



**KARACHI METROPOLITAN CORPORATION**  
**MUNICIPAL SERVICES DEPARTMENT**  
**(CONTRACT MANAGEMENT)**

**TENDER DOCUMENTS**

**SUPPLY OF UNIFORM / OUTFITS ITEMS FOR CITY WARDEN**  
**SECTION (SUMMER & WINTER) FOR THE YEAR 2015-16**

Estimated Cost:-	Offer Rate	Tender Cost:	Rs. 3,000/-
Time Limit:-	12 Months	Penalty	Rs. 1000/-
To be Opened on:-	16-12-2015	Validity of Tender:	90 Days

**Chief Engineer (CM)**  
**Municipal Services, KMC**

**Tender Issued:**

**No: KMC/MS/CM/22/15-16**

**Issue to M/s.** \_\_\_\_\_

**P.O / Challan No.** \_\_\_\_\_

\_\_\_\_\_

**Dated** \_\_\_\_\_

\_\_\_\_\_

**Bank:** \_\_\_\_\_

**Signature & Stamp of Issuing Authority**



**KARACHI METROPOLITAN CORPORATION**  
**OFFICE OF THE CHIEF ENGINEER (CONTRACT MANAGEMENT)**  
**MUNICIPAL SERVICES DEPARTMENT**

Room # 409, 4<sup>th</sup> Floor, Civic Centre, Gulshan-e-Iqbal, Karachi

No. CE (CM)/MS/KMC/332/15

Dated:13-11-2015

**NOTICE INVITING TENDER**

Tender in sealed covers are invited for the following work from reputable firms, having experience of similar nature supply work:

Sr.#	Tender Reference No.	Name of Scheme	Estimated Cost	Bid Security in shape of Pay Order or Bank Guarantee in favour of KMC	Tender Cost In shape of paid Challan in favour of KMC (Non-Refundable)	Eligibility Criteria
1	2	3	4	5	6	7
1.	KMC/MS/CM/ 22/15-16	SUPPLY OF UNIFORM / OUTFITS ITEMS FOR CITY WARDEN SECTION (SUMMER & WINTER) FOR THE YEAR 2015-16	Offer Rate	2% of Bid Amount	Rs. 3,000/-	<ul style="list-style-type: none"><li>• Having experience in relevant field</li><li>• NTN Certificate</li><li>• Valid Professional Tax.</li><li>• GST Certificate</li></ul>

**TERMS & CONDITIONS**

1. Tender schedule shall be as follows:

SCHEDULE	DATE & TIME	VENUE
1. Receiving of Application & Issuance of Tender	<b>From</b> <b>23-11-2015</b> To <b>14-12-2015</b> During Office Hours	Office of Chief Engineer (Contract Management), Municipal Services Hall No. 409, 4 <sup>th</sup> Floor, Civic Center, Gulshan-e-Iqbal, Karachi.
		Office of Director (Planning), F&A Department, 6 <sup>th</sup> Floor, Civic Centre, Gulshan-e-Iqbal, Karachi.
		Office of Deputy Director (Accounts), Administrator Secretariat, Karachi 1 <sup>st</sup> Floor, Civic Centre, Gulshan-e-Iqbal, Karachi.
2. Dropping of Tender	<b>16-12-2015</b> at <b>2:00 pm</b>	Office of Sr. Director (Municipal Services), Hall No. 3, Adjacent 134 Help Line, Ground Floor, KBCA Building, Civic Centre, Gulshan-e-Iqbal, Karachi.
3. Opening of Tender	<b>16-12-2015</b> at <b>2:30 pm</b>	Office of Sr. Director (Municipal Services), Hall No. 3, Adjacent 134 Help Line, Ground Floor, KBCA Building, Civic Centre, Gulshan-e-Iqbal, Karachi.

- The tender documents will be issued to the firms on submission of application in their original letter head alongwith original paid challan in the prescribed account of KMC for tender cost as mentioned above. This challan can be obtained from the office of tender sale as mentioned in this NIT.
- The tender in sealed cover superscripted with the name of work should be dropped in the tender box kept in the committee room of the office of Sr. Director (Municipal Services) KMC.
- In case the date of opening declared as a public holiday by the Government, or Non working day due to force Majeure the next official working day shall be deemed to be the date for submission and opening of tenders at the same time.

2. **Substantially Responsive Bid:-**

Only those bids, which comply with the each eligibility & minimum qualification criteria attached with the tender documents shall be declared substantially responsive bids and will be eligible for further evaluation, otherwise the same will be declared as non responsive / rejected.

3. Bid Security of bid amount in the form of a pay order or bank guarantee from any schedule bank should be enclosed with the tender which will be retained till finalization of the case.
4. Canvassing in connection with tenders is strictly prohibited and tenders submitted by the contractors who report canvassing will liable for rejection.
5. KMC may reject all or any bids or proposals at any time prior to the acceptance of a bid or proposals, subject to the relevant provisions of SPP Rules 2010.

**Sd/=**

**Chief Engineer (CM) MS, KMC**



# KARACHI METROPOLITAN CORPORATION

## Bank Deposit Challan

The Manger,  
Habib Bank Ltd,  
KMC Branch

### MUNICIPAL SERVICES DEAPRTMENT, KMC

BANK CODE **0 1** BANK ACCOUNT NO. **2 6 0 4 - 5 7**

DATE

BRANCH CODE **0 0 1 5**

BANK ACCOUNT CODE **5 7**

BANK BRANCH Please receive the amount as noted below for credit to the account of KMC mentioned above and as specified here below:-

Depositor's Name & Address	Particulars (To be filled up by Department)	<input type="checkbox"/> Cheque / Pay Order / Demand Draft			Amount
		Name of Bank	No.	Date	Rs.
M/s	Deposit of tender Cost Fee for the work of SUPPLY OF UNIFORM / OUTFITS ITEMS FOR CITY WARDEN SECTION (SUMMER & WINTER) FOR THE YEAR 2015-16 Tender Enquiry # <b>KMC/MS/CM/22 /15-16</b> To be opened on 16-12-2015				3,000/-
					<input type="checkbox"/> Cash Rs.
<b>Total</b>					<b>3,000/-</b>

Rupees in Words: - **Three Thousand Only**

**Note:** It is valid if to be deposited on or before the last date of sale of tender as mentioned in the NIT or its corrigendum, if any. If the same are furnished on the given date of sale in the office of the tender issuing authority, the tender will be issued.

