



Board of Intermediate Education, Karachi

TENDER DOCUMENT
SINGLE STAGE – TWO ENVELOPES
VOLUME-I
TECHNICAL PROPOSAL

FOR THE YEAR 2021-2022

Tender Reference No. BIE/AG/L&N/266/2022

Dated: 12.01.2022

**Procurement / Development of
Software and Installation of Online
Management System, For Affiliation /
Recognition, Enrollment, Registration,
Permission and Examinations Accounts
with Verifications.**

Tender issued to M/s. _____

The deadline for submission is _____

Tender will be opened on same day at _____

SECTION – I

INSTRUCTIONS TO BIDDERS & GENERAL CONDITIONS OF CONTRACT

The Instructions to Bidders (ITB) and General Conditions of Contract (GCC) applied in this Contract shall be the same as per Standard Bidding Documents for Goods, issued by SPPRA. For further references the same may be downloaded from SPPRA's website www.pprasindh.gov.pk or it may be provided from this Office if it may be demanded by the bidder. Whenever there is a conflict, the provisions hereafter shall prevail over those in the Instructions to Bidders & General Conditions of Contract. The corresponding clause number of the ITB & GCC is indicated in parentheses.

BID DATA SHEET

INTRODUCTION	
Name of Procuring Agency:	Board of Intermediate Education, Bakhtiyari Youth Center, North Nazimabad, Karachi Tel: 99260211-12 (Two Lines) Fax: 99260203 & 99260208
Name of Contract	Procurement / Development Software and Installation of Online Management System, for affiliation, recognition, permission, Enrollment, Registration, Examination Accounts with Verifications.
Bid Price and Currency	Prices quoted by the Bidder shall be " <i>fixed</i> " and <i>in</i> " Pak Rupees"
PREPARATION AND SUBMISSION OF BIDS	
Eligibility Criteria	a) Bidder should have own Project Team and operate own software company office in Pakistan b) Provide minimum 02 Purchase Orders of any web based solution along with completion certificates for the works completed. c) Bidder should have in-house product support team. Bidder should be providing ongoing support & customization of proposed solution.

	<p>d) Bidder should have an experience to work with any Government organization.</p> <p>e) Copy of NTN Certificate duly company stamped is required.</p> <p>f) Copy of GST Registration Certificate duly company stamped is required.</p> <p>g) Total of Annual Turnover for last three years should be at least 30.00 Million. Firm should provide declaration bank account statement from July 2018 to June 2021 showing stated turnover. No any other document will be considered at place of the required documents, bidder should not attach, Sales Tax Acknowledgements, Challans, and Returns/summaries of un-relevant period.</p> <p>h) Copy of Income Tax returns duly e-filed with FBR, for the tax years 2018, 2019 & 2020 duly company stamped is required.</p> <p>i) Affidavit confirming that the firm is not blacklisted by any Government, Semi Government or Autonomous Bodies, upon non judicial paper of Rs.100/- (in origin).</p> <p>j) Technical/Brochure of proposed solution.</p> <p>k) Previous successful projects of the bidding firm with duration of projects.</p> <p>l) The technical team capability of the software house with their experiences on different technology.</p> <p>m) Experienced to work with large web online portals and implementations.</p> <p>n) Describe & present the architect and workflow plan to implement the project.</p> <p>o) Describe and present the requirement of Web Infrastructure with information Security.</p>
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	<p>p) Suggested front end and back end technology</p> <p>q) Any Enrollment, Registration and Examination System Experience and its implementation</p>
Amount of Bid Security	Three (3) percent of Bid Value/Price
Bid Validity Period	90 days
Number of Copies	One Original
Deadline for Submission of Bid	As notified in Tender Notice dated 12.01.2022 (up to 2.30 PM)
Opening of Bids	9 th February, 2022 at 3.00 PM
Bid Evaluation	Lowest Evaluated Responsive Bid
OTHER TERMS & CONDITIONS	
	<p>a) In case of any unforeseen situation or government holiday resulting in closure of office on the date of opening. Bid shall be submitted / opened on next working day at the given time.</p> <p>b) The specification offered by the bidder(s) may vary from the required items because the requirements are mentioned on the basis of transitory survey, in such case(s) the Procurement Committee shall decide and recommend the offer(s) that may be suitable for procuring agency.</p> <p>c) Demonstration of required Software and/or Hardware may be made within the premises of Board for which supplier shall be liable to bring the same for the said purpose if need.</p> <p>d) The offered software development services should be durable, reliable and prime quality with software support and provided the complete source code including training of staff and admin or user manuals.</p> <p>e) Substandard and low quality services shall not be accepted and during and after deployment of software, the company products will be rejected and Security Money shall be forfeited and the bidder may also be blacklisted.</p> <p>f) The bidder with the "Lowest Evaluated Cost" but not necessarily the "Lowest Submitted Price" shall be awarded the Procurement Contract preferably on quality cum rate basis.</p>

	<p>g) Tender documents can also be obtained through courier service, against Pay Order/Bank Draft of Rs.1,500/- as bid document fee.</p> <p>h) BIEK may reject all or any bid subject to relevant provision of SPP Rules and may cancel the bidding process at any time prior to acceptance of bid or proposal as per Rule 25(1) of said rules.</p> <p>i) Incomplete, conditional bid/tender and without required extent of bid security in the specified form/format shall be rejected.</p> <p>j) Bidders are required to provide their valid e-mail Ids, complete postal address and contact numbers (s) for effective and timely communication.</p> <p>k) Contract Agreement and Integrity Pact both are mandatory for successful bidder.</p>
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ELIGIBILITY CRITERIA

The clear statement/Criteria for the Eligibility criteria are given in following table. Applicants who wish to apply for participating in this tendering process may prepare their profile exactly in-accordance of the criteria set herein. There will be three stages of Evaluation:

