



National Rural Support Programme

**National Rural Support Programme**

IRM Complex, 7, Sunrise Avenue, Park Road, Chak Shehzad,  
Near COMSATS University, Islamabad. Ph: +92-51-8746170-3

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Date: May 07, 2024

Tender No. NRSP/HCI/RQ1682 Rev1.0

**Request for Proposals (RFP)**

**For the purchase of**

**Hyper Converged Infrastructure (HCI) Solution (Hardware & Software)**

**for**

**National Rural Support Programme (NRSP)**

## Newspaper Advertisement

<b>NRSP</b> National Rural Support Programme	<b>TENDER NOTICE</b>												
<p>National Rural Support Programme (NRSP) invites sealed Proposals for the procurement of HCI Solution (Hardware &amp; Software) from the registered suppliers/companies/organizations/firms having past experience and valid NTN &amp; GST. The details of equipment are given below:-</p>													
<table border="1"><thead><tr><th>Sr #.</th><th>Description</th><th>Qty</th></tr></thead><tbody><tr><td>1</td><td>HCI Solution (Hardware&amp; Software)</td><td>3Each</td></tr><tr><td>2</td><td>Installation, Configuration up gradation &amp; Migration Services</td><td>1Job</td></tr><tr><td>3</td><td>Training for 3 persons</td><td>1Job</td></tr></tbody></table>	Sr #.	Description	Qty	1	HCI Solution (Hardware& Software)	3Each	2	Installation, Configuration up gradation & Migration Services	1Job	3	Training for 3 persons	1Job	
Sr #.	Description	Qty											
1	HCI Solution (Hardware& Software)	3Each											
2	Installation, Configuration up gradation & Migration Services	1Job											
3	Training for 3 persons	1Job											
<p>Details and Terms &amp; conditions are available in the documents that can be downloaded free of cost from NRSP web site <a href="http://www.nrsp.org.pk/tenders/">www.nrsp.org.pk/tenders/</a>. Last date for submission of sealed proposals is <b>May 17, 2024 till 3:00pm</b> to the undersigned office at Islamabad. NRSP reserve the right to accept or reject any/all proposals without any reason thereof or funding constrains.</p>													
<p><b>In-charge Procurement, National Rural Support Programme,</b> IRM Complex, #7 Sunrise Avenue, Park Road, Chakshahzad, Near COMSATS University, Islamabad, Ph: 051-8746170-3</p>													

Published on 7<sup>th</sup> May, 2024 in Daily The Nawa-e-Waqat (Lahore edition), Daily The News (Karachi/Rwp-Isd editions).

Details & Timelines		
1.	Date of availability of tender documents(RFP) on NRSP website	<b>7<sup>th</sup> May, 2024</b>
2.	Last date and time for sending queries/question or clarifications by suppliers	<b>10<sup>th</sup> May, 2024 by 3:00 p.m.(PST)</b>
3.	Last date and time for reply of queries/question or clarifications by NRSP	<b>13<sup>th</sup> May, 2024 by 5:00 p.m.(PST)</b>
4.	Last date, time and address for receipt of Technical Proposals (in hard copies)	<b>17<sup>th</sup> May, 2024 by 3:00 p.m.(PST)</b> National Rural Support Programme, #7 Sunrise avenue, Near COMSATS University, Park Road, Chak Shahzad, Islamabad, Tel:+92(51) 8746170-173
5.	Date and Time of Opening of Technical Proposals	<b>17<sup>th</sup> May, 2024 by 3:30p.m.(PST)</b>
6.	Place of opening	National Rural Support Programme, #7 Sunrise avenue, Near COMSATS University, Park Road, Chak Shahzad, Islamabad, Tel:+92(51) 8746170-173
7.	Address for communication and correspondence	National Rural Support Programme, #7 Sunrise avenue, Near COMSATS University, Park Road, Chak Shahzad, Islamabad, Tel:+92(51) 8746170-173
8.	Contact for Firms	Interested Suppliers are requested to send their queries on the following email: <a href="mailto:procurement@nrsp.org.pk">procurement@nrsp.org.pk</a> The email query should clearly mentioned the following details, so that in case of any clarification, the same maybe issued to them: <ul style="list-style-type: none"> <li>Name of Company, Contact person, Mailing address, Telephone No. Email address, Mobile No. etc</li> </ul>

**Note:** Technical Proposals will be opened in presence of the supplier representative who choose to attend the opening sessions

### 1. Introduction

Established in 1991, NRSP is the largest Rural Support Programme in the country in terms of outreach, staff and development activities. It is a not for profit organization registered under Section 42 of Companies Ordinance 1984.

NRSP's mandate is to alleviate poverty by harnessing people's potential and undertake development activities in Pakistan. It has a presence in 56 Districts in all the four Provinces including Azad Jammu and Kashmir through Regional Offices and Field Offices. NRSP is currently working with more than half a million poor households organized into a network of more than 115,076 Community Organizations. With sustained incremental growth, it is emerging as Pakistan's leading engine for poverty reduction and rural development.

### 2. Background

National Rural Support Programme (NRSP) is largest provider of Microfinance services in Pakistan. Since NRSP has deployed its IT system across NRSP branches network so there is need to upgrade its existing hardware for better security and performance. The detail specification of the required HCI are given below.

### 3. Procurement details.

The project scope spans around NRSP Islamabad datacenter. The selected firm will supply, install, configure, and test, support HCI and allied equipment. The selected firm will also be responsible for integrating the newly installed HCI Solution. The selected firm is expected to use the international 'best practices' in delivering the services with in time, cost and quality. Maintenance and support services will have to be provided by same firm during warranty period.

The successful firm will be responsible for:

- a) Supply of HCI Solution (Hardware & Software)
- b) Complete Installation/Commissioning of proposed solution
- c) Migration of existing application on new platform.
- d) Smooth and timely User Acceptance Test
- e) Project management for supply of goods, support, warranty and services for the entire project.

Below is the complete list of HCI Solution to be purchased under this tender.

