

UNIVERSITY OF ENGINEERING & TECHNOLOGY, PESHAWAR**INVITATION FOR PROPOSALS**

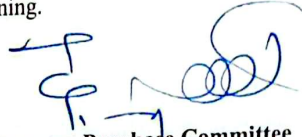
The University of Engineering and Technology (UET), Peshawar invites Single Stage–Two Envelope proposals through the e-Pak Acquisition & Disposal System (EPADS) under the Quality and Cost Based Selection (QCBS) Method, in accordance with the Khyber Pakhtunkhwa Public Procurement Rules, 2014, from eligible, experienced, well-reputed, and financially sound firms duly registered with the Income Tax and Sales Tax Departments, where applicable, and must be listed on the Active Taxpayers List (ATL) of the Federal Board of Revenue (FBR) for providing complete facilitation services for conducting Computer-Based Examinations (CBE).

The Request for Proposal (RFP) may be downloaded online by EPADS-registered firms from the Active Tender List available on the EPADS account of the University of Engineering and Technology, Peshawar. Bidders are required to upload clearly scanned and duly signed/stamped documents through EPADS. The financial proposal/quoted rates shall be clearly stated both in words and figures on the official letterhead of the firm/bidder and duly signed and stamped by the authorized representative.

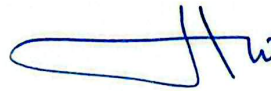
Bidders are advised to carefully review the Mandatory Documents Checklist provided in the RFP. Proposals may be declared non-responsive if the mandatory documents are not uploaded as a single PDF file through EPADS, submitted after the prescribed deadline, unsigned or unstamped, accompanied by an invalid/non-compliant CDR, contain ambiguous or unclear rates/documents, or are submitted by firms blacklisted/debarred by KPPRA or any Federal or Provincial Government department/agency.

A Pre-Bid Meeting shall be held on **15th October 2026 at 11:00 AM** in the Conference Hall, UET Peshawar, to clarify any issues or queries relating to the bidding documents.

Interested firms fulfilling the prescribed eligibility and qualification requirements shall submit their proposals, in scanned form, through EPADS by **29 October 2026 at 11:00 AM**. The proposals shall be opened on the same day at 11:30 AM in the Conference Room, UET Peshawar, in the presence of bidders or their authorized representatives who wish to attend the proposal opening.


Convener Purchase Committee
 University of Engineering &
 Technology, Peshawar
 Phone No. 091-9216769


Treasurer
 University of Engineering
 and Technology Peshawar









UET PESHAWAR

REQUEST FOR PROPOSAL (RFP)

Facilitation Services for Conduct of Computer-Based Examinations (CBE)

Tender No.: UETP/TENDER/46/2026

Procurement Method: e-Pak Acquisition & Disposal System (E-PADS)

Single Stage – Two Envelope Procedure

(QCBS 70:30)

Pre-Bid Meeting:	015th October, 2026, 11:00 AM
Last Date/Time for Submission:	29th October, 2026, 11:00 AM
Bid Opening Date/Time:	29th October, 2026, 11:30 AM


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1. INVITATION FOR PROPOSALS

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2. OBJECTIVE

The objective of this procurement is to engage a competent service provider capable of providing allied services for conducting secure, reliable, and transparent computer-based examinations for UETP.

The selected firm shall provide complete end-to-end CBE facilitation while maintaining confidentiality, examination integrity, and uninterrupted examination operations.

3. SCOPE OF SERVICES

The successful bidder shall provide the following services:

3.1 EXAMINATION CENTRES

The bidder shall provide fully operational CBE laboratories at a minimum of **FOUR (04) locations** within Peshawar, Nowshera, Bannu, Abbottabad.

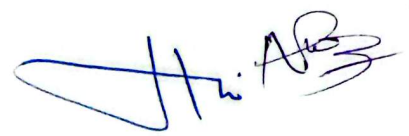
Each examination center shall have:

- Minimum following number of computers
 - Peshawar
 - Center for FCAME : 500

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o Center for FMCE	:	500
o Center for FECE	:	500
o Hayatabad	:	150
o Nowshera	:	400
o Abbottabad	:	200
o Bannu	:	200

- Proper seating arrangements.
- Uninterrupted electricity.
- Generator backup.
- UPS backup.
- Adequate lighting.
- Emergency exits.
- Waiting area for candidates.
- Clean, hygienic and adequately maintained washroom facilities for male and female candidates at each examination center.

