



GOVERNMENT OF KHYBER PUKHTUNKHWA



(WATER AND SANITATION SERVICES PESHAWAR).

Bidding Document for

(SWM) Fleet Tracking/Monitoring & Management System

April 2023.

No: WSSP/IT/04-04/2023

**GENERAL MANAGER (HR/Admin/Procurement)
WATER AND SANITATION SERVICES PESHAWAR
PLOT NO. 33, SECTOR: E-8, STREET NO. 13, (LCB BUILDING)
PHASE-VII, HAYATABAD, PESHAWAR.
PHONE#: 091-9219098; Ext: 121.**

Disclaimer

Though adequate care has been taken while preparing this document and information provided therein, but it is advised that the bidder must satisfy himself for the corrections and sufficiency of the Data. Information on any discrepancy should be intimated to this office immediately. If no information is received from any of the bidders within the time of submission date, it shall be presumed that this document is correct and complete in all respects. If considered necessary in the interest of work, Water & Sanitation Services Peshawar (WSSP) reserves the rights to modify, amend or supplement this document.

TERMS & CONDITIONS

The Registered Firms/Companies/ Service Providers hereinafter called the (“Suppliers”) and having **Relevant Experience** (Minimum 5 Years) in the field is hereby invited to submit their tender for “Latest Technology Based (SWM) Fleet Tracking/Monitoring & Management System” to be installed and make functional with WSSP Solid Waste Management Vehicles, subject to following terms and conditions: -

1. The Bidder / Interested parties must have the relevant experience in the field else the Bid Security shall be forfeited by the company in case of Poor Performance or failure and may be Backlisted for Future business with WSSP.
2. Only Manufacturer / Authorized dealers and Companies registered with Income tax and KPRA and having **Pakistan Telecommunication Authority License** for Vehicle tracking are eligible to participate in the tender (the documentary proof will be required).
3. The bidder should quote rates for Product (Unit Price, Annual Monitoring Charges, Installation Charges). Rates must be inclusive of all applicable taxes, delivery, Installation and Commissioning at WSSP site.
4. Repeat Order shall be placed to successful Bidder on Need basis after approval from Competent Authority and in the light of KPPRA 2014 Rules.
5. The Successful bidder shall be required (after the approval from CA) to confirm the compatibility of Equipment already installed in 105 SWM vehicles to take over the Monitoring of these vehicles as well, beside fresh installation as per this tender.
6. Submit the sealed tender under Single Stage Two Envelop method of KPPRA Rules 2014 at the place, date and time mentioned in the tender notice.
7. During technical evaluation, a test will be conducted for Min 15 Days of the 02 Trackers of each applied Vendor i.e. Tracker performance & milage analysis report (Comparison of Tracking Dashboard report vs Vehicle Odo Meter reading).
8. The bidder / Supplier should be a registered entity with taxation authorities. The bidder should have sufficient experience in the field.
9. The quoted rates should be inclusive of all applicable taxes and other relevant charges (Delivery at site and Installation, any other relevant charges). WSSP shall not pay any addition cost beside quoted in BOQ.
10. The company will deduct taxes, duties (Including Stamp duties) and other relevant charges as prescribed and amended from time to time by tax authorities / Government.

11. The rates should be valid till the contract expiration date. Contract for the period ONE YEAR shall be signed with the bidder bases on **Best Evaluator Bidder** and no increase, due to any reason, in the rates shall be acceptable during the validity of the contract period.
12. Tenders will be received only along with bidding documents duly signed and Stamped by Chief Executive / authorized person of the firm.
13. Blacklisted supplier should not apply.
14. Competent Authority reserves the right to reject the tenders at any stage with cogent reason as per KPPRA rules and regulations.
15. The Supply / Services should be per the client's requirement. No amendment in tender form (in specification) will be accepted and such forms shall be rejected.
16. No Advance payment shall be made to the Successful bidder,
 - Payment for Fresh Installation of equipment shall be made after installation and Commissioning of Equipment, bill duly verified by IT and Operational Wing of WSSP.
 - Quarterly Payment shall be made for Monitoring Services as per agreed Cost.
17. The Supply Contract will be signed with the Best evaluator Bidder for Supply and Services.
18. The Goods will be delivered within 3-4 Weeks after the Submission of Supply request (Purchase Order). Otherwise penalty @ 0.05% per day shall be imposed on the supplier, subjected to the final decision approval from GM (Operations) / Competent Authority.
19. In case of providing poor quality / Low standard material / Services other than the desire services, the client has the right to cancel the contract, forfeit Pending bill in favor of Govt. treasury and impose ban for participating in the next bidding process of WSSP.
20. All such sub-standard supply shall be returned to supplier at his own cost, and penalty may be imposed for such wrong action.
21. A rate contract (copy attached) shall be signed by the successful bidder and WSSP and all terms and conditions would be binding on both parties.
22. Any deviation from above mentioned conditions will automatically lead to cancellation of the Contract.