## Technical Specifications

### HYPERCONVERGED INFRASTRUCTURE (HCI) SOFTWARE

S#	General Requirements (Non-Compliance shall lead to the rejection of Bids)
1	Must Be listed in Latest Gartner/Forrester Wave for Hyper-Converged Infrastructure Software
2	Must Be Compatible with Any Brand of Intel x86 Architecture Hardware Servers
3	Must Have OEM Presence in Pakistan for Minimum of 5 Years or more
4	Must Have Minimum 10 HCI Deployments by OEM including financial sector in Pakistan with the required components i.e. Compute Virtualization, Storage Virtualization and Network Virtualization
5	Must offer 3 Years 24/7/365 Technical OEM Support S&S (parts and services both) from the date of commissioning
6	Virtualization solution must support oracle RAC

7	Must Quote Onsite Installation and Configuration by OEM
8	Must Quote Onsite Training and Certification for 3 Persons by OEM
9	Solution must support UPS correlative VM power-off and self-developed CDP for zero (0) data loss protection
10	Three OEM reference is mandatory for ERP Solutions running on their virtualization

<b>ITEM NO. 01</b>	<b>VIRTUALIZATION MANAGEMENT LICENSE FOR HCI</b>	<b>Qty= 06</b>
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<b>S#</b>	<b>Technical Description, Specifications and Standards Required</b>
1.1	Proposed Solution must provide High Availability / Redundancy for Virtualization Management Platform on DR Site in case of any disaster.
1.2	Proposed Solution must Support Management for Existing Virtual Machines on VMware Platform for single window management.
1.3	Proposed Solution must support to create and manage local Users with Role Based Access and Permission Control.
1.4	Proposed Solution must provide Web Bowser based Management Console.
1.5	Proposed Solution must provide complete visibility and centralized management / control of the Virtualization Platform.
1.6	Proposed Solution must provide capability to scale up to 64 nodes or better.
1.7	Virtualization management system nodes provide active and standby redundancy to ensure the availability of the platform
1.8	The solution able to support draw topology and power on the VMs and Virtual Switch based on the draw diagram in the HCI Management GUI.

<b>ITEM NO. 02</b>	<b>HYPERVISOR (Compute Virtualization)</b>	<b>Qty= 06</b>
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<b>S#</b>	<b>Technical Description, Specifications and Standards Required</b>
2.1	Proposed Solution should be highly redundant providing capability for the VMs to restart on another node in case of any Node failure in the Cluster.
2.2	Proposed Solution must provide VM Snapshot capability to revert back to previous point in time in case a failure or system error occurs.
2.3	Proposed Solution must provide VM Clone capability for creating cloned instances from source VM for testing or any other purposes.
2.4	Proposed Solution must provide VM vMotion capability to Live migrate VMs to any nodes in the Cluster without any downtime.
2.5	Proposed Solution must provide the capability to automatically hot-add resources including vCPUs and Memory real-time based on VM contention.
2.6	Proposed Solution must provide automated Resource Scheduling and Load Balancing capability for balanced performance on all nodes across the cluster.
2.7	Proposed Solution must provide Distributed Switch capability to configure and administer switching for the entire Cluster.
2.8	Proposed Solution must provide Hardware Health Check capability to Monitor CPU, Memory, Network Interface Card, Hard Drive and RAID Controller etc.

<b>ITEM NO. 03</b>	<b>STORAGE VIRTUALIZATION</b>	<b>Qty= 06</b>
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<b>S#</b>	<b>Technical Description, Specifications and Standards Required</b>
3.1	Proposed Solution must be from the same Vendor as the Hypervisor.
3.2	Proposed Solution must provide minimum both "2 Copies" and "3 copies" options for data redundancy to be selected from while initial configuration of Virtual Storage.
3.3	Proposed Solution must provide Data Striping capability with flexible stripe width.
3.4	Proposed Solution must provide Data-At-Rest Encryption (In-Built) for VM Data Security without using any specialized Hardware such as Self-Encrypting Drives (SEDs).
3.5	Proposed Solution must provide SSD based Read Caching and Write Buffer capability to improve the performance of the I/O.
3.6	Proposed Solution must provide Data Balancing capability to more evenly distribute the data across the devices to achieve a balanced distribution of resources.
3.7	Proposed Solution must provide Automated Data Rebuilding capability to restore redundancy in case of any Disk or Node Failure.
3.8	Proposed Solution must provide Deduplication and Compression capability on All Flash Cluster.

<b>ITEM NO. 04</b>	<b>NETWORK VIRTUALIZATION</b>	<b>Qty= 06</b>
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<b>S#</b>	<b>Technical Description, Specifications and Standards Required</b>
4.1	Proposed Solution must be from the same Vendor as the Hypervisor.
4.2	Proposed Solution must provide capability to display Virtual Datacenter Network Topology for easy Management and Troubleshooting.
4.3	Proposed Solution must provide capability for L2 bridging with Physical Environment for Network connectivity of Internal workloads with Physical Network.
4.4	Proposed Solution must provide capability to manage Switching and Routing of Internal workloads by providing Virtual Switches and Virtual Routers. Routing of External Physical / Virtual Workloads should also be managed by the Virtual Router.
4.5	Proposed Solution must provide Micro-Segmentation / Distributed Firewalling feature for isolation of East-West Traffic between VMs.
4.6	Proposed Solution must provide capability to display Network Traffic Flow in Real-Time.
4.7	Proposed Solution must provide complete Network Visualization of Virtual Network.
4.8	Proposed Solution must provide capability for Network Quality of Service (QOS).

<b>ITEM NO. 05</b>	<b>VM BACKUP SOLUTION</b>	<b>All VMs on Nodes</b>
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<b>S#</b>	<b>Technical Description, Specifications and Standards Required</b>
5.1	Proposed Solution must be fully Compatible with Compute Hypervisor
5.2	Proposed Solution must provide the capability to take Full / Incremental level VM Backups.
5.3	Proposed Solution should be licensed in a manner to take backups of every VM in the Cluster regardless on which physical Node it resides on.
5.4	Proposed Solution must provide Automated Scheduling for Backups based on Hourly, Daily, weekly etc. scheduling.
5.5	Proposed Solution must support to configure Internal Virtual Storage, External SAN or NAS to be Backup repository for Storing Virtual Machine Backups.

5.6	Proposed Solution must support Industry's common storage protocols such as iSCSI, FC or Network File Sharing (NFS).
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<b>ITEM NO. 06</b>	<b>VM DISASTER RECOVERY SOLUTION</b>	<b>06 VMs Minimum</b>
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<b>S#</b>	<b>Technical Description, Specifications and Standards Required</b>
6.1	Proposed Solution must be fully Compatible with Compute Hypervisor
6.2	Proposed Solution must support Replication without any agent installation in the VM (Agentless) i.e. through the Hypervisor layer.
6.3	Proposed Solution must support to achieve RPO in seconds.
6.4	Proposed Solution must support to replicate 100+ Virtual Machines for future perspective.
6.5	Proposed Solution must support Compression Technology to minimize actual Data Transfer across the Network between Sites.
6.6	Proposed Solution must support 1 Click DR Site Failover and 1 Click Production Site Failback for Planned and Unplanned DR testing Scenarios.
6.7	Proposed Solution must support to migrate only incremental Data in case of Failback from DR Site to Production Site rather than migrating back complete VM Data.