3.2 NETWORK INFRASTRUCTURE

The bidder shall provide:

- 02 dedicated servers plus storage area network (SAN)
- Dedicated Fiber Internet.
- Minimum two Internet Service Providers (Primary & Backup) with automatic failover.
- Dedicated structured LAN with network segmentation (VLANs).
- Enterprise Firewall and secure network architecture.

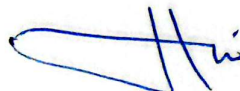
The network shall remain operational throughout the examination without interruption. The Service Provider shall ensure uninterrupted electricity supply at all examination centers. Each center shall be equipped with UPS systems capable of sustaining full operational load for at least twenty (20) minutes, with automatic generator activation within two (2) minutes of a power failure, and standby generators with sufficient fuel to maintain continuous operation of computer systems, networking equipment, surveillance systems and other essential facilities in the event of a power failure.

3.3 EXAMINATION SOFTWARE

The Computer-Based Examination (CBE) software shall be provided by bidder to UETP. The successful bidder shall provide compatible computer systems, networking, internet connectivity and technical support to ensure smooth installation, operation and performance of the University's CBE software during the examinations, including a secure lockdown testing environment equivalent to industry-standard solutions (e.g., Safe Exam Browser) or better, restricting access to unauthorized resources such as external websites, local storage, peripheral devices and background applications.

The Service Provider shall ensure that its infrastructure fully supports all security features of the University's CBE software throughout the examination process and shall support candidate verification


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mechanisms including CNIC-based identification, with provision for biometric authentication where required by the University.

3.4 ADMINISTRATIVE ERP SOFTWARE

The successful bidder shall provide, deploy, and maintain a centralized ERP/Examination Management Platform for administration and management of examinations. The ERP shall, at a minimum, support candidate registration, examination scheduling, attendance management, examination center allocation, question-bank hosting, real-time dashboards, result processing, analytics and anomaly detection, comprehensive reports, audit logs and other administrative functions required by UETP, on a secure, cloud-enabled architecture with data synchronization across all centers. A live demonstration of the proposed system shall be mandatory at the technical evaluation stage.

All data and information maintained, processed or generated through the ERP, including candidate records, examination schedules, attendance records, reports, audit logs, system logs and any other examination-related administrative information, shall remain the exclusive property of University of Engineering and Technology Peshawar (UETP).

3.5 SURVEILLANCE SYSTEM

The bidder shall provide:

- CCTV Cameras in every examination hall.
- Central Monitoring Room with multi-screen monitoring capability.
- Live Monitoring, with secure remote access for authorized University representatives.
- Recording of all examination activities.
- Minimum 90 days of recording backup.

The University representatives shall have access to live monitoring during examinations.

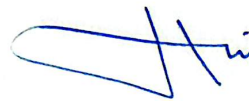
4. ESTIMATED ANNUAL REQUIREMENT (INDICATIVE ONLY)

The following information is provided only for the purpose of bid preparation and financial evaluation. The actual number of examinations and candidates may increase or decrease depending upon the University's requirements. The University does not guarantee any minimum quantity of work during the contract period.

S. NO	DESCRIPTION		ESTIMATED QUANTITY				
			Peshawar	Hayatabad	Nowshera	Abbottabad	Bannu
1	Estimated No. of Examinations per Year		6	6	6	6	6
2	Estimated No. of Candidates Per Examination	1 st semester	1190	210	350	190	190
		3 rd semester	2016	110	375	191	164
		5 th semester	1352	114	313	179	139
		7 th semester	848	116	214	74	101
		9 th semester			00	49	0



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	Total	5406	550	1249	683	594
3	Estimated Examination Sessions per Year	3		3	3	3

The Financial Proposal shall be quoted on a per-candidate/per paper basis. Payment shall be made only for the actual number of candidates who appear in the paper. No claim shall be admissible on account of any variation in the estimated quantities mentioned above.

4.1 EXAMINATION CALENDAR

S. NO.	EXAMINATION	TENTATIVE PERIOD
1	Semester Examinations Fall (Mid & Final)	Mid (October) – Final (December/January)
2	Semester Examinations Spring (Mid & Final)	Mid (March) – Final (May/June)
3	Summer Examinations	July/August
4	Winter Examinations	As notified by UETP

The above schedule is indicative only and may be revised by the University depending upon administrative or academic requirements.

5. MANDATORY ELIGIBILITY CRITERIA

Only firms fulfilling the following requirements shall be considered. Failure to submit any of the required documentary evidence shall result in non-responsiveness of the bidder.

