

Request for Proposal (RFP)

for

Introduction of Tablet PCs for Quality Education in Government Schools of Khyber Pakhtunkhwa

2014-15



Pre Bid Meeting: 24/02/2015 at 1100 hours

Last Date for Submission of Proposal: 04/03/2015 at 1200 hours

Government of Khyber Pakhtunkhwa
Elementary and Secondary Education Department
Civil Secretariat, Block-A, Peshawar.
www.kpese.gov.pk

Table of Contents

- Introduction of Tablet PCs for Quality Education Data Sheet.....3
- Request For Proposal (RFP)4

Section I

1. Introduction.....5
2. Objectives of Project.....6
3. Scope of the Project.....6
4. List of Deliverables.....7
5. Schedule of delivery.....8
6. Availability of RFP Documents.....8
7. Eligibility Criteria for Bidders.....8
8. Miscellaneous Instructions.....8
9. The Bidding Process.....9

Section II

- Preparation of Proposals..... 10
 10. Technical Proposal.....10
 11. Financial Proposal.....10
- Evaluation of Proposals.....11
 12. Evaluation of Technical Proposals.....11
 13. Evaluation of Financial Proposals.....11

**Introduction of Tablet PCs for Quality Education
Data Sheet**

1	Bid Inviting Authority, Designation and Address	Secretary to Government of Khyber Pakhtunkhwa, Elementary & Secondary Education Department
2	a. Name of the Work b. Tender Reference	Provision of 2,527 Tablet PCs loaded with e-contents for Quality Education in Government Schools of Khyber Pakhtunkhwa Advertisement
3	Earnest Money (EM)	2% of the Bid Price as CDR
4	Due Date, Time and Place of submission of Bid Documents.	Bid Documents shall be submitted till 04/03/2015 up to 1200 hours to Section Officer (General), Elementary & Secondary Education Department, Civil Secretariat, Block-A, Peshawar.
5	Date, Time and Place of Pre-Bid Meeting	24/02/2015 at 1100 hours in the Committee Room of Elementary & Secondary Education Department, Civil Secretariat, Block-A, Peshawar.
6	Date, Time and Place of Technical Proposal opening	04/03/2015 at 1400 hours in the Committee Room of Elementary & Secondary Education Department, Civil Secretariat, Block-A, Peshawar.
7	Date, Time and Place of opening of the Financial Proposals.	Shall be intimated subsequently to Technically Qualified Bidders
8	Validity of Bid	120 Days from the Date of Opening of Technical Proposal

INF(P)803 also available on www.khyberpakhtunkhwa.gov.pk

REQUEST FOR PROPOSAL (RFP)

The Elementary & Secondary Education (E&SE) Department, Government of Khyber Pakhtunkhwa invites sealed Proposals (Technical & Financial) for provision of Tablet PCs to the selected teachers of all the Government Higher Secondary Schools in the Province. The Bidders must:

1. Be a registered body duly recognizable under the law of Pakistan.
2. Be registered with FBR for Income Tax and Sales Tax.
3. Not blacklisted and non-defaulter.
4. Have sufficient experience, financial, technical and human resources to complete the project within prescribed time limit.

A complete set of RFP documents can be downloaded from the E&SE Department website (www.kpese.gov.pk) or Government of Khyber Pakhtunkhwa website (www.kp.gov.pk). Bid evaluation criterion is included in the RFP documents. The bidding process and the selection of the bidder will be under Khyber Pakhtunkhwa Public Procurement of Goods, Works and Services Rules, 2014.

Interested and eligible bidders wishing to participate in the bidding process are required to submit their Technical and Financial Proposals in separate sealed envelopes accompanied by Earnest Money 2% of the total cost of the proposal only payable to the Secretary E&SE Department, Khyber Pakhtunkhwa. The Technical and Financial Proposals along with Earnest Money must be delivered to the Section Officer (General), Elementary & Secondary Education Department, Government of Khyber Pakhtunkhwa, Civil Secretariat, Block-A, Peshawar within 20 days of the first publication of this notice.

A Pre-Bid meeting will be held one week before opening of the Bids in the presence of interested bidders who may like to attend. (Precise date and time for submission of Bids, Pre-Bid meeting and Bid Opening are provided in the RFP documents).

The Technical Proposals will be opened on the date; time and venue provided in the data sheet of the RFP in presence of Bidders or their authorized representative who chooses to attend the bid opening meeting. Incomplete, defective proposals and proposals not conforming to the RFP documents shall be liable to rejection. Proposals received after due time and date shall be summarily rejected. Purchase Committee reserves the right to cancel the process at any stage and reject any or all the proposals thereof having valid reasons and without being liable for any claim / compensation of any nature whatsoever. In case of any dispute the decision of the purchaser shall be final and shall not be challenged.

