

سندھ کول اتھارٹی

حکومت سندھ

نوٹس برائے ریٹیننگ آؤٹ تھر لاج اسلام کوٹ

غیر ملکی نیز مقامی سرمایہ کاروں اور ریٹیننگ آفیسرز کیلئے اسلام کوٹ ضلع منٹھی میں تعمیر شدہ مکمل فرنشڈ 10 بیڈرومز پر مشتمل تھر لاج بلڈنگ اور ہر ایک مکمل فرنشڈ دو کمروں پر مشتمل پانچ شیلیٹس کیلئے پیشکشیں مطلوب ہیں۔

سندھ کول اتھارٹی اترجی ڈیپارٹمنٹ میں منظور شدہ بنیاد پر ایک سال (قابل توسیع) کیلئے اس لاج کو کراپ پر روپے کا حوالہ ہے۔

رجسٹرڈ کی حالت پارٹیز سے پیشکشیں مطلوب ہیں جو زیرو سٹپل کے دفتر میں 02-06-2014 تک پہنچ جانی چاہئیں اور تفصیلات -/3000 Rs (قابل واپس) بشکل بے آرڈر بجٹی ڈائریکٹر جنرل سندھ کول اتھارٹی کی ادائیگی پر زیرو سٹپل کے دفتر سے 02-06-2014 تک حاصل کی جاسکتی ہیں۔

پیشکشیں 03-06-2014 بوقت دوپہر 12:00 بجے تک واپس وصول اور سندھ کول اتھارٹی، اترجی ڈیپارٹمنٹ حکومت سندھ کی جانب سے تشکیل دی گئی کمیٹی کی موجودگی میں اسی یوم بوقت دان 1:00 بجے کھولی جائیں گی۔

جناب خورشید عالم انصاری کو فوکل پرسن نامزد کیا گیا ہے جن کے ٹیلی فون نمبر 35371177 اور 0300-2558011 ہیں اگر رجسٹرڈ کی حالت پارٹیز تھر لاج کا معائنہ کرنا چاہتی ہیں تو جناب دلپ کمار کیٹرنگ (ٹیل نمبر 0333-2511104) سے رابطہ کریں۔

ڈائریکٹر جنرل

بنگلہ نمبر 16 E اسٹریٹ

عقب زمزمہ پارک

DHA فیز V کراچی

فون: 021-99251507

فیکس: 021-99251038



ADMINISTRATIVE



PART - I

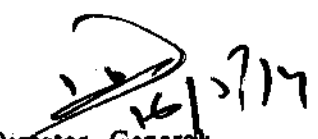
(ADMINISTRATIVE)

INVITATION TO BID

FOR

OPERATION OF THAR LODGE ISLAMKOT
ON JANITORIAL BASIS.

Sindh Coal Authority


Director General
Sindh Coal Authority
Government of Sindh
Karachi.



1.0 INTRODUCTION

The Energy Department, Government of Sindh has the overall responsibility of determining policies and strategies in respect of exploration and development of minerals, coal and lignite reserves, sanctioning of important projects of high value and for deciding all related issues. Under the administrative control of the Energy Department, these key functions are exercised through the Public Sector Undertakings, namely, Sindh Coal Authority and Coal & Energy Development Department.

The Sindh Coal Authority (SCA) was established in 1994 under the Sindh Coal Authority Act, 1992 passed by the Provincial Assembly of Sindh for exploration, exploitation, development, and utilization of vast indigenous lignite resources of Sindh province of Islamic Republic of Pakistan.

The main objective of Authority is to attract potential investors to establish mechanized coal mining and integrated coal-mining and coal-fired power plants in Sindh. Sindh Coal Authority provides a one-window facility, and preliminary data required for large-scale coal mining and coal-fired power plants.

Functions of the Sindh Coal Authority

The Sindh Coal Authority is responsible for development and exploitation of coal and lignite reserves in Sindh province of Islamic Republic of Pakistan. The subjects allocated to the Authority under the Sindh Coal Authority Act, 1993 passed by the Sindh Assembly and promulgated in April, 1994, are as follows:

- Accelerate the pace of activities relating to coal development and is responsible for planning (includes studies, experiments, scientific & technical evaluation), promoting, organizing and undertaking coal-mining projects and implementing programs for exploitation, mining, processing and utilization of coal.
- Prepare and execute schemes and take necessary steps for execution of such schemes.
- Advise the Government of Sindh in all matters connected with conservation, development, working and utilization of coal deposits.
- Publish results of research and development activities of coal resources of the Province, from time to time, for general information.
- Promote joint ventures with foreign investors for development of coal resources of the Province.
- To procure approvals for independent projects of coal-mining and power generation or integrated projects of coal mining and coal-power plants and fiscal concessions etc. from concerned agencies. Such approvals would include MOUs, mining and surface rights and all agreements involved in the implementation of projects/programs.
- Monitor all implementation program and coal mining projects.
- Undertake development of infrastructure service facilities such as roads, water, electricity, gas, skilled and unskilled labour, professional personnel, land development and financial and ancillary facilities directly required to implement coal development schemes.
- Prepare documents incorporating technical, social and environmental aspects of coal-mining and coal-fired power plants.





2.0 DEFINITIONS

Unless the context otherwise requires, the following terms and expressions in the CONTRACT shall have the meanings respectively assigned to them and words importing the singular include the plural and vice versa.

- 2.1 **ACTIVITY or ACTIVITIES** shall mean specific milestone to be use to judge WORK, PERFORMANCE, EXECUTION, SERVICE and SCOPE OF WORK breakdown. ACTIVITY or ACTIVITIES would be used to evaluate work progress and work completion. ACTIVITY or ACTIVITIES would be used to verify invoice and payment made according to ACTIVITY or ACTIVITIES completed.
- 2.2 **'BID PROPOSAL' or 'BID'** shall mean the whole proposal package including both Technical and Commercial bid proposal submitted by BIDDER in response to the ITB.
- 2.3 **'BID CLOSING DATE'** shall mean the last date and time by which the BID PROPOSAL must be submitted to SCA as referred to in the ITB.
- 2.4 **'BID PERIOD'** shall mean duration between the issue of the ITB and the BID CLOSING DATE.
- 2.5 **'BID PRICE'** shall mean all inclusive non-escalating fixed lump sum price quoted by the BIDDER for the WORK.
- 2.6 **'BIDDER'** shall mean acting as a sole entity who has submitted its Bid Proposal in response to ITB and successfully meet the requirement of the SCA.
- 2.7 **BOQ** shall mean the BILL OF QUANTITIES in which all ACTIVITIES and all PRICES incorporated.
- 2.8 **'CHANGE IN THE WORK'** shall mean any modification, amendment or addition to, or alteration in or deletion from the WORK.
- 2.9 **'CHANGE NOTICE'** shall mean written notification submitted by BIDDER to SCA in response to a occasion when a CHANGE IN THE WORK is identified or required. The CHANGE NOTICE will detail the scope of change and provide full justification.
- 2.10 **'CHANGE ORDER'** shall mean the overall term for a CHANGE IN THE WORK. The term CHANGE ORDER is only used after a CHANGE IN THE WORK has followed the agreed CHANGE ORDER procedure in accordance with Article 6.6 (Changes in the WORK) and has been approved by SCA.
- 2.11 **'CHANGE PROPOSAL'** shall mean a document, which is submitted by BIDDER to SCA, which will provide the final detailed cost breakdowns to the CHANGE IN THE WORK. Subject to Article 6.6.4, approval by SCA of a CHANGE PROPOSAL constitutes an addition to the CONTRACT PRICE and constitutes the use of the term CHANGE ORDER.
- 2.12 **'CONFIDENTIAL INFORMATION'** shall mean any knowledge and information whether or not related to the WORK, at any time disclosed to BIDDER by or on behalf of SCA in writing, in drawings or in any other way, as well as all data derived there from to the extent that such knowledge and information at the time of such disclosure or acquisition is not:
 - a) In the free possession of BIDDER; or
 - b) Part of public knowledge or literature; or





