

**SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY**

**CONTRACT EVALUATION FORM**

**TO BE FILLED IN BY ALL PROCURING AGENCIES FOR PUBLIC CONTRACTS OF WORKS, SERVICES & GOODS**

- 1) NAME OF THE ORGANIZATION / DEPTT. Planning & Development Department
- 2) PROVINCIAL / LOCAL GOVT. / OTHER Provincial
- 3) TITLE OF CONTRACT Purchase of Furniture & Fixture for office of R.D. Office
- 4) TENDER NUMBER So (Admin-1) (P.D) 176 / Furniture Department 2018
- 5) BRIEF DESCRIPTION OF CONTRACT Purchase of Furniture & Fixture for office of R.D. Office
- 6) FORUM THAT APPROVED THE SCHEME P.DWP
- 7) TENDER ESTIMATED VALUE 2,500,000/-
- 8) ENGINEER'S ESTIMATE  
(For civil works only) \_\_\_\_\_
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) \_\_\_\_\_
- 10) TENDER OPENED ON (DATE & TIME) 05-04-2018 3:30 p.m
- 11) NUMBER OF TENDER DOCUMENTS SOLD  
(Attach list of buyers) 06
- 12) NUMBER OF BIDS RECEIVED 04
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 04
- 14) BID EVALUATION REPORT  
(Enclose a copy) Attached
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER Lehman Enterprises 11-G/2, Alimabad No. 2
- 16) CONTRACT AWARD PRICE Rs. 2,239,000/-
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT  
(i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATION BID). 1st

18) METHOD OF PROCUREMENT USED :- (Tick one)

- |   |                                     |   |
|---|-------------------------------------|---|
| a) SINGLE STAGE – ONE ENVELOPE PROCEDURE      | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> Domestic/ Local |
| b) SINGLE STAGE – TWO ENVELOPE PROCEDURE      | <input type="checkbox"/>            | <input type="checkbox"/>                            |
| c) TWO STAGE BIDDING PROCEDURE                | <input type="checkbox"/>            | <input type="checkbox"/>                            |
| d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE | <input type="checkbox"/>            | <input type="checkbox"/>                            |

PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED i.e. EMERGENCY, DIRECT CONTRACTING ETC. WITH BRIEF REASONS:

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT Chairman P.D. Board

20) WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?  
Yes  No

21) ADVERTISEMENT :

i) SPPRA Website  
(If yes, give date and SPPRA Identification No.)

Yes	SPPRA # 37382
No	

ii) News Papers  
(If yes, give names of newspapers and dates)

Yes	Business Leader 24/3/18 Daily 28/3/18 Kantipur 26/3/18
No	

22) NATURE OF CONTRACT  
Domestic/Local  Int.

23) WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?  
(If yes, enclose a copy)  
Yes  No

24) WHETHER BID EVALUATION CRITERIA WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?  
(If yes, enclose a copy)  
Yes  No

25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING?  
Yes  No

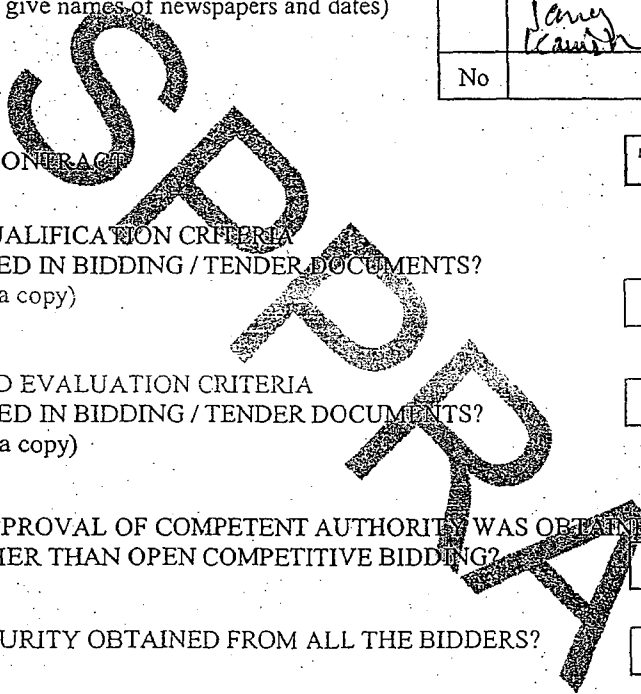
26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?  
Yes  No

27) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED BID / BEST EVALUATED BID (in case of Consultancies)  
Yes  No

28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY COMPLIANT?  
Yes  No

29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS?  
Yes  No

30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF CONTRACT?  
(Attach copy of the bid evaluation report)  
Yes  No



31) ANY COMPLAINTS RECEIVED  
(If yes, result thereof)

Yes	
No	<input checked="" type="checkbox"/>

32) ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE / DOCUMENTS  
(If yes, give details)

Yes	
No	<input checked="" type="checkbox"/>

33) WAS THE EXTENSION MADE IN RESPONSE TIME?  
(If yes, give reasons)

Yes	
No	<input checked="" type="checkbox"/>

34) DEVIATION FROM QUALIFICATION CRITERIA  
(If yes, give detailed reasons.)