S.	REQUIREMENT	DOCUMENTARY EVIDENCE
1	Valid Registration with SECP	Registration Certificate
2	Active NTN and ATL Status (Income Tax and Sales Tax)	FBR Certificate(s)
3	Not Blacklisted by any Government / Public Sector / Autonomous Body	Affidavit on Stamp Paper
4	Average Annual Turnover of at least Rs. 50 million during the last three years	Audited Financial Statements along with Tax Returns
5	Minimum 03 years of experience of conducting CBE examinations for Government/Public Sector organizations	Work Orders and Completion Certificates
6	Availability of minimum 20 CBE Centers in Pakistan, each having at least 200 functional computer systems	Ownership/Lease Documents, Geo-tagged Photographs and Asset Details
7	Dedicated Fiber Internet with Backup Connectivity	Copies of valid agreements/contracts with Internet Service Provider(s) (ISPs), along with documentary evidence of active internet connectivity at the proposed CBE centres
8	Experience of conducting large-scale CBE examinations	Completion Certificates / Client Certificates
9	Central Surveillance Monitoring Room	Details of the Central Surveillance Monitoring

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		Room, including location, monitoring arrangements, number of display screens/workstations, recording and storage facilities, along with photographs of the monitoring room
10	Availability of reliable electricity backup through UPS and standby generators at all CBE centers	Equipment details, photographs and ownership/lease documents, wherever applicable
11	Availability of a centralized ERP/Examination Management Platform capable of candidate registration, examination scheduling, attendance management, audit logs, and generation of real-time dashboards and comprehensive examination reports	Detailed software profile/brochure, screenshots, technical specifications, and an undertaking that the ERP will be deployed and made fully operational before commencement of the examinations
12	Bid Security	CDR/Pay Order of Rs. 500,000 in favor of University of Engineering and Technology, Peshawar.

5.1. TECHNICAL EVALUATION CRITERIA

Only technically responsive bidders shall qualify for financial evaluation.

SR.	EVALUATION CRITERIA	MARKS
1	Government/Public Sector CBE Experience (over the mandatory minimum of 3 years): 4-5 years = 1 mark; 6-7 years = 2 marks; 8-9 years = 3 marks; 10-11 years = 4 marks; 12 years or more = 5 marks.	5
2	Infrastructure & Examination Centers (over the mandatory minimum of 20 centers): 1 mark per examination center for over and above the mandatory 20 examination centers; each additional operational CBE center beyond the mandatory 20 centers, having a minimum of 200 functional computer systems and supported by documentary evidence, shall qualify for one mark, subject to a maximum of 10 marks."	10
3	Computer Systems & Network (functional CBE systems available within the bidder's operational network, subject to compliance with mandatory network requirements): 200-399 systems = 2 marks; 400-599 = 4 marks; 600-999 = 6 marks; 1,000-1,499 = 8 marks; 1,500 or more = 10 marks.	10
4	Financial Strength (average annual turnover during the last three financial years): Rs. 50-74.99 million = 1 mark; Rs. 75-99.99 million = 2 marks; Rs. 100-149.99 million = 3 marks; Rs. 150-249.99 million = 4 marks; Rs. 250 million or more = 5 marks.	5
5	Surveillance & Security (verified recording retention capacity beyond the mandatory 90 days, with all mandatory CCTV/live monitoring/security requirements compliant): 91-120 days = 2 marks; 121-180 = 4 marks; 181-270 = 6 marks; 271-365 = 8 marks; more than 365 days = 10 marks.	10
6	Operational Capacity (largest single CBE assignment successfully conducted, measured by candidates in one examination/assignment):	10

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	500–999 candidates = 2 marks; 1,000–2,499 = 4 marks; 2,500–4,999 = 6 marks; 5,000–9,999 = 8 marks; 10,000 or more = 10 marks.	
7	Centralized ERP / Examination Management Platform (functional modules demonstrable and deployable, in addition to mandatory minimum requirements): 5–6 core functions = 2 marks; 7–8 = 4 marks; 9–10 = 6 marks; 11–12 = 8 marks; 13 or more = 10 marks.	10
8	Technical Methodology & Implementation Plan (completeness, feasibility, security, business continuity, staffing, risk management and implementation schedule): Basic/incomplete = 1 mark; partially adequate = 2; adequate and compliant = 3; very good and well-developed = 4; comprehensive, detailed and fully aligned with RFP requirements = 5.	5
9	Live Demonstration of Proposed ERP / CBE Management Solution (only successfully demonstrated functions shall be counted): Up to 20% of required functions = 1 mark; 21–40% = 2; 41–60% = 3; 61–80% = 4; 81–100% = 5.	5
	TOTAL	70

