

SNDB/COK/ADMIN/TD/____/2015

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Sindh Bank Limited

Tender Document Renovation of M.A Jinnah Road Branch

This document contains ;47 pages

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DEFINITIONS

“Bid” means a tender, or an offer by a person, consultant, firm, company or an organization expressing willingness to undertake a specified task at a price, in response to an invitation by SNDB.

“Bid with Lowest Evaluated Cost” means the bid quoting lowest cost amongst all those bids evaluated to be substantially responsive;

“Bidder” means a person or entity submitting a bid;

“Bidding Documents” means all documents provided to the interested bidders to facilitate them in preparation of their bids in uniform manner;

“Bidding Process” means the procurement procedure under which sealed bids are invited, received, opened, examined and evaluated for the purpose of awarding a contract;

“Blacklisting” means barring a bidder, contractor, consultant or supplier from participating in any future procurement proceedings.

“Calendar Days” means days including all holidays;

“Conflict of Interest” means -

- (i) where a contractor, supplier or consultant provides, or could provide, or could be perceived as providing biased professional advice to SNDB to obtain an undue benefit for himself or those affiliated with him;
- (ii) receiving or giving any remuneration directly or indirectly in connection with the assignment except as provided in the contract;
- (iii) any engagement in consulting or other procurement activities of a contractor, consultant or service provider that conflicts with his role or relationship with the SNDB under the contract;
- (iv) where an official of the SNDB engaged in the procurement process has a financial or economic interest in the outcome of the process of procurement, in a direct or an indirect manner;

“Consultant” means a professional who can study, design, organize, evaluate and manage projects or assess evaluate and provide specialist advice or give technical assistance for making or drafting policies, institutional reforms and includes private entities, consulting firms, legal advisors, engineering firms, construction managers, management firms, procurement agents, inspection agents, auditors, international and multinational organizations, investment and merchant banks, universities, research institutions, government agencies, nongovernmental organizations, and individuals;

“Consulting Services” means services of an advisory and intellectual nature provided by consultants using their professional skills to study, design, organize, and manage projects, encompassing multiple activities and disciplines, including the crafting of sector policies and institutional reforms, specialist advice, legal advice and integrated solutions, change management and financial advisory services, planning and engineering studies, and architectural design services, supervision, social and environmental assessments, technical assistance, and programme implementation;

“Contract” means an agreement enforceable by law and includes General and Special Conditions, Specifications, Drawings and Bill of Quantities;

“Contractor” means a person, firm, company or organization that undertakes to execute works including services related thereto, other than consulting services, incidental to or required for the contract being undertaken for the works;

“Corrupt and Fraudulent Practices” means either one or any combination of the practices given below;

“Coercive Practice” means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;

“Collusive Practice” means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the SNDB to establish prices at artificial, non-competitive levels for any wrongful gain;

“Corrupt Practice” means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;

“Fraudulent Practice” means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

“Obstructive Practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

“Emergency” means natural calamities, disasters, accidents, war and breakdown of operational equipment, plant, machinery or engineering infrastructures, which may give rise to abnormal situation requiring prompt and immediate action to limit or avoid damage to person(s), property or the environment;

“Goods” means articles and object of every kind and description including raw materials, drugs and medicines, products, equipments, machinery, spares and commodities in any form, including solid, liquid and gaseous form, and includes services identical to installation, transport, maintenance and similar obligations related to the supply of goods, if the value of these services does not exceed the value of such goods;

“Government” means the Government of Sindh;

“Head of the Department” means the administrative head of the department or the organization;

“Lowest Evaluated Bid” means a bid for goods, works and services having the lowest evaluated cost among the substantially responsive bids

“Lowest Submitted Price” means the lowest price quoted in a bid, which is otherwise not substantially responsive;

“Mis-procurement” means public procurement in contravention of any provision of Sindh Public Procurement Act, 2010, any rule, regulation, order or instruction made thereunder or any other law in respect thereof, or relating to, public procurement;

“Notice Inviting Tender” means the notice issued by a SNDB through publication in the newspapers or through electronic means for the purpose of inviting bids, or applications for pre-qualifications, or expression of interests, which may include Tender Notice, Invitation for Bids, Notice for Pre-qualifications or Request for Expression of Interests;

“Open Competitive Bidding” means a fair and transparent specified procedure defined under these Rules advertised in the prescribed manner, leading to the award of a contract whereby all interested persons, firms, companies or organizations may bid for the contract and includes both National and International Competitive Biddings;

“SNDB” means the Sindh Bank Limited;

“Services” means any object of procurement other than goods or works, and includes consultancy services;

“Substantially Responsive Bid” means the bid that contains no material differences or deviations from, or reservations to, the terms, conditions and specifications given in the bidding documents;

“Supplier” means a person, firm, company or an organization that undertakes to supply goods and services related thereto, other than consulting services, required for the contract;

“Value for Money” means best returns for each rupee spent in terms of quality, timeliness, reliability, after sales service, up-grade ability, price, source, and the combination of whole-life cost and quality to meet SNDB’s requirements.

1 INVITATION FOR BIDS (IFB)

Sindh Bank Limited (SNDB) invites proposal from candidates for renovation, construction, interior work and electric al work in its M.A Jinnah Road Branch District Tando Allayar. Details of the specifications of related serv ces to be provided are given in the scope of service in Section [3] hereto.

Bidder will be selected under procedure described in this Tender Document (TD), in accordance with the Sindh Public Procurement Rules 2010 (Amended 2013) issued thereunder (“SPPRA”) which can be found at www.ppr.sindh.gov.pk. For the purposes of this document, any reference to the term “Act” shall mean a reference to the Sindh Public Procurement Act 2009 and any reference to the Rules shall mean a reference to the Sindh Public Procurement Rules 2010 (SPPRA) which can be found at www.ppr.sindh.gov.pk

This TD inc udes the following Sections:

- Instructions to Bidders (ITB)
- Scope of Work
- Eligibility Criteria
- Financial Proposal
- Con itions of Contract

Proposals must be submitted at the below mentioned address;

Yours sincerely,

Head of Adn inistration Division
SINDH BANK LIMITED
HEAD OFFICE
Basement-2 Floor, Federation House,
Abdullah Sh: h Ghazi Road,
Sindh Muslim Co-operative Housing Society (SMCH),
Karachi 75600

2 INSTRUCTION TO BIDDERS (ITB)

For All legal purpose, all clauses of instructions to bidders (ITB) hoisted by SPPRA on their website www.sppra.org will be taken as part and parcel of this tender document and the agreement thereof. Accordingly the bidders are advised in their own interest to go through the same meticulously as ignorance of the said ITB will not be taken as excuse to waive off any plenty or legal proceedings.

However, few important clauses of the above mentioned ITB are appended below for the guidance/perusal of the bidders.

2.1 Correspondence Address

The contact number and the correspondence address for submitting the proposals are as follow:

Head of Administration Division
SINDH BANK LIMITED
HEAD OFFICE
Basement-2, Federation House,
Abdullah Shah Ghazi Road,
Sindh Muslim Co-operative Housing Society (SMCH) ,
Karachi 75600

2.2 Eligible Bidders

All the bidders duly incorporated and based in Pakistan governed by rules, laws and statutes of Government of Pakistan and Government of Sindh shall be eligible. [SPPRA Rule 29]

2.3 Corrupt Practice

1. SNDB requires that Bidders / Suppliers / Contractors, observe the highest standard of ethics during the procurement and execution of contract and refrain from undertaking or participating in any corrupt or fraudulent practices. [SPPRA Rule 2 (q -- iii, iv)]
2. SNDB will reject a proposal for award, if it determines that the Bidder recommended for award was engaged in any corrupt or has been blacklisted under the Sindh Public Procurement Rules 2010, in competing for the contract in question.
3. Any false information or misstatement on the part of the vendor will lead to disqualification/ blacklisting/ legal proceeding regardless of the price or quality of the product.

2.4 Preparation of Bids

2.4.1 Bidding Process

This is the Single Stage – One Envelope Procedure; the bid shall comprise a single package containing **ELIGIBILITY CRITERIA** (Not applicable, as contractors already being qualified) and **FINANCIAL PROPOSAL**. [SPPRA Rule 46 (1-a & b)]

2.4.2 Cost of Bidding

The bidder shall bear all costs associated with the preparation and submission of its bid and SNDB will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

2.4.3 Language of Bid

The bid prepared by the bidders as well as all correspondence and documents exchanged by the bidder and SNDB must be written in English. [SPPRA Rule 6 (1)]

2.4.4 Company Profile

Bidders are required to submit the Technical Proposal stating a brief description of the bidder's organization outlining their recent experience, the names of Sub-Bidder/Professional Staff who participates during the assignment, the technical approach, sample templates/prototypes of deliverables, methodology, work plan, organization and staff, including workable suggestions that could improve the quality and effectiveness of the assignment. The firm will be only technically qualified after confirmation of specifications on physical verification of asked items and satisfying of sufficient production mechanism. The date of visit for above inspection by the procurement committee of the bank will be given during process of completing eligibility criteria. After due inspection of requisite items, the bidder will be declared "Qualified" in Technical Qualification Phase.

2.4.5 Financial Proposal

The Financial Proposal shall be prepared using the standard form attached, duly signed by the authorized representative of the Bidder. It should list all costs associated with the assignment including remuneration for staff, and reimbursable expenses and such other information as may be specifically requested by SNDB. Alternatively, the bidder may provide his/her/its own list of costs with all items described in the Technical proposal priced separately.

2.4.6 Bid Currencies

For the purpose of comparison of bids quoted in different currencies, price shall be converted in PAK RUPEE (PKR). The rate of exchange shall be the selling rate prevailing seven working days before the date of opening of the bids. [SPPRA Rule 42 (2)]

2.4.7 Bid Security

The SNDB shall require the bidders to furnish the Earnest Money of 2% of the total bidding cost or Irrevocable Bank Guarantee acceptable to the bank, which shall remain valid for a period of twenty eight (28) days beyond the validity period for bids, in order to provide the SNDB reasonable time to act, if the security is to be called. [SPPRA Rule 37(1)]

Bid Security should be attached with Financial Proposal. Bidders are also required to submit affidavit that the Bid Security has been attached with the Financial Proposal.

Any Bid not accompanied by an acceptable Bid Security shall be rejected by the SNDB as non-responsive.

Bid security shall be released to the unsuccessful bidders once the contract will be signed with the successful bidder or the validity period has expired. [SPPRA Rule 37(2)]

The bid security shall be forfeited:

- If a Bidder withdraws its bid during the period of its validity specified by the Bidder on the Bid Form; or
- In the case of a successful Bidder, if the Bidder fails to:
 - Sign the contract in accordance with ITB Section [2.7.4]; or
 - Furnish performance security in accordance with ITB Section [2.7.5].

2.4.8 Bid Validity

Bids shall remain valid for a period of ninety (90) days, after the date of bid opening prescribed by SNDB; [SPPRA Rule 38 (1)]

Whenever an extension of bid validity period is requested, a bidder shall have the right to refuse to grant such an extension and withdraw his bid and bid security shall be returned forthwith; and [SPPRA Rule 38 (6)]

Bidders who agree to extension of the bid validity period shall also extend validity of the bid security for the agreed extended period of the bid validity. [SPPRA Rule 38 (7-a)]

2.5 Submission of Bids

2.5.1 Sealing and Marking of Bids

This is the Single Stage – One Envelope Procedure; the bid shall comprise a single package containing **ELIGIBILITY CRITERIA** (*Not applicable, as contractors already being qualified*) and **FINANCIAL PROPOSAL**. [SPPRA Rule 46 (1-a & b)]

2.5.2 Response Time

Bidders are required to submit their Bids within fifteen (15) calendar days from the date of publication of Notice Inviting Tender as per National Competitive Bidding. Bids must be received by SNDB at the address specified under ITB Section [2.1] within office hours. [SPPRA Rule 18 (2)]

2.5.3 Extension of Time Period for Submission of Bids

SNDB may extend the deadline for submission of bids only, if one or all of the following conditions exist;

- Fewer than three bids have been submitted and SNDB is unanimous in its view that wider competition can be ensured by extending the deadline. In such case, the bids submitted shall be returned to the Bidders un-opened; [SPPRA Rule 22 (1)]
- If the SNDB is convinced that such extraordinary circumstances have arisen owing to law and order situation or a natural calamity that the deadline should be extended. [SPPRA Rule 22 (2)]

2.5.4 Clarification of Bidding Documents

An interested bidder, who has obtained bidding documents, may request for clarification of contents of the bidding document in writing, and SNDB shall respond to such queries in writing within three calendar

days, provided they are received at least five (5) calendar days prior to the date of opening of bid. [SPPRA Rule 23 (1)]

It should be noted that any clarification to any query by a bidder shall also be communicated to all parties, who have obtained bidding documents.

