



No. SOG/SGA&CD/SNE-NIT/2018
GOVERNMENT OF SINDH
SERVICES, GENERAL ADMINISTRATION &
COORDINATION DEPARTMENT
Karachi, dated 09th January 2018

To,

✓ The Assistant Director,
Sindh Public Procurement Regulatory Authority,
Government of Sindh, Karachi.

SUBJECT: CHANGE OF CLOSING DATE IN NIT.

Please refer to this department's letter of even number dated 02-02-2018 to enclose herewith a copies of advertisement published in Dawn and the Daily Jang dated 09-02-2018, wherein the last date of submission of sealed envelopes / tenders is upto 26-02-2018 at 02:00 pm, whereas the last date at SPPRA Website is reflected as 19-02-2018, which needs to be updated, accordingly.

2. It is therefore requested to kindly update last date of submission of tenders according to the advertisements published in newspapers i.e. 26-02-2018 upto 02:00 pm instead of 19-02-2018.

(Enclosure: As above)

M *Q/S*


SECTION OFFICER (GENERAL)
SGA&CD

Copy forwarded for information and necessary action to: -

1. The PS to Secretary (GA), SGA&CD, Karachi.
2. The PA to DS(B&A), SGA&CD, Karachi.

SPPRA INWARD DIARY

NO : 2537

DATED : 09-02-18

Ranjana

Recd on 12-02-2018
[Signature]



NO.SO (G)(SGA&CD)Tender (SNE)/2017-18

**GOVERNMENT OF SINDH
SERVICES, GENERAL ADMINISTRATION &
COORDINATION DEPARTMENT**

Karachi, dated, 02nd February, 2018

NOTICE INVITING TENDER

The Services, General Administration & Coordination Department, Government of Sindh, invites Sealed Tenders on the prescribed proforma from the firms registered with Tax Collecting Authorities to be purchased from Section Officer (General), SGA&CD @ Cost of Rs.500/- (Non-Refundable) through pay order from the 1st day of publication of this Notice upto **26.02.2018**, for the purchase of Furniture & Fixture, Plant and Machinery / Hardware (Computer Equipments) for SGA&CD's offices, the details are given as under:-

DETAILS / SPECIFICATION OF ITEMS

A. PLANT & MACHINERY

SR. NO.	DESCRIPTION	SPECIFICATION	QUANTITY	AMOUNT A/U	TOTAL AMOUNT
1.	Photocopier Machine	i) letter 22/18 ppm ii) Ledger 10/8 ppm Max. Monthly Volume 30K/20K Pages. iii. First Print/copy-out 5.7 second. iv. Warm-up time 17.2 seconds. or equivalent	Twenty Nine (29)		
2.	Split A.C	HSU-22G2W3P Energy Rating-3 Star Type-Split Capacity- 2 Ton or equivalent.	Ten (10)		
3.	Split A.C	HSU-18LXA032ZA (Long Throw) Energy Rating-3 Star Type-Split Capacity- 1.5 Ton or equivalent.	Sixty Two (62)		
4.	Split A.C	HSU-13CXAS3 Energy Rating-3 Star Type-Split Capacity- 1 Tons or equivalent.	Thirty (30)		
5.	Fax Machine (Heavy duty)	Laser Technology for Quality Printing 150-pages Document Memory 250-Sheets Paper Tray High Speed Fax Transmission (36.6Kbps) Dual Access Operation Sequential Broadcasting (20 locations) Telephone Directory for up to 110 Names & Numbers Toner Near-End and Empty Indication or equivalent.	Fifteen (15)		

[Handwritten signature]

6.	L.E.D T.V	Display Type-LED Screen Size-32 Inches Connectivity- HDMI, USB Resolution- 1366x768 Or equivalent.	Forty Nine (49)		
7.	Vacuum Cleaner (Heavy duty)	Power: 1500 Watts pure Copper motor Type: Drum Type Super low noise Strong suction power Good design wheels beneath the basement for easy movement Or equivalent.	Four (04)		
8.	Paper shredder machine	Auto Start / Forward / Reverse Sheet capacity: 4 to 5 Sheets Shred size: Cross-cut 4x39mm Paper throat width: 220mm Shredder bin volume: 14L Motor power: 150W Or equivalent.	Ten (10)		
9.	UPS for computer	UPS Rating: 1440W, Input: 220Vac-240Vac, 50/60Hz, 15A Max, 11, Output: 220Vac-240Vac, 50/60Hz, 11, Battery:24V Or equivalent.	Thirty Seven (37)		
10	Electric Water colors	40 Liters/HR Capacity Temperature adjustable Panasonic Compressor Full Stainless Steel Body Or equivalent.	Six (06)		
11	Multi Media Projector	Power consumption: 210W Brightness: 3200lm Contrast: 3000:1 Resolution: UXGA 1600x1200 dots Remote Control Or equivalent.	Two (02)		

B. HARDWARE (COMPUTER EQUIPMENTS)

SR. NO.	DESCRIPTION	SPECIFICATION	QUANTITY	AMOUNT A/U	TOTAL AMOUNT
1.	Laptop	(Branded) i7-75004-8GB Ram-1TB HDD- 15.6" LED-Dos-2 GB AMD Dedicated Graphics-Lan- wifi- Bluetooth-I Or equivalent.	Nine (09)		
2.	Computer	(Branded) Windows 10 Home 64 7 th Generation Intel Core™ i5 Processor GB Memory: 1TB HDD Storage Intel HD Graphics 630. Along with (Mouse & Keyboard) Or equivalent.	Sixty One (61)		

