TERMS OF REFERENCE(S) (TOR)

FOR SELECTION/EVALUATION OF

Procurement, Installation and Commissioning of Vehicle Scanning System

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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 **Vehicle Scanning System** 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.

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.

Procurement, Installation and Commissioning of Vehicle Scanning System

Functional Requirements:

1. The system should provide comprehensive vehicle scanning system of USEFP entrances.
2. The system should include high quality VEHICLE SCANNING SYSTEM with high-resolution scanning capabilities for detailed analysis of vehicle undercarriages.
3. The system should support real-time vehicle scanning and threat detection with high-quality imaging.
4. Integration with USEFP's existing IT infrastructure for seamless monitoring and footage storage.
5. The system should provide automated recording of scanned vehicle data for archival purposes.
6. The system should be accessible via a mobile app for remote monitoring and management.
7. The system should have real-time alert and notification capabilities for detected threats.
8. The system must feature event logging for real-time analysis and historical review of vehicle scans.
9. The system should support centralized configuration and management of scanning settings and alerts.
10. The system must be operational 24/7 with provisions for continuous scanning and monitoring.
11. The system should provide scalability for future expansions, including additional scanning lanes or integration with other security systems.

Technical Requirements:

1. Provide a brief overview of the company specializing in VEHICLE SCANNING SYSTEM, including years of service.
2. Detail the company's expertise, including professionals with their experience in VEHICLE SCANNING SYSTEM and certifications obtained.
3. List companies or projects where VEHICLE SCANNING SYSTEM have been successfully deployed.

4. Describe the specifications of VEHICLE SCANNING SYSTEM hardware, including types of vehicle Scanning System, recording devices, and supporting hardware.
5. Outline the support and maintenance services provided, including schedules, technical support availability, and service level agreements.
6. Provide information on the proposed project team, including roles, professional expertise, education, tenure with the company, and current positions.
7. Share details of the software development, customization, and implementation team separately if applicable.
8. Include a project execution plan with timelines for VEHICLE SCANNING SYSTEM deployment, customization, and integration; roles and responsibilities; risk identification and mitigation; operation and support plans; project deliverables; and any staffing or dependencies from USEFP.
9. Confirm compliance with all requirements in the Terms of Reference (TOR) provided by USEFP, specifying any that cannot be met.
10. Ensure system compatibility with various web browsers (e.g., Chrome, Firefox, Edge, Safari) and operating systems (e.g., Windows, Mac, OS, Linux).
11. Configure regular backups, provide a disaster recovery plan, and support secure remote access for off-site monitoring.
12. Provide comprehensive reporting and analytics capabilities for monitoring and evaluating footage.

The details of the Vehicle Scanning System along with Monitoring & Recording Modules are listed at the end of this document. Proposals for Hikvision or equivalent models are invited for the Vehicle Scanning System Solution.

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 15 years)	
1.3	Geographical Coverage – in the case of all provinces, especially in Islamabad.	
1.4	(Manufacturer) In case of Authorized Dealer, Authorization Letter must be attached with the technical bid in favor of End Users.	
1.5	1 Years comprehensive warranty including parts and onsite support and installation with free services and Training to End users.	
1.6	Bidder should have trained engineers/technicians on the proposed CCTV/ Network/Servers/Storage Devices.	
1.7	Qualified IT / NETWORK/Electronics/Electrical Engineer minimum 6 from recognize university. Qualified IT / NETWORK/Electronics/Electrical Diploma Holder minimum 4 from recognize institute.	
1.8	A valid PEC Registration Certificate in Category C3, along with expertise in the following Engineering Codes: EE02, EE04, EE07, EE08, and EE09, is required for the Vehicle Scanning System Project.	
1.9	The firm is required to furnish a comprehensive plan detailing the execution strategy for the Project on a turnkey basis. The	

	Bidder / Firm shall be liable for all expenses pertaining to Test / Trial during Evaluation process.		
2	**Technical Functionality**		**20**
2.1	**Prior / present experience of working with NGOs, Embassies, national & international organizations**		
	A) List past (not exceeding 15 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) if any.		
	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 September 2024 is Rs. 278.74.