2.5.5 Late Bids

Any bid received by SNDB after the deadline for submission of bids prescribed by SNDB pursuant to ITB Section [2.5.2] will be rejected and returned unopened to the Bidder. [SPPRA Rule 24 (1)]. The rejection of bids received after the deadline for submission shall apply regardless of any reason whatsoever for such delayed receipt

2.5.6 Withdrawal of Bids

The Bidder may withdraw their bids after it has been submitted by sending a written Withdrawal Notice, duly signed by the Bidder and/or by an authorized representative, and shall include a copy of the authorization. Provided that, written notice of Withdrawal, shall be received by SNDB prior to the opening of bids.

No bid shall be withdrawn in the interval between the opening of Bids and the expiration of the period of Bid validity specified in ITB section [2.4.8].

2.5.7 Cancellation of Bidding Process

1. SNDB may cancel the bidding process at any time prior to the acceptance of a bid or proposal; [SPPRA Rule 25 (1)]
2. SNDB shall incur no liability towards the bidders, solely by virtue of its invoking sub-rule (2.5.7 - 1); [SPPRA Rule 25 (2)]
3. Intimation of the cancellation of bidding process shall be given promptly to all bidders and bid security shall be returned along with such intimation; [SPPRA Rule 25 (3)].
4. SNDB shall, upon request by any of the bidders, communicate to such bidder, grounds for the cancellation of bidding process, but is not required to justify such grounds. [SPPRA Rule 25 (4)]

2.5.8 Mechanism for Redressal of Grievances

SNDB has a Committee for Complaint Redressal to address the complaints of bidder that may occur during the procurement proceedings. [SPPRA Rule 31 (1)]

Any bidder being aggrieved by any act or decision of the SNDB during procurement proceedings may lodge a written complaint after the decision causing the grievance has been announced. [SPPRA Rule 31(3)]

The complaint redressal committee upon receiving a complaint from an aggrieved bidder may, if satisfied; [SPPRA Rule 31(4)]

1. prohibit the procurement committee from acting or deciding in a manner, inconsistent with these rules and regulations; [SPPRA Rule 31(4-a)]

2. annul in whole or in part, any unauthorized act or decision of the procurement committee; [SPPRA Rule 31(4-b)] and
3. reverse any decision of the procurement committee or substitute its own decision for such a decision;

Provided that the complaint redressal committee shall not make any decision to award the contract. [SPPRA Rule 31(4-c)]

SNDB shall announce its decision as to the grievance within seven (7) days. The decision shall be intimated to the Bidder and the Authority within three (3) working days by SNDB. [SPPRA Rule 31(5)]

SNDB shall award the contract only after the decision of the complaint redressal committee [SPPRA Rule 31(6)]

Mere fact of lodging of a complaint by a bidder shall not warrant suspension of the procurement proceedings. [SPPRA Rule 31(7)]

A bidder not satisfied with decision of the SNDB complaints' redressal committee may lodge an appeal to the Chief Secretary through the Authority, who shall refer the matter to a review panel in accordance with ITB section [2.5.9]; [SPPRA Rule 31(8)]

A bidder may file an appeal to the Chief Secretary provided; [SPPRA Rule 31(9)]

1. that the bidder has exhausted his complaint to the complaint redressal committee [SPPRA Rule 31(9-a)]; and
2. That he has not withdrawn the bid security deposited by him during the procurement process. [SPPRA Rule 31(9-b)]

The bidder must submit the appeal to the Chief Secretary with the following documents: [SPPRA Rule 31(10)]

1. a letter stating his wish to appeal to the Review Panel and the nature of complaint; [SPPRA Rule 31(10-a)]
2. a copy of the complaint earlier submitted to the complaint redressal committee of the Department and all supporting documents in a sealed envelope; [SPPRA Rule 31(10-b)] and

Upon receipt of an appeal and registration fee, the Chief Secretary shall select a Review Panel to examine the complaint. Simultaneously, the Authority shall inform the bidder and the Head of the concerned Department of the action taken by the Chief Secretary. [SPPRA Rule 31(11)]

On receipt of reference from the Chief Secretary, the Chairperson of the Review Panel shall convene a meeting of the review panel within five working days. [SPPRA Rule 31(12)]

Unless the Review Panel recommends dismissal of the complaint being frivolous, in which case the bidder shall lose the bid security deposited with the SNDB, the Review Panel may: [SPPRA Rule 31(13)]

1. propose rejection of the complaint, stating its reasons; [SPPRA Rule 31(13-a)]
2. state the rules or principles that govern the subject matter of the complaint; [SPPRA Rule 31(13-b)]

3. point out the infirmities and breach of rules and regulations by the procuring agencies; [SPPRA Rule 31(13-c)]
4. suggest annulment in whole or in part of a non-compliant act or decision of a SNDB, other than any act or decision bringing the procurement contract into force; [SPPRA Rule 31(13-d)]
5. if the SNDB is in breach of its obligations under the Act, Rules or Regulations, suggest the payment of compensation by the officer(s) responsible for mis-procurement for cost incurred by the bidder on preparation of bid, including the cost of the complaint registration fee paid by the complainant; [SPPRA Rule 31(13-e)]or
6. Recommends that the procurement proceedings may be terminated, in case the procurement contract has not been signed. [SPPRA Rule 31(13-f)]

It shall be mandatory for both, the complainant and the SNDB to appear before the Review Panel as and when called and produce documents, when so required. The Review Panel shall issue the notice of appearance to the Head of the Department for its service who shall ensure the attendance of the Head of SNDB along with relevant record. In case of failure of Head of SNDB to appear before review panel despite service, the Authority shall bring the matter to the notice of Chief Secretary. In case the complainant fails to appear twice, despite service the reference may be decided ex-parte. The Review Panel shall hear the parties and give its recommendations to the Authority within thirty days of receipt of reference. In case, more time is required, the Review Panel may seek extension from the Chief Secretary through the Authority enumerating the reasons for delay. The Authority shall submit these recommendations to the Chief Secretary who shall decide the appeal keeping in view the recommendations of the Review Panel; Provided that the Chief Secretary may refer the matter back to the Review Panel, if there is some ambiguity or vagueness in the recommendations and a clarification is to be sought. The Review Panel shall clarify the matter within seven calendar days, following which the Chief Secretary would decide the matter; [SPPRA Rule 31(14)]

The decision of the Chief Secretary shall be final and the SNDB shall act upon such findings. After the decision has been issued, the complaint and the decision shall be hoisted by the Authority on its website within three working days; Provided that no information shall be disclosed if its disclosure would be against the public interest or may jeopardize national security. [SPPRA Rule 31(15)]

2.5.9 Review Panel

The Authority shall maintain a list of Review Panelists for the purpose of reviewing a bidder's complaint. The Panelist shall be appointed on such terms and conditions as the Authority may from time to time notify with the approval of the Chief Secretary. [SPPRA Rule 32(1)]

The List of Specialists shall be formed from a number [SPPRA Rule 32(2)]

1. persons who have been legal professionals; [SPPRA Rule 32(2-a)]
2. persons who have been senior officers in the service of the Government with experience in the procurement area, [SPPRA Rule 32(2-b)]and
3. Persons from a list of specialists with experience in the relevant field. [SPPRA Rule 32(2-c)]

The Specialists shall be grouped into a number of Review Panels, each with a nominated Chairperson, both as approved by the Chief Secretary. Each panel shall have a minimum of 3 members, one from each of the groups listed in sub rule (2) above and up to 2 co-opted members on a case-by-case basis depending upon the nature of the complaint. [SPPRA Rule 32(3)]

The specialists shall be paid remuneration for their services as determined by the Authority from time to time with the approval of the Chief Secretary. [SPPRA Rule 32(4)]

2.5.10 Matters not subject to Appeal or Review

The following actions of the SNDB shall not be subject to the appeal or review: [SPPRA Rule 33]

- Selection method adopted by the SNDB; [SPPRA Rule 33 (1)]
- Decision by the SNDB under ITB section [2.5.7]. [SPPRA Rule 33 (2)]

2.6 Opening and Evaluation of Bids

2.6.1 Opening of Bids by SNDB

The opening of bids shall be as per the procedure set down in Section 2.4.1 dealing with Bidding Process.

2.6.2 Clarification of Bids

No Bidder shall be allowed to alter or modify his bids after the expiry of deadline for the receipt of the bids unless, SNDB may, at its discretion, ask a Bidder for a clarification of bid for evaluation purposes. The request for clarification and the response shall be in writing and no change in the prices or substance of bid shall be sought, offered or permitted. [SPPRA Rule 43]

2.6.3 Preliminary Examination

SNDB will examine the bids to determine whether the bids are complete and the documents have been properly signed and whether the bids are generally in order.

SNDB may waive any minor informality; nonconformity or irregularity in a bid that does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder and further provided that such waiver will be at the complete and sole discretion of SNDB.

If a bid is not substantially responsive, it will be rejected by SNDB and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

2.6.4 Supplier Evaluation Criteria (Not applicable, as contractors already being qualified)

All bids shall be evaluated in accordance with the evaluation criteria. [SPPRA Rule 42 (1)] SNDB will evaluate the bids, which have been determined to be substantially responsive and reject any proposal which does not conform to the specified requirements.

2.6.5 Eligibility Criteria (Not applicable, as contractors already being qualified)

2.6.6 Discussions Prior to Evaluation

If required, prior to evaluation of the bid, SNDB may, within 6-7 days of receipt of the bid, call upon any of the Bidders to discuss or to ask for clarification about anything contained in the bid submitted by that Bidder.

2.7 Award of Contract

2.7.1 Award Criteria

Subject to ITB Section [2.7.2], SNDB will award the contract to the successful Bidder, whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

2.7.2 SNDB's Right to Accept Any Bid and to reject any or all Bids

SNDB annul the bidding process and reject all Bids at any time prior to Contract award, without thereby incurring any liability to the Bidder(s).

2.7.3 Notification of Award

Prior to the expiration of the period of bid validity, SNDB will notify the successful Bidder in writing by letter or by facsimile, to be confirmed in writing by letter, that his/her bid has been accepted.

The notification of award will constitute the formation of the Contract.

Upon the successful Bidder's furnishing of the Performance Security pursuant to Section [2.7.5], SNDB will promptly notify each unsuccessful Bidder and will discharge his/her bid security, pursuant to ITB Section [2.4.7].

2.7.4 Signing of Contract

Within 5 Days from the date of notification of the award the successful bidder shall furnish to SNDB particulars of the person who would sign the contract on behalf of the successful bidder along with an original power of attorney executed in favour of such person.

The Contract shall be signed by the parties at Central Office SNDB, Karachi, within 10 Days of award of contract.

2.7.5 Performance Security

Within 15 DAYS of receipt of the notification of award from SNDB, the successful Bidder shall furnish to SNDB the Performance Security of 2% of contract price which shall be valid for at least ninety (90) days beyond the date of completion of contract to cover defects liability period or maintenance period. The Performance Security shall be in the form of a pay order or demand draft or bank guarantee issued by a reputable commercial bank, acceptable to SNDB, located in Pakistan. [SPPRA Rule 39 (1)]

Failure of the successful Bidder to comply with the requirement of ITB Section [2.7.4] shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event SNDB may make the award to the next lowest evaluated Bidder or call for new bids.