Additional Information

TYPE OF OPEN COMPETITIVE BIDDING.

Single Stage - Two Envelope Bidding Procedure shall be followed. (Two) 70:30

The said Procedure is reproduced as follows: The bid shall be a single stage Two Envelope package consisting of the Technical and financial proposals separately.

The envelopes shall be marked as " Technical Proposal & Financial Proposal" and shall be submitted and opened as on date and time mentioned in the NIT by the Bid Preparation and Evaluation Committee of WSSP.

Tender Eligibility/Qualification Criteria:

- a. Has approved/ registered Company with Government (Federal or Provincial);
- b. Must be registered with Tax Authorities and having valid registration of KPRA and Income Tax and having sound financial strengths can participate.
- c. Has submitted bid for all quoted categories and relevant bid security. Noncompliance of the same shall cause rejection of the bid;
- d. Must be involved in relevant business for last 5 years;
- e. Has not been blacklisted by any of Provincial or Federal Government Department, Agency, Organization or Autonomous body or Private Sector Organization anywhere in Pakistan.
- f. Have the required relevant qualified personnel and enough strength to fulfill the requirement of assignment.
- g. Has Experience preferably with Government Sector (Similar nature of Projects).
- h. Having Pakistan Telecommunication Authority License for Vehicle tracking are eligible to participate in the tender (the documentary proof will be required).

TENDER PRICE.

The quoted price shall be:

- In Pak Rupees;
- Inclusive of all Government applicable taxes; and
- Where no premium is entered against any category(s), the premium of that category shall be deemed to be free of, and no separate payment shall be made for that category(s).

BID SECURITY.

- The Tenderer shall furnish the Bid Security (Earnest Money) as under:
- For a sum equivalent to 2% of the total Tender Price;
- Denominated in Pak Rupees;
- As part of financial bid envelop, failing which will cause rejection of bid;
- In the form of Demand Draft / Call Deposit Receipt in favor of Chief Executive Officer Water and Sanitation Services, Peshawar along with financial proposal;
- Have a minimum validity period of ninety (90) days from the last date for submission of the Tender or until furnishing of the Performance Security, whichever is later.

PERFORMANCE SECURITY.

The successful Insurer shall furnish Performance Security as under:

- Within Thirty (30) days of the receipt of the Acceptance Letter from the Agency.
- In the form of a Bank Guarantee issued by a scheduled bank of Pakistan in Peshawar;
- For a sum equivalent to 10% of the total value of the premium per year; and
- Denominated in Pak Rupees.

CONTRACT DURATION.

The contract duration shall be for a period of ONE (01) year, and it may be renewed for further periods on the Terms and Conditions mutually agreed upon by the concerned parties and duly approved of CA of WSSP.

TENDER VALIDITY

The Tender shall have a minimum validity period of ninety (90) days from the last date for submission of the Tender.

The Agency may solicit the Tenderer's consent to an extension of the validity period of the Tender. The request and the response thereto shall be made in writing.

OPENING OF THE TENDER.

Tenders (Technical Bids) shall be opened at a time and date as specified in NIT in the presence of the vendors for which they shall ensure their presence as per provisions of KPPRA Rules.

In case, the last date of bid submission falls in / within the official holidays, the last date for submission / opening of the bids shall be the next working day. However, the financial bid shall be opened on the date / time as communicated by WSSP after Technical evaluation of all submitted bids.

BID BOND / Bid Security

A bid bond (Security) of 2% of the total amount quoted in the name of CEO, WSSP in shape of a Call deposit must be deposited and place in the Financial Proposal envelope. Proposal submitted without a bid bond will not be considered.

AWARD OF CONTRACT.

The successful bidder will have to sign an Agreement on stamp paper with the WSSP, and every document submitted in the tender proposal as well as the policy documents.

