



TERMS OF REFERENCE(S) (TOR)

FOR SELECTION/EVALUATION OF

THE AUDITORIUM EQUIPMENT

Table of Contents

1	Overview & background	Page # 3
2	Purpose of this Document	3
3	Scope of Work	4
4	Selection Criteria	7
5	Other Terms and Conditions	9



6	Undertaking	10
7	Proposal	10
8	Contact Information	11

1 Overview & Background

The United States Educational Foundation in Pakistan (USEFP) was established in 1950 by the governments of Pakistan and the United States. USEFP is a binational commission composed of an equal number of Pakistanis and Americans, with the Chair alternating between a Pakistani and an American Board Member. USEFP is one of 49 'Fulbright Commissions' located throughout the world. Since 1951 when the first group of Pakistani grantees travelled to America and in 1952 when the first American grantees visited Pakistan, the USEFP has fostered mutual understanding between the people of Pakistan and the United States through educational and cultural exchange. Nearly 9,000 Pakistanis and more than 900 Americans have participated in USEFP administered exchange programs.

The Foundation receives support and counsel from both the Pakistan and U.S. Governments, but it is not an agency of either. The Foundation supervises a variety of programs that send Pakistani students and scholars to American campuses while bringing American scholars to



universities in Pakistan. The goal of all USEFP programs is to help Pakistanis learn more about the U.S. and to help Americans learn more about Pakistan and its people.

2 Purpose of this Document

The purpose of this document is to specify the approach that USEFP will use to select the vendor/firm interested in providing **Auditorium Equipment** for the United States Educational Foundation in Pakistan.

This document also describes the requirements that the contractor has to fulfill in order to be selected.

3 Scope of Work

The United States Educational Foundation in Pakistan (USEFP) is undertaking the construction of their Head Office Building in Islamabad. USEFP would like to invite quotations for the following items from vendors specializing in the provision and services of these items.

1. Surround Sound System (DOLBY ATMOS) for the auditorium.
2. Video projector 4K (Short throw) and motorized screen 250" diagonal size.
3. Sound system for external stage.
4. Lighting system for stage etc.
5. PTZ camera, fixed and wireless mics etc with complete supporting system.
6. Control panels, wiring and cabinets for the above, as required.

Detailed BOQ and Drawings are attached. Complete job including supply, commissioning, testing, transportation and training to USEFP technical staff is included.

4 Selection Criteria

The agency will be selected based on following criteria:

Criteria		Marks
1	Company Information	20
1.1	Legal structure of company (Proprietorship, Private Ltd, Public Ltd)	
1.2	Expertise and experience in the field, year of establishment etc. (more than 10 years)	
1.3	Geographical Coverage – in case of all provinces, especially in Islamabad.	
1.4	Financial Capability:	
	A) Consolidated Sales or Revenues of the last five years.	
	B) State net profit / loss for the last five full financial years.	
	Supplementary financial requirements	

	<ul style="list-style-type: none"> • Confirm that details of your company’s financial statement can be made available to USEFP upon request. • Provide bank name, contact person, mailing address, e-mail address, direct phone number and fax number, plus permission to contact for financial references. • Provide auditor’s contact name and address, plus permission to contact for references. • Explain any litigation with a potential value more than Rs. 5,000,000, or equivalent, involving your company, or alliance or consortium Partner Company, or parent or holding company, either as defendant or plaintiff, in progress now, or during the past five years. State names of both plaintiff and defendant, brief description of the subject of the claim, and the claim value. 	
2	Technical Functionality	20
2.1	Prior / present experience of working with NGOs, Embassies, national & international organizations	
	A) List past (not exceeding 10 years) clientage with names & period of engagement	
	B) List present clientage with names & date of business engagement	
2..2	Affiliated Services / One Window Services	
	A) Partnerships status with Vendor (Principle)	
	B) After Sales Support and Services	
3	Pricing	50
3.1	Product Pricing	
3.2	Volume discounts and other incentives to USEFP	



4	Delivery & Installation Timeline	10
	Grand Total	100

5 Other Terms and Conditions

Registration & Taxes: The applicant firms must be registered companies having complete postal address, telephone, fax, National Tax Number (attach copy). The quoted price shall be inclusive of all applicable taxes and duties. Income tax and sales tax will be withheld from payment, as applicable, under the relevant laws. In case of any exemptions, attach proof.

General Conditions: USEFP reserves the right to reject all or a part of this (TOR) WITHOUT NOTICE. Any changes to the proposal requirements will be made by written addendum. USEFP is under no obligation to select any of bidder(s) submitting the proposal and has right to cancel the assignment without any cause.

Pricing and Currency: PKR prices will be preferred. USEFP reserves the right to negotiate separate preferential rates with the third-party supplier etc. If prices are not in PKR, USEFP exchange rate on the date of cheque preparation will be used for conversion. The US Dollar exchange rate of USEFP for August 2024 is Rs. 278.56.

Payment Terms: 100% upon delivery. All payments will be made in PKR by cheque. Payment processing time will be 30 working days after delivery has completed and invoice has been submitted.

Warranty: Vendor/firm should provide undertaking on company's letterhead that all warranties will be claimed at site and will be vendor/firm responsibility. USEFP will not contact manufacturers or official warranty centers for warranty claims. All warranty services will be provided on site at the USEFP office in Islamabad, where equipment is installed. All transportation along with parts will be vendors responsibility without any cost to USEFP during the warranty period.

Liability of Costs and Responsibility: USEFP shall not be liable for any costs incurred in preparing response to this TOR. The Respondent hereby indemnifies to hold USEFP harmless from all liability(ies), claim(s) or expense(s) incurred in any manner whatsoever by or on its behalf of that person or organization in connection with or relative to this process.



Validity: All responses must be valid for at least 90 days commencing on the Due Date, during which USEFP may request clarification or elaboration of the response for the purpose of evaluation. Such clarifications or elaborations shall not affect the remainder of the response except for the portion so amended or clarified.

Information Only: The information provided within this TOR is intended to help prospective respondents in creating a viable proposal. However, it shall be the sole and absolute responsibility of those responding to this TOR to complete their own due diligence.