3.	LCD Monitor 19"	Widescreen panel Display Aspect Ratio Widescreen (16:9) Optimal Resolution 1600 x 900 at 60 Hz Contrast Ratio 1000:1 (typical) Backlight Technology WLED. Or equivalent.	Sixty Two (62)		
4.	Printer	Resolution (Black) Up to 600x600 dpi, FastRes 1200 (1200 dpi quality) Recommended Monthly Page Volume- 150 to 1,500. Print Technology, Laser. Display- LED. Processor Speed: 600 Mhz. or equivalent	Sixty Two (62)		
5.	Scanner	Type Flatbed Resolution up to 4800x9600dpi Auto document feeder None Bit Depth 48 Bit Connectivity - Hi Speed USB 2.0 or equivalent	Nineteen (19)		
6.	USB 16 GS	Kingston. or equivalent.	Eighty (80)		

C. FINTURE & AND FIXTURES

SR. NO.	DESCRIPTION	SPECIFICATION	QUANTITY	AMOUNT A/U	TOTAL AMOUNT
1.	Executive (VIP) Office Tables with side rack	6x4 with side rack and mobile box in sheasham Lasani with 8 mm glass. Gola wooden.	Twenty (20)		
2.	Executive Office Tables with side rack	5x3 feet Sheasham Lasani with 8 mm glass, Gola wooden.	Twenty Three (23)		
3.	Executive Sofa Seats	sheasham wood frame 3+1+1 Seater Sofa Set with best artificial leather / fabric.	Twenty One (21)		
4.	Central Table Seats	Sheasham wood 1 centre table with 2 side table with top glass 8mm.	Twenty One (21)		
5.	Executive high back revolving chairs	High back leather cushion, hydraulic (wooden)	Twenty One (21)		
6.	Executive Revolving Chairs	Net Hydraulic system Tiwan machine & wheels Wooden Frame (Sheasham).	Fifteen (15)		
7.	Staff Office Tables	2 ½ x 3 (feet) (Pure Wooden) with top glass	Twenty (20)		
8.	Staff Chairs	Net Hydraulic system Tiwan machine & wheels Wooden Frame (Sheasham).	Forty (40)		
9.	Visitors (VIP) Chairs	Leather cushions, fixed Chairs in Wooden.	Sixty Five (65)		
10.	Visitors Chairs	Steel three seats	Twenty Six (26)		
	File cabinet steel	2 x 5, Four (04) Draws 20 Gage	Twenty Five (25)		

12.	Steel Almirah for Books	1 ½ x 3 by 5 feet 20 Gage	Fifteen (15)		
13.	Computer Tables	2x2 ½ Feet Wooden	Twenty (20)		
14.	Computer Chairs	Net Hydraulic system Taiwan machine & wheels Wooden Frame (Sheasham).	Twenty (20)		

2. The sealed envelopes containing the offer along with brochure should be submitted up to 26.02.2018 upto 2.00 pm in the office of Chairman Department Purchase Committee, Additional Secretary (G.A), SGA&CD, 3rd Floor, New Sindh Secretariat Building-I, Karachi. The Tender shall be opened at 03:00 pm, on the same day i.e., 26.02.2018 before the parties.

TERMS AND CONDITIONS

1. Interested bidders registered with Sales Tax & Income Tax Department can obtain the bidding documents from the addressed mentioned below or download from SPPRA website (www.pprasindh.gov.pk) on payment of tender fee Rs.500/- through pay order only in favour of procuring agency i.e., Section Officer (General), (SGA&CD) at 1st Floor Sindh Secretariat Building No.1, Shahrah-e-Kamal Atta turk Road, Karachi.
2. Bids are invited on single stage two envelop process (Technical & Financial Proposals).
3. Financial proposal of bids found technically non-responsive by the Technical Committee shall be returned un-opened to the respective bidders.
4. In case Government announces any public holiday on scheduled dates, the tender will be submitted and opened on the next working day as per usual schedule in accordance with rules Rule-41(3) of SPP Rules, 2010 amended in 2017.
5. Performance Security shall be 10% of contract price.

6.	Place of issuance of Bids Documents & opening of bids	Section Officer (General) SGA&CD at 1 st Floor Sindh Secretariat Building No.1, Shahrah-e-Kamal Atta Turk Road, Karachi
	Bid security	2% of bid price (Pay Order) in the name of Section Officer (General) SGA&CD
	Bid validity period	90 days.

7. Services, General Administration & Coordination Department, Government of Sindh reserves the right to reject any or all bids and enhance / reduce the quantity from the tender enquiry as per SPPRA Rules 2010 (amended 2017).
8. Annual turnover of last three years amounting to Rs.500,000/-
9. Provide Affidavit that firm is not black listed.
10. 3 years experience Certificate of supplying items in relevant field is required.


(SALAHUDDIN ABBASI)
SECTION OFFICER (G)



**GOVERNMENT OF SINDH
SERVICES, GENERAL ADMINISTRATION &
COORDINATION DEPARTMENT**

BIDDING DOCUMENT

FOR

**SUPPLY OF FURNITURE, PLANT AND MACHINERY
/HARDWARE (COMPUTER EQUIPMENTS)
SECTION OFFICER (GENERAL) SGA&CD**

**AT 1ST FLOOR SINDH SECRETARIAT BUILDING NO.1,
SHAHRAH-E-KAMAL ATTA TURK ROAD, KARACHI**



NO.SO(G)(SGA&CD)Tender(SNE)/2017-18
GOVERNMENT OF SINDH
SERVICES, GENERAL ADMINISTRATION &
COORDINATION DEPARTMENT
Karachi, dated the, 02nd February, 2018

Rs.500/- (Non-Refundable)

