



GOVERNMENT OF SINDH
PLANNING & DEVELOPMENT DEPARTMENT
BUREAU OF STATISTICS

TENDER NOTICE

Sealed Tenders are invited under the scheme "Establishment of Sindh Data Centre in Bureau of Statistics" from the recognize Companies/ Firms and experienced Suppliers with valid registration from FBR for Income Tax, Sales Tax and Registration with Sind Revenue Board.

Bidding documents will be issued from the date of publication of this N.I.T upto 05.00 P.M. 13-01-2016. Sealed Tenders should be submitted on the bidding documents issued by the procuring agency or downloaded from the Authority's or Sindh BOS's websites along with tender fee receipt and will be opened in Bureau of Statistics in the presence of bidders or their representatives who wish to be present.

Bids must be accompanied by earnest money/bid security in the shape of Bank Draft/ Pay Order not to be less than 4% of the bid amount in favor of **Additional Director (D.P), Sindh Bureau of Statistics.**

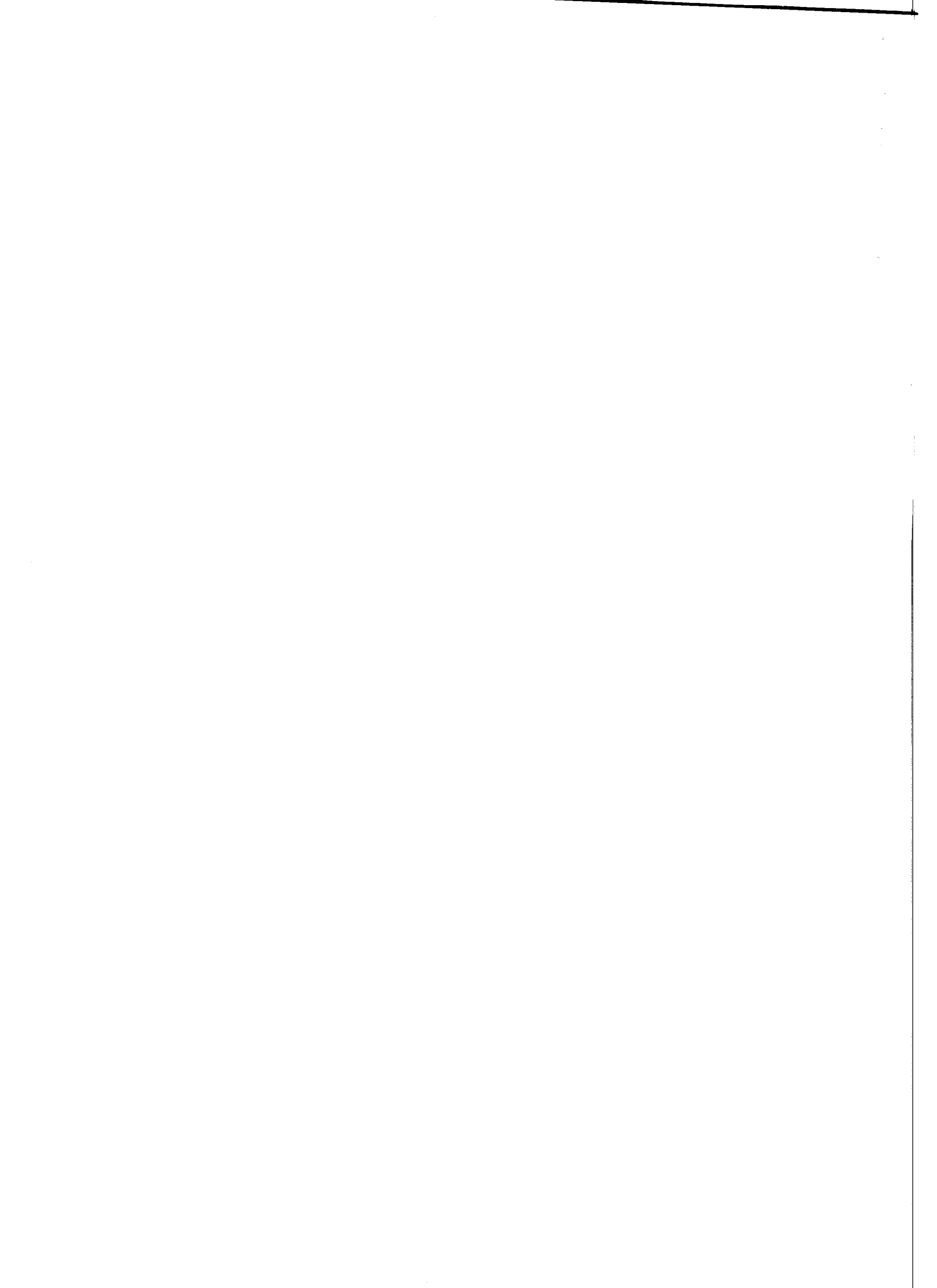
S.no:	Items	Tender Fee (non-refundable)	Date & Time (Submission of Bids)	Date & Time (Opening of Bids)
01	ELECTRIFICATION AND PLUMBING IN BUREAU OF STATISTICS, PLANNING & DEVELOPMENT DEPARTMENT, KARACHI	Rs. 500/-	On or before 14-01-2016 upto 11:00 A.M.	14-01-2016 at 11:30 A.M.
02	PROCUREMENT & IMPLEMENTATION OF SOFTWARE (AUTOMATION OF HR AND FINANCIAL SYSTEM OF BOS)	Rs. 1,000/	On or before 14-01-2016 upto 11:30 A.M.	14-01-2016 at 12:15 P.M.

Detailed Terms and Conditions are mentioned in Tender Document.

Place of issuance, submission, inquiries and opening will be at the office of Statistical Officer/DDO (DC), Sindh Bureau of Statistics, Planning & Development Department, Government of Sindh, Block-8, St:13, Punjab Chowrangi Kehkashan Clifton, Karachi

**ADDITIONAL DIRECTOR (D.P)
SINDH BUREAU OF STATISTICS**

Phone: 021-99206683, 021-99251259, sindh.statistics@gmail.com, www.sindhbos.gov.pk





BUREAU OF STATISTICS

**PLANNING & DEVELOPMENT
DEPARTMENT**

GOVERNMENT OF SINDH

BIDDING DOCUMENT

(NATIONAL COMPETITIVE BIDDING)

DATE & TIME OF BID SUBMISSION: 14-01-2016 (UP TO 11:00 A.M.)

DATE & TIME OF BID OPENING: 14-01-2016 (AT 11:30 A.M.)

**ELECTRIFICATION AND PLUMBING IN BUREAU OF STATISTICS,
PLANNING & DEVELOPMENT DEPARTMENT, KARACHI**

Bureau of Statistics Complex,

ST-13, Block 8, Kehkashan,

Clifton, Karachi.