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.

5   Undertaking

I/We declare that the information provided in the "CCTV Cameras" 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

6   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 CCTV Cameras"** 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

Mr. Rizwan Baig
Director Examination In-charge Administration & Security, (USEFP)
Phone # 051- 8431- 300
Email: rizwan@usefp.org

Vehicle Scanning System Camera System along with Monitoring & Recording Modules

S#	Description	Qty
1	Providing and fixing of Vehicle scanning system Fixed Under Vehicle Surveillance System (UVSS) ⬚ 2048 x 16800 resolution ⬚ Supports tiled display ⬚ Handles high-speed and non-uniform vehicle movement with no motion blur • 180° field of view (FOV) ⬚ Automatic triggering via sense coil ⬚ Waterproof, anti-fog, and anti-corrosion ⬚ Suitable for heavy vehicles ⬚ Illumination optimized for vehicle undercarriage inspection ⬚ Accessible to Hikvision platform ⬚ Supports Automatic Number Plate Recognition (ANPR) ⬚ Customizable to client-specific requirements ⬚ Compatible with GigE Vision protocol and third-party platforms • **Model: MV-PD030001-01, Make Hikvision or equivalent**	3
2	Providing and fixing of ANPR camera • 1/1.8" progressive scan CMOS. • Up to 2688 × 1520 resolution with real-time video. • 4 built-in high-performance LEDs (integrated white light and IR). • 2.8 to 12 mm/8 to 32 mm motorized vari-focal lens. • Supports relay output to control vehicle barrier gate. • Supports Wiegand, connectable with access control system. • Supports loop triggering, radar triggering, and video triggering LPR. • Supports multi-frame LPR, improving LPR rate. • Supports dirty license plate recognition. • Equipped with vehicles passing detection algorithm to realize auto switch of barrier gate normally open mode during continuous vehicles passing and improve passing efficiency. • Supports vehicle type, vehicle color, and vehicle brand recognition. • Integrated shield, lights, and TF card slot (up to 1 TB). • Up to 100,000 block list and allow list. • Supports offline control of barrier gate under allow list mode. • Supports a variety of installation methods: pole mounting, wall mounting, pendant mounting, and universal joint installation. Equipped with concealed wire box. • Adopts entrance and exit dedicated exposure algorithm to adapt to the front/back light and inconsistent front and rear license plates scenes to improve LPR accuracy. **Model: DS-TCG406-E 2.8-12mm, Make Hikvision or equivalent**	3

3	Providing and fixing of vertical Pole Mount ▢ Vertical pole mount ▢ Stainless steel construction ▢ White color **Model: DS-1475ZJ-Y, Make Hikvision or equivalent**	3
4	Providing and fixing of 5 feet Pole with base	3
5	Providing and fixing of Cat 6 cable 23AWG, Solid Copper 0.55mm **Model: DS-1LN6U-SC0, Make Hikvision or equivalent**	1
6	Providing and fixing of 24 inches monitor with 20 Meter 4K HDMI Cable ● 3.8" LED monitor ▢ TFT-LED backlight ● 1920 × 1080 @ 60Hz working resolution ● 178° horizontal viewing angle ● 178° vertical viewing angle ▢ 1 VGA port ▢ 1 HDMI port ● Operating temperature: 0 to 40 ºC ▢ Power input: 100 to 240 VAC, 50/60Hz **Model: DS-D5024FN, Make Hikvision or equivalent**	3
7	Providing and Fixing of Antifall/Trigger Coil ● Coil ● Vehicle trigger/anti-fall coil **Model: TMG023, Make Hikvision or equivalent**	6
8	Providing and Configuration of Video Surveillance Base Package **Model: HikCentral-P-VSS-Base/0Ch, Make: Hikvision or equivalent**	3
9	Providing and Configuration of Under Vehicle Surveillance System Module Expansion package - including all functions of UVSS module and 4 UVSSs manageable, Prerequisite: Video Surveillance Base package, Supported: UVSS Monitoring and Operation, Vehicle List Management, UVSS records Search. **Model: HikCentral-P-UVSS/Module, Make Hikvision or equivalent**	1