TENDER FORM

**PURCHASE OF FURNITURE & FIXTURE, PLANT AND MACHINERY /
HARDWARE (COMPUTER EQUIPMENTS)**

Date of Issue of Tender: 02.02.2018 _____ Time: 02 :30 P.M

Date of Opening of Tender: 26.02.2018 _____ Time: 03:00 P.M

Name of Company _____

Address & Phone No: _____

Contact Person: _____

DETAILS / SPECIFICATION OF ITEMS

A. PLANT & MACHINERY

SR. NO.	DESCRIPTION	SPECIFICATION	QUANTITY	AMOUNT A/U	TOTAL AMOUNT
1.	Photocopier Machine	i) letter 22/18 ppm ii) Ledger 10/8 ppm Max. Monthly Volume 30K/20K Pages. iii. First Print/copy-out 5.7 second. iv. Warm-up time 17.2 seconds. or equivalent	Twenty Nine (29)		
2.	Split A.C	HSU-22G2W3P Energy Rating-3 Star Type-Split Capacity- 2 Ton or equivalent.	Ten (10)		
3.	Split A.C	HSU-18LXA032ZA (Long Throw) Energy Rating-3 Star Type-Split Capacity- 1.5 Ton or equivalent.	Sixty Two (62)		
4.	Split A.C	HSU-13CXAS3 Energy Rating-3 Star Type-Split Capacity- 1 Tons or equivalent.	Thirty (30)		

5.	Fax Machine (Heavy duty)	Laser Technology for Quality Printing 150-pages Document Memory 250-Sheets Paper Tray High Speed Fax Transmission (36.6Kbps) Dual Access Operation Sequential Broadcasting (20 locations) Telephone Directory for up to 110 Names & Numbers Toner Near-End and Empty Indication or equivalent.	Fifteen (15)		
6.	L.E.D T.V	Display Type-LED Screen Size-32 Inches Connectivity- HDMI, USB Resolution- 1366x768 Or equivalent.	Forty Nine (49)		
7.	Vacuum Cleaner (Heavy duty)	Power: 1500 Watts pure Copper motor Type: Drum Type Super low noise Strong suction power Good design wheels beneath the basement for easy movement Or equivalent.	Four (04)		
8.	Paper shredder machine	Auto Start / Forward / Reverse Sheet capacity: 4 to 5 Sheets Shred size: Cross-cut 4x39mm Paper throat width: 220mm Shredder bin volume: 14L Motor power: 150W Or equivalent.	Ten (10)		
9.	UPS for computer	UPS Rating: 1440W, Input: 220Vac-240Vac, 50/60Hz, 15A Max, 11, Output: 220Vac-240Vac, 50/60Hz, 11, Battery:24V Or equivalent.	Thirty Seven (37)		
10.	Electric Water colors	40 Liters/HR Capacity Temperature adjustable Panasonic Compressor Full Stainless Steel Body Or equivalent.	Six (06)		
11.	Multi Media Projector	Power consumption: 210W Brightness: 3200lm Contrast: 3000:1 Resolution: UXGA 1600x1200 dots Remote Control Or equivalent.	Two (02)		

B. HARDWARE (COMPUTER EQUIPMENTS)

SR. NO.	DESCRIPTION	SPECIFICATION	QUANTITY	AMOUNT A/U	TOTAL AMOUNT
1.	Laptop	(Branded) i7-75004-8GB Ram-1TB HDD-15.6" LED-Dos-2 GB AMD Dedicated Graphics-Lan- wifi- Bluetooth-I Or equivalent.	Nine (09)		
2.	Computer	(Branded) Windows 10 Home 64 7 th Generation Intel Core™ i5 Processor GB Memory: 1TB HDD Storage Intel HD Graphics 630. Along with (Mouse & Keyboard) Or equivalent.	Sixty One (61)		
3.	LED Monitor 19.5"	Widescreen panel Display Aspect Ratio Widescreen (16:9) Optimal Resolution 1600 x 900 at 60 Hz Contrast Ratio 1000:1 (typical) Backlight Technology WLED. Or equivalent.	Sixty Two (62)		
4.	Printer	Resolution (Black) Up to 600x600 dpi, FastRes 1200 (1200 dpi quality) Recommended Monthly Page Volume- 150 to 1,500. Printi Technology, Laser. Display- LED. Processor Speed: 600 Mhz. or equivalent	Sixty Two (62)		
5.	Scanner	Type Flatbelt Resolution up to 4800x9600dpi Auto document feeder None Bit Depth 48 Bit Connectivity – Hi Speed USB 2.0 or equivalent	Nineteen (19)		
6.	USB 16 GB	Kingston. or equivalent	Eighty (80)		

C. FINTURE & AND FIXTURES

SR. NO.	DESCRIPTION	SPECIFICATION	QUANTITY	AMOUNT A/U	TOTAL AMOUNT
1.	Executive (VIP) Office Tables with side rack	6x4 with side rack and mobile box in sheasham Lasani with 8 mm glass. Gola wooden.	Twenty (20)		
2.	Executive Office Tables with side rack	5x3 feet Sheasham Lasani with 8 mm glass, Gola wooden.	Twenty Three (23)		
3.	Executive Sofa Seats	sheasham wood frame 3+1+1 Seater Sofa Set with best artificial leather / fabric.	Twenty One (21)		
4.	Central Table Seats	Sheasham wood 1 centre table with 2 side table with top glass 8mm.	Twenty One (21)		
5.	Executive high back revolving chairs	High back leather cushion, hydraulic (wooden)	Twenty One (21)		
6.	Executive Revolving Chairs	Net Hydraulic system Tiwan machine & wheels Wooden Frame (Sheasham).	Fifteen (15)		
7.	Staff Office Tables	2 ½ x 3 (feet) (Pure Wooden) with top glass	Twenty (20)		
8.	Staff Chairs	Net Hydraulic system Tiwan machine & wheels Wooden Frame (Sheasham).	Forty (40)		
9.	Visitors (VIP) Chairs	Leather cushions, fixed Chairs in Wooden.	Sixty Five (65)		
10.	Visitors Chairs	Steel three seats	Twenty Six (26)		
11.	File cabinet steel	2 x 5, Four (04) Draws 20 Gage	Twenty Five (25)		
12.	Steel Almirah for Books	1 ½ x 3 by 5 feet 20 Gage	Fifteen (15)		
13.	Computer Tables	2x2 ½ Feet Wooden	Twenty (20)		
14.	Computer Chairs	Net Hydraulic system Taiwan machine & wheels Wooden Frame (Sheasham).	Twenty (20)		

REQUIREMENTS FOR PARTICIPATION/TERMS AND CONDITIONS.