Scoring Notes:

- (i) The bidder must satisfy all mandatory eligibility and technical requirements. Failure to meet any mandatory requirement shall render the bidder technically non-responsive.
- (ii) Only documentary evidence submitted with the Technical Proposal and verifiable by UETP shall be considered for experience, centers, systems, turnover and operational-capacity scores.
- (iii) For Criteria 3, 5, 7 and 9, the claimed capacity/features shall be supported by documentary evidence and, where applicable, verified through live demonstration or inspection.
- (iv) For Criterion 7, the core functions include candidate registration, examination scheduling, attendance management, center allocation, question-bank hosting, real-time dashboards, result processing, analytics/anomaly detection, comprehensive reports, audit logs, system logs, data synchronization, user/access management and examination monitoring.
- (v) For Criterion 8, the Technical Evaluation Committee shall record brief reasons for the marks awarded to ensure transparency and consistency.
- A bidder obtaining **50 marks or above** shall qualify for opening of the Financial Proposal.

6. FINANCIAL PROPOSAL AND EVALUATION

- The Financial Proposal shall be opened only for those bidders who obtain the minimum qualifying technical score of 50 out of 70 marks.
- The Financial Proposal shall carry 30 marks.
- The bidder offering the Lowest Evaluated Responsive Financial Bid shall receive the maximum financial score of 30 marks. The financial score of other bidders shall be calculated using the following formula:

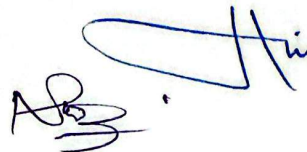
$$\text{Financial Score} = (\text{Lowest Evaluated Bid} \div \text{Bid under Evaluation}) \times 30$$

- The final ranking shall be based on the combined score as follows:

$$\text{Final Score} = \text{Technical Score (70 Marks)} + \text{Financial Score (30 Marks)}$$

- The bidder obtaining the highest combined score shall be recommended for award of contract, subject to approval of the competent authority i.e. Vice Chancellor, UETP.


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6. The bidder shall quote the rates in Pakistani Rupees (PKR), inclusive of all applicable taxes.

S	DESCRIPTION	UNIT	RATE (PKR)
1	CBE Facilitation Charges	Per Candidate/per paper	

The quoted rate shall include all costs including examination centers, computer systems, networking, administrative ERP software, surveillance, technical staff, electricity, internet, maintenance, operational expenses, taxes, duties and all other incidental charges. No additional payment shall be made except the quoted rate.

7. HUMAN RESOURCE REQUIREMENTS

1. Invigilation staff shall be provided by UETP and shall not form part of the Service Provider's manpower/cost. A minimum ratio of one (1) invigilator per twenty (20) candidates shall be maintained during sessions. All personnel shall undergo appropriate technical training and, where required, security clearance prior to commencement.
2. The minimum deployment shall include:

POSITION	MINIMUM DEPLOYMENT	MINIMUM QUALIFICATION / EXPERIENCE
Project Director	01	Ph.D. in computing, engineering with minimum 5 years experience in managing CBE/examination or large IT-service projects.
Project Manager	01	4 years Bachelor's (master's preferred) in IT, engineering or management, including 3+ years managing CBE/examination or large IT-service projects.
Network Engineer	01 per center	Bachelor's in computer science/networks, CCNA/CCNP preferred; 5+ years in enterprise networking including ISP failover and LAN/VLAN design.
System Engineer	01 per center	Relevant IT/engineering qualification with demonstrated experience in CBE/examination system deployment.
Technical Support Staff	Minimum 02 for every center	Diploma/Bachelor's in IT or related field; 2+ years in IT support, familiarity with lockdown/CBE environments.
Invigilators	Minimum 01 for every 20 candidates	As per University requirements.
Control Room Operators	As required	Intermediate/Diploma with CCTV/monitoring training; 2+ years' operating CCTV/control-room monitoring.
Examination Supervisors	As required	Bachelor's degree; 3+ years in examination administration.

3. All staff shall remain present throughout the examination.
4. Curricula vitae and verifiable evidence of qualifications and experience for all key personnel shall be submitted with the Technical Proposal.
5. The bidder shall immediately replace any staff member whose performance is found unsatisfactory by the University, with an equivalent or better substitute subject to prior written approval of the University.