Yes	
No	<input checked="" type="checkbox"/>

35) WAS IT ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRM IS NOT BLACK LISTED?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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36) WAS A VISIT MADE BY ANY OFFICER/OFFICIAL OF THE PROCURING AGENCY TO THE SUPPLIER'S PREMISES IN CONNECTION WITH THE PROCUREMENT? IF SO, DETAILS TO BE ASCERTAINED REGARDING FINANCING OF VISIT, IF ABROAD:  
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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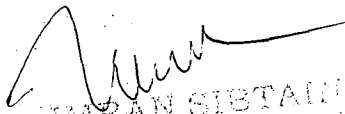
37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN THE CONTRACT (BANK GUARANTEE ETC.)?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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38) SPECIAL CONDITIONS, IF ANY  
(If yes, give Brief Description)

Yes	
No	<input checked="" type="checkbox"/>

Signature & Official Stamp of  
Authorized Officer

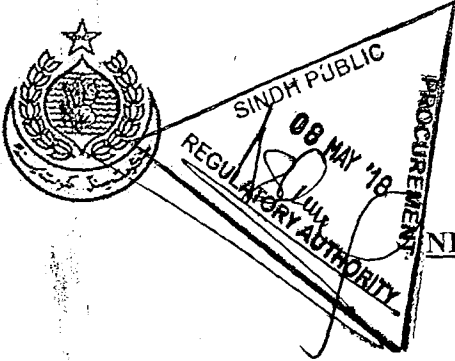
  
TIPAN SIBTAIN  
Section Officer (Admin.)

Planning & Development Board, Sindh  
Planning & Development Department  
Government of Sindh, Karachi.

**FOR OFFICE USE ONLY**

**SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi**

Tele: 021-9205356; 021-9205369 & Fax: 021-9206291



GOVERNMENT OF SINDH  
PLANNING & DEVELOPMENT  
DEPARTMENT

NIT No.SO(Admn-I)/(P&D)/12(176)Furniture & Fixture/2018  
SPPRA I.D.No.2147483647  
SPPRA S.No.37383

**MINUTES OF THE PROCUREMENT COMMITTEE CONSTITUTED**  
**FOR IMPLEMENTATION OF ADP SCHEME NO.1959 OF 2017-18**

Procurement Committee constituted for ADP Scheme No.1959 of 2017-18 titled "Strengthening & Restructuring of Research & Training Wing, P&D" assembled on 05.04.2018 at 3.30 p.m. in the Office of the Additional Secretary (Admn)/Chairman of Procurement Committee for opening of Bids received in respect of NIT "Purchase of Furniture & Fixture for office of Research & Training Wing, P&D".

2. Following attended the meeting (Annexure-I):

- |       |  |          |
|-------|--|----------|
| (i)   | Mr. Muhammad Ali Khoso, Addl. Secy (Admn), P&D           | Chairman |
| (ii)  | Mr. Saeed Nizamani, Procurement Specialist, MEC (P&D)    | Member   |
| (iii) | Mr. Mussarat Mukhtar, Dy. Director, Industries Deptt.GoS | Member   |

3. Representative/Owners of the Firms, which offered Bids, also attended the Bid opening (Annexure-II).

4. After opening the Bids, Procurement Committee performed pre-screening on Yes/No Basis to determine the substantial responsiveness of each bid as per instructions contained in Rule 46(1)(a) of SPPRA Rules, 2010. Four (04) bids were received in total and all were found Responsive. (Annexure-III).

5. Subsequently, the PC went through the financial proposal and read out aloud the bids quoted by the Bidders. The Chairperson of the PC encircled the rates and all the Members of Procurement Committee signed each and every page of the Financial proposal.

6. It was decided that Procurement Committee would meet again for evaluation of bids as per specifications provided in the BOQ.

7. Meeting ended with a vote of thanks to and from the chair.

(Mussarat Mukhtar)  
Dy. Director/Member P.C  
Industries Deptt.GoS/Member

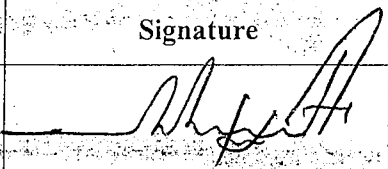
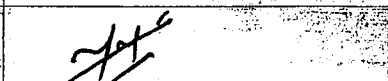
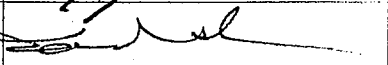
(Saeed Nizamani)  
Procurement Specialist/Member P.C.  
Monitoring & Evaluation Cell (P&D)

(Muhammad Ali Khoso)  
Addl Secretary (Admn)/Member P.C.  
Planning & Development Deptt.

**ELIGIBILITY CRITERIA**  
**PRE-SCREENING ON YES / NO BASIS TO DETERMINE THE SUBSTANTIAL RESPONSIVENESS OF EACH BIDDER**  
**PURCHASE OF FURNITURE & FIXTURE FOR OFFICE OF RESEARCH & TRAINING WING, P&D**  
**DEPARTMENT**

SR.	Bidder Name	REQUISITES								
		Bid is properly signed, named & stamped by the authorized person or written with lead pencil.	Bid received within the specified due date and time	Rs.100/- stamp paper affidavit declaring that the bidder has never been black listed in any Government, Semi-Government or Private institute is attached	Bidder is an Active Tax Payer.	The NTN/Sales Tax registration certificate is attached.	Validity of bid offer is clearly mentioned and as per specified period.	Bid offer is unconditional	Authorized Dealership Certificate	Bid Security of required amount and form
		1	2	3	4	5	6	7	8	9
1	M/s. Rehman Enterprises	Yes	Yes	Yes	Yes	Yes	Yes	Yes	NA	Yes
2	M/s. Mehran Traders	Yes	Yes	Yes	Yes	Yes	Yes	Yes	NA	Yes
3	M/s. Protech	Yes	Yes	Yes	Yes	Yes	Yes	Yes	NA	Yes
4	M/s. S-D-S Brothers	Yes	Yes	Yes	Yes	Yes	Yes	Yes	NA	Yes

