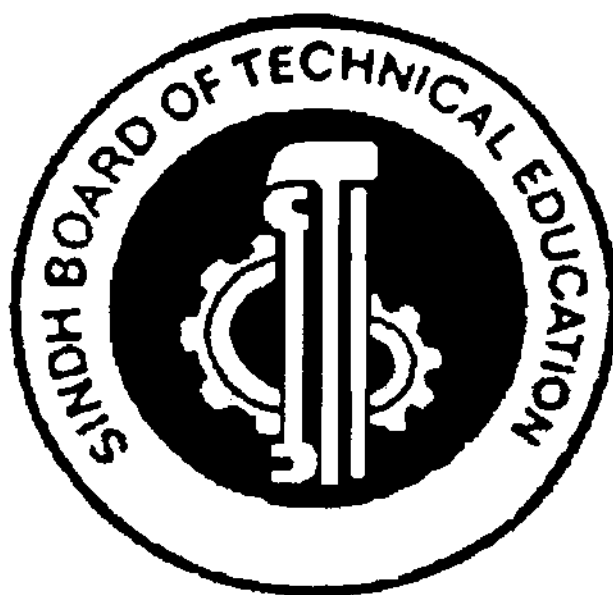


Bidding Document # _____
M/S _____

STANDARD BIDDING DOCUMENTS
FOR
SUPPLY OF SPLIT A/C & ELECTRIC WATER
COOLER

Date of Receipt of bid	20-05-2015 at 1.00 pm
Date of Opening of bid	20-05-2015 at 2.00 pm



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI
www.sbte.edu.pk ☎: 99243329 - 30 EXT. 309 FAX 99244166



BID DATA SHEET

INTRODUCTION		
ITB 1.1	Name of Contract	Procurement for Supply of Electric Water Cooler & Split A/C
ITB 4.1	Name of Procuring Agency	Sindh Board of Technical Education Karachi
ITB 6.1	Procuring agency's address, telephone, telex, and facsimile numbers	Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi Tel: 99243325 Tel: 99243329-30 Fax: 99244166
ITB 8.1	Language of the bid	English

BID PRICE AND CURRENCY	
ITB 11.2	The price shall be inclusive of all Taxes, Transportation, Material and Labour charges involved therein.
ITB 11.5	The price shall be fixed and the bidder will have to supply the required items as per quoted rates.

PREPARATION AND SUBMISSION OF BIDS		
ITB 13.3 (d)	Qualification Requirements	<ul style="list-style-type: none">• 03 years experience in the related field• Assessment orders of Income of at least last three years showing a turnover of minimum 1.5 Million PKR per annum• Registration with Income Tax and Sales Tax Department• An Affidavit on Stamp Paper (Rs.20/-) that the firm has never been Blacklisted since last 03 years
ITB 15.1	Amount of bid security	<ul style="list-style-type: none">• Bid Security amounting up to 5% of the total amount of Tender, in shape of Pay Order in the name of <i>Secretary</i>, Sindh Board of Technical Education Karachi.
ITB 16.1	Bid Validity Period	The validity period of the bid shall remain valid up to 90 days from the date of opening of the Tender
ITB 17.1	Number of copies	01 original copy of the sealed bid, supported with required documents & bid security shall be submitted by the bidder

PREPARATION AND SUBMISSION OF BIDS		
ITB 18.2 (a)	Address for bid submission	The office of the Assistant Secretary (General) Room No. 208-B, 1 st Floor, Secretariat Block, Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi.
ITB 18.2 (b)	IFB title and number	Title: Procurement for Supply of Electric Water Cooler & Split A/C IFB No. SBTE/STORE/2015-582 Dated: 20-04-2015.



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI
www.sbte.edu.pk, Tel#: 021-99243329-30, Fax#: 021-99244166

ITB 19.1	Deadline for bid submission	Wednesday 20th May, 2015 upto 1:00 PM Sealed bids duly filled-in, mentioning on top of the envelope "Procurement for Supply of Wooden & Steel Furniture
ITB 22.1	Time, date, and place for bid opening	Bids must be submitted in the office of the Assistant Secretary (General) Room No. 208-B, 1st Floor, Secretariat Block, Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi, in a sealed cover up to 1:00 P.M and will be opened on 20-05-2015 2.00 PM. in the presence of bidders' representatives who choose to attend the office.

BID EVALUATION

ITB 25.3	Criteria for bid evaluation	The bid found to be the lowest or best evaluated bid shall be accepted.
ITB 25.4 (b)	Delivery schedule	The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least two weeks which may be variable.

CONTRACT AWARD

ITB 29.1	Percentage for quantity increase or decrease	The Competent Authority reserves the right to increase or decrease the quantity of the required goods subject to provisions of SPPRA Rules-2010.
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SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract as per SPPRA Rules-2010. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. DEFINITIONS (GCC CLAUSE 1)

- 1) **GCC 1.1 (g)** The Procuring agency is: Sindh Board of Technical Education Karachi.
- 2) **GCC 1.1 (h)** The Procuring agency's country is: Islamic Republic of Pakistan.
- 3) **GCC 1.1 (j)** The Project Site is: Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi

3. PERFORMANCE SECURITY (GCC CLAUSE 7)

- 1) **GCC 7.1** The amount of performance security, as a percentage of the Contract Price, shall be Ten (10) percent of the Contract Price.
- 2) **GCC 7.4** After delivery and acceptance of the Goods, the performance security shall be reduced to Two (2) percent of the Contract Price to cover the Supplier's warranty obligations in accordance with Clause GCC 15.2.



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI
www.sbte.edu.pk, Tel#: 021-99243329-30, Fax#: 021-99244166

18. PENALTY

- 1) Preferred penalties according to the issue\subject may be imposed upon the Supplier(s) such as:
 - i. rejection of the unsatisfactory Supplied material
 - ii. Blacklisting of the firm
 - iii. deduction of amount from 0.5% per day/week (as deem appropriate) of the total value of the bill
 - iv. forfeited whole Security amount

Anyone or more than one from the aforesaid penalties may be imposed upon the Supplier(s) in the following cases:

- a) In case of transgression/deviation of the time given in the Contract Award
- b) In case of transgression, deviation, mistake or low quality found in the Supplied Item(s)
- c) In case the specification, quantity, rate or stuff of a Tender in certain item or items are approved and the Bidder backs out of his commitment on any pretext or fails to supply the material in time or in the required criteria.

19. THE COMPETENT AUTHORITY RESERVES THE RIGHT TO:

- (a) divert/distribute a particular work among different Bidders on the lowest approved rate(s) in the interest of the office due to demand of time/situation
- (b) accept or reject all or any bid subject to relevant provisions of SPPRA Rules-2010.
- (c) increase or decrease quantity subject to relevant provisions of SPPRA Rules-2010.

20. SPECIAL CLAUSE

1. The Bidder shall supply the article(s) as per approved specifications mentioned in the Contract Award. The article(s) not found in conformity with the approved specifications shall be rejected at the risk & cost of the Bidder.
2. The Bidders shall quote their final rates (both in figures and words) including all taxes, material and transportation charges at consignee's end.
3. Bidders shall quote all items and quantity specified under contract. Piecemeal Bids shall not be entertained.
4. The successful bidder will have to deposit performance security @ 10% of the value of Contract Award which is refundable after Ninety days of the satisfactory completion of supplies.
5. Representative of the bidding firms are required to produce authority letter of their respective firm for attending the opening of bids.
6. The bidders shall enclose a certificate as under, failing which the bid will be liable to be rejected.
7. Placement of purchase order will be subject to payment of Performance Security.
8. Bidders shall have to submit samples/specimen on demand.



SINDH BOARD OF TECHNICAL EDUCATION
ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI
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9. All Taxes of the billed amount will be deducted at source as per rules.
10. The materials shall be delivered to Store Keeper against delivery challan (in triplicate). Two copies of the challan shall be retained by the Store Keeper to utilize the same at the time of the disposal of the bill while the third copy shall be returned to the suppliers for the record.
11. Deposit Performance Security equivalent to 10% of the amount mentioned in Contract Award, in shape of Pay Order in favour of the Secretary, Sindh Board of Technical Education, Karachi.
12. One Ream of each required Paper shall be submitted without any indication of name or seal of supplying firms.
13. The paper(s) will be selected on quality cum price basis after testing.
14. SPPRA Rules-2010 will strictly be followed.



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI

www.sbte.edu.pk, Tel#: 021-99243329-30, Fax#: 021-99244166

COST OF TENDER FORM RS. 250/=
(NON REFUNDABLE)

TECHNICAL SPECIFICATIONS & SCHEDULE OF REQUIREMENTS
PROCUREMENT FOR SUPPLY OF SPLIT A/C & ELECTRIC WATER COOLER
SCHEDULE FOR INVITATION OF TENDER

Date & Time of Receipt of the Tender
Date & Time of Opening of the Tender
Validity of the Tender

20-05-2015 at 1.00 pm
20-05-2015 at 2.00 pm
Three months

S. NO.	SPECIFICATIONS	QUANTITY	RATES INCLUDING ALL TAXES	TOTAL
1.	Split A/C 1.5 tone Hair or equivalent	4	Rs. _____ Per No.	Rs. _____
2.	Electrical Water cooler 40 liter storage	1	Rs. _____ Per No.	Rs. _____
3.	LED T.V 32" Samsung or equivalent	2	Rs. _____ Per No.	Rs. _____ Per No.