+92-21-99206672, +92-21-99251251-52

www.Sindhbos.gov.pk

sindh.statistics@gmail.com

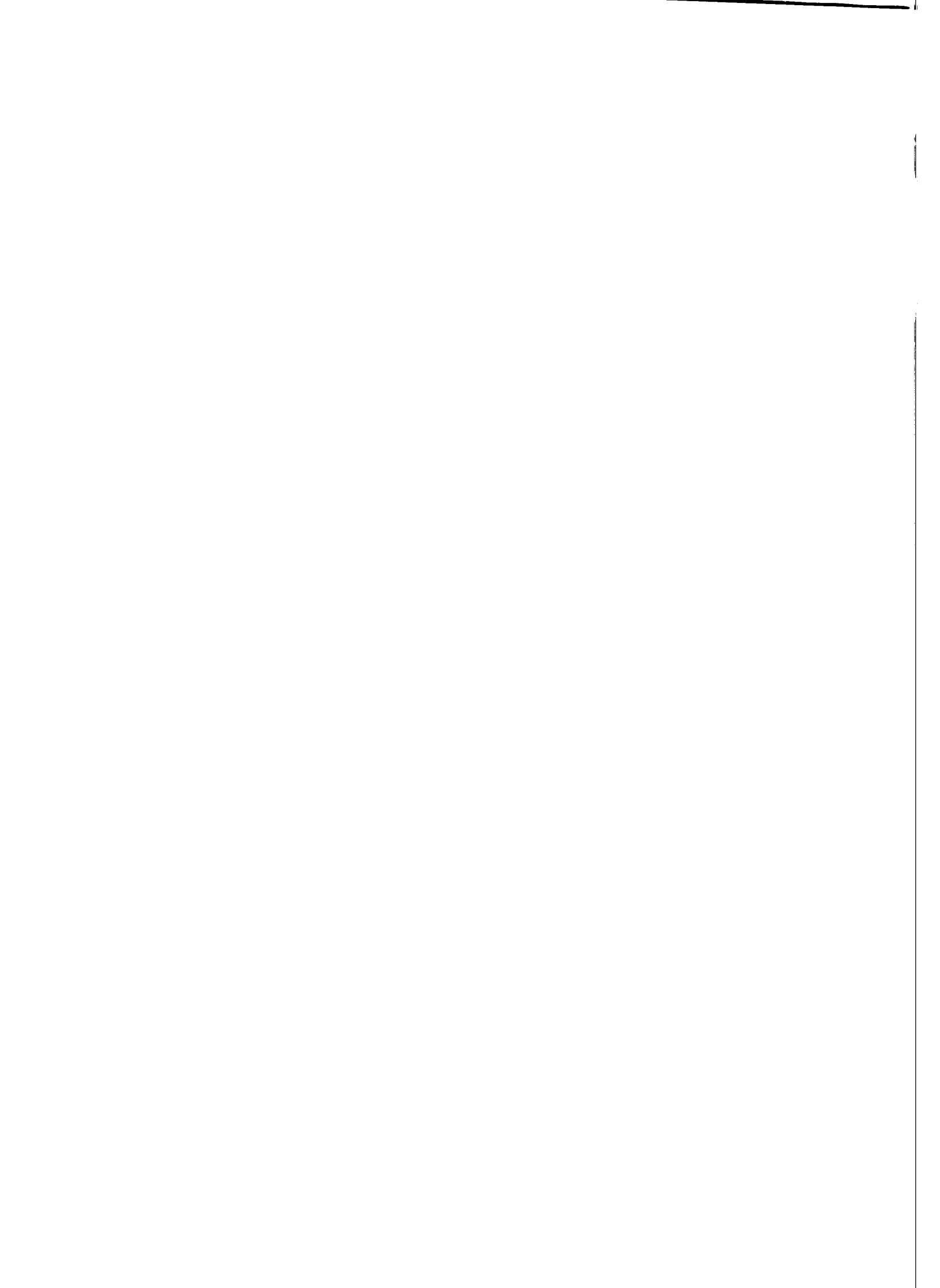




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SINDH BUREAU OF STATISTICS BIDDING DOCUMENT

ACRONYMS

SFT	=	Square Feet
RFT	=	Running Feet
"	=	Inches
'	=	feet
BOS	=	Bureau of Statistics (Vendee)
P&D	=	Planning and Development Department
GoS	=	Government of Sindh
RO	=	Responding Organization (Vendor)
PKR	=	Pakistani Rupees
SPPRA=		Sindh Public Procurement Regulatory Authority
DP	=	Data Processing
DC	=	Data Center
DG	=	Director General



BACKGROUND

Sindh Bureau of Statistics – SINDH BOS was setup in 1970 as an attached department of the Planning & Development Department, Government of Sindh, with the objective of collection, compilation, tabulation and dissemination of statistical data on various socio-economic sectors of Sindh province for the use of planners, policy makers and researchers. BOS has established its 41 field offices in District and Sub Divisional and a future vision of Field Office in each Taluka Headquarter.

Recently Bureau has established a state-of-the-art technology Data Center consisting of latest IBM x550 M3 servers, all sections of the Head Office connected through Local Area Network and all divisional field office would also be connected through Wide Area Network (WAN) in future using CISCO Networking equipment, Standard software to process Statistical Information supported by Statistical Analysis Software (SAS) for statistical modeling and reporting purposes to process Agriculture, Industries, Education, Health and Human Rural Settlements. It supplies data on a number of sectors to various ministries, divisions, departments, autonomous bodies, corporations, and agencies, both under Federal and Provincial Governments. It is responsible for coordination of statistical activities in the Province and with the Federal Government.

Since its setup Bureau of Statistics has been making efforts to develop sound statistical data base and ensure regular supply of information to the users. SINDH BOS has so far developed socio-economic indicators and published around 40 publications in a year that are widely circulated. They have assisted number of academic and research institutions both national and international in conducting Censuses and Surveys and case studies. Bureau's Field Offices located throughout the Province prepare Statistical Brochures for their jurisdictions and help assist their counterparts in collection, supply and analyses of data.

Sindh BOS invites bids for Electrification and Plumbing in Head Office Karachi.

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SINDH BUREAU OF STATISTICS BIDDING DOCUMENT

INSTRUCTIONS FOR RESPONDING ORGANIZATIONS (RO)

1. PREPARING BIDS

1.1. LANGUAGE

The Bid prepared by the Bidder and all correspondence and documents relating to the Bid exchanged by the Bidder and the Procuring agency, shall be written in the English Language. Any printed literature furnished by the Bidder may be written in Urdu, Sindhi and English languages, provide that Urdu and Sindhi literature is accompanied by an English translation, in which case, for purpose of interpretation of the Bids, the English translation shall govern.

1.2. COMMUNICATION

Inquiry regarding the tender documents shall be submitted in writing (email, post mail or fax), to:

Additional Director (DP)
Sindh Bureau of Statistics
Bureau of Statistics Complex
Block-8, Street 13, Punjab Chowrangi,
Kehkashan, Clifton, Karachi
+92-21-99251259, +92-21-99251252
Email: sindh.statistics@gmail.com

1.3. SUBMISSION OF BIDS

a) Company profile that should provide information as mentioned below:

- (i) Details of the firm with name, address, status of the firm (whether Sole proprietorship, partnership or limited company) phone numbers, e-mail.
- (ii) Details of product/ services.
- (iii) Registration documents: Sales tax registration certificate, NTN, PSEB etc.
- (iv) Client details (Description of project, brief specifications of products/services, size of the project, location) of relevant and general product/services provided in government and private sector.

Note: Documents submitted should be hard copies and properly indexed and paginated.

b) This is a **Single-Stage One Envelope Procedure bidding procedure** as follows:

- (i) The bid shall comprise according to **Single-Stage One Envelope Procedure** as per SPPRA Rule 2010 46(1).
- (ii) The "Bid Application Form" with financial proposal and all other required documents identified in this Tender document, shall be submitted in original and duly signed. The



SINDH BUREAU OF STATISTICS BIDDING DOCUMENT

authorized person signing the tender documents must state his/her full name and authorized position/ designation underneath the signatures.

- (iii) The erasing and/or alterations, if any, in the bid shall be authenticated by the authorized representative of the RO with full signatures.
- (iv) Ambiguous and incorrect answers and/or incorrect filling of Bid Documents will render the bid liable to rejection.
- (v) Bids through cable, telegraph, telex, fax, or e-mail shall not be considered.
- (vi) The bids shall not rely on any interpretation or correction given by any person except the written addenda and/or corrigenda to documents issued by the concerned department of SINDH BOS.

2. BID SECURITY (EARNEST MONEY)/ PERFORMANCE SECURITY

- i) The bid security shall be denominated in Pak. Rupees (PKR) 4% of total bid's cost and shall be valid for a period of at least thirty (30) days beyond the validity of the Bid and shall be in form of pay order / call deposit /demand draft or Bank Guarantee.
- ii) The Bid Security shall be in favor of "Additional Director (DP), Sindh Bureau of Statistics".
- iii) Unsuccessful bidders' bid security will be discharged or returned as promptly as possible, but not later than thirty (30) days after the expiration of the period of bid validity.
- iv) The successful Bidder's bid security will be discharged upon the successful Bidder signing the contract and shall have to give a Performance Security 10% of the **total value of the contract**.
- v) The Performance Security shall also be in favor of "Additional Director (DP), Sindh Bureau of Statistics".