6 Undertaking

I/We declare that the information provided in the “Proposal for the Auditorium Equipment” is accurate and can be proved whenever required. I/We further declare that if in case the information provided by me/us in this “Expression of Interest” proved to be incorrect at any point, USEFP reserves the right to take any action deemed feasible by the USEFP authorities against me/us. I/We further declare that our company (***** Company Name here *****) is not blacklisted by any division, department or organization of Government of Pakistan. The decision of USEFP shall be regarding the acceptance or rejection of the bid shall be final and binding and will not be challenged in the court of law.

Signature and Seal

7 Proposal

The Proposal should clearly detail all the required information against the selection criteria mentioned above.

The sealed proposals in marked envelope “**Proposal for the Auditorium Equipment**” complete in all respects should reach latest by **4:30 pm on October 18, 2024, to:**

**Director Alumni
United States Educational Foundation in Pakistan
House # 5, St # 17, F-6/2
Islamabad.**

An e-mail must be sent to procurement@usefp.org informing that proposal has been submitted to USEFP.



8 Contact information

Rizwan Baig

Director Examination In-charge Administration & Security

United States Educational Foundation in Pakistan (USEFP)

Phone # 051- 8431- 300

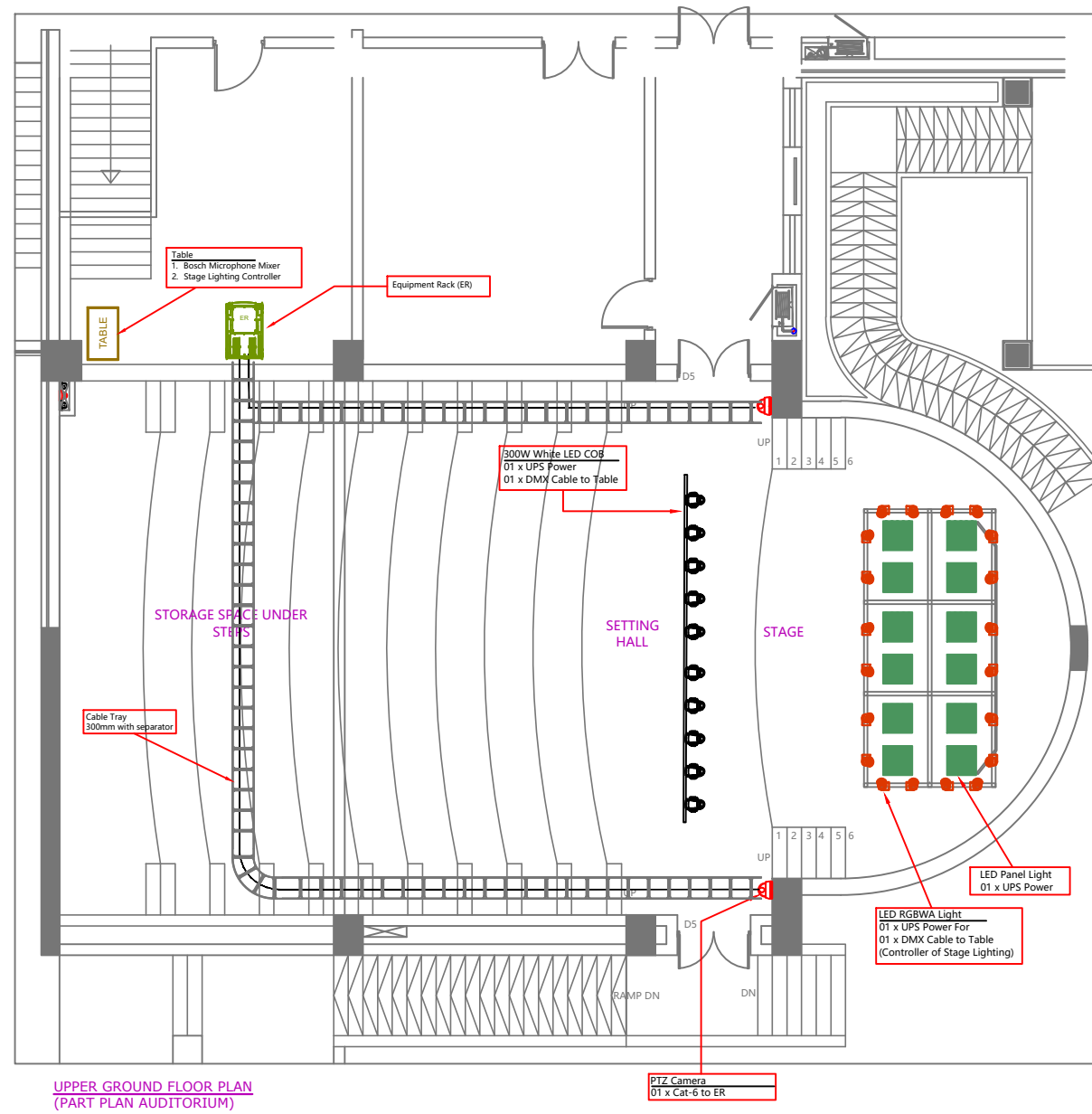
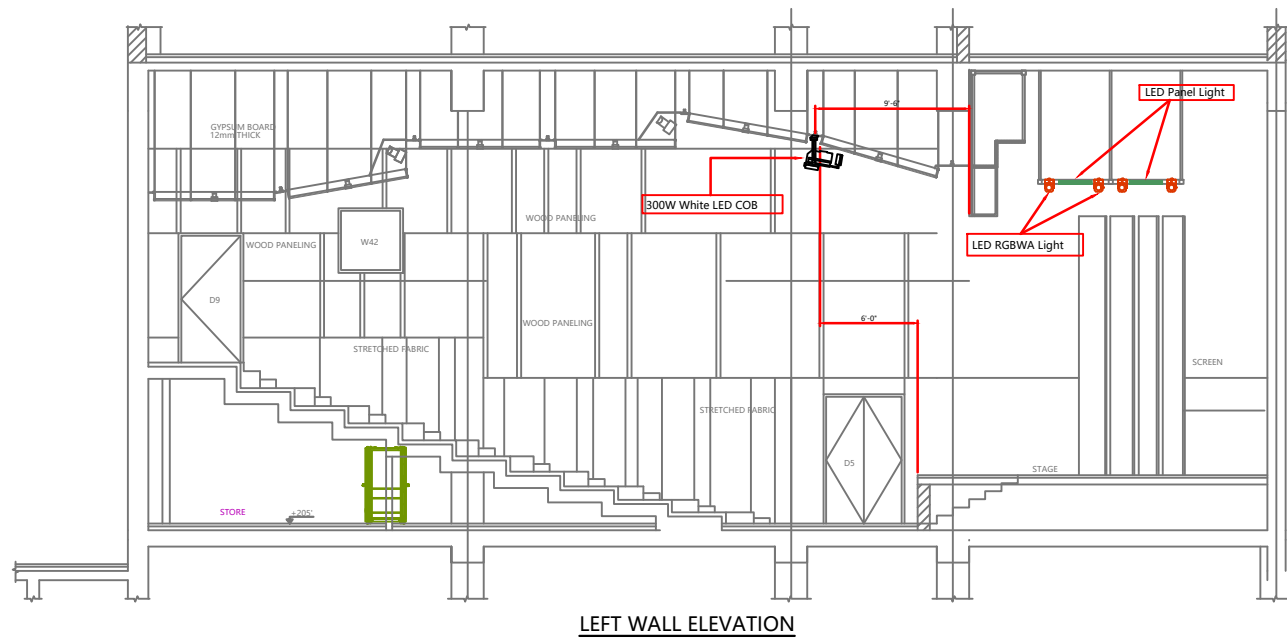
Email: rizwan@usefp.org