Company Profile				
S. No.	Evaluation Criteria	Documentary Evidence Required	Max. Marks	Classification of Marks
1	Years of Establishment of bidders firm	Company Profile	Max Marks 10	10 Years = 10 Marks 7 Years = 7 Marks 5Years = 5 Marks 3 Years = 3 Marks
2	The Software company should be a registered firm and having the sound software team with Projects	Team Capability and their project	Max Marks 10	Yes = 10 Marks No = 0 Marks
3	FBR and GST / SRB Registered Certification	Both Certificate required	Max Marks 10	Yes = 10 Marks No = 0 Marks
4	Evidence of 3 Successfully projects	Letters Required	Max Marks 10	Yes = 10 Marks No = 0 Marks
5	Any Government Project Details	The company show any project, which done at any Government organization	Max Marks 10	Yes = 10 Marks No = 0 Marks
Financial Capability				
S. No.	Evaluation Criteria	Documentary Evidence Required	Max. Marks	Classification of Marks
1	Average Annual Turnover of the firm for the last 3 years	Audited Annual Financial Statement with single page consolidated report showing the last 3 years turn over	Max Marks 20	30 Million = 20 Marks 11 Million = 10 Marks Less than 15 Million = 5 Marks
Total Marks: 70		<i>* Minimum marks required for Qualification = 80%</i> <i>* Technical Committee Evaluation weightage = 20%</i>		

EVALUATION CRITERIA

The clear statement/Criteria for the Evaluation requirements are given in following table. Applicants who wish to apply for participating in this tendering process may prepare their profile exactly in-accordance of the criteria set herein.

Software Company Technical Requirements				
S. No.	Evaluation Criteria	Documentary Evidence Required	Max. Marks	Classification of Marks
1	Service Level Agreement (SLA) of Software Management with any Private, Public Sector's Organizations and Autonomous bodies	Documentary evidence Must attach PO/Agreement (In active form)	Max Marks 100	5 or above =100 Marks 3 = 80 Marks 2 = 50 Marks Less than 2 = 5 Marks
2	Certified Developers, Certified SQA and DBA's	Certificates	Max Marks 50	5 or above= 50 Marks 4 = 40 Marks 3 = 30 Marks 2 = 20 Marks 1 = 10 Marks
3	The number of installations & Experience and Developments of Web Online Portals or similar type of Software Projects	List of deployed Projects in Pakistan with cliental.	Max Marks 30	Deployment and Installation of at least Projects 5 = 30 Marks 3 = 15 Marks 2 = 10 Marks Less than 2 = 5 Marks
4	Present the architect, workflow and web security of the project	The bidder should present and describe the project flow, security and implementation methodology	Max Marks 50	100% Compliance =50 Marks Less than 100% = 0 Marks
5	Experience of working with other Boards / Government Organizations	Documentary evidence Must attach PO / Agreement (In active form)	Max Marks 20	Yes = 20 Marks No = 0 Marks
Note: In point # 4, The Technical Committee calls the bidders for presentations and Evaluate accordingly, If needed.				
<u>TOTAL MARKS</u> 200			MARKS OBTAINED	

** Minimum marks required for Qualification = 80%*

** Technical Committee Evaluation weightage = 20%*

PREPARATION OF PROPOSAL

Technical Proposal:

- a) While preparing Technical Proposal Bidding firm(s) are expected to examine the documents comprising this invitation in detail, as material deficiencies in providing the information requested may result in rejection of the proposal.
- b) The Technical proposal should provide the information as mentioned in Section-II.
- c) To establish the conformity of the items required though this Tender Document, the bidder shall furnish as part of its Technical Proposal, a detailed description of the Bidder's proposed items conforming in all material aspects with the Technical Requirements both overall as well as in regards to the performance of each proposed items.
- d) The bidder shall give the presentation for development of software system after submission of proposals as per their provided date from BIEK regarding the requirements and according to eligibility criteria the firm shall be short listed.
- e) Please note that the technical proposal shall not include any financial information.

Financial Proposal:

- a) While preparing the financial proposal, bidders(s) are expected to take into account the requirement and conditions of the invitation documents. The Financial proposal should follow instructions as mentioned in Volume-II. It should provide lump sum costs of the requirements and support cost of one year separately associated with the assignment and all other out of pocket expenses.
- b) The Data sheet shows validity of bid up to 90 days. The BIEK will make its best effort to complete technical clarification (if needed) within this period. Proposal validity may be extended with mutual consent.
- c) Rates should be inclusive of all government taxes/levies such as Income Tax, GST, FED, Stamp Duty Excise or what so ever may be in practice, and will be borne by the bidders in all aspect.

Bid Price / Payment:

- a) This Document showing itemized list along with specifications, quantity and detailed terms and conditions for bidding is available on provision of Rs. 1500/- (non refundable) Bank DD/PO/Bank Challan in favor of Secretary, BIE, Karachi on any working day during office hours. Bidders may submit bids on Bid documents issued by procuring agency or downloaded from Authority's website along with tender fee (if any) by mail or by hand as per the schedule as prescribed in NIT.

- b) All payments will be made in Pak Rupees.
- c) The prices charged by the successful bidder for the required items along with accessories and associated services shall not vary from the prices as quoted in the financial proposal.
- d) Payment will be made after deliveries of requirements at consignee end, Installation, completion and inspection certificate for Quality/Quantity issued by the concerned officers.

Cost of Bidding:

The bidder shall bear all costs associated with the preparation and submission of bid and BIEK will in no case be responsible or liable for those costs, regardless of the outcome of the bidding process.

Language of Bidding:

The bid must be prepared and submitted in English language. Supporting documents and printed literature furnished by the bidder with the bid may be in another language as long as they are accompanied by an English translation of the pertinent passages. For the purpose of interpretation of the Bid, English language shall prevail.

Confidentiality:

- a) Information relating to the evaluation of proposals and recommendations concerning award shall not be disclosed to the bidder(s) who submitted the proposals or to other persons not officially concerned with the process, until the award of Contract is notified to the successful firm(s).
- b) Information related to the examination evaluation, comparison and post qualification of Proposals, and recommendation of contract award, shall not be disclosed to Bidders or any other persons.
- c) Any attempt by a Bidder to influence BIEK in the examination, evaluation, comparison, and post – qualification of the Proposals or Contract award decisions will result in the rejection of its proposals.
- d) The bidder must provide an undertaking on judicial paper stating to maintain confidentiality and binding that the documents provided under this bid are correct and can be verified from concerned authorities.