3. PERIOD OF VALIDITY OF BID

- i) Bids shall remain valid for a period not less than Ninety (90) days, 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.
- ii) In exceptional circumstances, the Procuring agency may solicit the Bidder's consent to an extension of the period of Bid validity. The request and the responses thereto shall be made in writing.

4. PRICES

The prices quoted in the financial proposal must be in Pakistani Rupees and includes inspection, guarantees, clearance, freight/transportation, and all duties, taxes, levies, etc. The total cost shall also include all the charges of the supply, installation (laying), commissioning, training, and supportive goods regarding Electrical and Plumbing materials being supplied at Karachi.



SINDH BUREAU OF STATISTICS BIDDING DOCUMENT

5. VALIDITY OF PRICES / BIDS

- a) The cost quoted shall be valid for a period of at least 90 days from the date of opening of the bid.
- b) Until the contract is executed finally, the successful bidder shall be bound by the terms and conditions of this bidding document.

6. ACCEPTANCE OF THE TERMS

- a) The submission of the bids against this bidding document by the RO means that the RO has read and accepted the terms and conditions given in this document, completely; and it has thoroughly examined the deliverables, their specifications and particulars in the bidding document. Further, the RO is deemed to be fully aware of the nature of the deliverables and the purpose for which they are required and shall be bound to accept the contract if placed with it on the basis of the prices, performance and support of the delivery schedule as stated in this bidding document.

7. RIGHTS OF SINDH BUREAU OF STATISTICS (BOS)

- a) SINDH BOS reserves the right to cancel the bid prior to acceptance of bid.
- b) SINDH BOS will only accept the bid having all required documents and lowest evaluated bid.
- c) SINDH BOS reserves the right to amend the list of deliverables.
- d) SINDH BOS reserves the right to cancel the offer of the RO, whose bid may be evaluated to be the lowest, if it is revealed to SINDH BOS that the RO does not have the capacity or the amount quoted is so less (not realistic

8. RESPONSIBILITIES OF SINDH BOS

- SINDH BOS will provide access to its premises for rendering the services.
- SINDH BOS will coordinate with the nominee of the vendors in provision of best possible information on time.
- SINDH BOS will nominate authorized persons at each and every location and provide possible facility to complete the task by the vendor.

9. MODE OF DELIVERY AND ADDRESS

Proposals shall be delivered by hand or courier so as to reach the address given in this Tender document (Preparing Bid/Communications) by the last date and time indicated for submission. PROPOSALS RECEIVED BY FAX OR EMAIL SHALL NOT BE READ.

Bidders may submit bids on the bidding documents issued by the procuring agency or downloaded from the Authority's or Sindh BOS's websites along with tender fee amounting to Rs. 500/-.



FORMAT FOR PROPOSALS

1. BID EVALUATION CRITERIA

The bids will be evaluated on the basis of lowest items rates, keeping in view our required configuration should also be fulfill mandatory criteria only.

2. ELIGIBILITY CRITERIA

Sr. No.	Requisite	*Evidence required to be attached	Compliance / Proof (Attached)	
			Yes	No.
01	Minimum 03 years in business in the relevant field	Letter of Incorporation/ Company Registration Letter/ works orders (during this period)		
02	Turn Over in Last 3 years	Tax Returns		
03	Registration with FBR for Income Tax, Sales Tax and Registration with Sind Revenue Board	NTN & GST Certificates issued by FBR Registration Certificate issued by SRB		
04	Government Experience	At least one project with Government Organization (Work Order/ Contract/ Work Completion Certificate)		
05	Active Tax Payer	Online Verification for FBR Website		
06	Firm/ Company has never been blacklisted	Affidavit on Rs. 100/- Stamp paper from the owner of the company		

Note:

1. Attachment of relevant evidence in each above requisite is mandatory. In case of non-provision of evidence in any of the requisite, the company will be straight away disqualified.
2. Attach Affidavit on Rs. 100/- Stamp paper from the owner of the company, stating that the "Firm" has never been blacklisted by any organization in the past.

Signature of Contractor (S) _____

(Stamp)



SINDH BUREAU OF STATISTICS BIDDING DOCUMENT

3. BILL OF QUANTITIES

Bids are invited for Electrification and Plumbing in Head Office of Bureau of Statistics, Planning & Development Department, Government of Sindh. Responding Organization (ROs) will be responsible for installation of equipment being supplied at site (Head Office BOS) on their own expenses.

Sr.#	Description	Qty	Unit	Rate	Amount
Plumbing Works (Washrooms)					
1	Dismantling				
	a) Chipping of walls and floor tiles including base, removal of debris outside the office premises.	500	SQFTS		
	b) Dismantling of wall partition removal of debris outside the office premises.	500	SQFTS		
	c) Removal of door frames.	02	Nos.		
	d) Removal of WC	01	Nos.		
	e) Removal of washbasin and etc.	01	Nos.		
2	Providing and fixing washbasin 24 x18'' of various ICL BOSCH MASTER manufacture and approve color.	02	Nos		
3	<u>Block Masonry</u> Providing and laying c.c 1:3:6 Block Masonry using machine made solid block lain in mortar 1:6 with curing complete in all respects. (Using Lucky Cement)		SFT		
	a) 4'' thick block masonry (4''x8''x12'' th) full ht.	100			
4	<u>Internal Plaster At Main Toilets& Other Areas)</u> Providing and Laying 1/2'' thick smooth cement internal plaster in toilet and other areas with ratio 1:6 curing, smoothing and leveling complete in all respects.	150	SFT		
5	<u>External Plaster.</u> Providing and Laying minimum 1/2'' to 3/4'' thick 1:6 cement sand plaster to fill all internal surface molding edges rebates grooves control joints	100	SFT		
6	Providing and Conducting of UPVC pipe including all necessary fitting tee, sockets, and elbow crosses etc. make Dadex/AGM or equivalent. For two washrooms				



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7	Providing and fixing of double bib cock approved color & design. (Master or Equivalent)	03	Nos.		
8	Providing and fixing of Muslim Showers approved color & design (Master or Equivalent).	05	Nos.		
9	a) Making Connection of sewer UPVC pipe (Pak-Arab) 6" dia to main with cutting and making, including all jointing materials i.e. (U band, C band, Elbows, and all related materials) with masonry/ concrete and caulking as required in cement mortar. b) JMP steel covers.	Connection for 2 washrooms and on Wash basin 05 Nos.			
10	Providing and fixing Indian type WC wash down water closet approved color complete with 2/2galons height level plastic flush tank ½ inch dia C.P. stop cock 3/8" flexible inlet connection C.I. thimble and other necessary accessories. (Make ICLifo or equivalent)	01	No.s		
11	Providing and fixing English type Commode wash down closet approved color complete with 2/2galons height level plastic flush tank ½ inch dia C.P. stop cock 3/8" flexible inlet connection C.I. thimble and other necessary accessories. (Make ICLifo or equivalent)	01	Nos.		
12	Providing and Fixing AGM full way gate valve 1' Dia	02	Nos.		
13	Making connection of water supply 1" dia from overhead tank to bathrooms including all jointing and fitting materials.	50	RFT		



SINDH BUREAU OF STATISTICS BIDDING DOCUMENT

14	Ceramics tiles(G/F & F/F Toilets) Providing and Fixing best quality bath room tiles with cement including setting tile with gray cement slurry over mortar base, jointing /grouting with white cement slurry curing and cleaning etc. Sample as approved (Shabbir/ Master or equivalent).	500	SFT		
15	Distemper Paint Providing and Applying three coats of distemper paint textured finish pearl glow ICI/Gobies of approved shade brush applied internal surface. Scraping all old distemper	500	SFT		
	Sub Total (Plumbing Works)				

Electrification					
1	Light Plug with button (Three pin multi with back boxes) Clipsal or equivalent	70	No.		
2	Wiring of Light plug points from switch board to point with 1.5 sq mm common neutral of 2.5 sq mm and common ECC of 1.5 sq mm with PVC conduit/ flexible pipe each point. Pakistan Cable	70	Point		
3	Power Plug with button (3 pin 15 amp switch socket unit including 16 SWG sheet steel back boxes for Split AC.) Clipsal or equivalent	20	No.s		
4	Wiring for wall type split AC unit from D.B Panel to indoor/ outdoor with following size of wires 7/44 specified/ appropriate size of PVC conduit. Pakistan Cables	20	Point		
5	Power Plug Sho three pin Supply and installation	10	No.		