## HYPERCONVERGED INFRASTRUCTURE (HCI) HARDWARE

<b>ITEM NO. 07</b>	<b>HARDWARE (SERVERS) FOR HCI</b>	<b>03 Units</b>
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<b>S#</b>	<b>Technical Description, Specifications and Standards Required Per Unit</b>	<b>Quantity Per Unit</b>
7.1	2U Chassis with 3.5" Disk Slots or better	01
7.2	Intel Xeon Gold 4 <sup>th</sup> Gen 16Core Processor or better	02
7.3	32GB DDR4 or better	12
7.4	Minimum 240GB SSD or better with Raid 1 (OS Installation)	02
7.5	20TB useable space NVMe SSD read intensive, 2.5" disk or higher	Total Usable Storage For 3 Servers
7.6	SFP+ 10GE Multimode Optical Transceiver, for short distance transmission (850nm, 300M).	04
7.7	LC-LC, Multimode, 5 meters.	04
7.8	10GE Optical ports	02
7.9	10GE Electrical Ports	04
7.10	Dual Power Supply or better	02
7.11	Embedded Server Management Software for Remote Management	01
7.12	Complete Rail Kit for Rack Mounting	01
7.13	Front Bezel ( front cover or faceplate)	01

7.14	OEM Backed Warranty (3 years) 24/7/365	01
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#### 4. Requirements

- 4.1 Must be registered with SECP/ Registrar of Firms in Pakistan and working for the last 10 years in Pakistan in the field of IT (Certificate of Incorporation to be attached from SECP/Registrar of Firms).
- 4.2 Supplier/OEM should have minimum of 2 certified HCI Engineers as a permanent employee of proposed hardware/software (current updated CVs with copy of relevant certificates to be attached).
- 4.3 Installation and configurations with respect to NRSP Network design and NRSP Business requirements.
- 4.4 The supplier should provide a plan for Support, Warranty and Services in its technical proposal.
- 4.5 Each and every part/ component required to operate hardware being procured or license(s), should be included in deliverable (technical and financial Proposal) and shall be the responsibility of the supplier.
- 4.6 Undertaking for not blacklisted as per provided format.
- 4.7 The supplier must provide Manufacturer Authorization Letter (MAL) to participate in this tender.
- 4.8 Only brand-new hardware to be proposed. Refurbished, Grey or smuggled or international warranty products will be not accepted in any case.

#### 5. Eligibility of the Supplier

Following is the eligibility criteria to participate in this tender. (Refer to Form E1)

- 5.1 Must be registered with SECP/ Registrar of Firms in Pakistan and working for the last 10 years in Pakistan in the field of IT (Certificate of Incorporation to be attached from SECP/Registrar of Firms).
- 5.2 Must have valid/active NTN and GST and on active tax payer list of FBR
- 5.3 Proposed HCI Solution (hardware & software) must be Compatible with Any Brand of Intel x86 Architecture Hardware Servers
- 5.4 Proposed HCI Solution (hardware & software) must have OEM Presence in Pakistan for Minimum of 5 Years or more
- 5.5 Supplier must have at least 2 years of experience in selling proposed type of solution (hardware and software).  
(Attach documentary evidence in shape of Purchase Orders / Contracts / completion certificates with complete solution detail)
- 5.6 Offered solution must be listed in Latest Gartner/Forrester Wave for Hyper-Converged Infrastructure Software
- 5.7 Offered HCI solution must Have Minimum 10 Deployments by OEM including financial sector in Pakistan with the required components i.e. Compute Virtualization, Storage Virtualization and Network Virtualization (Share the complete list with contact person details)
- 5.8 Proposed HCI Solution (hardware & software) must have 3 Years 24/7/365 Technical OEM Support S&S (parts and services both) from the date of commissioning
- 5.9 Proposed solution must support oracle RAC
- 5.10 Proposed solution must support UPS correlative VM power-off and self-developed CDP for zero (0) data loss protection
- 5.11 Three OEM references are mandatory for ERP Solutions running on their virtualization
- 5.12 Supplier must be authorized partner of the proposed HCI Solution (hardware & software) and must provide Manufacturer Authorization Letter(s) (MAL) to participate in this tender from OEM.
- 5.13 Supplier or OEM must have at least two certified professionals from OEM locally (Islamabad) of proposed hardware/software to support the offered equipment.
- 5.14 Undertaking of blacklisting as per Form E1.1



## 6. Submission of Proposals

Proposals will be accepted and evaluated using **Two Stage-Two Envelop Procedure**, The Technical and Financial proposals shall be submitted separately. At first stage only Technical Proposals should be submitted marked as:-

Technical Proposal - Tender No. NRSP/HCI/ RQ1682 Rev1.0

The cover letter should also specify the validity date of Proposal with point of contact (name, email & contact number) for this tender from supplier side.

6.1 The **technical proposal** shall provide/contain the following information/documents:

- a. Technical Proposal Submission Form (Form T1)
- b. Mandatory Eligibility Criteria (Form E1)
- c. Company Profile and Copy of last financial year audit report dully signed by the auditor (Form T2)
- d. Specific experience for similar assignments (Form T3).
- e. General experience (Form T4).
- f. Qualification and Competence of the proposed team for support for this assignment (Form T5)
- g. Proposed hardware compliance with required specifications, delivery time, installation/ testing/ commissioning plan (Form T6)
- h. Project Implementation Plan
- i. Proposed Hardware with make and model, SLA details, Subscription & Support details and training details. All the relevant literature, catalogs, brochures must be attached showing the technical specifications in details with technical compliance sheet.
- j. Any other document which could be helpful in the technical evaluation.  
(if nay format/template is not available supplier can use his own to submit the required information)  
**The technical proposal shall not include any financial information.**

6.2 The **financial proposal** shall contain the following information which will be called from the technically qualified suppliers at later stage:

- a. Financial Proposal Submission Form (Form F1)
- b. The DDP (Ex-Islamabad NRSP Data Center) price of each item with complete details, make and model. All applicable taxes and mentioned clearly. Prices should be on DDP (NRSP Data Center, Sihala), Islamabad basis. (Form F2)
- c. Delivery time required for each item. (Form F2)
- d. Supply, installation, testing and configuration details. (Form F2)
- e. Bid Security @2% of the total deliverable (including taxes) in the shape of Call deposit/Pay Order/Demand Draft/cashier cheque in the name of NRSP.
- f. Validity of the financial proposal. (Form F2)
- g. Other terms and conditions (if any).

6.3 Suppliers must offer all the equipment with training as given in section 3. Incomplete or partial tenders will be rejected.

6.4 If the proposal is not submitted in the prescribed formats or any of the item in the as mentioned above, the proposal may be rejected. All the required documents must be attached/provided.

6.5 Once the proposal is submitted in sealed cover by the supplier, NRSP will not accept any addition / alterations / deletions of the proposal. However, NRSP reserves the right to seek clarification or call for supporting documents from any/all of the suppliers, for which the concerned supplier will need to submit the documentary evidence(s) as required by NRSP.

6.6 Any Proposal, submitted with incorrect information will be liable for rejection. Further, if any supplier is found to have submitted incorrect information at any time, his proposal will be rejected and he may be debarred from participation in the future tendering processes.