Use of Documents and Information by external & internal Audit:

The Bidder shall permit BIEK to inspect their accounts and records relating to the performance of the supplier and to have them audited by auditors appointed by the BIEK, if so required by the BIEK can directly contact the references given in the technical requirement as a part of TENDER DOCUMENT to verify the bidder's technical reasons supporting compliance.

Bid Validity:

- a) Bid shall remain valid and open for acceptance for a period of 30 days from the specified date of tender opening.
- b) In exceptional circumstances prior to expiry of the original bid validity period, the bidder may be requested in writing for an extension of the period of validity. A bidder agreeing to such request will not be permitted to modify his bid. A bidder not agreeing to such request may be withdrawn at the discretion of BIEK.

Amendment of Bidding Documents:

- a) At any time prior to the deadline for submission of Bids, BIEK may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder can modify the Bidding Documents by making essential amendment.
- b) The amendment shall be the part of the Bidding Documents, and will be notified in writing through fax or letter by courier or shall be made available on the BIEK's website <https://www.biek.edu.pk/> or SPPRA website to all prospective bidders who have received the Bidding Documents.

Clarification(s) / Queries of Tender:

- a) The bidders are expected to carefully examine all instructions, forms and specifications in the Bidding Documents. Any Bidder in doubt as to the exact meaning or interpretation of any part of the Bidding Documents should immediately seek clarification in writing from the Secretary BIEK.
- b) Requests for all clarifications in regard to the given specifications or other information contained in Tender Documents should come either through E-mail/Fax or Courier to the Secretary BIEK. Telephone enquiries may not be entertained.

Contradictions, Obscurities and Omissions:

The Bidder should likewise notify to the above of any contradictions, obscurities and omissions in the Bidding Documents if clarification of these is necessary for the clear understanding of the documents and for preparation of the Bid. Such enquires must reach to the Secretary, BIE, KARACHI not later than **DECEMBER-2021**.

Inspection:

- a) The **inspection** will be carried on the Services by representatives of the BIEK (Inspection Committee) or concerned officers upon software and its features according to the requirements. It is Bidders responsibility to ensure quantity, correctness and adherence to the Specifications etc. any deviation will be rejected, and the supplying firm will be solely responsible for it.

- b) The **inspection report**, which, inter-alia, should indicate the condition, Quality as approved in inspection, features of software provided by the firm, shall be signed by the inspection committee or concerned officer.
- c) **Taking Over:** Upon delivery of software development services at BIEK and after inspection, the concerned Officers of BIEK will issue a **taking-over certificate** in respect of those software deployment received in acceptable condition.

Installation & Demonstration:

Installation

- a) After inspection and taking over of the concerned officer, as stated above, the **Contractor shall develop, install and deploy** the required software with features are to be install and run appropriately with all required services. For this purpose, the Contractor shall co-ordinate with the Secretary BIEK, for making arrangements for proper installation of delivered goods/ Machinery equipment or services.

Completion Certificate:

After completion of the installation and demonstration, as stated above, a certificate is to be obtained by the Contractor from the Secretary BIEK stating that the concerned officer have been satisfactorily installed and demonstrated by the Contractor.

Breach of Contract:

In case of breach of warranty / guarantee / Support or Contract, the **damages** suffered by the BIEK shall be **recovered from the Contractor** out of any payment due to the Contractor and / or in accordance with the terms and conditions of the terms and conditions of the Contract Security / Performance Bond, without notice to the Contractor.

Contractor's Default Liability:

- a) The BIEK may upon written notice of default to the Contractor **terminate the Contract** in the circumstances detailed hereunder:
 - i) If in the judgment of the BIEK, the Contractor fails to make delivery of the stores within the time specified in the Contract Agreement or within the period for which extension has been granted by the BIEK; and
 - ii) If, in the judgment of the BIEK, the Contractor fails to comply with any of the other provisions of the Contract.
- b) In the event the BIEK terminates the Contract, in whole or in part, as provided in above, the BIEK reserves the right to **purchase**, on such terms and the conditions as it may deem appropriate, Stores similar to the one terminated, and the Contractor will be liable to the BIEK for any additional costs for such **similar Stores**, and / or for liquidated damages

for delay, as defined in Clause 1.18 (c) of the Conditions of Contract until such reasonable time as may be required for the final supply of the Stores.

- c) If the Contract is terminated, as provided in above, the BIEK, in addition to any other rights provided in this Clause, may require the Contractor to **transfer title** and deliver to the BIEK under any of the following cases in the manner and as directed by the BIEK.
- d) Any **completed work or services**; and such **partially completed**, drawings, information and contract right (hereinafter called manufacturing material or services) as the Contractor has specifically produced or acquired for the performance of such parts of the Contract as has been terminated.
- e) The BIEK will **pay to the Contractor** the Contract Price for the completed delivered to and accepted/ certified/ inspected by the Inspection Committee or concerned officers of BIEK and also for the delivered services.
- f) In the event the BIEK does not terminate the Contract, as provided above, the Contractor shall continue with the performance of his / her Contract, in which case the Contractor shall be liable to the BIEK for **liquidated damages for delay** as set out in Clause 1.18 (c) until the Stores are accepted.

Partial Shipments or Services:

- a) The BIEK accepts partial shipments / Services and also allows partial payments subject to pre-information and agreement, by observing other terms and condition laid down in the contract agreement.
- b) In the event any portion of the services supplied by the Contractor is found **defective or not up to the requirement**, or otherwise not in conformity with the requirement, the BIEK shall have the right to reject or require, in writing, rectification of the Stores/concerned section. In the latter case, the Contractor shall with utmost diligence, and at his own expense, make good/services the defects so specified or replace the defective supplies or services. If the Contractor fails to rectify or replace the rejected supplies, the BIEK may adopt any of the following options:
 - I. replace or rectify, at its option, such defective supplies or services and charge to the Contractor the excess cost occasioned to the BIEK plus (15%) fifteen percent; or
 - II. Acquire the said Stores/Services at a reduced price considered equitable under the circumstances; or terminate the Contract.

Extension of Time:

If the completion of the Contract is delayed due to reason beyond the control of the Contractor, the Contractor shall without delay request the BIEK, in writing, of his **claim** for an extension of time. The BIEK on receipt of such request may agree to **extend the completion date** as may be reasonable in the circumstances of the case but without prejudice to other terms and conditions of the Contract.