The Performance Security forms at Annexure "C" shall not be completed by the bidders at the time of their bid submission. Only the successful Bidder will be required to provide Performance Security.

The Performance Security will be discharged by SNDB and returned to the Supplier not later than thirty (30) days following the date of successful completion of the Supplier's performance obligation under the Contract.

2.7.6 General Conditions of Contract

For detailed General Condition of Contract refer to Section [6.1] of this TD.

2.7.7 Special Conditions of Contract

For detailed Special Condition of Contract refer to Section [6.2] of this TD.

2.7.8 Integrity Pact

The successful bidder shall upon the award of the contract execute an Integrity Pact with SNDB. *[Specimen is attached in Annexure "D"]* [SPPRA Rule 89]

2.7.9 Non Disclosure Agreement

The successful bidder shall upon the award of the contract execute a Non Disclosure Agreement with SNDB. *[Specimen is attached in Annexure "E"]*

3 SCOPE OF WORK

Sindh Bank Limited (SNDB) requires proposal from the Prequalified Contractors of 2015-2016 for Renovation etc. at M.A Jinnah Road Branch.

For establishment of its new Branches, throughout the country and for renovation of Branches / offices, Sindh bank advised to pre-qualified contractors to submit their offer / bid, against tender, with following terms and conditions.

The complete set of tender consist of following,

1. Bank's Tender
2. Lay out Plan
3. Bank's Design Book with CD
4. Detail of specifications

After thorough visit of desired premises, the contractor will submit per square feet rate of said work, complete in all respect, as per given tender, lay out plan, specification and make.

However as per actual site condition and market availability, equivalent item can be provided with prior written approval from Bank, failing which the payment of such items will be deducted accordingly from the final bill.

The salient works which are the part of requirement will be as under;

1. Complete demolition of existing structure, necessary for establishment of new branch, including brick walls, RCC, floor, etc. and removal of debris.
2. New Block masonry / Brick masonry walls for bath, stores, guard post, and other works as per plan.
3. Floor tiling, approved design tiles, matching skirting, complete in all respect.
4. Wash rooms and kitchen tiles, approved fixtures, approved pipes, fittings, ventilators, exhaust fans, complete in all respect.
5. All internal and external plaster works
6. All E.C.C works for Strong Room and lockers, as per lay out and specifications
7. All internal and external paint and polishing works with approved quality paint.
8. Approved false ceiling with approved hanging system.
9. Solid and skin pasted flush doors for baths, kitchen, store, and other place with best quality locks, handle, hinges, tower bolt, stoppers, complete in all respect, including beach wood frames, as per plan.
10. Two full height 3X7 feet wooden Almirah in store, kitchen cabinets, column cladding, complete in all respect.
11. Complete Electrical wiring for light points, power points, Air Conditioning units, ATM, sign board, with PCL / Fast / AGE / Pioneer copper wires or equivalent of approved size, in approved PVC pipes, Boxes, switches, main lines, three DBs, one for UPS, other for AC and 3rd for lighting & power as per plan, with Change over switch. Two standard earth

- pits, as per approved specifications and lay out plans, along with all approved light fixture and fittings.
12. Technology box for each users with two Flat pins, one round pins, one RJ-45 for Data, one RJ-12 , I/O sockets for telephones, cat 6 cables from I/o to patch panel, supply of 24 ports approved 3M or equivalent patch panel, one 15 u Cabinet, termination, necessary line cords and patch cords, with certification, 2 fax machine points for manager & ops Manager, tagging at both ends, complete data and telephone works, in all respect.
 13. Approved glass partitions for ATM room, Entrance, fixed glazing, with approved aluminium section, gasket, locks, handles, necessary frosting, door closer machines, necessary windows, doors, as per lay out plan.
 14. Approved design grills for front and sides , ATM Room, Entrance, ATM internal door, Exit door, rolling shutters at all external glass doors, fixed glazing, MS approved Exit door, approved vertical blinds on all external glasses, windows ,fixing of vault and lockers doors.
 15. All elevation works, elevation tiles, steps, Ramps, ATM steps, front landscaping, pavers, granite on steps, complete in all respect, as per lay out drawing & Design Book.
 16. Approved copper piping for inverter AC, wiring, breakers, drain lines, fixing of outer units, complete in all respect.
 17. Supply & Fixing of 2 persons cash counters.

DISQUALIFICATION:

The bidder will be considered disqualified during evaluation process if:-

- On black list of SPPRA and Sindh Bank Ltd.
- Issued with 2 warning letters by the Sindh Bank in the past to the bidder for unsatisfactory performance.
- Not CST registered.
- In case of over writing/cutting/use of Blanco is found in the Financial Bid document, the bid will be taken as null & void however if the figures are readable and are also duly signed only that bid will be accepted.
- Alternate bid is offered.
- Non- Attachment of Annexure "A", "B"
- Subletting of this contract in any form to any other agency
- Tender Fee is not submitted along with tender.

<u>SPECIFICATIONS</u>	
CIVIL & INTERIOR WORKS	
S No.	DESCRIPTION
1	<u>DISMANTLING</u>
	<u>The demolition work will executed only after approval from HQ.</u> Dismantling / removing of existing constructed structures, fixtures, tools & equipment's with all necessary precautionary measures, to make surface ready to receive finishes, stacking useable dismantled materials at designated place, as directed by client, and disposal of surplus stuff etc. away from site, (including all masonry work, Concrete work, Stair Case, RCC slab, dado/ floor tiles, wooden/ glass door, windows, plaster, wooden partition, aluminium tile, false ceiling, roller shutter, AC/ Electrical/ Plumbing or any other item which is required to be demolished / removed but not mentioned above). Note: Doors, windows, lights, steel, shutters & any other reusable items etc. to be removed carefully and handed over to Client / Branch Manager.
2	<u>REINFORCED CEMENT CONCRETE</u>
	Providing and laying, compacting finishing & curing etc. straight or curved cast- in place designed mix 1:2:4 Reinforced Cement Concrete , 8 inches thick for walls of strong room and lockers room, using 1 Part of Ordinary Portland Cement , 2 Parts of silt free local sand and 4 Parts of 3/4" thick downgraded crushed stone; mixed in a manner to achieve a cube strength of 3000 psi in 28 days, using 3/4" down crush stone & fine sand (free from silt & dust), including mechanical mixing, transporting, hoisting, lifting & placing at any height / depth, vibrating and curing etc. Complete in all respect including cost of Steel Reinforcement (3/8" dia deformed steel bars G-60 @ 6" C/C both ways, staggered double jaal in a manner that the alternate spacing b/w bars should not increase 3" C/C) & form work for Cement Concrete including cutting, bending, laying in position, making joint and fastening, removal of rust from bars, cost of binding wire and labour charges for binding of steel reinforcement: also includes cost of water tight form work and its removal. Complete in all respects, as per direction of Engineer.
3	<u>C.C RAISED FLOORING (WITH CLAY POTS)</u>
	Provide and lay 1:3:6 concrete in sunken/ raised slabs to required levels washroom, kitchen or else where specified. Mechanically vibrate, consolidate and cure etc. Complete in all respects and conforming to the requirements of drawings, specifications and to the entire satisfaction of the Architect./consultant.
4	<u>MASONRY WORK</u>
a)	<u>Brick Masonry</u>
	Providing and laying Brick masonry with first class solid burnt brick set in (1:4) cement sand mortar in super structure including scaffolding, curing, drilling for wall ties where brick work joins R.C.C columns, walls etc. Complete in all respects as per drawings and specifications to complete satisfaction of the Bank's Engineer.
i	Internal walls 4.5" thick

ii	Internal walls 9" thick
iii	External walls 9" thick
b)	<u>Block Masonry</u>
	Providing and Laying Solid Block Masonry set in Cement Sand Mortar 1:4 at any height, internal and external, 4" , 6" and 9" thick, including scaffolding curing and finishing etc.as per lay out
5	<u>PLASTER WORK</u>
	Providing and laying plaster (thickness and Cement ratio as indicate in sub items below) at any height, external and internal, 1/2 inches to 3/4 inches thick, with cement sand (CS) mortar on masonry and concrete surfaces, with G.I. expanded metal mesh at the interfaces / joints of structures of different materials, staging and curing, plaster stopper, corner beads, channels for making grooves and drip course etc., where required and/or as directed by the Architect / Engineer complete in all respect.
6	<u>PORCELAIN TILES ON FLOOR & SKIRTING</u>
	Providing and laying glazed full body Porcelain of approved design, colour and pattern Tiles LV 04, Ivory, china, setting in Stile dry bond (with cement), with matching color imported Grout. Complete or equivalent in all respect, including curing, cleaning, finishing & hacking/chipping of existing surface for bonding where necessary, etc. as per specifications and/or as directed by the Architect / Engineer (at any elevation)
i)	On Floor : 24" x 24"
ii)	In Skirting : 4" x 24"
7	<u>P.C.C FLOORING</u>
	Providing and laying Plain Cement Concrete under floors in required panels (thickness and ratio as indicate in sub items below) including levelling, compacting, curing etc. including from work if required and its removal, using 1-1/2" downgraded crushed stone as coarse aggregate, approved local sand. Complete in all respects as per specifications and / or as directed by the Architect / Engineer
i)	P.C.C (1:4:8)100mm thick.
ii)	P.C.C (1:2:4) 50mm thick, top made rough to receive floor finishes.
8	<u>CERAMIC TILES (TOILETS & KITCHEN)</u>
	Provide and lay Ceramic Tiles (Matt or Glazed)or equivalent of approved quality, beige / ivory colour Master tile, 9117 base color white with grey pigmentation Salt and pepper style for bathroom flooring and walls (Master Tile 12" x 12" LPF 28-108 for bath walls in light Beige color and Flooring Dark Beige LPF 14-106) for flooring / walls and in slope, if required, with 1:4 cement sand mortar of required thickness to achieve a minimum overall finished floor thickness of 2", setting the tiles with neat cement mortar, grouting the joints 1/4" with matching grout of approved supplier, curing, cleaning, finishing & hacking/chipping of existing surface for bonding where necessary, etc. complete in all respect.
i)	Ceramic Matt Tiles or equivalent 12" x 12" (For Floors).

ii)	Ceramic Glazed Tiles or equivalent 12" x 12" (On Walls).
9	<u>FALSE CEILING</u>
a)	<u>Gypsum Board (24"X24")</u>
	Providing & laying gypsum board (Powder Coated) False Ceiling, 24" x 24" Elephant Brand or approved equivalent (with aluminium foil at back) in straight, curved, tiles or multiple profiles, as shown on drawing section, fixed with imported powder coated aluminium, " T" & "L" section with GIG or CKM ceiling suspension system (grooved design, make DFB or equivalent UT/FUT series), having provisions for light and AC grill. Complete in all respect as per drawing and instruction of Bank's Engineer
10	<u>SQUARE/RECTANGULAR COLUMNS CLADDING</u>
	Provide, make Cladding with 1/2" MDF board over partial wood framing horizontal and vertically over column from +2'-6" elevation up to false ceiling level as per drawing. Including all fittings polishing e.c., complete in all respects. From 0' - 0" to 2'-6" Porcelain tile Spanish cladding or equivalent.
11	<u>WOODEN CABINETS</u>
a)	<u>Kitchen Cabinets and two full height Almirah in store</u>
	Provide and install in position wooden pantry cabinets, and full height Almirah in store, consisting of PARTIAL wood battens / framing, 3/4" thick chipboard 600 density shelf, partition and shutter, with beach wood lipping, MDF drawers with imported roller runners, hinges imported Japanese type or equivalent to show 1/4" groove in between, approved Fomite Formica finish on both sides of shutter, including all kind of best quality hardware's, spring hinges, SS handles, locks etc. Complete in all respects.
i)	Wall hanging cabinet 18" deep.
ii)	Wooden base cabinet 24" deep.
b)	<u>Full Height Cabinets (for Record Room). / Store</u>
	Providing and fabrication in position full height cabinets in record room (3' wide & 18" deep), consisting of 3/4" thick BEACH laminated board boxing with 3/4" thick beech wood Formica finished leaves. 1/4"x 3/4" solid Beech wood lipping with 1/2"x1" thick beech wood frame would be provided in front of boxes with clear lacquer polish. All fittings i.e. screws, bolts imported Italian hinges, catchers, locks, handles and all other accessories are part of the job including anti termite treatment etc. Complete in all respects.
12	<u>ELEVATION TREATMENT</u>