- 6.7 The Supplier should take care in submitting the proposals and ensure that enclosed papers are not found loose and should be **properly numbered** and submitted in a file in proper manner so that the papers do not bulge out and tear during scrutiny.
- 6.8 **Last Date of Submission is 17<sup>th</sup> May, 2024 till 3:00 pm local time. Supplier should be responsible to submit the proposal on time. Any delay from courier or rider will be on NRSP account. NRSP will close the Proposals receiving on above given date and time.**
- 6.9 The proposals must be submitted in original hard copy not later than 17<sup>th</sup> May, 2024 till 3:00pm local time to the point of contact given below. Electronic proposals will not be entertained. Any proposals delivered after due date and time will be considered as non-responsive and disqualified from further consideration.
- 6.10 The proposals should be marked/addressed as:

**(Technical Proposal for Hardware for NRSP)**

**Tender#** NRSP/HCI/ RQ1682 Rev1.0

**Procurement Committee,**

National Rural Support Programme

IRM Complex, 7, Sunrise Avenue, Park Road, Chak Shehzad,

Near COMSATS University, Islamabad.

Ph:+92-51-8746170-3.

- 6.11 NRSP reserves the right for conducting pre-shipment inspection by its own personnel or reputed third parties. The selected supplier has to offer the hardware for inspection in such a manner that it does not affect the delivery schedule.
- 6.12 The offer should remain valid for a period of **90 days** from the closing/submission date. Any offer falling short of the validity period is liable for rejection. If a supplier extend proposal validity period then will also extend the security period.
- 6.13 Alternative option, if there is any alternate option then it mentioned separately in proposal. Alternative options benefits should be clearly mentioned.
- 6.14 Clearance of the equipment from Tax Authorities would be the responsibility of the supplier.
- 6.15 Selected supplier must undertake to provide NRSP, the consignment notes number(s) by which the equipment ordered had been dispatched from their site, so as to have online / web access to the tracking system of physical movement of the consignments sent through courier.
- 6.16 The supplier may withdraw its offer after its submission, provided that written notice of withdrawal is received by NRSP prior to the closing date and time prescribed for submission of proposals. No offer can be withdrawn by the supplier subsequent to the closing date and time for submission of proposals.

**7. Evaluation Criteria**

- 7.1 Supplier has to fulfill the eligibility criteria initially. After qualifying the eligibility criteria, technical compliance will be checked as per compliance sheet provided in this tender document. After technical compliance, financial proposals will called from the technically qualified suppliers. Financially lowest proposal from the technically compliance proposals will be shortlisted for award. Complete tender will be awarded as turnkey.
- 7.2 NRSP technical evaluation committee will scrutinize the technical proposals to determine whether it is complete, whether errors have been made in the offer, whether required technical documentation has been furnished and whether the documents have been properly signed. Offers with incorrect information or not supported by documentary evidence, wherever called for, would be summarily rejected. However, NRSP, at its sole discretion, may waive any minor non -conformity or any minor irregularity in an offer. NRSP reserves the right for such waivers and this shall be binding on all suppliers.
- 7.3 For proper scrutiny, evaluation and comparison of offers, NRSP, at its discretion, may ask some or all suppliers for clarification of their offer. The request for such clarifications and the response will necessarily be in writing.

**8. Deliverables**

HCI Solution (Hardware & software) as per details given section 3.

## **9. Terms of Proposal**

### **9.1 Bid Security**

All suppliers shall furnish Bid Security Deposit equivalent to **2% of the total Cost of Deliverables** (including taxes) in the form of Call deposit/Pay Order/Demand Draft in favor of NRSP with the financial proposal. Cheque will not be accepted in any case. After selection of successful supplier, NRSP will return/release the bid security to the unsuccessful suppliers. NRSP NTN number is 0656952-8.

### **9.2 Performance Security**

Performance security will be 5% of the total cost of the Hardware and software (excluding training) which will be withheld from the final payment for the period of three years. After the successful completion of warranty period of three years, performance security will be released. The amount withheld may be released against the bank guarantee from a schedule bank of same amount provided by the supplier as performance guarantee.

## **10. Fees and payment Schedule**

- 10.1 Payment will be made after the complete and satisfactory delivery/acceptance of hardware and software within 2-3 weeks through cross cheque in favour of supplier or as agreed at the time of contract.
- 10.2 Taxes will be deducted from all the invoices as per prescribed law of Govt. of Pakistan. If supplier has any of the tax exemption, the details must be attached with the invoice. Tax challans will be provided within 3-4 weeks of the payment.

## **11. Paying Authority**

The payments as per the Payment Schedule covered hereinabove shall be paid by NRSP. However, Payment of the bills would be payable on receipt of advice/confirmation for satisfactory delivery / installation / configuration from Network Administrator and Programme Manager IT.

Following Documents are to be submitted for Payment:

- a. Bill
- b. GST Invoice
- c. Duly acknowledged Delivery Challan/acceptance Certificate.

## **12. Delivery Schedule**

- 12.1 The Selected supplier must undertake to deliver the equipment ordered 10-12 weeks, to NRSP Data Center Sihala Islamabad within the time offered in the proposals from the date of the Purchase Order/Contact. However, Delivery schedule may be changed under special circumstances at the discretion of NRSP.
- 12.2 NRSP reserves right to shift the ordered equipment to any location where it has presence, anywhere in Pakistan, either during the warranty.

## **13. Warranty & Maintenance**

The supplier shall be fully responsible for the defected items and will be responsible to replace at his own cost with the same make/model of the equipment. All the hardware should have three-years warranty (24/7/365) from the date of commissioning as mentioned in the section 3.

## **14. Penalty for Downtime**

In case of delay in the supply of material against the terms indicated in the purchase order/contract, the supplier will have to pay a fine of 0.5 % (Half) percent of the balance qty for each day of delay. Maximum penalty will be 10% of the total order/contract. If shipment is delayed for more than 20 days NRSP has the right to unilaterally cancel the PO/contract and supplier bid security will be forfeited.

#### **15. Penalty on Liquidated Damages for delayed supply**

In case the delivery is delayed beyond the stipulated date of delivery, 'Liquidated damage for late delivery @ one half of one percent (0.5%) of the order value for each day of delay or part thereof would be imposed, subject to maximum of 10% if the delay is for 20 days or more. The penalty for late delivery will be deducted from the final invoice amount.

#### **16. Currency**

All prices shall be expressed in Pakistani Rupees only.

#### **17. Cost of Process**

The supplier shall bear all the costs associated with the preparation and submission of proposals & samples (if any) and NRSP will in no case be responsible or liable for these costs regardless of the conduct or outcome of the bidding process.

#### **18. Tender Document**

The supplier is expected to examine all instructions, forms, Terms and Conditions and specifications in the Tender Document. Submission of a proposal not responsive to the Tender Document in every respect will be at the supplier's risk and may result in the rejection of its proposal without any further reference to the supplier.

#### **19. Deadline for Submission of proposals**

Proposals must be received by NRSP at the address specified in the Tender Document not later than the specified date and time as specified in the Tender Document. In the event of the specified date of submission of bids being declared a holiday for NRSP, the proposals will be received up to the appointed time on next working day.

NRSP may, at its discretion, extend this deadline for submission of proposals by amending the Tender documents.