1. Interested bidders registered with Sales Tax, SRB & Income Tax Department can obtain the bidding documents from the addressed mentioned below or from SPPRA website (www.pprasindh.gov.pk) on payment of tender fee Rs.500/- through pay order only in favour of procuring agency i.e., Section Officer (General), (SGA&CD) at 1st Floor Sindh Secretariat Building No.1, Shahrah-e-Kamal Atta turk Road, Karachi.
2. Bids are invited on single stage two envelop process (Technical & Financial Proposals).
3. Financial proposal of bids found technically non-responsive by the Technical Committee shall be returned un-opened to the respective bidders.
4. In case Government announces any public holiday on scheduled dates, the tender will be submitted and opened on the next working day as per usual schedule in accordance with rules Rule-41)3) of SPP Rules 2010 (Amended 2017).
5. Performance Security shall be 10% of contract price.
6.

Date of issuance of Bidding Documents	From the 1st day of publication of this Notice upto 26.02.2018.
Last Date of submission of Documents / bids	26.02.2018 02.30 p.m
Date & Time of opening of Bids	26.02.2018 03.00 p.m
Place of issuance of Bids Documents & opening of bids	Section Officer (General) SGA&CD at 1 st Floor Sindh Secretariat Building No.1, Shahrah-e-Kamal Atta turk Road, Karachi
Bid security	2% of bid price (Pay Order) in the name of Section Officer (General) SGA&CD
Bid validity period	90 days.
7. Services, General Administration & Coordination Department, Government of Sindh reserves the right to reject any or all bids and enhance / reduce the quantity or delete any item from the tender enquiry as per SPPRA Rules 2010 (amended 2017).
8. Provide Annual turnover (Rs.500,000/-) of last three years.
9. Provide Affidavit that firm is not black listed.
10. Provide Experience (3 years) Certificate of supplying items in relevant field.

-:0:-

CERTIFICATE

We guarantee to supply the stores exactly in accordance with the requirements/specifications in this Tender.

SEAL OF FIRM

Signature _____

Designation _____

Name & Address of Co. _____

Phone No. 021-99222953

List of Contents

Part	DESCRIPTION
Part-I	NOTICE INVITING TENDERS
Part-II	INSTRUCTIONS TO BIDDERS
Part-III	GENERAL CONDITIONS OF CONTRACT
Part-IV	BID DATA SHEET
Part-V	SPECIAL CONDITIONS OF CONTRACT
Part-VI	SCHEDULE OF REQUIREMENT
Part-VII	SAMPLE FORMS
Part-VIII	TECHNICAL SPECIFICATION

Part I
Notice Inviting Tenders

Part-II

Instruction to bidders

Preparation of Bids

- 1. Scope**
 - 1.1 The Services, General Administration & Coordination Department (SGA&CD intend to Purchase Plant & Machinery, Hardware (Computer Equipments) and Furniture & Fixtures for its office though National Competitive Bidding Single Stage One Envelope Procedure as per SPP Rules 2010 (Amended 2017)
- 2. Language of Bid**
 - 2.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring agency , shall be written in the English language
- 3. Documents Comprising the Bid**
 - 3.1 The bid prepared by the Bidder shall comprise the following components:
 - (a) Price Schedule completed in accordance with ITB Clauses 4, 5 and 6.
 - (b) bid security furnished in accordance with ITB Clause 9.
- 4. Bid Prices**
 - 4.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the goods it proposes to supply under the contract.
 - 4.2 the prices shall be quoted on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery location specified in the Schedule of Requirements. No separate payment shall be made for the incidental services.
 - 4.3 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet.
 - 4.4 Prices shall be quoted in Pak Rupees unless otherwise specified in the Bid Data Sheet.
- 5. Bid Form**
 - 5.1 The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, their country of origin, quantity, and prices.
- 6. Bid Currencies**
 - 6.1 Prices Shall be quoted in Pak Rupees.

- 7. Documents Establishing Bidder's Eligibility and Qualification**
- 7.1 The Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted.
- (a) that, in the case of a Bidder offering to supply goods under the contract which the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the goods' Manufacturer or producer to supply the goods in the Islamic Republic of Pakistan;
 - (b) that the Bidder has the financial, technical, and production capability necessary to perform the contract;
 - (c) that the Bidder meets the qualification criteria listed in the Bid Data Sheet.
- 8. Documents Establishing Goods' Eligibility and Conformity to Bidding Documents**
- 8.1 The documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, and data, and shall consist of:
- (a) a detailed description of the essential technical and performance characteristics of the goods;
 - (b) the Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Procuring agency in its Technical Specifications, are intended to be descriptive only and not restrictive; till stated otherwise in Technical Specifications or Bid Data Sheet. The Bidder may substitute alternative standards, brand names, and/or catalogue numbers in its bid, provided that it demonstrates to the Procuring agency's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.
- 9. Bid Security**
- 9.1 The bid security is required to protect the Procuring agency against the risk of Bidder's conduct, which would warrant the security's forfeiture. The bid security shall be denominated in the currency of the bid:
- (a) at the Bidder's option, be in the form of either demand draft/call deposit or an unconditional bank guarantee from a reputable Bank ;
 - (b) be submitted in its original form; copies will not be accepted;
 - (c) remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity

- 9.2 bid security shall be released to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired.
- 9.3 The successful Bidder's bid security shall be discharged upon the Bidder signing the contract, and furnishing the performance security.
- 9.4 The bid security may be forfeited:
 - (a) if a Bidder withdraws its bid during the period of bid validity or
 - (b) in the case of a successful Bidder, if the Bidder fails:
 - (i) to sign the contract in accordance or
 - (ii) to furnish performance security

**10. Period of
Validity of
Bids**

- 10.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the Procuring agency. A bid valid for a shorter period shall be rejected by the Procuring agency as non responsive.
- 10.2 In exceptional circumstances, the Procuring agency may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid.