Tender Document for USEFP Building Auditorium

S.No	Description	Qty	Unit	Rate	Amount
a	Video System				
1	Supply, Installation, Testing & Commissioning of WUXGA LCD projector having resolution (1920 x 1200 pixels), 0.76 inch diagonal (16:10 aspect ratio). 8,000 lumens, contrast ratio 3,000,000:1 (Full On/Full Off) (When [PICTURE MODE] is set to [DYNAMIC] and [DYNAMIC CONTRAST] is set to [1] or [2]. HDMI signal input), lamp life 20,000 hrs. Center-to-corner zone ratio 85%. HDMI 19-pin x 3 (Compatible with HDCP 2.3, Deep Color, 4K/60p*5 signal input), CEC supported. Complete in all respects. Make: JAPAN/USA	1	No.		
2	Supply, Installation, Testing & Commissioning of 3LCD Projector Short Throw Zoom Lens, 0.78-0.98 :1. F Value 2.0 - 2.4, Throw Ratio 0.78-0.98 :1 WUXGA 0.78-0.98 :1 WXGA 0.8 -1.0 :1 XGA, Focal Distance (f) 13.27 mm-16.56 mm. Complete in all respects.JAPAN/USA	1	No.		
3	Supply, Installation, Testing & Commissioning of Motorized projection screen 250" diagonal. 4K fabric,16:9 Aspect ration. In ceiling mount. Complete in all respects.	1	No.		
4	Supply, Installation, Testing & Commissioning of Ultra-thin Floor Standing Digital Signage with Backlight integration, Display Proportion 16:9, Color depth 16.7M, Brightness 450 cd/m ² . Complete in all respects.	2	No.		
5	Supply, Installation, Testing & Commissioning of 4K HDMI Matrix switcher . Complete in all respects.	1	No.		
6	Native Microsoft Teams Rooms system for Medium-to-large rooms <ul style="list-style-type: none"> • 2x 12X optical PTZ 4K intelligent camera, VCR20 remote control, power adapter, wallmount bracket and cables; • MCoreKit-C5 (with MCore Pro mini-PC, MTouch Plus and RoomSensor), power adapter, cables and wall bracket; • The mini-PC computer preloads Windows 10 IoT Enterprise OS and license, Microsoft Teams Rooms App, Camera Control Plug-in; • No audio device • 1x 4-port PoE Switch • 1x power adapter 1x AVHub Meeting AV Processor • 1x 7.5m CAT5E cable • 1x 2.5m USB cable • 1x Power Adapter 	1	No.		
b	Audio System				
1	Supply, Installation, Testing & Commissioning of Passive speakers having very high SPL with smooth response, Frequency Range (-10 dB) 50 - 18000kHz, 3.1Ω Impedance, 2-inch ND2 HF Transducer, Woofer Size 15inch, Power Rating 4000W with rotatable horn, Parallel Neutrik® NL4 connections. Sensitivity 1 W/1 m 103dB. Complete in all respects. USA/ GERMANY	3	No.		
2	Supply, Installation, Testing & Commissioning of Dual 6" 2-way surface-mount loudspeaker having impedance 8 ohms, Max SPL 118 d, 300W Cont. Prog./600W Peak, Frequency Response (z -10 dB) 62 Hz - 20 kHz, Sensitivity 94 dB, 1W/1m. Complete in all respects. USA/ GERMANY	6	No.		
3	Supply, Installation, Testing & Commissioning of Dual 18" passive subwoofer 103 dB sensitivity, 138 dB max SPL having Power handling: 1000 W continuous, 4000 W peak. 2.9 ~ 4 ohms impedance. Complete in all respects. USA/ GERMANY	2	No.		
4	Supply, Installation, Testing & Commissioning of 12" powered coaxial monitor, acoustically optimized 55° monitor floor angle. 700 W Class-D power amplifier designed to delivers up to 129 dB peak SPL utilizing transducers. Maximum SPL is 129 dB. Complete in all respects. USA/ GERMANY	2	No.		
5	Supply, Installation, Testing & Commissioning of 8" 2-way coaxial ceiling loudspeaker having Coverage (Conical): 110°, Power Handling: 75 W Cont. / 300 W Peak, Max Calculated SPL:110 dB Cont. / 116 dB Peak, 8 Ohms nominal impedance. Complete in all respects. USA/ GERMANY	8	No.		
6	Supply, Installation, Testing & Commissioning of Rack-mountable Digital Mixer with stage box for Live, Studio and Installation 5" colour touchscreen, 16 Mono Inputs (TRS + XLR), 3 Stereo Inputs (TRS), 4 Stereo FX with dedicated FX Returns, 16 Busses, 12 Mix Outputs (XLR) (LR, Mono Mix 1-4, Stereo Mix 1-3), 4 SoftKeys, Extra stereo outputs – AES digital, Alt Out, 2TRK out, Talkback mic input, dSNAKE Cat5 snake for remote audio, 4 Mute Groups, 4 DCA Groups, AnaLOGIQ total recall analogue preamps, Dedicated stereo FX return channels, Master strip for quick access to mix levels and processing, Input channel linking for stereo sources, Input processing – Preamp, HPF, Gate, PEQ, Compressor, Delay. Complete in all respects. USA/ UK	1	No.		