SINDH BUREAU OF STATISTICS BIDDING DOCUMENT

6	<u>False Ceiling Light</u> Recessed down light fixture with 18 watt PLC lamp (warm) installed horizontal. Supply and installation	50	No.		
7	<u>Wall Bracket Fan</u> Wall bracket fans (Royal Pak 18'')	10	No.		
09	<u>Safety Breaker</u> 20 Amp with board	05	Nos.		
10	<u>Installation of plain sheet</u> Fiber size 5X5 on different places	05	Nos.		
12	<u>Installation of jumbo holder with saver</u> good quality corridors with short wiring	25	Nos.		
13	<u>Floodlights</u> 30 watt, Fin radiator + Temper Glass + Aluminum body stainless screws. Led chip: Epistar SMD Electric connection with Pakistan Cables Wiring	05	No.		
14	Wiring of Flood Lights from switch board to point with appropriate mm with PVC conduit/ flexible pipe each point. Pakistan Cable	05	Point		
15	<u>Selector Panel Box</u> <ul style="list-style-type: none">- Size 15"X18"- Volt Meter 3 Nos.- LED Lights 3 Nos.- Selectors 50 Amp 3 Nos.- Bretten Original Italy	01	Box		
16	Wiring/ Connection of Selector Panel Box with Main D.B	01	Box		



SINDH BUREAU OF STATISTICS BIDDING DOCUMENT

17	<u>Change of Switches/ Buttons Sheet</u> Supply and installation of following sheets with buttons and switches: a) 4 Switches/ Buttons 3"X3" b) 1 Button with Dimmer 3"X3"	40 20	Sheets Sheets		
18	<u>Extension Board with 20 feet wire white coated made by Clipsal or equivalent</u> - 4 Multi Three Pin Switches - 2 Two Pin Switches - Safety breaker - buttons	03	Nos.		
19	<u>Change of Wire from Main Distribution Box to Meter</u> - Cable sized: 50 mm ² (19/0.072") - Pakistan Cable	50	Feet		
20	<u>Laying Charges of Wire from Main Distribution Box to Meter</u> With proper wiring, clipping, 1 ½ " piping and 1 ½ flexible piping and etc.	50	Feet		
	Sub Total (Electrification)				
	GRAND TOTAL				

Note:

- All plumbing works water connections to be tested and commissioned with pressure testing before embedded in wall plaster.
- Bids which fulfill the requirements of SPPRA Rules 46(1) will be evaluated on Trunkey Basis.



SINDH BUREAU OF STATISTICS BIDDING DOCUMENT

Tender Fee Rs. 500/- (non-refundable)

Sr. No: _____

Dated: _____

☎ 021-99251259

☎ 021-99206672

✉ sindh.statistics@gmail.com

www.sindhbos.gov.pk

GOVERNMENT OF SINDH
PLANNING & DEVELOPMENT DEPARTMENT
SINDH BUREAU OF STATISTICS

TENDER FORM

Name of Firm:			
Postal Address:			
Telephone No(s):			
Fax No:			
Email Add:			
Authorized Person	Name:		
	Contact No:		
Sale Tax Registration No. of the Firm:			
National Tax No. of the Firm:			
Amount Quoted:			
Validity of Quotation (Date):			
Amount of Earnest Money *Pay Order/ Demand Draft (Attached)		No:	
		Dated:	
		Rs.	



SINDH BUREAU OF STATISTICS BIDDING DOCUMENT

Name:	
Designation:	
Signature:	
Dated:	

Note:

1. Bids will be received on or before 14th January, 2016, at 11:00 AM in the Office of Additional Director (DP), Bureau of Statistics, ground floor, Bureau of Statistics Building, Street 13, Clifton Kehkashan Block 8, Main Punjab Chowrangi Karachi.
2. Bids will be opened on the same day as above at 11:30 AM in the Committee room of Bureau of Statistics, Ground Floor in the presence of tenderers who wish to attend.

We have carefully read & understood the Tender Document & agree to fully abide by Terms & Condition given.

Signature of Contractor (s) _____

(Stamp)



TERMS & CONDITIONS FOR BIDDERS


1. Only Active Taxpayers will be able to participate in the Procurement Tender
4. Non-Active/ suspended taxpayers are not allowed to participate in this tender.
5. The tender shall be governed by the Sindh Public Procurement Rules 2010 (amended 2013).
2. In the event of Tender being submitted by the firm, it must be signed by the Contractor / Supplier / Proprietor / Partners thereof, in the event of the absence of any partner it must be signed on his behalf by a person holding a power of attorney authorizing to do so.
3. The amount of earnest money deposited shall be Rs. 4% of the maximum quoted value of all items; earnest money should be paid by the contractors through pay-order in favor of Additional Director (DP), Bureau of Statistics, Planning & Development Department, and Government of Sindh.
4. Procurement Committee shall open tender in the presence of the supplier / contractors, or their representative, who may be present at the time of opening tenders.
6. The required quantities of stores can be increased or decreased without giving any reason or notice.
7. The successful bidder would be liable to pay Security Deposit @ 10 % of the value of the offer.
8. The firm / contractor should be G.S.T and income tax registered.
9. In case of quoting alternate prices, separate tender shall be purchased.
10. Procurement Committee reserves the right to obtain clarifications from any bidder in respect of items quoted by him. The replies by the bidder will be recorded and will form part of the bid documents
11. Supply order/contract will be issued subject to the availability of funds.
12. The bidders shall provide evidence of proven relevant experience
13. Successful bidder should have to demonstrate/ install purchased items at the site on his own expenses including material etc.
14. In case of any deviation, the firm is to have replace/ modify the implement on his own expenses.
15. The Procuring agency may reject all or any bid at any time prior to the acceptance of a bid, subject to the relevant provisions of SPP Rules, 2010.
16. 0.3% Stamp duties will be paid by vendor on total value of awarded contract.

Signature of Contractor (S) _____

(Stamp)


Director (ADMN), BOS


Additional Director (DP), BOS


Representative from IT
Department, Govt. of Sindh





BUREAU OF STATISTICS

**PLANNING & DEVELOPMENT
DEPARTMENT**

GOVERNMENT OF SINDH

BIDDING DOCUMENT

(NATIONAL COMPETITIVE BIDDING)

DATE & TIME OF BID SUBMISSION: 14-01-2016 (UP TO 11:30 A.M.)

DATE & TIME OF BID OPENING: 14-01-2016 (AT 12:15 P.M.)

**PROCUREMENT & IMPLEMENTATION OF SOFTWARE
(AUTOMATION OF HR AND FINANCIAL SYSTEM OF BOS)**

Bureau of Statistics Complex,

ST-13, Block 8, Kehkashan,

Clifton, Karachi.

+92-21-99206672, +92-21-99251251-52

www.Sindhbos.gov.pk

sindh.statistics@gmail.com



DISCLAIMER

The Bidding Document is issued by Bureau of Statistics, Sindh (SBOS), Planning & Development Department, Government of Sindh.

This bidding document is neither a prospectus nor an offer or contract for entering into any obligation rather it entails the system specifications & requirements for procurement and implementation of Back Office Processes Automation Software.

SBOS reserves the right to accept or reject any Bidding Document response, and modify or cancel this Bidding Document as per provision o SPP Rules 2010 (Amended 2013). Vendors will not be reimbursed for any costs they incur in preparing their proposal (bidding document) responses.

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1. BACKGROUND

1.1 ABOUT SINDH BUREAU OF STATISTICS

Sindh Bureau of Statistics – SBOS was setup in 1970 as an attached department of the Planning & Development Department, Government of Sindh, with the objective of collection, compilation, tabulation and dissemination of statistical data on various socio-economic sectors of Sindh province for the use of planners, policy makers and researchers. Bureau of Statistics has established its 41 field offices in Districts and Sub Division and a future vision of Field Office in each taluka headquarter.

