



**OFFICE OF THE
SECRETARY POPULATION WELFARE
DEPARTMENT, GOVERNMENT OF
SINDH**

Technical Proposal
**Tender for Purchase of Furniture Fixture
during the year 2014-15**

Tender No: PWDS/W&D/FF/2014-15/04

Due on: 25TH March, 2015

**OFFICE OF THE SECRETARY, POPULATION WELFARE
DEPARTMENT, GOVERNMENT OF SINDH,
KARACHI**

TENDER NO.PWDS/W&D/FF/2014-15/04

DUE ON: 5TH March , 2015

INVITATION FOR BIDS.

To,

Value of Earnest to Attached Rs.2.5% of the total value of bid Pay Order No. Dated:_____

Rs._____

To,

Value of Earnest to Attached Rs.2.5% of the total value of bid Pay Order No. Dated:_____

Dear Sir,

Population Welfare Department, Sindh, Karachi, invites sealed bids from the eligible bidders for supply of Furniture Fixture to meet requirement of different components service delivery outlets. Detailed description and quantities are given in bidding documents.

Interested eligible bidders are invited to participate in the single stage two envelopes open competitive bidding following the procedure as contained in Rule-46(2) of SPP Rules-2010 (amended -2013) for the stores as detailed in the schedule of this invitation to Tender to subject to the conditions laid down in and those mentioned hereunder and given in the schedule. The contract resulting from this invitation to tender shall govern by the special general conditions of contract. The tenderers quoting against this invitation to tender shall deem to have read and understood the conditions thereof and particulars of the store required and their specification etc.

The tenderers shall quote their Technical & Financial proposal on the prescribed schedule to this invitation to tender, on the basis indicated therein and shall sign the certificate given therein to the effect that the store shall be supplied exactly in accordance with the requirement as specified by the tenders otherwise it will be presumed that offer is strictly in accordance with requirement of the tender notice.

Offer shall remain upto 90 Days from the date of opening. The Tenderers shall quote free delivery at consignee end basis.

The delivery store is required immediately. Tenderes should however, give their shortest delivery period upto which they will be able to supply the store.

Sealed Tenders will be received and opened in Committee Room of the Population Welfare Department, Sindh, Z-39/1, Block-6, PECH Society, Karachi

The Tender document comprises the following.

1. Forms of Bids.
 - i) Technical Proposal/ Specification Schedule
 - ii) Financial Proposal /Price Schedule
2. Form of contract
3. General/ Special conditions of contract
4. Bid evaluation Criteria
5. Bidding Data

**Deputy Secretary (W&D),
Population Welfare Department,
Government of Sindh,
Karachi**

INSTRUCTIONS TO BIDDER

1. Bids comprising single package, containing two separate envelopes shall be submitted in sealed envelopes one for Technical Proposal and other for Financial Proposals (Rule 46 (2-a) of SPPRA 2010 (amended 2013). The envelopes shall be marked as **FINANCIAL PROPOSALS & TECHNICAL PROPOSAL** in bold and legible letters.
2. The original bid shall be typed or written in indelible ink by the bidder or person duly authorized. The person or persons signing the bid shall initial all pages of the bid. The name and designation of each person signing must be mentioned below the signature.
3. The bidder shall drop their bids duly sealed in the tender box in the office of the Deputy Secretary (W&D), Population Welfare Department, Sindh, Karachi, upto 11.00 AM
4. The bid documents comprises the following (as per rule, 21, of SPP Rules 2010 amended 2013)
 - a) Instruction to Bidder Annex-I
 - b) Form of Bid
 - i) Technical Proposal/Specification Annex-II
 - c) Form of Contract Annex-III
 - d) General/ special conditions of contract Annex-IV
 - e) Bid Evaluation Criteria Annex-V
 - f) Finance Proposal /Price Schedule
5. The tenders will be received back upto 25th March, 2015 at 11.00 AM and will be opened on the same day i.e. on 25th March, 2015 at 11.30 AM in the presence of Tender Opening Committee and the bidders or their authorized representatives. In case of holiday the bids shall be opened on next day at same time.
6. Bid Security, amounting 2.5% of Bid price should be in shape of Pay order in favour of Secretary, Population Welfare Department, Sindh, Karachi, issued by any schedule Bank of Pakistan. A copy of de-faced bid security must be added with the Technical bid.
7. The bid security will be forfeited to the Government, if the bidder withdraws his bid after opening and before the expiry of the bid validity period or fails to sign the contract if the bid is accepted.
8. Conditional tender and tender without bid security shall not be considered.
9. Delivery time will be 30 days starting from the issuance of work order/signing the contract.
10. GST/Income Tax Certificates must be accompanied with tender.
11. The procuring Agency may reject all or any bid at any time prior to the acceptance of a bid or proposal, subject to the relevant provision of SPP Rules, 2010 (amended 2013). The payment will be made subject to availability of funds for the financial years 2014-15.