GRAND TOTAL AMOUNT OF THE OF BID



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI
www.sbte.edu.pk, Tel#: 021-99243329-30, Fax#: 021-99244166

CERTIFICATE

I/We have carefully read & understood the Terms & Conditions whatever has been stated herein the enclosed pages and abide to the same. I/We guarantee to supply/deliver/install the items exactly in accordance with the requirements and enclosed the Bid Security payable to Board of Secondary Education, Karachi.

SIGNATURE WITH DATE:

NAME OF FIRM:

FULL NAME OF CONCERNED PERSON:

POSITION HELD IN:

PHONE NUMBER(S):

FAX NUMBER(S):

NATIONAL TAX NUMBER:

GENERAL SALES TAX NUMBER:

STAMP OF THE FIRM:

PAY ORDER NUMBER:

BANK & BRANCH NAME:


DATED:

FOR RUPEES:

DRAWN:

as Bid Security is enclosed herewith.

pl. re cheque


22.4.14

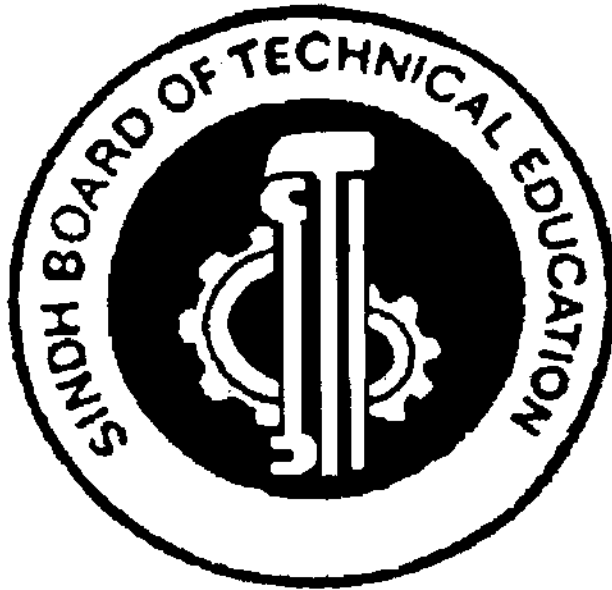
Bidding Document # _____
M/S _____

STANDARD BIDDING DOCUMENTS

FOR

SUPPLY OF STATIONERY & GENERAL/CLEANING ITEMS

Date of Receipt of bid	20-05-2015 at 1.00 pm
Date of Opening of bid	20-05-2015 at 2.00 pm



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI
www.sbte.edu.pk ☎: 99243329 - 30 EXT. 309 FAX 99244166



BID DATA SHEET

INTRODUCTION		
ITB 1.1	Name of Contract	Procurement for Supply of Stationery, General & Cleaning Items
ITB 4.1	Name of Procuring Agency	Sindh Board of Technical Education Karachi
ITB 6.1	Procuring agency's address, telephone, telex, and facsimile numbers	Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi Tel: 99243325 Tel: 99243329-30 Fax: 99244166
ITB 8.1	Language of the bid	English

BID PRICE AND CURRENCY	
ITB 11.2	The price shall be inclusive of all Taxes, Transportation, Material and Labour charges involved therein.
ITB 11.5	The price shall be fixed and the bidder will have to supply the required items as per quoted rates.

PREPARATION AND SUBMISSION OF BIDS		
ITB 13.3 (d)	Qualification Requirements	<ul style="list-style-type: none"> • 03 years experience in the related field • Assessment orders of Income of at least last three years showing a turnover of minimum 1.5 Million PKR per annum • Registration with Income Tax and Sales Tax Department • An Affidavit on Stamp Paper (Rs.20/-) that the firm has never been Blacklisted since last 03 years
ITB 15.1	Amount of bid security	<ul style="list-style-type: none"> • Bid Security amounting up to 5% of the total amount of Tender, in shape of Pay Order in the name of <i>Secretary</i>, Sindh Board of Technical Education Karachi.
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ITB 18.2 (a)	Address for bid submission	The office of the Assistant Secretary (General) Room No. 208-B, 1 st Floor, Secretariat Block, Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi.
ITB 18.2 (b)	IFB title and number	Title: Procurement for Supply of Stationery, General & Cleaning Items IFB No: IFB No.SBTE/STORE/2015-582 Dated:20-04-2015.



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI

www.sbte.edu.pk, Tel#: 021-99243329-30, Fax#: 021-99244166

ITB 19.1	Deadline for bid submission	Wednesday 20th May, 2015 upto 1:00 P.M Sealed bids duly filled-in, mentioning on top of the envelope "Procurement for Supply of Stationery & General Items"
ITB 22.1	Time, date, and place for bid opening	Bids must be submitted in the office of the Assistant Secretary (General) Room No. 208-B, 1st Floor, Secretariat Block, Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi, in a sealed cover up to 1:00 P.M and will be opened on 20-05-2015 2.00 PM. in the presence of bidders' representatives who choose to attend the office.

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SINDH BOARD OF TECHNICAL EDUCATION

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 - i. Rejection of the unsatisfactory Supplied material
 - ii. Blacklisting of the firm
 - iii. Deduction of amount from 0.5% per day/week (as deem appropriate) of the total value of the bill
 - iv. Forfeited whole Security amount

Anyone or more then one from the aforesaid penalties may be imposed upon the Supplier(s) in the following cases:

- a) In case of transgression/deviation of the time given in the Contract Award
- b) In case of transgression, deviation, mistake or low quality found in the Supplied Item(s)
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3. Bidders shall quote all items and quantity specified under contract. Piecemeal Bids shall not be entertained.
4. The successful bidder will have to deposit performance security @ 10% of the value of Contract Award which is refundable after Ninety days of the satisfactory completion of supplies.
5. Representative of the bidding firms are required to produce authority letter of their respective firm for attending the opening of bids.
6. The bidders shall enclose a certificate as under, failing which the bid will be liable to be rejected.
7. Placement of purchase order will be subject to payment of Performance Security.
8. Bidders shall have to submit samples/specimen on demand.



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI

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9. All Taxes of the billed amount will be deducted at source as per rules.
10. The materials shall be delivered to Store Keeper against delivery challan (in triplicate). Two copies of the challan shall be retained by the Store Keeper to utilize the same at the time of the disposal of the bill while the third copy shall be returned to the suppliers for the record.
11. Deposit Performance Security equivalent to 10% of the amount mentioned in Contract Award, in shape of Pay Order in favour of the Secretary, Sindh Board of Technical Education, Karachi.
12. One Ream of each required Paper shall be submitted without any indication of name or seal of supplying firms.
13. The paper(s) will be selected on quality cum price basis after testing.
14. SPPRA Rules-2010 will strictly be followed.



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI

www.sbte.edu.pk, Tel#: 021-99243329-30, Fax#: 021-99244166

COST OF TENDER FORM RS. 250/-

(NON REFUNDABLE)