**APPROVED BY PROCUREMENT COMMITTEE**

Name		Designation	Department	Signature
01.	Mr. Muhammad Ali Khoso	Additional Secretary (Admn) / Member	P&D Department	
02.	Mr. Musarrat Mukhtar	Deputy Director (Inspection) / Member	Industries Deptt.	
03	Mr. Saeed Nizamani	Procurement Specialist / Member	M&EC, P&D	



GOVERNMENT OF SINDH  
PLANNING & DEVELOPMENT  
DEPARTMENT

NIT No.SO(Admn-I)/(P&D)/12(176)Furniture & Fixture/2018  
SPPRA I.D.No.2147483647  
SPPRA S.No.37383

MINUTES OF THE PROCUREMENT COMMITTEE CONSTITUTED  
FOR IMPLEMENTATION OF ADP SCHEME NO.1959 OF 2017-18

A meeting of the Procurement Committee constituted for ADP Scheme No.1959 of 2017-18 titled "Strengthening & Restructuring of Research & Training Wing, P&D" was held on 10<sup>th</sup> April, 2018 at 3.30 p.m. in the office of the Additional Secretary (Admn) / Chairman, P.C for evaluation of Bids which were declared 'Responsive' in the meeting of Tender opening held on 05.04.2018 in respect of NIT "Purchase of Furniture & Fixture for office of Research & Training Wing, P&D Department".


2. Following attended the meeting (Annexure-I):

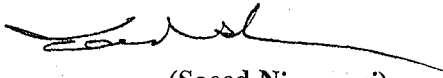
- |       |  |          |
|-------|--|----------|
| (i)   | Mr. Muhammad Ali Khoso, Addl. Secy (Admn), P&D           | Chairman |
| (ii)  | Mr. Saeed Nizamani, Procurement Specialist, MEC (P&D)    | Member   |
| (iii) | Mr. Mussarat Mukhtar, Dy. Director, Industries Deptt.GoS | Member   |


3. The PC went through the technical specification of the bids as per BOQ and financial proposal furnished by the four (04) responsive Bidders Firms.

4. The PC found the rates quoted by M/S. Rehman Enterprises i.e. Rs.2,239,000/- as lowest, reasonable and comparable to the Market and recommended that lowest bidder may be awarded contract. Bid Evaluation Report and Financial Comparative Statement of Responsive Bids are at Annexure-II and III.

5. Meeting ended with a vote of thanks to and from the chair.

  
(Mussarat Mukhtar)  
Dy. Director/Member P.C  
Industries Deptt.GoS/Member

  
(Saeed Nizamani)  
Procurement Specialist /Member P.C.  
Monitoring & Evaluation Cell (P&D)

  
(Muhammad Ali Khoso)  
Addl Secretary (Admn)/Member P.C.  
Planning & Development Deptt.

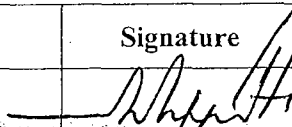
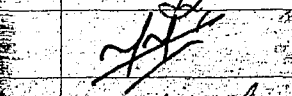

## BID EVALUATION REPORT

01. Name of Procuring Agency : Planning & Development Department, Govt. of Sindh, Karachi
02. Tender Reference No. : NIT NO.SO(Admn-I)/P&D/12(176)Furniture & Fixture/2018
03. Tender Description / Name of work / Item : Purchase of Furniture & Fixture for Office of R&T Wing, P&D Department
04. Method of Procurement : Single Stage-one envelope
05. Tender Published : 24-03-2018
- : SPPRA ID No. 2147483647
- S.No. 37383
06. Total Bid documents sold : 06 No.
07. Total Bids Received : 04 No.
08. Technical Bid Opening date (if applicable) : —
09. No. of Bid Technically qualified (if applicable) : —
10. Bid(s) Rejected : —
11. Financial Bid Opening date : 05-04-2018

### BID EVALUATION REPORT:-

Sr. No.	Name of Firm/Person	Items	Total Cost offered by the bidder	Ranking in Terms	Comparison with estimated cost	Reasons for acceptance / rejection	Remarks
01	M/S. Rehman Enterprises	BOQs enclosed	Rs.2,239,000/-	01	Within estimated cost	Lowest	Lowest & Reasonable
02	M/S. Mehran Traders	BOQs enclosed	Rs. 2,456,890/-	02	Within estimated cost	Higher	-
03	M/s. S.D.S Brothers	BOQs enclosed	Rs. 2,722,760/-	03	Within estimated cost	Higher	-
04	M/S. Protech	BOQs enclosed	Rs. 3,591,674/-	04	Above estimated cost	Highest	-

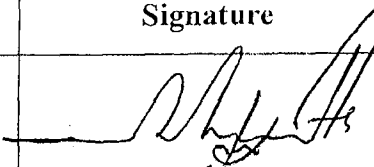


### APPROVED BY PROCUREMENT COMMITTEE

Name	Designation	Department	Signature
01. Mr. Muhammad Ali Khoso	Additional Secretary (Admn) / Member	P&D Department	
02. Mr. Musarrat Mukhtar	Deputy Director (Inspection) / Member	Industries Deptt.	
03. Saeed Nizamani	Procurement Specialist / Member	M&EC, P&D	