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8. SERVICE LEVEL AGREEMENT (SLA)

1. The successful bidder shall ensure uninterrupted examination services.
2. The following minimum service levels shall be maintained:

SERVICE	REQUIRED LEVEL
System Availability	100% during examination
Intranet Availability	100% during examinations
Power Backup	100% during examinations
Technical Support Response Time	Within 10 Minutes
Recovery Time after Failure (RTO)	Maximum 30 Minutes
Recovery Point Objective (RPO)	Maximum 15 Minutes (data loss)
Hardware Readiness per Session	Maximum 1% workstation failure rate
CCTV Monitoring	100% Coverage
Data Backup	Automatic

3. Failure to achieve the above Service Levels or any other contractual obligations may result in the imposition of Liquidated Damages and other contractual remedies, in accordance with Section 12 (Liquidated Damages) of this RFP.

9. CONTRACT DURATION

1. The contract shall remain valid for a period of five (05) year from the date of signing of the agreement.
2. The contract may be extended for a further period on satisfactory performance, mutual agreement of both parties, availability of funds and approval of the competent authority.

10. PERFORMANCE SECURITY

1. The successful bidder shall furnish a Performance Security equal to ten percent (10%) of the estimated contract value for the first contract year, calculated on the basis of indicative annual quantity and the approved per-candidate rate, in the form of a Call Deposit Receipt (CDR) or Pay Order issued by a scheduled bank in favor of University of Engineering and Technology Peshawar (UETP).
2. The Performance Security shall be submitted before signing the contract and shall remain valid throughout the contract period.
3. Failure to submit the required Performance Security within the prescribed time shall result in cancellation of the award and forfeiture of the Bid Security.
4. The Performance Security shall be released after successful completion of the contract and fulfilment of all contractual obligations.

11. PAYMENT TERMS

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1. Payment shall be made on the basis of the actual number of candidates examined and the approved quoted rate.
2. The Service Provider shall submit invoices along with supporting documents after completion of each examination.
3. Payment shall be made within fifteen (15) working days after certification by the concerned department that the services have been satisfactorily provided.
4. Applicable taxes shall be deducted as per Government rules.

12. LIQUIDATED DAMAGES

1. If the Service Provider fails to perform any contractual obligation or fails to maintain the agreed service levels, the University may impose liquidated damages up to 10% of the relevant invoice value, depending upon the nature and extent of the default, subject to a cumulative cap of 10% of the annual contract value.
2. The imposition of liquidated damages shall not relieve the Service Provider from performing its contractual obligations.
3. If repeated failures occur or the cumulative cap is reached, the University may terminate the contract in accordance with the contract conditions.

13. CONFIDENTIALITY AND DATA SECURITY

1. The successful bidder shall maintain strict confidentiality of all confidential information provided by UETP during the performance of the contract and shall not disclose such information to any unauthorized person without the prior written permission of the University.
2. The Service Provider shall not copy, reproduce, share, transfer, or use any University data or information for any purpose other than the performance of the contract.
3. All examination-related data, candidate information, records and other information generated or provided during the execution of the contract shall remain the exclusive property of UETP. Upon expiry or termination of the contract, the Service Provider shall promptly return all such data to the University and permanently delete all copies from its systems, and shall provide a written certificate confirming such deletion upon request.
4. The Service Provider shall maintain appropriate data-protection controls, including encryption of data in transit and at rest, role-based access control, multi-factor authentication for administrative access, network segmentation and firewalls, and shall disclose its hosting location and data residency arrangements (data residency within Pakistan unless otherwise approved by the University).
5. Comprehensive, tamper-evident audit trails and access logs shall be maintained and made available to the University on request, and a documented backup and disaster-recovery arrangement shall be in place at all times.

14. GENERAL CONDITIONS OF CONTRACT

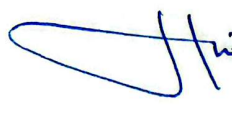
14.1 RESPONSIBILITIES OF THE SERVICE PROVIDER

The successful bidder shall:

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- Provide all the facilities and services mentioned in this RFP.
- Ensure smooth and uninterrupted conduct of examinations.
- Deploy qualified technical and operational staff.
- Maintain confidentiality of all University data.
- Maintain all equipment in good working conditions.
- Immediately rectify any technical faults during the examination.
- Provide and configure the ERP/platform, hardware, network, lockdown environment and CBE laboratories, and operate the platform's scheduling, registration, invigilation, monitoring and reporting functions under university direction.
- Operate the surveillance control room and provide secure remote access to the University, without any administrative ownership, content visibility, modification rights or result-generation authority over examination content.
- Fully cooperate with the University throughout the contract period.