- c) Received by BIDDER from a third party having no obligation of secrecy with respect thereto.
- 2.13 'CONFIDENTIAL RECORD' shall mean any manual, specification, drawing, letter, fax, e-mail and any other material containing CONFIDENTIAL INFORMATION.
- 2.14 'BIDDER' shall mean the acting as a sole entity whose BID PROPOSAL has been submitted to SCA and includes BIDDER'S personnel representatives, sub-BIDDERS, vendors, manufacturers, suppliers, successors and permitted assignees.
- 2.15 'CONTRACT' shall mean the documents consisting of the following:
 a) Contract Agreement and Terms and Conditions for the CONTRACT
 b) Scope of Work including all Addenda
 c) INVITATION TO BID (ITB) document
 d) Bidder's Technical and Commercial PROPOSALS
 e) Entire correspondence of various dates exchanged between the parties starting from the date of issuance of ITB by SCA.
- 2.16 'CONTRACT AWARD DATE' shall mean the date on which SCA awarded the CONTRACT to the BIDDER.
- 2.17 'CONTRACT PERIOD' shall mean the period from the EFFECTIVE DATE OF CONTRACT to until the WORK is completed to the SCA's satisfaction and until the period of warranties and guarantees under the CONTRACT is completed.
- 2.18 'CONTRACT PRICE' shall mean all inclusive, non-escalating fixed lump sum price in currencies specified in the Contract Agreement.
- 2.19 'EFFECTIVE DATE OF CONTRACT' shall mean the execution date of the Contract Agreement.
- 2.20 'ITB' shall mean the invitation to Bid document of the same title issued by the SCA defining the requirements of the WORK for the purpose of obtaining PROPOSALS and any amendments thereto by means of addenda, clarifications by letter, email, facsimile and minutes of meetings, all as issued or exchanged between the BIDDER and SCA up to the signing of the CONTRACT.
- 2.21 'KICK-OFF MEETING' shall mean a meeting convened by the BIDDER at the start of the WORK to discuss and finalise the work execution plan and procedures for approval of the SCA.
- 2.22 'MATERIAL' shall mean any MACHINERY, EQUIPMENT, CONSTRUCTION MATERIAL and all other items, incorporated or intended to be incorporated in the WORK by the BIDDER under the CONTRACT, and irrespective of whether the item in question has been made available by BIDDER.
- 2.23 'OWNER' see 'SCA'
- 2.24 'PROPOSAL' shall mean the BIDDER'S response to the ITB, consisting of Technical PROPOSAL and Commercial PROPOSAL including other PROPOSALS as specified in the ITB.
- 2.25 'SITE' shall mean the areas where the SCA is interested for drilling by the BIDDER.
- 2.26 SCHEDULE shall be submitted by the BIDDER in accordance to the CONTRACT.

SOUTH AUTHORITY





2.27 'WORK' shall mean OPERATION OF THAR LODGE ISLAMKOT ON JANITORIAL BASIS.

2.28 MEANING IN CONTEXT

Shall

The term 'shall' when associated with BIDDER or SCA denotes a mandatory requirement of the CONTRACT and shall mean that any and all costs associated with the activity in question are to be borne by BIDDER.

Singular/Plural

In the construction of this CONTRACT words bearing the singular shall include the plural and vice versa where the context requires otherwise. Words importing the masculine shall also denote the feminine.

Headings

The headings used in this document are for reference only and shall not be deemed to be part thereof or be taken into consideration in the interpretation of the CONTRACT.

Sindh Coal Authority





3.0 INSTRUCTIONS TO BIDDERS

3.1 INTENT OF INVITATION

Sindh Coal Authority (hereinafter referred to as SCA), intends to carry out OPERATION OF THAR LODGE ISLAMKOT ON JANITORIAL BASIS. Referred to work of OPERATION OF THAR LODGE ISLAMKOT ON JANITORIAL BASIS including at Sindh Districts.

SCA hereby invites BIDDERS to bid for the following works:

OPERATION OF THAR LODGE ISLAMKOT ON JANITORIAL BASIS.

3.2 ACKNOWLEDGEMENT

BIDDER shall acknowledge receipt of the ITB documents immediately by fax and follow-up with sending the Original Copy of ITB acknowledgement form (Appendix -A) to SCA at the following address:

SINDH COAL AUTHORITY
CLIFTON
KARACHI.
Pakistan
Telefax: +92-21-99251038
Email:
Attn.: Director General

BIDDER is required to confirm its intention to bid, or otherwise, not later than one (1) week after receipt of this ITB. BIDDERS who decline to bid are required to return the ITB document to SCA at BIDDER's cost.

3.3 ADDENDA

SCA may, at any time during the BID PERIOD (but one week before BID CLOSING DATE), issue addenda to this ITB. BIDDER shall acknowledge receipt of addenda similar to in the manner described in Item 3.2 above. Such addenda shall be taken into account in the preparation of BID PROPOSAL and SCA's evaluation. Addenda are complementary to and form part of the Contract. Where any conflict exists between the addenda or/and ITB, the latest addendum issued shall prevail.

3.4 EXAMINATION OF ITB

BIDDER shall be deemed to have examined, fully understood and considered the contents of all documents issued as part of this ITB prior to submission of the BID PROPOSAL

It shall be the sole responsibility of BIDDER to notify SCA of any discrepancies in the ITB and to obtain interpretation and/or clarification on any queries that may arise as to the intent of this ITB.