**11. Format and
Signing of Bid**

- 11.1 The Bidder shall prepare an original and the number of copies of the bid indicated in the Bid Data Sheet, clearly marking each "ORIGINAL BID" and "COPY OF BID," as appropriate. In the event of any discrepancy between them, the original shall govern.
- 11.2 The original and the copy or copies of the bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the bid, except for unamended printed literature, shall be initialed by the person or persons signing the bid.
- 11.3 Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

Submission of Bids

- 12. Sealing and Marking of Bids**
- 12.1 The Bidder shall seal the original and each copy of the bid in separate envelopes, duly marking the envelopes as "ORIGINAL BID" and "ONE COPY". The envelopes shall then be sealed in an outer envelope. The inner and outer envelopes shall be addressed to the Procuring agency at the address given in the BDS, and carry statement "**DO NOT OPEN BEFORE 26th February, 2018 at 3.00 PM**"
- 12.2 If the outer envelope is not sealed and marked as required, the Procuring agency shall assume no responsibility for the bid's misplacement or premature opening.
- 13. Deadline for Submission of Bids**
- 13.1 Bids must be received by the Procuring agency at the address specified in BDS, not later than the time and date specified in the Bid Data Sheet.
- 13.2 The Procuring agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents. In such case all rights and obligations of the Procuring agency and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
- 14. Late Bids**
- 14.1 Any bid received by the Procuring agency after the deadline for submission of bids prescribed by the Procuring agency shall be rejected and returned unopened to the Bidder.
- 15. Modification and Withdrawal of Bids**
- 15.1 The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Procuring agency prior to the deadline prescribed for submission of bids.
- 15.2 No bid may be modified after the deadline for submission of bids.
- 15.3 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security.

Opening and Evaluation of Bids

- 16. Opening of Bids by the Procuring agency**
- 16.1 The Procuring agency shall open all bids in the presence of bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign a register/attendance sheet evidencing their attendance.
- 16.2 The bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the Procuring agency, at its discretion, may consider appropriate, will be announced at the opening.
- 17. Clarification of Bids**
- 17.1 During evaluation of the bids, the Procuring agency may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.
- 18. Preliminary Examination**
- 18.1 The Procuring agency shall examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- 18.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.
- 18.3 Prior to the detailed evaluation, the Procuring agency will determine the substantial responsiveness of each bid to the bidding documents. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself.
- 18.4 If a bid is not substantially responsive, it will be rejected by the Procuring agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

19. Evaluation and Comparison of Bids 19.1 The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive.

19.2 The Procuring agency's evaluation of a bid will be on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery location and shall exclude any allowance for price adjustment during the period of execution of the contract.

20. Contacting the Procuring agency 20.1 No Bidder shall contact the Procuring agency on any matter relating to its bid, from the time of the bid opening to the time the announcement of Bid Evaluation Report. If the Bidder wishes to bring additional information to the notice of the Procuring agency, it should do so in writing.

20.2 Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

Award of Contract

21. Post-qualification 21.1 In the absence of prequalification, the Procuring agency may determine to its satisfaction whether that selected Bidder having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily.

21.2 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 7 as well as such other information as the Procuring agency deems necessary and appropriate.

21.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

22. Award Criteria 22.1 The Procuring agency 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.

- (a) **“Corrupt and Fraudulent Practices”** means either one or any combination of the practices given below;
- (i) **“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;
 - (ii) **“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 procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;
 - (iii) **“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;
 - (iv) **“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;
- (b) **“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.

- 3. Patent Rights** The Supplier shall indemnify the Procuring agency against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in the Islamic Republic of Pakistan.
- 4. Performance Security**
- 4.1 Within seven (07) days, or any other duration as specified in SCC, of receipt of the notification of Contract award, the successful Bidder shall furnish to the Procuring agency the performance security in the amount specified in SCC.
- 4.2 The proceeds of the performance security shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.
- 4.3 The performance security shall be denominated in the Pak rupees and shall be an unconditional bank guarantee, pay order, call deposit as, provided in the bidding documents or another form acceptable to the Procuring agency;
- 4.4 The performance security will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC.
- 5 Inspections and Tests**
- 5.1 The Procuring agency or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring agency. The Procuring agency shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.
- 5.2 Should any inspected or tested Goods fail to conform to the Specifications, the Procuring agency may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Procuring agency.
- 5.4 The Procuring agency's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival shall in no way be limited or waived by reason of the Goods having previously been inspected, tested, and passed by the Manufacturer.
- 5.5 Nothing in GCC Clause 5 shall in any way release the Supplier from any warranty or other obligations under this Contract.
- 6. Packing** The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage.

- 7. Delivery and Documents** Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in the Schedule of Requirements. The details of shipping/ transportation and/or other documents to be furnished by the Supplier are specified in SCC.
- 8. Insurance** The Goods supplied under the Contract shall be delivered consignee's end under which risk is transferred to the Procuring agency after having been delivered; hence insurance coverage is Supplier's responsibility.
- 9. Transportation** The Supplier is required under the Contract to transport the Goods to a specified place of destination and shall be arranged by the Supplier, and related costs shall be deemed to have been included in the Contract Price.
- 10. Incidental Services**
- 10.1 The Supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) performance or supervision of on-site assembly and/or start-up of the supplied Goods;
 - (b) furnishing of tools required for assembly and/or maintenance of the supplied Goods;
 - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;
 - (d) performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
- 11. Spare Parts**
- 11.1 The Supplier should provide any or all of the notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:
- (a) such spare parts as the Procuring agency may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under the Contract; and
 - (b) in the event of termination of production of the spare parts:
 - (i) advance notification to the Procuring agency of the pending termination, in sufficient time to permit the Procuring agency to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the Procuring agency, the blueprints, drawings, and specifications of the spare parts, if requested.