14.2 RESPONSIBILITIES OF UETP

The University shall:

- Provide examination schedule in advance.
- Provide examination content and candidate data, and retain exclusive control of authoring, uploading, encryption keys for, and approval of all examination content.
- Nominate authorized representatives for coordination.
- Monitor the examination process and approve go-live, session timetables, and access permissions.
- Retain final result generation, verification and release authority, and ownership of all results and analytics outputs.
- Verify services before processing payment.
- Invigilation staff will be provided by the university.

15. TERMINATION OF CONTRACT

The University may terminate the contract if the Service Provider:

- Fails to perform contractual obligations.
- Submits false information.
- Is declared blacklisted by any Government or Semi-Government organization.
- Becomes bankrupt or insolvent.
- Commits any act affecting the integrity or confidentiality of examinations.
- Fails to improve performance after written notice.
- Persistently breaches agreed Service Levels or compromises system/data security.

The University may also terminate the contract for convenience/in the public interest by giving 30 days' written notice, without prejudice to its right to encash the Performance Security and recover damages.

16. FORCE MAJEURE

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1. Neither party shall be held responsible for failure to perform its obligations due to circumstances beyond its reasonable control, including natural disasters, war, riots, strikes, epidemics, or Government restrictions.
2. The affected party shall notify the other party in writing within seven (07) days of the occurrence of such event and shall use best efforts to mitigate its impact.

17. AUDIT AND INSPECTION

1. The University or any Government authority authorized under applicable laws shall have the right to inspect the examination centers, computer systems, records, invoices, attendance, surveillance records and all documents related to the contract.
2. The University shall constitute an Inspection/Acceptance Committee to examine quality, specifications and compliance with contractual requirements before issuance of any acceptance certificate and release of payment.
3. The Service Provider shall provide full cooperation during any such inspection.

18. INSTRUCTIONS TO BIDDERS

Procurement Method	e-Pak Acquisition & Disposal System (E-PADS); Single Stage – Two Envelope Procedure
Evaluation Method	QCBS (70:30)
Bid Security	Rs. 500,000 in the form of CDR/Pay Order
Performance Security	The successful bidder shall furnish a Performance Security equal to ten percent (10%) of the estimated contract value for the first contract year, calculated on the basis of indicative annual quantity and the approved per-candidate rate, in the form of a Call Deposit Receipt (CDR) or Pay Order issued by a scheduled bank in favor of University of Engineering and Technology Peshawar (UETP).
Proposal Validity	120 Days
Contract Period	Five (05) Year
Submission Method	EPADS and Hard Copy
Submission Deadline	29 th October, 2026, 11:00 AM
Bid Opening	29 th October, 2026, 11:30 AM

Each bidder shall submit:

- One Original Technical Proposal.
- One Original Financial Proposal.
- One USB containing scanned copies of both proposals.

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The Technical Proposal shall not contain any financial information. Joint venture/consortium arrangements are not allowed for this project. Late proposals shall not be accepted. Bids without the required Bid Security, or with a Bid Security of less than the required amount, shall be rejected.

The successful bidder shall deliver/install/commence the services within ninety (90) days of issuance of the purchase order/Letter of Acceptance.

19. PRE-BID MEETING

1. A Pre-Bid Meeting shall be held in the Conference Hall, UETP, on 15th October, 2026 at 11:00 AM.
2. The purpose of the meeting shall be to clarify any issue relating to the bidding documents.
3. Any clarification issued by the University shall become part of the bidding documents.

20. GRIEVANCE REDRESSAL

1. Any bidder aggrieved by any decision of the procurement process may submit a written complaint to the Grievance Redressal Committee constituted by the University in accordance with the KPPRA Rules, 2014, not later than ten (10) days after the announcement of the bid evaluation report.
2. The Committee shall investigate and decide the complaint within the time prescribed under the applicable KPPRA Rules.
3. The mere lodging of a complaint shall not warrant suspension of the procurement process.

21. OWNERSHIP AND PROTECTION OF UNIVERSITY DATA

1. All examination-related data, candidate records, reports, audit logs and any other information provided by or generated for UETP during the execution of the contract shall remain the exclusive property of University of Engineering and Technology Peshawar (UETP).
2. The Service Provider shall not claim any ownership, right, title or interest in any University data and shall not use, copy, disclose or share such data except for the performance of the contract with the prior written approval of the University.
3. The Service Provider shall be granted a right to use the ERP/platform solely for the contract term; where any component is bespoke-developed and paid for by the University, intellectual property in that component shall vest in the University.
4. Upon completion, expiry or termination of the contract, the Service Provider shall immediately hand over all University data and records in a usable electronic format, wherever applicable, and shall permanently delete all copies from its systems. The University may require a written certificate confirming such deletion.