Recently Bureau has established a state-of-the-art technology Data Center consisting of latest IBM x550 M3 servers. All sections of the Head Office are connected through Local Area Network and all divisional field office will also be connected through Wide Area Network (WAN) in future using CISCO networking equipment. Standard software to process Statistical Information supported by Statistical Analysis Software (SAS) for statistical modeling and reporting purposes are installed. BOS supplies data on a number of sectors to various ministries, divisions, departments, autonomous bodies, corporations, and agencies, both under Federal and Provincial Governments. It is responsible for coordination of statistical activities in the Province and with the Federal Government.

Since its setup Bureau of Statistics has been making efforts to develop sound statistical database and ensure regular supply of information to the users. We have assisted number of academic and research institutions both national and international in conducting Censuses and Surveys and case studies. Bureaus Field Offices located throughout the Province prepare Statistical Brochures for their jurisdictions and help assist their counterparts in collection, supply and analyses of data.

1.2 EXISTING INFRASTRUCTURE IN BOS:

1.2.1 HARDWARE

A full-fledged data centre has been established under this scheme which consists following equipment:

- IBM x550 M3 servers
- IBM Storage in TBs
- Router (Cisco)
- Cisco Core Switches
- Cisco Access Switches
- Cisco Firewall
- IBM Tap Library
- Power Backup
- Fire suppression System and Cooling System
- Full-fledge data entry lab with high specs PCs
- IT cell at Each Divisional Office

1.2.2 SOFTWARE

- Operating System Linux
- Database MySQL
- SAS Bi Tool (Modeling, Reporting and Analysis)
- Web based Standard Software to perform regular Statistical jobs
- Web based Library Management System
- BOS Website

1.2.3 SECTIONS - HEAD OFFICE

1. Agriculture
2. Social Statistics
3. Industrial Statistics (MIPE/CMI)
4. Publication & Co-ordination
5. Field Operation & HRS
6. MICS Secretariat / Section
7. Data Processing
8. Administration
9. Regional Accounts

1.2.4 LIST OF FIELD OFFICES

BOS - List of Offices

S.NO	Name of Office	Status
1	Karachi	Head Office
2	Hyderabad	Division
3	Thatta	District
4	Sujawal	Subdivision
5	MirpurSakro	Subdivision
6	Badin	District
7	Matli	Subdivision
8	Dadu	District
9	Mehar	Subdivision
10	Jamshoro	District
11	Sehwan	Subdivision
12	Matiari @ Hala	District
13	Tando Muhammad Khan	District
14	TandoAllahyar	District
15	ShaheedBenazirabad @ Nawabshah	District
16	Sakrand	Subdivision
17	Sukkur	Division
18	Rohri	Subdivision
19	Khairpur	District
20	Kotdiji	Subdivision
21	ThariMirwah	Subdivision
22	NaushehroFeroze	District
23	Moro	Subdivision
24	Ghotki	District
25	MirpurMathelo	Subdivision
26	MirpurKhas	Division

27	Digri	Subdivision
28	Thar @ Mithi	District
29	Umarkot	District
30	Sanghar	District
31	Shahdadpur	Subdivision
32	Khipro	Subdivision
33	Larkana	Division
34	Ratodero	Subdivision
35	KambarShahdadkot @ Kambar	District
36	Shahdadkot	Subdivision
37	Warah	Subdivision
38	Jacobabad	District
39	Thul	Subdivision
40	Kashmore @ Kandhkot	District
41	Shikarpur	District
42	GarhiYasin	Subdivision

1.2.5 SANCTIONED STRENGTH OF THE BOS

S.NO	Name of Office	Status	Staff Strength
			No. of Employees
1	Karachi	Head Office	179
2	Hyderabad	Division	25
3	Thatta	District	16
6	Badin	District	11
8	Dadu	District	13
10	Jamshoro	District	11
12	Matiari @ Hala	District	06
13	Tando Muhammad Khan	District	06
14	TandoAllahyar	District	06
15	ShaheedBenazirabad @ Nawabshah	District	14
17	Sukkur	Division	32
19	Khairpur	District	22
22	NaushehroFeroze	District	14
24	Ghotki	District	14
26	MirpurKhas	Division	16
28	Thar @ Mithi	District	06
29	Umarkot	District	06
30	Sanghar	District	16
33	Larkana	Division	32
35	KambarShahdadkot @ Kambar	District	19
38	Jacobabad	District	10
40	Kashmore @ Kandhkot	District	06
41	Shikarpur	District	13
	Total Staff		493

2 SCOPE OF THE BID

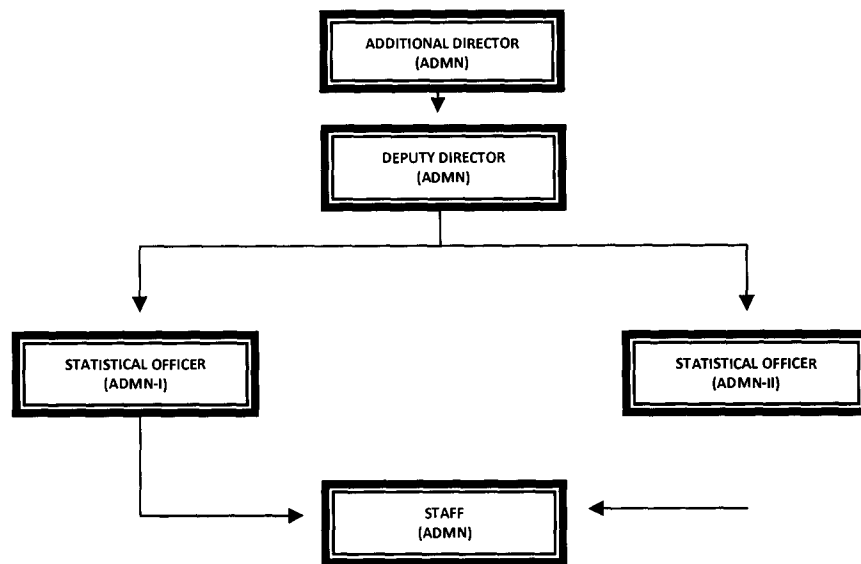
2.2 CURRENT SITUATION OF HR AND FINANCE SYSTEM OF SINDH BOS

2.2.1 ADMINISTRATION AND HUMAN RESOURCE SECTION:

Functions of Administration & HR Section

- To deal with cases of Appointments of staff, their promotion, confirmation and transfer.
- Co-ordination with Field Offices for enforcement of instructions issued by Government, time to time.
- To assist Additional Director in Administration matters.
- Enforcement of punctuality and discipline.

Hierarchy of Administration & HR Section



Processes of Administration & HR Section

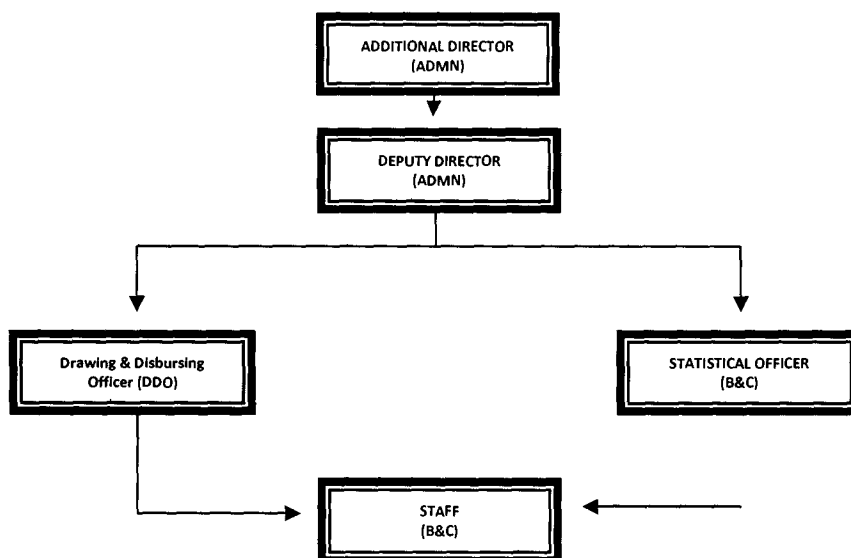
- Service Rules for different posts are prepared.
- Time to time Amendment in Service Rules.
- SOPs of Service rules are approved by the Competent Authorities.
- Earned Leaves, Medical Leaves and Casual Leaves are granted to employees with approval of Competent Authorities.
- Punctuality and Discipline are maintained, violation of punctuality and discipline leads to the punishment.
- The promotions are given as per seniority of the employee.
- Seniority list of the employees are issued every year.
- ACRs are issued by the Officer Incharge at the end of the every year.
- Proper record of Annual Confidential Report (ACRs) is maintained for each employee.