## FINANCIAL COMPARATIVE STATEMENT OF RESPONSIVE BIDS

PURCHASE OF FURNITURE & FIXTURE FOR OFFICE OF RESEARCH & TRAINING WING, P&D DEPARTMENT							
Sr. #	Item Description	Qty.	M/S. Rehman Enterprises	M/S. Mehran Traders	M/S. S.D.S Brothers	M/S. Protech	Remarks
01	BOQs enclosed	-----	Rs.2,239,000/-	Rs.2,456,890/-	Rs.2,722,760/-	Rs.3,591,674/-	M/S. Rehman Enterprises is responsive & lowest evaluated bidder. The rates offered are within the provision kept in the Budget Allocation.

### APPROVED BY PROCUREMENT COMMITTEE

	Name	Designation	Department	Signature
01.	Mr. Muhammad Ali Khoso	Additional Secretary (Admn) / Member	P&D Department	
02.	Mr. Musarrat Mukhtar	Deputy Director (Inspection) / Member	Industries Deptt.	
03	Mr. Saeed Nizamani	Procurement Specialist / Member	M&EC, P&D	





GOVERNMENT OF SINDH  
PLANNING & DEVELOPMENT  
DEPARTMENT

**NOTIFICATION**

**NO: SO(ADMN-I)(P&D)12(176)/2018:** In pursuance of Rule-31 of Sindh Public Procurement Rules 2010, amended 2017 "**Complaint Redressal Committee**" for Research & Training for P&D and Human Resource Development (ADP No.1959) 2017-18 is hereby constituted with following composition/TORs:-

i)	Secretary (Planning)	Chairperson
ii)	Representative of Office of Accountant General Sindh	Member
iii)	An Independent professional from the relevant field concerning the procurement process in question, to be nominated by the head of procuring agency	Member

**Terms of Reference (TORs):-**

- As provided under Rule-31 of SPPRA Rules 2010 amended in 2017 and to perform any other function ancillary and incidental to the above.

**-MUHAMMAD WASEEM-  
CHAIRMAN, P&D BOARD SINDH**

**NO: SO(ADMN-I)(P&D)12(176)/2018:**

**Karachi Dated 12<sup>th</sup> February, 2018**

A copy is forwarded for information & necessary action to:

1. The Director General, Research & Training Wing, P&D, Govt. of Sindh.
2. The Accountant General Sindh.
3. All Members of the Committee.
4. PS to Chairman P&D Board, Sindh, Govt. of Sindh.
5. PS to Secretary (Planning) P&D, Govt. of Sindh.
6. Master File.

**(IMRAN SIBTAIN)**  
SECTION OFFICER (ADMN-I)  
Ph: 021-99211926

12/2/18  
12/2/18  
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13/2/18

12/02/2018



GOVERNMENT OF SINDH  
PLANNING & DEVELOPMENT  
DEPARTMENT

**NOTIFICATION**

**NO: SO(ADMN-I)(P&D)12(176)/2018:** In pursuance of Rule-7 of SPPRA Rules, 2010 (Amended 2017), the Government of Sindh is pleased to constitute a ~~Committee~~ Works/ Non-Consulting Services Procurement Committee for implementation of ADP scheme titled "Research & Training for P&D and Human Resource Development (ADP No.1959) 2017-18" with the following composition/ TORs:

1	Additional Secretary (Admin), P&D	Chairman
2	Procurement Specialist, (MEC), P&D Department	Member / Secretary
3	Representative of Industries Department (Not Below the rank of BS-18)	Member

**Terms of Reference:**

- Preparing of Bidding Documents.
- Carrying out technical as well financial evaluation of the bids.
- Preparing evaluation report provided in Rule-45.
- Making recommendations for the award of contract to the competent authority.
- Perform any other function ancillary and incidental to the above.

**-MUHAMMAD WASEEM-  
CHAIRMAN, P&D BOARD SINDH**

**NO: SO(ADMN-I)(P&D)12(176)/2018:**

**Karachi Dated 12<sup>th</sup> February, 2018**

A copy is forwarded for information & necessary action to:-

- The Chairman/all Members of Committee.
- The Secretary to Government of Sindh, Industries & Commerce Department, Karachi.
- Deputy Secretary (Staff) to Chief Secretary Sindh, Karachi.
- P.S. to Chairman P&D Board Sindh, Karachi.
- P.S. to Secretary (Planning) P&D Deptt, Govt. of Sindh, Karachi.
- Master File.