12. Supplier should submit the rate in the financial proposal which will be opened subject to the conditions that the bidder stand technically qualified.
13. Bids shall remain valid for 90 days after the date of bid opening and same may be extended in terms of Rule 38 (2) (3) (4) of SPPRA Rules.
14. If any extension in the bid validity period should be asked to extend the same. Such extension shall be for not more than the period of original bid validity.
15. Bidders who:
 - (a) Agree for extension of bid validity period shall also extend the validity of the bid security for the extended period of the bid validity.
 - (b) Agree to the procuring agency's request for extension of bid validity period shall not be permitted to change the substances of their bids
 - (c) Do not agree to an extension of bid validity period shall be allowed to withdraw their bids without for feature of their bid security.
 - (d) The bidder name, unit as well as bid amount and bid security shall be announced.
16. Bids Submitted late due to any reason what so ever, shall not be considered and returned unopened to the bidder or his authorized representative.
17. The bids shall be quoted in Pak Rupees.
18. No bidder shall be allowed to alter or modify his bid after the bids have been opened. However the procuring agency may seek and accept clarification to the bid that do not change substances of the bids.
19. Any request for clarification in the bid, made by the procuring agency shall invariably be in writing. The response to such request shall also be in writing.
20. The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposal, but is not required to justify those grounds.

**Deputy Secretary (W&D),
Population Welfare Department,
Government of Sindh,
Karachi**

Bidding Data

Procuring Agency	Population Welfare Department, Sindh, Karachi
Address	Z-39/1, Block-6, PECH Society, Karachi
Name of work	Procurement of Furniture Fixture
Bid validity period	90 Days
Amount of Bid Security	2.5% of Bid price.
Deadline of submission	25 th March, 2015
Performance Security	5% of the contract value.
Advance Payment	No advance payment.
Period of completion	30 days
Liquidity damages	0.05% of the bid price per day after the period of completion upto 10% maximum
Inspection Authority	Inspection Committee
Place of Inspection	First Inspection at the manufacturer/ Distributor premises after delivery 2 nd Inspection after delivery at Provincial Headquarter Store at Sohrab Goth, Karachi
Place of Delivery	Sohrab Goth, Karachi

Form of Contract

THIS CONTRACT Agreement (hereinafter called the "Agreement") made on the _____ day of _____ 2015 between Population Welfare Department, Sindh, Karachi, the "Procuring Agency") of the one part and M/s. _____ (hereinafter called the "Contractor") of the other part.

WHEREAS the Procuring Agency is desirous that certain Furniture Fixture by the contractor and has accepted a Bid by the contractor for the execution and completion of such store.

NOW this agreement witnesses as follows:

1. In this agreement words and expression shall have the meanings as are respectively assigned to them in the conditions of contract hereinafter referred to.
2. The following documents attached herewith, be read and construed as part of this Agreement, viz,
 - (a) The letter of Acceptance Annex-I
 - (b) Condition of contract Annex-II
 - (c) Bid data Annex-III
 - (d) Specification Annex-IV
3. In consideration of the payment to be made by the procuring agency to the contract as hereinafter mentioned, the contractor hereby covenants with the Procuring Agency to execute and supply and remedy defects therein in conformity in all respects within the provision.
4. The Procuring Agency hereby covenant to pay the Contractor, in consideration of the execution and supply of store as per provisions of the contract, the contract price or such other sum as may payable under the provision of the contract at the times and in the manner prescribed by the contract

IN WITNESS WHEREOF the parties hereto have caused this contract agreement to be executed on the day, month and year first before written in accordance with their respective laws.

M/s. _____ (on behalf of contractor)	Deputy Secretary (W&D) Population Welfare Department, Sindh, Karachi
Signed and Delivered in the presence of	
Witness: 1 _____ (Name, title and address)	Witness: 2 _____ (Name, title and address)