BIDDER shall review and verify the ITB with full responsibility to perform the WORK. Any further information, interpretation, advice or modification given by or agreed upon by SCA pursuant to this Clause shall be distributed to all BIDDERS in writing.





A successful BIDDER shall not in any way be relieved from any obligation under the CONTRACT, should any technical information, data or other information obtained from SCA and/or obtained during SITE visit (whether contained in this ITB or otherwise) be incorrect and/or insufficient.

SCA shall not be held responsible for any error or omission in information furnished or made available to BIDDER.

3.5 INSPECTION OF SITE

BIDDER shall be deemed to have inspected and examined the SITE and to have full and complete knowledge of the conditions of the site and its surroundings and satisfied itself before submission of BID PROPOSAL and to have taken into account any information in connection therewith, which may have been provided by or on behalf of SCA.

BIDDER shall also be deemed to have satisfied itself as to the form and condition of the SITE, the extent and nature of the WORK and equipment and materials necessary, means of communication with and access to the SITE, the availability of port facilities and marine conditions at the ports, details of the road and highway network, the accommodation it may require and in general to have obtained all necessary information as to risk, contingencies and all other circumstances influencing or affecting BIDDER's BID PROPOSAL.

SCA shall not accept any claim from BIDDER by reason of any error, insufficiency or omission due to SCA's information.

BIDDER shall visit and examine the SITE at a suitable time and date determined by SCA during the BID PERIOD.

SCA's representative shall be present during the SITE visit to brief BIDDER on the general conditions of the SITE.

BIDDER shall also be responsible for all of its costs incurred for the SITE visit.

3.6 VERBAL INTERPRETATION

SCA shall not be bound by any verbal interpretation of the ITB, which may be made by SCA or any of SCA's representatives. Only interpretations made in writing by SCA in accordance with the procedure set forth in this ITB shall be binding.

3.7 BID CLARIFICATION

BIDDER to issue request for clarification as per format enclosed (refer to Appendix- B) in writing to the address, fax and email provided in Item 3.2 of this Instruction to BIDDERS. SCA will respond all clarifications forwarded by BIDDER in writing. SCA must receive requests for clarification at least seven (07) calendar days before the BID CLOSING DATE.

3.8 EQUALITY OF SUPPLY OF INFORMATION

A copy of all questions and interpretations received from BIDDER(S) and the respective responses from SCA will be forwarded to all BIDDERS in order to





keep the BID PROPOSALS on a comparable basis. BIDDER(S) may, however, request from SCA to keep specific items as confidential, subject to SCA agreement.

- 3.9 BID PERIOD
BIDS submitted by BIDDERS under this ITB document shall remain valid for a period of 120 days from the BID CLOSING DATE.
- 3.10 Bid documents are confidential and sole property of SCA. They are being provided for the sole purpose of preparation and submission of the BID PROPOSALS. Information contained in these documents is confidential and should not be divulged to a third party or an outsider without the written consent of SCA. The information may be shared, as needed, with those who are directly involved in the preparation of the bid. Any person allowed access to these documents or to information contained therein must be instructed to hold it in strict confidence. BIDDERS who are not successful will be requested to return the bid documents after being advised that their bid has not been accepted. BID PROPOSALS received by SCA will be treated as confidential.
- 3.11 BIDDERS are required to furnish an undertaking for maintaining secrecy of this bid document and that they have not tried to reach any understanding with any other BIDDERS on price quoted in the BID PROPOSALS and that their prices have been computed independently of other BIDDERS. BIDDER further undertakes that prices quoted in the BID PROPOSALS have not been disclosed to other BIDDERS to influence their participation in the bidding or to eliminate or to reduce competition. The format of undertaking is attached as Appendix -C.
- 3.12 In the event of a CONTRACT award, the terms and conditions will be agreed based on the attached Terms and Condition for Contract, acceptance of which must be confirmed in the quotation through the Bid Form given as Appendix D. Any exception to the requirement of this ITB should be itemized in detail in separate section of the BID PROPOSAL titled 'Exceptions to the ITB' by the BIDDER, otherwise the BID PROPOSAL will be deemed to conform in all aspects with the applicable scope of WORK specification and all other terms and condition of this ITB.
- 3.13 BID COMMERCIAL PROPOSALS should be submitted as a single package containing in a separate sealed envelopes as detailed in paras 3.14.1 and 3.14.2 below, so as to reach the under mentioned office in SCA latest by BID CLOSING DATE of 21st April 2014 at 1500hrs along with necessary documents:

The Director General
Sindh Coal Authority
Karachi.
Tel. #: 99251507
Fax #: 99251038





ADMINISTRATIVE



- 3.16 If the BIDDER finds any omission or discrepancy in any of the ITB documents, or is in any doubt as to their meaning or requires any clarification, he should immediately fax or e-mail a request for explanation. All such requests must be made not later than seven calendar days before the BID CLOSING DATE fixed for receiving the BIDS. The originator of any such request is solely responsible for its timely receipt. BIDDERS are required to take account in their BIDS all addenda received by them during the BID PERIOD, and to confirm on their form of BID that all such addenda have been taken in account.
- 3.17 By bidding, the BIDDER shall be deemed to have satisfied himself as to all the national and local rules, regulations and laws including taxation rules/regulations/laws, regulations of Pakistan Engineering Council, etc, and that their effect on the BID price have been accounted for in the BID.
- 3.18 BIDS should be submitted in English language duly signed by a senior representative of the BIDDER's SCA having full authority to represent the Bidder. SCA will require documentary proof of such authority before any CONTRACT award.
- 3.19 BIDDER will bear all costs in connection with preparation and submission of BID, which includes but is not limited to, visits to SCA offices and SITE, if required.
- 3.20 BIDDER shall submit his prices in Pak. Rupees.
- 3.21 Evaluation of BIDS will be strictly on the basis of information provided in the BIDDER proposals. The bid evaluation criteria is attached SECTION II, which also includes a list of basic requirement for compliance with ITB.
- 3.22 The Bidder shall submit its best SCHEDULE period for completion of WORK.
- 3.22 The Bidder will bear all costs of boarding and lodging of their staff.





4.0 TERMS AND CONDITIONS FOR PAYMENT

4.1 Payment to the SCA BIDDER will be made as per following:

The offered rate of the will be calculated and the amount will be payed to SCA in advance in every Year on renewal basis for the period of one year and the amount will be deposited in the account of in charge SCA site office Mithi.

- The Bidder shall be responsible for any loss or damage to the asset, equipment and material during the operation of Thar Lodge.
- The SCA reserves the right to reject any or all bids as per provisions of SPPRA Rules, 2010.
- The SCA shall enter into a legal contract document with the successful Bidder. The contract document alone shall constitute and govern the relationship of the Principal with the Bidder and vice versa. The contract document shall be provided to the successful Bidder.
- The provisions of the contract document shall include the standard terms and conditions used by the Principal for the Works and shall not in any way be limited to the provisions of this Tender Document.