**General Manager (HR/Admin/Procurement)
WATER AND SANITATION SERVICES
SECTOR E-8, STREET 13 (LCB BUILDING)
PHASE-VII, HAYATABAD PESHAWAR.**

Affidavit
(SWM) Fleet Tracking/Monitoring & Management System

I owner Mr. _____ CNIC# _____
of M/s _____

I/We accept the terms and conditions as laid down in Bidding documents and advertisement notice. I/We shall also observe all the rules / regulations framed by Government of the Khyber Pakhtunkhwa regarding the Supply of Good / Services as mentioned in the KPPRA Rule 2014.

Furthermore, I/We understand that if any information provided in respect of this bid is found false / fake at any stage before or after award of contract. The WSSP has a right to withhold all our due payments, impose penalty and may file a petition in Court of law for debarment / blacklisting of the firm.

SIGNATURE
WITH STAMP OF THE FIRM

PROVIDER'S PROFILE
(SWM) Fleet Tracking/Monitoring & Management System

Company	
Address of Office	
Contact Person / Mobile #	
Telephone No	
NTN No	
Years of Experience	
No. of Similar items supplied	

Authorized Signature: _____

Name & Designation : _____

Company Seal : _____

Scope of Work:

Water and Sanitation Services Peshawar has a total number of 410 trackers which are using for collection of Solid waste in the District Peshawar. For Good Service Delivery a real time tracking & monitoring system is required to manage the WSSP entire Fleet (Vehicles). Access will be provided to Monitor the Fleet through tracking system at Head Office and all 5 Zonal Level i.e., Mobile App & Computer. During the installation of new tracker devices in the new inducted fleet, replacing the non-functional tracker devices furthermore the successful Vendor will reconfigure/install the WSSP existing tracker devices in the tracking system as well as its functionality. The Fleet tracking system should be integrated with Honeycomb ERP Fleet Management Module of WSSP.

The compliance to all the services / features as mentioned in Annexure-A.

KEY Features Required in Tracking System.

The following features and Reports must be included in the Tracking System; -

1. Real-Time Location Tracking
2. Tracking Vehicle location (Log History)
3. Mileage Report reliability (Odo-meter vs Tracking Dashboard)
4. Customizable Alerts
 - a. Ignition On/Off
 - b. Odd Hours Alerts
 - c. Long idle time alerts
 - d. Over speeding alerts
 - e. Vehicle Maintenance alerts
 - f. Battery tempering alerts
5. 24/7 Monitoring report of all vehicles, with customized Daily / Weekly / Yearly reports
6. Not Responding (NR) trackers daily / weekly / yearly report with reasons and NR trackers must be rectified / functional with in 24 Hours otherwise the deduction after 24 Hours will be made for all such devices in annual monitoring charges.
7. Parking Yard, Zonal office parking report and other location reports
8. Zonal boundaries violation report
9. Shift based vehicle utilization report
10. Best performance report (w.r.t trips and milage)
11. Route customization feature and route violation reports
12. Help Line support, at least one technician should be available as Peshawar officer to support and rectify WSSP compliant within 24 Hours along with necessary tools and back up devices (preferably placed as WSSP premises) for prompt replacement.
13. Faulty trackers should be repaired / replaced (in case it is beyond repair) prompt within 24 Hours else will be treated as NR and necessary deductions from the bill will be made.
14. Those trackers which remain NR due to WSSP, shall not be included in deduction. However, the contract should be liable for reporting of such devices along with proof for necessary action by WSSP with in 24 Hours.
15. Vehicles Geo fencing to specific route.
16. Daily trip wise reporting by beeping alert & counts in the system for IN/OUT and at dump fill site.
17. Trip wise report from Pick and drop point for small Vehicles.
18. Driver behavior monitoring
19. Trackers disconnection alerts
20. Fuel Consumption Report & Fuel Level Report
21. POI definition feature and shift-based visit report to each POI
22. Monitoring system through Mobile app and online Dashboard (Web Access)
23. SOS Panic Button.

- 24. Improvement in reporting system time to time as requested by WSSP will be incorporated with in as reasonable time but not more than two months.
- 25. Complaint Management System
- 26. Further features will be added after discussion with vendors as on their available options.
- 27. The performance of selected vendor will be observed for 3- months after award of Contract in case of poor services the Contract will be stand terminated and Bid security will be forfeited.