2.2.2 BUDGET AND CASH SECTION:

Functions and Processes of Budget and Cash Section

- Release of Funds from Finance Department.
- Transfer of Funds from BOS Head Office Karachi to District Offices.
- Preparation of Budget Estimates Schedule of New and continue expenditure (S.N.E) and Annual Development Program (ADP).
- To conduct internal audit and inspection of accounts record of 41 field offices of Bureau of Statistics located at Divisional, District and Sub-Divisional Headquarter.
- Preparation of final list of excesses and surrenders.
- Timely disposal of Audit Report of Head Office as well as 41 field offices of Bureau of Statistics.
- Timely disposal of TA/DA bills & medical recruitment claim of officers and officials of Head Office, as well as field Offices.
- Compilation of monthly expenditure figures of Head Office and 41 field offices
- Timely distribution of budget grant amongst Head Office and field offices.
- Preparation/ Scrutiny of pay rolls of gazette and non-gazette staff of Head Office.
- Proper maintenance of cash book, contingent control register, advance register and other relevant record.
- Timely preparation of bills of various claims and submits them in A.G. Sindh well in time.
- Timely reconciliation of appropriation accounts with A.G. Sindh.
- Timely submission of POL bills, T&T charges bills Electricity and Gas bills and ensure proper maintenance of telephone trunk calls register by the telephone operator.
- Disposal of condemned vehicles and machinery articles.
- Supervision, proper maintenance and servicing and repairs of all Motor vehicles including Motor cycle.

Hierarchy of Budget and Cash Section



Budget & Cash (Store)

- Assessment and procurement of stationary, printing material and computer items, furniture and fixture machinery equipment etc.
- Proper maintenance of dead stock register, stationary articles register, consumable and non-consumable items stock register, service stamps register, history sheet register and machinery articles.
- Scrutiny of indents received from various sections and entertains reasonable demands. To make monthly physical verification of store as well as annual physical verification.

2.2.3 PROBLEM STATEMENT:

Currently above mentioned processes of Administration & HR and Finance Section are being handled manually. This procedure involved too much paper work, filing which takes much time in disposal of tasks with less accuracy and smartness. Thus the efficiency and transparency of official business is compromised.

2.2.4 BENEFITS OF AUTOMATION

With the implementation of HR & Financial Modules in Bureau of Statistics the ADMN & HR and B&C sections will highly be benefited as follows:

- Time and Rigor will be reduced significantly to perform routine tasks.
- Paper work, filing will be automated.
- Records regarding Financial & HR matters will be retrieved on figure tips as well as will be available for future use.
- The data will be seamlessly updated as tasks will be performed.
- Reporting regarding Financial & Administrative matters will be efficient and accurate.
- Transparency regarding Financial & HR matters of business processes will be improved.

2.3 GENERAL REQUIREMENTS FOR DELIVERABLES

- a) Software and services (hereinafter called "Deliverables") quoted and provided against this "bidding document" shall be in accordance with the **specifications attached** with this bidding document. In the deliverables the product/services shall be of an established provider and the product/services/system architecture shall conform to internationally acceptable standards, best practices and shall be a model that has been successfully operated and delivered over a reasonable period of time in the relevant industry.
- b) Automation of HR processes, Personal files of employees and Appraisal system
- c) Automation of annual regular budget and transactions of all the district/divisional/head office of BOS
- d) Licensed Software with complete installation, configuration, implementation and customization according to SBOS requirements for all districts offices including head office.
- e) License validity period must be minimum two years
- f) License must be purchased in the name of "Sindh Bureau of Statistics, Planning & Development Department".

- g) The deliverables offered by the ROs must be of a quality with all standardized documentations suitable for the purpose and operations for which they are required, and must be capable of rendering the required performance and services.
- h) The deliverables offered shall be complete with their standards utilities and extended tools must be accompanied by their normal instruction books/ manuals/user guides.
- i) RO must provide the details of the support during support period which ends with the release of the performance bond.
- j) Regular monitored support and services after installation, optimization and fine tuning of all Deliverables supplied is required.
- k) Proposal with incomplete deliverables will not be entertained.

2.4 REQUIRED SERVICES & SOFTWARE

In the light of the requirements given above, the RO must supply the following

2.4.1 ERP

A) SOFTWARE SERVICES, CUSTOMIZATION& IMPLEMENTATION

- Off the shelf system (SAP or Oracle standard ERP modules for HR and Financial Management)
- Each Software Module must support at least 25 users
- Both modules HR & Financial must be from the same brand
- License validity period must be minimum two years
- License must be purchased in the name of "Sindh Bureau of Statistics, Planning & Development Department"
- Integration of both modules and processes

B) SUPPORT SERVICES

One (1) Onsite resource for database and application back office processes system monitoring, management and administration for both modules(HR & Financial) will be needed for 1 year after satisfactory completion of the project.

C) TRAINING& DEVELOPMENT

- Successful RO will provide/arrange the user trainings to the concerned officers of BOS which will use this software.
- Successful RO will provide/arrange the admin trainings to the selected DP/IT officers of BOS which will troubleshoot or manage data and solutions.
- On-Job training and development of DP teams on management of software

2.4.2 SAS (ONLY RENEWAL OF LICENSE)

The product SAS VIRTUAL SVR (SAS ANALYTICS PRO, 3 USERS) with Site Name: Sapphire-Bureau of Statistics Planning & Development Department –Government of Sindh and Operating System: Linux® for X64, Product: SAS 9.4 64-bits, Rev. 940_14w47, SAS Analytics Pro, including the products:

- Base SAS
- SAS/ Graph
- SAS/ Stat

Was purchased for Sindh Bureau of Statistics under this scheme through competitive bidding process from M/s: Sapphire Consulting Services at the cost Rs. 5,000,000/-. License of said product will be expired on March 30th, 2016. This product needs renewal after expiry for this purpose vendor can contact on below mentioned address.

Software Renewal Contact:

SAS Software Orders (e-mail: sas.softwareorders@sme.com)
SAS Middle East FZ-LLC
Arenco Tower, Office numbers 702-708, Level 107
Dubai Internet City
United Arab Emirates

ERP and Renewal of software will be evaluated separately. ERP section which consists of purchase, implementation, customization and deployment of HR and Financial module will be awarded on turnkey basis however will be awarded separately.

2.5 RIGHTS OF SINDH BUREAU OF STATISTICS (SBOS)

- SBOS reserves the right to cancel the bid prior to acceptance of bid.
- SBOS will only accept the bid having best technical proposal and lowest evaluated bid.
- SBOS reserves the right to amend the list of deliverables.
- SBOS reserves the right to cancel the offer of the RO, whose bid may be evaluated to be the lowest, if it is revealed to SBOS that the RO does not have the capacity or the amount quoted is so less that the delivery of the Deliverables is not feasible to carry out the Contract in accordance with the terms and conditions of this BIDDING DOCUMENT.

2.6 RESPONSIBILITIES OF SBOS

- SBOS will provide access to its premises for rendering the services.
- SBOS will coordinate with the nominee of the vendors in provision of best possible information on time.
- SBOS will nominate authorized persons at each and every location and provide possible facility to complete the task by the vendor.

3 INSTRUCTIONS FOR RESPONDING ORGANIZATIONS (RO)

3.2 PREPARING BIDS

3.3 LANGUAGE

The Bid prepared by the Bidder and all correspondence and documents relating to the Bid exchanged by the Bidder and the Procuring agency, shall be written in the English Language. Any printed literature furnished by the Bidder may be written in Urdu, Sindhi and English languages, provide that Urdu and Sindhi literature is accompanied by an English translation, in which case, for purpose of interpretation of the Bids, the English translation shall govern.

