



Ph: 99207138

**IMMEDIATE**

NO: A.D(ADMN/ACCOUNT/A09201&A09601/15-16

**GOVERNMENT OF SINDH  
DIRECTORATE OF OIL & GAS  
ENERGY DEPARTMENT**

3<sup>rd</sup> Floor, State Life Building No. 3,  
Dr. Ziauddin Ahmed Road, Karachi

Karachi dated 28<sup>th</sup> Jan, 2016

To,

The Director (Advertisement)  
Information Department  
Government of Sindh  
Karachi.

**Subject: CORRIGENDUM FOR NOTICE INVITING TENDER**

I am directed to refer to this directorate's letter of even no dated 11<sup>th</sup> Dec, 2015 whereby corrigendum for publication in leading newspapers were forwarded to you however, the same has not been published so far (**copy enclosed**).

2. Enclosed please find herewith six copies of corrigendum for publication in leading newspapers viz daily Dawn, Jang and Kawish. Earlier Tender Notice was already published in daily Dawn & Jang on 9-11-2015 vide No. A.D(ADMN/ACCOUNT/A09201&A09601/15-16 dated 6<sup>th</sup> November, 2015.

/

( SYED AMIR MUJTABA )  
ASSTT. DIRECTOR (ADMIN & A/C)

**Encl: As above**

C.c. to :-

- ✓
1. Managing Director, Sindh Public Procurement Regulatory Authority, with a request to place the advertisement at the Website of SPPRA for wide publication.
  2. Office Order File.

  
( SYED AMIR MUJTABA )  
ASSTT. DIRECTOR (ADMIN & A/C)

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28-01-16

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Ph:021-99207138

NO: A.D(ADMN/ACCOUNT/A09201 & A09601/15-16

**DIRECTORATE OF OIL & GAS  
GOVERNMENT OF SINDH  
ENERGY DEPARTMENT**

3<sup>rd</sup> Floor, State Life Building No. 3,  
Dr. Ziauddin Ahmed Road, Karachi.

Karachi, dated: the 28<sup>th</sup> Jan, 2016.

**CORRIGENDUM**

The advertisement regarding tender notice for supply of computer equipment and photo copier published in leading newspapers i.e. daily Dawn & Jang on 9-11-2015 vide No. AD(Admin)/Account/A09201 & A09601/15-16 respectively and hoisted on SPPRA as well as Energy Department's Websites. The condition mentioned in Tender Notice at S. No. 6 is deleted while the conditions mentioned in Tender Notice at S. No. 1, 2 & 3 as well as specifications of Desktop Computers & Laser Printer and specification and quantity of Scanner may be read as under:-

QTY	DESCRIPTION
03	Desktop Core i3, 4GB RAM, 500 GB Hard Disk, DOS, Keyboard, Mouse, DVD (RW), 18.5" LED <b>or equivalent</b>
01	Laser Printer, USB Port, Colour touch screen panel, print speeds up to 33 ppm A4 and 35 ppm letter. Reload paper less often with up to 200-sheet paper capacity <b>or equivalent</b>
01	Scanner 200 Flatbed 10 x 15 cm (4x6 in) color photo to file (200 dpi, 24-bit, TIFF)-USB-48bit <b>or equivalent</b>

1. All interested and reputed firms may submit their offers / proposals with rates in sealed envelopes / package accompanied with Tender Fee of Rs. 1000/- (Non-Refundable) and without or containing less than 2% bid security of the total amount refundable in the form of Bank Draft / Pay Order in favour of the **Assistant Director (Admin/Accounts)/DDO, Directorate of Oil & Gas, Energy Department, Government of Sindh, situated at 3<sup>rd</sup> Floor, State Life Insurance Corporation of Pakistan Building No. 3, Dr. Ziauddin Ahmed Road, Opp: C.M. House, Karachi.** The Tender documents can be obtained on any working day during office hours from 05-02-2016.
2. Tenders / Bids proposals should be delivered in Office of the **Assistant Director (Admin/Accounts)/DDO, Directorate of Oil & Gas, Energy Department, Government of Sindh, situated at 3<sup>rd</sup> Floor, State Life Insurance Corporation of Pakistan Building No. 3, Dr. Ziauddin Ahmed Road, Opp: C.M. House, Karachi,** on any working day with effect from 05-02-2016 to or before 29-02-2016 up to 2.30 p.m.
3. The Procurement Committee will open the bids on 29-02-2016 at 3.00 p.m. in the presence of the bidders or their authorized representatives, who may like to be present. Bids not accompanied by the documents shall be declared as non-responsive.