TECHNICAL PROPOSAL

1. Category of Store	Furniture Fixture
2. Date of receipt of tender	25 th March, 2015

S #	Description of Store	Total Quantity
1	IUD insertion table in 3 sections with pads and cuffs	190
2	Foot Steps for table (2 steps)	185
3	Office Table small 4x2 ½" x 2 ½" with 03 draws made from ¾" thick 600 density chip board laminated with approved shade formica (Texture) having draws MS sliding channel with lock and polish.	400
4	Office Chairs with arms with ragzine cushion height 35.5" seat 22" x 18.5" large size 13/4"	1,210
5	Wooden Benches with arms and back (sheesham wood) standard size 6'x1 and 1/2" seat plain in two pieces 6"x9x1 legs.	330
6	Steel Almirahs 22 gauge (6x3 ft) four shelves and 5 compartments with lock and key handle made of chromic plated steel hammer grey colour.	604
7	Rack for papers (sheesham wood) 3x2.5 Ft size 912 mm x 410 mm x 760mm (including leg) formica top and two size 1 leg 13/4 site elevation 410 mm including leg.	1,126
8	Pillows (foam) 2x1 and 4" height	165
9	Water Cooler Plastic 12 ltr.	165
10	Draw sheet, Latha 2x1 meters each	45,040
11	Gynae sheets	45,040
12	Bed sheets 7 ft x 3ft	20,000
13	Dust Bin	500
14	Examination table 2 sections with pad and SS back 15"x30"22	5
15	Revolving Stools SS top overall approx. size top: 300mm dia x H 510 mm to 710mm SS top with pretreated and epoxy powder coated stand with PVC pushing	2
16	Revolving Chair for Officer with back and seat made of foam and ragzine Cushion	13

Certificate

We guarantee to supply the stores exactly in accordance with the requirement specified in the invitation to this tender by stipulate delivery date.

Authorized Signature of Tenderer _____

Name & Designation _____

Address: _____

Evaluation Criteria for Furniture Fixture
The Technical Bid shall be Evaluated on the basis of following parameters

S. #	Required Field	Marks	Marks
	National Tax Number (Certificate)	Mandatory	Mandatory
	Professional Tax Certificate/Challan	Mandatory	Mandatory
	Sales Tax Registration Certificate	Mandatory	Mandatory
	Non Blacklisted Affidavit on Legal Stamp paper Rs.100/=	Mandatory	Mandatory
	Samples required as per specification	Mandatory	Mandatory
	Bank certificate of 2 years for financial position of bidders	Mandatory	Mandatory
	Bank statement of last year	Mandatory	Mandatory
	Business Experience in 5 year	05	Total 5 marks 01 mark for each year
	Evidence of totally new brand & Latest technology provide	03	03 Marks
	Annual Turnover in Millions	05	50 million & above (05 marks) 30 to 50 million (04 marks) 10 to 30 million (03 Marks) 01 to 10 million (02 Marks)
	Chamber of Commerce (Membership) Certificate	03	
	Current Scope along with proof of current work order and telephone number of the consignee	05	(01 Mark for each current work in last five years)
	ISO Certificates	03	
	Technical Features of quoted items details/broachers / drawing/ Design products for which want to quote.	05	
	Furniture Fixture Relevant Experience last ten years	10	01 mark for each year
	Income Tax Annual returns of 5 years	05	(01 Marks for each year)
	Monthly sales tax summaries of six months	06	01 mark for each year

NOTE

70% out of total 50 marks i.e. 35 marks are the qualifying marks. If less than 03 Bidders acquired the eligibility then the top three scoring bidders will be considered for financial competition. If recommended by the Technical Standardization Committee. If any bidder does not get qualifying marks i.e. 35 marks, it will stand disqualified by the Technical Standardization Committee for consideration of his sample/product.

If sample given by bidders is not approved by Technical Standardization Committee, the financial bid of such bidder will not be opened; even the bidder gets 70% marks out of 50 marks.

The financial bids of technically expected bidders will be opened publically at a time announced by the procuring agency and the financial bids found technically non responsive shall be returned unopened to the respective bidders



**OFFICE OF THE
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SINDH**

Financial Proposal

**Tender for Purchase of Furniture Fixture
during the year 2014-15**

Tender No: PWDS/W&D/FF/2014-15/04

Due on: 25th March, 2015

Price Schedule in Pak, Rupees

Item NO.	Name of Items	Total quantity	Unit/ Packing	Trade name of Quoted item	Name of Mfg:	Rate	Total Value
1	IUD insertion table in 3 sections with pads and cuffs	190					
2	Foot Steps for table (2 steps)	185					
3	Office Table small 4x2 ½" x 2 ½" with 03 draws made from ¾ thick 600 density chip board laminated with approved shade formica (Texture) having draws MS sliding channel with lock and polish.	400					
4	Office Chairs with arms with ragzine cushion height 35.5" seat 22" x 18.5" large size 13/4"	1,210					
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16	Revolving Chair for Officer with back and seat made of foam and ragzine Cushion	13					
Pay order No. _____ Name of Bank _____							