	Providing of all elevation treatment works, necessary steps, as per Sindh Bank's standard and practice.
13	<u>INTERNAL PAINT</u>
	Provide and apply with Roller, Matt finish water based paint (ICI/Berger or equivalent) at walls, pillars, minimum three coats of approved shade over a coat of primer to internal plastered surfaces, base preparation consisting of rubbing with sand stone, filling the uneven surface with putty, rubbing with sand paper and preparation of smooth surface perfect in all respects. Complete in all respect as per specifications and/or as directed by the Architect/ Engineer.
14	<u>WOODEN DOOR / FRAME / CHOWKAT</u>
	DOOR FRAME: Provide and fixing of termite treated solid beach wood door frames of required thickness including Lintels where ever required, complete in all respect including polish.
	SKIN DOORS D1-2'-6"x7'-0": (for Toilet/Kitchen) Provide and install doors consisting of best quality Malaysian skin, pressed over best quality treated partial framing, with approved quality of door locks, handle, tower bolt, hold fast, stopper, hardware and paint /polish, complete in all respect.
15	<u>ALUMINUM WINDOWS / VENTILATOR</u>
	Providing, fabricating and fixing in position heavy duty deluxe section approved color anodized aluminium local extruded Pak cable or equivalent (thickness of section 2mm minimum) or size using 4' wide section, 6 mm distortion free approved glass with gasket neoprene channels. Aluminium surfaces shall be anodized in approved color finish and shop protected including all accessories, fittings, rubber, seals, neoprene weather strips between frame and wall and frame edge trimming, gasket, screws, fly screen etc. and approval of the Consultants, complete in all respect.
	Window 3'-0"x 4'-0", or 6' X 4'
	Window 4'-9"x 1'-6" (Guard Post Window)
	Ventilator 2'-0"x 2'-0"
16	<u>GLASS DOOR</u>
	Providing, fabrication & fixing glass door with top & bottom locking system, 4" Aluminium D-48 by Locky or equivalent Pak Cable section, with 12mm thick Middle East / Saudi Arabia or equivalent 2/2 inches thick clear glass with frost film and Bank's monogram, with gasket size and shape as shown on drawing, including bolts, nuts, screws aluminium channel, handle, floor machine (New Star Japan), locks etc. Complete in all respects as directed by Engineer. Further best quality, magnetic type, electrical operated LOCK, with inside push button for opening of lock, will be installed at main entrance door.
17	<u>INSTALLATION OF VAULT / LOCKER ROOM DOOR</u>
	Lifting & Fixing charges of Bank's supplied Vault / Locker Doors and to facilitate the Vendors. Complete in all respects.
18	<u>ALUMINUM SECTION & FRONT GLAZING</u>

	Provide and install 4" Deluxe section D 48 of LUCKY or equivalent fixed aluminium glazing for elevation with hinged panels including latches, rollers, rubber gaskets all necessary hard ware and fittings, application of silicone for joints including approved 8 mm thick imported clear glass(KSA OR GHANI or equivalent) glass with complete as per drawing and as directed by the Architect. Recommended Manufacturer: Pakistan cables OR Lucky or equivalent)
	Providing and installation 12mm thick imported polished clear glass (UAE / KSA or equivalent) with 100 mm top & bottom rails, brush finish SS.D-48 lucky, or equivalent Pak Cable or equivalent section, as per approved design; including frosted film & logo pattern. Contractor is required to provide joints between the panels with minimum 5mm thick clear silicon from Dow corning or other approved by the Engineer. Complete in all respects (at front)
19	<u>ALUMINUM COMPOSITE PANEL</u>
	Fabricating, providing and installation of 4 mm Aluminium Composite Panels for Cladding (at any level), make DADEX, ECL, Alpolic or approved equivalent, consisting of heavy duty deluxe anodized frame with 2mm base thickness, including designing, cutting, panel making, scaffolding etc. Complete with substructure, as per drawings provided or as directed by the Architect (B.P 350/- SQ.FT)
20	<u>GLASS PARTITION</u>
	Providing and installation 12mm thick glass KSA/UAE or equivalent polished glass with 100mm top & bottom rails, brush finish SS-304, lucky or equivalent Pak Cable section with frosted film surface as per approved design. Contractor is required to provide joints between the panels with minimum 5mm thick clear silicon from Dow corning or other approved by the Engineer. Complete in all respects. (In Manager and IT Rooms).
21	<u>WINDOW BLINDS</u>
	Provide and install imported VERTICAL Blinds, in imported synthetic fabric (5" wide) with suspension mechanism, approved shade & colour (Light grey). Complete in all respect.
22	<u>SECURITY WINDOWS / Entrance DOOR'S GRILL</u>
	<u>Wrought Iron Grill</u>
23	<u>SECURITY ROLLING SHUTTER</u>
	Providing and fixing Mild Steel Rolling Security Shutter at front main entrance door, before glass doors, ATM Room's door, outside windows, made of 20 s.w.gauge GI sheet, guide channels 10 gauge M S sheet and Roll-up durable mechanism (Spring & MS Bar etc.). with 2.5" Dia box, consisting of steel frame of M.S. channel 2"x1.25"x1" (50x30x3 mm) angle iron 1.5"x1.5"x1" (40x30x3mm)M.S plate 1"x1"xa" (300x300x3 mm) G.I. pipe 1.5" (37mm) Ø, springs 2'(600mm) c/c. Rollers 24 S.W.G G.I. Covering 1'x1' (300x300 mm) with S. Steel sheet 18 S.W.G, handles, holdfast, etc. center of the roller sheet to be in chicken foldable type window / mesh (6" X 12" can be covered with sliding panel, from inside) for looking outside. vertical removable channel. Complete with sliding bolts handles including 3 coats of enamel paint (ICI or equivalent) including base coat of anti-rust primer, Complete in all respects, including all types of hardware etc. as per satisfaction of the consultant and engineer Incharge. As per attached layout.
24	<u>SECURITY DOORS</u>
i)	<u>Security Grill Door</u>
	Providing and fixing the MS enamel painted security grill door panel of 3/4" MS square solid bars @ 4" c/c both ways welded with 1-1/2"x3/16" MS flat Frame and covered with MS Sheet 14 gauge, with all locks, including all necessary fittings. Complete in all respect.

25	<p><u>EMERGENCY EXIT M.S DOOR</u> Fabricating, providing and fixing fire exit door with 16 S.W.G M.S 3/4" square pipe, 18 SWG MS sheet pressed over this frame, at both sides, sheet frame painted with approved deco colour including 16 S.W.G M.S sheet shutter framed in 4" x 3" M.S box section, including best quality hinges, locks, handles, hold fasts and other necessary hardware etc. size as per site. Complete in all respects as per drawing attached herewith, specifications and as directed by the consultant.</p>
26	<p><u>GRANITE (BLACK GRANITE)</u> Provide and laying 3/4" thick factory polished granite door/window Sills, Thresholds and Borders, Steps for stair case, straight and curve as per site requirement, single piece, as directed by client, fixed 1:2 cement and mortar, color chemical grout including final rubbing finishing and polishing bull nosing carborandum groove where required etc. complete with all respect.</p>
i)	Window Sills
ii)	Thresholds
iii)	On Stair Case Steps
iv)	Plinth Protection (Beam Side)
v)	On Main Entrance Steps
27	<p><u>ROOF TREATMENT:</u> Provision of Roof Screeding, minimum width of 2", for maintaining slope using 6mm or equivalent crush chips of ratio 1:2:4 at roof including curing and fixing of Drain Pipe wherever required, complete in all respect., only where necessary .</p>
28	<p><u>WATER PROOFING:</u> Provision of Roof treatment to be provided as per specifications and site condition in order to stop seepage of water wherever required, ONLY WHERE NECESSARY.</p>
29	<p><u>INTERLOCK PAVERS</u> Providing & laying 60mm thick interlock pavers of approved design and shape natural colours, having strength b/w 7000 psi to 8500 psi i/c filling the joints with sand, for parking area laid over 3" thick layer (compacted) of approved course sand with levelling & dressing. Complete in all respects or as directed by the Engineer.(make Tuff/Envicrete/HUBCERETE or equivalent) . This pavers will be installed up to 12 feet width, from the edge of Branch .</p>
31	<p><u>EXTERNAL PAINT</u> Provide and apply with Roller Matt Enamel paint WEATHER SHEILD (ICI/Berger or equivalent) minimum three coats of approved shade over a coat of primer to internal plastered surfaces, base preparation, primer, smooth filling etc. complete in all respect as shown on the drawings specifications and/or as directed by the Architect/ Engineer.</p>
32	<p><u>ATM ROOM</u> Establishment of ATM room, having an average size of 5X7, suitable for free standing, front loaded ATM machine , The all walls of ATM room will be till the height of ceiling, with proper high strength machine made Block Masonary, and or proper security grill. One telephone point and one Data point and one 15Amps power point for ATM machine , power point for one ton AC, with copper pipe and drain ,will be provided in ATM room . Tiles and ceiling as per branch specification will be provided.</p>

33	ATM MAIN and INTERNAL DOORS
	The main entrance door of ATM will be standard above specified glass door, 2- 1/2 feet wide, with proper lock, inside lock, handle and new star machine, with 1/2 inches above specified glass with frost and monogram. Further Security rolling shutter, specified above, will also be provided before entrance of ATM, This also include internal door . its installation, with MS, 16 SWG, 3/4"x3/4" square pipe grill,, 8" centre to centre distance, both ways, inside ATM room, 16 SWG GI sheet fitted over grill from atm room side and 3mm ply fixed from branch side. with lock, handles, polishing & finishing and making peep window 8" x 2" at a height of 5'-0 from floor level., this also include 16 SWG sheet made door frame, suitable to cater the weight of door, with hinges, holdfast, Complete in all respects or as directed by the Architect, as per lay out plans.
34	ATM ACCESS RAMP FOR DISABLE PERSON
	A three feet wide CC ramp will be provided for disable person. Wherever possible.
35	Front Elevation
	The front elevation of the Branch will consist of proper CC steps, fixed on it approved granite . The portion other than window and door will consist of Bank's approved AJRAK tiles and other approved face tiles, with approved pattern .
PLUMBING WORKS	
1(a)	Providing and fixing European type or equivalent ceramics ware coupled water closet, (PORTA or equivalent), white / Ivory /light colour, model HD-180 n/a, including 3 gallons cistern, P/S trap, C.P tee stop cock with wall cups, connection pipes, " hinged double bacolite or equivalent seat and cover all joints to services and drains, plugging and screwing as necessary to the structure and make good the same, complete in all respect as per specifications and drawings.. In case where there are two bath room, in other bath room, Indian type, Prta WC, model HDD-9 or equivalent, ivory colour with all porta fittings will be fixed.
2	Providing and fixing Wash hand Basin with pedastle, PORTA model HD-19, Ivory colour /white colour "SONEX" waste or equivalent coupling, plug with C.P brass chain, 1.5" dia. P.V.C (D type) waste pipe connections to water lines, tee stop cock for cold and hot water inlet connector with nuts and fitting, waste pipe waste coupling , plugs with chain other ancillary material C.P grating including C.P bottle trap, testing etc. complete in all respect and as directed by the Engineer.
3	Provide & fix best quality Stainless Steel imported Kitchen Sink, Balraco or equivalent make (40" x 20") 1000mm x 500mm sink with CI or WI brackets 150mm (6") built in wall, 40mm(1 1/2") rubber plug & chrome plated brass chain, 40mm (1 1/2") C.P brass waste, pillar tap 2 way deluxe, 40 mm (1 1/2") dial malleable iron or C.P. brass trap, Bottle trap and unions. Make requisite holes in walls & floor for pipe connections & make good with approved material. (with SONEX or equivalent fittings).

