched magnification positions between 6x and 56x, ISO 17025:2017 Accredited/NIST Traceable certificate of magnification matching, 22mm Field Number (FN), 1X Plan Apochromat objective, Working distance (WD) 60mm, Numerical Aperture (NA) 0.15, super depth of focus, Upright unreversed image, Built-in aperture diaphragms, Images can be viewed as 100% right, 100% left, split, or superimposed image dividing-line controller is easily adjusted with one hand, allowing the examiner to sweep the dividing-line from right to left. Dividing line can be eliminated or adjusted to any desired line width. The same centrally located control allows any percentage of the right and left images to be superimposed as well., Zoom control on both sides of the bodies, Outside-zoom knob indicates total magnification, System is parfocal with the .5X, 1.6X and 2X objectives carrying the "PF" designation.	1
	Widefield trinocular body with tilting eyepiece, light split selector for 100% Camera. 100% visual, 50% visual/50% camera operated from either the right or left side. 5° to 35° tilt	1
	Widefield focusing 10X eyepiece for UIS optics, high eyepoint, field number 22, 30mm diameter; with shelf for 24mm diameter reticle ± 5 Diopter adjustment vernier printed on eyepiece.	2
	Widefield 10X Crosshair Eyepiece, high eyepoint, FN 22; 30mm diameter, focusable top lens with crosshair reticle and alignment pin ± 5 Diopter Adjustment Vernier printed on eyepiece.	1
	Ergonomic-shaped table top with object roll-off protection edge made of billet aluminum with laminate covered. INCLUDES Table dimensions: 36" x 24", Motorized Z-axis column, Object roll-off protection edge, Integrated power outlets, providing four switched and four un-switched receptacles. Switched receptacles controlled by the stand-by power switch. Located on the positionable touch pad also toggles the microscope and lighting controls on and off, Adjustable height aluminum legs with motorized lead screw drive for 12" (300 mm) table height adjustment, from 26" – 38", Accessory support post (1) positioned, over an 18" range, from right to left, Universal power supply (100 – 250 VAC, 50 – 60 Hz, Positionable touchscreen for operation of z-axis column, table height, fluorescent lighting, LED spot lighting and direct read out (DRO) of motorized stage position, Leg crossbar can be raised or lowered as needed for foot rest.	1
	Focus -mount positioner; 4" X- axis range to change the side-to-side position of the universal bullet holder.	2
	Stage mount with fine and coarse focus control	2
	Horizontal coaxial control X-Y stage, 180mm x 135mm platform with 50mm X-axis and 77mm Y-axis movement, Uniform ball bearing motion.	2
	LCD Measuring scale, inch/metric, .0005"/0.1mm resolution with bracket kit. Includes ISO 17025:2017 Accredited/NIST Traceable Certification of Scale Accuracy	1
	Flat panel monitor arm for use with accessory post.	1
	Nylon dust cover.	1
	ISO/IEC 17025:2017 accredited calibration, providing ISO/IEC 17025:2017 accredited calibration, providing measurement functions	1

<u>ACCESSORIES</u>		
1	Universal Manipulating Bullet/Shell Holder; with 90 degree vertical to horizontal positioning range. 360 degree rotating chuck with as small as .030" wire to as large as a 10-gauge shotgun shell. This holder allows a shell to be gripped by its inside, or outside, diameter. It can also grip a shell by the extraction groove. This unique holder replaces many special holders, eliminating the additional time required for change over. Includes a mini-platter for sticky wax mounting.	2
2	Set of pin mount pairs, .094", .125", .190", .250".	1
3	Pin mount holder tray	1
4	Third eyepiece holder, attaches to LCF column.	1
5	Large ball pivot positioner with an adjustable (tilting) surface for toolmark examination	2
6	Ball pivot vise positioner with adjustable (tilting) jaws for toolmark examination.	2
7	Reflected light holder for document and toolmark examination Includes tall adjustable stage clips	2
8	FLUORESCENT AND LED LIGHTING Fluorescent light kit for station w/articulating arms. Fluorescent light pairs: 13W, 5000K, 900 lumens, energy. efficient, "Double U-Tube" quad bar design lamp. Incorporated into a holder with rotating hood, has a lamp life of 10,000 hours.	1
9	COMMERCIAL BRAND Quad bulb	2
10	Fanless 5700K Led cube illuminator light source/LED light source for use with a fiber optic light guide.	1
11	Post Mount	1
12	Dual 18" gooseneck light guide with 30" flexible fiber bundle.	1
13	Diffused spot lens	2
14	Focusing spot lens	2
15	5.1 MP CMOS camera with USB3 connection and High Dynamic Range (HDR) imaging. Sensor size: 11mm with 2448 x 2048 pixels. Pixel size 3.45 µm. Live image refresh rate: 23+ FPS at full resolution (60+ FPS with proper video card). SPOT 5.6 basic software includes digital imaging software with user logins, full monitor mode, basic image set-ups, live preview, basic camera control, basic time-lapse capture, movie export, correct color technology, basic image enhancement tools, reticle generator, calibration marks, measurements, annotations, basic report generator, twain interface for Windows. SPOT 5.6 HDR Module key included with software.	1
16	0.63X C-Mount	1
17	10' DISPLAY PORT CABLE	1
18	On centers projectile holder - Left Position	1
19	On centers projectile holder - Right Position	1
20	Wax platen with ball pivot to mount in universal holder	2
21	Dell Precision computer Tower with integrated video, 16GB RAM, 128GB SSD, 1 TB HDD, and Ultrasharp 24" monitor for use with SPOT software.	1
22	One year warrantee for date of installation	
	OR EQUIVALENT	
Note:. The above mentioned specifications may be higher or equivalent as per requirement		