(SYED AMIR MUJTABA)

ASST. DIRECTOR (ADMIN & ACCOUNTS)

**SYED AMIR MUJTABA**

Assistant Director (Admin/Accounts) D/O

Directorate of Oil & Gas

Energy Department

Government of Sindh



Rs.1000/-

**DIRECTORATE OF OIL & GAS**  
**ENERGY DEPARTMENT**  
**GOVERNMENT OF SINDH, KARACHI**

3<sup>rd</sup> floor State Life Insurance Corporation of Pakistan  
Building No.3, Dr. Ziauddin Ahmed Road, Opposite  
C.M House Karachi.

**TENDER DOCUMENT**

**FOR**

**COMPUTER EQUIPMENTS, FAX MACHINE &  
PHOTOCOPIER**

**DIRECTORATE OF OIL & GAS**  
**ENERGY DEPARTMENT**  
**GOVERNMENT OF SINDH, KARACHI**

3<sup>rd</sup> floor State Life Insurance Corporation of Pakistan  
Building No.3, Dr. Ziauddin Ahmed Road, Opposite C.M  
House Karachi.

Dated: \_\_\_\_\_

To,

M/S. \_\_\_\_\_

Invitation to Tender No. AD(ADMN/ACCOUNT/A09201 & A09601/15-16

Dear Sir,

You are invited to submit tender for supply of **NEW** computer equipments, Fax Machine & Photocopier subject to the condition as laid down in the instructions, contained in tender notice. The tender quoting against this invitation shall be deemed to have read and understood the conditions and specifications for this assignment.

2. The tenderer shall quote on the prescribed schedule attached with this invitation on the basis of specifications indicated therein and shall sign the certificate given therein to the effect that the stores shall be supplied exactly in accordance with the requirements specified in the schedule. In case there is any deviation, the same should be clearly stated by tenderer, otherwise it shall be presumed that the offer is strictly in accordance with the requirements of the tender notice.

3. The Directorate of Oil & Gas, Energy Department requires the delivery as stated in the schedule. This Purchase shall be governed by the Sindh Public Procurement Regulatory Authority Rules 2010 a copy of which may be obtained from the URL <http://pprasindh.gov.pk>.

4. The procuring agency may reject all or any bid or proposals at any time prior to the acceptance of a bid or proposal, subject to the relevant provision of SPPRA Rules, without assigning the reasons.

Yours Faithfully,

**(SYED AMIR MUJTABA)**  
ASST. DIRECTOR (ADMIN/A/C)

**DIRECTORATE OF OIL & GAS**  
**ENERGY DEPARTMENT**  
**GOVERNMENT OF SINDH, KARACHI**

3<sup>rd</sup> floor State Life Insurance Corporation of Pakistan  
Building No.3, Dr. Ziauddin Ahmed Road, Opposite C.M  
House Karachi.

**SCHEDULE TO INVITATION TO TENDER NO: AD(ADMN/ACCOUNT/A09201 & A09601/15-16**

1. Date of Opening of Tender: 29-02-2016
2. Date & Time of Receipt of Tender: 05-02-2016 to 29-02-2016 (upto 2.30 p.m)
3. Time of Opening Tender 3.00 P.M.

As per above mentioned schedule tenders shall be opened in the presence of bidders before the Department Purchase Committee, Energy Department, Government of Sindh, 3<sup>rd</sup> floor State Life Insurance Corporation of Pakistan Building No.3, Dr. Ziauddin Ahmed Road, Opposite C.M House Karachi.

The offer shall remain open for **15 days** from the date publication of tender notice. Tenderers should quote their price clearly on the basis of free delivery to consignee at Karachi, inclusive all taxes.