12. Warranty

- 12.1 The Supplier warrants that the Goods supplied under the Contract are new, unused, of desired models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the Procuring agency's specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.
- 12.2 This warranty shall remain valid for twelve (12) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract
- 12.3 If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, within a reasonable period, the Procuring agency may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Procuring agency may have against the Supplier under the Contract.

13. Payment

- 13.1 The method and conditions of payment to be made to the Supplier under this Contract shall be specified in SCC.
- 13.2 The Supplier's request(s) for payment shall be made to the Procuring agency in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and Services performed, and upon fulfillment of other obligations stipulated in the Contract.
- 13.3 Payments shall be made promptly by the Procuring agency, but in no case later than thirty (30) days after submission of an invoice or claim by the Supplier.
- 13.4 The currency of payment is Pak. Rupees.

14. Prices

Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid,

15. Contract Amendments

No variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.

16. Delays in the Supplier's Performance

- 16.1 Delivery of the Goods and performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring agency in the Schedule of Requirements.
- 16.2 If at any time during performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Procuring agency in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Procuring agency shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.
- 16.3 Except as provided under GCC Clause 17 a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages unless an extension of time is agreed upon pursuant to GCC Clause 16.2 without the application of liquidated damages.

17. Liquidated Damages

Subject to GCC Clause 20, if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in SCC. Once the maximum is reached, the Procuring agency may consider termination of the Contract pursuant to GCC Clause 18.

18. Termination for Default

- 18.1 The Procuring agency, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part:
- (a) if the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring agency pursuant to GCC Clause 16; or
 - (b) if the Supplier fails to perform any other obligation(s) under the Contract.
 - (c) if the Supplier, in the judgment of the Procuring agency has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

- 19. Force Majeure**
- 19.1 Notwithstanding the provisions of GCC Clauses 16, 17 and 18, the Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- 19.2 For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Procuring agency in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
- 19.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring agency in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring agency in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
- 20. Resolution of Disputes** Resolution of dispute shall be through Mechanism for Redressal of Grievances as provided in the rules or through Arbitration Act 1942.
- 21. Governing Language** The Contract shall be written in English language all correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.
- 22. Applicable Law** The Contract shall be interpreted in accordance with the SPP Rules 2010 (amended 2017).
- 24. Taxes and Duties** Supplier shall be entirely responsible for all taxes, duties (including stamp duty), license fees, etc., incurred until delivery of the contracted Goods to the Procuring agency.
- 25. Overriding effect of Sindh Public Procurement Rules 2010 (Amended 2017)** In case of conflict or primacy of interpretation the provisions of SPP Rules 2010 (amended 2017) shall have an overriding effect notwithstanding anything to the contrary contained in these bidding documents

Part-IV

Bid Data Sheet

The following specific data for Purchase Plant & Machinery, Hardware (Computer Equipments) and Furniture & Fixtures to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Part One. Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

Introduction	
ITB 1	Name of Procuring Agency: Services, General Administration & Coordination Department. (SGA&CD), Section Officer (General) 1 st Floor Sindh Secretariat Building No.1, Shahrah-e-Kamal Atta Turk Road, Karachi Tell. 021-99222953.
ITB 1	Name of Contract. "Purchase/Supply of Plant & Machinery, Hardware (Computer Equipments) and Furniture & Fixtures"
Bid Price and Currency	
ITB 4	Prices quoted by the Bidder shall be <i>"fixed" and in" Pak Rupees"</i> including all applicable taxes and supply / installation charges
Preparation and Submission of Bids	
ITB 7	<i>Qualification requirements:</i> <ol style="list-style-type: none">1. Bidders must be a direct authorized agent of the manufacturer of required items with a minimum of three (03) years of experience in manufacturing or supplies; as applicable.2. Authorized agent should be in possession of a valid Authorization Certificate.3. Bidder /Supplier should have a documented track of completing at least 2 similar assignments, during last 3 (three) years, involving the supply, installation, and after sale support.4. They should have annual sale volume of at least Rs.5.00 (Five) million in of last 3 years.5. Valid Registration with tax authorities is required
ITB 9	Amount of bid security. 2 % of Bid
ITB 10	Bid validity period. 90 days
ITB 11	Number of copies. One original One copy
ITB 13	Deadline for bid submission. 26-02-2018 at 2.00 PM
ITB 19.1	Bid Evaluation: Lowest evaluated bid

Part-V

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. The corresponding clause number of the GCC is indicated in parentheses.

1. Definitions (GCC Clause 1)

GCC 1 (g)—The Procuring Agency is: Sindh Public Procurement regulatory Authority (SPPRA).

2. Performance Security (GCC Clause 4)

GCC 4—The amount of performance security, as a percentage of the Contract Price, shall be: 10%.

3. Inspections and Tests (GCC Clause 5)

Representative of Procuring Agency or his nominee shall inspect the procured good and ensure that it meets the tender specifications before its acceptance

4. Delivery and Documents (GCC Clause 7)

GCC 10—Supplier shall supply and install the good within 45 days after signing the contract and shall submit the following.

- (i) Supplier's invoice showing Goods' description, quantity, unit price, and total amount;
- (ii) Packing List identifying the contents of Supply;
- (iii) Delivery note.
- (iv) Warranty and guarantee certificate;

7. Warranty (GCC Clause 12)

The equipment shall bear Standard warranty (with free parts & labor) from the date of installation / acceptance. Upon expiration of warranty, Purchaser at its option may enter into a Service Level Maintenance Agreement upon expiry of the warranty period in accordance with terms embodied in Appendix-A hereto

8. Payment (GCC Clause 13)

Hundred percent (100%) of the Contract Price shall be paid upon delivery, and satisfactory Installation, integration and testing of the products at the Project site (s), subject to the production of installation and Operational Acceptance certificates duly signed by authorized Representative/nominee of the SPPRA.

