

OFFICE OF THE HEAD MASTER, GOVERNMENT BOYS HIGH SCHOOL BANDHI



# NOTICE INVITING TENDER

Stationery | Inclass material | Library Laboratory | Sports items  
School Specific Budget 2015-16

For

GOVERNMENT BOYS HIGH SCHOOL BANDHI

District: **SHAHEED BENAZIRABAD**

Region: **SHAHEED BENAZIRABAD**

Dated: **JANUARY 06, 2016**

6779  
08-01-16

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GOVERNMENT BOYS HIGH SCHOOL BANDHI  
DISTRICT SHAHEED BENAZIRABAD, SHAHEED BENAZIRABAD REGION

## Notice Inviting Bid/Tender

The Procurement Committee of Government Boys High School Bandhi , District Shaheed Benazirabad, Region Shaheed Benazirabad invites sealed tenders/Bids for utilization of School Specific Budget 2015-16 as per single stage two envelope procurement process as under;

Tender ref.	Package Description	Quantity & Specifications	Bid Submission Date & Time	Technical Bid opening date & Time	Financial Bid opening date & time
SSB-475	Inclass material items	Refer bidding documents	22-01-2016 11.00AM	22-01-2016 11.30AM	23-01-2016 03.00PM
SSB-476	Library Laboratory items				
SSB-478	Sports items				
SSB-480	Stationery items				

All interested bidder should possess valid NTN number and sales tax registration certificate along with three years work experience Bidding documents can be collected from the office of the Head Master Government Boys High School Bandhi, District Shaheed Benazirabad, Region Shaheed Benazirabad on any working day during office hours from 05-01-2016 to 21-01-2016 on payment of tender fee Rs. 500.00, in words rupees five hundreds, along with a written request for issuance of bid/tender document.

Bids should be submitted at the Office of the Head Master Government Boys High School Bandhi, District Shaheed Benazirabad, Region Shaheed Benazirabad, at the given below address on or before the last date and time of bid submission. Received bids shall be opened at the office of the Head Master Government Boys School Bandhi, District Shaheed Benazirabad, Region Shaheed Benazirabad in the presence of Procurement Committee of the School and Bidders or his/her representatives, who intends to present on given time above.

Bid Security of 2% of the bid price must be accompanied by **Financial Proposal** in sealed envelope in form of Pay Order/Bank Draft from any Scheduled Bank in favour of Head Master Government Boys High School Bandhi

Under following conditions Bids will be rejected;

- (i) Conditional and telegraphic bids/tenders.
- (ii) Bids not accompanied with bid security of required amount and form.
- (iii) Bids received after the specified date and time.
- (iv) Bids of black listed firms.

In case of any unforeseen situation resulting in closure of on the date of opening or Government declares holiday the Tender shall be submitted/ opened on the next working day at the same time and venue.

No Tender/Bid documents shall be issued on the date of opening of the Tender.

The undersigned reserves the right to accept or reject any tender or to enhance the quantity subject to the relevant provisions of SPPRA Rules 2010. No bids shall be entertained after the last bid submission date and time as mentioned above. The Tender Notice and tender documents can also be downloaded from the websites on SPPRA ([www.pprasindh.gov.pk](http://www.pprasindh.gov.pk)) and amount of tender fee be attached with bid at the time of submission of bid in form of call deposit/Payee's order/ Demand Draft

All applicable Government Taxes shall apply.

Head Master – Government Boys School Bandhi,  
District Shaheed Benazirabad, Region Shaheed  
Benazirabad Address: GBHS Bandhi, Taluka  
Daur, District Shaheed Benazirabad  
Phone: 0300-3988593

Email: \_\_\_\_\_  
Fax: \_\_\_\_\_



**Chairman Procurement Committee**  
Government Boys High School Bandhi,  
District Shaheed Benazirabad,  
Region Shaheed Benazirabad