Delay in Delivery – Liquidated Damages:

- a) **Delivery plan:** The Responding Organization shall provide a detailed delivery, installation and configuration plan. Bidder should provide the life line, which should describe exactly what and how material will be delivered, installed and configured. Delivery plan should not be in generic terms but should be specific to this assignment, Activities, schedule should be in tabular form mentioning names of tasks, and sub tasks, start date, finish date resources and milestones will also be appreciated.
- b) **The progress** of the Contract at any time should not be lagging behind the program agreed between the BIEK and the Contractor, the BIEK will notify the Contractor in writing and the Contractor shall there upon take such steps as he / she may deem fit to **expedite the progress** of the Contract. Non-issuance of this notice by the BIEK shall not in any way absolve the Contractor of the liquidated damages as stated in below section (c).
- c) If the Contractor **fails to complete the Contract**, in full or part, within the time laid down in the Contract Agreement or any extension thereof, there shall be deducted from the Contract Price, as **liquidated damages**, equal to **(1%) of the Contract price** of each unit of the delayed Stores for each calendar week of delay subject to the maximum of five percent (5%) of the Contract Price of the unit or units so delayed, and such deduction shall be in full satisfaction of the Contractor's liability for the said failure.

Post Deployment Support & Services or Warranty:

Bidder is required to provide support services till 360 days from the date of supply or delivery of software, in this regard an under-tacking on company letter head is required to be submitted along with the technical proposal.

Training:

The bidder should provide a comprehensive training plan which should be flexible to cater to the current requirements. It should encompass all ranges of users i.e. functional, operational and managerial etc. Training Documents such as schedules, training material must be provided with the technical proposal.

Signing of Contract:

Within (15) working days after notification to the successful bidder regarding acceptance of his bid and submission of 3% Performance Security in shape of DD/Pay order or Bank Guarantee, the contract incorporating all agreements between the parties will be signed. The Contract agreement will be affixed with revenue stamps @ 0.3% of contract value as per stamp act. For sample of agreement refer to page No. 15.

Post Letter of Intent/ Contract Acceptance:

Before signing of formal contract, a letter of intent will be issued by the BIEK to the lowest best evaluated bidder. In response to letter of intent (LOI) the bidder will have to submit its letter of consent for acceptance of the LOI within the prescribed time period as per SPPRA, in case letter of acceptance is not received within stipulated time framework it will be assumed that first lowest evaluated or technical qualify bidder is not interested in signing the formal contract with this Board. In that situation the LOI will be issued to the second lowest evaluated or technical qualify bidder and the earnest money of first evaluated bidder will be forfeited. This condition will also apply on the second and third evaluated bidder (as the case may).

SECTION – II

TECHNICAL PROPOSAL

REQUIREMENTS

S. No.	Name of the Article & Description	Qty
	<p>Main Overview:</p> <p>This system will be used Online for the Board office through official website and Mobile APP of the Board. It will be a web application with mobile friendly user interface and have following Modules.</p> <p>See technical system requirements for further details.</p> <ol style="list-style-type: none"> 1) Administration Portal (For Board Office use only) 2) Institutes Portal (For Institutes use only) 3) Student's Service Portal (For Students for online submission of enrolment, examination, registration and other forms as service desk and candidate can apply duplicates of testimonial or Certificates) 4) Challan Integration with Bank & Online Checkout through payment gateways requires. <p>Modules Overview:</p> <p>This system should consist of several industry standard modules.</p> <p>Manual System is attached as Annexure "A", we required the attached manual system into the automated way.</p> <p>There are three stakeholders for this system:</p> <ol style="list-style-type: none"> 1) Student 2) College or Institute 3) Board Office <p>We have required data from the student that can be endorsed by concerned Institutions for regular students and individual date from private students then route to Board office concerned sections.</p> <p>Every transaction should have the unique transaction ID with Queue Management System.</p>	01

In this respect, we have required following modules as portal, which shall be connected at our official website <https://www.biek.edu.pk> and then it will be integrated through WEB API or WEB SERVICES to our Core System, which is already running. The API or Web Services may also provide the privilege to download and upload the data through application.

Modules Required as web portal:

- 1) Student Portal
- 2) College or Institute Portal
- 3) Administration Portal

In addition, the following support modules are also required.

- 4) Complain Management System for students and earlier graduates.
- 5) Real-time dashboard for Chairman and Controller of Examinations and Colleges/Institute Principals/Heads.
- 6) Necessary mobile app with notifications.

- a. Enrolment forms Applications
- b. Examination Forms Applications
- c. Verification form Applications
- d. Duplicate Forms Applications
- e. Certificate Form Applications
- f. Notifications & Circulars, Press Release
Tenders etc.

The bidder is **also requested to present such a design that makes it easy for future integrations with data coming from matriculation boards and data export and verifications to and from universities.**

STUDENT WEB PORTAL

Student can register on portal through his valid EMAIL ADDRESS or CELL NUMBER that can be authenticated through OTP and after signing in he/she may use following features of the Board.

Enrollment and Registration Form Submission Process:

Enrollment Process automation

- a) On this portal the student can submit enrollment forms according to the fields that are attached as enrolment and registration manual forms.

- b) The student can upload or attached their picture and required documents after submitting the data.
- c) Further the regular student shall also upload the college/ Higher Secondary School admission slips as well.
- d) After that student have a privilege to submit their fee online via any payment gateway or he/she can also submit fee in any designated Bank or then submitted voucher can also upload.
- e) Finally when the student submitted all the data and information, so it shall be combined page wise and if he/she submitted the fee then it should be become **PAID** and stored in data base on first page and below college admission receipt image can be seen.
- f) Finally student can download the complete data in PDF form and able to submit at their concern college.
- g) The student can be traceable through any **Queue Management system** with some **unique Case-ID**.
- h) Student can get the Enrollment Card (After Board Process).
- i) Student will get the notifications on his portal and SMS / watsup, if there any discrepancy or objection is found then he/she may intimate on real time basis. (**The Board's Administrative Module can manage**).