7	Supply, Installation, Testing & Commissioning of 1000 W/CH 4-CH amplifier, Class-D design for optimum efficiency, Amplifier Gain 32 dB (Lo-Z), 33 dB (70V), 36dB ((100V)), Continuous Rated Power @ 2 ohm is 1000watts. Complete in all respects.USA/ GERMANY	1	No.		
8	Supply, Installation, Testing & Commissioning of 500 W/CH 4-CH amplifier, Slot for optional RCM-810 module, allowing IRIS-Net control and monitoring, Complete protection: thermal, overload, shorts, HF, DC, back-EMF, inrush current, Phoenix-type input and output connections,remote power-on/off contact, programmable power-on delay settings. Complete in all respects.USA/ GERMANY	1	No.		
9	Supply, Installation, Testing & Commissioning of DSP 2 x 1800 w power amplifier for fixed install applications having Audio limiters, high temperature, DC, HF, Back-EMF, Peak current limiters, Inrush current limiters, Turn on delay, Maximum RMS Voltage Swing THD 96.6 V. Complete in all respects.USA/ GERMANY	1	No.		
10	Supply, Installation, Testing & Commissioning of 11.2-channel 150-Watt powerful surround sound with Zone 2/3/4, 4K120 and 8K60 HDMI and HDR10+ with HDCP 2.3 and eARC (7 in/3 out), Dolby Atmos with Dolby Atmos Height Virtualization and DTS:X with CINEMA DSP HD3, multipoint measurement, precision EQ and low frequency mode, Surround:AI™ technology automatically optimizes the sound and effects in real-time, ALLM, VRR and Dolby Vision, Hybrid-Log Gamma and BT.2020 AURO-3D, Wi-Fi, Bluetooth, MusicCast multi-room audio, AirPlay 2 and Spotify Connect Voice Control with Amazon Alexa, Siri (via AirPlay 2) and Google Assistant Pandora, Spotify, SiriusXM, TIDAL, Deezer, Qobuz, Amazon Music HD 3rd-party control driver-capable, easy IP set-up and remote IP control,Phono input. Complete in all respects.	1	No.		
11	Supply, Installation, Testing & Commissioning of 12x8 ProDSP Digital Matrix Processor. 12 mic/line inputs and 8 outputs, twelve channels of AEC - acoustic echo cancellation, configurable USB Audio interface, Up to eight VoIP lines that support generic Session Initiation Protocol - SIP 2.0 connectivity per RFC 3261. Complete in all respects.USA/ GERMANY	1	No.		
12	Supply, Installation, Testing & Commissioning of Handheld system with dynamic microphone, RF Sensitivity <1.0 µV for 12 dB, Battery Life (Typical)> 14 hours with AA alkaline typical, ClearScan automatically finds the clearest channel. Complete in all respects. TAIWAN/Europe	4	No.		
13	Supply, Installation, Testing & Commissioning of Head worn system with omni-directional microphone on/off, Set, Up, Down, Sync. Flexible TNC 1/2 Wave. 32 per band, 8 Simultaneous channels, Dynamic Range greater than 95dB. Complete in all respects. TAIWAN/Europe	1	No.		
14	Supply, Installation, Testing & Commissioning of Multi-pattern desktop microphone having easy switching between omni, cardioid, supercardioid, or hypercardioid patterns. Mute switch with LED can be programmed as either push on/off or push-to-mute Smooth, uniform frequency response in all patterns, Extended low-frequency response and switchable high-pass filter with Sturdy steel base. Complete in all respects. TAIWAN/Europe	8	No.		
15	Supply, Installation, Testing & Commissioning of 0.22 MM 2 Core 24 AWG Microphone Cable having 85 Ohm/km conductor resistance, spiral wound copper wire screen shielding, PE isolation, 28 x 0.10 mm conductor composite. Complete in all respects. GERMANY	3	Roll.		
16	Supply, Installation, Testing & Commissioning of 2 x 1.5mm ² pure copper Loudspeaker Cable having conductor area 1.5mm, 16 AWG, 84 x 0.15 mm conductor composite, 13.3 Ohm/km Conductor resistance. Complete in all respects. GERMANY	4	Roll.		
17	Supply, Installation, Testing & Commissioning of 4 x 2.5mm ² pure copper Loudspeaker Multicore ultraflex Cable having conductor area 2.5mm, 14 AWG, 322 x 0.1 mm conductor composite, 8.0 Ohm/km Conductor resistance. Complete in all respects. GERMANY	3	Roll.		
c	Lighting Control				
1	Supply, Installation, Testing & Commissioning of multifunctional touch-control panel with 4-inch 720 x 720P HD touch display, has a built-in proximity sensor, Built-in temperature and humidity sensor, use to control lights, curtains, modes, HVAC, music, primary air system, etc. Complete in all respects.	1	No.		
2	Supply, Installation, Testing & Commissioning of 12CH 16A High Power Switch Actuator has 12 channels (16A for each channel) and 50A magnetic latching relay. The actuator has manual control switches and supports scene and sequence control. The actuator features low power consumption as well as long life time. Complete in all respects.	1	No.		
3	Supply, Installation, Testing & Commissioning of 6CH 2A Leading Edge Dimming Actuator supports AC220V and AC110V power input. It has 6 output channels and each channel has a bypass button for manual control. Fuse protection is available for each channel, so that the dimmer will be protected in case of short circuit. LED indicators are available for indicating whether a short circuit occurs in the channel. Complete in all respects.	2	No.		

