



TENDER DOCUMENT

FOR SUPPLY OF PUBLIC ADDRESS/SOUND SYSTEM
FOR CONFERENCE HALL OF
COMMISSIONER OFFICE, LARKANO DIVISION
(Financial Year 2014-15)



BIDDING DATA

(a)	Name of procuring agency	Office of Commissioner, Larkano Division
(b)	Brief description of work	Public Address/Sound System for Conference Hall
(c)	Procuring agency's address	Commissionerate Building, near Lahori Regulator, Larkano (Specifications attached)
(d)	Estimated Cost	
(e)	Amount of bid security	Nil
(f)	Period of bid validity (days)	One month
(g)	Security Deposit (including bid security)	2% of bid amount
(h)	Percentage if any to be deducted from bills	4% income tax and 17% GST
(i)	Deadline of submission of bids along with time	06 th December, 2014 (02 pm)
(j)	Venue, time and date of bid opening	Commissioner Office, Larkano, 03 pm on 06 th December, 2014
(k)	Time for completion from written order of commencement	One month
(l)	Liquidity damages	5% of total bid cost
(m)	Deposit receipt number, date and amount	Amount of call deposit Rs. _____ (in words Rupees _____) No. _____ Dated : _____ Paid at: _____

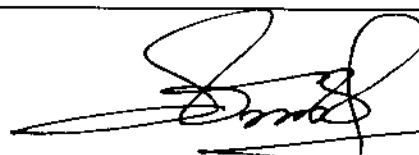


Commissioner Larkano Division

(B) Description and rate of items based on market (offered rates)

Item No.	Quantities	Description of item to be executed at site	Rate	Unit	Amount in Rupees
1	2	3	4	5	6
1	1	Supply of Public Address/Sound System for Conference Hall of Commissioner Office Larkano			

Total (B) = in words & figures _____



CONTRACTOR

COMMISSIONER LARKANO DIVISION

BILL OF QUANTITIES

(A) Description and rates of items based on composite Schedule of Rates

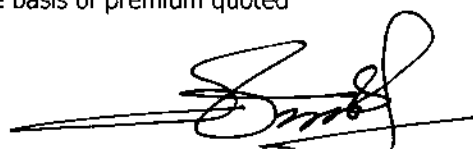


Item No.	Quantities	Description of item to be executed at site	Rate	Unit	Amount in Rupees
1	2	3	4	5	6

Amount Total (a) _____ % of above/below on the rates of CSR

Amount Total (b) Amount to be added/deducted on the basis of premium quoted

Total (A) = (a) + (b) in words & figures:



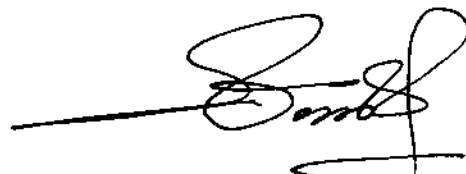
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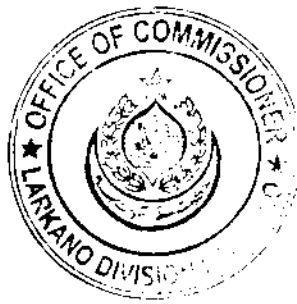
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SPECIFICATIONS AND ADDITIONAL DATA FOR REQUIRED ITEMS