4	Provide & fix uPVC floor drains of 4" dia of make Nikkassi or approved equivalent, having minimum guaranteed 2" water seal with screw down C.P cover, peripheral drains with or without a vent arm. Make requisite holes in walls, floor for pipe connections & make good with approved material, including SS drain / grating with side perforation.
5	Provide & fix approved quality chromium plated towel rails 750mm x 20mm (30"x3/4") with brackets and C.P screws. (Taiwan make or equivalent)
6	Provide and fix approved quality C.P toilet paper holders and coat hook. (Taiwan make or equivalent)
7	Provide & fix chromium plated soap dish of approved quality with C.P screws. (Master /Sonex or equivalent)
8 (a)	Provide and fix Muslim Showers manufactured by Master/Sonex or equivalent, complete with stop cock and controlled spray head.
(b)	Providing and fixing 15 mm dia C.P. mixer with C.P pipe 15 mm dia, of Master, Sonix or approved equivalent complete including pipe connections, all fittings, testing etc.
i)	For Wash basin
ii)	Kitchen Sink Mixer
9	Providing, fixing, jointing and testing Polypropylene Random (PPR) pipes make Dadex / AGM or a approved equivalent pressure pipe for cold/hot water as per DIN 8077-8078, PN-20 for pipes and DIN 15962, PN-25 for fittings (polyfusion welded joints) inside building including fittings and specials (sockets, tees, elbows, bends, crosses, reducers, adaptor, plugs and union etc.) supported on walls or suspended from roof slab or run in chases including pipe hangers, supports, cutting and making good the chases and holes, its painting and insulation against sun light complete in all respects. conforming to BSS. Cut and make good with Test and Commission for cold and hot water system.
10	Provide and fix of Gate valve, Threaded ends, bronze body with union bonnet, non-rising stem and wedge disc. suitable for 8.5 bars SWP and 250 deg. F., manufactured by KITZ (Japan) or approved equivalent.
11	Provide and fix cast UPVC pipes(AGM/dadex /vebro turkey Brand or equivalent) including fittings such as tees, elbows, sockets, wye, hangers/supports etc. conforming to BSS for soil waste and vent pipes as embedded in floor and walls or suspended from slab or clamped to wall including plaugsm hangers, beds, Tees, Yees. Include for making requisite number of holes in walls and floors where required and making good the same as necessary to the structure labelling, testing to 6.5 feet water height complete. 2", 3", 4", 6", as per requirement.
12	Provide and construct gully trap with 12"x12" cast iron frame and cover, including excavation, backfilling, masonry, plaster internally and externally vitreous China trap or equivalent etc. complete and approved by the Engineer.
13	Provide and construct man holes for sewer with 24"x24" C.I frame and cover (40kg) including 8" Masonry, puddle plaster internally and externally up to depths shown on drawings and approved by the Engineer. PCC 1:2:4 base slab, benching with 1:3 cement sand mortar including 24" dia manhole cover, frame and rungs, complete in all respect.
14	Construction of Septic Tank one no size 6'x4'x5' avg depth at per site conditions in all respects as per drawings.

15	Make Sewer Connection to existing Sewerage disposal system. Complete in all respect.
16	Make Water Connection to existing Water supply system.
17	Providing, installing & testing of Over Head Fiber Glass Water Tank make Dura or approved equivalent, with 500 Gallons storage capacity, including all necessary fittings etc. Complete in all respects as per instruction of Architect.
18	Provide and lay UPVC pipes, with sleeves and jointing to required slope including the excavations, backing filling etc. complete.
	i . Dia 4"
	i . Dia 6"
ELECTRICAL WORKS:	
A. INTERNAL WIRING	
1	Supply, installation and commissioning of Light Circuit wiring, from MCB in DB to Switch Board to be wired with 3x2.5mm sq. (P+N+PE) PVC insulated 300/500 V grade wire, manufactured by M/s. Pakistan Cables Ltd, AGE, Pioneer or FAST or as specified or equivalent in Annexure A, in and including cost of 1" dia. heavy duty PVC conduit make Popular, Beta, installed on roof slab, above false ceiling, or concealed in walls, or as required as per site conditions, all PVC conduit accessories, pull boxes, steel pull wires , Complete in all respects. Each circuit shall have independent CPC. Maximum wiring of 2 light circuits can be pulled through 1" dia. PVC conduit. Note:- Supply Certificate issued by Company will be attached with bills
2	Providing, Installation, testing and commissioning of wiring of One light point controlled by one switch and wired with 3x1.5 mm sq. PVC insulated wires 300/500 V grade, in and including cost of 3/4" dia. heavy duty PVC conduit recessed in wall, columns slabs or above light carrier all PVC conduit accessories, 3" high PVC junction boxes, pull boxes, steel pull wires, PVC flexible conduit from ceiling junction box to light fixture with brass chuck nut including cost of 3x1.5mm sq from Ceiling Junction Box to Light Fixture , M.S. sheet steel switch box 16 SWG with earth terminal and 2 coats of enameled paint, M.S. box shall be of the same size as that of 1, 2 or 3 gang flush type plate switches, including cost of gang type light switches 10 amps.
3	Providing, Installation, testing and commissioning of wiring of Two or three or four light points controlled by one switch and wired with 3x1.5 mm sq. PVC or equivalent insulated wires 300/500 V grade, in and including cost of 3/4" dia. heavy duty PVC conduit recessed in wall, columns slabs or above light carrier all PVC or equivalent conduit accessories, 3" high PVC junction boxes, pull boxes, steel pull wires, PVC or equivalent flexible conduit from ceiling junction box to light fixture with brass chuck nut including cost of 3x1.5mm sq from Ceiling Junction Box to Light Fixture , M.S. sheet steel switch box 16 SWG with earth terminal and 2 coats of enameled paint, M.S. box shall be of the same size as that of 1, 2 or 3 gang flush type plate switches, including cost of gang type light switches 10 amps.

4	Providing & wiring of 1-3 pin 15 Amps power socket outlets (for General Use) wired with 2x4mm ² +1x2.5mm ² CU/PVC insulated cable 300/500 Volt grade, make Pakistan cables, Fast, Pioneer in 25mm dia PVC conduit make Beta, Popular, or equivalent recessed in wall/floor, above false ceiling or as required as per site conditions, all PVC conduit or equivalent make Beta accessories, pull boxes, steel pull wires. Complete with all conduit & wiring accessories including 15 Amps, 3 pin combined switch socket make Clipsal (Austria), Panduit, MK(UK), Legrand (France) or approved equivalent. Wiring shall be done directly from the MCB installed in the respective DB without any claim of circuit. complete with suitable size 1.5mm thick sheet steel back box recessed in wall.
5	Providing & wiring of 1-3 pin 10 Amps power switch socket outlets (for RAW supply / WAPDA) wired with 3x2.5mm ² 1 core CU/PVC insulated cable in 25mm dia PVC conduit make Beta, Popular or equivalent, recessed in wall/floor, above false ceiling or as required as per site conditions, all PVC conduit make Beta accessories, pull boxes, steel pull wires etc. Complete with all conduit & wiring accessories including 10 Amps, 3 pin combined switch socket make Clipsal (Austria), MK(UK), Legrand (France) or approved equivalent. Wiring shall be done directly from the MCB installed in the respective DB without any claim of circuit. complete with suitable size 1.5mm thick sheet steel back box recessed in wall.
6	Confirming to same specification as mentioned above in item A-08, but outlet to outlet wiring. Complete in all respect.

7	Providing & wiring of 2-3 pin 13 Amps power switch socket outlets (for UPS) wired with 3x2.5mm ² 1 core CU/PVC insulated cable in 25mm dia PVC conduit make Beta, Popular or equivalent, recessed in wall/floor, above false ceiling or as required as per site conditions, all PVC conduit make Beta accessories, pull boxes, steel pull wires. Complete with all conduit & wiring accessories including 13 Amps, 2/3 pins combined switch socket (duplex) make Clipsal (Austria), MK(UK), Legrand (France) or approved equivalent. Wiring shall be done directly from the MCB installed in the respective DB without any claim of circuit. complete with suitable size 1.5mm thick sheet steel back box recessed in wall.
8	Providing installing & wiring for Split A/C's unit from distribution board to respective 1-3 pin 16 Amps switch socket, wired with 2x6mm ² + 1x4mm ² 1 core CU/PVC or equivalent cable in 25mm dia PVC conduit make Beta, Popular, recessed in wall/floor, above false ceiling or as required as per site conditions, all PVC conduit make Beta accessories, pull boxes, steel pull wires etc. Complete with all conduit & wiring accessories including 16 Amps, 3 pin combined switch socket make Clipsal (Austria), MK(UK), Legrand (France) or approved equivalent. Wiring shall be done directly from the MCB installed in the respective DB without any claim of circuit. complete with suitable size 1.5mm thick sheet steel back box recessed in wall. Complete with all accessories including termination.
9	Providing, Installation, of CLIPSAL or equivalent make Floor Box with cover, 1.5mm thick sheet, steel fabricated floor mounted water tight weather proof, suitable for 4Nos. Outlets. Complete in all respects including floor cutting. Two UPS power and one 15Amps raw power sockets, with one RJ-45 out let for data and one RJ-12 telephone outlets will be fixed in this box.

B. FITTING & FIXTURES

10	Providing, Installation, testing & commissioning of light fixtures & other accessories, complete with all accessories such as, Chain, Rod, Screw, foundation for garden light etc. Complete in all respect with chokes (ballast), lamp holders, starters, power factor correction capacitor, tube rods internal wiring, earthing terminal.
i)	Philips Down light FBH with 2X 9 W, Philips LED of energy saver 18 W Lamp or equivalent

ii)	Mirror Light Fixture Philips GMP-118-84 or Equivalent
iii)	Recessed Ceiling Down light fixture (6" dia) circular shape equivalent to Philips Model Lunar with Optogan Emotion Series LED lamp installed vertically and aluminium reflector as approved by architect. With following specifications: Luminous Flux = 660 CCT (K) = 3000 CRI = 80 Power consumption (W) = 9 watts Power Supply Voltage = 100-240
iv)	TMS-T5 012/236 with colour 84 lamps.
v)	TMS-T5 012/136 with colour 84 lamps.
11	Supply, installation and commissioning of Exhaust / Bracket Fans of following sizes, plastic body, covers, all necessary fixing accessories, make Asia, Climax, National or equivalent as manufactured by any one of the manufacturers as mentioned in Annexure-"A". Complete in all respects.
i)	Exhaust Fan 12" dia
ii)	Wall Bracket Fan 24" dia
<u>C. MAIN DB LIGHT</u>	
12	Supply, installation and commissioning of MPB made of sheet steel 14 SWG, totally enclosed, indoor floor Standing type including all auxiliaries, internal wiring from Meebs terminating on cable terminals blocks installed at the top of MPB, designation labels of all incoming and outgoing feeders as shown on the drawings, Brass Cable Glands according to the Cable sizes for incoming & outgoing Cables, earthing bar, neutral bar, suitable for system voltage 415 V, 50 Hz, 3 phase, neutral and earthing busbars made of 99.8% electrolytic copper of under mentioned capacities. Body of MPB shall be degreased and de-rusted having one coat of antirust paint with further 2 coats of powder paint of approved colour and shall be equipped as mentioned below, including cost of all necessary materials complete in all respects and accordance with the latest BS codes and conforming to single line diagram. Rated current of Main & Neutral Bus Bar rated at 50 degree centigrade All Breakers to be installed shall be of one make only and not mixture of two manufacturers. Make MG (Made in France), Mitsubishi and Terasakil (Made in Japan/Spain or equivalent) ABB, Legrand, GE/AEG (Made in Italy or equivalent). Rated Ics not less than 25 KA for incoming, outgoing Breakers and for busbar installed in the Panel. Front & Rear open able doors. Shop drawings shall be submitted by the manufacturer for Approval to consultant before starting fabrication of all Main Panel Board, Sub Main Panel Board Motor Control Centre and Light, Power Distribution Boards. Main Panel Board shall be Manufactured by any one of the given Manufacturers JEL, NBI, SA Electric, Electrech, Irenatech, Classic Switchgear or equivalent. Tariq Electric, Bilal Switchgear Engineering, RS Electric. or equivalent
	<u>Incoming</u>
	Distribution Boards Concealed (AC)
	3-phase indication lamps (LED Type) of color Red, Yellow, and Blue or green on incoming side. Make Muruyasu Japan Telemecanique France or equivalent