TECHNICAL SPECIFICATIONS & SCHEDULE OF REQUIREMENTS

PROCUREMENT FOR SUPPLY OF STATIONERY,

GENERAL AND CLEANING ITEMS

SCHEDULE FOR INVITATION OF TENDER

Date & Time of Receipt of the Tender

20-05-2015 at 1.00 pm

Date & Time of Opening of the Tender

20-05-2015 at 2.00 pm

Validity of the Tender

Three months

S. NO.	SPECIFICATIONS	QUANTITY	RATES INCLUDING ALL TAXES	TOTAL
1.	Ball pen blue (Signature BLU needle tip) or equivalent	150	Rs. _____ Per Pkt.	Rs. _____
2.	Ball pen black (Signature needle tip) or equivalent	50	Rs. _____ Per Pkt.	Rs. _____
3.	Ball pen red (Signature needle tip) or equivalent	50	Rs. _____ Per Pkt.	Rs. _____
4.	Uni-ball eye micro Roller Ball pen Mitsubishi Pencil Co. Ltd. Made in Japan (blue) or equivalent	70	Rs. _____ Per Pkt.	Rs. _____
5.	Uni-ball eye micro Roller Ball pen Mitsubishi Pencil Co. Ltd. Made in Japan (black) or equivalent	70	Rs. _____ Per Pkt.	Rs. _____
6.	Paper weight (stone)	36	Rs. _____ Per No..	Rs. _____
7.	Poker Good Quality	25	Rs. _____ Per No..	Rs. _____
8.	Punch machine(single hole) Steel iron Good Quality	36	Rs. _____ Per No..	Rs. _____
9.	Stapler machine (normal) best quality	60	Rs. _____ Per Nos.	Rs. _____
10.	Gum bottle (doller) or Equivalent	48	Rs. _____ Per Nos.	Rs. _____
11.	Stationery officer set best quality	10	Rs. _____ Per No.	Rs. _____
12.	Regisrter 300 pages paper good quality	100	Rs. _____ Per No..	Rs. _____
13.	Soft rubber Million or equivalent	60	Rs. _____ Per Nos.	Rs. _____
14.	Steel foot scale good quality	100	Rs. _____ Per Nos.	Rs. _____
15.	Calculator 14dg Casio or equivalent	24	Rs. _____ Per No.	Rs. _____
16.	Stamp pad ink Doller or equivalent best quality	36	Rs. _____ Per Nos.	Rs. _____
17.	Stamp pad Doller or equivalent best quality	100	Rs. _____ Per No..	Rs. _____
18.	Fluid pen (KITA Company) or equivalent	100	Rs. _____ Per Nos.	Rs. _____
19.	Pin opener/remover best quality	60	Rs. _____ Per Nos.	Rs. _____
20.	Plastic solution tape 2" good quality	48	Rs. _____ Per Nos.	Rs. _____
21.	Attendance register paper good quality	24	Rs. _____ Per Nos.	Rs. _____
22.	lorter pad/writing pad medium size paper good quality	50	Rs. _____ Per Nos.	Rs. _____
23.	Numbring machine best quality	30	Rs. _____ Per Nos.	Rs. _____
24.	File board best quality (white colour)	3000	Rs. _____ Per Nos.	Rs. _____
25.	UHU (gum stick) full size or equivalent	75	Rs. _____ Per Nos.	Rs. _____
26.	Box file best quality	24	Rs. _____ Per Nos.	Rs. _____
27.	Paper cutter Steel best quality	36	Rs. _____ Per Nos.	Rs. _____
28.	Heavy duty stapler pins best quality Doller or equivalent	48	Rs. _____ Per pkt.	Rs. _____
29.	Stapler machine heavy duty best quality (fuji) 100 page per punch	6	Rs. _____ Per Nos.	Rs. _____
30.	Water cussion best quality silver	36	Rs. _____ Per Nos.	Rs. _____
31.	WOHU Steel Locks medium (open & close with key only) as per samle or equivalent	150	Rs. _____ Per Nos.	Rs. _____
32.	Pencil HB best quality or equivalent	100	Rs. _____ Per pkt.	Rs. _____
33.	Toshiba cell japan pkt. Or equivalent	3	Rs. _____ Per pkt.	Rs. _____



SINDH BOARD OF TECHNICAL EDUCATION

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www.sbte.edu.pk, Tel#: 021-99243329-30, Fax#: 021-99244166

(GENERAL / CLEANING ITEMS) REQUIREMENT OF 2014-2015

34.	Glue molth (20kg) balty	1	Rs. _____ Per Nos.	Rs: _____
35.	Driking water glass (toyo) or equivalent	100	Rs. _____ Per Nos.	Rs: _____
36.	Air freshener (Lotion Admire) 400 MI Made in Paris, Criginal or equivalent	100	Rs. _____ Per Nos.	Rs: _____
37.	Tissue box Rose Petal or equivalent	200	Rs. _____ Per Nos.	Rs: _____
38.	Lux soap large size or equivalent	200	Rs. _____ Per Nos.	Rs. _____
39.	Euster best quality as per sample medium size	300	Rs. _____ Per Nos.	Rs. _____
40.	Vim powder ½ Kg. lemon or equivalent	100	Rs. _____ Per pkt.	Rs. _____
41.	Towel ful size imported	80	Rs. _____ Per Nos.	Rs. _____
42.	Dust-bin best quality plastic pare	36	Rs. _____ Per Nos.	Rs. _____
43.	Mortin insects spray or equivalent	24	Rs. _____ Per Nos.	Rs. _____
44.	Folythin bag large size new best quality	750	Rs. _____ Per Nos.	Rs. _____
45.	Polythin bag medium size new best quality	750	Rs. _____ Per Nos.	Rs. _____
46.	Fenyle bottle 2.75 ltr or equivalent	60	Rs. _____ Per Nos.	Rs. _____
47.	Soft broom best quality large size	24	Rs. _____ Per Nos.	Rs. _____
48.	Soap nylon 101 or equivalent	150	Rs. _____ Per Nos.	Rs. _____
49.	Surf pkt ½ kg Areal or equivalent	60	Rs. _____ Per pkt.	Rs. _____
50.	Harpic bottle or equivalent	36	Rs. _____ Per Nos.	Rs: _____
51.	Lota full size best quality pure plastic	25	Rs. _____ Per Nos.	Rs: _____

GRAND TOTAL AMOUNT OF THE OF BID



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI

www.sbte.edu.pk, Tel#: 021-99243329-30, Fax#: 021-99244166

CERTIFICATE

I/We have carefully read & understood the Terms & Conditions whatever has been stated herein the enclosed pages and abide to the same. I/We guarantee to supply/deliver/install the items exactly in accordance with the requirements and enclosed the Bid Security payable to Board of Secondary Education, Karachi.

SIGNATURE WITH DATE:

NAME OF FIRM:

FULL NAME OF CONCERNED PERSON:

POSITION HELD IN:

PHONE NUMBER(S):

FAX NUMBER(S):

NATIONAL TAX NUMBER:

GENERAL SALES TAX NUMBER:

STAMP OF THE FIRM:

PAY ORDER NUMBER:

BANK & BRANCH NAME:

DATED:

FOR RUPEES:

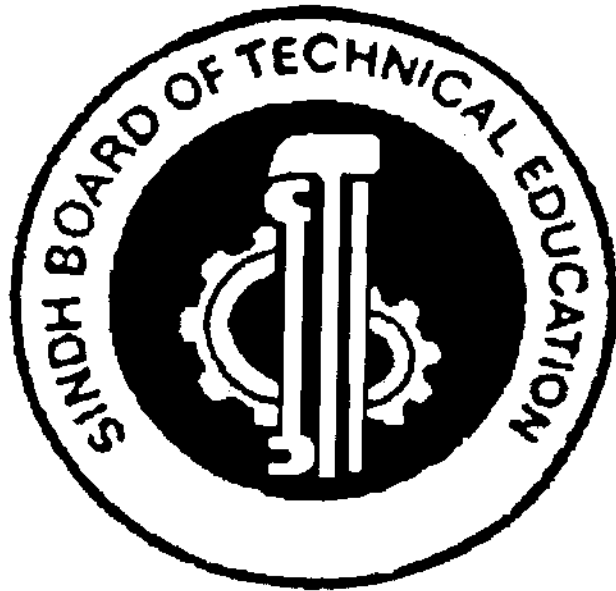
DRAWN:

as Bid Security is enclosed herewith.

Bidding Document # _____
M/S _____

STANDARD BIDDING DOCUMENTS
FOR
SUPPLY OF WOODEN & STEEL FURNITURE

Date of Receipt of bid	20-05-2015 at 1.00 pm
Date of Opening of bid	20-05-2015 at 2.00 pm



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI
www.sbte.edu.pk ☎: 99243329 - 30 EXT. 309 FAX 99244166



BID DATA SHEET

INTRODUCTION		
ITB 1.1	Name of Contract	Procurement for Supply of Wooden & Steel Furniture
ITB 4.1	Name of Procuring Agency	Sindh Board of Technical Education Karachi
ITB 6.1	Procuring agency's address, telephone, telex, and facsimile numbers	Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi Tel: 99243325 Tel: 99243329-30 Fax: 99244166
ITB 8.1	Language of the bid	English

BID PRICE AND CURRENCY	
ITB 11.2	The price shall be inclusive of all Taxes, Transportation, Material and Labour charges involved therein.
ITB 11.5	The price shall be fixed and the bidder will have to supply the required items as per quoted rates.

PREPARATION AND SUBMISSION OF BIDS		
ITB 13.3 (d)	Qualification Requirements	<ul style="list-style-type: none"> • 03 years experience in the related field • Assessment orders of Income of at least last three years showing a turnover of minimum 1.5 Million PKR per annum • Registration with Income Tax and Sales Tax Department • An Affidavit on Stamp Paper (Rs.20/-) that the firm has never been Blacklisted since last 03 years
ITB 15.1	Amount of bid security	• Bid Security amounting up to 5% of the total amount of Tender, in shape of Pay Order in the name of <i>Secretary</i> , Sindh Board of Technical Education Karachi.
ITB 16.1	Bid Validity Period	The validity period of the bid shall remain valid up to 90 days from the date of opening of the Tender
ITB 17.1	Number of copies	01 original copy of the sealed bid, supported with required documents & bid security shall be submitted by the bidder

PREPARATION AND SUBMISSION OF BIDS		
ITB 18.2 (a)	Address for bid submission	The office of the Assistant Secretary (General) Room No. 208-B, 1 st Floor, Secretariat Block, Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi.
ITB 18.2 (b)	IFB title and number	Title: Procurement for Supply of Wooden & Steel Furniture IFBNo.SBTE/STORE/2015-582 Dated:20-04-2015.