Sindh





5.0 TERMS AND CONDITIONS FOR THE CONTRACT

The Terms and Condition of the CONTRACT shall be read in conjunction with all the preceding and succeeding sections of the ITB document.

5.1 Validity

The Contract shall come in force on CONTRACT AWARD DATE and shall remain in force until the WORK is completed.

5.2 Laws, Regulations and Indemnity

The BIDDER shall ensure strict compliance with all relevant laws, rules and regulations including those applicable to his workmen/employees.

5.2.1 The BIDDER shall undertake to abide and comply with the instructions issued by the Government of Sindh or (GOS/GOP) from time to time in relation to the security and other matters set out below or which may become applicable during the execution of the CONTRACT:

5.2.1.1 The foreign nationals employed by the BIDDER before arriving in Pakistan shall possess complete and authorized travel documents for their stay in Pakistan. In case they wish to extend their stay in Pakistan beyond the specified period, they shall obtain prior permission from the appropriate authorities.

5.2.1.2 Foreign nationals deployed for working at the SITE may also require 'work visa' from the Government of Sindh or (GOS/GOP). SCA shall provide all possible assistance to the BIDDER in the issuance of such work visas.

5.2.1.3 The employees of the BIDDER shall refrain from taking photographs of prohibited and restricted sites.

5.2.1.4 The employees of the BIDDER shall ensure that no international border violation takes place.

5.2.2 The BIDDER hereby agrees to indemnify the SCA against all actions, suits, proceedings, claims, damages or expenses, including any liability, loss, claim or proceeding, whatsoever arising under any law in respect of personal injury or death of any person or of loss of or damage to property, resulting out of or in connection with carrying out of the WORK whether or not such actions, suits, proceedings, claims, damages or expenses shall arise or brought or have to be paid under the Workmen's Compensation Act 1923 or under any other law.

5.3 Applicable Law, Severability, Continuing Effect and Arbitration

5.3.1 Applicable Law

The CONTRACT, its meaning and intention, the performance or any breach of the same, the relationship of the parties and their respective rights and obligations hereunder, shall be construed and governed in accordance with the laws of Pakistan.



**5.3.2 Severability**

If anyone of more of the provisions of this CONTRACT are partly or entirely declared or judged illegal, invalid or unenforceable, such illegality, invalidity or unenforceability shall not vitiate the remainder of this CONTRACT, which shall then be construed as if such illegal, invalid or unenforceable provisions were omitted.

5.3.3 Continuing Effect

The provision of Clause (6.3.2) shall without limitations continue have full force and effect, and to bind each and all of the parties, notwithstanding the expiry, voidance or termination for any reason of this CONTRACT.

5.3.4 Arbitration

Any dispute arising out of or relating to this CONTRACT, including any question regarding its existence, validity or termination, which cannot be amicably resolved by the Parties, shall be settled before three arbitrators, one to be appointed by each Party and the two so appointed shall appoint the third arbitrator in accordance with the Arbitration Act 1940 of Pakistan, and judgment upon the award rendered by the arbitrators may be entered in any court having jurisdiction thereof. A dispute shall be deemed to have arisen when either Party notifies the other Party in writing to that effect. Arbitration proceedings shall take place in Karachi, Sindh, Pakistan, and shall be held in the English Language.

5.4 SCA's Responsibilities/Liabilities to Selected BIDDER

5.4.1 SCA & BIDDER will nominate a representative at the Head Office and shall also nominate a representative at the respective site to act on its behalf under the CONTRACT. SCA and BIDDER will have the right to replace its representative/s at any time without assigning any reason.

5.4.2 In case of Force Majeure, SCA will provide security and transportation facility in case withdrawal of equipment and crew.

5.5 Amendment And Waiver

This CONTRACT may only be amended by an agreement in writing signed by both the parties. No term or condition of this CONTRACT shall be considered to be waived by either party unless, and to the extent, such waiver is given in writing.

5.6 Termination of WORK / CONTRACT by SCA

5.6.1 SCA may terminate any portion of the WORK or CONTRACT by assigning valid reason, by giving BIDDER one week prior notice. In case of such termination, BIDDER shall be paid by SCA for the actual work rendered prior to date of termination.

5.6.2 Amount for WORK or CONTRACT rendered prior to date of termination shall be determined on the basis of actual work done by the BIDDER.



**5.7 Termination For Default**

In any of the following events, SCA shall have the right after giving seven days written notice through recorded delivery to BIDDER to terminate this Contract:

- 5.7.1 If BIDDER shall have become bankrupt, or have a receiving order made against him, or shall present his petition in bankruptcy, or shall make arrangement with or assignment in favour of his creditors or, being a corporation, shall go into liquidation (other than a voluntary liquidation for the purposes of amalgamation or reconstruction), or shall have an execution levied on his goods, or generally, if anything arises to SCA that BIDDER is financially distressed and has stopped payment of his debts.
- 5.7.2 If BIDDER has abandoned the Contract.
- 5.7.3 If without reasonable excuse BIDDER has failed to commence the WORK or has suspended the progress of the WORK for continuous thirty days after receiving from SCA written notice to proceed.
- 5.7.4 If BIDDER is found slow after completion of 50% (not before 50% of drilling meterage of contract) of Drilling Work and shall have failed to proceed with the WORK according to agreed SCHEDULE with all due diligence after receiving from SCA written notice to proceed within thirty days.
- 5.7.5 If BIDDER has not executed the WORK in accordance with scope of work and BOQ or has persistently or flagrantly neglected his obligations.

5.8 Liquidated Damages

The BIDDER shall be liable to pay the SCA liquidated damages of 1% percent of the lump-sum Price component of the CONTRACT PRICE per week delay in completion of WORK, up to a maximum of 5% of the lump-sum component of the CONTRACT PRICE.

The above deduction shall be at the SCA's discretion and may be reduced or waived if in the opinion of the SCA, the work has been delayed for valid reasons.

5.9 Force Majeure

The parties will not be considered to be in default in the execution of their contractual obligations or any of them to the extent that the execution of such obligations or any of them is delayed or omitted by cause of Force Majeure. Each party will advise the other party by written notice within seven (07) days of the occurrence of any such case of Force Majeure. The term Force Majeure employed herein shall mean acts of public enemy, wars (whether declared or not) invasion, hostilities, revolution, insurrection or military coup or usurped power, civil disturbance, epidemics, riots (other than among the





BIDDER (sown employees), fires, floods, earth quake, commotion, disorder and other causes similar in kind to those herein mentioned, not under the control of either party, which makes the performance of this Contract unfeasible and which by the exercise of due diligence the party seeking excuse from performance is unable to overcome.