**(IMRAN SIBTAIN)  
SECTION OFFICER (ADMN-I)  
TEL: 021-9211926**

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## ATTENDANCE SHEET

NIT under ADP Scheme No.1959 of 2017-18 titled  
**“Revitalization and Restructuring of Research & Training Wing,  
 Planning & Development Department”**

- I. Procurement of 50 KVA Generator with Installation.
- II. Purchase of Furniture & Fixture
- III. Purchase of Hardware
- IV. Plant & Machinery (Purchase of Photocopiers and other items)
- V. Renovation of Offices
- VI. Plant & Machinery (Purchase of “Conference System and Multimedia”)

Technical / Financial Bid Opening on 05<sup>th</sup> April, 2018 at 3.30 p.m

### LIST OF PARTICIPATING FIRMS

S.NO	NAME OF FIRM	CONTACT NO.	SIGNATURE
01.	TECHSYS ZCO (Omran Khori)	0333-2161986	
02.	Universal Business Equipment (Pvt) Ltd (Ahmed Kama)	0311-0083818	
03.	S.D.S. Brothers	0319-1000182	
04.	M.M Corporation	0331-2452862	
05.	Shirazi Trading	0304-2276213	
06.	O S A Business (Pvt) Ltd	03452008714	
07.	REHMAN ENTERPRISES	03002112773	
08.	Qureshi Enterprises	0333-3601773	
09.	Allied Engineering	0332-3765059	
10.	Mascombe Business Solutions	0333 2304212	
11.	M/S. Nazir Enterprises.	03002539016	
12.	M/S Usman Engineering	0345-2881261.	
13.	SHARP (ITSP) (SALIM)	0340-0376121	
14.	DROTECH (AG)	0336-0356811	
15.	AMISCO	0333-3969652	

57/1

16.	Giamed A MUGARRAK MUGARRAK	03232318002	
17.	SHARIFE Brothers.	03332406557	
18.	OFFICE Automation Group Sabira Rana	0301-2268562	
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5/25/2018

Account Payee Only

Report :18408272032037200



# Soneri Bank

Enquiry Off. KHI-0163

Banker Cheque No 02257861

2257861

Ref. No:

SECTION OFFICER ADMIN PLANNING AND DEVELOPMENT DE  
PT GOVT. OF SINDH

Pay to

or Order

2 0 5 0 5 1 8 Y Y

Rupees

TWO HUNDRED TWENTY THOUSAND ONLY

\*\*\*220,000.00\*\*

PKR

# Soneri Bank

Authorized Signatory  
PANo

Authorized Signatory  
PA No

Please do not write below this line.

Payable at any Soneri Bank branch.

⑈02257861⑈0859989⑈050600000000000000⑈010⑈



NO.SO(Admn-I)/P&D/12(176)/2018  
**GOVERNMENT OF SINDH**  
**PLANNING & DEVELOPMENT**  
**DEPARTMENT**

Karachi, dated the 23<sup>rd</sup> May, 2018

**LETTER OF AWARD**

To,

M/s. Rehman Enterprises,  
11-G6/2, Nazimabad No. 2 Karachi.  
Cell# 0300-2112773

SUBJECT: - **NIT: REF: SO (Admin-I)(P&D)12(176)/Furniture & Fixture/2018, Dated 24.03.2018---SPPRA Sr. 37383--- Purchase of Furniture & Fixture for of Office of R&T Wing.**


I am directed to refer to the above mentioned subject and to inform that your Bid in respect of items (Annexure-A) has been declared as lowest evaluated successful bid by Procurement Committee notified for tender titled "**Purchase of Furniture & Fixture for Office of R&T Wing**".

2. In this context, the Competent Authority has accorded the approval for the award of contract to your firm bid price amounting to Rs.2,239,000/- (Two million Two hundred Thirty-Nine thousand only) for above mentioned items on the terms and conditions already elaborated in the subject tender bidding documents.

3. The aforementioned amount is the Contract Price payable in consideration of the execution and completion of service as prescribed in the Contract documents.

4. You are required to confirm your unqualified acceptance to this Letter of Award, the Draft Contract Agreement Pact is attached with this letter for you perusal. If the terms & conditions of Draft Contract Agreement are acceptable to you then please send your authorized Representative to this office along with Judicial stamp paper amounting 0.35% of total bid amount for execution of formal contract Agreement.

5. Kindly acknowledge this letter of Award as token of your acceptance. This issues with the approval of Competent Authority.



(IMRAN SIBTAIN)

SECTION OFFICER (ADMN-I)  
Ph: 021-99211926

CC:

- The PS to Chairman, P&D Board, Sindh.
- The PS to Secretary (Planning), P&D.



# REHMAN ENTERPRISES

PRINTERS, STATIONERS & GENERAL ORDER SUPPLIERS

Ref. \_\_\_\_\_

Dated: 28/05/2018

The Section Officer (Admin-1)  
Planning and Development Department,  
Government of Sindh,  
Karachi.

Subject: Acceptance of letter of Award of contract of  
Purchase of Furniture and Fixture for office of R&T wing

Dear Sir,

In pursuance of letter NO 50 (Admin-1) P&D 12(176)2018  
Dated 23/05/2018 for the purchase of Furniture and Fixture  
for office of R&T wing as desired in the above cited letter.

It is further inform you that the supplies of Furniture  
and Fixture is completed with in the time given in the  
terms and condition of the contract.

REHMAN ENTERPRISES

PROPRIETOR

RE

# REHMAN ENTERPRISES

PRINTERS, STATIONERS & GENERAL ORDER SUPPLIERS

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

NIT NO.SO(Admn-D)/P&D/12(176)Furniture & Fixture/2018

Dated:- 05-04-2018

To:

Section Officer (Admn),  
Planning & Development Department,  
2nd Floor, Room No. 314-A,  
Sindh Secretariat No. 2, (Tughlaq House),  
Karachi.