#### **20. Confidentiality Statement**

All data and information received from NRSP for the purpose of this assignment is to be treated confidentially and is to be used ONLY in connection with the execution of these documents. All intellectual property rights arising from the execution of these documents are assigned to NRSP. The contents of written materials obtained and used in this assignment may not be disclosed to any third parties without the expressed advance written authorization of NRSP.

NRSP may then disclose the draft, final report and/or any related information to any person and for any purpose they may deem appropriate.

#### **21. General Terms & Conditions**

NRSP does not bind itself to accept the lowest or any proposal and reserves the right to reject any or all proposals at any point of time prior to the issuance of purchase order/contract without assigning any reasons whatsoever.

- a. The NRSP reserves the right to resort to re-tendering without providing any reason whatsoever. The NRSP shall not incur any liability on account of such rejection.
- b. The NRSP reserves the right to modify any terms, conditions or specifications for submission of offer and to obtain revised proposals from the suppliers due to such changes, if any.
- c. Canvassing of any kind will be a disqualification and the NRSP may decide to cancel the supplier from its empanelment.
- d. Supplier code of conduct is attached for required compliance as Annex A.

#### **22. Rejection of the Proposal**

The proposal is liable to be **rejected** if:

- a. The document doesn't bear signature of authorized person.

- b. It is received through E-mail.
- c. If the proposal is submitted without or less or not in required type the bid security deposit.
- d. If the technical bid is submitted without the Eligibility Criteria Sheet (Form T6).
- e. If the technical bid is submitted without the Technical Compliance Sheet (Form E1).
- f. If the proposal is received after expiry of the due date and time stipulated for proposal submission.
- g. If the proposal is for refurbished, grey or smuggled or international warranty products.
- h. Incomplete proposals, partial proposals including non-submission or non-furnishing of requisite documents / Conditional proposals / proposals not conforming to the terms and conditions stipulated in this tender document are liable for rejection by the NRSP.

### **23. Modifications and Withdrawal of Proposals**

Proposals once submitted will be treated, as final and no further correspondence will be entertained on this.

- a. No proposal will be modified after the deadline for submission of proposals.
- b. No supplier shall be allowed to withdraw the proposal, once the first technical proposal is opened.
- c. No supplier shall be allowed to withdraw the proposal, if the supplier happens to be a successful supplier.

### **24. Proposal Opening and Evaluation**

- a. NRSP will open the proposals, in the presence of supplier's representative(s) who choose/authorized to attend, at the time and date mentioned in Tender document at the address mentioned at bidding details.
- b. The supplier's representatives who are present shall sign the sheet evidencing their attendance. In the event of the specified date of proposal opening being declared a holiday for Purchaser, the proposals shall be opened at the appointed time and place on next working days.
- c. Suppliers satisfying the technical requirements as determined by NRSP Technical Team and accepting the Terms and Conditions of this document shall be short-listed
- d. Decision of NRSP in this regard shall be final and binding on the suppliers.
- e. The contract will be awarded only to the successful responsive supplier.
- f. NRSP reserves the right to negotiate with Second and third supplier etc. if successful supplier is not able to supply the deliverables and his bid security will be forfeited.

### **25. Clarifications of Proposals**

To assist in the examination, evaluation and comparison of proposals NRSP may, at its discretion, ask the supplier for clarification. The response shall be in writing and no change in the substance or price of the proposal shall be sought, offered or permitted.

### **26. NRSP's Right to Accept or Reject Any Proposal Or All proposals**

NRSP reserves the right to accept or reject any proposal and annul the bidding process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the affected supplier or suppliers or any obligation to inform the affected supplier or suppliers of the ground for NRSP's action.

### **27. Governing Laws and Disputes**

All disputes or differences whatsoever arising between the parties out of or in relation to the meaning and operation or effect of these Tender Documents or breach thereof shall be settled amicably. If however the parties are not able to solve them amicably, the same shall be settled by arbitration in accordance with the applicable Pakistani Laws, and the award made in pursuance thereof shall be binding on the parties. The Arbitrator/Arbitrators shall give a reasoned award.

### **28. Placement of Order and Acceptance**

The supplier shall give acceptance of the order placed within 7 days from the date of order, failing which, NRSP shall have right to cancel the order.

### **29. Authorized Signatory**

The supplier should indicate the authorized officials from their organization who can discuss, correspond, sign agreements / contracts, raise invoice and accept payments and also to correspond. The suppliers should furnish proof of signature of the authorized personnel for above purposes *as* required by the NRSP.

### **30. Appeals**

Suppliers believing that they have been harmed by an error or irregularity during the evaluation or award process may file a complaint to NRSP only at [complaints@nrsp.org.pk](mailto:complaints@nrsp.org.pk). No complaint will be entertained if filed by any other mean/platform.

# STANDARD FORMS

## Form E1

### MANDATORY ELIGIBILITY CRITERIA

Yes

No

1	Must be registered with SECP/ Registrar of Firms in Pakistan and working for the last 10 years in Pakistan in the field of IT (Certificate of Incorporation to be attached from SECP/Registrar of Firms).	<input type="checkbox"/>	<input type="checkbox"/>
2	Must have valid/active NTN and GST and on active tax payer list of FBR	<input type="checkbox"/>	<input type="checkbox"/>
3	Proposed HCI Solution (hardware & software) must be Compatible with Any Brand of Intel x86 Architecture Hardware Servers	<input type="checkbox"/>	<input type="checkbox"/>
4	Proposed HCI Solution (hardware & software) must have OEM Presence in Pakistan for Minimum of 5 Years or more (attach documented reference)	<input type="checkbox"/>	<input type="checkbox"/>
5	Supplier must have at least 2 years of experience in selling proposed type of solution (hardware and software). (Attach documentary evidence in shape of Purchase Orders / Contracts / completion certificates with complete solution detail)	<input type="checkbox"/>	<input type="checkbox"/>
6	Offered solution must be listed in Latest Gartner/Forrester Wave for Hyper-Converged Infrastructure Software (attach latest reference)	<input type="checkbox"/>	<input type="checkbox"/>
7	Offered HCI solution must Have Minimum 10 Deployments by OEM including financial sector in Pakistan with the required components i.e. Compute Virtualization, Storage Virtualization and Network Virtualization (Share the complete list with contact person details)	<input type="checkbox"/>	<input type="checkbox"/>
8	Proposed HCI Solution (hardware & software) must have 3 Years 24/7/365 Technical OEM Support S&S (parts and services both) from the date of commissioning	<input type="checkbox"/>	<input type="checkbox"/>
9	Proposed solution must support oracle RAC (attach confirmation)	<input type="checkbox"/>	<input type="checkbox"/>
10	Proposed solution must support UPS correlative VM power-off and self-developed CDP for zero (0) data loss protection (attach confirmation/proof)	<input type="checkbox"/>	<input type="checkbox"/>
11	Three OEM references are mandatory for ERP Solutions running on their virtualization (provide details and list of clients)	<input type="checkbox"/>	<input type="checkbox"/>