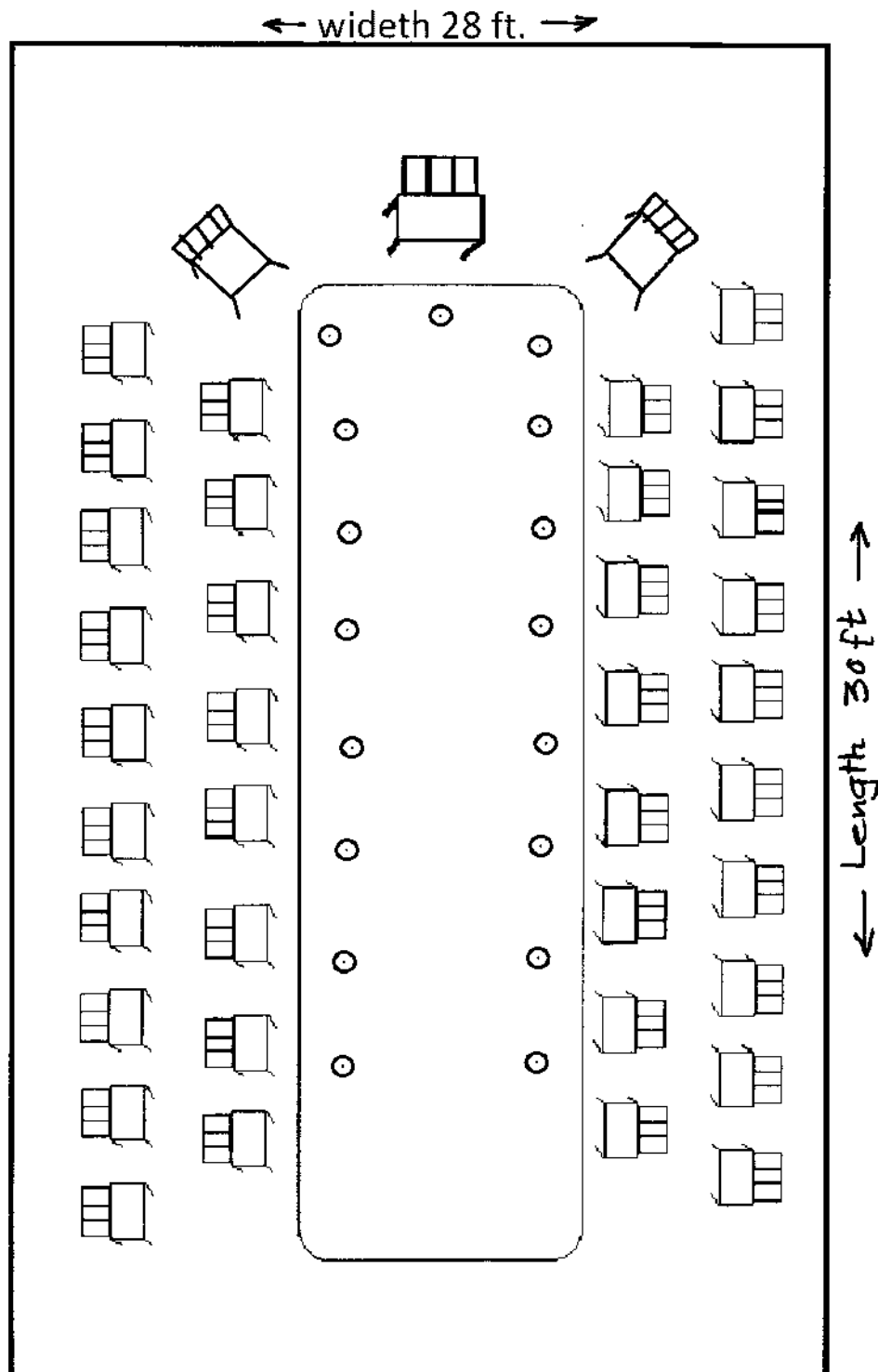
Items Required	
	Public Address/Sound System for Conference Hall of Commissionerate (Sketch of Conference Hall is enclosed)
	Supplier/Bidder shall supply the complete system, install it, test and commission it
	Address/location where required
	Commissionerate Building, near Lahori Regulator, Larkano (Specifications attached)
System Description:	
1	Power Amplifier (rack mounted type), Mixer Power Amplifier, desk microphone modules, paging control, conduits and wiring, etc.
2	100V line distribution for sound system distribution
3	Power Amplifier and Mixer Power Amplifier should be fully transistorized and capable of delivering 120,60,30 watts (RMS) audio power, having less than 1% distortion over the frequency range of 40 Hz to 16 KHz
4	Frequency response of 40 Hz to 16 KHz \pm 2db at rated output - LED Indicators - Input 6 W maximum 9 W - Sound pressure level
5	Input 2 programs and 2 priority inputs (program input muting during priority)
6	Operate on both AC main and 24 Volt DC
7	Signal Generator should be capable of generating a test signal for testing of amplifier
Desk Microphone Assembly	
1	The desk microphones assembly shall be designed to suit the number of zones (16)
2	16 individual controls and 1 all call control
3	Distortion less than 1% - Signal to noise 56db
4	16 (Microphone points) are required. Desk Microphones should be designed to suit the number of zones - 56 DB - Microphones should be unidirectional with - 76 DB
5	2 User Programable function
6	Column Loudspeaker (metal case type) preferably of 20 or 10 watts capacity with matching transformer 100V complete with bracket




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SKETCH OF CONFERENCE HALL
OF COMMISSIONER OFFICE LARKANO




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MANNER OF SUBMISSION OF BIDS

1. The Bidder/firm shall furnish complete information about their company's name, status, contact numbers, location, method of supplying items, delivery schedule, time-limits for rates, etc.
2. The Bidders are required to submit their "Financial Proposals" in one sealed envelope, which may be personally submitted or mailed at office of Commissioner, Larkano Division, near Lahori Ragulator, Larkano.
3. The price should include supply of items concerned and their transportation up to office of Commissioner Larkano Division, (including Camp Office of Commissioner Larkano Division) which are located in the same locality in Larkano City.

PROCUREMENT COMMITTEE

A "Procurement Committee" has already been constituted for all procurements to be made for the office of the Commissioner, Larkano Division. The current procurement will also be made through this Committee.