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI

www.sbte.edu.pk, Tel#: 021-99243329-30, Fax#: 021-99244166

ITB 19.1	Deadline for bid submission	Wednesday 20th May, 2015 upto 1:00 PM Sealed bids duly filled-in, mentioning on top of the envelope "Procurement for Supply of Wooden & Steel Furniture
ITB 22.1	Time, date, and place for bid opening	Bids must be submitted in the office of the Assistant Secretary (General) Room No. 208-B, 1st Floor, Secretariat Block, Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi, in a sealed cover up to 1:00 P.M and will be opened on 20-05-2015 2.00 PM. in the presence of bidders' representatives who choose to attend the office.

BID EVALUATION

ITB 25.3	Criteria for bid evaluation	The bid found to be the lowest or best evaluated bid shall be accepted.
ITB 25.4 (b)	Delivery schedule	The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least two weeks which may be variable.

CONTRACT AWARD

ITB 29.1	Percentage for quantity increase or decrease	The Competent Authority reserves the right to increase or decrease the quantity of the required goods subject to provisions of SPPRA Rules-2010.
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SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract as per SPPRA Rules-2010. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. DEFINITIONS (GCC CLAUSE 1)

- 1) **GCC 1.1 (g)** The Procuring agency is: Sindh Board of Technical Education Karachi.
- 2) **GCC 1.1 (h)** The Procuring agency's country is: Islamic Republic of Pakistan.
- 3) **GCC 1.1 (j)** The Project Site is: Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi

3. PERFORMANCE SECURITY (GCC CLAUSE 7)

- 1) **GCC 7.1** The amount of performance security, as a percentage of the Contract Price, shall be Ten (10) percent of the Contract Price.
- 2) **GCC 7.4** After delivery and acceptance of the Goods, the performance security shall be reduced to Two (2) percent of the Contract Price to cover the Supplier's warranty obligations in accordance with Clause GCC 15.2.



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI

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18. PENALTY

- 1) Preferred penalties according to the issue\subject may be imposed upon the Supplier(s) such as:
 - i. rejection of the unsatisfactory Supplied material
 - ii. Blacklisting of the firm
 - iii. deduction of amount from 0.5% per day/week (as deem appropriate) of the total value of the bill
 - iv. forfeited whole Security amount

Anyone or more then one from the aforesaid penalties may be imposed upon the Supplier(s) in the following cases:

- a) In case of transgression/deviation of the time given in the Contract Award
- b) In case of transgression, deviation, mistake or low quality found in the Supplied Item(s)
- c) In case the specification, quantity, rate or stuff of a Tender in certain item or items are approved and the Bidder backs out of his commitment on any pretext or fails to supply the material in time or in the required criteria.

19. THE COMPETENT AUTHORITY RESERVES THE RIGHT TO:

- (a) divert/distribute a particular work among different Bidders on the lowest approved rate(s) in the interest of the office due to demand of time/situation
- (b) accept or reject all or any bid subject to relevant provisions of SPPRA Rules-2010.
- (c) increase or decrease quantity subject to relevant provisions of SPPRA Rules-2010.

20. SPECIAL CLAUSE

1. The Bidder shall supply the article(s) as per approved specifications mentioned in the Contract Award. The article(s) not found in conformity with the approved specifications shall be rejected at the risk & cost of the Bidder.
2. The Bidders shall quote their final rates (both in figures and words) including all taxes, material and transportation charges at consignee's end.
3. Bidders shall quote all items and quantity specified under contract. Piecemeal Bids shall not be entertained.
4. The successful bidder will have to deposit performance security @ 10% of the value of Contract Award which is refundable after Ninety days of the satisfactory completion of supplies.
5. Representative of the bidding firms are required to produce authority letter of their respective firm for attending the opening of bids.
6. The bidders shall enclose a certificate as under, failing which the bid will be liable to be rejected.
7. Placement of purchase order will be subject to payment of Performance Security.
8. Bidders shall have to submit samples/specimen on demand.



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI

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9. All Taxes of the billed amount will be deducted at source as per rules.
10. The materials shall be delivered to Store Keeper against delivery challan (in triplicate). Two copies of the challan shall be retained by the Store Keeper to utilize the same at the time of the disposal of the bill while the third copy shall be returned to the suppliers for the record.
11. Deposit Performance Security equivalent to 10% of the amount mentioned in Contract Award, in shape of Pay Order in favour of the Secretary, Sindh Board of Technical Education, Karachi.
12. One Ream of each required Paper shall be submitted without any indication of name or seal of supplying firms.
13. The paper(s) will be selected on quality cum price basis after testing.
14. SPPRA Rules-2010 will strictly be followed.



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI

www.sbte.edu.pk, Tel#: 021-99243329-30, Fax#: 021-99244166

COST OF TENDER FORM RS. 100/=
(NON REFUNDABLE)

TECHNICAL SPECIFICATIONS & SCHEDULE OF REQUIREMENTS

PROCUREMENT FOR SUPPLY OF WOODEN & STEEL FURNITURE

SCHEDULE FOR INVITATION OF TENDER

Date & Time of Receipt of the Tender 20-05-2015 at 1.00 pm
Date & Time of Opening of the Tender 20-05-2015 at 2.00 pm
Validity of the Tender Three months

S. NO.	SPECIFICATIONS	QUANTITY	RATES INCLUDING ALL TAXES	TOTAL
1.	Office Chair wooden with Arms Materials Seasoned Shisham wood with Oak Color sprit polished seat and back knitted with Kane	24	Rs. _____ Per Nos.	Rs. _____
2.	Officer Revolving Chairs knitting Frame Shisham wood five casters	6	Rs. _____ Per Nos.	Rs. _____
3.	Computer Table Size 4'x2'x20' Chipboard and Texture and Formica	4	Rs. _____ Per Nos	Rs. _____
4.	Computer Chair Seat and Back cushion and Hydraulic System good quality	6	Rs. _____ Per Nos	Rs. _____
5.	Office Table Size 4 ½ x 2 ½ x 2 ½ three drawers on right side and Tea Try Under the Top lock & Key arrangement. Materials ¾ " Thick chipboard having 600 density Oak color Formica Pasted with superior Glue	6	Rs. _____ Per Nos	Rs. _____
6.	Steel Rack size 72"x45"x18" (HxWxD) sheet gauge 18" Angle gauge 14 with Five shelves with fixing and delivering a consignee address.	6	Rs. _____ Per Nos	Rs. _____

GRAND TOTAL AMOUNT OF THE BID



SINDH BOARD OF TECHNICAL EDUCATION
ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI
www.sbte.edu.pk, Tel#: 021-99243329-30, Fax#: 021-99243326

CERTIFICATE

I/We have carefully read & understood the Terms & Conditions whatever has been stated herein the enclosed pages and abide to the same. I/We guarantee to supply/deliver/install the goods exactly in accordance with the requirements and enclosed the Bid Security payable to Board of Secondary Education, Karachi.

SIGNATURE WITH DATE:

NAME OF FIRM:

FULL NAME OF CONCERNED PERSON:

POSITION HELD IN:

PHONE NUMBER(S):

FAX NUMBER(S):

NATIONAL TAX NUMBER:

GENERAL SALES TAX NUMBER:

STAMP OF THE FIRM:

PAY ORDER NUMBER:

BANK & BRANCH NAME:

DATED:

FOR RUPEES:

DRAWN:

as Bid Security is enclosed herewith.

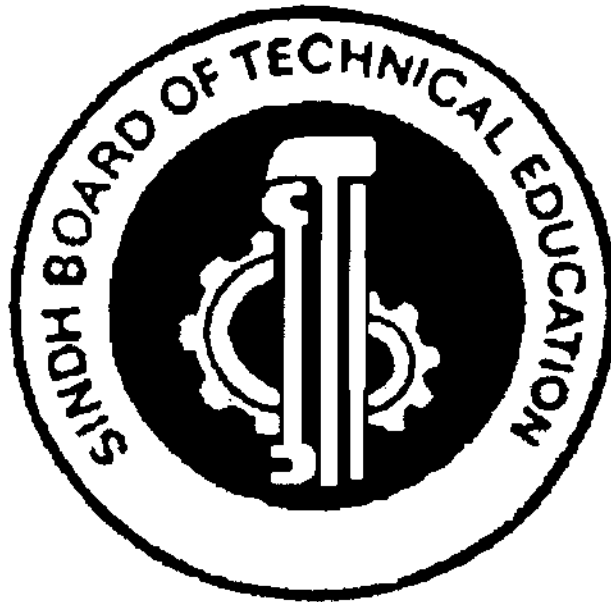
Bidding Document # _____
M/S _____

STANDARD BIDDING DOCUMENTS

FOR

SUPPLY OF COMPUTER & OTHER RELATED ITEMS

Date of Receipt of bid	18-05-2015 at 1.00 pm
Date of Opening of bid	18-05-2015 at 2.00 pm



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI
www.sbte.edu.pk ☎: 99243329 - 30 EXT. 309 FAX 99244166



BID DATA SHEET

INTRODUCTION		
ITB 1.1	Name of Contract	Procurement for Supply of Computer, Printer & other related Items
ITB 4.1	Name of Procuring Agency	Sindh Board of Technical Education Karachi
ITB 6.1	Procuring agency's address, telephone, telex, and facsimile numbers	Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi Tel: 99243325 Tel: 99243329-30 Fax: 99244166
ITB 8.1	Language of the bid	English

BID PRICE AND CURRENCY	
ITB 11.2	The price shall be inclusive of all Taxes, Transportation, Material and Labour charges involved therein.
ITB 11.5	The price shall be fixed and the bidder will have to supply the required items as per quoted rates.