9. Liquidated Damages (GCC Clause 18)

If the Supplier fails to deliver the goods or perform the services within the time period(s) specified in the contract, the Purchaser shall, without prejudice to its other remedies under the contract deduct from the Contract Price, as liquidated damages, a sum equivalent to 0.07 percent of the Contract Price for each day of delay until actual delivery or performance, up to a maximum deduction of 10% of the Contract Price. Once the maximum is reached, the purchaser may consider termination of the contract.

10. Resolution of Disputes (GCC Clause 21)

In the case of a dispute between the Procuring agency and the Supplier, the dispute shall be referred to the dispute resolution mechanism as defined in rule 31, 32 and 34 of the SPPR 2010 (Amended 2017).

11. Applicable Law (GCC Clause 23)

GCC 29.1 Contract shall be interpreted in accordance with the Sindh Public Procurement law of Sindh.

Part-VI

SCHEDULE OF REQUIREMENTS

The delivery schedule hereafter expressed the date of delivery required.

A. PLANT & MACHINERY

SR. NO.	PRODUCT	QUANTITY	REQUIRED DELIVERY SCHEDULE FROM THE DATE OF CONTRACT AWARD	LOCATION AT KARACHI
1.	Photocopier Machine	Twenty Nine (29)	One Week	SGA&CD
2.	Split A.C	Ten (10)	One Week	SGA&CD
3.	Split A.C	Sixty Two (62)	One Week	SGA&CD
4.	Split A.C	Thirty (30)	One Week	SGA&CD
5.	Fax Machine (Heavy duty)	Fifteen (15)	One Week	SGA&CD
6.	L.E.D T.V	Forty Nine (49)	One Week	SGA&CD
7.	Vacuum Cleaner (Heavy duty)	Four (04)	One Week	SGA&CD
8.	Paper shredder machine	Ten (10)	One Week	SGA&CD
9.	UPS for computer	Thirty Seven (37)	One Week	SGA&CD
10.	Electric Water colors	Six (06)	One Week	SGA&CD
11.	Multi Media Projector	Two (02)	One Week	SGA&CD

B. HARDWARE (COMPUTER EQUIPMENTS)

SR. NO.	PRODUCT	QUANTITY	REQUIRED DELIVERY SCHEDULE FROM THE DATE OF CONTRACT AWARD	LOCATION AT KARACHI
1.	Laptop	Nine (09)	One Week	SGA&CD
2.	Computer	Sixty One (61)	One Week	SGA&CD
3.	LCD Monitor 19"	Sixty Two (62)	One Week	SGA&CD
4.	Printer	Sixty Two (62)	One Week	SGA&CD
5.	Scanner	Nineteen (19)	One Week	SGA&CD
6.	USB 16 GS	Eighty (80)	One Week	SGA&CD

C. FURNITURE & FIXTURES.

SR. NO.	PRODUCT	QUANTITY	REQUIRED DELIVERY SCHEDULE FROM THE DATE OF CONTRACT AWARD	LOCATION AT KARACHI
1.	Executive (VIP) Office Tables with side rack		Two Week	SGA&CD
2	Executive Office Tables with side rack		Two Week	SGA&CD
3	Executive Sofa Seats		Two Week	SGA&CD
4	Central Table Seats		Two Week	SGA&CD
5	Executive high back revolving chairs		Two Week	SGA&CD
6	Executive Revolving Chairs		Two Week	SGA&CD
7	Staff Office Tables		Two Week	SGA&CD
8	Staff Chairs		Two Week	SGA&CD
9	Visitors (VIP) Chairs		Two Week	SGA&CD
10	Visitors Chairs		Two Week	SGA&CD
11	File cabinet steel		Two Week	SGA&CD
12	Steel Almirah for Books		Two Week	SGA&CD
13	Computer Tables		Two Week	SGA&CD
14	Computer Chairs		Two Week	SGA&CD

Note: Specifications of above items are attached

Part-VII

SAMPLE FORMS

Form-I

Letter of Acceptance

Date: _____

To:

The Section Officer (General),
Government of Sindh,
SGA&CD,
1st Floor Sindh Secretariat Building No.1,
Shahrah-e-Kamal Atta Turk Road,
Karachi.

Dear Sir:

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver the required item in conformity with the said bidding documents for the sum of *[total bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to Five (5) percent of the Contract Price/Pay order for the due performance of the Contract, in the form prescribed by the Purchaser.

We agree to abide by this Bid for a period of 90 days from the date fixed for Bid opening under Clause 10 of the Instructions to Bidders, 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.

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

Dated this _____ day of _____ 2018 _____.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

Price Schedule in Pak. Rupees

Name of Bidder _____ . IFB Number _____. Page of ____

1	2	3	4	5	6	7
Item	Description	Country of origin	Quantity	Unit price	Total	Remarks (if any)

Signature of Bidder _____

Note:

- (i) In case of discrepancy between unit price and total, the unit price shall prevail.
- (ii) The unit and total prices Delivered at SGA&CD office should include the price of incidental services. No separate payment shall be made for the incidental services.

Experience of Similar* Supply and Installation

S. No	Assignment Description	Name / Contact Details of Client	Cost	Start Date	End Date	Remarks

Contract Form

THIS AGREEMENT made the _____ day of _____ 20____ between *SGA&CD* (hereinafter called "the Procuring agency") of the one part and [*name of Supplier*] of [*city and country of Supplier*] (hereinafter called "the Supplier") of the other part:

WHEREAS the Procuring agency invited bids for certain goods and ancillary services, viz., Purchase Plant & Machinery, Hardware (Computer Equipments) and Furniture & Fixtures and has accepted a bid by the Supplier for the supply of those goods and services in the sum of [*contract price in words and figures*] (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Bid Form and the Price Schedule submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications.
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and
 - (f) the Procuring agency's Notification of Award.
3. In consideration of the payments to be made by the Procuring agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Procuring agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by _____ the _____ (for the Procuring agency)

Signed, sealed, delivered by _____ the _____ (for the Supplier)

Manufacturer's Authorization Form

To: *[name of the Procuring agency]*

WHEREAS *[name of the Manufacturer]* who are established and reputable manufacturers of *[name and/or description of the goods]* having factories at *[address of factory]*

do hereby authorize *[name and address of Agent]* to submit a bid, and subsequently sign the Contract with you against NIT No. *[reference of the Invitation to Bid]* for the above goods manufactured by us.