Note: The Successful vendors will install trackers for testing (Minimum 15 days) to find out the accurate mileage analysis. The mileage analysis report will be done by comparison through Vehicle Odo-Meter data and covered distance in Tracking system Dashboard data. This activity will be completed before award of Contract and Free of Cost by successful vendor and in case of poor response the same procedure will be followed with 2nd lowest bidder and so on.

- The supplied devices must have a warranty of Minimum 3 Years with Insurance Coverage and faulty tracker will be replaced without any charges during the period of warranty.
- Full and Prompt after Sales Services Support 24 /7 quick response time will be ensured by Successful bidder.
- The Successful Bidder / Firm shall be responsible to damage/s caused to any of the SWM vehicles while Installation of their tracking devices and bear all such expenses incurred upon such repairing / replacement thereafter.

Authorized Signature: _____

Name & Designation : _____

Company Seal : _____

BILL OF QUANTITIES
(SWM) Fleet Tracking/Monitoring & Management System

S.No	Particulars	Per Vehicle	No. of Vehicles	Price Per Unit	Amount
1.	Cost of new Tracker Devices	Nos	100		
2	Installation Charges	Per Vehicle	100		
3.	Reconfiguration of WSSP Existing Tracker Devices	Per Vehicle	410		
4.	Annual Monitoring Charges of total	Per Vehicle	410 (As per actual)		
GRAND TOTAL IN PKR (Rs.)					
In Figures:					

NOTE:

- The Supply Contract will be signed with Lowest Successful Bidder.
- PTA approved Brand shall only be considered, else the Bid shall be declared as non-Responsive.
- The Goods will be delivered, Installed and Made Functional in all Vehicles within 3–4-week's time.
- The Price quoted must be inclusive of all taxes and delivery at Site within Jurisdiction of Peshawar, Installation and Commissioning Charges.
- Brand / origin of the equipment to be quoted.

Authorized Signature: _____

Name & Designation : _____

Company Seal : _____

Option Items;

The rates of the following optional items (Gadgets) should be quoted for future installation by WSSP.

1. Fuel Monitoring Sensor complete system along with installation.
2. Remote ignition locking system.
3. Vehicle anti fuel theft device.

Authorized Signature: _____

Name & Designation : _____

Company Seal: _____

2- Stage.

Technical Evaluation Criteria.

Category	Description	Status	Score
Legal Parameters / Mandatory	Registration of the firm with Security Exchange Pakistan (SECP) or Company Ordinance 1984.	Mandatory	No score being mandatory
	Valid Income Tax Registration Valid Registration Certificate with KPRA (For Services)	Mandatory	-
	PTA Valid License for Vehicle Tracking Services	Mandatory	
	Submission of undertaking on legal valid and attested stamp paper that the firm is not blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan.	Mandatory	-
Evaluation Matrix	Compliance & Conformance to the Statement of Terms & Conditions, Scope of Work and Key Features (Annex-A). 100% = 30 Marks 90 to 99% = 25 Marks 80 to 89% = 20 Marks 70 to 79% = 10 Marks 69% to 50% = 05 Marks	Weightage based	30 Marks
	Fully functional Offices/ Infrastructure Presence (Inspections shall be made during evaluation stage) Khyber Pakhtunkhwa: 10 Marks Other than KPK :05 Marks	--	10 Marks
	Experience in similar nature of Project a) Above 9 Years [10 Marks] b) 7 to 8 Years [5 Marks] (Please attach projects and all evidence)	--	10 Marks
	Projects of similar nature, complexity and financial Outlay completed over latest 5 years. (Rs. 10 million) Minimum 3 & Maximum 5 Projects & each Project carries 2 Marks	--	10 Marks