4	Supply, Installation, Testing & Commissioning of 2CH Motorized Curtain Control Module is specially designed for controlling 2ch curtains (shutters) through the controlling of AC motor. Users can make inching control for the shutters, set working time for each channel independently. Complete in all respects.	1	No.		
5	Supply, Installation, Testing & Commissioning of Logic Automation Module is used for controlling over a series of targets. Totally 12 logic groups, 240 logic blocks can be set. The logic conditions enable date and timing information input, universal switch status, and external inputs. Complete in all respects.	1	No.		
6	Supply, Installation, Testing & Commissioning of IP Gateway is a gateway between bus system and Ethernet which enables bidirectional data exchange between bus and Ethernet.. Complete in all respects.	1	No.		
7	Supply, Installation, Testing & Commissioning of 4CH IR Emitter with Current Detection can download codes saved in bus , or codes uploaded to the IR Code Learner. IR emitter can then transmit the IR codes to control IR devices, for example, air conditioner, TV, fan, projector, Set-Top Box, DVD etc. It also supports current detection for devices. Complete in all respects.	1	No.		
8	Supply, Installation, Testing & Commissioning of 24V DC Din-rail Power supply. Complete in all respects.	1	No.		
d	Stage Lighting				
1	Supply, Installation, Testing & Commissioning 300W White LED COB Light, light Source : 300W(Warm white & Cool White, Color Temperature: 2000-6500K, life Time: 3000 Hrs, Beam Angle 60 degree, CRI:>90 Control Panel: 4 digital contrl DisplayFigures, Control Mode: Sound(Single color without sound cotrol),Auto, DMX 512, DMX Channels: 7CHS (RGB)/5CHS (Double color),3CHS Single color Dimmer: 0-100% Linear Adjustable, Working Environment:0 to 40 C, Protection Rate: IP 20. Complete in all respects.	10	No.		
2	Supply, Installation, Testing & Commissioning 5 in 1 Quint Colour LED RGBWA Flat Par 18 x 12W. Life Time: 60000 hours, Beam angle: 25°, Control panel: 4 Button menu+4 Digital LED display figures, Control mode: sound activation, auto, master/slave, DMX-512, DMX channels: 8CHS (SPC14923: 5/9CHS, SPC14924: 10CHS), Dimmer: 0-100% with regulated constant color control, Working environment: up to 40°C, Protection rate: IP20. Complete in all respects.	20	No.		
3	Supply, Installation, Testing & Commissioning of Panel Light 1.5' x 2'. Complete in all respects.	12	No.		
4	Supply, Installation, Testing & Commissioning of Stage Lighting Controller. 10 pageable Playback, 60 Pages, 10 Static Playbacks, Integrated 15.4" Touch Screen for fast programming, MIDI Support for MIDI Notes , 4 Physical DMX Outputs, upto 16 Artnet , DUAL ethernet ports, 10 Programmable executor buttons, 2048 DMX channels, WIFI access point for external control, for use of IPAD & Iphone remote control, 10 Macro Key that can edit any programs. Complete in all respects.	1	No.		
5	Supply, Installation, Testing & Commissioning of Splitter having Power Consumption: 15watts, DMX Input Interface :1x 3P-XLR, DMX output Interface : 1x 3P-XLR (a passive loop through 8x3P-XLR isolated DMX Splitter Output. Complete in all respects.	1	No.		
6	Supply, Installation, Testing & Commissioning of hanging clamps for lights hanging. Complete in all respects.	30	No.		
7	Supply, Installation, Testing & Commissioning of DMX cable. Complete in all respects.	4	Roll.		
8	Supply, Installation, Testing & Commissioning of 1x1 sqft truss. Complete in all respects.	130	Sqft.		
e	Outside Area Audio system				
1	Supply & Installation of Portable Column System with three component loudspeaker system powered by a 1000 W Class-D amplifier and driven by QuickSmartDSP.The system consists of a 15 mm wooden, ported, powered subwoofer enclosure that houses a 12" subwoofer capable of a functional frequency output down to 37 Hz.	2	No.		
2	Supply, Installation, Testing & Commissioning of Handheld system with dynamic microphone, RF Sensitivity <1.0 μV for 12 dB, Battery Life (Typical)> 14 hours with AA alkaline typical, ClearScan automatically finds the clearest channel. Complete in all respects. TAIWAN/Europe	2	No.		
3	Supply, Installation, Testing & Commissioning of Head worn system with omni-directional microphone on/off, Set, Up, Down, Sync. Flexible TNC 1/2 Wave. 32 per band, 8 Simultaneous channels, Dynamic Range greater than 95dB. Complete in all respects. TAIWAN/Europe	1	No.		
4	Supply, Installation, Testing & Commissioning of 1x1 sqft truss. Complete in all respects.	200	Sqft.		



