

OIL AND GAS REGULATORY AUTHORITY

TENDER NOTICE

PURCHASE OF LICENSED ANTI-VIRUS SOFTWARE UNDER OGRA TENDER ENQUIRY NO. 1 OF 2015.

1. The Oil and Gas Regulatory Authority (OGRA) invites sealed tender from well-reputed Authorized Suppliers/Dealers of Anti-virus Software, duly registered with Income Tax and Sales Tax Departments, for supply, installation & support of Anti-virus software for 150 Systems/clients at OGRA office, Islamabad for a period of three years.
2. The Tender Documents containing detailed information, terms and conditions etc. are available on the websites of PPRA (www.ppra.org.pk) and OGRA (www.ogra.org.pk). These documents can also be obtained from office of the undersigned on any working day.
3. The tender will be received latest by June 17, 2015 by 11:00 a.m, and will be opened on the same day at 11:30 a.m, in OGRA Office.

Deputy Executive Director (Admn)
Oil and Gas Regulatory Authority (OGRA)
54-B, Fazal-e-Haq Road, Blue Area, Islamabad
Ph: 051-9244048, Fax: 051-9244206

OIL AND GAS REGULATORY AUTHORITY

TENDER DOCUMENTS

Supply/installation/support of Licensed Anti-virus Software from Authorized / Dealers / Suppliers at OGRA office Islamabad under OGRA Tender Enquiry No. 1 of 2015.

The Oil and Gas Regulatory Authority (OGRA) invites sealed tender from well-reputed Authorized Dealers / Suppliers or registered partners of Anti-virus Softwares, duly registered with Income Tax and Sales Tax Departments, for supply /installation/support of Anti-virus software for 150 Systems/clients at OGRA office, Islamabad for three years;-

General Terms & Conditions:

- 1) The firm should be registered with Income Tax and Sales Tax Departments (Registration Numbers should be clearly mentioned and valid documentary evidence be attached.
- 2) The firm should have relevant experience of minimum three years in supply/installation & support of Anti-virus software, relevant documents shall be attached.
- 3] The bidder should be an authorized dealer/supplier or registered partner of principal Antivirus vendor, in this regard, documentary proof must be attached.
- 4] An undertaking is required from the bidder stating that they would facilities OGRA on a regular basis with technology/product updates and extend support for contract period.
- 5] The payment of bill shall be processed after successful trial of the software for 15 working days
- 6] The Antivirus software must cover a minimum licensing/subscription period of three years from the date of installation. The upgradation of the software must be online/downloadable through internet which includes updating of antivirus software and virus signature/definition updates.
- 7] The bids must be quoted in Pak Rupees and must be of latest version of Antivirus software as available in the market.
- 8) The bidder will be required to submit a Pay Order/Call Deposit for a sum equivalent to 3% of the total quoted value of bid as earnest money in favor of OGRA, payable at Islamabad.
- 9) Any bid not complying to the terms & conditions at serial No. 1, 2, 3, 6, 7, & 8 may be declared non-responsive by the Bid Evaluation Committee of OGRA and their offer will not be entertained.

- 10) The sealed tenders are required to be delivered to the undersigned at Oil and Gas Regulatory Authority (OGRA) 54-B, Fazal-e-Haq Road, Blue Area, Islamabad, by 11:00 a.m. June 17, 2015. Which will be opened on 11.30 am the same date and venue in presence of the bidders or their authorized representatives, who may like to be present.
- 11) The bid validity period will be three (03) months, from the last date of submission of bids.
- 12) The successful bidder will be required to deposit a "Performance Bond" equivalent to 5% of the total value of the contract, through a Pay Order/Call deposit in favour of OGRA payable at Islamabad. If the bidder fails to deposit performance bond within one week of the receipt of the offer letter. OGRA reserve the right to cancel the offer and forfeit the earnest money.
- 13) 3% earnest money, if not adjusted in the 5% performance bond, will be released to the bidder after deposit of 5% performance bond. However, 5% performance bond will be released after three (03) months of the successful trail of fifteen (15) days.
- 14) The proposals shall not have any over-writings or cutting, OGRA reserve the right not to consider the bids with any of the aforementioned deficiencies.
- 15) The bidders must quote competitive price for item listed in Annex-I as the purchase order will be placed for supply/installation & support at OGRA office Islamabad to the lowest evaluated bidder.
- 16) The bidders should examine carefully the terms & conditions of the tender, and may also visit the office on any working day from Monday to Friday from 9:00 a.m to 4:00 p.m, at their own expenses and responsibility and obtain all necessary information prior to submitting the tender. Clarification if any, about the tender may be obtained from the undersigned before submitting tender. Once the tender is submitted, it will be assumed that no further clarification is required.
- 17) Payment of the bills will be subject to the deduction of all government taxes.
- 18) The bidder will submit the bill for payment after supply of Antivirus software and its installation as per purchase order or as per requirement and the payment will be processed after delivery of the Antivirus Software/Keys.
- 19) The delivery period for Antivirus software & installation at OGRA office Islamabad will be fifteen (15) days from the date of receipt of purchase order, however, due to some specific reasons OGRA may allow extension in the period. After installation of the software the firm will execute contract with OGRA to ensure back up support and provision of authorization key of the software for 150 clients for three years without any hassle/interruption in renewals
- 20) OGRA reserves the right to cancel/reject any or all bids or proposals at any time prior to the acceptance of a bid or proposal as per PPRA rules, 2004.

(Nasrullah Khan)
Dy. Executive Director (Admn)

OIL AND GAS REGULATORY AUTHORITY

FINANCIAL PROPOSAL

Supply/installation/support of Licensed Anti-virus Software from Authorized Dealers / Suppliers at OGRA office Islamabad under Tender Enquiry No. 01 of 2015.

The specification for the purchase of any one reputable licensed Anti-virus software is given as below:-

Brands of Antivirus Softwares	Number of Licensed Required	License validity period
Any one license Anti Virus Software of Kaspersky, Symantec, Endpoint, ESET, AVAST or equivalent brand*	150 x Clients, Anti-virus software client should support Windows all versions of platforms such that Windows XP/ Vista/7/8 and Windows Server 2008/12 etc. To elaborate further below is breakup of 150 anti-virus required clients: <ul style="list-style-type: none"> • 03 x clients for Windows Server 2008/12 • 147 x clients for Windows Workstations, platforms as specified above. 	03 years (From the date of delivery)

* *The Antivirus software should be internationally top ranking brand, the evidence must be attached. The OGRA evaluation committee will decide the equiency. The decision of the committee will be final.*

The antivirus software must support the following features along-with documentary evidence, if any:

- *Anti-malware, Anti-spyware and Anti-adware.*
- *Embedded features of Firewall for network/internet security.*
- *Web surfing protection.*
- *Device control, i.e. USB, etc.*
- *File detection for viruses, etc.*
- *Any single antivirus software client license should support Windows all versions platforms such as Windows XP/Vista/7/8 and Windows Server 2008/12 etc. (Platform independent). Presently the hardware architecture is mostly 32 bits which may be enhanced upto 64 bits by inducting latest version of hardware during the subsequent financial years.*

Brand Quoted: _____

Amount (without Taxes): _____ **GST 17% (if any):** _____

Grand Total (Including all Taxes / GST) Rs. _____

Authorized Signature & Stamp _____