PREPARATION AND SUBMISSION OF BIDS		
ITB 13.3 (d)	Qualification Requirements	<ul style="list-style-type: none"> • 03 years experience in the related field • Assessment orders of Income of at least last three years showing a turnover of minimum 1.5 Million PKR per annum • Registration with Income Tax and Sales Tax Department • An Affidavit on Stamp Paper (Rs.20/-) that the firm has never been Blacklisted since last 03 years
ITB 15.1	Amount of bid security	<ul style="list-style-type: none"> • Bid Security amounting up to 5% of the total amount of Tender, in shape of Pay Order in the name of <i>Secretary, Sindh Board of Technical Education Karachi.</i>
ITB 16.1	Bid Validity Period	The validity period of the bid shall remain valid up to 90 days from the date of opening of the Tender
ITB 17.1	Number of copies	01 original copy of the sealed bid, supported with required documents & bid security shall be submitted by the bidder

PREPARATION AND SUBMISSION OF BIDS		
ITB 18.2 (a)	Address for bid submission	The office of the Assistant Secretary (General) Room No. 208-B, 1 st Floor, Secretariat Block, Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi.
ITB 18.2 (b)	IFB title and number	Title: Procurement for Supply of Computer, Printer & other related Items IFB No: <i>IFB No.SBTE/STORE/2015-582</i> <i>Dated:20-04-2015.</i>
ITB 19.1	Deadline for bid submission	Monday 18 th May, 2015 upto 1:00 P.M. Sealed bids duly filled-in, mentioning on top of the envelope " <i>Procurement for Supply of Computer, Printer & other related Items</i> "
ITB 22.1	Time, date, and place for bid opening	Bids must be submitted in the office of the Assistant Secretary (General) Room No. 208-B, 1 st Floor, Secretariat Block, Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi, in a sealed cover up to <u>1:00 P.M</u> and will be opened on 18-05-2015 at <u>2:00 P.M</u> in the presence of bidders' representatives who choose to attend the office.



BID EVALUATION		
ITB 25.3	Criteria for bid evaluation	The bid found to be the lowest or best evaluated bid shall be accepted.
ITB 25.4 (b)	Delivery schedule	The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least two weeks which may be variable.

CONTRACT AWARD		
ITB 29.1	Percentage for quantity increase or decrease	The Competent Authority reserves the right to increase or decrease the quantity of the required goods subject to provisions of SPPRA Rules-2010.

SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract as per SPPRA Rules-2010. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. DEFINITIONS (GCC CLAUSE 1)

- 1) **GCC 1.1 (g)** The Procuring agency is: Sindh Board of Technical Education Karachi.
- 2) **GCC 1.1 (h)** The Procuring agency's country is: Islamic Republic of Pakistan.
- 3) **GCC 1.1 (j)** The Project Site is: Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi

3. PERFORMANCE SECURITY (GCC CLAUSE 7)

- 1) **GCC 7.1** The amount of performance security, as a percentage of the Contract Price, shall be Ten (10) percent of the Contract Price.
- 2) **GCC 7.4** After delivery and acceptance of the Goods, the performance security shall be reduced to Two (2) percent of the Contract Price to cover the Supplier's warranty obligations in accordance with Clause GCC 15.2.

18. PENALTY

- 1) Preferred penalties according to the issue\subject may be imposed upon the Supplier(s) such as:
 - i. rejection of the unsatisfactory Supplied material
 - ii. Blacklisting of the firm
 - iii. deduction of amount from 0.5% per day/week (as deem appropriate) of the total value of the bill
 - iv. forfeited whole Security amount

Anyone or more then one from the aforesaid penalties may be imposed upon the Supplier(s) in the following cases:

- a) In case of transgression/deviation of the time given in the Contract Award
- b) In case of transgression, deviation, mistake or low quality found in the Supplied Item(s)
- c) In case the specification, quantity, rate or stuff of a Tender in certain item or items are approved and the Bidder backs out of his commitment on any pretext or fails to supply the material in time or in the required criteria.



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI
www.sbte.edu.pk, Tel#: 021-99243329-30, Fax#: 021-99244166

19. THE COMPETENT AUTHORITY RESERVES THE RIGHT TO:

- (a) divert/distribute a particular work among different Bidders on the lowest approved rate(s) in the interest of the office due to demand of time/situation
- (b) accept or reject all or any bid subject to relevant provisions of SPPRA Rules-2010.
- (c) increase or decrease quantity subject to relevant provisions of SPPRA Rules-2010.

20. SPECIAL CLAUSE

1. The Bidder shall supply the article(s) as per approved specifications mentioned in the Contract Award. The article(s) not found in conformity with the approved specifications shall be rejected at the risk & cost of the Bidder.
2. The Bidders shall quote their final rates (both in figures and words) including all taxes, material and transportation charges at consignee's end.
3. Bidders shall quote all items and quantity specified under contract. Piecemeal Bids shall not be entertained.
4. The successful bidder will have to deposit performance security @ 10% of the value of Contract Award which is refundable after Ninety days of the satisfactory completion of supplies.
5. Representative of the bidding firms are required to produce authority letter of their respective firm for attending the opening of bids.
6. The bidders shall enclose a certificate as under, failing which the bid will be liable to be rejected.
7. Placement of purchase order will be subject to payment of Performance Security.
8. Bidders shall have to submit samples/specimen on demand.
9. All Taxes of the billed amount will be deducted at source as per rules.
10. The materials shall be delivered to Store Keeper against delivery challan (in triplicate). Two copies of the challan shall be retained by the Store Keeper to utilize the same at the time of the disposal of the bill while the third copy shall be returned to the suppliers for the record.
11. Deposit Performance Security equivalent to 10% of the amount mentioned in Contract Award, in shape of Pay Order in favour of the Secretary, Sindh Board of Technical Education, Karachi.
12. Reference to brand name and catalogue number where used, they should always be read with followed by the words "or at least equivalent."
13. SPPRA Rules-2010 will strictly be followed.



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI

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COST OF TENDER FORM RS. 250/-
(NON REFUNDABLE)

TECHNICAL SPECIFICATIONS & SCHEDULE OF REQUIREMENTS

PROCUREMENT FOR COMPUTER, PRINTER & OTHER RELATED ITEMS

SCHEDULE FOR INVITATION OF TENDER

Date & Time of Receipt of the Tender

18-05-2015 at 1.00 pm

Date & Time of Opening of the Tender

18-05-2015 at 2.00 pm

Val dity of the Tender

Three months

S. NO.	SPECIFICATIONS	QUANTITY	RATES INCLUDING ALL TAXES	TOTAL
1.	New Computer Set Processor: Intel Core i5 3.0 GHz machine or higher Mother Board: DH61DL/DH61WW or higher or equivalent RAM: 4GB Hard Disk: 500GB or higher DVD: HP or equivalent Wifi Card: TP Link or equivalent Casing: Tower Casing with Front Panel USB	7	Rs. _____ Per Nos.	Rs. _____
2.	18" LCD/LED MONITOR Viewsonic or equivalent	7	Rs. _____ Per Nos.	Rs. _____
3.	HP Laser Jet P1102 Printer or equivalent	6	Rs. _____ Per Nos.	Rs. _____
4.	Scanner N-6310 New latest good quality	4	Rs. _____ Per Nos.	Rs. _____
5.	Mouse with pad A4 Tech or equivalent	15	Rs. _____ Per Nos.	Rs. _____
6.	Keyboard A4-Tech or equivalent	15	Rs. _____ Per Nos.	Rs. _____
7.	UPS Complete Set new (½ KV Dry Battery, 15-20M) best quality	9	Rs. _____ Per Nos.	Rs. _____
8.	Stabilizer Servo Motor 1000 Watts	6	Rs. _____ Per Nos.	Rs. _____
9.	Printer 4 in one New	1	Rs. _____ Per No.	Rs. _____
10.	USB (16Gb) (Kingston or equivalent)	10	Rs. _____ Per No.	Rs. _____
11.	External Hard Disc 500GB or higher or best quality	1	Rs. _____ Per No.	Rs. _____
12.	CDs (Blank) Sony/Maxell or equivalent	212	Rs. _____ Per No.	Rs. _____
13.	WD-40 Spray or equivalent	4	Rs. _____ Per No.	Rs. _____
14.	Extension Board 6 socket heavy duty good quality	4	Rs. _____ Per No.	Rs. _____
15.	HDD500 GB good quality	4	Rs. _____ Per No.	RS. _____

GRAND TOTAL AMOUNT OF THE OF BID



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI

www.sbte.edu.pk, Tel#: 021-99243329-30, Fax#: 021-99244166

CERTIFICATE

I/We have carefully read & understood the Terms & Conditions whatever has been stated herein the enclosed pages and abide to the same. I/We guarantee to supply/deliver/install the items exactly in accordance with the requirements and enclosed the Bid Security payable to Board of Secondary Education, Karachi.