**MUHAMMAD IRFAN**  
D D O  
G.B.H.S BANDHI  
Dist: SBA Talk Daur

**GOVERNMENT BOYS HIGH SCHOOL BANDHI, DISTRICT SHAHEED BENAZIRABAD  
Procurement Plan (Non Development)**

**Procurement  
of Goods**

Serial No	Fund Head & Sub head	Name of work and break up	Allocated Funds and break up for different locations /sites	Items to be procured	Method of Procurement	Anticipated /Actual Date of Advertisement	Anticipated /Actual Date of Start	Anticipated /Actual Date of Completion	Remarks
A	b	C	D	E	F	g	h	I	J
1.	A03970 - 475	In class Material and supplies	321,000	Various in class learning items	Single Stage Two Envelop Process	January 05, 2016	January 29, 2016	February 15, 2016	Subject to availability of funds
2.	A03970 - 478	Sports	128,400	Various sport items	Single Stage Two Envelop Process	January 05, 2016	January 29, 2016	February 15, 2016	Subject to availability of funds
3.	A03970 - 480	Stationery (School Specific Budget)	128,400	School office stationery	Single Stage Two Envelop Process	January 05, 2016	January 29, 2016	February 15, 2016	Subject to availability of funds
4	A03970 - 476	Library/ Laboratory	192,600	Books and lab material	Single Stage Two Envelop Process	January 05, 2016	January 29, 2016	February 15, 2016	Subject to availability of funds
5	A09701	Furniture & Fixture	256,800	Class room/School furniture	Single Stage Two Envelop Process	January 05, 2016	January 29, 2016	February 15, 2016	Subject to availability of funds

Approved and signed by the Head of Procuring Agency

  
**MUHAMMAD IRFAN**  
**D.D.O**  
**G.B.H.S BANDHI**  
 Distr: SBA Talk Daur



GOVERNMENT OF SINDH  
EDUCATION & LITERACY DEPARTMENT  
Karachi Dated 24<sup>th</sup> November, 2015

**NOTIFICATION**

**NO.SO(G-III)/SSB/CRC/RSU/2013-14:** In pursuance of Rule-31 of the Sindh Public Procurement Rules,2010 and in accordance with Guidelines for Procurement of goods & furniture under School Specific Budget, Second Sindh Education Reform Program (SERP-II), a Complaint Redressal Committee comprising of following officers is constituted as under to resolve complaints of aggrieved bidders with following ToRs:-

- |  |                  |
|--|------------------|
| 1. Director Schools Education, concerned   | Chairman         |
| 2. District Education Officer (Primary), Concerned Region/ District                              | Member/Secretary |
| 3. A representative from Accountant General Sindh/ District Accounts Office, Concerned           | Member           |
| 4. An independent professional from the relevant field to be nominated by the Director concerned | Member           |

**ToRs**

- To perform according to Rules-31 of SPPRA, 2010;
- Perform any other function ancillary and incidental to above.

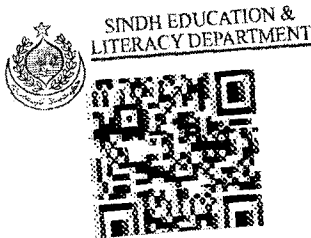
**-SECRETARY TO GOVT. OF SINDH-**

**NO.SO(G-III)/SSB/CRC/RSU/2013-14:**

**Karachi, dated 24<sup>th</sup> November, 2015**

**Copy is forwarded for information & necessary action to:-**

- The Accountant General Sindh, Karachi/District Accounts Office, concerned (All).
- The Chairman/ Members of the committee
- The Chief Program Manager, Reform Support Unit, Education & Literacy Department, Govt. of Sindh
- Master File



**(Syed Qasim Akbar Nindai)**  
**Section Officer (G-III)**



SINDH EDUCATION &  
LITERACY DEPARTMENT



Government of Sindh  
Education and Literacy Department  
Karachi, dated 24<sup>th</sup> November, 2015

**NOTIFICATION**

**No. SO(G-III) E&L/SSB/FW/01/12:** In pursuance of Rule-7 of the Sindh Public Procurement Rules, 2010 (amended 2013), a Procurement Committee for goods comprising of following officers for School Specific Budget is hereby notified as under:

<b>S.No.</b>	<b>Procurement Committee</b>	<b>Placement in committee</b>
1	Principal/Senior Head Master/Headmistress of the concerned school	Chairman
2	Assistant Engineer Works and Services Department, concerned District	Member
3	Senior Teacher of the concerned school	Member/Secretary

**Terms of Reference:**

- (1) Preparing bidding documents
- (2) Carrying out technical as well as financial evaluation of the bids
- (3) Preparing evaluation report as provided in SPPRA Rule 45
- (4) Perform any other function ancillary and incidental to the above


**-SECRETARY TO GOVERNMENT OF SINDH-**

**No. SO(G-III) E&L/SSB/FW/01/12**

Karachi, dated the 24<sup>th</sup> November, 2015

**A copy is forwarded for information and necessary action to:**

1. The Director Schools Education (Elementary, Secondary & Higher Secondary), Region concerned.
2. The District Education Officer- (Elementary, Secondary & Higher Secondary), concerned.
3. The Deputy District Education Officer, (Elementary, Secondary & Higher Secondary), Concerned.
4. Taluka Education officer (Elementary, Secondary & Higher Secondary), (Male & Female) concerned.
5. All Member of Committee.
7. Office Order File.
8. Office copy.
9. Official Website.

  
(Syed Qasim Akbar Nimai)  
Section Officer (G-III)

**OFFICE OF THE HEAD MASTER**  
**GOVERNMENT BOYS HIGH SCHOOL BANDHI**  
**DISTRICT SHAHEED BENAZIRABAD**



**BIDDING DOCUMENTS**

*Procurement of School In-Class Material and Supplies, Library/Laboratory, Sport and Stationery*  
*items*

*Under School Specific Budget 2015-16*

*For Government Boys High School, Bandhi*

*District: Shaheed Benazirabad Region: Shaheed Benazirabad,*

**For**

**EDUCATION & LITERACY DEPARTMENT, GOVERNMENT OF SINDH**

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*Government Boys High School, Bandhi, District Shaheed Benazirabad*

*Contact: 0300-3988593*

*Email: acbranch.doe@gmail.com*

**PART-ONE**

**SECTION I. INSTRUCTIONS TO BIDDERS**

## **PART-I SECTION I. INSTRUCTIONS TO BIDDERS**

(Note: *(These Instructions to Bidders (IB) along with Bidding Data will not be part of Contract and will cease to have effect once the Contract is signed).*)

### **A. GENERAL**

#### **IB.1 Scope of Bid & Source of Funds**

##### **1.1 Scope of Bid**

The Procuring agency has received provincial government funds towards the utilization for School Specific Budget 2015-16 under World Bank's Sindh Education Reform Project (SERP-II) it is intended that the proceeds of these funds will be applied to eligible payments under the contract for which these bidding documents are issued.

##### **1.2 Source of Funds**

Payment by the Fund will be made only at the request of the Procuring agency and upon approval by the Government of Sindh., and in case of a project will be subject in all respect to the terms and conditions of the agreement. The Project Agreement prohibits a withdrawal from the allocated fund account for the purpose of any payment to persons or entities, or for any import of goods, if such payment or import, to the knowledge of the Federal Government/ Sindh Government, is prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations. No party other than the Procuring agency shall derive any rights from the Project Agreement or have any claim to the allocated fund proceeds.