Registration Process automation:

- a) On this portal the student can submit registration forms according to the fields that are attached as enrolment and registration manual forms.
- b) The student can upload or attached their picture and required documents after submitting the data.
- c) After that student have a privilege to submit their fee online via any payment gateway or he/she can also submit fee in bank UBL or then submitted voucher can also upload.
- d) Finally when the student submitted all the data and information, so it shall be combined page wise and if he/she submitted the fee then it should be become **PAID** on first page and data will directly stored in the

data base.

- e) Finally student can download the complete data in PDF form for his record, where on final submission the student can get the information via email and SMS.
- f) The student can be traceable through any **Queue Management system** with some **unique Case-ID i-e CNIC Number / Matric Roll Number or any**.
- g) Student can get the registration Card Online (After Board Process).
- h) Student will get the notifications on his portal and SMS / WhatsApp, if there any discrepancy or objection is found then he/she may intimate on real time basis. (**The Board's Administrative Module can manage**).

Examination Form Process automation:

- a) On this portal the student can submit Examination forms (faculty Wise & college wise / Higher Secondary School) according to the fields that are attached in Examination manual form.
- b) The student can upload or attach their picture and required documents after submitting the data.
- c) After that student have a privilege to submit their fee online via any payment gateway or he/she can also submit fee in bank UBL or then submitted voucher can also upload.
- d) Finally when the regular student submitted all the data and information through college portal, so it shall be combined page wise and if he/she submitted the fee then it should be become **PAID** on first page and the data will be stored in the data basis.
- e) Finally student can download the complete data in PDF form for his record, where on final submission the student can get the information via email and SMS/ WhatsApp.
- f) Student can take the print of examination form and submit to concerned college for further actions.

- i) The student can be traceable through any **Queue Management system** with some **unique Case-ID i-e CNIC Number / Matric Roll Number or any.**
- g) Student can get the Admit Card Online with QR Code (After Board Process)
- h) Student will get the notifications on his portal and SMS, if there any discrepancy or objection is found then he/she may intimate on real time basis. **(The Board's Administrative Module can manage).**

Migration requirement

- a) The student can apply migration (if required), where after he/she can submit the fee online or batch mode and upload the voucher for information and also get the online receipt as well. The courier fee may also charge simultaneously and courier the document on the provided address.

Pakka or Original Certificate Requirement

- a) The student can apply Pakka or Original Certificate where after he/she can submit the fee online or batch mode and upload the voucher for information and also get the online receipt as well. The courier fee may also charge simultaneously and courier the document on the provided address.
- b) The required documents can also be uploaded according to the requirements.

Provisional Certificate Requirement

- a) The student can apply provisional certificate where after he/she can submit the fee online or batch mode and upload the voucher for information and also get the online receipt as well. The courier fee may also charge simultaneously and courier the document on the provided address.
- b) The required documents can also be uploaded according to the requirements.

Duplicate Testimonials requirements.

- a) Duplicate Mark-sheet
- b) Duplicate Admit Card
- c) Duplicate Enrollment Card
- d) Duplicate Registration Card
- e) Duplicate Manual Admit Card

- f) Duplicate Certificate
- g) The student can apply above duplicates, where after he/she can submit the fee online or batch mode and upload the voucher for information and also get the online receipt as well. The courier fee may also charge simultaneously and courier the document on the provided address.

Verification of Testimonials requirements

- a) Mark-sheet
- b) Certificate
- c) The student can upload the desired scanned document on this portal and apply physical verification, where after he/she can submit the fee online or batch mode and upload the voucher for information and also get the online receipt as well. The courier fee may also charge simultaneously and courier the document on the provided address.
- d) The concerned section of the Board will take print and verify and then send via courier to the concerned candidate / email.

COLLEGE OR INSTITUTE PORTAL

- a) **College can register**, if they affiliated with the Board office and Board can authorize it. During authorization the OTP can be enabled through email or Cell Number.
- b) College shall upload the student's record i-e examination form, enrolment form etc.
- c) College can check **Online Enrollment forms (faculty wise)** and Fees year-wise, and also able to generate the list of Enrolled candidates.
- d) College can check **Online Examination forms (faculty wise)** and Fees year-wise, and also able to generate the list of candidates.
- e) The college or institute will endorse online forms which can carry forward to Board office.
- f) If any regular candidate's objection shall be raised then it will be intimated to college through notifications as well as on candidate's portal, email, SMS / WhatsApp.

g) College can also get the list of candidates' faculty wise with fee (if there).

(Faculty Means: Science Pre-Engineering, Science Pre-Medical, Science-General, Commerce Regular, Commerce Private, and Humanities Regular, Humanities Private, Home economics, Medical Technology and D.P.E).

h) College can Print list of Enrollment of candidates

i) College can print enrolment cards, once approved from the board

j) College can Print list of Examination forms of candidates

k) College Print Online Examination Admit Card/slip once approved by the Board

l) Get all notification related to candidates or Board office

m) College can also receive Circulars, Press Releases and Notification from the board at their portal or registered email / whatsApp.

n) College can search Student through Enrolment number, name of student Roll number / CNIC number. (If Generated)

BOARD'S ADMINISTRATIVE PORTAL

User And Roll Management System

a) The system administrator as super user can define roll and users for internal use of Board Office.

b) User and Roll Management system required

Accounts Section of the Board

a) Account section can check complete payments records with candidate information date wise, college wise, and testimonial head wise.

b) Accounts section can also search the individual candidate records and its payment through searching system.

c) After verification and validation of record the account section can send the information to concerned section for further necessary action through online approval system with **unique Approved ID. (The Concerned Section would be Enrollment, Registration, Mark-sheet, Permission and IT Section, Recognition Section, Certificate Section and I.T Section).**

Enrollment Section

- a) When account section gives the online approval to the enrollment section can get the following details.
- b) List of Students College wise with their institution code **(The code will be provided by IT Section / Recognition Section)**.
- c) After getting the list of student the Enrollment section can endorsed and approved online with **Unique Approved ID** and forward to IT Section.

Registration Section

- a) When account section give the online approval to aforementioned section the Registration section can get the following details.
- b) List of all private students date wise, month wise and year wise.
- c) After getting the list of student the registration section can endorsed and approved with **Unique Approved ID** online and forward to IT Section.

Complaint System

- a) The system can get the list of complaint of the users/students through website portal and user will notify and response of the board through his login area.
- b) Total numbers of complaints, resolved status is required on dashboard.