SIGNATURE WITH DATE:

NAME OF FIRM:

FULL NAME OF CONCERNED PERSON:

POSITION HELD IN:

PHONE NUMBER(S):

FAX NUMBER(S):

NATIONAL TAX NUMBER:

GENERAL SALES TAX NUMBER:

STAMP OF THE FIRM:

PAY ORDER NUMBER:

BANK & BRANCH NAME:

DATED:

FOR RUPEES:

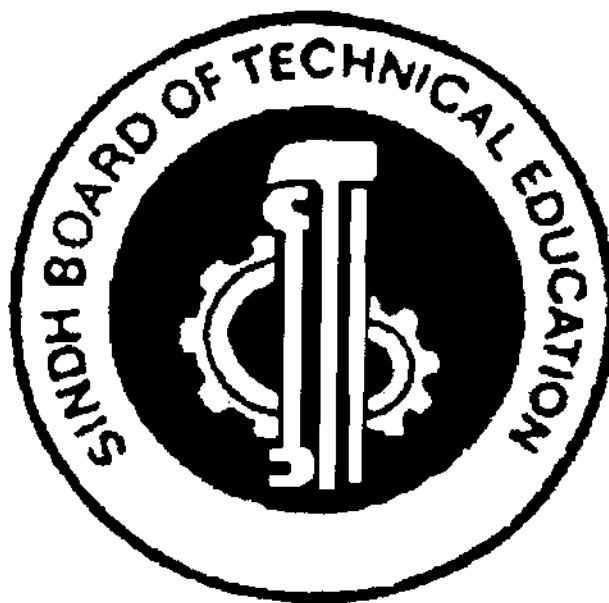
DRAWN:

as Bid Security is enclosed herewith.

Bidding Document # _____
M/S _____

**STANDARD BIDDING DOCUMENTS
FOR
SUPPLY OF DUPLICATING, PHOTOSTAT
& COMPUTER PAPERS**

Date of Receipt of bid	18-05-2015 at 1.00 pm
Date of Opening of bid	18-05-2015 at 2.00 pm



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI
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 www.sbte.edu.pk, Tel#: 021-99243329-30, Fax#: 021-99244166

BID DATA SHEET

INTRODUCTION		
ITB 1.1	Name of Contract	Procurement for Supply of Duplicating, Photostat & Computer Papers
ITB 4.1	Name of Procuring Agency	Sindh Board of Technical Education Karachi
ITB 6.1	Procuring agency's address, telephone, telex, and facsimile numbers	Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi Tel: 99243325 Tel: 99243329-30 Fax: 99244166
ITB 8.1	Language of the bid	English

BID PRICE AND CURRENCY	
ITB 11.2	The price shall be inclusive of all Taxes, Transportation, Material and Labour charges involved therein.
ITB 11.5	The price shall be fixed and the bidder will have to supply the required items as per quoted rates.

PREPARATION AND SUBMISSION OF BIDS		
ITB 13.3 (d)	Qualification Requirements	<ul style="list-style-type: none"> • 03 years experience in the related field • Assessment orders of Income of at least last three years showing a turnover of minimum 2.5 Million PKR per annum • Registration with Income Tax and Sales Tax Department • An Affidavit on Stamp Paper (Rs.20/-) that the firm has never been Blacklisted since last 03 years
ITB 15.1	Amount of bid security	<ul style="list-style-type: none"> • Bid Security amounting up to 5% of the total amount of Tender, in shape of Pay Order in the name of <i>Secretary, Sindh Board of Technical Education Karachi.</i>
ITB 16.1	Bid Validity Period	The validity period of the bid shall remain valid up to 90 days from the date of opening of the Tender
ITB 17.1	Number of copies	01 original copy of the sealed bid, supported with required documents & bid security shall be submitted by the bidder

PREPARATION AND SUBMISSION OF BIDS		
ITB 18.2 (a)	Address for bid submission	The office of the Assistant Secretary (General) Room No. 208-B, 1 st Floor, Secretariat Block, Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi.
ITB 18.2 (b)	IFB title and number	Title: Procurement for Supply of Duplicating, Photostat & Computer Papers IFB No: <i>IFB No.SBTE/STORE/2015-582</i> <i>Dated:20-04-2015.</i>
ITB 19.1	Deadline for bid submission	Monday 18 th May, 2015 upto 1:00 P.M. Sealed bids duly filled-in, mentioning on top of the envelope " <i>Procurement for Supply of Duplicating, Photostat & Computer Papers</i> "
ITB 22.1	Time, date, and place for bid opening	Bids must be submitted in the office of the Assistant Secretary (General) Room No. 208-B, 1 st Floor, Secretariat Block, Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi, in a sealed cover up to 1:00 P.M and will be opened on 18-05-2015 at 2.00 PM. in the presence of bidders' representatives who choose to attend the office.



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI

www.sbte.edu.pk, Tel#: 021-99243329-30, Fax#: 021-99244166

BID EVALUATION		
ITB 25.3	Criteria for bid evaluation	The bid found to be the lowest or best evaluated bid shall be accepted.
ITB 25.4 (b)	Delivery schedule	The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least two weeks which may be variable.

CONTRACT AWARD		
ITB 29.1	Percentage for quantity increase or decrease	The Competent Authority reserves the right to increase or decrease the quantity of the required goods subject to provisions of SPPRA Rules-2010.

SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract as per SPPRA Rules-2010. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. DEFINITIONS (GCC CLAUSE 1)

- 1) **GCC 1.1 (g)** The Procuring agency is: Sindh Board of Technical Education Karachi.
- 2) **GCC 1.1 (h)** The Procuring agency's country is: Islamic Republic of Pakistan.
- 3) **GCC 1.1 (j)** The Project Site is: Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi

3. PERFORMANCE SECURITY (GCC CLAUSE 7)

- 1) **GCC 7.1** The amount of performance security, as a percentage of the Contract Price, shall be Ten (10) percent of the Contract Price.
- 2) **GCC 7.4** After delivery and acceptance of the Goods, the performance security shall be reduced to Two (2) percent of the Contract Price to cover the Supplier's warranty obligations in accordance with Clause GCC 15.2.

18. PENALTY

- 1) Preferred penalties according to the issue\subject may be imposed upon the Supplier(s) such as:
 - i. rejection of the unsatisfactory Supplied material
 - ii. Blacklisting of the firm
 - iii. deduction of amount from 0.5% per day/week (as deem appropriate) of the total value of the bill
 - iv. forfeited whole Security amount

Anyone or more then one from the aforesaid penalties may be imposed upon the Supplier(s) in the following cases:

- a) In case of transgression/deviation of the time given in the Contract Award
- b) In case of transgression, deviation, mistake or low quality found in the Supplied Item(s)
- c) In case the specification, quantity, rate or stuff of a Tender in certain item or items are approved and the Bidder backs out of his commitment on any pretext or fails to supply the material in time or in the required criteria.



SINDH BOARD OF TECHNICAL EDUCATION

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19. THE COMPETENT AUTHORITY RESERVES THE RIGHT TO:

- (a) divert/distribute a particular work among different Bidders on the lowest approved rate(s) in the interest of the office due to demand of time/situation
- (b) accept or reject all or any bid subject to relevant provisions of SPPRA Rules-2010.
- (c) increase or decrease quantity subject to relevant provisions of SPPRA Rules-2010.

20. SPECIAL CLAUSE

1. The Bidder shall supply the article(s) as per approved specifications mentioned in the Contract Award. The article(s) not found in conformity with the approved specifications shall be rejected at the risk & cost of the Bidder.
2. The Bidders shall quote their final rates (both in figures and words) including all taxes, material and transportation charges at consignee's end.
3. Bidders shall quote all items and quantity specified under contract. Piecemeal Bids shall not be entertained.
4. The successful bidder will have to deposit performance security @ 10% of the value of Contract Award which is refundable after Ninety days of the satisfactory completion of supplies.
5. Representative of the bidding firms are required to produce authority letter of their respective firm for attending the opening of bids.
6. The bidders shall enclose a certificate as under, failing which the bid will be liable to be rejected.
7. Placement of purchase order will be subject to payment of Performance Security.
8. Bidders shall have to submit samples/specimen on demand.
9. All Taxes of the billed amount will be deducted at source as per rules.
10. The materials shall be delivered to Store Keeper against delivery challan (in triplicate). Two copies of the challan shall be retained by the Store Keeper to utilize the same at the time of the disposal of the bill while the third copy shall be returned to the suppliers for the record.
11. Deposit Performance Security equivalent to 10% of the amount mentioned in Contract Award, in shape of Pay Order in favour of the Secretary, Sindh Board of Technical Education, Karachi.
12. One Ream of each required Paper shall be submitted without any indication of name or seal of supplying firms.
13. The paper(s) will be selected on quality cum price basis after testing.
14. SPPRA Rules-2010 will strictly be followed.