Section Officer (General)
Elementary & Secondary Education, Department
Government of Khyber Pakhtunkhwa,
Peshawar. Phone#091-9214092

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SECTION - I

1. Introduction

The present Provincial Government of Khyber Pakhtunkhwa intends to provide Tablet PCs loaded with e-contents to the selected teachers of Government Higher Secondary Schools under Elementary & Secondary Education Department (E&SE) throughout the province through transparent way

The Government of Khyber Pakhtunkhwa manages over 28,400 schools with a total of 4.1 million enrolled students and teachers. The Province confronts a number of serious challenges. Among others, lack of access of the teachers to advance teaching resources is one of those challenges. For this purpose teachers have to rely either on their own knowledge or the available books. With the introduction of ICT in teaching/learning process, it is now possible for the teachers to have access to different kinds of digital contents in order to enhance their teaching resources.

Keeping in view the above, Government of Khyber Pakhtunkhwa is planning to introduce innovative approaches by providing Tablet PCs to the selected teachers of all the Government Higher Secondary Schools throughout the province.

An increasing body of evidence is available to show the success of such programs in a number of developing countries.

Tablet PCs are low-cost and come loaded with different educational suites to offer self-learning opportunities to students. Tablet PC's are light, portable and easy to handle and come with various features and functionalities that can prove to be very useful for the users. Tablet PC's have helped in creating a strong impact in several industries due to the various benefits they provide. The education sector is one such sector in particular that has taken a liking towards Tablet PC.

Tablets can be termed as a hybrid of a smartphone and a laptop. The content designed for these devices is more interactive than on a smartphone screen and easier to access than on a laptop. And there's more: the touchscreen interface allows navigation using taps, swipes and pinch zooms and makes their use as easy as pie.

Tablets promote an interactive environment, are compact and easy to carry, and act as an e-Notebook. Their touchscreen interface makes navigation easy. Documents and diagrams can be easily created and edited at any time. Through the thousands of apps, teachers can access information on his/her own and learn at his/her own pace. Tablets also help disseminate information and knowledge on the go.

2. **Objectives of Project**

The Government of Khyber Pakhtunkhwa province has a detailed defined curriculum for elementary and secondary classes. This curriculum defines the expectations, course, curricular materials, training needs and evaluation standards. To support this curriculum and the needs of students and teachers and to improve the quality of education, the department wants to provide Tablet PCs to the selected teachers of all the Government Higher Secondary Schools in the province on pilot basis. The Project is aimed at providing state of the art, yet relevant Information and Communication Technology (ICT) facilities to the teachers of secondary and higher secondary classes.

The main benefit for providing teachers with tablets is that these tablets can increase their access to multimedia content, and enhance their teaching resources. Rather than solely relying on traditional lesson plans, teachers can utilize additional (pre-approved) resources to improve their knowledge base, and explore more innovative approaches to impart education to students. This could include the use of videos and other visuals. Apart from this, teachers can benefit from the technology in following ways:

- Classroom management and organization
- Changing the role of the teacher
- Student evaluation
- Improve IT skills
- Visual quality of teaching material
- Finding a unique teaching approach.

3. **Scope of the Project**

Within the guidelines of new policy initiatives, the E&SE Department, Khyber Pakhtunkhwa intends to introduce Tablet PCs for Quality Education to the selected teachers of all the Government Higher Secondary Schools in the Province on pilot basis. The Government of Khyber Pakhtunkhwa province proposes to pilot this project as follows:

1. Initially the 2,527 Tablet PCs will be provided to the selected teachers of all the Government Higher Secondary Schools in the province. These Tablet PCs will be distributed among all the Government Higher Secondary Schools in the province @ 7 Tablet PCs per school (i.e. 6 Tablet PCs for the selected teachers and one for the principal of the school).
2. Each of the Tablet PC will be uploaded with the available digital contents from different sources after recommendation of the E&SE Department.