IT Section

- a) After approval of accounts, recognition, enrolment, registration or examination section, the IT Section get the student's data faculty wise and year wise.
- b) The IT Section will download the records through **WEB API or WEB SERVICES from Online Webs Server**.
- c) The Data can be **integrated with the core system**, and after that objections shall be raised. These records are required separately **with types of objections**.
- d) IT Section will upload the objections on web online system where it can be routed **to permission section (if required)** and also intimated to concerned stakeholders like college or candidate/student.
- d) Required consolidated List of Objections of Enrollment, Recognition, permission, registration or examination according to the data to section wise, faculty wise.
- e) The software module may generate the list of institution, Enrollment, Registration and Examination forms, faculty wise of current year.

- f) The software module will have to generate the Statistical reports according to the requirements (it can discussed during development of software)
- g) Complete **DASH BOARD REQUIRES** where all the real time information regarding institutions, enrolment, registration, migration, duplicates, provisional certificate, and Pakka certificate request with fees on daily, weekly, monthly and yearly basis in tabulated and graphical depiction level.

Permission Section

- a) When objection raised by IT Section and uploaded to online server, then permission section can get the notifications.
- b) According to objections; permission section can mark the required permission of Board where the automatically the fee shall be raised through Master Table of fee and intimate to candidate.
- c) After submission of point no (b) the concerned candidate get notified and submit documents and pay fee online or batch mode through its **STUDENT PORTAL**.

Challan Integration with Bank & Online Checkout through payment gateways system

- a) The web portal and App shall be integrated with online payment gateway system.
- b) The vendor shall propose/recommend any payment gateway company.
- c) The Board will make a contract directly on the provided terms and conditions of Payment Gateway Company.

Note: Rather than above requirements, If the vendor suggests something new or latest in terms of technology, the BIEK will consider positively.

The vendor shall provide the complete source code of web application/ online / web API and also Mobile App code to BIEK.

SYSTEM SOLUTION ARCHITECTURE:

This system will be a hybrid solution, which will run in parallel modes at the same time as follows:

- a) Web Server Online / Public
- b) Offline

The software vendor will need to fully understand and apply only if they already have such hybrid solutions infrastructure system and who has full experience dealing with challenges of multi-architectural platform.

Software Architecture:

This system should be architected using multi-tiered software architecture & service-oriented architecture and should consist of Web API based private services or representational state transfer supported secure data gateways.

The solution vendor should need to be fully experienced working with secure data gateways and apply only if they have already worked on such gateways in the past. They should also have hands-on expertise on windows communication foundation based private services.

Existing Core Module Technology :

Framework: Microsoft .Net Framework
Scripting: Microsoft ASP.Net MVC
Language: C# .Net
Data Store: Oracle 11g
HTML 5, CSS 3, Bootstrap, jQuery, Data Tables
Operate: Standard Web Browser like Mozilla Firefox, Chrome

Technology Requirements:

Framework: Microsoft .Net Framework
Scripting: Microsoft ASP.Net MVC
Language: C# .Net
Data Store: Microsoft SQL Server 2016 / Oracle
React JS, HTML 5, CSS 3, Bootstrap, jQuery, Data Tables
Operate: Standard Web Browser like Mozilla Firefox, Chrome

Salient Features:

- Web based application, that can be integrated with the existing official website of the Board and also able to integrate with core system that have been running through WEB API or WEB SERVICES

- Web/Browser based reports
- Upgradable customizable and integrate-able with expended modules
- Simple back up procedure

Application Security:

The software should be secure free from external or internal men mishandling, providing multilayer security such as:

- a) Encrypted User ID Password for login
- b) Only Authorized terminals should be able to login
- c) Session expiration policies
- d) User log report
- e) Un-breakable Database security
- f) Authorization Process
- g) Secure Socket layer SSL
- h) Transaction Layer Security TLS
- i) Certificate Server (if Required)

So that a single user should not be able to temper the database. Software should be restricted only authorized users who should have access to work, view or print selected forms, reports etc.

Customization:

Software must be prone to any changes and it can handle new requirements and up-gradations.

Audit Trail:

Through the application, we can search history option of any modified record, and should be able to see the changes for Audit purpose.

Reporting:

- Application includes different interface for different kinds of reports, which contains selection criteria to select between different fields.
- Report should be printed as sorted out according to user inputs.
- Report should be exported in PDF, word and excel format.
- This section gives overall summary in a report manner. This system should require dedicated reports portal for multiple reports. Reports should be printable and exportable in PDF, Word, Excel and other formats.

	<p>Training User Manuals:</p> <ul style="list-style-type: none"> ➤ Training of application is required so as end user can use it easily ➤ User manuals should also be provided ➤ Product Functions ➤ Enrollment of students ➤ Student Data submission <p>Deployment & Implementation:</p> <ol style="list-style-type: none"> a) Required complete web based application which can run on hosting servers. b) The BIEK Management should provide access to the qualified vendor to install, deploy the software. c) The first priority is to be developed the Enrollment, Registration Part with Student and College modules with 60 days. d) Second Priority the development and deployment of other modules and shall be deployed within 120 days from the date of signing of the contract. e) Third priority is the rest of modules that needs to be developed and deployed in a year from the date of signing of the contract. <p>Source Code:</p> <ol style="list-style-type: none"> a) The vendor shall provide the complete source code of the develop web application software. b) The vendor shall provide the complete source code of the develop Mobile App. <p>Service & Support:</p> <ol style="list-style-type: none"> a) The qualified vendor would be responsible to provide 12 months supports & services after deployment of Online System. 	
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Deployment:

- a) The system can be deployed on web hosting to any dedicated hosting and Integrate able through API or web services. (BIEK will provide)
- b) The BIEK Management shall provide access to the qualified vendor to install, deploy the software.

Note: Bidders should submit their technical proposals as per qualification criteria and the above-mentioned technical requirements, by providing documentary evidence of already deployed project. Similarly, the financial proposal is prepared by the venders separately for each of the section.