The SCA is not liable to the BIDDER for any damage or loss caused by Force Majeure directly or indirectly.

If the period of Force Majeure does not exceed 3 months the relevant periods / schedules involved shall be proportionately increased by the established period of Force Majeure for which the performance had been suspended or ceased. If the period of Force Majeure exceeds 3 months, the SCA may, at its discretion terminate the CONTRACT by giving seven 7 days written notice to the BIDDER.

5.10 Safety And Health, Environmental Protection, Fire Protection And Security Regulations

The BIDDER shall adopt all control measures required for safe execution of all work and to bring the level of risk to as low as reasonable practical.

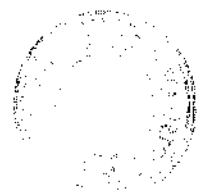
5.11 Disclosure Clause

BIDDER hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh or (GoS/GoP) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS/GoP) through any corrupt business practice.

Without limiting the generality of the foregoing, BIDDER represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, BIDDER, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoS/GoP, except that which has been expressly declared pursuant hereto.

BIDDER certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoS/GoP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

BIDDER accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice





Appendix A : Acknowledgement Form

To: SINDH COAL AUTHORITY
KARACHI.
Pakistan
fax: +92-21-99251038
Email:
Attn.: Director General

Sub: OPERATION OF THAR LODGE ISLAMKOT ON JANITORIAL BASIS.

-ITB Acknowledgement

We acknowledge receipt of all the INVITATION TO BID (ITB) Documents listed in the instructions to Bidders and confirm that they have been received complete and in good condition.

(a) We further acknowledge our intent to submit a BID PROPOSAL on the prescribed closing date of 2nd June 2014 and herewith return the Original and Signed & Stamped ITB Documents.

Signed by:

Name:

Title:

BIDDEF's Common Seal or Stamp.

Date:

Company Name:





Appendix B : Bid Clarification

To: SINDH COAL AUTHORITY
KARACHI.
Pakistan
Telefax: +92-21-99251038
Email: dgsca@yahoo.com
Attn.: Director General

Sub: OPERATION OF THAR LODGE ISLAMKOT ON JANITORIAL BASIS.
-ITB Clarification

ITB Clauses and Section	Original Description	Clarification Statement

Signed by:

Name:

Title:

BIDDER's Common Seal or Stamp:

Date:

Company Name:

Sindh Coal Authority





Appendix C : Format of Undertaking

CONFIDENTIALITY UNDERTAKING

ITB NO. TENDER NO. SCA-123(T-LODGE) 2013-14

OPERATION OF THAR LODGE ISLAMKOT ON JANITORIAL BASIS.

1. We shall at no time without your prior consent, except for the purposed of the preparation by us of our Bid on need-to-know basis:
 - a) disclose to any third party the fact that we have been invited to submit a Bid for the Work;
 - b) reproduce, copy or use, disclose to, place at the disposal of or use on behalf of any third party, enable any third party to peruse, copy or use any documents, drawings, data or other information,
 - i) placed, to be placed at our disposal by you or on your behalf for the preparation of the said tender,
 - ii) which we may in any other way, acquire from you and which are directly or indirectly related to the preparation of the said Bid,
 - iii) which we have prepared or will prepare in connection with preparation for the said Bid insofar as such documents, drawings data and other information was placed at our disposal or acquired by us as referred to in (i) and (ii) above.
2. In the event that the Work will not be awarded to us, upon receipt by us of your notification to the effect, we shall return to you all documents, drawings and data referred to in 1 paragraph (b) (i) and (ii) above.
3. That the undertaking as contained in 2 hereof shall not apply:
 - a) if and insofar as any of the documents, drawings, data and other information referred to in paragraphs b) and i) and ii) above respectively are part of public knowledge or literature at the date of their receipt by us as from such date;
 - b) if and insofar as any documents, drawings, data and other information become part of public knowledge or literature subsequent to the date of their receipt by us from such subsequent date save through any breach by us of this declarations;
 - c) if and insofar as documents, drawings, data and other information similar to such documents, drawings, data and other information are already in our possession at the date of their receipt by us from such date;
 - d) if and insofar as documents, drawings, data and other information similar to such documents, drawings, data and information are, subsequent to the date of their receipt by us, disclosed to us by a third party whose





possession is lawful and is under no obligation not to disclose same as from such subsequent date.

4. We shall ensure that if, under the terms of this declaration, any of the documents, drawings, data and other information referred to in 1 paragraph b) i) and ii) above respectively, come to the knowledge of and / or fall into possession of any third party, such third party shall also be bound by the stipulations contained in this declaration. We also undertake to limit access to the documents, drawings, data or other information related to the ITB documents to only those employees who are engaged in the preparation of the bid documents by us.
5. We undertake to maintain confidentiality of this bid document and we have not tried to reach any understanding with other bids on price quoted in the bid and that our prices have been computed independently of others bidders. We further undertake that prices quoted in the bid have not been disclosed to other Bidders to influence their participation in the bidding or to eliminate or to reduce competition.

We undertake not to involve any outside agency to influence the decision related to final evaluation of bids and award of the Contract by the Company.
6. This declaration shall be governed by the Laws of Pakistan.

Signed: _____

Name:

Position:

For and on Behalf of:

Date:

Company Name

Sindh Coal Authority





Appendix D : Bid Form

PAY ORDER
 NO. / DEMAND _____
 DRAFT NO. _____
 DATED. _____
 AMOUNT: _____
 ISSUED BY: _____
 (NAME OF
 SCHEDULE
 BANK) _____

To: SINDH COAL AUTHORITY
 KARACHI.
 Pakistan
 Telefax: +92-21-99251038
 Email: dgscs@yahoo.com
 Attn.: Director General

Sub: OPERATION OF THAR LODGE ISLAMKOT ON JANITORIAL BASIS..

We _____
 Of _____

having examined the Invitation to Bid (ITB) document (hereinafter referred to as the 'ITB', for the above mentioned Project, offer to carry out all the services referred to in the ITB, in accordance with the ITB and to complete the services within the periods and from the rates and prices set out in this BID PROPOSAL.

2. We undertake to commence work within 07 days of receipt of your instructions to commence work.
3. This BID PROPOSAL shall remain open for acceptance for a period of 120 days from the BID CLOSING DATE as indicated on the face of ITB document.
4. we understand and agree that you reserve the right to accept other than the lowest BID and to reject any and all BIDS in whole or in part without giving any reason for such action.