Purchase of Furniture & Fixture for Office of Research & Training Wing, Planning & Development  
Department, Government of Sindh, Karachi

Part C: Bill of Quantities (BOQs) and Technical Specifications

Sr.#	Description	Warranty	Qty	Rate per Unit	Total
1.	▪ Visitors Chairs MS pipe with chrome, cushions in ply frame with leatheright	1 year	50	10,000	500,000/-
2.	▪ Executive Tables MDF lasani with OAK ply pasting with lacker polish, Oak wood edges with side racks.	1 year	6	30,000	180,000/-
3.	▪ Staff Tables MDF lasani with lacker polish.	1 year	10	20,000	200,000/-
4.	▪ Computer Chairs Revolving chairs with arm cushions in leatheright .	1 year	20	8,000	160,000/-
5.	▪ Computer Table 3x2 size MDF lasani with lacker polish	1 Year	20	12,000	240,000/-
6.	▪ Curtains/Windows Blinds Wood blinds in imported material	1 year	30	10,000	300,000/-

REHMAN ENTERPRISES

PROPRIETOR

11-G6/2, Nazimabad No. 2 Karachi. Cell: 03002112773

Email: danishjaved13@gmail.com



RE

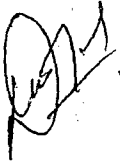
# REHMAN ENTERPRISES

PRINTERS, STATIONERS & GENERAL ORDER SUPPLIERS

Ref. \_\_\_\_\_

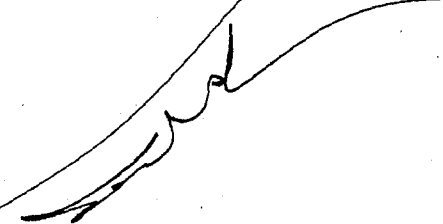
Dated: \_\_\_\_\_

7.	▪ <b>Black Executive Leather Chairs</b> Revolving Chair high back with leatheright cushions	1 Year	06	11,500	69,000/-
8.	▪ <b>Office Recline Chairs</b> Small revolving chairs low back cushions in leatheright	1 Year	20	7,000	140,000/-
9.	▪ <b>Sofa Set</b> Partal wood structure and cushioning in foam with leatheright	1 Year	06	25,000	150,000/-
10.	▪ <b>Wooden File Cabinet</b> MDF lasani with lacker polish	1 Year	20	12,000	240,000/-
<b>Total</b>					<b>2,239,000/-</b>



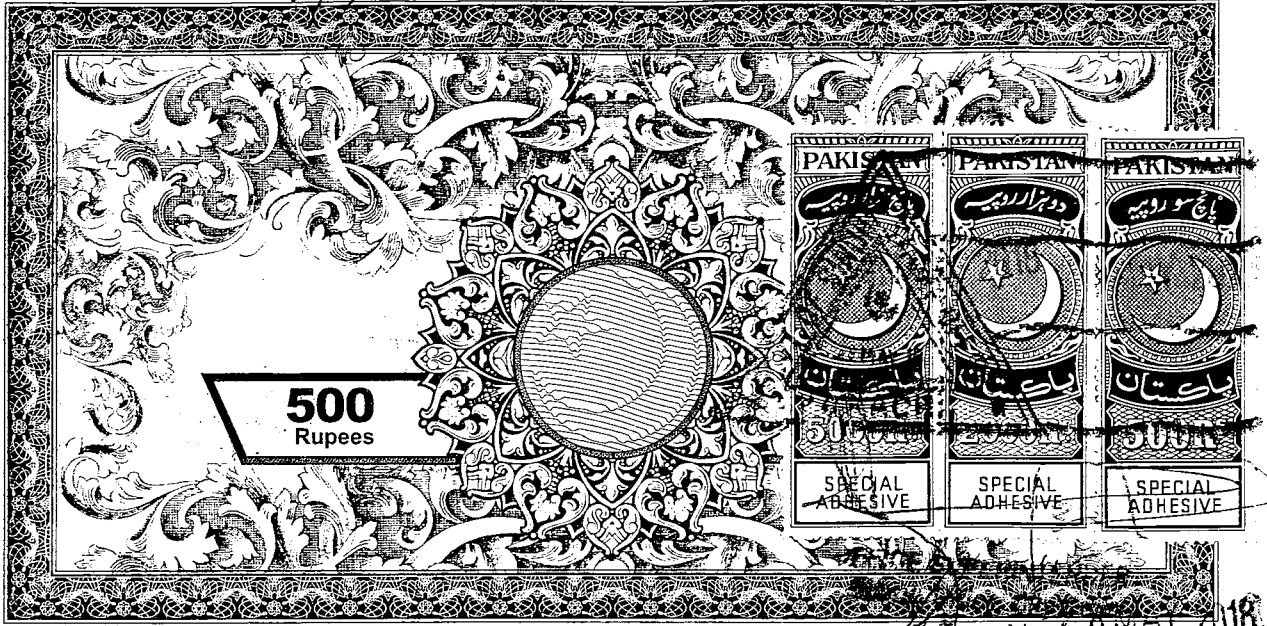
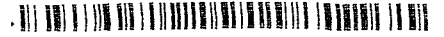
REHMAN ENTERPRISES

PROPRIETOR



797487

CA No 36  
28/5/18 7 Sep



SYED AJAZ HASSAN STAMP VENDOR  
 L NO 52 SEAT 2, SHADE-A  
 CITY COURT KARACHI  
 S NO. \_\_\_\_\_ Date \_\_\_\_\_  
 Issued to with Address \_\_\_\_\_  
 Through to with Address \_\_\_\_\_  
 Purpose \_\_\_\_\_  
 Value \_\_\_\_\_ (Attached \_\_\_\_\_)  
 Stamp Vendor's Signature \_\_\_\_\_