3.4 COMMUNICATION

Inquiry regarding the tender documents shall be submitted in writing (email, post mail or fax), to:

Additional Director (DP)

Sindh Bureau of Statistics

Bureau of Statistics Complex

Block-8, Street 13, Punjab Chowrangi,

Kehkashan, Clifton, Karachi

+92-21-99251259, +92-21-99251252

Email: sindh.statistics@gmail.com

3.5 SUBMISSION OF BIDS AND METHOD OF SELECTION

a) Company should provide information as mentioned below:

- (i) Details of the firm with name, address, status of the firm (whether Sole proprietorship, partnership or limited company) phone numbers, e-mail.
- (ii) Details of product/ services.
- (iii) Registration documents: Sales tax registration certificate, NTN, PSEB etc.
- (iv) Client details (Description of project, brief specifications of products/services, size of the project, location) of relevant and general product/services provided in government and private sector.

Note: Documents submitted should be in hard copies and properly indexed and paginated.

b) This is a **Single-Stage Two Envelope Procedure** bidding procedure as follows:

- (i) The bid shall comprise according to **Single-Stage Two Envelope Procedure** as per SPPRA Rule 2010 (amended 2013) 46(2).
- (ii) The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;
- (iii) The envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold and legible letters to avoid confusion;
- (iv) Initially, only the envelope marked "TECHNICAL PROPOSAL" shall be opened;
- (v) The envelope marked as "FINANCIAL PROPOSAL" shall be retained in the custody of the procuring agency without being opened;
- (vi) The procuring agency shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements;
- (vii) During the technical evaluation no amendments in the technical proposal shall be permitted;

- (viii) The financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
- (ix) After the evaluation and approval of the technical proposal the procuring agency, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders; and
- (x) Format for submission of technical proposal is given at section "Format of Technical Proposal"
- (xi) Format for submission of financial proposal is given at section "Format of Financial Proposal"
- (xii) The "Bid Application Form" with financial proposal and all other required documents identified in this Tender document, shall be submitted in original and duly signed. The authorized person signing the tender documents must state his/her full name and authorized position/ designation underneath the signatures.
- (xiii) The erasing and/or alterations, if any, in the bid shall be authenticated by the authorized representative of the RO with full signatures.
- (xiv) Ambiguous and incorrect answers and/or incorrect filling of Bid Documents will render the bid liable to rejection.
- (xv) Bids through cable, telegraph, telex, fax, or e-mail shall not be considered.
- (xvi) The bids shall not rely on any interpretation or correction given by any person except the written addenda and/or corrigenda to documents issued by the concerned department of SBOS.

3.6 BID SECURITY (EARNEST MONEY)/ PERFORMANCE SECURITY

- i) The bid security shall be denominated in Pak. Rupees (PKR) 4% of total bid's cost and shall be valid for a period of at least thirty (30) days beyond the validity of the Bid and shall be in form of pay order / call deposit /demand draft or Bank Guarantee.
- ii) The Bid Security shall be in favor of "Additional Director (DP), Sindh Bureau of Statistics".
- iii) Unsuccessful bidders' bid security will be discharged or returned as promptly as possible, but not later than thirty (30) days after the expiration of the period of bid validity.
- iv) The successful Bidder's bid security will be discharged upon the successful Bidder signing the contract and shall have to give a Performance Security 10% of the **total value of the contract**.
- v) The Performance Security shall also be in favor of "Additional Director (DP), Sindh Bureau of Statistics".

3.7 PERIOD OF VALIDITY OF BID/ PRICE

- i) Bids shall remain valid for a period not less than Ninety (90) days, 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.

- ii) In exceptional circumstances, the Procuring agency may solicit the Bidder's consent to an extension of the period of Bid validity. The request and the responses thereto shall be made in writing.

3.8 PRICES

- a) The prices quoted in the financial proposal must be in Pakistani Rupees. The total cost shall include all the charges of the product/ software and its customization, integration, installation, training, and support and all duties, taxes, levies, etc.
- b) For the purpose of financial evaluation / comparison of bids, the total price for the deliverables as per section 'Format for Financial Proposal' be the sum of the amounts of the deliverables excluding optional items (if any).

3.9 MODE OF DELIVERY AND ADDRESS

- Proposals shall be delivered by hand or courier so as to reach the address given in this Tender document (Preparing Bid/Communications) by the last date and time indicated for submission. PROPOSALS RECEIVED BY FAX OR EMAIL SHALL NOT BE READ.
- Bidders may submit bids on the bidding documents issued by the procuring agency or downloaded from the Authority's or Sindh BOS's websites along with tender fee amounting to Rs. 1,000/-.

3.10 EVALUATION CRITERIA

- a) SBOS will adopt Two Envelope Bid criteria; the Technical Proposal and the Financial Proposal.
- b) The Technical bids will be evaluated as per the criteria mentioned in the bidding document in section 5.
- c) The bidders will be qualified on the basis of the technical solution provided in the technical evaluation.
- d) Technically qualified bidders will then have their financial bids opened by SBOS in the presence of all other qualifying bidders, representatives who wish to attend this meeting.
- e) ERP and Renewal of software will be evaluated separately. ERP section which consists of purchase, implementation, customization and deployment of HR and Financial module will be awarded on turnkey basis however will be awarded separately.

3.11 ACCEPTANCE OF THE TERMS

The submission of the bids against this bidding document by the RO means that the RO has read and accepted the terms and conditions given in this document, completely; and it has thoroughly examined the deliverables, their specifications and particulars in the bidding document. Further, the RO is deemed to be fully aware of the nature of the deliverables and the purpose for which they are required and shall be bound to accept the contract if placed with it on the basis of the prices, performance and support of the delivery schedule as stated in this bidding document.

4 ELIGIBILITY CRITERIA

Sr. No.	Requisite	*Evidence required to be attached	Compliance / Proof (Attached)	
			Yes	No.
01	Minimum 03 years in business in the relevant field	Letter of Incorporation/ Company Registration Letter/ works orders (during this period)		
02	Turn Over in Last 3 years	Tax Returns		
03	Registration with FBR for Income Tax, Sales Tax and Registration with Sindh Revenue Board	NTN & GST Certificates issued by FBR Registration Certificate issued by SRB		
04	Government Experience	At least one project with Government Organization in similar field of work (Work Order/ Contract/ Work Completion Certificate)		
05	Active Tax Payer	Online Verification for FBR Website		
06	Firm/ Company has never been blacklisted	<ul style="list-style-type: none"> • Affidavit on Rs. 100/- Stamp paper from the owner of the company • Verified from SPPRA 		

Note:

1. Attachment of relevant evidence in each above requisite is mandatory. In case of non-provision of evidence in any of the requisite, the company will be straight away disqualified.
2. Attach Affidavit on Rs. 100/- Stamp paper from the owner of the company, stating that the "Firm" has never been blacklisted by any organization in the past.

Signature of Contractor (S) _____

(Stamp)

5 TECHNICAL EVALUATION CRITERIA

Technical evaluation would be performed on the following parameters:

S#	Evaluation Parameter	Quantity Description	Marks
1.	Company Profile		10
	a) Partnership duration with the vendor of Financial and HR Back Office Software	Up to 3 years. From 3 to 5 years. Above 5 years.	01 02 03
	b) Number of Professionals in Financial and HR Back Office Software Customization	Up to 10 From 11 to 20 Above 20	03 04 05
	c) Number of office locations in Sindh	1 to 2 More than 2	01 02
2.	Financial Soundness /Status		10
	a) Income Tax Return of Firm.	Last continuous 3 years Last Continuous 7 years More than 7 years	01 02 03
	b) Average Annual Turnover of last three (3) years.	Below PKR 20 million Between PKR 20 million & PKR 40 million Between PKR 40 million and 100 million. above 100 million	03 04 05 07
3.	Company Experience		40
	a) Number of IT projects, with at least one being in Government Sector	1 2 to 5 5 to 9 10 and above	05 10 15 20
	b) Number of ERP projects, with at least one being PKR2 million and above, in public/Private sector	1 2 to 5 5 to 9 10 and above	05 10 15 20
4.	Team Qualifications		40
	a) Number of Management Professionals that have more than 10 years' experience dealing with HR and Financial Applications	1 2 or more	7 15
	b) Number of Professionals that have experience of ERP Implementations	1 to 5 5 to 10 More than 10	5 10 15
	c) Number of certifications in Oracle, SAP, LINUX, relational databases and other ERP Systems	1 to 5 6 to 10 More than 10	2 4 10

Note:

- Please note that the minimum passing criteria in Technical is 75%.
- ROs must submit the proof of similar experience, relevant projects done, implementation plan, staffing schedule and other requirements as deemed necessary for the evaluation.
- In order to enable SBOS to perform technical evaluation, information required described in the sections above on the format specified in this bidding document must be provided.

6 FORMAT FOR TECHNICAL PROPOSALS

In addition to the format given, the technical proposal should be concisely presented and structured in the form of chapters/sections to include, but not necessarily be limited to, the following information. Support material should not be part of the main proposal but should be placed in annexes. The format of the technical proposal should also be in line with the Instruction to ROs.

- Project Title
- Table of contents
- Executive summary
- Check list of the requirements asked in this BIDDING DOCUMENT
- All the documents asked in this BIDDING DOCUMENT
- Expertise relevant to BIDDING DOCUMENT
- Relevant experience
- Training of enhancements to users and training of the technologies to SBOS IT Staff.
- Conformity to the deliverables as per the format given bellow:

6.2 RELEVANT EXPERIENCE & CLIENTELE:

RO should provide the details of experience in similar projects according to the following format along with necessary documentation.

Sr. No.	Project title	Value of Project	Name of the customer with contact details	Platform (O/S, Database, frame work, languages)	Brief Description of the project

6.3 FINANCIAL CAPABILITIES

The responding organization shall describe the financial position of its organization. Income Statement or Annual Report should be included in the detailed Technical proposal. The National Tax Numbers and Sales Tax Registration Numbers of the company and SRB Registration Certificate should also be indicated (Photo copies of concerned documents should be provided).

7 FORMAT FOR FINANCIAL PROPOSALS

7.1 ERP

A-Tools and Required Software Cost

Sr. No.	Item	License Quantity	Per License Cost	Total (License)
1	HR Module (Payroll not required) for 25 users a) License validity period must be minimum two years b) License must be purchased in the name of "Sindh Bureau of Statistics, Planning & Development Department"			
2	Financial Module (Payroll not required) for 25 users c) License validity period must be minimum two years d) License must be purchased in the name of "Sindh Bureau of Statistics, Planning & Development Department"			

Sub Total

B-Implementation Cost

Sr. No.	Item	Implementation Cost
1	HR Module (Payroll not required) for 25 users	
2	Financial Module (Payroll not required) for 25 users	

Sub Total

C-Support Cost for 1 Year after Satisfactory Completion of the Project

Sr. No.	Item	Quantity	Support Cost
1	Resource Person for database and application back office processes system monitoring, management and administration	One	

Sub Total

D-Training Cost Proposal

Sr. No.	Item	No. of days (recommended by RO)	No. of Participants (BPS-17)	*TA/DA for No. of Participant	Lunch + 2Xtea with snakes for No. of Participants (including trainers)	Venue Cost (Including Multimedia and basic stationery)	Total Expenditure
Training @ Head Office Karachi – In two batches: 15 persons for each							
1	HR Module		30	25	30	Venue will be provided by BOS	
2	Financial Module		30	25	30	Venue will be provided by BOS	

Sub Total

GRAND TOTAL (A+B+C+D)

*Important Notes:

- Composition of 30 participants as follows, this composition will support to calculate TA/DA of participants.
 - One participant from each district.
 - Two participants from Head Office Karachi.
- All training participants will be given TA/DA as per **Government rates** see Finance Division Order No. F.8 (1)R-10/2011-318 dated 17th August, 2012, Islamabad **At Annexure 'A'**.
- ERP section which consists of purchase, implementation, customization and deployment of HR and Financial module will be awarded on turnkey basis however will be awarded separately.

A-Renewal of Software			
Sr. No.	Item	Quantity	Renewal Cost
1	SAS VIRTUAL SVR (SAS ANALYTICS PRO, 3 USERS) LICENSE RENEWAL COST FOR ONE YEAR Site Name: One year Renewal ** Sapphire-Bureau of Statistics Planning & Development Department –Government of Sindh Operating System: Linux® for X64 Product: SAS 9.4 64-bits, Rev. 940_14w47 Product: SAS Analytics Pro, including the products: - Base SAS - SAS/ Graph - SAS/ Stat	One	
		GRAND TOTAL (A)	

** Business Intelligence Tool: SAS VIRTUAL SVR (SAS ANALYTICS PRO, 3 USERS) was purchased through Sapphire Consulting Services at the cost of Rs. 5,000,000/- during the financial year 2013-14.

Tender Fee Rs. 1,000/- (non-refundable)

Sr. No: _____

Dated: _____

☎ 021-99251259

☎ 021-99206672

✉ sindh.statistics@gmail.com

www.sindhbos.gov.pk

**GOVERNMENT OF SINDH
PLANNING & DEVELOPMENT DEPARTMENT
SINDH BUREAU OF STATISTICS**

8 TENDER FORM

Name of Firm:		
Postal Address:		
Telephone No(s):		
Fax No:		
Email Add:		
Authorized Person	Name:	
	Contact No:	
Sale Tax Registration No. of the Firm:		
National Tax No. of the Firm:		
Amount Quoted:		
Validity of Quotation (Date):		
Amount of Earnest Money *Pay Order/ Demand Draft (Attached)	No:	
	Dated:	
	Rs.	

Name:	
Designation:	
Signature:	
Dated:	

Note:

1. Bids will be received on or before 14th January, 2016, at 11:30 AM in the Office of Additional Director (DP), Bureau of Statistics, ground floor, Bureau of Statistics Building, Street 13, Clifton Kehkashan Block 8, Main Punjab Chowrangi Karachi.
2. Bids will be opened on the same day as above at 12:15 PM in the Committee room of Bureau of Statistics, Ground Floor in the presence of tenderers who wish to attend.

We have carefully read & understood the Tender Document & agree to fully abide by Terms & Condition given.

Signature of Contractor (s) _____

(Stamp)



TERMS & CONDITIONS FOR BIDDERS


1. Only Active Taxpayers will be able to participate in the Procurement Tender
4. Non-Active/ suspended taxpayers are not allowed to participate in this tender.
5. The tender shall be governed by the Sindh Public Procurement Rules 2010 (amended 2013).
2. In the event of Tender being submitted by the firm, it must be signed by the Contractor / Supplier / Proprietor / Partners thereof, in the event of the absence of any partner it must be signed on his behalf by a person holding a power of attorney authorizing to do so.
3. The amount of earnest money deposited shall be Rs. 4% of the maximum quoted value of all items; earnest money should be paid by the contractors through pay-order in favor of Additional Director (DP), Bureau of Statistics, Planning & Development Department, and Government of Sindh.
4. Procurement Committee shall open tender in the presence of the supplier / contractors, or their representative, who may be present at the time of opening tenders.
6. The required quantities of stores can be increased or decreased without giving any reason or notice.
7. The successful bidder would be liable to pay Security Deposit @ 10 % of the value of the offer.
8. The firm / contractor should be G.S.T and income tax registered.
9. In case of quoting alternate prices, separate tender shall be purchased.
10. Procurement Committee reserves the right to obtain clarifications from any bidder in respect of items quoted by him. The replies by the bidder will be recorded and will form part of the bid documents
11. Supply order/contract will be issued subject to the availability of funds.
12. The bidders shall provide evidence of proven relevant experience
13. Successful bidder should have to demonstrate/ install purchased items at the site on his own expenses including material etc.
14. In case of any deviation, the firm is to have replace/ modify the implement on his own expenses.
15. The Procuring agency may reject all or any bid at any time prior to the acceptance of a bid, subject to the relevant provisions of SPP Rules, 2010.
16. 0.3% Stamp duties will be paid by vendor on total value of awarded contract.

Signature of Contractor (S) _____

(Stamp)


Director (ADMN), BOS


Additional Director (DP), BOS


Representative from IT
Department, Govt. of Sindh