12	Supplier must be authorized partner of the proposed HCI Solution (hardware & software) and must provide Manufacturer Authorization Letter(s) (MAL) to participate in this tender from OEM.	<input type="checkbox"/>	<input type="checkbox"/>
13	Supplier or OEM must have at least two certified professionals from OEM locally (Islamabad) of proposed hardware/software to support the offered equipment	<input type="checkbox"/>	<input type="checkbox"/>
14	Affidavit (on Rs.100/- stamp paper) dully signed and attested by Notary public as per format provided in From E1.1 with the technical proposal	<input type="checkbox"/>	<input type="checkbox"/>

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_



Form E1.1

DECLARATION OF ELIGIBILITY

**SHOULD BE SUBMITTED ON RS.100- STAMP PAPER DULLY ATTESTED BY NOTARY PUBLIC**

In the response to your Tender No. NRSP/HCI/ RQ1682 Rev1.0, I/We, the undersigned, hereby declare that:

- Our bid is valid for a period of 90 days from the last date for the submission.
- We agree to adhere to all of the terms and conditions as given in the tender documents of the NRSP and other documents as provided in the tender documents.
- We confirm that we are not engaged in any corrupt, fraudulent, collusive or coercive practices and acknowledge that if evidence contrary to this exists, NRSP reserves the right to reject our bid or terminate the contract with immediate effect.
- We are not bankrupt or being wound up, are having our affairs administered by the courts, have not the subject of proceedings concerning those matters, or are in any analogous arising from the a procedure provided for in national legislation or regulations.
- We have not been convicted of an offence concerning professional conduct by any judgment.
- We have not been guilty of grave professional misconduct proven by any means which the NRSP can justify.
- We have fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with legal provision the country in which we are established or with those of the country where the contract is to be performed.
- Have no relation, direct or indirect, with proscribed individual/entities/political exposed person/s or terrorists organizations.
- Not or never prosecuted under Schedule 4 of the proscribed persons under NACTA for AML/CFT.
- We have not been the subject of the judgment for any fraud, corruption, involvement in criminal/terrorist organization or any other illegal activity detrimental to Pakistani Law.
- I/We as sole proprietorship, authorized dealers, Association of Persons (AOP), partnership firms, private or public limited companies or other do not have any kind of relationship with the NRSP Staff; and if later my this statement is not found in conformity with reality i.e. relationship is found, I would stand liable to NRSP as per the rules mentioned in the tender documents.
- Are not guilty of serious misinterpretation in supplying information.
- Are not in situations of conflict of interest (with prior relationship to project or family or business relationship to parties in NRSP).
- Have no relation, direct or indirect, with any terrorist or banned organizations.
- Are not blacklisted by any Local/International organization, PPAR, SPPRA, Government/semi Government department, NGO or any other company/organization.
- Have no relation, direct or indirect, with proscribed individual/entities/political expose person(s).
- Are not on any list of sanctioned parties issued by the Pakistan Government, DIFD, USAID, UN agencies, UNSCR, NACTA, European Union and others.
- Have not been reported for/under litigation for child abuse.

Full official Name: \_\_\_\_\_

CNIC No: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Signature: \_\_\_\_\_

Company Stamp: \_\_\_\_\_

**(Should be attested by Notary Public)**

**Form T1**

**TECHNICAL PROPOSAL SUBMISSION FORM**

[Date]

To:

Procurement Committee,  
National Rural Support Programme,  
IRM Complex, 7th Sunrise Avenue, Park Road,  
Near COMSATS University, Islamabad.  
Tel: (92-51) 8746170-73

Subject: Submission of Technical proposal Tender No. NRSP/HCI/ RQ1682 Rev1.0

Sir,

We, the undersigned, offer to provide the equipment & services for NRSP, in accordance with your Request for Proposal dated 7<sup>th</sup> May, 2024. We are hereby submitting our Technical Proposal.

Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations. We understand that NRSP may accept or reject our proposal without giving any reason.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

Email:

Contact No.:

**Form T2**

**SUPPLIER PROFILE**

S #	Criteria	Details/Remarks
1	Profile of the Supplier:  i. Registration details and age of Company  ii. Names of Managers/ Owners/ CEO/ Directors/ Partners with CNIC numbers	
2	i. Location of supplier office/sub office  ii. Number of branches  iii. Number of employees	
3	Financial Position  i. Name of Bank(s)  ii. Certificate of Financial position from bank(s)  iii. Copy of last financial year audit report dully signed by the auditor  iv. Tax Registration (NTN & STN)	

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Form T3

SPECIFIC EXPERIENCE FOR SUPPLY OF PROPOSED TYPE OF HCI SOLUTION (HARDWARE & SOFTWARE)

NAME OF CLIENT	NAME OF ASSIGNMENT/ PROJECT	PERIOD OF ASSIGNMENT/ PROJECT	VALUE OF ASSIGNMENT / PROJECT	PRESENT STATUS OF THE ASSIGNMENT/ PROJECT

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

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

Form T4

GENERAL EXPERIENCE OF SUPPLIER

NAME OF CLIENT(S)	NAME OF ASSIGNMENT/ PROJECT	PERIOD OF ASSIGNMENT/ PROJECT	VALUE OF ASSIGNMENT / PROJECT	CONTACT DETAILS OF CLIENT

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

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

Form T5

QUALIFICATION AND COMPETENCE OF PROPOSED TEAM FOR SUPPORT FOR THIS ASSIGNMENT

**Personnel Summary (Complete for each Team Member)**

<b>Name of Employee:</b>		
Position		
General Information	Name:	Date of Birth:
	Telephone:	
	Fax:	
	Years with Present Employer:	

**Employment Record:**

Summarize professional experience in reverse chronological order. Indicate particular technical and managerial experience relevant to the project:

DD/MM/YY		Company/Project/Position/Specific Tech experience
From	To	

**Education:**

Highest Level of Degree	Relevance of Degree to the Assignment
PhD	

MPhil	
Masters	
Other	

**Certification:**

Name of course/certificate	Brief description

**Undertaking:**

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

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

*[Signature of staff member and authorized representative of the firm]*

*Day/Month/Year*

Full name of staff member: \_\_\_\_\_

Full name of authorized representative: \_\_\_\_\_

**Form T6**

**Technical Compliance Sheet for HCI Solution**

<b>S#</b>	<b>General Requirements (Non-Compliance shall lead to the rejection of Bids)</b>	<b>Yes</b>	<b>No</b>
1	Must Be listed in Latest Gartner/Forrester Wave for Hyper-Converged Infrastructure Software		
2	Must Be Compatible with Any Brand of Intel x86 Architecture Hardware Servers		
3	Must Have OEM Presence in Pakistan for Minimum of 5 Years or more		
4	Must Have Minimum 10 HCI Deployments by OEM including financial sector in Pakistan with the required components i.e. Compute Virtualization, Storage Virtualization and Network Virtualization		
5	Must offer 3 Years 24/7/365 Technical OEM Support S&S (parts and services both) from the date of commissioning		
6	Virtualization solution must support oracle RAC		
7	Must Quote Onsite Installation and Configuration by OEM		
8	Must Quote Onsite Training and Certification for 3 Participants by OEM		
9	Solution must support UPS correlative VM power-off and self-developed CDP for zero (0) data loss protection		
10	Three OEM reference is mandatory for ERP Solutions running on their virtualization		