25 MAY 2018

*Entuzim*

Karachi & District  
RUPEES FIVE HUNDRED ONLY

### Contract Agreement

THIS AGREEMENT made this 28<sup>th</sup> day of May, 2018 between Planning & Development Department, Govt. of Sindh, Karachi (hereinafter called "the Procuring Agency") of the one part and M/S. Rehman Enterprises, Office/Interior Decorator & General Order Suppliers, (hereinafter called "the Supplier/Contractor") of the other part:

WHEREAS the Procuring agency invited bids for **Purchase of Furniture & Fixture for Office of R&T Wing (detail in Annexure-A)** and has accepted a bid by the Supplier/Contractor for the Furniture & Fixture of offices in the sum of **Rs. 2,239,000/- (Rupees Two million Two hundred and Thirty-Nine thousand only)** (hereinafter called "the Contract Price") initially for a period of 06 months as per same terms & conditions of this contract agreement after mutual consent.

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 BOQ and Technical Specifications;
  - (d) The Conditions of Contract;
  - (e) The Procuring agency's Notification of Award.

3. In consideration of the payments to be made by the Procuring agency to the Supplier/Contractor as hereinafter mentioned, the Contractor hereby covenants with the Procuring agency to provide the

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.

**For and on behalf of the PA (Client)**

Signed by \_\_\_\_\_

Name Imran Sibtain  
Section Officer  
Title: Planning & Development Department

CNIC NO 42101-1541753-3

(Seal)

Witness for the PA

Signed by \_\_\_\_\_

Name Shehryar Memon  
Junior Clerk  
Title: Planning & Development Department

CNIC NO 42301-3581810-3

**For and on behalf of the PA (Consultant)**

Signed by \_\_\_\_\_

Name Danish Javed

Title: Rehman Enterprises

CNIC NO 42101-4475486-9

(Seal)

Witness for the Consultant

Signed by \_\_\_\_\_

Name Sikandar

Title:

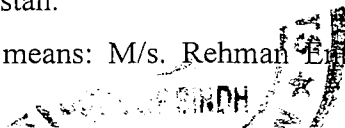
CNIC NO 42101-4464688-9

## Terms & Conditions of Contract

### 1. Basic Information:

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

- (a) "The Contract" means the agreement entered into between the Procuring agency and the Supplier/Contractor, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- (b) "The Contract Price" means the price payable to the Supplier/Contractor under the Contract for the full and proper performance of its contractual obligations.
- (c) "The Goods" means all of the equipment, machinery, and/or other materials which the Supplier/Contractor is required to supply to the Procuring agency under the Contract.
- (d) "The Services" means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract.
- (e) "CC" means the Conditions of Contract contained in this section.
- (f) The Procuring agency means: Planning & Development Department, Government of Sindh, Karachi, Sindh, Karachi, Pakistan.
- (g) The Supplier/Contractor means: M/s. Rehman Enterprises/ Interior Decorate & General supplies.



(1) The address for notice & other communication as to which:  
**Procuring Agency's address for notice purposes:**

Section Officer (Admn-I)  
Planning & Development Department,  
Government of Sindh. Room# 314-A,  
2<sup>nd</sup> Floor, Sindh Secretariat No.2,  
(Tughlaq House), Karachi.  
Tel. No. 021-99211926, Fax:No. 021-99211423  
Email: secpndsindh@gmail.com

**Supplier's/Contractor address for notice purposes:**

Supplier: Ms. Rehman Enterprises  
Attention: Danish Javed  
Address: 11-G6/2, Nazimabad No. 2, Karachi  
Facsimile: 0300-2112773  
E-mail: danishjaved13@gmail.com

A notice shall be effective when delivered or on the notice's effective date, whichever is later.

## **2. Technical Specifications**

The Work & Services supplied under this Contract shall conform to the standards mentioned in the Technical Specifications.

## **3. Use of Contract Documents and Information:**

The Supplier/Contractor shall not, without the Procuring Agency's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring agency in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

## **4. Patent Rights**

The Supplier/Contractor 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 Procuring agency's country.

## **5. Performance Security**

- i. Within twenty (20) days of receipt of the notification of Contract award, the successful Bidder shall furnish to the Procuring Agency the performance security at the rate of 10% of the total quoted bid amount.
- ii. 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.
- iii. The performance security should be in the shape of a pay order (refundable) in Pak Rupees issued by a State Bank of Pakistan Scheduled Bank drawn in favor of Section Officer (Admn), P&D Deptt, Government of Sindh.
- iv. Validity of performance security shall extend at least ninety (90) days beyond the date of completion of contract to cover defects liability period or maintenance period subject to final acceptance by Procuring Agency.
- v. The performance security will be discharged by the Procuring agency and returned to the Supplier/Contractor not later than thirty (30) days following the date of completion of the Supplier's/Contractor performance obligations under the Contract, including any warranty obligations.

