

Ref. No : HBFC/HOK/Services/Tenders/2010/

Date : 3-2-2010

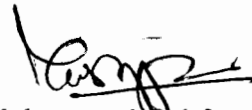
**RE:- TENDER FOR PURCHASE /INSTALLATION OF CCTV  
CAMERAS AT HBFCL, HEAD OFFICE, KARACHI.**

Sealed quotations/Tenders are invited from reputed GST registered Firms/Authorized dealers for purchase/installation of CCTV Cameras at HBFC, Head Office situated at 3<sup>rd</sup> Floor, Finance & Trade Centre, Shahrah-e-Faisal, Karachi.

Interested Firms /Authorized dealers are requested to submit their rates on turnkey project basis including all taxes /installation /transportation and other charges. The Tender Forms along with other details & specifications can be obtained from the undersigned during office hours or can be downloaded from our website [www.hbfc.com.pk](http://www.hbfc.com.pk).

The quotations/offers should reach this office latest by 20<sup>th</sup> February-2010 up to 11.00 a.m, which will be opened on the same day at 12.00 noon in the presence of representative of the Firms/Authorized dealer, who wish to be present.

HBFC reserves the right to accept or reject any or all offers/quotations in accordance with the relevant clause of PPRA, Government of Pakistan Rules.



(Muhammad Ashfaque)  
General Manager (Services)



# HOUSE BUILDING FINANCE CORPORATION LTD

Head Office, 3<sup>rd</sup> Floor, Finance & Trade Centre, Shahrah-e-Faisal, Karachi.

**TENDER DOCUMENT NO:- HBFCL/HOK/Services/Tenders/2010**

**FOR:- Purchase/installation of CCTV Camera at HBFCL,  
3<sup>rd</sup> Floor, Finance & Trade Centre, Shahrah-e-Faisal, Karachi**

Last date for receipt of Tender is 20<sup>th</sup> February-2010 up to 11:00 A.M and will be opened at 12:00 (Noon) on the same date at House Building Finance Corporation Ltd, Head Office, situated at 3<sup>rd</sup> Floor, Finance & Trade Centre, Shahrah-e-Faisal, Karachi in the presence of such Tenderers or representatives who may wish to be present.

## **TERMS OF TENDER**

### **1. MATERIAL/PRODUCT/ SPECIFICATION.**

The required specification/configuration & other details, available with Tender document can be filled in the attached schedule or company's letterhead

### **2. DELIVERY**

The successful tenderer will be required to deliver the specified goods according to the terms and conditions of purchase/supply order, which will be issued separately.

### **3 PRICE**

The prices quoted would be inclusive of all charges/Taxes livable by the local Authority/Provincial/Federal Governments including loading/un-loading, lifting & transportation charges to the place of work.

### **4 INSPECTION**

The goods shall be subjected to Inspection by or representatives of the corporation nominated by the Management / purchase committee and the decision of the Inspection Officer shall be final and binding on the Contractor/Supplier. In the event of rejection of the material, the rejected material shall be removed from the Corporation's premises at the cost of the Contractor/Supplier.



## **5:-BID SECURITY:-**

All bidder are required tom submit amount of bid security @ 10% of total value of contract (out of which 2% shall be accompanied as earnest money with Tender/officer and remaining 8% after acceptance of Tender as security deposit) The detail is as under:

### **(A) EARNEST MONEY**

No tender shall be considered as valid unless it is accompanied by The Earnest Money equal to 2% of the total value of contract in the form of a Bank Pay Order in favor of House Building Finance Corporation Ltd from a scheduled Bank at Karachi. No other form of payment of Earnest Money shall be acceptable. The earnest money shall be liable for forfeiture, in case the tenderer withdraws his tender during the period the tenders are opened for acceptance. The Earnest Money of unsuccessful Tenderers will be returned to them after expiry of the validity of the tender/offer.

### **(B) SECURITY DEPOSIT**

The successful tenderer shall furnish a Bank Pay Order equal to 8% of the total value of contract in the form of a Bank Pay Order in favor of House Building Finance Corporation Ltd from a scheduled Bank within (3) three days from the date of acceptance of the tender. No interest shall be payable by the House Building Finance Corporation Ltd on these deposits. In the event of breach of any terms of the contract, apart from forfeiture of the earnest money & security deposit, House Building Finance Corporation Ltd shall have the right to purchase the un-supplied quantity of Stores at the risk and cost of Suppliers. Earnest money & Security Deposit shall be refundable on completion of supplies and satisfactory performance of all the terms of the contract.