	1-Digital Voltmeter 0-500 V make Frer or Revalco Italy or equivalent
	2-100/5 Amps CT's. Make Revalco Italy or equivalent accuracy class 0.5.
	1-Digital Ampere meter 0-100 make Revalco or Frer Italy. or equivalent
	<u>Outgoing</u>
	1-30 Amps TP MCCB
	12-10 Amps SP MCB
	6-16 Amps SP MCB
	6-20 Amps SP MCB
13	<u>Distribution Boards Concealed (AC)</u>
	Supply, installation, connection of wires cables, and commissioning of distribution boards concealed type or to be installed on wall, made of 16 SWG M.S. sheet degreased and derusted, zinc phosphated, finished with electro static powder coating of 15 micron thickness sheet with hinged door, handle, catcher, earthing bar and neutral link with necessary holes, nuts, bolts, washers, earthing of DB door with braided copper internal wiring , PVC cable glands for incoming and outgoing wires/cables, 2 earthing terminals designation label engraved on plastic sheet of appropriate size to be pasted on the front side of DB, 3 phase indication lamps of color red, yellow, blue (LED Type) make Hager, Legrand (France) or equivalent SV122 SV128 SV126 moulded case circuit breaker with overload and short circuit protection (MCCB) to be installed on the incoming side, Ics not less than 10 KA , and for miniature circuit breakers Icu 10 KA make M.G., Legrand (France), ABB (Italy) Terasaki (Japan) or equivalent having overload and short circuit protection, including cost of all necessary fixing accessories complete in all respect.
a)	Providing, Installation, testing and commissioning of DB-L1 , 1.5mm thick sheet steel fabricated wall mounted recessed type suitable for 3 phase, 415V, 4 wire, 50 Hz, A/C system as per following configuration.
	<u>INCOMING:</u>
	60 Amps TP, 10 KA, MCCB.
	3-Phase indication lamps. With fuse
	1No. Amp. Metre with Phase selector
	1No. Volt Meter with Phase selector
	Bus bar capacity = 120 amps. at 50°C
	Neutral bar.
	Earth bar.
	<u>OUTGOING :</u>
	6-15 Amps S.P, 6 KA, MCBs
	6-20 Amps S.P, 6 KA, MCBs

b)	Providing, Installation, testing and commissioning of DB-UPS , 1.5mm thick sheet steel fabricated wall mounted recessed type suitable for 3 phase, 415V, 4 wire, 50 Hz, A/C system as per following configuration.
	UPS DB, Single Phase This DB will be above specifications having following detail. <u>INCOMING</u>
	1- 32 Amps. Selector Switch 3 Position
	1- 32 Amps. DP.6 KA. MCB.
	3-Phase indication lamps. With fuse
	Neutral bar.
	Earth bar.
	<u>OUTGOING :</u>
	12-16 Amps S.P, 6 KA, MCBs
14	Providing, Installation, testing and commissioning of 32A Single Phase 3 Pin Industrial Sockets in M.s box for UPS incoming and outgoing cables for IT .
<u>D. L.T LOWER CABLES (Only where necessary)</u>	
1	Providing, laying, testing and commissioning of following size single or multicore PVC/PVC cable 600/1000 volts grades, manufactured by Pakistan Cables, AGE, Pioneer or equivalent, in suitable PVC conduit concealed in floor / wall as shown on drawings, and as per instruction of Consultant.
i)	35mm ² 4core cu/pvc/pvc cable
ii)	25mm ² 4core cu/pvc/pvc cable
iii)	10mm ² 4core cu/pvc/pvc cable
iv)	6mm ² 4core cu/pvc/pvc cable + 2x4mm ² 1core cu/pvc cable
<u>E. TELEPHONE SYSTEM</u>	
1	Providing & wiring of each Telephone socket outlet in preinstalled outlet boxes, wired with 4 Pair Cat-6 (UTP)Cable, make 3M / PANDUIT USA or equivalent in 25mm dia PVC conduit recessed in slabs, floors, walls, columns or on slab above false ceiling or as required as per site conditions,, complete with all conduit & wiring accessories including RJ-45 IOs & Face Plates. Complete in all respect with suitable size 1.5mm thick sheet steel back box recessed in wall.
2	Providing & fixing 30 Pairs Telephone Tag Block (MDF) enclosed in 1.5mm thick sheet steel box with all fixing accessories.
<u>F. COMPUTER NETWORKING SYSTEM</u>	

1	Providing, laying & testing of Data Cable 4 Pair Cat -6, make 3M / PANDUIT USA or equivalent in 25 mm dia PVC conduit including Data Outlet (3M make) Face plate (2port) w/o shutter RJ-45 (Panduit USA or equivalent)K6 Jack fixed, on 1.5 mm thick steel back box complete in all respect and as per drawing, and providing of Fluke Test Report & 3M's 20 Years Certificate , The Data cable will be terminate at I/O socket at user end and at 12 or 24 ports 3M or equivalent patch panel at other end . The patch panel will be fixed in 15U standard or other patch panel cabinet. (Complete as per Client's requirement)
2	Supply of machine made 3M or equivalent Cat-6 Patch Cable (1m) with both end connectors
3	Supply of machine made 3M or equivalent Cat-6 Drop Cable (3m) with both end connectors
4	Providing of 15 U, standard Data Cabinet.

G. EARTHING SYSTEM

1	Providing, installation, commissioning and testing of earthing pits (40 to 50 ft deep upto water level), back filling, ramming etc. complete with earth electrode 25mm dia and 3.5 metre long, as indicated in specification and drawings. Complete with cable clamps 38mm dia G.I. pipe and all accessories as per drawings. Each earth pit is to be provided with a concrete manhole 300 x 300 x 450(mm) deep with 2.25mm thick wall including cement mortar, internal plaster 1:4, with heavy duty C.I. cover including test clamp. Complete in all respect. Earthing bores shall be made at 6 to 8 feet away from foundation and distance between earth pits shall not be less than 10 feet.. Further connection of earth pit to Generator neutral point and all DBs with proper earth wire. In case where earth bore is not possible, due to hilly area, copper plate earth , having size 2'X2'X1/4", with two 10 SWG 25mm copper wires, tight on plates with brass nut / bolt, plate buried in 6 to 8 feet deep in earth. will be provided.
2	Installation of wiring & copper pipe of Bank's supplied Split Air Conditioners (SAC) including USA or equivalent copper piping with installation & testing complete in all respects; including control wiring from outdoor unit to indoor with 2 x 1.5 mm sq + 1 x 1.5 mm sq wire drawn in PVC 10 class conduit clipped to wall or ceiling (wiring make Pakistan Cable, AGE or Pioneer or equivalent). The return and supply copper tubing to be sized as per manufacturer's recommendation and to be drawn in separate Aero flex or equivalent insulators. (Installation of indoor, outer & commissioning of equipment of AC is not in scope of work)
	a) 1.0 Ton SAC
	b) 1.5 Ton SAC
	c) 2.0 Ton SAC
3	Provide & fix UPVC pipe, Beta or popular , for AC drain system, (medium) conforming to BSS 1307 of 1957, along with GI fittings such as tees, elbows, unions, reducers, sockets, teflon tape for jointing, hangers, supports, sleeves, including testing and commissioning and insulation with Aeroflex or equivalent insulation.
	i. 1-1/4" dia
	ii. 3/4" dia

	Vantage point / Security Bunker , only where necessary and advised by the Bank, as per plan.
	Providing of CC vantage point / bunker at suitable place in Branch for one guard, with proper opening window, MS door, 2 feet X 6 feet , inside locking arrangement . Fan etc.
	CERTIFICATION / DRAWINGS
	<u>Following certification will be provided by the contractor, after completion of work/</u> 1. Earth Pits Test Report 2. Electrical, networking as built drawing

SPECIAL REQUIREMENT

Supply & Fixing of 2 person wooden cash counter, same as design of cash counter installed at Sindh Bank Preedy Street Saddar branch but in polish finish. Using first class wood, complete in all respect.

4 FINANCIAL PROPOSAL

PRICE SCHEDULE

(Applicable for the year 2015-2016)

Name of Bidder _____

Description	Unit	Rate per sqft.	*Total Amount
Renovation, Interior, Works & Construction of M.A Jinnah Road Branch	900 Sq.ft (As per specification mentioned in scope of work)		

*This *total amount will be taken as the financial bid offered by the contractor.*

Note

- The branch has to be handed over within 45 days of issue date of award letter. In case of delay, a penalty @ 0.15% of total contract amount, for each day of delay will be imposed.
- The cost must include all taxes, stamp duty (as applicable under Stamp Act 1989) duly stamped on the contract agreement, installation, labor and any other charges. The successful contractor will bear all expenses in execution of contract agreement.
- No advance payment will be made, bills will only be processed for necessary payment on receipt of certificate of satisfaction from the Branch Manager/Project Manager.
- Calculation of bid security. 2% of the *Total Amount will be submitted with the tender document as bid security.
- In case it is revealed at any stage after the completion of work that the asked specification of the tender have not been met, the amount of that specific item will be fined to the contractor with appropriate action as deemed necessary by the procurement committee.
- In case of any observation arising in respect of quality of the item, the company will be liable to address it at his own cost, non-compliance of the same will result into initiation of a case against the company for non-commitment or cancellation of tender as will be decided by the Procurement Committee.
- The per square ft. rate given above by the contractor will be for inside area of the premises. However for any outside premises work, its changes will be covered in premises per square ft. area. No charges for any necessary outside work will be entertained separately.
- The tender will be considered cancelled if the contract agreement/performance security after due signature is not submitted with Admin Office after 5 days of completion of bid evaluation report hoisting period (7 days) on SPPRA website
- In case the financial evaluation are the same, the successful bidder will be the one who has acquired more marks in the technical evaluation of the Prequalification process.
- All conditions in the contract agreement attached as Annexure G are part of this tender document.

Note. There can be subsequent modification or amendment to this specific tender for which it is advised to keep yourself abreast with the notification being posted on Sindh Bank Ltd. & SPPRA website regularly.

Signature & Stamp of Bidder _____

5 Contract

5.1 Conditions of Contract

5.1.1 Definitions

In this contract, the following terms shall be interpreted as indicated:

“Applicable Law” means the Sindh Public Procurement Act 2009 and the Sindh Public Procurement Rules 2010(Amended 2013).

“Procuring Agency” or “PA” means SNDB Contractor.

“Contract” means the Contract signed by the Parties and all the attached documents listed in its Clause 1 that is General Conditions (GC), and the Special Conditions (SC).

“Contract Price” means the price to be paid for the performance of the Services. “Effective Date” means the date on which this Contract comes into force.

“GC” mean these General Conditions of Contract.

“Government” means the Government of Sindh.

“Currency” means Pak Rupees.

“Member” means any of the entities that make up the joint venture/consortium/association, and “Members” means all these entities.

“Party” means the PA or the Contractor, as the case may be, and “Parties” means both of them.

“Personnel” means persons hired by the Contractor or by any Sub- Contractors and assigned to the performance of the Services or any part thereof.

“SC” means the Special Conditions of Contract by which the GC may be amended or supplemented.

“Services” means the services to be performed by the Contractor pursuant to this Contract, as described in the scope of services.

“In writing” means communicated in written form with proof of receipt.

5.1.2 Law Governing Contract

This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the laws of the Islamic Republic of Pakistan.

5.1.3 Notice

- Any notice, request or consent required or permitted to be given or made pursuant to this Contract shall be in writing. Any such notice, request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent to such Party at the address specified in the SC.

- A Party may change its address for notice hereunder by giving the other Party notice in writing of such change to the address specified in the SC.