#### **IB.2 Eligible Bidders**

- 2.1 This Invitation for Bids is open to all suppliers from eligible source as defined in the SPP Rules, 2009 and its Bidding Documents except as provided hereinafter.
- 2.2 Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring agency to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation for Bids.
- 2.3 Government-owned enterprises in the Province of Sindh may participate only if they are legally and financially autonomous, if they operate under commercial law, and if they are not a dependent agency of the Government of Sindh.
- 2.4 Bidders shall not be eligible to bid if they are under a declaration of ineligibility for corrupt and fraudulent practices issued by the any government organization in accordance with sub clause 34.1

#### **IB.3 Cost of Bidding**

- 3.1 The bidder shall bear all costs associated with the preparation and submission of its bid and the Procuring Agency will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process (SPP Rules 24 & 25)



- (c) documentary evidence established in accordance with ITB Clause 14 that the goods and ancillary services to be supplied by the Bidder are eligible goods and services and conform to the bidding documents; and
- (d) bid security furnished in accordance with ITB Clause 15.

#### **IB.9 Sufficiency of Bid**

- 9.1 Each bidder shall satisfy himself before Bidding as to the correctness and sufficiency of his Bid and of the premium on the rates of CSR / rates and prices quoted/entered in the Schedule of Prices, which rates and prices shall except in so far as it is otherwise expressly provided in the Contract, cover all his obligations under the Contract and all matters and things necessary for the proper completion of the works.
- 9.2 The bidder is advised to obtain for himself at his own cost and responsibility all information that may be necessary for preparing the bid and entering into a Contract for execution of the Works.

#### **IB.10 Bid Prices, Currency of Bid and Payment**

- a) The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the goods it proposes to supply under the contract.
- b) Prices indicated on the Price Schedule shall be delivered duty paid (DDP) prices. The price of other (incidental) services, if any, listed in the Bid Data Sheet will be entered separately.
- c) The Bidder's separation of price components in accordance with ITB Clause 11.2 above will be solely for the purpose of facilitating the comparison of bids by the Procuring agency and will not in any way limit the Procuring agency's right to contract on any of the terms offered.
- d) Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. A bid submitted with an adjustable price quotation will be treated as nonresponsive and will be rejected, pursuant to ITB Clause 24. If, however, in accordance with the Bid Data Sheet, prices quoted by the Bidder shall be subject to adjustment during the performance of the contract, a bid submitted with a fixed price quotation will not be rejected, but the price adjustment would be treated as zero.

#### **IB.11 Documents Establishing Bidder's Eligibility and Qualifications**

- 11.1 Pursuant to Clause IB.8, the bidder shall furnish, as part of its bid, documents establishing the bidder's eligibility to bid and its qualifications to perform the Contract if its bid is accepted.
- 11.2 Bidder must possess and provide evidence of its capability and the experience as stipulated in Bidding Data and the Qualification Criteria mentioned in the Bidding Documents.

#### **IB.12 Documents Establishing Works' Conformity to Bidding Documents**

- 12.1 The documentary evidence of the Works' conformity to the Bidding Documents may be in the form of literature, drawings and data and the bidder shall furnish documentation as set out in Bidding Data.
- 12.2 The bidder shall note that standards for workmanship, material and equipment, and

original shall prevail.

- 14.7 The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign (in the case of copies, Photostats are also acceptable). This shall be indicated by submitting a written Power of Attorney authorising the signatory of the bidder to act for and on behalf of the bidder. All pages of the bid shall be initialled and official seal be affixed by the person or persons signing the bid.
- 14.8 The Bid shall be delivered in person or sent by registered mail at the address to Procuring Agency as given in Bidding Data.

#### **D. SUBMISSION OF BID**

##### **IB. 15 Deadline for Submission, Modification & Withdrawal of Bids**

- 15.1 Bids must be received by the Procuring Agency at the address/provided in Bidding Data not later than the time and date stipulated therein.
- 15.2 The inner and outer envelopes shall
  - (a) be addressed to the Procuring Agency at the address provided in the Bidding Data;
  - (b) bear the name and identification number of the Contract as defined in the Bidding and Contract Data; and
  - (c) provide a warning not to open before the specified time and date for Bid opening as defined in the Bidding Data.
  - (d) in addition to the identification required in 15.2, the inner envelopes shall indicate the name and address of the Bidder to enable the Bid to be returned unopened in case it is declared late.
  - (e) If the outer envelope is not sealed and marked as above, the Procuring Agency will assume no responsibility for the misplacement or premature opening of the Bid.
- 15.3 Bids submitted through telegraph, telex, fax or e-mail shall not be considered.
- 15.4 Any bid received by the Procuring Agency after the deadline for submission prescribed in Bidding Data will be returned unopened to such bidder.
- 15.5 Any bidder may modify or withdraw his bid after bid submission provided that the modification or written notice of withdrawal is received by the Procuring Agency prior to the deadline for submission of bids.
- 15.6 Withdrawal of a bid during the interval between the deadline for submission of bids and the expiration of the period of bid validity specified in the Form of Bid may result in forfeiture of the Bid Security pursuant to IB.13.5 (a).