## **6. PAYMENT**

Payment of the goods supplied will be subject to Paragraph –3 of the tender on production of bill(s) along with relevant Satisfactory certificates from the Inspection Committee and receipt from the Manager (Services) duly scrutinized by the Incharge of the concerned Section. No owing bill or part payment against part supply will be made.

## **7. INCOME TAX/GST**

The amount of the Income Tax & General Sales shall be deducted/ levied from the total amount of bill (s) at source, if applicable as per Standing Instructions of the Government.



**8. SIGNATURE OF THE TENDERERS AND CORRECTION/ALTERATION,IF ANY**

The person signing the quotation/offer on behalf of the tenderer must specify the capacity like Proprietor, Manager, Partner in which he is signing the quotation/offer and the authority to do so, further any correction or alteration in the quotation/offer must be signed in full by the same person who has signed the quotation/ offer for and on behalf of the tenderer.

**9. REJECTION OR ACCEPTANCE OF TENDERS**

The House Building Finance Corporation Ltd reserves the right to accept or reject any or all tenders wholly or partially without assigning any reason. It shall also have full authority to split the tender and distribute the supply among various tenderers and the tenderer shall supply the quantity for which his tender has been accepted.

**10. DEFECTIVE STORES**

If the material /goods supplied or any portion thereof is declared defective by the Inspection Committee nominated by the Corporation, or found defective/substandard at the time of ultimate use, the same will stand rejected under the terms & conditions of the contract and the Tenderer shall replace such goods within 7 (seven) days at their risk and cost Besides the supplier will also be compensate for the loss/damage caused due to supply of defective materials. In case the defective/rejected goods are not removed from the premises of the Corporation within 7(Seven) days, the Corporation has the right to dispose off the rejected/defective goods without referring to the suppliers and shall accept no responsibility whatsoever in this respect.

**11. LIQUIDATED DAMAGES**

The corporation reserves the right to grant extension of time in delivery period for such period as it deem fit in case of delay in delivery. Unless, otherwise decided by the cooperation, any extension so granted shall be subject to payment of liquidated damages. In case Supplies are delayed beyond the stipulated period, liquidated damages will be recovered from the suppliers @ 5% per month or part thereof.



12. The tender form should be signed in token of acceptance of the terms & conditions of the Tender.
13. The schedule of the Tender attached should be duly filled in and signed by the Tenderer.

**(SHAHZAD ALI)**  
**MANAGER (SERVICES)**

Foregoing Terms & Conditions are accepted.

\_\_\_\_\_  
SEAL & SIGNATURE OF THE TENDERER FULL  
NAME & DESIGNATION OF THE SIGNATORY IN  
THE BLOCK LETTERS.



Schedule of Tenders

++

Sr.#	Item (Detail & specification )	Qty	Unit Cost Including all Taxes & Charges	Total Cost Including all Taxes & Charges
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

(\_\_\_\_\_)

\_\_\_\_\_  
SIGNATURE OF THE TENDERER

NAME OF THE FIRM:  
ADDRESS:\_  
TELEPHONE NOS:-  
OFFICIAL STAMP:-

## Technical Specification for CCTV Camera

S.NO	ITEM	Quantity	DESCRIPTION
01.	CCTV Camera	3	<ul style="list-style-type: none"> <li>• 1 / 3 " Charged Couple Device (CCD)</li> <li>• High resolution 540 TV Line (2-8 mm)</li> <li>• Day / Night vision with Auto Iris</li> <li>• Weather proof housing (IP65) with camera stand</li> <li>• With motion detection feature</li> <li>• 0.01 lux (High Sensitivity )</li> </ul>
02	Digital Video Recorder (DVR)	1	<ul style="list-style-type: none"> <li>• <b>Stand alone Eight Channel</b> Digital Video Recorder MPEG4 compression rate with built-in software management.</li> <li>• USB, S-Video, VGA Port and Network supported with built in Ethernet port</li> <li>• DVD writer</li> <li>• 500 GB HDD.</li> </ul>
03.	Cable	As per actual measurement	<ul style="list-style-type: none"> <li>• Installation of Complete System and Cabling.</li> <li>• Coaxial Cable (RG-6).</li> <li>• Cabling for centralized power supply.</li> <li>• Cabling for panning motors.</li> <li>• Cabling for Audio (Structured cabling in PVC pipes and channel plates).</li> </ul>
04.	LCD Display	1	<ul style="list-style-type: none"> <li>• At least 19"</li> </ul>
05.	Panning motor	3	<ul style="list-style-type: none"> <li>• For camera rotation</li> </ul>
06.	Warranty		<ul style="list-style-type: none"> <li>• 2 years warranty with backup (Camera and DVR )</li> </ul>