5.1.4 Authorized Representative

Any action required or permitted to be taken, and any document required or permitted to be executed under this Contract by the SNDB or the Supplier may be taken or executed by the officials.

5.1.5 Taxes and Duties

The Supplier, Sub-Suppliers, and their Personnel shall pay such direct or indirect taxes, duties, fees, and other impositions levied under the Applicable Law as specified in the SC, the amount of which is deemed to have been included in the Contract Price.

5.1.6 Effectiveness of Contract

This Contract shall come into effect on the date the Contract is signed by both Parties. The date the Contract comes into effect is defined as the Effective Date.

5.1.7 Expiration of Contract

Unless terminated earlier pursuant to Clause GC 5.1.17 hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SC.

5.1.8 Modifications or Variations

Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any proposals for modification or variation made by the other Party.

5.1.9 Force Majeure

The failure on the part of the parties to perform their obligation under the contract will not be considered a default if such failure is the result of natural calamities, disasters and circumstances beyond the control of the parties.

5.1.9.1 No Breach of Contract

The failure of a Party to fulfil any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

5.1.9.2 Extension of Time

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

5.1.10 Termination

5.1.10.1 Termination by SNDB

The SNDB may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (f) of this Clause GC 5.1.10.1. In such an occurrence the SNDB shall give a not less than thirty (30) days' written notice of termination to the Supplier, and sixty (60) days' in the case of the event referred to in (e).

- a. If the Supplier does not remedy the failure in the performance of their obligations under the Contract, within thirty (30) days after being notified or within any further period as the SNDB may have subsequently approved in writing;
- b. If the Supplier becomes insolvent or bankrupt;
- c. If the Supplier, in the judgment of the SNDB has engaged in corrupt or fraudulent practices in competing for or in executing the Contract;
- d. If, as the result of Force Majeure, the Supplier(s) are unable to perform a material portion of the Services for a period of not less than sixty (60) days; and
- e. If the SNDB, in its sole discretion and for any reason whatsoever, decides to terminate this Contract.

5.1.10.2 Termination by the Supplier

The Supplier may terminate this Contract, by not less than thirty (30) days' written notice to the SNDB, such notice to be given after the occurrence of any of the events specified in paragraphs (a) through (c) of this Clause GC 5.1.10.2

- a. If the SNDB fails to pay any money due to the Supplier pursuant to this Contract without Suppliers fault.
- b. If, as the result of Force Majeure, the Supplier is unable to perform a material portion of the Services for a period of not less than sixty (60) days.

5.1.10.3 Payment upon Termination

Upon termination of this Contract pursuant to Clauses GC 5.1.10.1 or GC 5.1.10.2, the SNDB shall make the following payments to the Supplier:

- a. Payment for Services satisfactorily performed prior to the effective date of termination;
- b. Except in the case of termination pursuant to paragraphs (a) through (c), and (f) of Clause GC 5.1.10.1, reimbursement of any reasonable cost incident to the prompt and orderly termination of the Contract, including the cost of the return travel of the Personnel and their eligible dependents.

5.1.11 Good Faith

The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives of this Contract.

5.1.12 Settlement of Disputes

5.1.12.1 Amicable Settlement

The Parties agree that the avoidance or early resolution of disputes is crucial for a smooth execution of the Contract and the success of the assignment. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation.

5.1.12.2 Arbitration

If the SNDB and the Supplier fail to amicably settle any dispute arising out of or in connection with the Contract within ten (10) days of commencement of such informal negotiations, the dispute shall be referred to arbitration of two arbitrators, one to be appointed by each party, in accordance with the Arbitration Act, 1940. Venue of arbitration shall be Karachi, Pakistan and proceedings of arbitration shall be conducted in English.

5.1.13 Data Ownership

The data in the implemented Computer System shall at all times remain the exclusive property of SNDB. The Supplier is hereby required to transfer all necessary passwords, access codes or other information required for full access to the data to SNDB upon successful commissioning of the Computer System and should not be available to any other party including the employees of the supplier.

5.1.14 Obligations of the Supplier

The Supplier shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Supplier shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the SNDB, and shall at all times support and safeguard the SNDB legitimate interests in any dealings with Sub-Suppliers or third Parties.

5.1.14.1 Conflict of Interest

The Supplier shall hold the SNDB's interests paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests.

5.1.14.2 Confidentiality

Except with the prior written consent of the SNDB, the Supplier and the Personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the Services, nor shall the Supplier and the Personnel make public the recommendations formulated in the course of, or as a result of, the Services.

5.2 Special Conditions of Contract

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract.

5.2.1 Performance Security

The amount of performance security shall be two (2%) percent of the Contract Price

5.2.2 Payment

The payment to be made to the Supplier under this Contract shall be made in accordance with the payment schedule as shall be agreed between SNDB and the Supplier.

- a. All advance payment will be made against valid bank guarantee(s).
- b. SNDB will effect payment within 15 days on satisfactory delivery of services, upon submitting the invoice under above conditions.

5.2.3 Price

Schedule of prices shall be as fixed in the Contract.

6. BID FORM

Annexure "A"

Dated: _____, 2015

To,

Head of Administration Division
SINDH BANK LIMITED
HEAD OFFICE
B-2 Floor, Federation House,
Abdullah Shah Ghazi Road,
Karachi 75600

Gentleman,

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer, in conformity with the said bidding documents for the sum of currency _____ [total bid amount in words and figures].

We undertake, if our Bid is accepted, [to provide goods/work/related service], that will be in accordance with the terms defined in the proposal and /or contract.

Our firm, including any subcontractors or suppliers for any part of the Contract, have nationalities from the following eligible countries _____.

If our Bid is accepted, we will obtain the Bank Guarantee in a sum equivalent to ten percent (2%) of the Contract Price for the due performance of the Contract, in the form prescribed by SNDB.

We agree to abide by this Bid for a period of ninety (90) days from the date fixed for Bid Opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid and to contract execution if we are awarded the contract, are listed below:

Name & Address of Agent

Amount and Currency

(If none, State none)

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this _____ day of _____ 2015.

[Signature]

[In the Capacity of]

Duly authorized to sign Bid for and on behalf of _____

7. BID SECURITY FORM

Annexure "B"

Whereas [name of the Bidder] has submitted its bid dated [date of submission of bid] for _____.

KNOW ALL PEOPLE by these presents that WE [name of bank] of [name of country], having our registered office at [address of bank] (hereinafter called "the Bank"), are bound unto SNDB (hereinafter called "the Purchaser") in the sum of _____ for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this ____ day of ____ 2014.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraw its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its Bid by the SNDB during the period of bid validity:
 - a. fails or refuses to execute the Contract, if required; or
 - b. fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders;

We undertake to pay to the Purchaser up to the above amount upon receipt of its written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including twenty eight (28) days after the period of bid validity and a written demand in respect thereof shall reach the Bank not later than the above date.

[Signature and Seal of the Bank]

8. PERFORMANCE SECURITY FORM

Annexure "C"

To,

Head of Administration Division
SINDH BANK LIMITED
HEAD OFFICE
B-2 Floor, Federation House,
Abdullah Shah Ghazi Road,
Karachi 75600

WHEREAS [name of Supplier] (hereinafter called "Supplier" or "Contractor") has undertaken, in pursuance of Contract No. _____ [reference number of the contract] dated ____ 2014 to _____ [details of task to be inserted here] (hereinafter called "the Contract").

AND WHEREAS we have agreed to give the Supplier / Contractor guarantee as required pursuant to the bidding document and the contract:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier / Contractor, up to a total of [amount of the guarantee in words and figures], and we undertake to pay you, upon your first written demand declaring the Supplier / Contractor to be in default under the Contract and without cavil or argument, any sum or sums within the limits of [amount of guarantee] as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the ____ day of _____ 2015.

Signature and Seal of the Guarantors

Name of Bank

Address

Date

9. Integrity Pact

Annexure "D"

Declaration of Fees, Commissions and Brokerage etc Payable by the Suppliers of Services Pursuant To Rule 89 Sindh Public Procurement Rules Act, 2010

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

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

[The Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty. [The Supplier] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

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

For and On Behalf Of

Signature: _____

Name: _____

NIC No: _____

10. Form of Contract

Annexure "E"

This Mutual Non-Disclosure Agreement ("Agreement") is made and entered into between Sindh Bank Limited, and [Supplier Name], individually referred to as a 'Party' and collectively referred to as the 'Parties'. The Parties wish to exchange Confidential Information (as defined below in Section 2) for the following purpose(s): a) to evaluate whether to enter into a contemplated business transaction; and b) if the Parties enter into an agreement related to such business transaction, to fulfil each Party's confidentiality obligations to the extent the terms set forth below are incorporated therein (the "Purpose").

The Parties have entered into this Agreement to protect the confidentiality of information in accordance with the following terms:

1. The Effective Date of this Agreement is _____ 2015.
2. In connection with the Purpose, a Party may disclose certain information it considers confidential and/or proprietary ("Confidential Information") to the other Party including, but not limited to, tangible, intangible, visual, electronic, present, or future information such as:
 - Trade secrets;
 - Financial information, including pricing;
 - Technical information, including research, development, procedures, algorithms, data, designs, and know-how;
 - Business information, including operations, planning, marketing interests, and products;
 - The terms of any agreement entered into between the Parties and the discussions, negotiations and proposals related thereto; and
 - Information acquired during any facilities tours.
3. The Party receiving Confidential Information (a "Recipient") will only have a duty to protect Confidential Information disclosed to it by the other Party ("Discloser"):
 - If it is clearly and conspicuously marked as "confidential" or with a similar designation;
 - If it is identified by the Discloser as confidential and/or proprietary before, during, or promptly after presentation or communication; or
 - If it is disclosed in a manner in which the Discloser reasonably communicated, or the Recipient should reasonably have understood under the circumstances, including without limitation those described in Section 2 above, that the disclosure should be treated as confidential, whether or not the specific designation "confidential" or any similar designation is used.
4. A Recipient will use the Confidential Information only for the Purpose described above. A Recipient will use the same degree of care, but no less than a reasonable degree of care, as the Recipient uses with respect to its own information of a similar nature to protect the Confidential Information and to prevent:
 - Any use of Confidential Information in violation of this agreement; and/or

- Communication of Confidential Information to any unauthorized third parties. Confidential Information may only be disseminated to employees, directors, agents or third party contractors of Recipient with a need to know and who have first signed an agreement with either of the Parties containing confidentiality provisions substantially similar to those set forth herein.
5. Each Party agrees that it shall not do the following, except with the advanced review and written approval of the other Party:
- Issue or release any articles, advertising, publicity or other matter relating to this Agreement (including the fact that a meeting or discussion has taken place between the Parties) or mentioning or implying the name of the other Party; or
 - Make copies of documents containing Confidential Information.
6. This Agreement imposes no obligation upon a Recipient with respect to Confidential Information that:
- Was known to the Recipient before receipt from the Discloser;
 - Is or becomes publicly available through no fault of the Recipient;
 - Is independently developed by the Recipient without a breach of this Agreement;
 - Is disclosed by the Recipient with the Discloser's prior written approval; or
 - Is required to be disclosed by operation of law, court order or other governmental demand ("Process"); provided that (i) the Recipient shall immediately notify the Discloser of such Process; and (ii) the Recipient shall not produce or disclose Confidential Information in response to the Process unless the Discloser has: (a) requested protection from the legal or governmental authority requiring the Process and such request has been denied, (b) consented in writing to the production or disclosure of the Confidential Information in response to the Process, or (c) taken no action to protect its interest in the Confidential Information within 14 business days after receipt of notice from the Recipient of its obligation to produce or disclose Confidential Information in response to the Process.
7. EACH DISCLOSER WARRANTS THAT IT HAS THE RIGHT TO DISCLOSE ITS CONFIDENTIAL INFORMATION. NO OTHER WARRANTIES ARE MADE. ALL CONFIDENTIAL INFORMATION DISCLOSED HEREUNDER IS PROVIDED "AS IS".
8. Unless the Parties otherwise agree in writing, a Recipient's duty to protect Confidential Information expires [YEARS] from the date of disclosure. A Recipient, upon Discloser's written request, will promptly return all Confidential Information received from the Discloser, together with all copies, or certify in writing that all such Confidential Information and copies thereof have been destroyed. Regardless of whether the Confidential Information is returned or destroyed, the Recipient may retain an archival copy of the Discloser's Confidential Information in the possession of outside counsel of its own choosing for use solely in the event a dispute arises hereunder and only in connection with such dispute.
9. This Agreement imposes no obligation on a Party to exchange Confidential Information, proceed with any business opportunity, or purchase, sell, license and transfer or otherwise make use of any technology, services or products.