District wise number of Government Higher Secondary Schools along with number of selected teachers/principals are as under:-

Table-I:

District wise Number of Government Higher Secondary Schools along with Number of selected teachers plus principals

S.No.	District	Number of Government Higher Secondary Schools			Number of selected teachers plus principals (@ 6 teachers per school plus principal)		
		Male	Female	Total	Male	Female	Total
1	Abbottabad	14	7	21	98	49	147
2	Bannu	10	9	19	70	63	133
3	Chitral	4		4	28	0	28
4	Charsadda	11	8	19	77	56	133
5	D.I.Khan	21	10	31	147	70	217
6	Dir Lower	21	8	29	147	56	203
7	Karak	8	3	11	56	21	77
8	Kohat	10	6	16	70	42	112
9	Kohistan	4		4	28	0	28
10	Mansehra	22	10	32	154	70	224
11	Mardan	18	11	29	126	77	203
12	Malakand	4	2	6	28	14	42
13	Nowshera	9	7	16	63	49	112
14	Peshawar	19	11	30	133	77	210
15	Swat	13	5	18	91	35	126
16	Swabi	7	8	15	49	56	105
17	Bunner	12	4	16	84	28	112
18	Haripur	10	6	16	70	42	112
19	Lakki	9	1	10	63	7	70
20	Tank	1		1	7	0	7
21	Battagram	1		1	7	0	7
22	Dir Upper	6	2	8	42	14	56
23	Hangu	2		2	14	0	14
24	Shangla	5	2	7	35	14	49
25	Torghar			0	0	0	0
	Total	241	120	361	1687	840	2527

4. **List of Deliverables**

The successful bidder is expected to deliver the following as a part of the fulfillment of obligations under the agreement.

1. Provide 2,527 Tablet PCs for all the Government Higher Secondary Schools in the province (@ 7 Tablet PCs per school). Brief minimum description/specifications of the Tablet PCs should be:-
 - i. The minimum storage capacity of the device should be 32GB.
 - ii. It should have at least a Dual Core Processor.
 - iii. Its RAM should be at least 2GB.
 - iv. It should be Android or Windows based
 - v. As it will be used for studying purpose so it should have an 8-10 inch screen.
 - vi. It should be upgradable to 3G technology.

- vii. It should have filter enabled so that it can only be used for the intended purpose
 - viii. It should be rugged.
 - ix. It should have the internet facility with an agreement signed with the Internet Service Provider for one year.
2. Upload the E&SE Department's recommended list of available e-contents from different sources on all the Tablet PCs.
 3. Deliver the Tablet PCs to the offices of District Education Offices (Male and Female) in the quantities listed in Table-I.

5. **Schedule of Delivery**

The successful bidder is expected to deliver each of the deliverables within the mutually agreed time-frame specified for it. Failure to ensure successful delivery shall invite penalties as per government rules.

6. **Availability of Request for Proposal (RFP) Document**

The Request for Proposal (RFP) document along with all annexure together referred to as the RFP document may be downloaded from the E&SE Department website (www.kpese.gov.pk) or Government of Khyber Pakhtunkhwa website (www.kp.gov.pk) before the closing date.

7. **Eligibility criteria for bidders**

- a. The bidder can be an Organization, Institute, Company, Corporation, Firm registered/incorporated in Pakistan.
- b. The bidder should have credible and strong indications of their capability to participate in the sales/supply of Tablet PCs as evidenced by their work experiences, and participation in similar projects.
- c. The bidder should be registered with Income Tax and Sales Tax Departments (Registration Numbers should be clearly mentioned and valid documentary evidence be attached).
- d. Documentary evidence of income tax and sales tax paid during the last three financial years.
- e. The bidder should have a minimum of three (03) years' experience of similar assignments.
- f. The bidder may not be black-listed by any of the Federal/Provincial Government in Pakistan.
- g. The bidder may not be defaulter of the Government or any Scheduled Commercial Bank.

8. **Miscellaneous Instructions**

- a. It would be deemed that by submitting a proposal, the bidder has:
 - made a complete and careful examination of the RFP document and agrees to all conditions and implications that arise from it;
 - sought, obtained and perused all relevant information for the submission of the proposal;

- b. Any error or incomplete submission arising out of an interpretation of the RFP document, its annexures or any information passed on to the bidder by the E&SE Department, Government of Khyber Pakhtunkhwa or any of its officials, the E&SE Department shall not be liable and no request for redressal of grievance or reconsideration can be accommodated.
- c. The E&SE Department, Government of Khyber Pakhtunkhwa reserves the right to annul the entire or part of the bidding process or to reject any or all proposals if:
 - at any time during the bidding process, any material misrepresentation is made or discovered;
 - the bidder does not respond to queries or requests for clarifications or requests for additional information; or
 - the bidder or their representatives or any person on their behalf attempts to influence the process of tender in any manner whatsoever
- d. In case of rejection of one or more financially lowest proposals after the opening of bids, the E&SE Department, Government of Khyber Pakhtunkhwa reserves the right to continue with the bid and invite the next financially lowest bidder.
- e. Any measure, taken to modify the bid process as mentioned above, will be at the sole discretion of the Government of Khyber Pakhtunkhwa Province represented by the E&SE Department, Khyber Pakhtunkhwa and is not negotiable.