CERTIFICATE

IF PROVIDED INFORMATION FOUND FALSE, THE SERVICES OF THE HIRED SECURITY AGENCY / FIRM WILL BE TERMINATED WITHOUT ASSIGNING ANY REASON AND MAKING ANY REFUND / PAYMENT. FURTHER THE AGENCY / FIRM WILL BE BLACKLISTED.

It is hereby certified that the terms and conditions have been read, agreed upon and signed.

M/s. _____

Contact Person: _____

Address: _____

Tel#: _____ Fax#: _____

Mobile#: _____ Email: _____

Dated: _____.

Stamp & Signature _____



Board of Intermediate Education
Bakhtiari Youth Center, North Nazimabad,
Karachi - 74700

Phones: 99260205
99260214
99260207
99260219

STANDARD BIDDING DOCUMENTS FOR NATIONAL COMPETITIVE BIDDING

SINGLE STAGE – TWO ENVELOPES PROCEDURE

**Procurement / Development of
Software and Installation of Online
Management System, For Affiliation /
Recognition, Enrollment, Registration,
Permission and Examinations Accounts
with Verifications.**

FINANCIAL PROPOSAL

**IN RESPECT OF THE
BIEK/AG/L&N/266/2022**

VOLUME-II

FINANCIAL PROPOSAL

1. BIDDING DATA

- (a). **Name of Procuring Agency:** Board of Intermediate Education, Karachi
- (b). **Brief description of works:** Procurement / Development of Software and Installation of Online Management System, For Affiliation / Recognition, Enrollment, Registration, Permission and Examinations Accounts with Verifications.
- (c). **Procuring Agency's address:** Bakhtiari Youth Centre, North Nazimabad, Karachi.
- (d). **Amount of Bid Security:** Bid Security of 3% of total amount/cost will be submitted along with Tender Documents in shape of Pay Order / Demand Draft only in the name of **Secretary, Board of Intermediate Education, Karachi.**
- (e). **Period of Bid Validity (days):** Ninety (90) days.
- (f). **Performance Security Deposit:** Successful bidder should provide 10% Performance Security of total value of Work Order in the form of Pay Order or Bank Guarantee before submission of invoice. The Performance Security shall extend at least three months beyond the Date of Delivery / Completion of Work / Contract.
- (g). **Deadline for Submission of Bids along with Time:** The last date for submission the Tender Document in sealed envelope is February 09, 2022 by 02:30 pm in the office of the Procurement Wing of Board of Intermediate Education, Karachi.
- (h). **Venue Time and Date of Bid Opening:** In presence of representatives who may care to attend, the Tender will be opened on February 09, 2022 at 03:00 pm in the Committee Room situated on Ground Floor of Chairman's Secretariat Building of Board of Intermediate Education, Karachi.

FINANCIAL PROPOSAL

Core System

S. No.	Name of the Article & Description	Rate Offered Including Taxes
1	Procurement / Development of Software and Installation of online Management System, for Affiliation / Recognition, Enrolment, Registration, Permission and Examination Accounts with Verification.	
02	Online Examination System with 1-Year Free Support	

3rd Party License Requirements

S. No.	Name of the Article & Description	Qty	
01	Microsoft Window Server 2019 Standard Edition License 56 Core	02	
02	Microsoft SQL 2016 Standard Edition License 56 Core	01	
03	Antimalware and Antivirus Protection Software	02	

TOTAL AMOUNT IN WORDS (with all Taxes): _____.

SUMMARY OF BID

	Rupees In Words	Rupees In Figures
Total cost of the Bid: <i>(as offered by the Bidder)</i>		
3% (three percent) amount of the Bid Price Bid Security (Refundable)		
10% (Ten percent) amount of the Contract Price Performance Security (Refundable)		

AGREEMENT

This agreement is made on the ____ day of ____ 2022 between Board of Intermediate Education, Karachi of the one part:

WHEREAS the procuring agency invited bids for Procurement / Development of Software and Installation of Online Management System for Affiliation / Recognition, Enrolment, Registration, Permission and Examinations Accounts with verification viz, and has accepted a bid by the M/s. _____ for Procurement in the sum of **Rs. _____/= (Rupees _____)**.

NOW THIS AGREEMENT WITNESSES AS FOLLOWS:

In this agreement words and expressions shall have the same meanings as are respectively assigned to them in the conditions of contract referred to in the Advance Acceptance Issued vide Letter No. _____, dated ____ (copy attached).

In consideration of the payments to be made by the Board of Intermediate Education, Karachi to the M/s. _____, as hereinafter mentioned in the Terms & Conditions which is already signed by the bidder, the bidder hereby covenants with the procuring agency to provide the Development of Software and Installation of Online Management System for Affiliation / Recognition, Enrolment, Registration, Permission and Examinations Accounts with verification and to remedy defects therein in conformity in all respect with the provisions of the Contract.

As bidder, I am completely satisfied & agreed with the award items and do not have any grievances.

AND

Mr. _____, S/o. _____, Bearing CNIC No. _____ Resident of House NO. _____ Sole proprietor of M/s. _____ Having their registered office at _____ Which expression wherever the contest so admits shall mean and include their executors, successors-in-interest, and assign of the OTHER PART.

WHEREAS the BIEK is desirous of availing Development of Software and Installation of Online Management System for Affiliation / Recognition, Enrolment, Registration, Permission and Examinations Accounts with verification from a competent firm dealing in IT services for Development of Software and Installation of Online Management System for Affiliation / Recognition, Enrolment, Registration, Permission and Examinations Accounts with verification of BIEK, situated at Bakhtiyari Youth Center, North Nazimabad, Karachi AND WHEREAS the "Contractor" has offered for as competent firm to carry out and perform the above said.