LEGEND	
	PTZ Camera
	LED Panel 2 x 2
	LED RGBWA Light
	LED COB Light

CLIENT NAME:
USEFP Islamabad

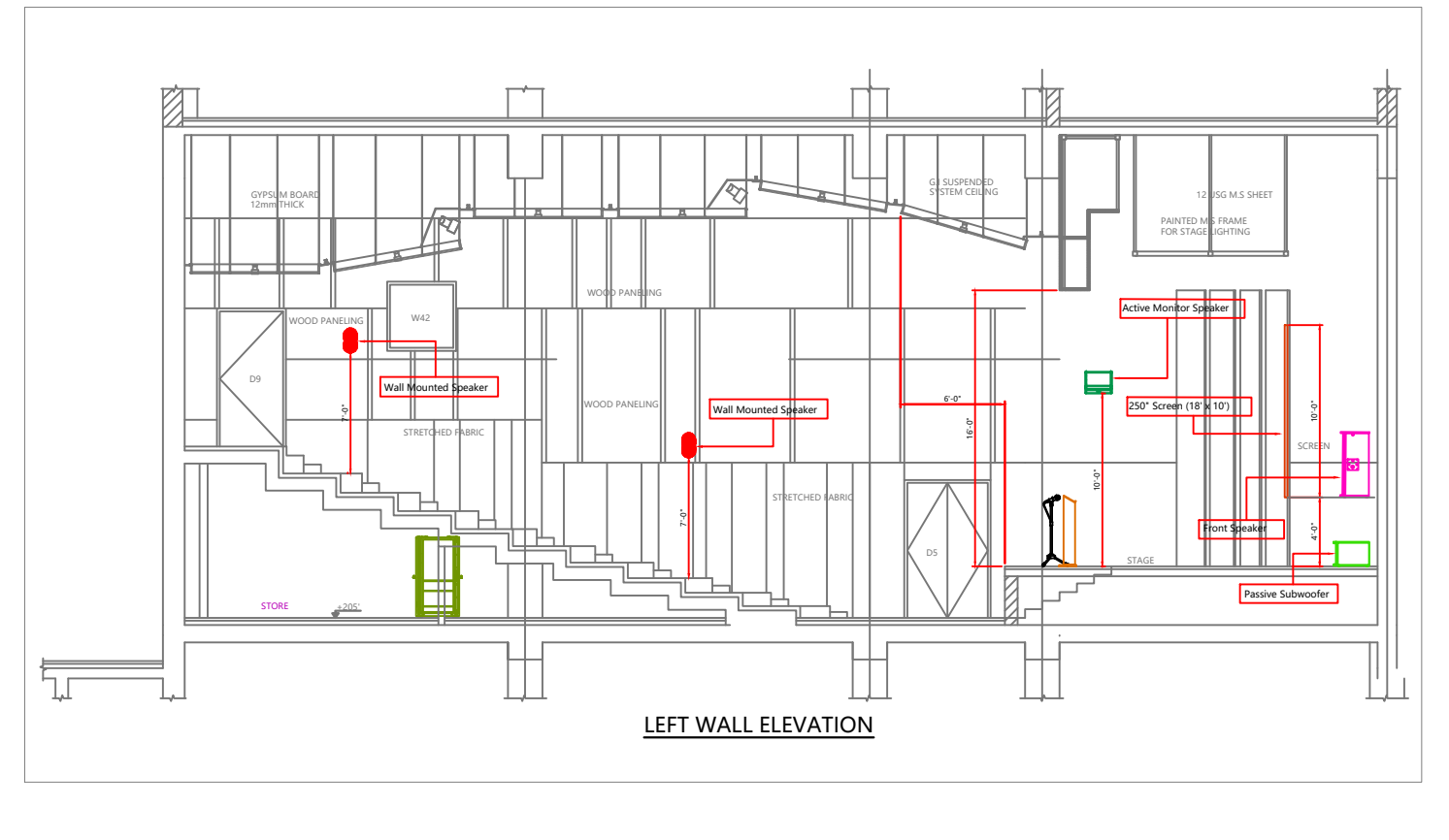