9. **The Bidding Process**

A **single stage two envelop** bidding process shall be followed. Bidders should examine all Instructions, Terms and Conditions as given in the RFP. Failure to furnish information required in the RFP or submission of Bids not substantially responsive or viable in every respect will be at the Bidder's risk and may result in rejection of the Bids. Bidders should strictly submit the Bid as specified in the RFP, failing which the Bids will be held as non-responsive and will be rejected.

Bid shall comprise a single package containing two separate sealed envelopes i.e. Envelope-A: Technical Proposal and Envelope-B: Financial Proposal. Both the Envelopes A and B should be put in a single outer cover and sealed. The outer cover should be super scripted with "Bid for to introduce Tablet PCs for Quality Education in Government Schools of Khyber Pakhtunkhwa". The "FROM" and "TO" address shall also be written on all the envelopes. The Bids (Technical Proposal & Financial Proposal) shall be addressed to "Section Officer (General), Elementary & Secondary Education Department, Government of Khyber Pakhtunkhwa, Civil Secretariat, Block-A, Peshawar".

SECTION - II

Preparation of Proposal

10. Technical Proposal

- a. Letter of Intent and submission of proposal
- b. Certificate of incorporation of bidder
- c. Certificates of Sales Tax and NTN
- d. Certificate of Experience in sales/supply of Tablet PCs (details of same/similar projects).
- e. Bank Certificate confirming the soundness to undertake such projects.
- f. Copy of the Income tax return for the last/previous financial year.
- g. Affidavit of not blacklisted
- h. An affidavit stating that Earnest Money 2% of the total cost of the proposal has been submitted along with financial proposal. (Note:- In the affidavit amount of the project/earnest money should NOT be mentioned).
- i. Annual audited reports of the last/previous Financial Year.
- j. Detail technical description/specification of the Mac and Model of the Tablet PCs being offered by clearly elaborating the minimum required specification as mentioned in the deliverables.
- k. Details of implementation plan including time schedules for delivery of products, uploading of e-contents etc.
- l. Any other supporting documents as evidence for technical proposal evaluation marking criteria.

11. Financial Proposal

The financial proposal should be submitted for the whole project with a component/unit wise prices breakup. The total price quoted for the project will be considered for comparison of quotes. Price quoted will be firm for the entire contract. All prices to be quoted in Pak-rupee, and must clearly state all applicable taxes which must be included in the quoted price.

E&SE Department, Government of Khyber Pakhtunkhwa will not allow any compensation to the approved bidders for variation in the rate of exchange of rupee against dollar or any other currency. All offers in this respect should be firm and final. The quoted price must include all taxes for delivery to the required locations.

The financial proposal should be submitted in the following bid format:-

- a. Overall price proposal (inclusive of all taxes) for the project
- b. Unit price (inclusive of all taxes) per Tablet PC and uploading of e-contents.
- c. Earnest Money 2% of the total cost of the proposal, only payable to the Secretary Elementary & Secondary Education Department, Government of Khyber

Pakhtunkhwa Peshawar.

Evaluation of Proposals

12. Evaluation of Technical Proposals

The Technical Proposals of the Bidders will be evaluated according to the following Technical Evaluation Criteria. A bidder getting 70% marks will be declared as technically qualified bidder for the Introduction of Tablet PCs for Quality Education. The Bidders who are technically qualified will be eligible for further processing.

Technical Proposal Marking Criteria

1.Experience of the Firm	20 marks
a. Year of Experience in sales/supply Tablet PCs (2 for each year upto Max 5)	10
b. No of successfully completed Projects in Government Sector (2 for each upto Max 5)	10
2. Financial Strength	15 marks
Balance sheet of the Bidder (1 point for each Rs. 5 million in positive consolidated net worth of the bidder)	15
3. HR Capacity of the Bidder	20 marks
a. Tablet PCs Expert. Experience (2 marks for each year)	10
b. Digital contents for education expert. Experience (2 marks for each year)	10
4.Project Plan	10 marks
Over all implementation plan of the project including time lines for delivery of products, uploading of e-contents etc.	10
5. Tablet PCs	35 marks
a. Technical Specifications (Sound Quality, Pixel Resolution, Processor Speed, Internal Memory, Battery Life)	25
b. Compatibility of the Tablet PCs with various available e-contents from different sources	5
c. Durability of the Tablet PCs	5
Total	100
Note:- Minimum Marks Required for Technical Qualification are 70.	

13. Evaluation of Financial Proposals

The financial proposals of only the technically qualified bidders will be further processed and will be opened in the presence of their authorized representatives (who wish to attend). Precise date, time and venue for Financial Proposal opening meeting shall be intimated to the technically qualified bidders only.