	<p>Projects in hand projects of similar nature, complexity, and financial outlay. (Rs. 5 million each.) Minimum 1 & Maximum 2 Project & each project carries 5 Marks</p>	--	10 Marks
	<p>Annual Turn Over for the last 3 years: Formula (y1 Marks+y2 Marks +y3 Marks/3= Annual Turnover) average of 3 years marks</p> <p>a) Above PKR 10 million 10 Marks b) Above PKR 9 to 10M 9 Marks c) Above PKR 8 to 9M 8 Marks d) Above PKR 7 to 8M 7 Marks e) Above PKR 6 to 7M 6 Marks f) Above PKR 5 to 6M 5 Mark</p> <p>(Please attach Audited Financial Report and all evidence)</p>	--	10 Marks
	<p>Availability of capital sufficient for Assignment (last 03 years net worth statement). Net Worth Average</p> <p>a) Above PKR 11 to 15 M 10 Marks b) Above PKR 06 to 10M 8 Marks c) Above PKR 0 to 05M 5 Marks</p> <p>(Please attach Audited Financial Report and all evidence)</p>	--	10 Marks
	<p>Availability of Key Staff in Peshawar Office. Well trained and well equipment for providing on call services within 24 hours. (at least 02 Nos Technicians)</p>	--	10 Marks
	TOTAL SCORE		100 Marks
Bid obtaining 70% score will be considered as technically qualified bidder.			

CONTRACT
(SWM) Fleet Tracking/Monitoring & Management System

THIS CONTRACT is made and executed on this _____, 20 ____ by and between:

Water and Sanitation Services Peshawar, a company duly incorporated under the provisions of Companies Ordinance, 1984 having its registered office at Plot #33, Street 13, Local Government Governance School, Phase 7, Hayatabad, Peshawar through its Chief Executive Officer (CEO) on behalf of its Board of Directors (Hereinafter referred to as **“Client”** which expression shall, where the context permits, includes its successors-in-interest and permitted assigns)

AND

M/S _____ (Hereinafter referred to as **“Firm”** which expression shall, where the context permits, includes its successors-in-interest and permitted assigns)

WHEREAS;

The Client advertised a Tender Notice in the national press for Latest Technology Based (SWM) Vehicles Tracking System with Monitoring and Fleet Management Software (For 410 Various SWM Vehicles, (hereinafter called the **“Supplier”**).

The Firm, being the lowest bidder, has been selected and is willing to provide the Supply / Services on the terms and conditions set forth in this Contract;

NOW, THEREFORE, the Client, represented by its Chief Executive Officer on behalf of its Board of Directors and the Firm, represented by its General Manager (Operations) WSSP, in order to synergize their efforts for achieving the intended results, have decided to enter into this Contract today on _____, 2023 on the terms and conditions agreed below.

1. The Firm shall supply / Install and Commissioning Tracking Equipment as per detail provided in in the BOQ / Tender Documents/ NIT and as per requirement of the Client.
2. That the payment to the firm shall be made after delivery and verification of bill (Payment shall be made for actual Supply) through cross Cheque after 30 day. No mobilization advance shall be granted to the winner bidder.
3. The Firms will provide Tracking system as per **Annexure – A** in Bidding documents and ensure its Services through Properly Managed Software.
4. The approved rate under this Contract shall remain the same during the approved time period of this Contract (One Year). The Firm shall not demand for increase in approved rate during the period of this Contract.

5. The contract duration shall be for a period of ONE (01) year, and it may be renewed for further periods on the Terms and Conditions mutually agreed upon by the concerned parties and duly approved of CA of WSSP.
6. The Firm shall be fully responsible for all payments like E.O.B.I., Social Security, Health Insurance, and other relevant Govt. Taxes in respect of the services rendered / Offered. etc.
7. The Client will deduct income tax and sales tax or any other duties and tax (if applicable) as per prescribed rates of the Government.
8. The Contract may be revoked by the Client at any time in case of unsatisfactory supply, failure to perform services, without serving any notice to Supplier / Firm and all payments will be withheld by the Client and moreover, WSSP reserve the right to move the legal action against the firm.
9. The Client reserves the right to revoke the Contract at any time without assigning any reason thereof and there shall be no appeal before any court or authority against it.
10. That the delivery period of this Contract shall be 3-4 weeks, commencing from the date of work order or as per Client's directions / Request.
11. The Firm Shall Install and provided Service in respect of Tracking System (Complete) as specified in the Bidding documents and as per Specifications of the Client, and in case of poor quality / substandard Supplies / Service etc. the Client has the right to cancel the contract and impose ban for participating in to next bidding process of WSSP.

IN WITNESS, WHEREOF; the authorized representatives of both the parties have executed and entered into

This Agreement on this _____, 2023 at Peshawar have signed and sealed or stamped as under.

For WSSP, Peshawar

For and on Behalf of Firm

WITNESSES:

