

## Tender Notice

Invitation for Submission of Bids for the Purchasing of EnergActive Play Plastic/Rubber Items

### Name and Address of Procuring Agency

**Name:** Youth Affairs Department, Government of Sindh for iLEAD Project through Habib University Foundation

**Address: Youth Affairs Department:** Third Floor, Tughluq House, Sindh Secretariat No. 2, Karachi, Phone: 99213370 and 99213371

**Habib University Foundation:** 147, Block 7 & 8, Banglore Cooperative Housing Society, Tipu Sultan Road, Karachi. Phone: 021-34301051-55, Fax: 021- 34301056

### Purpose and Scope of the Project

iLEAD- Inspiring Leadership, Empowerment and Development in Youth is a collaborative project of the Youth Affairs Department, Government of Sindh and Habib University Foundation (H.U.F.). It is an innovative youth development program that aims at facilitating youth to aspire for a healthy and active lifestyle and build leadership skills. iLEAD uses Community Services, Sports, Health & Fitness activities as key tools to Educate, Inspire and Engage youth. iLEAD has designed a special program for the fitness and motor skill development of children and youth called EnergActive. EnergActive require some play items and related equipments which can be used for multiple activities with children.

### Details of Acquiring and Submitting the Bidding Document

1. All bids should be submitted on the Bidding Document attached with this notice. Bidding Document can also be obtained from the Administration Department of Habib University Foundation within fifteen days from the date of publication of this Tender Notice between 10:00 a.m. to 5:00 p.m. (3rd May, 2013)
2. Bids may be submitted to the undersigned in SEALED ENVELOPES at the address given below latest by 01:00 p.m. on Monday 6th May, 2013
3. Tenders/Bids submitted after the deadline will not be accepted and will be returned unopened.
4. Bids will be opened in the presence of tender opening committee and bidders' representatives who choose to attend the meeting at 2:00 p.m. on Monday 6th May, 2013 at Habib University Foundation, 147, Block 7 and 8, Banglore Cooperative Housing Society, Tipu Sultan Road, Karachi.



5. The bidder must quote rates including all the taxes and other charges if there are any.
6. All bids should be submitted along with a pay order of 2.5% (Bid Security) of the total tendered cost in the name of "Secretary Youth Affairs Department Government of Sindh". Any offer without the bid security will be rejected.
7. The provisions in the instruction to bidders and in the General Condition of Contract are the provisions of the Sindh Public Procurement Ordinance.
8. Youth Affairs Department, Government of Sindh reserves the right to reject any bid without assigning any reason.
9. The bidders are requested to give their best and final bids as no negotiations are expected.

(KHURSHID ALI SHAIKH)  
DIRECTOR YOUTH AFFAIRS DEPARTMENT SINDH & PROJECT DIRECTOR "ILEAD"

Address to submit the Sealed Bids

Mr. Khurshid Ali Sheikh  
C/o Kamran Kashif  
Habib University Foundation, Project Department, 147, Block 7 and 8, Banglore Cooperative  
Housing Society, Tipu Sultan Road, Karachi  
Contact No: 34301051-5 & 34114922-3



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Government of Sindh



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### Bidding Document

#### Invitation for Submission of Bids for the Purchasing of EnergActive Play Plastic/Rubber Items

Through this Bidding document, all interested and relevant parties are invited to submit their sealed bid as per the following details.

#### Details of the Bidder

Date of submission: \_\_\_\_\_ Ref. Code \_\_\_\_\_

Name of Vendor: \_\_\_\_\_ NTN/GST # \_\_\_\_\_

Address: \_\_\_\_\_

Security Deposit amount: \_\_\_\_\_

DD/Pay order number: \_\_\_\_\_ Bank/Branch name \_\_\_\_\_

Phone number: \_\_\_\_\_ Fax number: \_\_\_\_\_

#### Bill of Quantities for the Purchasing of EnergActive Play Plastic/Rubber Items (All costs should be expressed in PKR)

#	item	Specification	Unit	# of items per kit (a)	# of kits (b)	Unit Cost per item (c)	Total Cost (a x b x c)
1.	Plastic soft ball	Small size Circumference 3 inches	Nos.	6	11		
2.	Plastic soft ball	Large size Circumference 8 inches or No. 4	Nos.	4	11		



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#	item	Specification	Unit	# of items per kit (a)	# of kits (b)	Unit Cost per item (c)	Total Cost (a x b x c)
3.	Rubber/foam soft ball	material Small size		4	11		
4.	Rubber/foam soft ball	Small Size Circumference 3 inches	Nos.	6	11		
5.	Rubber/foam soft ball	Medium Size Circumference 6 inches	Nos.	6	11		
6.	Rubber/foam soft ball	Large size Circumference 8 inches or No. 4	Nos.	6	11		
7.	Rubber Bat	Medium size	Nos.	4	11		
8.	Hula Hoops	Plastic material Medium size	Nos.	4	11		
9.	Hula Hope	Plastic material Large size	Nos.	4	11		
10.	Bean Bags 250g	Cloth material Local made	Nos.	12	11		
11.	Basket (Dustbin type)	Plastic medium size	Nos.	1	11		
12.	Rubber rings	Small Size	Nos.	6	11		



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#	item	Specification	Unit	# of items per kit (a)	# of kits (b)	Unit Cost per item (c)	Total Cost (a x b x c)
13.	Plastic cricket bat	medium size No 4 (with handle-length 28 inches)	Nos.	4	11		
14.	Plastic Cricket bat	large size (33 inches length) Standard	Nos.	4	11		
15.	Plastic ring	large size	Nos.	12	11		
16.	Tire Tube	large size complete set with color	Nos.	4	11		
17.	Frisbee	Standard size	Nos.	3	11		
18.	Base Ball bat	plastic material	Nos.	2	11		
19.	Badminton Racket	Plastic small size	Nos.	4	11		
20.	Badminton Racket	Plastic large size	Nos.	4	11		
21.	Floor Mat	Carpet pieces Square shape 4ft X 4ft	Nos.	1	11		



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#	item	Specification	Unit	# of items per kit (a)	# of kits (b)	Unit Cost per item (c)	Total Cost (a x b x c)
22.	Hurdle	Complete set with civic pipe, T & Elbow	Nos.	4	11		
23.	Chan Chan ball	joint Small with sound (3 inch)	Nos.	4	11		
24.	Chan Chan ball	Medium with sound (5 inch)	Nos.	4	11		
25.	Big ball	Air with Soft plastic material	Nos.	1	11		
26.	Ice hockey	Plastic material	Set.	2	11		
27.	Pins	Plastic material for Bowling	Set	1	11		
	<b>Grand Total</b>						

Bidder Seal / Stamp

Signature

### Important Information for Bidders

#### Submitting the Bids

- 1) All bids should be submitted on the Bidding Document attached with this notice. Bidding Document can also be obtained from the Administration Department of Habib University Foundation within fifteen days from the date of publication of this Tender Notice between 10:00 a.m. to 5:00 p.m.
- 2) Bids may be submitted to the undersigned in SEALED ENVELOPES at the address given below latest by 01:00 p.m. on *Monday 6<sup>th</sup> May, 2013.*
- 3) Tenders/Bids submitted after the deadline will not be accepted and will be returned unopened.
- 4) Bids will be opened in the presence of tender opening committee and bidders' representatives who choose to attend the meeting at 2:00 p.m. on *Monday 6<sup>th</sup> May, 2013* at Habib University Foundation, 147, Block 7 and 8, Banglore Cooperative Housing Society, Tipu Sultan Road, Karachi
- 5) The bidder must quote rates including all the taxes and other charges if there are any.
- 6) All bids should be submitted along with a pay order of 2.5% (Bid Security) of the total tendered cost in the name of "Secretary Youth Affairs Department Government of Sindh". Any offer without the bid security will be rejected.
- 7) The provisions in the instruction to bidders and in the General Condition of Contract are the provisions of the Sindh Public Procurement Ordinance.
- 8) Youth Affairs Department, Government of Sindh reserves the right to reject any bid without assigning any reason.
- 9) The bidders are requested to give their best and final bids as no negotiations are expected
- 10) The rates quoted in the Bill of Quantities represent the maximum rates chargeable by the Bidder for such items and are not subject to any escalation for any reason.
- 11) The bidder must submit the sample of the required items which needs to be purchased. (sample will be returned in case of rejection)



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### Method of Procurement

1. After the finalization of the tender, purchase order will be issued to the vendor
2. Vendor will be responsible to supply all the items within one week after the receipt of the Purchase Order. Vendor will present the sample of each item to iLEAD team for final approval before purchasing.
3. Upon receiving the equipment, Good Receive Note will be issued
4. Payment will be made within 10 days of receiving and satisfactory inspection of all equipment
5. All payments will be made through financial instruments (cheque, pay order etc.) in the name of the Bidder only and are subject to applicable tax deductions.

### Evaluation Criteria

1. All the tender prices will be assessed vis-à-vis the specifications mentioned in the Bid Document and the specification quoted in the tender as well as general market rates.
2. After the selection of the tender, physical verification of the equipment will be made to ensure the fulfillment of required specification. If on Physical examination, the quoted and agreed specifications are not met, tender will be disqualified.