REDRESSAL COMMITTEE FOR AGGRIEVED BIDDERS (IF ANY)

Any bidders, who feel aggrieved from any decision of "Divisional Procurement Committee" or the procurement process, may submit complaint before the "Complaint Redressal Committee", which shall process the complaints of bidders in accordance with mechanism prescribed in SPPRA Rules, 2010, and

- i. The committee upon receiving a complaint from an aggrieved bidder shall inquire into the matter and announce its decision within seven days
- ii. The decision shall be intimated to the bidder and the Authority within three working days by procuring Agency.
- iii. The Complaint Redressal Committee shall not make any decision to award the contract.

COMMENCEMENT & SCHEDULE FOR SUPPLY OF ITEMS

- i. The successful bidder shall be paid 10% advance of the total bid within one week of approval of the bid for supply of the required items (for which he shall submit separate invoice for advance) and the remaining amount shall be paid AFTER supply of all the items concerned in a proper manner at Commissioner office Larkano and ascertaining the quality and condition of the products
- ii. The Successful bidder shall be bound to supply ALL the required items within 15 (fifteen) days of the receipt of 10% advance, as mentioned above.

ADDITIONAL INFORMATION

Any additional information may be sought from the office of Commissioner, Larkano Division through following contact numbers:

Phone: 074-9410244 & 9410294

Fax 074-9410293 & 9410304




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TERMS & CONDITIONS

- i. Transportation of required items in proper condition up to Commissioner Office Larkano shall be responsibility of the suppliers and NO separate payment shall be charged on this account.
- ii. All the procurement process shall be governed By "Sindh Public Procurement Regulatory Authority Rules, 2010" and instructions of Sindh Government issued in this regard from time to time.
- iii. Only the Bids/Quotations of those bidders will be considered who are tax payers having proper "National tax Number" and duly registered with Income Tax Department, as per required government policy. Such NTN and registration certificates should be submitted with the tenders/bids of separately.
- iv. All bids/quotations shall be opened in presence of members of "Procurement Committee" (constituted in respect of Commissioner Office Larkano) and Bidders or their authorized representative.
- v. All bids/quotations shall be evaluated and finalized by the "Procurement Committee".
- vi. The "Procurement Committee" reserves the right to postpone all or any quotations/bids as per SPPRA Rules, 2010.
- vii. "Earnest Money/Call Deposit" (2% of total cost should be deposited in shape of Demand Draft or Pay Order in the name of Commissioner, Larkano Division.
- viii. Incomplete bids/quotations shall not be entertained.
- ix. The cost of preparing bids or negotiating bids including any visit to the office of Commissioner, Larkano Division, are not reimbursable and cannot be included as costs in the bids.
- x. A bid by any bidder who is found involved in any fraudulent activities or misleading facts shall not be considered for the bids and shall be liable to be rejected at any stage.
- xi. All Prices should be quoted in Pakistani rupees only with clear mention of General sales Tax and Income Tax due on total costs.
- xii. Failure to comply with the supply schedule (schedule for supply of items) shall render the bidder concerned to pay up the losses sustained by the office of Commissioner, Larkano Division, due to delay on the part of suppliers/bidders.
- xiii. If competitive rates are not offered by the bidders, the Procuring Agency shall, in its discretion, at liberty to reject all the bids.
- xiv. No cost escalation will be allowed after approval of initial bids and the successful bidders shall be bound to supply the items concerned on the rates already quoted without any increase.
- xv. Income Tax and General Sales Tax shall be deducted on the bills at source as per exiting rates and rules of the government and any other taxes (including stamp duty) shall also be paid by the successful bidder.
- xvi. The Commissioner, Larkano Division, may withhold payments of suppliers if the products supplied by them are found substandard, faulty or if any consequential loss is sustained due to any fault in these items/products.
- xvii. Minor modifications in the specifications of required products may be made by the Procuring Agency, in cases of exigency, but, before the last date for submission of the proposals.
- xviii. The bidders shall be responsible for satisfactory processing of the claim of warranty/guaranty of such products which are sold with warranty/guaranty by the respective manufactures or the distributors or marketing firms in Pakistan etc.
- xix. The bidders shall be subject to local laws as are applicable for supply and transportation of the required items.




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- xx. The bidders shall be provide the requisite security and sign the "Bid Security Form" (specimen annexed hereto) on their letter pad.
- xxi. While quoting the prices of items, Unit Price of each item should be quoted.
- xxii. 4% Income Tax on all items shall be chargeable, whereas, General Sales Tax shall be CHARGED @17% on the furniture items and such products on which at source GST has not been paid by manufacturers.
- xxiii. Tenders shall be evaluated on the basis of economy of cost and the quality of products offered.



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