<b>ITEM NO. 01</b>	<b>VIRTUALIZATION MANAGEMENT LICENSE FOR HCI</b>	<b>06</b>
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<b>S#</b>	<b>Technical Description, Specifications and Standards Required</b>	<b>Yes</b>	<b>No</b>
1.1	Proposed Solution must provide High Availability / Redundancy for Virtualization Management Platform on DR Site in case of any disaster.		
1.2	Proposed Solution must Support Management for Existing Virtual Machines on VMware Platform for single window management.		
1.3	Proposed Solution must support to create and manage local Users with Role Based Access and Permission Control.		
1.4	Proposed Solution must provide Web Browser based Management Console.		
1.5	Proposed Solution must provide complete visibility and centralized management / control of the Virtualization Platform.		
1.6	Proposed Solution must provide capability to scale up to 64 nodes or better.		
1.7	Virtualization management system nodes provide active and standby redundancy to ensure the availability of the platform		
1.8	The solution able to support draw topology and power on the VMs and Virtual Switch based on the draw diagram in the HCI Management GUI.		

<b>ITEM NO. 02</b>	<b>HYPERVISOR (Compute Virtualization)</b>	<b>06</b>
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S#	Technical Description, Specifications and Standards Required	Yes	No
2.1	Proposed Solution should be highly redundant providing capability for the VMs to restart on another node in case of any Node failure in the Cluster.		
2.2	Proposed Solution must provide VM Snapshot capability to revert back to previous point in time in case a failure or system error occurs.		
2.3	Proposed Solution must provide VM Clone capability for creating cloned instances from source VM for testing or any other purposes.		
2.4	Proposed Solution must provide VM vMotion capability to Live migrate VMs to any nodes in the Cluster without any downtime.		
2.5	Proposed Solution must provide the capability to automatically hot-add resources including vCPUs and Memory real-time based on VM contention.		
2.6	Proposed Solution must provide automated Resource Scheduling and Load Balancing capability for balanced performance on all nodes across the cluster.		
2.7	Proposed Solution must provide Distributed Switch capability to configure and administer switching for the entire Cluster.		
2.8	Proposed Solution must provide Hardware Health Check capability to Monitor CPU, Memory, Network Interface Card, Hard Drive and RAID Controller etc.		

<b>ITEM NO. 03</b>	<b>STORAGE VIRTUALIZATION</b>	<b>06</b>
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S#	Technical Description, Specifications and Standards Required	Yes	No
3.1	Proposed Solution must be from the same Vendor as the Hypervisor.		
3.2	Proposed Solution must provide minimum both “2 Copies” and “3 copies” options for data redundancy to be selected from while initial configuration of Virtual Storage.		
3.3	Proposed Solution must provide Data Striping capability with flexible stripe width.		
3.4	Proposed Solution must provide Data-At-Rest Encryption (In-Built) for VM Data Security without using any specialized Hardware such as Self-Encrypting Drives (SEDs).		
3.5	Proposed Solution must provide SSD based Read Caching and Write Buffer capability to improve the performance of the I/O.		
3.6	Proposed Solution must provide Data Balancing capability to more evenly distribute the data across the devices to achieve a balanced distribution of resources.		
3.7	Proposed Solution must provide Automated Data Rebuilding capability to restore redundancy in case of any Disk or Node Failure.		
3.8	Proposed Solution must provide Deduplication and Compression capability on All Flash Cluster.		

<b>ITEM NO. 04</b>	<b>NETWORK VIRTUALIZATION</b>	<b>06</b>
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S#	Technical Description, Specifications and Standards Required	Yes	No
4.1	Proposed Solution must be from the same Vendor as the Hypervisor.		
4.2	Proposed Solution must provide capability to display Virtual Datacenter Network Topology for easy Management and Troubleshooting.		
4.3	Proposed Solution must provide capability for L2 bridging with Physical Environment for Network connectivity of Internal workloads with Physical Network.		
4.4	Proposed Solution must provide capability to manage Switching and Routing of Internal workloads by providing Virtual Switches and Virtual Routers. Routing of External Physical / Virtual Workloads should also be managed by the Virtual Router.		
4.5	Proposed Solution must provide Micro-Segmentation / Distributed Firewalling feature for isolation of East-West Traffic between VMs.		
4.6	Proposed Solution must provide capability to display Network Traffic Flow in Real-Time.		
4.7	Proposed Solution must provide complete Network Visualization of Virtual Network.		
4.8	Proposed Solution must provide capability for Network Quality of Service (QOS).		

<b>ITEM NO. 05</b>	<b>VM BACKUP SOLUTION</b>	<b>All VMs on Nodes</b>
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S#	Technical Description, Specifications and Standards Required	Yes	No
5.1	Proposed Solution must be fully Compatible with Compute Hypervisor		
5.2	Proposed Solution must provide the capability to take Full / Incremental level VM Backups.		
5.3	Proposed Solution should be licensed in a manner to take backups of every VM in the Cluster regardless on which physical Node it resides on.		
5.4	Proposed Solution must provide Automated Scheduling for Backups based on Hourly, Daily, weekly etc. scheduling.		
5.5	Proposed Solution must support to configure Internal Virtual Storage, External SAN or NAS to be Backup repository for Storing Virtual Machine Backups.		
5.6	Proposed Solution must support Industry's common storage protocols such as iSCSI, FC or Network File Sharing (NFS).		

<b>ITEM NO. 06</b>	<b>VM DISASTER RECOVERY SOLUTION</b>	<b>06 VMs Minimum</b>
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S#	Technical Description, Specifications and Standards Required	Yes	No
6.1	Proposed Solution must be fully Compatible with Compute Hypervisor		
6.2	Proposed Solution must support Replication without any agent installation in the VM (Agentless) i.e. through the Hypervisor layer.		
6.3	Proposed Solution must support to achieve RPO in seconds.		

6.4	Proposed Solution must support to replicate 100+ Virtual Machines for future perspective.		
6.5	Proposed Solution must support Compression Technology to minimize actual Data Transfer across the Network between Sites.		
6.6	Proposed Solution must support 1 Click DR Site Failover and 1 Click Production Site Failback for Planned and Unplanned DR testing Scenarios.		
6.7	Proposed Solution must support to migrate only incremental Data in case of Failback from DR Site to Production Site rather than migrating back complete VM Data.		