21. EQUIVALENCY OF STANDARDS AND CODES

Reference to brand name and catalogue number where used, they should always be read with followed by the words "or at least equivalent."

Reference to the required weight/grammage where used, a difference of plus/minus 05 should be tolerated.



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI

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COST OF TENDER FORM RS. 1000/-
(NON REFUNDABLE)

TECHNICAL SPECIFICATIONS & SCHEDULE OF REQUIREMENTS

PROCUREMENT FOR SUPPLY OF DUPLICATING, PHOTOSTAT & COMPUTER PAPERS

SCHEDULE FOR INVITATION OF TENDER

Date & Time of Receipt of the Tender

18-05-2015 at 1.00 pm

Date & Time of Opening of the Tender

18-05-2015 at 2.00 pm

Validity of the Tender

Three months

S. NO.	SPECIFICATIONS	QUANTITY	RATES INCLUDING ALL TAXES	TOTAL
1.	Photostat Paper A-4 Size: 8½ x 11½ Super quality (Indonesia) 80 Grams containing 500 Sheets in each Ream or equivalent	400	Rs. _____ Per Ream	Rs. _____
2.	Photostat Paper (full scap) Size: 8½ x 13½ Super quality (Indonesia) 80 Grams containing 500 Sheets in each Ream	500	Rs. _____ Per ream	Rs. _____
3.	Duplicating Paper Ream containing 500 Sheets in each Ream. Size: 8½ x 13½ 60 Grams Cremish colour Super quality, smooth finish good texture strictly without variation in any Ream under any circumstances subject to satisfactory acceptance & printing on our Machines. Any Ream which is not suitable for Risograph Machine is to be replaced immediately.	2500	Rs. _____ Per Ream	Rs. _____
4.	Printer / Computer Paper (15x11) per box 1000 sheets Super quality (Indonesia 80gram) or equivalent	12	Rs. _____ Per box	Rs. _____
5.	Admit Card Green Colour Paper 80 Grams, imported Size: 8½ x 14 containing 500 Sheets in each Ream.	30	Rs. _____ Per Ream	Rs. _____
6.	Admit Card Yellow Colour Paper 80 Grams, imported Size: 8½ x 14 containing 500 Sheets in each Ream.	30	Rs. _____ Per Ream	Rs. _____
7.	Admit Card Blue Colour Paper 80 Grams, imported Size: 8½ x 14 containing 500 Sheets in each Ream.	65	Rs. _____ Per Ream	Rs. _____
8.	Computerization Registration Card Long course 8.5x12 White (As per Specimen) paper 150 grams.	4,000	Rs. _____ Per Card	Rs. _____
9.	Computerization Registration Card Short course 8.5x12 Yellow (As per Specimen) paper 150 grams.	2,000	Rs. _____ Per Card	Rs. _____
10.	Admit Card Pink Colour Paper 80 Grams, imported Size: 8½ x 12 containing 500 Sheets in each Ream.	30	Rs. _____ Per Ream	Rs. _____
11.	Admit card Green(5.5 x13) 80 Grams, imported containing 500 Sheets in each Ream.	40	Rs. _____ Per Ream	Rs. _____

GRAND TOTAL AMOUNT OF THE OF BID



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CERTIFICATE

I/We have carefully read & understood the Terms & Conditions whatever has been stated herein the enclosed pages and abide to the same. I/We guarantee to supply/deliver/install the items exactly in accordance with the requirements and enclosed the Bid Security payable to Board of Secondary Education, Karachi.

SIGNATURE WITH DATE:

NAME OF FIRM:

FULL NAME OF CONCERNED PERSON:

POSITION HELD IN:

PHONE NUMBER(S):

FAX NUMBER(S):

NATIONAL TAX NUMBER:

GENERAL SALES TAX NUMBER:

STAMP OF THE FIRM:

PAY ORDER NUMBER:

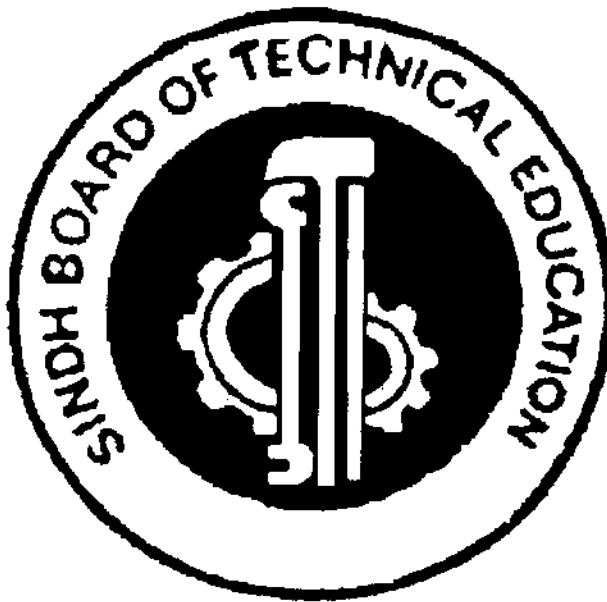
Bidding Document # _____
M/S _____

STANDARD BIDDING DOCUMENTS

FOR

SUPPLY OF PRINTING AND EXAMINATION MATERIALS

Date of Receipt of bid	18-05-2015 at 1.00 pm
Date of Opening of bid	18-05-2015 at 2.00 pm



SINDH BOARD OF TECHNICAL EDUCATION

ST-22, BLOCK-6, MAIN UNIVERSITY ROAD, GULSHAN-E-IQBAL, KARACHI
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BID DATA SHEET

INTRODUCTION		
ITB 1.1	Name of Contract	Procurement for Printing and Supply of Examination Materials
ITB 4.1	Name of Procuring Agency	Sindh Board of Technical Education Karachi
ITB 6.1	Procuring agency's address, telephone, telex, and facsimile numbers	Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi Tel: 99243325-Tel: 99243329-30Fax: 99244166
ITB 8.1	Language of the bid	English

BID PRICE AND CURRENCY	
ITB 11.2	The price shall be inclusive of all Taxes, Transportation, Material and Labour charges involved therein.
ITB 11.5	The price shall be fixed and the bidder will have to supply the required items as per quoted rates.

PREPARATION AND SUBMISSION OF BIDS		
ITB 13.3 (d)	Qualification Requirements	<ul style="list-style-type: none"> • 03 years experience in the related field • Assessment orders of Income of at least last three years showing a turnover of minimum 2.5 Million PKR per annum • Registration with Income Tax and Sales Tax Department • An Affidavit on Stamp Paper (Rs.20/-) that the firm has never been Blacklisted since last 03 years • Press Declaration Certificate should be submitted by the Bidder for Printing items.
ITB 15.1	Amount of bid security	<ul style="list-style-type: none"> • Bid Security amounting up to 5% of the total amount of Tender, in shape of Pay Order in the name of <i>Secretary</i>, Sindh Board of Technical Education Karachi.
ITB 16.1	Bid Validity Period	The validity period of the bid shall remain valid up to 90 days from the date of opening of the Tender
ITB 17.1	Number of copies	01 original copy of the sealed bid, supported with required documents & bid security shall be submitted by the bidder

PREPARATION AND SUBMISSION OF BIDS		
ITB 18.2 (a)	Address for bid submission	The office of the Assistant Secretary (General) Room No. 208-B, 1 st Floor, Secretariat Block, Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi.
ITB 18.2 (b)	IFB title and number	Title: Procurement for Printing and Supply of Examination Materials IFB No: IFB No.SBTE/STORE/2015-582 Dated:20-04-2015.
ITB 19.1	Deadline for bid submission	Monday 18 th May, 2015 upto 1:00 P.M. Sealed bids duly filled-in, mentioning on top of the envelope "Procurement for Printing and Supply of Examination Materials"
ITB 22.1	Time, date, and place for bid opening	Bids must be submitted in the office of the Assistant Secretary (General) Room No. 208-B, 1 st Floor, Secretariat Block, Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi, in a sealed cover up to <u>1:00 P.M</u> and will be opened on 18-05-2015 at <u>2:00 P.M</u> in the presence of bidders' representatives who choose to attend the office.



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BID EVALUATION		
ITB 25.3	Criteria for bid evaluation	The bid found to be the lowest or best evaluated bid shall be accepted.
ITB 25.4 (b)	Delivery schedule	The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least two weeks which may be variable.

CONTRACT AWARD		
ITB 29.1	Percentage for quantity increase or decrease	The Competent Authority reserves the right to increase or decrease the quantity of the required goods subject to provisions of SPPRules-2010.

SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract as per SPP Rules-2010. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. DEFINITIONS (GCC CLAUSE 1)

- 1) GCC 1.1 (g) The Procuring agency is: Sindh Board of Technical Education Karachi.
- 2) GCC 1.1 (h) The Procuring agency's country is: Islamic Republic of Pakistan.
- 3) GCC 1.1 (j) The Project Site is: Sindh Board of Technical Education, ST-22, Block-6, Gulshan-e-Iqbal, University Road, Karachi

3. PERFORMANCE SECURITY (GCC CLAUSE 7)

- 1) GCC 7.1 The amount of performance security, as a percentage of the Contract Price, shall be Ten (10) percent of the Contract Price.
- 2) GCC 7.4 After delivery and acceptance of the Goods, the performance security shall be reduced to Two (2) percent of the Contract Price to cover the Supplier's warranty obligations in accordance with Clause GCC 15.2.