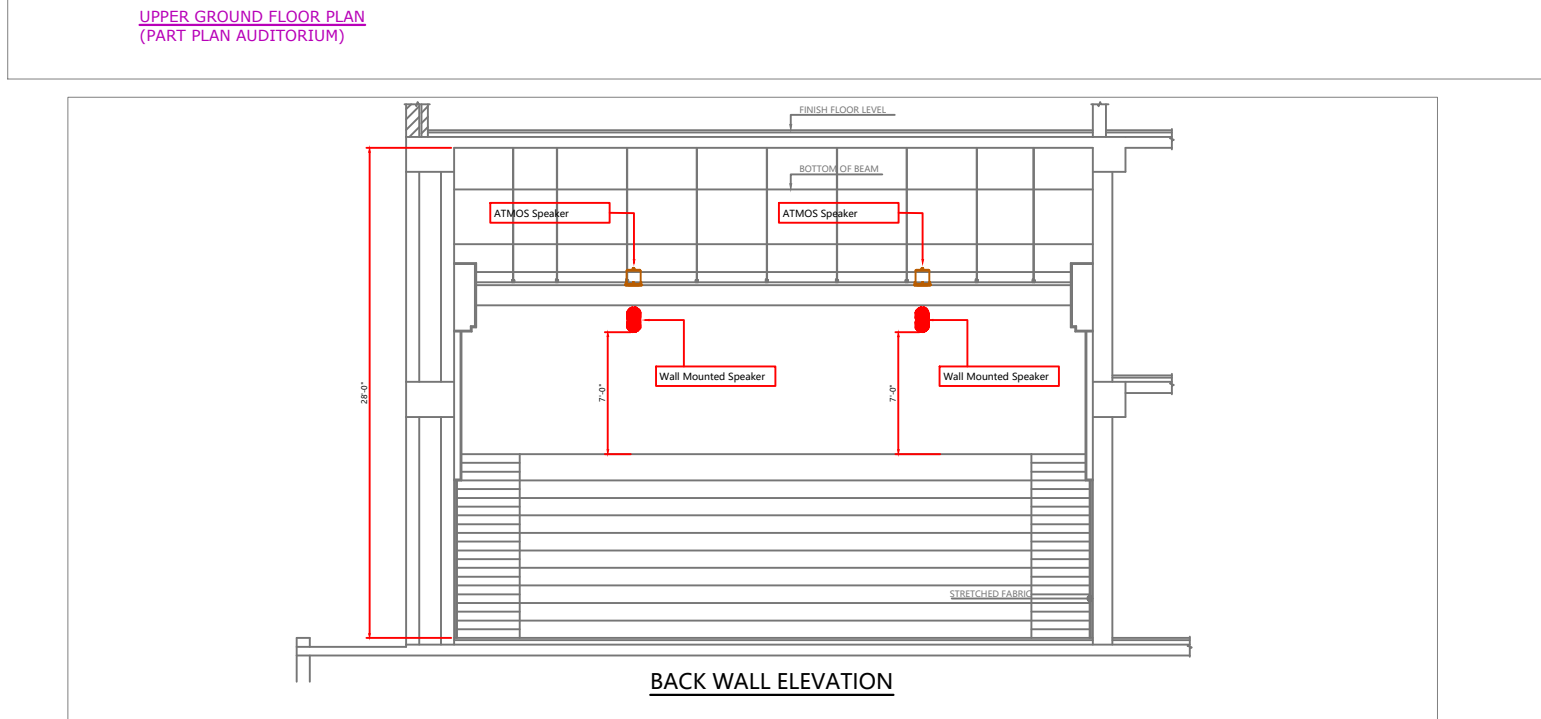
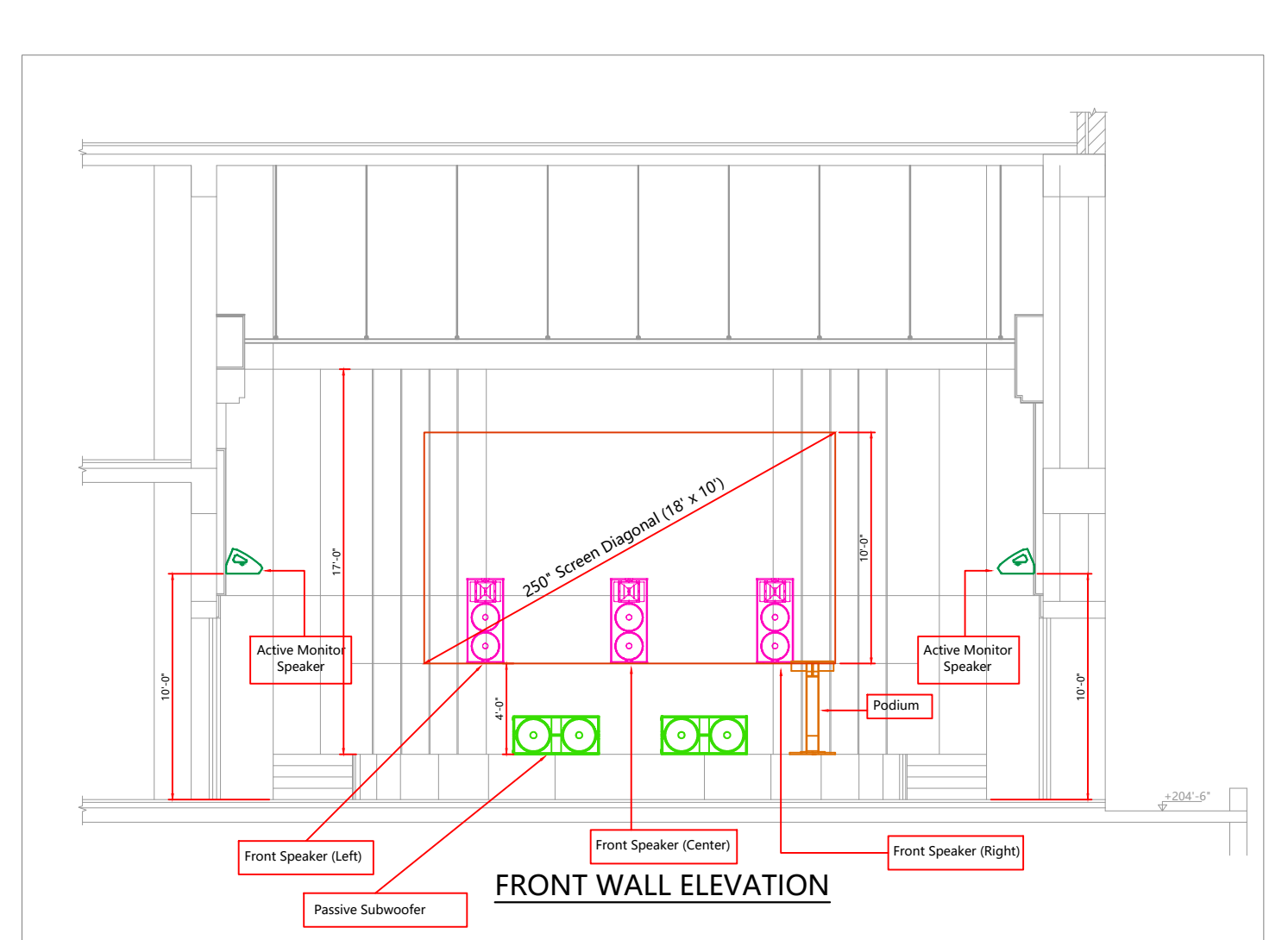
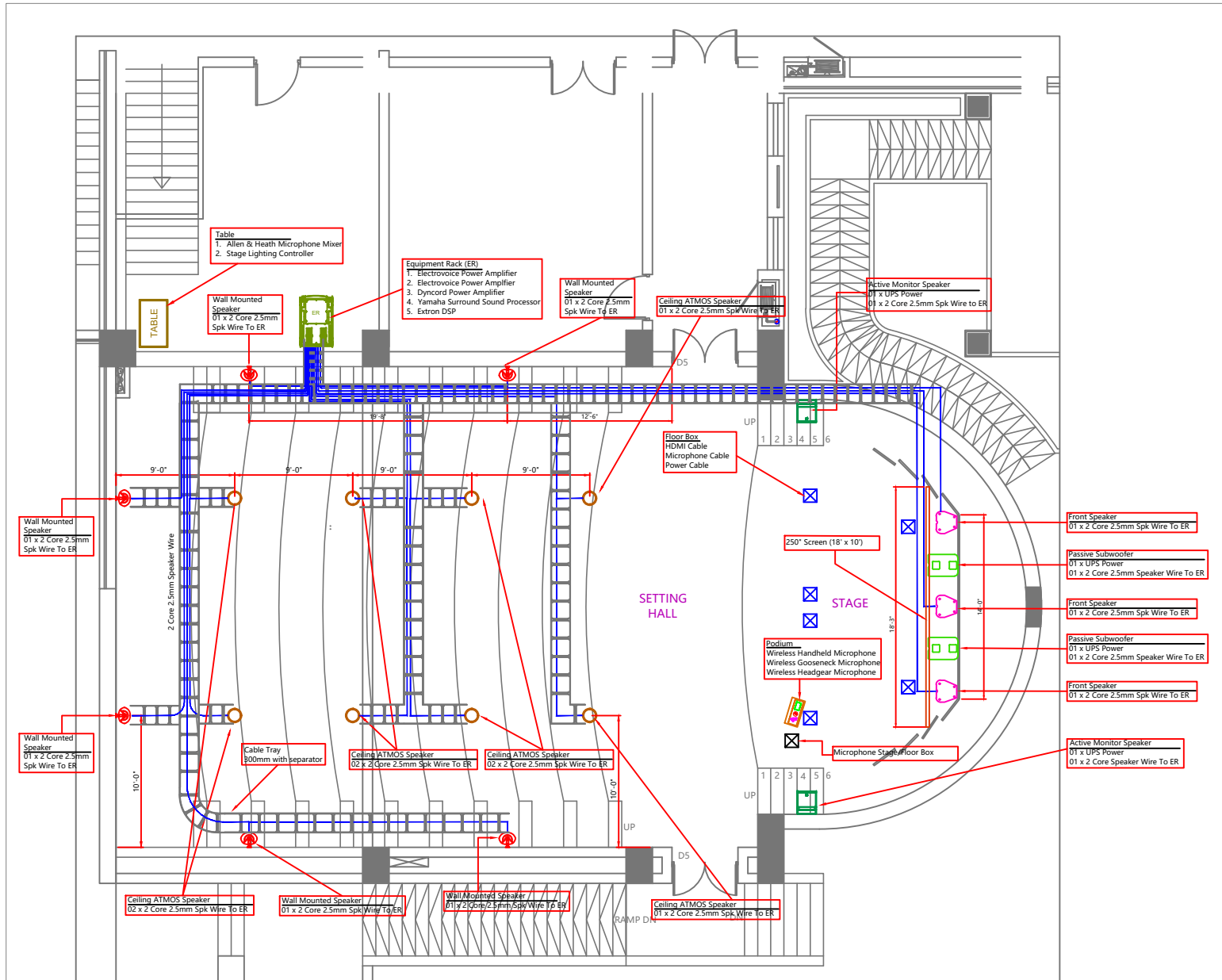
CONSULTANT:
© Abdul Rafay/Misc Data/LogiREC Logo.jpg