## DATA SHEET OF ITEM

S.NO	ITEMS	QTY	PARTICULAR / ITEM
1.	Desktop	03	Core i3, 4GB RAM, 500 GB Hard Disk, DOS, Keyboard, Mouse, DVD (RW), 18.5" LED <b>or equivalent</b>
2.	Laser Printer	01	USB Port, Colour touch screen panel, print speeds up to 33 ppm A4 and 35 ppm letter. Reload paper less often with up to 200-sheet paper capacity <b>or equivalent</b>
3.	Scanner	01	200 Flatbed 10 x 15 cm (4x6 in) color photo to file (200 dpi, 24-bit, TIFF)-USB-48bit <b>or equivalent</b>
4.	Fax Machine	01	Plain paper fax, caller I.D, copier function, polling function, navigator key, out of paper reception.
5.	Photo Copy Machine	01	Up to 20 pages per minute in black & white output. Multifunction capabilities in copy, print and scan. Standard network printing at 1200 x 1200 dpi. Standard Scan capability in black & white and colour with optional send features for convenient document distribution. Standard duplex paper output for paper usage efficiency.

Bidders are requested to mention the specifications and specify the sample / standard size of the product with literature / brochures proposal, if any.

## TERMS AND CONDITIONS

### **Instruction to Bidders:**

- i. **General:** Sealed bids are invited for the purchase of aforesaid **NEW** items from the authorized dealers / sole distributors / suppliers / firms on free delivery basis, with warranty. The supplies are to be delivered and installed the equipment(s) at 3<sup>rd</sup> Floor, State Life Insurance Corporation of Pakistan Building No.3, Dr. Ziauddin Ahmed Road, Opposite to C.M House Karachi.
- ii. **Bill of quantities:** The price must be quoted against each item for each of the category with cumulative total at the end.
- iii. **Date & time of submission of tenders:** The interested bidders shall submit their bids on the prescribed form, available on written request on the firm/company letter pad available from the office of **the Assistant Director (Admin & Accounts)/DDO, Directorate of Oil & Gas, Energy Department** along with a **Pay Order / Bank Draft** amounting to **Rs.1000/- (Non-refundable)** in favor of **the Assistant Director (Admin & Accounts) / DDO, Directorate of Oil & Gas, Energy Department** on any working day upto **02:30 PM**, on or before **29-02-2016** which will be opened publicly on **29-02-2016** at **3:00 pm** in the presence of bidders or their representatives, who may care to be present.
- iv. **Bid Security:** The tenders without or containing less than 2% Bid Security of the total quoted amount in shape of Pay Order / Bank Draft or Bank Guarantee in favor of

**Assistant Director (Admin & Accounts) / DDO, the Directorate of Oil & Gas Energy Department**, otherwise it will not be accepted.

- v. **NTN/GST Certificate**: Bidders must be registered with FBR/SRB and furnish a copy of NTN and GST certificates along with tender.
- vi. **Tax deductions**: Taxes will be deducted from the amount as per rules enforced at that time.
- vii. **Acceptance/Rejection**: Procuring Agency may reject all or any bids / proposals subject to relevant provision of PPRA Rules.

## **2. Specification criteria:**

All bidders must be mentioned the specification in data sheets with unit price rate as per item wise.

## **3. Delivery time:**

- i. Maximum delivery / installation time for the supply of tender items will be one week from the date of supply order.
- ii. Validity period of the bid shall be 15 days from the date of opening of bids. During this period successful bidders will be bound to supply the items on the quoted rates.
- iii. In case the supplier fails to supply & install the agreed material in time, the competent authority reserves the right to reject his offer and confiscate the bid security.

## **4. Procedure of open competitive bidding:**

The “**Single Stage One Envelope**” method will be used for competitive bidding.

## **5. Bid evaluation criteria:**

- The bids shall be evaluated on the basis of required specification and competitive price for each item.
- The Procurement Purchase Committee will open the bids on **29-02-2016 at 3:00 pm** in the presence of the bidders or their authorized representatives, who may like to be present. Bids not accompanied by the documents shall be declared as Non-responsive.
- The price must be quoted against each item for each of the category with cumulative total at the end.
- The description of the items in Tender Document must be supported with brochure.

## **6. Quality of items:**

All item(s) supplied by successful bidder should be whole some and include all the basic Criteria. The offered item(s) should not be of substandard nature.

## **7. Warranty:**

Please mention the specification against each item.

## **8. Installation:**

The installation of goods should be provided free of cost at the locations of Energy Department, Government of Sindh.