Dated: _____ day of _____ 2014

Signed
 IN THE CAPACITY OF _____
 duly authorized to sign this BID PROPOSAL
 for and on behalf of





Appendix E : Exceptions To ITB

LIST OF DEVIATIONS

No.	TB PAGE / SECTION / PARAGRAPH REFERENCE	ITB STATEMENT	BIDDER'S PROPOSED STATEMENT	BIDDER'S REASONS FOR DEVIATION	REMARKS

We hereby comply with all paragraphs of ITB including Scope of Work unless otherwise state above.

Signed by:

Name:

Title:

BIDDER's Common Seal or Stamp:

Date:

Sindh Coal Authority





Appendix F : Disclosure Certificate

DISCLOSURE

M/s _____, hereby declares that it has not obtained or induces the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS/GoP) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS/GoP) through any corrupt business practice.

Without limiting the generality of the foregoing, M/s _____, represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through and natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoS/GoP, except that which has been expressly declared pursuant hereto.

M/s _____, certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoS/GoP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

M/s _____, accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to GoS/GoP under any law, contract or other instrument, be voidable at the option of GoS/GoP.

Notwithstanding any rights and remedies exercised by GoS/GoP in this regard, M/s _____, agrees to indemnify GoS/GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoS/GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback, given by M/s _____ as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoS/GoP.

Signed: _____

Name

Position:

For and on Behalf of:

Date:





Appendix G

FINANCIAL COMPETENCE

A. Summary of assets and liabilities on basis of the audited financial statement of the last three financial years.

	Year	Year	Year
1. Total Assets			
2. Current Assets			
3. Total Liabilities			
4. Current Liabilities			
5. Net Worth (1-3)			
6. Working Capital (2-4)			

B. Credit Line

1. Name / Address of Commercial Bank in the country of origin and local branch providing credit line:

2. Approx. Amount of credit line:

Attach copies of the audited financial statements of the last three financial year

C. List of all ongoing contracts.

Name of Contract	Value Expected	Name of Owner	Scheduled of Completion date.
total Value			





Appendix H
BIDDER'S OFFER
Commercial Proposal Part

Director General
Sindh Coal Authority
Karachi

Sir,

1. Having examined the bidding documents including subsequent communication the receipt of which is hereby duly acknowledged, we, the undersigned, offer Submersible Pumps/ RO Plants/DG Sets complete in all respect at Thar district as per scope of work and requirement made in this ITB. All appropriate equipment and accessories with valid certification(s) shall be deployed by us and we shall be fully responsible for any faults / damages caused while commissioning of the project.
2. We acknowledge all the above Bid documents as valid and bidding, also those parts not countersigned by us.
3. The rates and prices which we have entered in the Financial Proposal and all information and data attached to our Bid are complete and without any concealed technical and / or financial reservations or implications. They have been duly checked, and are correct in every respect.
4. The rates and prices entered / offered are fixed and unchangeable for the duration of the Contract Agreement.
5. We undertake, if our Bid is accepted, to commence work on site within ten days of issuance of Letter of Award in accordance with the quoted/ agreed methodology and schedule given by us. Our quoted lump sum price for the entire works in Pak Rupees payable is given in the separately sealed envelope forming a part of our Bid submission and marked as Financial Proposal.
6. If our bid is accepted, we will 10% of contract value submit guarantee of a bank to SCA for due performance of the contract in the form prescribed by SCA.
7. We agree to abide by this Bid for a period of 90 days from the date fixed for Bid opening, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
8. We undertake, that if our Bid is accepted, we shall sign the Agreement within Twenty One (07) days of issuance of Letter of Acceptance. We will commence the works within Twenty Eight (14) days of issuance of Letter of Acceptance and to complete the Works within Ten to twelve months (300 to 365 days) of commencement of work, in conformity with all the conditions as given in the Agreement.
9. We agree to pay all costs towards the preparation and signing of the Agreement.
10. We attach to this Bid a Bid Security in accordance with the given format being the irrevocable guarantee amounting to 2% of Commercial Proposal from any 1st Class (AA Classified) Bank, encashable at any Pakistani Bank in SCA's Account. This sum shall be forfeited should we withdraw our Bid at any time before and / or fail to submit the Performance Bond in the event that our Bid is accepted.
11. A certificate attesting the signatures of our authorized representatives in enclosed.
12. We understand that you are not bound to accept the highest or any Bid you may receive and that you will not defray any expense incurred by us in bidding.
13. Until a formal Agreement is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award shall constitute a binding agreement between us. Date _____ day _____ 2014 _____

(Signature)

(in the capacity of)

Duly authorized to sign Bid for and on Behalf of





Appendix I
PERFORMANCE BOND (SAMPLE)

To
Director General
Sindh Coal Authority
Karachi

Whereas (name of bidder) _____ (hereinafter called "the Bidder") has undertaken in pursuance of agreement dated _____ to OPERATION OF THAR LODGE ISLAMKOT ON JANITORIAL BASIS as per scope of work and requirement made in this ITB. All appropriate equipment, and accessories with valid certification(s) shall be deployed by us and we shall be fully responsible for any faults / damages caused while commissioning of the project.

KNOW/ ALL PEOPLE by you in the said Agreement that the firm shall furnish by you with a Bank/ Insurance Guarantee encashable in Pakistan from a AA Class for the sum specified therein as security for compliance with the Firm's performance obligations in accordance with the Agreement.

AND WHEREAS we have agreed to give the Firm a Guarantee

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Firm, upto a total of _____ (amount of the guarantee in words and figures) and we undertake to pay you in Pak Rupees, upon your first written demand declaring the Firm to be in default under the Agreement, and without cavil or argument, any sum or sums within the limits of _____ (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the _____ day of _____ 2014
(from date of signing of contract)

Signature and Seal of the Guarantors

Name of Bank/Insurance Company

Address

Date

We acknowledge
These conditions as valid and binding on us

Signature

Name(IN BLOCK LETTERS)

SEAL OF THE FIRM

DATED _____



**APPENDIX – J
PROVISION OF THE BID**

SUBJECT	PROVISION
Last Date for submission of bid documents	2 nd June 2014
Bid Opening Date	03 rd June 2014
Validity of Bid	120 days
Amount of Bid Security	2% of bid amount from any Scheduled Bank
Validity of Bid Security	120 days
Amount of Performance Bond	10% of bid amount from any Scheduled Bank or reputable Insurance Company
Date of commencement of Work	(28) Twenty Eight days from issuance of Letter of Award by SCA
Time for completion	One Year Extendable
Currency of Payment	Pak Rupees
Procedure of Evaluation	works shall be awarded to the lowest firm making the best offer as per SPPRA rules.