#### **E. BID OPENING, EVALUATION & CLARIFICATION**

##### **IB. 16. Bid Opening, Evaluation & Clarification**

###### **A- Bid Opening**

Opening of the bids shall take place by the Procurement Committee in following two stages;

###### **(i) Envelop-I (Qualification Documents along with Technical Proposal)**

Technical Features/Criteria/specifications as envisaged in the bidding documents. It is expected that No major deviation/ stipulation shall be taken by the bidders; otherwise the proposal shall be rejected.

d. Financial proposal of only Eligible, Qualified and Technically Responsive bidders duly opened by the Procumbent Agency shall be placed for evaluation by following steps mentioned here in below;

- i. Required sureties have been furnished,
- ii. The documents have been properly signed,
- iii. The Bid is valid till required period,
- iv. The Bid prices are currency of contract,
- v. Completion period offered is within specified limits,
- vi. The Bids are generally in order.

e. A bid will not be considered, if;

- i. it is unsigned,
- ii. its validity is less than specified, or correction for the same is not accepted by the bidders as per IB-14
- iii. it indicates that Bid prices do not include the amount of income tax or others or shall be added/considered by the evaluation committee,
- iv. it is not accompanied with bid security,
- v. it is received after the deadline for submission of bids,
- vi. it is submitted through fax, telex, telegram or email,
- vii. it indicates that prices quoted are not firm during currency of the contract whereas the bidders are required to quote fixed price(s),
- viii. the bidder refuses to accept arithmetic correction,
- ix. The submitted bid is conditional,
- x. It limits the bidder's obligation in any way under the contract.

f. Detailed evaluation of financial bids.

i. Responsive unconditional bids shall be placed for evaluation and price adjustment, as;

**a. Correction of arithmetic errors;**

If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between the words and figures the amount in words shall prevail. If there is a discrepancy between the total Bid price entered in Form of Bid and the total shown in Schedule of Prices, the amount stated in the Form of Bid will be corrected by the Employer/Purchaser in accordance with the Corrected Bill of Quantities. Similarly in case of discrepancy between bidder's Quotation on his letter pad and rates quoted in bid document BoQ/ Schedule requirement lowest one shall be considered. If the Bidder does not accept the corrected amount of Bid, his Bid will be rejected and his Bid Security forfeited.

### **C. Clarification of Bids**

a. To assist in the examination, evaluation and comparison of bids, the Employer/Purchaser may, at his discretion, ask any Bidder/Supplier for clarification

shall be given promptly to all the bidders (SPP Rule 25).

**IB.20 Notification of Award & Signing of Contract Agreement**

- 20.1 Prior to expiration of the period of bid validity prescribed by the Procuring Agency, the Procuring Agency will notify the successful bidder in writing (—Letter of Acceptance) that his bid has been accepted (SPP Rule 49).
- 20.2 Within seven (07) days from the date of furnishing of acceptable Performance Security under the Conditions of Contract, the Procuring Agency will send the successful bidder the Form of Contract Agreement provided in the Bidding Documents, incorporating all agreements between the parties.
- 20.3 The formal Agreement between the Procuring Agency and the successful bidder duly stamped at rate of ---% of bid price(updated from time to time) stated in Letter of Acceptance shall be executed within seven (07) days of the receipt of Form of Contract Agreement by the successful bidder from the Procuring Agency.