We hereby extend our full guarantee and warranty as per Clause 12 of the General Conditions of Contract for the goods offered for supply by the above firm against this Invitation for Bids.

[signature for and on behalf of Manufacturer]

Note: This letter of authority should be on the letterhead of the Manufacturer and should be signed by a person competent and having the power of attorney to bind the Manufacturer. It should be included by the Bidder in its bid.

Part-VIII
Technical Specification

A. PLANT & MACHINERY

SR. NO.	ITEMS	description /specification
1.	Photocopier Machine	i) letter 22/18 ppm ii) Ledger 10/8 ppm Max. Monthly Volume 30K/20K Pages. iii. First Print/copy-out 5.7 second. iv. Warm-up time 17.2 seconds. or equivalent
2.	Split A.C	HSU-22G2W3P Energy Rating-3 Star Type-Split Capacity- 2 Ton or equivalent.
3.	Split A.C	HSU-18LXA032ZA (Long Throw) Energy Rating-3 Star Type-Split Capacity- 1.5 Ton or equivalent.
4.	Split A.C	HSU-13CXAS3 Energy Rating-3 Star Type-Split Capacity- 1 Tons or equivalent.
5.	Fax Machine (Heavy duty)	Laser Technology for Quality Printing 150-pages Document Memory 250-Sheets Paper Tray High Speed Fax Transmission (36.6Kbps) Dual Access Operation Sequential Broadcasting (20 locations) Telephone Directory for up to 110 Names & Numbers Toner Near-End and Empty Indication or equivalent.
6.	L.E.D T.V	Display Type-LED Screen Size-32 Inches Connectivity- HDMI, USB Resolution- 1366x768 Or equivalent.
7.	Vacuum Cleaner (Heavy duty)	Power: 1500 Watts pure Copper motor Type: Drum Type Super low noise Strong suction power Good design wheels beneath the basement for easy movement Or equivalent.
8.	Paper shredder machine	Auto Start / Forward / Reverse Sheet capacity: 4 to 5 Sheets Shred size: Cross-cut 4x39mm Paper throat width: 220mm Shredder bin volume: 14L Motor power: 150W Or equivalent.

9.	UPS for computer	UPS Rating: 1440W, Input: 220Vac-240Vac, 50/60Hz, 15A Max, 11, Output: 220Vac-240Vac, 50/60Hz, 11, Battery: 24V Or equivalent.
10.	Electric Water colors	40 Liters/HR Capacity Temperature adjustable Panasonic Compressor Full Stainless Steel Body Or equivalent.
11.	Multi Media Projector	Power consumption: 210W Brightness: 3200lm Contrast: 3000:1 Resolution: UXGA 1600x1200 dots Remote Control Or equivalent.

B. HARDWARE (COMPUTER EQUIPMENTS)

1.	Laptop	(Branded) i7-75004-8GB Ram-1TB HDD-15.6" LED-Dos-2 GB AMD Dedicated Graphics-Lan- wifi-Bluetooth-I Or equivalent.
2.	Computer	(Branded) Windows 10 Home 64 7 th Generation Intel Core™ i5 Processor GB Memory: 1TB HDD Storage Intel HD Graphics 630. Along with (Mouse & Keyboard) Or equivalent.
3.	LCD Monitor 19"	Widescreen panel Display Aspect Ratio Widescreen (16:9) Optimal Resolution 1600 x 900 at 60 Hz Contrast Ratio 1000:1 (typical) Backlight Technology WLED. Or equivalent.
4.	Printer	Resolution (Black) Up to 600x600 dpi, FastRes 1200 (1200 dpi quality) Recommended Monthly Page Volume- 150 to 1,500. Print Technology, Laser. Display- LED. Processor Speed: 600 Mhz. or equivalent
5.	Scanner	Type Flatbelt Resolution up to 4800x9600dpi Auto document feeder None Bit Depth 48 Bit Connectivity – Hi Speed USB 2.0 or equivalent
6.	USB 16 GB	Kingston. or equivalent.

C. FURNITURE & FIXTURES

1.	Executive (VIP) Office Tables with side rack	6x4 with side rack and mobile box in sheasham Lasani with 8 mm glass. Gola wooden.
2.	Executive Office Tables with side rack	5x3 feet Sheasham Lasani with 8 mm glass, Gola wooden.
3.	Executive Sofa Seats	sheasham wood frame 3+1+1 Seater Sofa Set with best artificial leather / fabric.
4.	Central Table Seats	Sheasham wood 1 centre table with 2 side table with top glass 8mm.
5.	Executive high back revolving chairs	High back leather cushion, hydraulic (wooden)
6.	Executive Revolving Chairs	Net Hydraulic system Tiwan machine & wheels Wooden Frame (Sheasham).
7.	Staff Office Tables	2 ½ x 3 (feet) (Pure Wooden) with top glass
8.	Staff Chairs	Net Hydraulic system Tiwan machine & wheels Wooden Frame (Sheasham).
9.	Visitors (VIP) Chairs	Leather cushions, fixed Chairs in Wooden.
10.	Visitors Chairs	Steel three seats
11.	File cabinet steel	2 x 5, Four (04) Draws 20 Gage
12.	Steel Almirah for Books	1 ½ x 3 by 5 feet 20 Gage
13.	Computer Tables	2x2 ½ Feet Wooden
14.	Computer Chairs	Net Hydraulic system Taiwan machine & wheels Wooden Frame (Sheasham).