18. PENALTY

- 1) Preferred penalties according to the issue\subject may be imposed upon the Supplier(s) such as:
 - i. rejection of the unsatisfactory Supplied material
 - ii. Blacklisting of the firm
 - iii. deduction of amount from 0.5% per day/week (as deem appropriate) of the total value of the bill
 - iv. forfeited whole Security amount

Anyone or more then one from the aforesaid penalties may be imposed upon the Supplier(s) in the following cases:

- a) In case of transgression/deviation of the time given in the Contract Award
- b) In case of transgression, deviation, mistake or low quality found in the Supplied Item(s)
- c) In case the specification, quantity, rate or stuff of a Tender in certain item or items are approved and the Bidder backs out of his commitment on any pretext or fails to supply the material in time or in the required criteria.



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19. THE COMPETENT AUTHORITY RESERVES THE RIGHT TO:

- (a) divert/distribute a particular work among different Bidders on the lowest approved rate(s) in the interest of the office due to demand of time/situation
- (b) accept or reject all or any bid subject to relevant provisions of SPP Rules-2010.
- (c) increase or decrease quantity subject to relevant provisions of SPP Rules-2010.

20. SPECIAL CLAUSE

1. The Bidder shall supply the article(s) as per approved specifications mentioned in the Contract Award. The article(s) not found in conformity with the approved specifications shall be rejected at the risk & cost of the Bidder.
2. The Bidders shall quote their final rates (both in figures and words) including all taxes, material and transportation charges at consignee's end.
3. Bidders shall quote all items and quantity specified under contract. Piecemeal Bids shall not be entertained.
4. The successful bidder will have to deposit performance security @ 10% of the value of Contract Award which is refundable after Ninety days of the satisfactory completion of supplies.
5. Representative of the bidding firms are required to produce authority letter of their respective firm for attending the opening of bids.
6. The bidders shall enclose a certificate as under, failing which the bid will be liable to be rejected.
7. Placement of purchase order will be subject to payment of Performance Security.
8. Bidders shall have to submit samples/specimen on demand.
9. All Taxes of the billed amount will be deducted at source as per rules.
10. The materials shall be delivered to Store Keeper against delivery challan (in triplicate). Two copies of the challan shall be retained by the Store Keeper to utilize the same at the time of the disposal of the bill while the third copy shall be returned to the suppliers for the record.
11. Deposit Performance Security equivalent to 10% of the amount mentioned in Contract Award, in shape of Pay Order in favour of the Secretary, Sindh Board of Technical Education, Karachi.
12. Print Line must be given by the Printer on every Printed material.
13. All odd size Forms will be covered by the nearest possible regular size for applicability of rates.
14. The Forms/Printed material shall be numbered and packed in lot containing 100 to 1000 (as may be required) shall be supplied in proper sequence with file cover or tagging or stapling properly, in required numbers, where required/necessary.
15. Before start of final printing the Supplier should get the specimen and final proof approved by the Concerned Officer(s), within one week of acknowledgement of the Award of Contract.
16. SPP Rules-2010 will strictly be followed.

21. EQUIVALENCY OF STANDARDS AND CODES

Reference to brand name and catalogue number where used, they should always be read with followed by the words "or at least equivalent."

Reference to the required weight/grammage where used, a difference of plus/minus 05 should be tolerated.



TECHNICAL SPECIFICATIONS & SCHEDULE OF REQUIREMENTS

PROCUREMENT FOR PRINTING AND SUPPLY OF VARIOUS EXAMINATION MATERIALS.

SCHEDULE FOR INVITATION OF TENDER

Date & Time of Receipt of the Tender
Date & Time of Opening of the Tender
Validity of the Tender

18-05-2015 at 1.00 pm
18-05-2015 at 2.00 pm
Three months

S. NO.	SPECIFICATIONS	QTY.	RATES INCLUDING ALL TAXES	TOTAL
1.	Examination Answer Copy of 12 pages close size 8½" x 11½" printed on 55gm flying high finish / equivalent local with page numbering 7 insignia in the binding side of each page. Serial No. on each copy duly stitched with thread and printed on each copy with bundling in 250 copies as per sample specimen.	450000	Rs. _____ Per Thousand	Rs. _____
2.	Examination Answer Copy of 04 pages close size 8½" x 11½" printed on 55gm flying high finish / equivalent local with page numbering 4 insignia in the binding side of each page. Serial No. on each copy bundling in 500 as per sample specimen.	350000	Rs. _____ Per Thousand	Rs. _____
3.	Award List Theory size 13¼ x 8¼" printed on 68gm white printing paper flying high finish / equivalent local one side printing with two perforation and numbering at three places in each sheet and bound in pad shape (100 leaves in each pad) as per sample / specimen.	30000	Rs. _____ Per Thousand	Rs. _____
4.	Award List (Practical) size 13¼ x 8¼" printed on 68gm white printing paper flying high finish / equivalent local one side printing with two perforation and numbering at three places in each sheet and bound in pad shape (100 leaves in each pad) as per sample / specimen.	30000	Rs. _____ Per Thousand	Rs. _____
5.	Drawing Sheets size 20" x 30" printed on 80gm Imported offset paper with printing numbering and bind 100 sheets in each Pad as per specimen / sample.	4000	Rs. _____ Per sheet	Rs. _____
6.	Inner packet size 16" x 11" flap size 2" folding on two side and bottom made on craft (aa Golden) paper superior quality 68gm with printing as per sample / specimen.	15000	Rs. _____ Per Thousand	Rs. _____
7.	Plastic envelop in Blue color for question paper size 17" x 12" made on 150 micron with printing on both side as per sample / specimen.	5000	Rs. _____ Per Thousand	Rs. _____
8.	Plastic envelop in Black color for question paper size 17" x 11" made on 150 micron without printing as per sample / specimen.	5000	Rs. _____ Per Thousand	Rs. _____
9.	Practical Bill Forms printed on 68gm H.F (Flying) Size 23 x 36/2 (As per given specimen/sample)	15000	Rs. _____ Per Sheet	Rs. _____
10.	Examination Memo Printed size 17 x 27/4 on 68gm white paper flying high finish/equivalent with B nding, Numbering & perforation and bound in pad shape (100 leave in each pad). as per specimen	20000	Rs. _____ Per Thousand	Rs. _____



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11.	Brown sheets for packing 35" x 47" 70gm (500 sheets per bundle)	2	Rs. _____ Per bundle	Rs. _____
12.	Cheque issue Register as per sample	4	Rs. _____ Per Register	Rs. _____
13.	Covering Letter Books/Chq. Issue Memo as per sample	60	Rs. _____ Per Book	Rs. _____
14.	Cash Book as per sample	6	Rs. _____ Per Book	Rs. _____
15.	Envelope large size 16" x 12" flap size 2" made on Craft (aa Golden) paper 68gm with printing as per sample / specimen.	10000	Rs. _____ Per thousand	Rs. _____
16.	Envelope medium size 12" x 10" flap size 2" made on Craft (aa Golden) paper 68gm / equivalent with printing as per sample / specimen.	15000	Rs. _____ Per Thousand	Rs. _____
17.	Envelope small size 9" x 4" flap size 1/2" made on Craft (aa Golden) paper 68gm / equivalent with printing as per sample / specimen.	20000	Rs. _____ Per thousand	Rs. _____
18.	Inquiry forms yellow color size 17 x 27/2 printed on 55gm /yellow color printing paper (Century) equivalent local both side printing with two perforation and numbering at five places in each form with challan pasting size 17 x 27/4 as per sample / specimen.	25000	Rs. _____ Per thousand	Rs. _____
19.	Migration Certificate (Book) printed on 80gm Green Imported size 13" x 8" (matter for printing and perforation as per specimen) numbering at two plus 100 certificates in each Book duly hard bound with counter-folio.	50	Rs. _____ Per Book	Rs. _____

GRAND TOTAL AMOUNT OF THE OF BID

CERTIFICATE

I/We have carefully read & understood the Terms & Conditions whatever has been stated herein the enclosed pages and abide to the same. I/We guarantee to supply/deliver/install the items exactly in accordance with the requirements and enclosed the Bid Security payable to Board of Secondary Education, Karachi.

SIGNATURE WITH DATE: _____

NAME OF FIRM: _____

FULL NAME OF CONCERNED PERSON: _____

POSITION HELD IN: _____

PHONE NUMBER(S): _____

FAX NUMBER(S): _____

NATIONAL TAX NUMBER: _____

GENERAL SALES TAX NUMBER: _____

STAMP OF THE FIRM: _____

PAY ORDER NUMBER: _____

BANK & BRANCH NAME: _____

DATED: _____

FOR RUPEES: _____

DRAWN: _____

as Bid Security is enclosed herewith.