22. KPPRA COMPLIANCE

1. This procurement shall be governed by the Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules, 2014, as amended from time to time.
2. Any matter not specifically covered in this RFP shall be dealt with in accordance with the applicable KPPRA Rules and other relevant Government instructions.

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ANNEXURE-A

TECHNICAL PROPOSAL SUBMISSION CHECKLIST/FORM

The bidder shall submit:

S. NO.	REQUIREMENT	YES/NO
1	Company Profile	
2	SECP Registration	
3	NTN Certificate	
4	Active Taxpayer Certificate	
5	Affidavit of Non-Blacklisting	
6	Audited Financial Statements	
7	Relevant Experience Certificates	
8	Details of CBE Centers	
9	Details of Computer Systems	
10	Internet Connectivity Details	
11	Surveillance System Details	
12	Human Resource Details	
13	Technical Methodology	
14	Implementation Plan	
15	Live Demo Plan	
16	Bid Security	

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ANNEXURE-B FINANCIAL PROPOSAL FORM

S	DESCRIPTION	UNIT	RATE (PKR)
1	CBE Facilitation Charges	Per Candidate/per paper	

The quoted rates shall include all applicable taxes, duties, manpower, computer systems, networking, surveillance, internet, electricity, maintenance, transportation, overheads and all other costs required for successful completion of the services.

DECLARATION BY BIDDER

We certify that:

- The information provided in our proposal is true and correct.
- We have carefully read and understood the RFP.
- We agree to all terms and conditions of the RFP.
- We shall provide the required services if awarded the contract.

Authorized Signature: _____

Name: _____

Designation: _____

Company: _____

Date: _____

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ANNEXURE-C

ILLUSTRATIVE EXAMPLES FOR FINANCIAL EVALUATION AND QCBS SCORING

FINANCIAL SCORE CALCULATION

Assume the financial bids received are as follows:

Bidder	Financial Bid (Rs. per Candidate/per examination)	Calculation	Financial Score
A	100	$(100 \div 100) \times 30$	30.00
B	150	$(100 \div 150) \times 30$	20.00
C	200	$(100 \div 200) \times 30$	15.00

Bidder A has quoted the Lowest Evaluated Responsive Financial Bid (Rs. 100) and is therefore awarded the maximum 30 marks. The financial scores of the remaining bidders are calculated using the prescribed formula.

FINAL QCBS RANKING

Assume the Technical Evaluation Committee has awarded the following technical scores:

Bidder	Technical Score (70)	Financial Score (30)	Final Score (100)	Rank
A	55.00	30.00	85.00	2
B	68.00	20.00	88.00	1
C	60.00	15.00	75.00	3

Although Bidder A submitted the lowest financial bid, Bidder B obtained the highest combined score ($68 + 20 = 88$) and shall be ranked First under the Quality and Cost Based Selection (QCBS) method. This demonstrates that the contract is awarded to the bidder with the highest combined Technical and Financial Score, rather than the lowest price alone.

ANNEXURE-D
(On Rupees 100 Stamp Paper)
CONTRACT AGREEMENT

This Contract Agreement is made and executed on this ____ day of _____, 2026 at Islamabad.

BETWEEN

University of Engineering and Technology (UET) Peshawar, a public sector university established under the University of Engineering and Technology Peshawar Act 2013, having its principal office at Peshawar (hereinafter referred to as the "University", which expression shall, where the context so permits, include its successors and assigns),

AND

M/s _____, a company duly incorporated under the laws of Pakistan, having its registered office at _____ (hereinafter referred to as the "Service Provider", which expression shall, where the context so permits, include its successors and permitted assigns).

The University and the Service Provider are hereinafter collectively referred to as the "Parties" and individually as a "Party."

1. Purpose of the Agreement

The purpose of this Agreement is to engage the Service Provider for providing Computer-Based Examination (CBE) Facilitation Services in accordance with the terms and conditions of the Request for Proposal (RFP), the successful Technical and Financial Proposals, and this Agreement.

2. Contract Documents

The following documents shall form an integral part of this Agreement and shall be read together:

- Letter of Acceptance (LoA);
- Request for Proposal (RFP), including all corrigenda and addenda, if any;
- Technical Proposal submitted by the Service Provider;
- Financial Proposal submitted by the Service Provider;
- Minutes of the Pre-Bid Meeting, if applicable;
- Performance Security;
- This Contract Agreement.