## 6. Delivery Location

- i. Execution of the work & services shall be made by the Supplier/Contractor in accordance with the Schedule of Requirements and the specified terms & conditions mentioned in bidding documents.
- ii. The Supplier under the Contact is required to provide Services on following office location(s):

<b>Address</b>
Mezzanine Floor-1 Fayyaz Centre, 3-A, SMCHS, Shakra-e-Faisal, Karachi Tel. No. 021-99211926, Fax:No. 021-99211423 Email: secpndsindh@gmail.com

## 7. Inspections and Tests

- i. The Procuring Agency or its representative shall have the right to inspect and/or to test the material / services to confirm their conformity to the Contract specifications at no extra cost to the Procuring agency.
- ii. The inspections and tests may be conducted at point of Work place. If conducted on the premises of the Supplier/Contractor or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring Agency.
- iii. Should any inspected or tested Work fail to conform to the standard mentioned in specification, the Procuring agency may reject the Work, and the Supplier/Contractor shall either replace the rejected Work or make alterations necessary to meet specification requirements free of cost to the Procuring Agency.
- iv. The Procuring Agency's right to inspect, test and, where necessary, reject the Work and Services after the Work done.
- v. The Work carried out by the Supplier/Contractor shall be accepted only after Inspection Team clearance report that is nominated by the Secretary (Planning), P&D Department, Government of Sindh.
- vi. In case, Work & Services fail to conform to the attached BOQs/Specifications, the Procuring Agency may reject the subject Work & Services and the Contractor shall rectify/replace the faulty Work & Services free of cost immediately. The Procuring Agency shall only accept the Work & Services after they have been duly inspected by its Inspection Team in the presence of the Bidder.

## 8. Packing

The Contractor/Supplier shall carry out work 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. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the work final destination and the absence of heavy handling facilities at

## 10. Incidental Services

The Contractor/Supplier will be required to provide all of the following services free of cost:

- (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/Contractor of any warranty obligations under this Contract; and

## 11. Warranty

- i. The Contractor/Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further provide 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/executed works in the conditions prevailing in the country of final destination.
- ii. The Procuring Agency shall promptly notify the Contractor/Supplier in writing of any claims arising under this warranty.
- iv. Upon receipt of such notice, the Contractor/Supplier shall, within 14 days replace the defective Goods or parts thereof, without costs to the Procuring agency. This opportunity will be provided only once.
- v. If the Contractor/Supplier, having been notified, fails to remedy the defect(s) within 14 days from the date of communication, the Procuring agency may proceed to take such remedial action as may be necessary, at the Contractor's risk and expense and without prejudice to any other rights which the Procuring agency may have against the Supplier under the Contract.

## 12. Payment terms & conditions

- i. The Payment shall be made in Pak. Rupees to the Supplier on receipt of original invoice(s) including those of GST in triplicate duly completed in all respect and Goods/Works carried out Receiving & Inspection Report (GRIR) duly signed by the Inspection Team nominated by the Secretary (Planning), P&D Department, Government of Sindh.
- ii. Part payment against part work/supply is allowed.
- iii. 100% payment to be made on the proof of inspection certificate (Annexure-I) issued by Procuring Agency to Accountant General-Sindh, Karachi.
- iv. 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.
- v. 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. Change Orders

The Procuring agency may at any time, by a written order given to the Supplier make changes within the general scope of the Contract in any one or more of the following:

- (a) Drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Procuring agency;
- (b) The method of shipment or packing;

#### 14. Contract Amendments

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

#### 15. Delays in the Supplier's/Contractor Performance

i. Delivery of the Goods and performance of Services shall be made by the Contractor/Supplier in accordance with the time schedule prescribed by the Procuring agency in the Schedule of Requirements.

ii. If at any time during performance of the Contract, the Supplier/Contractor 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.

iii. Except as provided under Force Majeure clause, a delay by the Contractor/Supplier in the performance of its delivery obligations shall render the Contractor/Supplier liable to the imposition of liquidated damages as pursuant to given below unless an extension of time is agreed upon without the application of liquidated damages.

#### 16. Liquidated Damages

If the Contractor/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 following percentage of the delivered price of the delayed Goods or unperformed Services for each week i.e.

*[Applicable rate shall not exceed one-half percent (0.5%) per week and the maximum shall not exceed ten percent (10%) of the Contract Price.]*

#### 17. Termination for Default

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/Contractor fails to deliver/execute any or all of the Goods within the period(s) specified in the Contract, or

(b) If the Supplier/Contractor fails to perform any other obligation(s) under the Contract.

(c) If the Supplier/Contractor, in the judgment of the Procuring agency has engaged in corrupt or fraudulent practices in competing for or in executing the Contract. For the purpose of this clause:

**“Corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.**

**“Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes**

**“Collusive practice” among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the**

i. The Supplier/Contractor 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.

ii. For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier/Contractor and not involving the Contractor/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.

iii. If a Force Majeure situation arises, the Contractor/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/Contractor 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.

## **19. Termination for Insolvency**

The Procuring Agency may at any time terminate the Contract by giving written notice to the Supplier/Contractor if the Supplier/Contractor becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier/Contractor, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring Agency.

## **20. Termination for Convenience**

The Procuring Agency, by written notice sent to the Contractor/Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring Agency's convenience, the extent to which performance of the Contractor/Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

## **21. Resolution of Disputes**

i. The Procuring Agency and the Contractor/Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

ii. If, after thirty (30) days from the commencement of such informal negotiations, the Procuring Agency and the Contractor/Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the Complaint Redressal Committee (CRC) as defined in SPP Rules 2010 (Amended 2013).

iii. A notice shall be effective when delivered or on the notice's effective date, whichever is later.

## **22. Taxes and Duties**

Supplier/Contractor shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Procuring Agency.



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