10. Each Party acknowledges that damages for improper disclosure of Confidential Information may be irreparable; therefore, the injured Party is entitled to seek equitable relief, including injunction and preliminary injunction, in addition to all other remedies available to it.
11. This Agreement does not create any agency or partnership relationship. This Agreement will not be assignable or transferable by Participant without the prior written consent of the other party.
12. This Agreement may be executed in two or more identical counterparts, each of which shall be deemed to be an original including original signature versions and any version transmitted via facsimile and all of which taken together shall be deemed to constitute the agreement when a duly authorized representative of each party has signed the counterpart.
13. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof, and supersedes any prior oral or written agreements, and all contemporaneous oral communications. All additions or modifications to this Agreement must be made in writing and must be signed by the Parties. Any failure to enforce a provision of this Agreement shall not constitute a waiver thereof or of any other provision.

Sindh Bank Limited

Company Name:

Registered Address:

Registered Address:

Name: _____

Name: _____

Signature: _____

Signature: _____

Title: _____

Title: _____

Date: _____

Date: _____

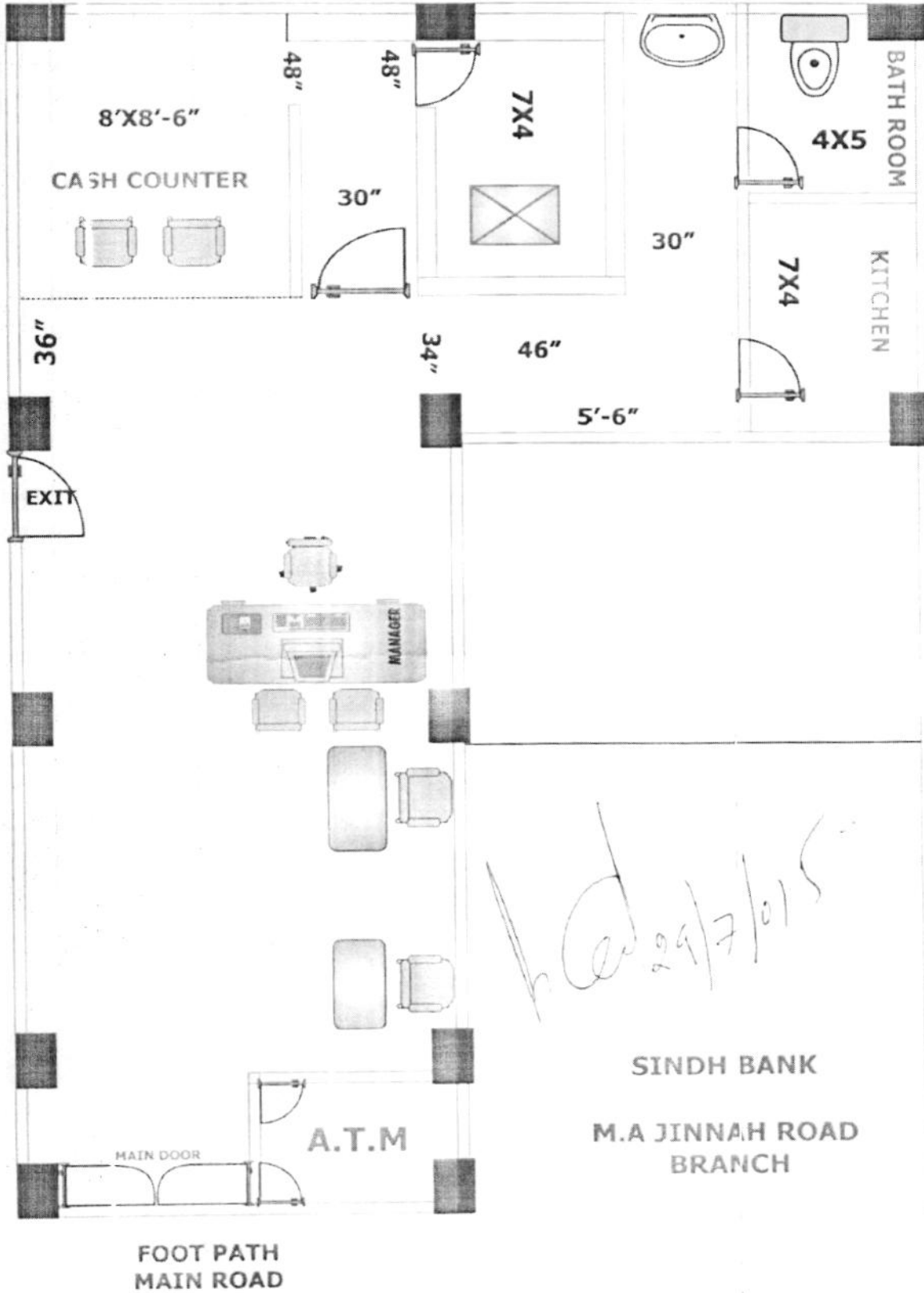
11. Schedule of Opening & Submission of Bid

Annexure “F”

For details refer to notification hoisted on Sindh Bank (www.sindhbankltd.com) and SPPRA (www.ppr@sindh.gov.pk) websites on the subject matter.

12. APPROVED DRAWING

ANNEXURE "G"



13.CONTRACT AGREEMENT

ANNEXURE "II"

THIS AGREEMENT is entered into at Karachi
on this the _____ day of _____, 2015

BETWEEN

M/S. _____, a sole proprietorship, having its principal place of business at _____
(hereinafter referred to as "Contractor", which expression shall be deemed to mean and include its
successors-in-interest and assigns) of the First Part;

AND

SINDH BANK LIMITED, a banking company incorporated under the laws of Pakistan and having its
Head office at 3rd Floor, Federation House, Abdullah Shah Ghazi Road, Clifton, Karachi-75600, Pakistan.
(Hereinafter referred to as "THE BANK", which expression shall be deemed to mean and include its
successors-in-interest and assigns) of the Second Part.

WHEREAS:

"THE BANK" intends to acquire the services of "Contractor" for Renovation, Interior and Electrical
Work, for its _____ and Contractor agrees to provide the following services to the bank, as
per the tender opened on _____.

- i. Renovation, Interior and Electrical work as per detailed BOQ submitted to the Bank.
Total Price as per Financial / Technical Proposal
Submitted by M/s. _____: Rs. _____/-

The terms and conditions are as follows:

Terms & Conditions:

All terms and conditions of the tender document will remain part of this agreement.

Change / alteration in the original Plan:

- Any change/alteration in the original plan, if required, due to site hindrance or any other reason shall be made after written approval of the Bank. Electricity & Water for renovation activities will be provided free of charge to the Contractor, by the Bank.

Payment Schedule:

- a) No advance payment will be made.

- b) First interim Payment will be made on receiving original invoice from the contractor and confirmation of 30% completion of work by respective Area / Regional Manager of the bank.
- c) Second interim payment will be made on receiving original invoice from the contractor and confirmation of 60% completion of work by respective Area / Regional Manager of the bank.
- d) Final payment will be release to contractor on receipt of final invoice from the contractor and as per actual measurements by the Bank Engineer during physical inspection of the completed project.
- e) 02% of the total tender amount will be retained by the Bank as "Performance security" in shape of pay order and the same will be released after 90 days of handing over of the project alongwith receipt of satisfactory letter from the concerned branch. On completion of said period a final inspection will be carried out and the retention amount will only be released addressing of observation and due verification from concerned Branch Manager.

Period of Contract:

- Date of Handing over site: _____
- Branch Completion date: _____

Commencement of Work:

- The job will be commenced from the date of acceptance of Award/Letter by the Contractor.

Penalty:

- The completion period of the awarded work will be 45 days from the date of handing over the site.
- In case of delay in completion, a penalty @ 0.15% of total contract amount, for each day of delay will be imposed.
- The rates quoted by the Contractor will include all works, necessary for establishment of Bank Branch, complete in all respect strictly in accordance with our specifications given in design book. In case of any deviation in design/ specification, without written permission of Bank's Engineer, the payment of such item will not be paid and the contractor will be liable to replace the objected item as per the design book at his own cost.

Notice:

- Any notice, request or consent required or permitted to be given or made pursuant to this agreement shall be in writing. Any such notice, request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent to such Party at the given address.
- A party may change its address for notice by giving a notice to the other Party in writing of such change.

Authorized Representative:

- Any action required or permitted to be taken, and any document required or permitted to be executed under this agreement by the Bank or the Contractor may be taken or executed by the officials.

Taxes and Duties:

- The Contractor and its Personnel shall pay such direct or indirect taxes, duties, fees, and other impositions levied under the Applicable Law, the amount of which is deemed to have been included in the Contract Price.

Termination of Agreement by the Bank:

- If the performance of the Contractor is not satisfactory this agreement can be terminated by the Bank upon giving a 30 days' advance notice in writing to the Contractor. In such event the Contractor shall refund all advance money to the Bank after adjusting the cost of work done by that date.
- If the Contractor becomes insolvent or bankrupt.
- If the Contractor, in the judgment of the Bank has engaged in corrupt or fraudulent practices in competing for or in executing the Agreement.
- If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) days; and
- If the Bank, in its sole discretion and for any reason whatsoever, decided to terminate this Agreement.
- Issued with two warning letters by Sindh Bank for its performance.

Termination of Agreement by the Contractor:

- The Contractor may terminate this Agreement, by not less than (30) days' written notice to the Bank, if the Bank fails to pay any money due to the Contractor pursuant to this Agreement without Contractor's fault.
- If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) days.

Force Majeure:

- The failure on the part of the parties to perform their obligation under the agreement will not be considered as default if such failure is the result of natural calamities, disasters and circumstances beyond the control of the parties.

Extension of Time:

- Any period within which Party shall, pursuant to this agreement, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

Good Faith:

- The Parties undertake to act in good faith with respect to each other's rights under this agreement and to adopt all reasonable measures to ensure the realization of the objectives of this agreement.

Settlement of Disputes:

- The Parties agree that the avoidance or early resolution of disputes is crucial for a smooth execution of the Agreement and the success of the assignment. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with the Agreement or its interpretation.
- If Parties fail to amicably settle any dispute arising out of or in connection with the Agreement within (10) days of commencement of such informal negotiations, the dispute shall be referred to arbitration of two arbitrators, one to be appointed by each party, in accordance with the Arbitration Act, 1940. Venue of arbitration shall be Karachi, Pakistan and proceedings of arbitration shall be conducted in English.

Obligation of the Contractor:

- The Contractor shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Contractor shall always act in respect of any matter relating to this Agreement or to the Services, as faithful advisers to the Bank, and shall at all times support and safeguard the Bank legitimate interests in any dealing with Sub-Suppliers or third Parties.

Conflict of Interest:

- The Contractor shall hold the Bank's interests paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests.

Confidentiality:

- Except with the prior written consent of the Bank, the Contractor and the Personnel shall not at any time communicate to any person or entity and confidential information acquired in the course of the Services, nor shall the Contractor and the Personnel make public the recommendations formulated in the course of, or as a result of, the Services.

In witness hereunder both the parties have set their hands on the day and year above first mentioned.

Contractor Signature _____ Customer Signature _____

Name _____ Name _____

Designation _____ Designation _____

Company Name _____ Company Name _____

Address _____ Address _____

_____ Stamp _____

Stamp _____

Witness:

Signature _____ Signature _____

Name _____ Name _____

Designation _____ Designation _____

Address _____ Company Name _____

_____ Address _____