Signature of Depositor

Signature with stamp  
Accountant/Assistant Accounts Officer  
Drawing & Disbursing Officer

Bank Stamp  
Signature Bank Cashier

Signature Bank Officer

CHALLAN NO.

## **BIDDING DATA**

- A Name of Procuring Agency: Karachi Metropolitan Corporation (KMC)
- B Brief Description of Work: **SUPPLY OF UNIFORM / OUTFITS ITEMS FOR CITY WARDEN SECTION (SUMMER & WINTER) FOR THE YEAR 2015-16**
- C Procuring Agency Address: Office of Chief Engineer (Contract Management), Municipal Services Hall No. 409, 4<sup>th</sup> Floor, Civic Center, Gulshan-e-Iqbal, Karachi.
- D Estimated Cost: Offer Rate
- E Amount of Bid Security: Offer Rate
- F Period of Bid validity (Days): 90 Days
- G Security Deposit (i/c Bid Security): (10 % of Quoted Amount)
- H Percentage, if any, to be deducted from bills: (5% to be deducted from Running Bills)
- I Deadline for submission of bid along with time: 14-12-2015 (During Office Hours)
- J Venue, Time and date of Bid Opening: Office of Sr. Director (Municipal Services), Hall No. 3, Adjacent 134 Help Line, Ground Floor, KBCA Building, Civic Centre, Gulshan-e-Iqbal, Karachi.
- K Liquidity Damages:
- I Deposit Receipt No. Date & Amount:

# PRICE SCHEDULE

**SUBJECT: - SUPPLY OF UNIFORM / OUTFITS ITEMS FOR CITY WARDEN SECTION  
(SUMMER & WINTER) FOR THE YEAR 2015-16**

<b>Sr. #</b>	<b>Description</b>	<b>Quantity</b>	<b>Rate in Figure</b>	<b>Rate in Word</b>	<b>Amount</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
1	Suit Pistai Green Complete (For Summer)	3000 Suits			
2	Suit Pistai Green Complete (For Winter)	3000 Suits			
3	Suitors –Woolen (For Winters)	1500 Nos.			
4	Raincoat with Reflector	1500 Nos.			
5	Beret Cap	3000 Nos.			
6	T-Shirts Pistai Green Printed with Monogram	3000 Nos.			
7	City Warden Belt with Metal Logo	3000 Nos.			
8	Naylons Cocks Black Color (High Quality)	3000 Nos.			
9	Long Leather Shoes Black (Different Sizes (DMS)	1500 Nos.			
10	Brass Metal Shoulder Badges C.W	3000 Nos.			
11	Whistle with Dori	3000 Nos.			
12	Name Plate / Tags Whistle for all staff 2 Nos Each	3000 Nos.			
<b>Total</b>					
<b>Total amount of Word</b>					

**Note:**

- **All Participants of tender documents shall check the sample of all items in the office of Sr. Director (MS), KMC during office hours on any working day excluding the day of opening tender. The participants shall quote their rates strictly as per sample.**
- **The Lowest Responsive Bidder shall deposit sample of all supplies in the office of Sr. Director (MS), KMC (free of charge) prior to award of work. However in case of non- acceptance of the bid the bidder shall not claim any charge.**

Checked & Verified by

**Director City Warden KMC.**

I/We quoted the price schedule and bound ourselves to comply all terms and conditions of this contract with all existing rules and regulations of KMC and I have attached an Bid Security in shape of Pay Order / Bank Guarantee No. \_\_\_\_\_

(Pay Order / Bank Guarantee)

Dated \_\_\_\_\_ issued from \_\_\_\_\_

Amounting Rs. \_\_\_\_\_ in favour of Karachi Metropolitan Corporation (KMC).

We / I read the standard Bidding Documents (Volume-I) available in SPPRA / KMC WEB site and agreed to abide all of them and also provide all these documents with our signature as & when directed.

**Signature of Bidder with Stamp**

**SUPPLY OF UNIFORM / OUTFITS ITEMS FOR CITY WARDEN**  
**SECTION (SUMMER & WINTER) FOR THE YEAR 2015-16**

**Eligibility & Minimum Qualification Criteria**

The evidence / documents for the following minimum qualification / eligibility criteria will be checked during opening process of tender prior to technical & financial evaluation & if anyone is missing then the tender will be summarily rejected at the moment by the tender opening committee.

**PART-A: Eligibility Criteria**

- Having experience in relevant field
- NTN Certificate
- Valid Profession TAX
- G.S.T. Certificate

**PART-B:**

**Minimum Qualification Criteria**

- i. Bid Security, as mentioned in the NIT & Bidding Documents, is furnished.
- ii. All rates quoted including the total amount of the bid shall be in figures & words (both).
- iii. All corrections / overwriting shall be clearly re-written with initials & duly stamped by the bidder.
- iv. The bid shall be properly signed, named & stamped by the authorized person of the firm and authorization letter for signatory shall be enclosed with the tender by the authorized person, if other than the signatory of the firm.