Sindh Coal Authority



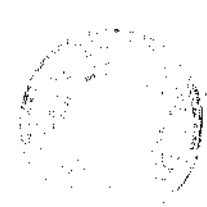


Appendix K : CONSORTIUM

Bidder shall submit with its bid the following attachments of each clause and sub-clause:

G1. Bidder's Eligibility and Qualifications

- G1.1 The documentary evidence of the Bidder's eligibility to bid shall establish to the SCA's satisfaction that the Bidder, at the time of submission of its bid, is from an eligible source country.
- G1.2 The documentary evidence of the Bidder's qualifications to perform the contract, if its bid is accepted, shall establish to the SCA's satisfaction that the Bidder has the financial, technical, production, procurement, shipping, installation, and other capabilities necessary to perform the contract and, in particular, meets the experience and other criteria outlined in the Bid.
- G1.3 Bids submitted by a joint venture or consortium of two or more firms as partners shall comply with the following requirements:
- G1.3.1 The bid shall include all the information of each joint venture or consortium partner for its legal entity.
 - G1.3.2 The bid shall be signed so as to be legally binding on all partners.
 - G1.3.3 One of the partners, responsible for performing a key component of the contract, shall be designated as leader; this authorization shall be evidenced by submitting with the bid a power of attorney signed by legally authorized signatories.
 - G1.3.4 The leader shall be authorized to incur liabilities and receive instructions for and on behalf of any and all partners of the joint venture or consortium, and the entire execution of the contract, including payment, shall be done exclusively with the leader.
 - G1.3.5 All partners of the joint venture or consortium shall be liable jointly and severally for the execution of the contract in accordance with the contract terms.
 - G1.3.6 A copy of the agreement entered into by the joint venture or consortium partners shall be submitted with the bid.
- G1.4 In order for a joint venture or consortium to qualify, each of its partners or combination of partners must meet the minimum criteria listed for an individual Bidder, in accordance with I.T.B. for the component of the contract they are designated to perform. Failure to comply with this requirement will result in rejection of the joint venture or consortium's bid.
- G1.5 A firm can be a partner in only one joint venture or consortium; bids submitted by joint ventures or consortiums including the same firm as partner will be rejected.
- G1.6 In the case of a Bidder who offers to supply and/or install plant and equipment under the contract that the Bidder did not manufacture or otherwise produce and/or install, the Bidder shall
- (i) have the financial and other capabilities necessary to perform the contract;
 - (ii) have been duly authorized by the manufacturer or producer of the related plant and equipment or component to supply and/or install that item in the SCA's country; and





- (iii) be responsible for ensuring that the manufacturer or producer complies with the requirements of ITB and meets the minimum criteria listed for an individual Bidder for that item.

G2. Eligibility and Conformity of the Facilities

- 32.1 Documentary evidence established in accordance with ITB Clause that the facilities to be offered by the Bidder in its bid are eligible facilities and conform to the bidding documents.
- 32.2 The documentary evidence of the eligibility of the facilities shall consist of a statement on the country of origin of the plant and equipment offered, which shall be confirmed by a certificate of origin issued at the time of shipment.
- 32.3 The documentary evidence of the conformity of the facilities to the bidding documents may be in the form of literature, drawings and data, and shall furnish
- G2.31 a detailed description of the essential technical and performance characteristics of the facilities
- G2.32 a list giving full particulars, including available sources, of all spare parts, special tools, etc., necessary for the proper and continuing functioning of the facilities for the period named in the Bid following completion of the facilities in accordance with the provisions of the contract
- G2.33 commentary on the SCA's Technical Specifications and adequate evidence demonstrating the substantial responsiveness of the facilities to those specifications. Bidders shall note that the standards for workmanship, materials and equipment designated by the SCA in the bidding documents are intended to be descriptive (establishing standards of quality and performance) only and not restrictive. The Bidder may substitute alternative standards, brand names and/or catalogue numbers in its bid, provided that it demonstrates to the SCA's satisfaction that the substitutions are substantial, equivalent, or superior to the standards designated in the Technical Specifications.

G3. Subcontractors proposed by the Bidder

- G3.1 With its bid, the Bidder shall include details of all major items of supply or services that it proposes purchasing or subletting, giving details of the name and nationality of the proposed Subcontractor, including vendors, for each of these items. Bidders are free to list more than one Subcontractor against each item of the facilities.
- G3.2 The Bidder shall be responsible for ensuring that any Subcontractor proposed complies with the requirements of ITB and that any plant, equipment or services to be provided by the Subcontractor comply with the requirements of ITB.
- G3.3 The SCA reserves the right to delete any proposed Subcontractor from the list prior to or during the clarification meeting with the Bidder.



Sindh Coal Authority

PART -II

**Terms & Conditions
For
Operation of Thar Lodge
Islamkot
On Janitorial Basis**



THAR LODGE ISLAMKOT

Terms & Conditions

1. Deliverables from the Contractor

- All the rooms, bathrooms and toilets should be kept clean and in hygienic condition at all times.
- All linen should be clean and fresh in all rooms all the times.
- All the essential toiletries, such as toilet paper roll, soaps, shampoos, tooth brush, tooth paste, towels, and bed sheets with pillows should be available before arrival of guests.
- Electricity Generator should be arranged by contractor and should be ready as back-up power and should be started immediately after HESCO power is shut down.
- All the electric geezers should be operational at all times, irrespective of the season.
- Kitchen should be maintained in hygienic condition and kept clean and tidy at all time.
- All food handlers working at Thar Lodge should get medically examined and the report should be submitted to Sindh Coal Authority every six months. (January & July)
- Meals, snacks and refreshments should be arranged for the guests as per the menu approved by the operating firm.
- It should be ensured that water is available without any hindrance all the times in all taps and showers.
- Round the clock security should be arranged for security of man-and material at Lodge.
- Thar Lodge facility may not be used for hosting/ accommodating any private parties or guests, other than the nominated guests as listed below:
 - a. Government Officials
 - b. Persons related to Thar Coal projects
 - c. Foreigners related to Government Functions/ Thar Coal project.
- Private guests are strictly NOT allowed – in case of violation, contract shall be terminated with immediate effect.
- All Government guests shall be nominated by Sindh Coal Authority – Unauthorized accommodation (without prior permission of SCA) to any Govt. official shall not be allowed.
- All utility bills including electricity, water, telephone, DSL, cable tv etc shall be paid by the contractor in a timely manner. In case of non-payment of such dues



for more than 02 consecutive months, the contract may be terminated by the SCA.

- The Chalets kept for the use of SCA officers will also be maintained by the contractor no utility bills will be charge by the contractor.

2. Contract Termination Clauses:

- During any inspection by SCA, if any deficiency seen, contract shall be terminated.
- Contract is liable to be terminated by any party on one month notice.

3. Penalties:

- Rs. 5,000/- penalty shall be imposed for each lap for every occurrence against the above deliverable, mentioned above.