NOW IT IS HEREBY AGREED & DECLARED BY AND BETWEEN THE PARTIES AS FOLLOWS:

ARTICLE –I
DUTIES & SCOPE OF WORK

1.1 Requirement.

S.No.	Description	Total Contract Amount
1		

- 1.2 “THE SERVICE PROVIDER” agrees to provide services to “BIEK” whenever and wherever form is required as per the terms & conditions of this Agreement.
- 1.3 “THE SERVICE PROVIDER” will coordinate with I.T. Manager, of the “BIEK” who will assist “THE SERVICE PROVIDER” in Supervision of proposed work.
- 1.4 “THE SERVICE PROVIDER” hereby agrees to accept variation, if occurred, in scope of professional services and works with mutual consent on acceptable cost/price/charges/amount inclusive of all taxes and levies.
- 1.5 All logistic charges will be borne by “THE SUPPLIER”

ARTICLE –II
SCOPE OF PROFESSIONAL SERVICES:

- 2.1 “THE SERVICE PROVIDER” hereby agrees and acknowledges for the periodic supervision of the work and to check the execution of work in accordance with the Description & Specification.
- 2.2 “THE SERVICE PROVIDER” hereby agrees and acknowledges the acceptance of attending the meetings with the I.T. Manager “BIEK” as & when required.
- 2.3 “THE SERVICE PROVIDER” hereby agrees to provide services as per work scope provided in the bidding documents.

ARTICLE –III
REMUNERATION

- 3.1 The cost offered by the Service Provider is Rs. _____/- (Rupees _____
— only) (inclusive of all taxes) in connection with Development of Software and Installation of Online Management System for Affiliation / Recognition, Enrolment, Registration, Permission and Examinations Accounts with verification vide Notification of Award of Contract # **BIE/AG/L&N/266 /2022.**
- 3.2 Liquidity damages as per SPPRA Rules.
- 3.3 One Year Free support will be provided by the “Service Provider”.
- 3.3 Payment will be made as per provisions of SPPRA Rules.
- 3.4 Performance Security 10% of total amount of work order should be submitted in shape of Pay Order before signing of Contract Agreement.

- 3.5 Stamp Duty @ 0.35% of the cost of transaction / work order will be deposited in Government treasury by the Service Provider. This paid Stamp Duty challan would be submitted along with the Bill / Invoice.
- 3.6 Tax(es) Challan(s) / Levy(ies), If any, on additional will be paid / borne by the Service Provider as per SRO Notification.

ARTICLE –IV ARBITRATION

- 4.1 In case of any dispute, difference or and question which may at any time arise between the parties hereto or any person under them, arising out in respect of this letter of intent or this subject matter thereof shall be referred to the Chairman BIEK for arbitration / settling of the dispute, failing which the decision of the court law in the jurisdiction of Karachi binding to the parties. The Arbitration proceedings will be governed by the Arbitration Act, 1940 and the Substantive and procedural law of Pakistan. The venue shall be Karachi.

ARTICLE –V TERMINATION

- 5.1 “BIEK” may terminate this agreement if the job is not executed according to the requirement at any time after issuing a 15 day’s notice.

ARTICLE –VI INDEMNITY

- 6.1 “THE SERVICE PROVIDER” in its individual capacity shall indemnify and keep “BIEK” and any person claiming through BIEK fully indemnified and harmless from and against all damages, cost and expenses caused to or incurred by “THE SERVICE PROVIDER”, as a result of any defect in the title of BIEK or any fault, neglect or omission by the “THE SERVICE PROVIDER” which disturbs or damage the reputation, quality or the standard of service provided by the “BIEK” and any person claiming through the BIEK.

ARTICLE –VII NOTICE

- 7.1 Any notice given under this AGREEMENT shall be sufficient if it is in writing and if sent by courier or registered mail.

ARTICLE –VIII **INTEGRITY PACT**

- 8.1 The intention not to obtain the procurement / work of any Contract, right, interest, privilege, or other obligation or benefit from the BIEK or any administrative or financial offices thereof or any other department under the control of the BIEK through any corrupt practice(s).
- 8.2 Without limiting the generality of the forgoing the M/s. _____, represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc, paid or payable to anyone and not given or agreed to give and shall not give or agree to give anyone within the BIEK directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the BIEK, except that which has been expressly declared pursuant hereto.
- 8.3 M/s. _____ accepts full responsibility and strict liability for making any false declaration / statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract / order obtained aforesaid shall without prejudice to any other right & remedies available to the BIEK under any law, contract, or other instrument, be stand void at the discretion of the BIEK.
- 8.4 Notwithstanding any right and remedies exercised by the BIEK in this regard, M/s. _____ agrees to indemnify BIEK for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to BIEK in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the M/s. _____ as aforesaid for the purpose of obtaining or inducing procurement / work / service or other obligation or benefit in whatsoever from the BIEK.

ARTICLE –IX **MISCELLANEOUS**

- 9.1 Any addition & alteration (s) made for item(s) as required by BIEK on the basis of the work in progress which entail extra time & labor and material on part of the supply, shall not be charged separately / extra on 'Quantum Merit' basis before & on final material handed over to the "BIEK". After FINALIZATION OF SAMPLE, if any alteration(s), arise charges will be paid on mutually agreed upon.
- 9.2 The terms & conditions of this AGREEMENT have been read over to the parties which they admit to be correct and abide by the same.
- 9.3 The contract will be effective from the date of issue of Purchase Order.
- 9.4 All terms and conditions of tender vide # BIE/AG/L&N/266 /2022 will be the integral part of this agreement and can't be revoked.

IN WITNESS WHEREOF both the parties hereto have set & subscribed their respective hands to this agreement at Karachi on the date as mentioned above.

SECRETARY
BIE, Karachi

Proprietor M/s. _____
CNIC _____

WITNESSES:
1. Name & Signature
CNIC NO. _____

2. Name & Signature
CNIC NO. _____

CERTIFICATE

I/We have carefully read & understood the Terms & Conditions whatever has been stated herein the enclosed pages and abide to the same. I/We guarantee to supply/deliver/install the items exactly in accordance with the requirements and enclosed the Bid Security payable to Board of Intermediate Education, Karachi.

AUTHORISED SIGNATURE WITH DATE: _____

NAME OF FIRM: _____

ADDRESS OF FIRM: _____

FULL NAME OF CONCERNED PERSON: _____

CNIC NUMBER: _____

POSITION HELD IN: _____

PHONE NUMBER(S): _____

MOBILE NUMBER(S): _____

FAX NUMBER(S): _____

NATIONAL TAX NUMBER: _____

GENERAL SALES TAX NUMBER: _____

STAMP OF THE FIRM: _____

PAY ORDER NUMBER: _____

BANK & BRANCH NAME: _____

DATED: _____

FOR RUPEES: _____

DRAWN: _____

as Bid Security is enclosed herewith.