In case of any conflict between the above documents, the order of precedence shall be the same as listed above.

3. Scope of Services

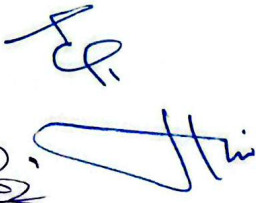
The Service Provider shall provide Computer-Based Examination (CBE) Facilitation Services strictly in accordance with the requirements specified in the RFP and shall ensure timely, secure and uninterrupted conduct of examinations.

4. Contract Price

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The University shall pay the Service Provider in accordance with the approved Financial Proposal and the rates agreed under this Agreement. The Contract Price shall include all applicable taxes, duties, labor, equipment, internet, electricity, operational expenses and all other costs necessary for the satisfactory performance of the contract.

5. Contract Duration

This Agreement shall remain valid for a period of FIVE (05) year from the date of signing, unless terminated earlier in accordance with the terms of this Agreement. The Agreement may be extended with the mutual consent of both Parties, subject to satisfactory performance, availability of funds and approval of the competent authority.

6. Performance Security

The successful bidder shall furnish a Performance Security equal to ten percent (10%) of the estimated contract value for the first contract year, calculated on the basis of indicative annual quantity and the approved per-candidate rate, in the form of a Call Deposit Receipt (CDR) or Pay Order issued by a scheduled bank in favor of University of Engineering and Technology Peshawar (UETP) before signing this Agreement. The Performance Security shall remain valid throughout the contract period and shall be released after satisfactory completion of all contractual obligations.

7. Payment

Payment shall be made after satisfactory completion of the assigned services and certification by the authorized representative of the University. Applicable taxes shall be deducted at source in accordance with the prevailing Government rules.

8. Responsibilities of the Service Provider

The Service Provider shall:

- Perform the services with due care, skill and diligence.
- Provide all resources required under the RFP.
- Ensure uninterrupted examination services.
- Maintain confidentiality of all University information.
- Comply with all applicable laws, rules and regulations.

9. Responsibilities of the University

The University shall:

- Provide examination schedules in a timely manner.
- Provide the CBE software and necessary examination-related information.
- Facilitate coordination with the Service Provider.
- Process payments in accordance with this Agreement.

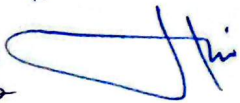
10. Confidentiality

The Service Provider shall maintain strict confidentiality of all confidential information provided by the University during the execution of this Agreement and shall not disclose or use such information except for the purpose of performing the contract.

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11. Ownership of Data

All examination-related data, candidate records, reports and other information provided by or generated for the University during the execution of this Agreement shall remain the exclusive property of UETP. Upon completion or termination of this Agreement, the Service Provider shall hand over all such data to the University and permanently delete all copies from its systems.

12. Liquidated Damages

If the Service Provider fails to perform its obligations or fails to achieve the agreed Service Levels, the University may impose Liquidated Damages in accordance with the provisions of the RFP.

13. Force Majeure

Neither Party shall be liable for failure to perform its obligations due to a Force Majeure event beyond its reasonable control. The affected Party shall notify the other Party in writing within seven (07) calendar days of the occurrence of such event.

14. Termination

Either Party may terminate this Agreement in accordance with the provisions of the RFP by serving written notice to the other Party. Upon termination, the Service Provider shall immediately hand over all University property, records and data.

15. Dispute Resolution

Any dispute arising out of or relating to this Agreement shall, in the first instance, be resolved amicably through mutual consultation. If the dispute cannot be resolved amicably, it shall be referred to the competent court of law at Islamabad, Pakistan.

16. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the Islamic Republic of Pakistan and the applicable KPPRA Rules, 2014, as amended from time to time.

17. Entire Agreement

This Agreement constitutes the entire understanding between the Parties concerning the subject matter and supersedes all prior discussions, correspondence or understandings relating thereto.

18. Signatures

IN WITNESS WHEREOF, the Parties have signed this Agreement on the day, month and year first written above.

On Behalf of UETP	On Behalf of M/s (Service Provider)
Name: _____	Name: _____
Designation: _____	Designation: _____
Signature: _____	Signature: _____
Official Seal	Official Seal

WITNESSES:

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Witness No. 1	Witness No. 2
Name: _____	Name: _____
CNIC: _____	CNIC: _____
Signature: _____	Signature: _____


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