DRAWING NAME:
Auditorium Stage Lighting System Layout

DRAWN BY:
Mr. Abdul Rafay
(Application Engineer)

APPROVED BY:
Mr. Saad Qadeer
(Project Engineer)

DRAWING NUMBER:
USF-02



CLIENT NAME:
USEFP Islamabad

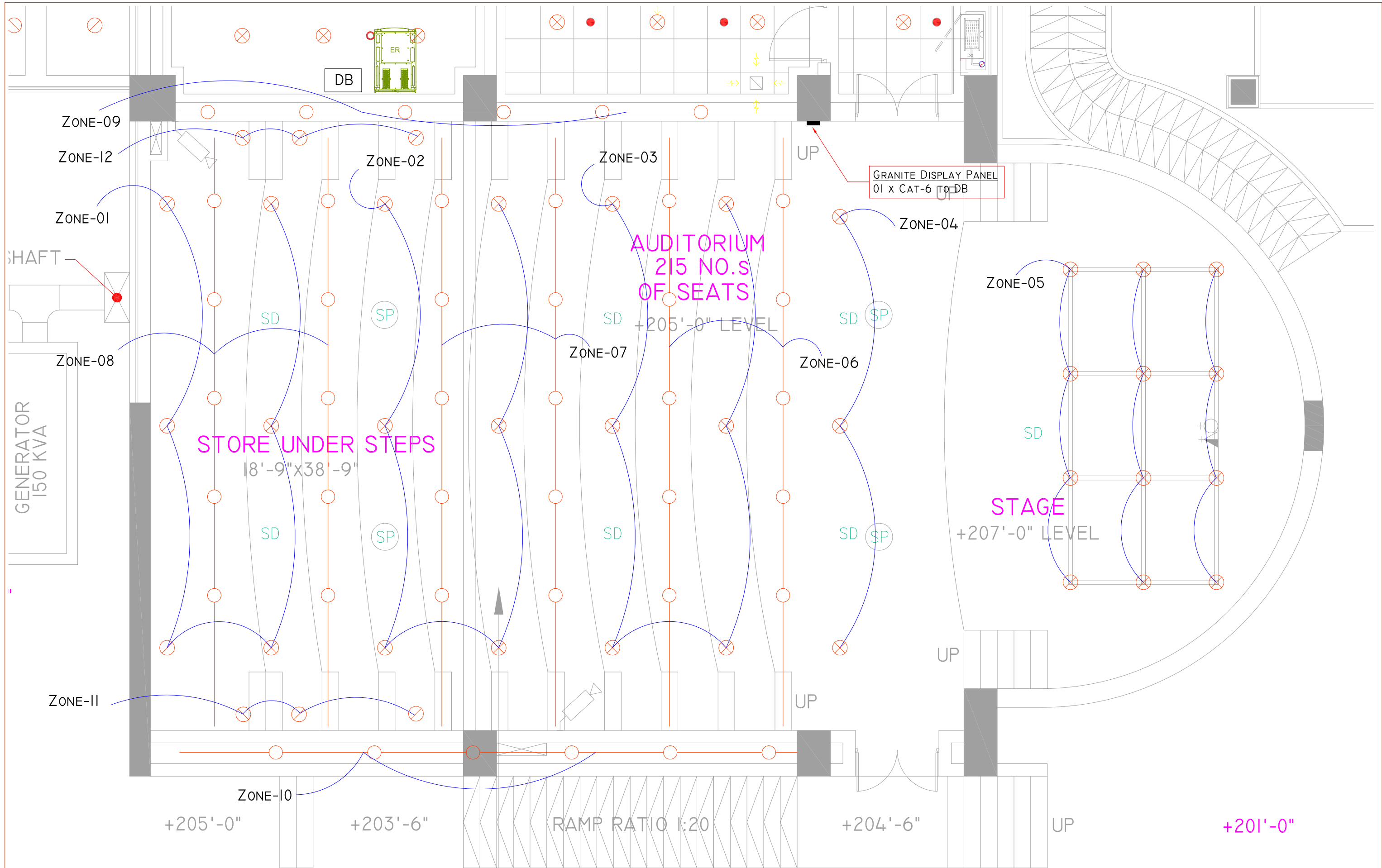
CONSULTANT:
© Abdul Rafay/Misc Data/LogiBEC Logo.jpg

DRAWING NAME:
Auditorium Surround Sound System Layout

DRAWN BY:
Mr. Abdul Rafay (Application Engineer)

APPROVED BY:
Mr. Saad Qadeer (Project Engineer)

DRAWING NUMBER:
USF-03



CLIENT NAME:
USEFP ISLAMABAD

CONSULTANT:
Brittite^{RM}
Innovative & Optimum
Solution Provider

DRAWING NAME:
AUDITORIUM ZONING LAYOUT

DRAWN BY:
MR. ABDUL RAFAY
(APPLICATION ENGINEER)

APPROVED BY:
MR. SAAD QADEER
(PROJECT ENGINEER)

DRAWING NUMBER:
USF-01