4. Terms & conditions for janitorial would strictly be followed.

5. The Government officers of Federal/ Provincial Departments will pay the charges as a ready notified by the Department in "terms & conditions" of Thar Lodge whereas the officers of Sindh Coal Authority who visit Thar coal field will reside free of cost if required additional accommodation. However, the food cost will be borne by the officers.

6. The investors/ visitors of Thar coal field will pay the charges for stay at Thar Lodge as narrated in the terms and conditions of Thar lodge already notified by the Administrative department, however, any change/ modification needed by the contractor Care Taker would be finalized after consultation with the department.

7. Staff deployed on Thar Lodge will continue to work and will draw their salaries from the contractor and the vacant position will be filled by the contractor as per their requirement.

THAR LODGE ISLAMKOT

BILL OF QUANTITIES (BOQ)

Sr.	Building	Monthly Rent (RS)	Amount per year (RS)
1	Main Building (Dormitory) 10 rooms		
2	Chalets (03 Nos.)		
3	Chalets (02 No.) to be used by SCA		
-	Total amount for one year		

THAR LODGE ISLAMKOT

SALARY OF STAFF OPERATION & MAINTENANCE

SR. #	STAFF	NO OF POST	WORKING STAFF	MONTHLY REMUNERATION (RS)
1	• Manager / Caretaker	01	01	25,000
2	• Assistant	01	01	16,000
3	• Computer operator cum clerk	03	0	15,000
4	• Attendants	08	03	10,000
5	• Cook	03	01	10,000
6	• Electrician	01	01	10,000
7	• Plumber	01	0	10,000
8	• Motor Operator	01	0	10,000
9	• Chowkidar/ Guards	06	01	10,000
10	• Gardner/ Malhi	02	0	8,000
11	• Sweepers	02	02	7,000



NO.SO(TECH)C&EDD/3-27/2004
GOVERNMENT OF SINDH
COAL AND ENERGY DEVELOPMENT
DEPARTMENT
Karachi dated: 16th October, 2012


To: ~~The Director General~~
Sindh Coal Authority
Karachi

The Director (A&F)
Thar Coal and Energy Board
Karachi

The Incharge
Sindh Coal Authority
Site Office
Mithi

Subject: TERMS AND CONDITIONS FOR USE OF THAR LODGE, ISLAMKOT.

I am directed to forward Terms and Conditions for use of Thar Lodge, Islamkot duly approved by the Secretary, Coal and Energy Development Department, Government of Sindh Karachi for information and necessary action, please.


(NISAR AHMED ABRO)
DEPUTY SECRETARY

Secy
17/10/12

cc PS to Secretary, C&EDD.

3503
Date 17.10.12

TERMS & CONDITIONS FOR USE OF
THAR LODGE @ISLAMKOT

1. **ELIGIBILITY:**

The Thar Lodge is primarily meant for use by the officials, delegates of Government of Sindh, Government of Pakistan, foreign delegations, local and foreign investors. However, accommodation to the private visitors from inside the country and abroad will be provided if available at the rates fixed by the Government.

2. **RESERVATION:**

- (i) Request for reservations may be addressed to the Secretary Coal and Energy Development Department at Fax No.(021) 99207534.
- (ii) While making request for reservation full particulars including status, anticipated period of stay with dates of arrival and departure should be intimated clearly.
- (iii) Accommodation shall be reserved on the condition that it would be liable to cancellation with prior notice of 24 hours.
- (iv) Caretaker / cum-controller Thar Lodge at Islamkot is not allowed to reserve accommodation on his own he is authorized to accommodate only such guests whose reservations have been intimated by the office of the Secretary Coal & Energy Development Department.
- (v) Permits for reservation of accommodation will be issued on the orders of Secretary, Coal & Energy Development Department by the Section Officer (General) Coal & Energy Development Department. Accommodation will be provided by the Caretaker / Cum-Controller on production of such permits only and payment of charges in advance.
- (vi) No guest staying in any of the suite/ rooms in Thar Lodge shall be allowed any extra accommodation for servants, drivers or other accompanying personnel under any circumstance such servants drivers etc, shall also be strictly prohibited from staying with the guest in their Rooms, or using the lounges

6. **MEAL SERVICE:**

- (i) Meals as per tariff list will be served on timely requisition from the guest, charges for meals shall be as per approved tariff issued from time to time and available with the Caretaker/ Cum-controller or his Assistant.
- (ii) Guest may host luncheon meetings parties in the Dining Hall with the prior permission of the Caretaker / cum-controller, but outsiders are strictly prohibited to use Thar Lodge premises for holding large dinners or banquets. In exceptional circumstance holding of Luncheon Meetings may be allowed with the approval of competent authority on the conditions that (i) a sum of Rs.5000/- shall be charged for the use of premises and (ii) crockery, cutlery and catering shall be arranged by the host at their own expense.

7. **TELEPHONE:**

Direct telephone lines will be available to the Governor and Chief Minister only. All other guest shall be provided telephone service thorough P.A.B.X (when available) for which separate charges will be recovered at approved rates STD, call, will be allowed to the guests at approved rates.

8. **GENERAL:**

- (i) An inventory of articles and fixture is provided in the wardrobe of each Room. Guests are requested in their own interest to check articles and fixtures when checking in. Any shortage damages and breakages found later on shall be dealt with as per Rule (4).
- (ii) Guests are strictly prohibited to shift furniture or other article from one place to another. Extra requirement of chairs, bed & mattress may be reported to the Caretaker/ Cum-Controller or his assistant.

9. **PRIVATE STAY OF SINDH GOVT. OFFICER THAR LODGE:**

- (i) Subject to availability of accommodation outside official requirement, Sindh Government officers entitled to stay in Thar Lodge are also permitted to stay privately (along-with their families).



INSTRUCTIONS FOR THAR LODGE OPERATION

1. Caretaker of Thar Lodge shall be overall incharge and responsible for Thar Lodge maintenance and record keeping.
2. A separate account of Thar Lodge will be opened in NBP.
3. All revenues should be deposited in Thar Lodge account and will be spent on the maintenance of Thar Lodge.
4. 2 Chalets (4 Rooms) will be given VIP status and kept reserved for PM, CM, Governor & Ministers.
5. Caretaker will submit monthly report of bookings by 30th of every month.
6. Inspection team headed by Secretary, SCA will visit Thar Lodge quarterly basis.
7. Any damages caused by the occupants will be paid by them and it will be responsibility of caretaker to recovery all losses.
8. Quarterly fumigation for pest control should be responsibility of the caretaker.
9. Kitchen for canteen purpose may be leased out by the caretaker and revenue thereof should be deposited in the account of the Thar Lodge.
10. Purchase Committee notified by the Coal & Energy Development Department, will procure crockery, utensils, and electronics etc, as per Govt. rules for Thar Lodge from the revenue generated from Thar Lodge.