## HYPERCONVERGED INFRASTRUCTURE (HCI) HARDWARE

<b>ITEM NO. 07</b>	<b>HARDWARE (SERVERS) FOR HCI</b>	<b>03 Units</b>
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S#	Technical Description, Specifications and Standards Required Per Unit	Yes	No	Quantity Per Unit
7.1	2U Chassis with 3.5" Disk Slots or better			01
7.2	Intel Xeon Gold 4 <sup>th</sup> Gen 16Core Processor or better			02
7.3	32GB DDR4 or better			12
7.4	Minimum 240GB SSD or better with Raid 1 (OS Installation)			02
7.5	20TB useable space NVMe SSD read intensive, 2.5" disk or higher			Total Usable Storage For 3 Servers
7.6	SFP+ 10GE Multimode Optical Transceiver, for short distance transmission (850nm, 300M).			04
7.7	LC-LC, Multi mode, 5 meters.			04
7.8	10GE Optical ports			02
7.9	10GE Electrical Ports			04
7.10	Dual Power Supply or better			02
7.11	Embedded Server Management Software for Remote Management			01
7.12	Complete Rail Kit for Rack Mounting			01
7.13	Front Bezel ( front cover or faceplate)			01
7.14	OEM Backed Warranty (3 Years)			01

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Form F1**

**FINANCIAL PROPOSAL SUBMISSION FORM**

[Date]

To:

Procurement Committee,  
National Rural Support Programme,  
IRM Complex, 7th Sunrise Avenue, Park Road,  
Near COMSATS University, Islamabad.  
Tel: (92-51) 8746170-73

Subject: Submission of Financial proposal Tender No. NRSP/HCI/ RQ1682 Rev1.0

Sir,

We, the undersigned, offer to provide the equipment & services for NRSP, in accordance with your Request for Proposal dated 7<sup>th</sup> May, 2024. We are hereby submitting our Financial Proposal.

Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations. We understand that NRSP may accept or reject our proposal without giving any reason.

We understand you are not bound to accept any Proposal you receive.  
We remain,

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

Email:

Contact No.:

Form F2

FINANCIAL PROPOSAL FORMAT

S. No.	Description	Make/Model	Qty	Unit Price	Total Price	GST	T. Price with GST
1	HCI Solution (Hardware & Software)		3 Each				
2	Installation, Configuration up gradation & Migration Services		1 Job				
3	Training for 3 persons		1 Job				
Grand Total (PKR):							

Validity of Proposal:

Delivery Time:

Bid Security Amount:

Any other details or terms & conditions: -

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Annex-A**  
**Code of Conduct and Ethics**  
(Non-Employee, consultants, vendors and third parties)

Upholding ethical standards protects the integrity, fairness, and transparency of the procurement process.

As a consultant/Vendor professional objective is to assist NRSP to add value to their enterprise, whether that enterprise takes the form of a business, a not-for-profit organization or any element of government.

As a consultant/vendor requires adherence to this Code of Conduct and Ethics as a condition of relation. All consultants/vendors have pledged to abide by the NRSP's Code of Conduct and Ethics and their voluntary adherence to the Code signifies the self-discipline of the profession.

*All individuals (non-employees) contracted or functionally related to NRSP, including executing entities and third-party vendors: -*

1. Will serve NRSP with integrity, competence, objectivity, independence and professionalism.
2. Will only accept assignments that they are competent to perform; and will only assign staff or engage colleagues with knowledge and expertise relevant to the assignment.
3. Before accepting any assignment will establish with NRSP realistic expectations of the objectives, scope, expected benefits, work plan and fee structure of the assignment.
4. Will treat all confidential NRSP information appropriately; will take reasonable steps to prevent access to confidential information by unauthorized people and will not take advantage of proprietary or privileged information, for use by them or others, without the NRSP's permission.
5. Will avoid conflicts of interest, or the appearance of such, and will disclose to NRSP immediately any circumstances or interests that they believe may influence their work, judgment or objectivity.
6. Will not contact NRSP during the any pre-solicitation or evaluation phase in which participated, unless NRSP contact for any information.
7. Will offer to withdraw from assignment when they believe their objectivity or integrity may be impaired.
8. Will inform NRSP immediately if there is any change in contact person, email, address, directors, release of any of his/her employee or any such information which could be necessary for NRSP record.
9. Will represent the profession with integrity and professionalism in their relations with NRSP, colleagues and the general public.
10. Will report to appropriate authorities within or external to NRSP organization any occurrences of malfeasance, dangerous behavior or illegal activities discovered during the course of an assignment.
11. Will not offer commissions, gift, bribe, remuneration, or other benefits from himself or from a third party in connection with any assignment to NRSP, and will disclose in advance any financial interests.
12. Will promote adherence to the Code of Conduct and Ethics by all other staff working on their behalf.
13. Strive to treat all persons of NRSP with respect and courtesy in accordance with applicable international and national conventions and standards of behavior;
14. Never intentionally commit any act or omission that could result in physical, sexual or psychological harm to the beneficiaries we serve, or to their fellow workers;
15. Not condone or intentionally participate in corrupt activities or illegal activities. While respecting and adhering to these broader frameworks of behavior,
16. Shall not harass, discriminate, or retaliate against any other consultant/vendor or any member of society.
17. Shall make themselves available and fully participate in all administrative inquiries with completely honesty.
18. No NRSP employees shall solicit anything of value from a citizen or business for services that the NRSP is expected to provide.
19. Shall not remove NRSP property from its assigned place for personal use. Defacing or destroying NRSP property is vandalism and shall be dealt strictly.
20. Will not permit considerations of race, gender, nationality, religion, politics, sexual orientation or social status to influence professional behavior or advice.
21. Will be respectful of those whose wellbeing may be contingent. Will diligently apply objective judgment to all consulting assignments, based on the best information available. Will conduct independent research and analysis where possible, and will consult with colleagues and others who can help inform the judgment.

22. Will not use any services, goods, materials, technology and/or equipment provided by or paid for by NRSP for illegal, inappropriate, or otherwise disruptive activities, or in support of such activities.
23. Shall not place or display non-official notices in NRSP premises without prior written approval from the appropriate authority.
24. Shall not possess unauthorized weapons, illegal drugs, or alcohol on NRSP premises.
25. Shall strictly follow the NRSP's workplace policies while on any NRSP premises.

This Code of conduct is not exhaustive and may not anticipate every situation which may morally, ethically, professionally, legally compromise the employees or NRSP interests. In this regard NRSP expects to use sound judgment. However, compliance with this Code is a mandatory obligation owed by all consultants, third party vendors etc. Breach of this Code or any requirements mentioned in these Rules will result in disciplinary action and may lead up to cancellation of work order/registration including legal action or other appropriate disciplinary actions.

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#### **Anti-Money Laundering and Anti-Terrorism Financing Policy**

##### **Policy**

**"It is the policy of the NRSP to prohibit and actively prevent money laundering and any activity that facilitates money laundering or the funding of terrorism or criminal activities"** by complying with all applicable requirements under the **Anti-Money Laundering Act 2010** (Act No. VII of 2010 - an Act to provide for prevention of money laundering) and **Anti-Terrorism (Second Amendment) Act, 2014** and its implementation regulations. Recently under the national action plan and SECP regulations money laundering has been identified as a major cause for corruption and criminal activities. Therefore, NRSP is very sensitive to ensuring that our platform is not used for any such purposes.

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