**IB.21 Performance Security**

- 21.1 The successful bidder shall furnish to the Procuring Agency a Performance Security in the form and the amount stipulated in the Conditions of Contract within a period of fourteen (14) days after the receipt of Letter of Acceptance (SPP 39).
- 21.2 Failure of the successful bidder to comply with the requirements of Sub-Clauses IB.20.2 & 20.3 or 21.1 or Clause IB.22 shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.
- 21.3 Publication of Award of Contract: within seven days of the award of contract, the procuring shall publish on the website of the authority and on its own website, if such a website exists, the results of the bidding process, identifying the bid through procurement identifying Number if any and the following information:
  - (1) Evaluation Report;
  - (2) Form of Contract and letter of Award;
  - (3) Bill of Quantities or Schedule of Requirements. (SPP Rule 50)

**IB.22 Integrity Pact** The Bidder shall sign and stamp the Form of Integrity Pact provided at Schedule-F to Bid in the Bidding Document for all Sindh Government procurement contracts exceeding Rupees ten (10) million. Failure to provide such Integrity Pact shall make the bid non-responsive (SPP Rule 89)

## **PART-I SECTION II GENERAL CONDITIONS OF THE CONTRACT**

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- 5.3 Any document, other than the Contract itself, enumerated in GCC Clause 5.1 shall remain the property of the Procuring agency and shall be returned (all copies) to the Procuring agency on completion of the Supplier's performance under the Contract if so required by the Procuring agency.
- 5.4 The Supplier shall permit the Procuring agency to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the procuring agency, if so required.

## **6. Patent Rights**

- 6.1 The Supplier shall indemnify the Procuring agency against all third-party claims of infringement of patent, trade mark, or industrial design rights arising from use of the Goods or any part thereof in the Procuring agency's country.

## **7. Performance Security**

- 7.1 Within twenty (20) days of receipt of the notification of Contract award, the successful Bidder shall furnish to the Procuring agency the performance security in the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.
- 7.3 The performance security shall be denominated in the currency of the Contract acceptable to the Procuring agency and shall be in one of the following forms:
- a) A bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the Procuring agency's country, in the form provided in the bidding documents or another form acceptable to the Procuring agency; or
  - b) A cashier's or certified check.
- 7.4 The performance security will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC.

## **8. Inspections and Tests**

- 8.1 The Procuring agency or its representative shall have the right to inspect and /or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring agency. SCC and the Technical Specifications shall specify what inspections and tests the Procuring agency requires and where they are to be conducted. The Procuring agency shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.
- 8.2 The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the Goods' final destination. If conducted on the premises of the Supplier 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.
- 8.3 Should any inspected or tested Goods fail to conform to the Specifications, the Procuring agency may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Procuring agency.
- 8.4 The Procuring agency's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival in the Procuring agency's country shall in no way be limited or waived by reason of the Goods having previously been inspected, tested, and passed by the Procuring agency or its representative prior to the Goods' shipment from the country of origin.
- 8.5 Nothing in GCC Clause 8 shall in any way release the Supplier from any warranty or other obligations under this Contract.

## **9. Packing**

- 9.1 The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme

## **15. Warranty**

- 15.1 The 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 warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the Procuring agency's specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.
- 15.2 This warranty shall remain valid for twelve (12) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.
- 15.3 The Procuring agency shall promptly notify the Supplier in writing of any claims arising under this warranty.
- 15.4 Upon receipt of such notice, the Supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective Goods or parts thereof, without costs to the Procuring agency.
- 15.5 If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, within a reasonable period, the Procuring agency may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Procuring agency may have against the Supplier under the Contract.

## **16. Payment**

- 16.1 The method and conditions of payment to be made to the Supplier under this Contract shall be specified in SCC.
- 16.2 The Supplier's request(s) for payment shall be made to the Procuring agency in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and Services performed, and by documents submitted pursuant to GCC Clause 10, and upon fulfilment of other obligations stipulated in the Contract.
- 16.3 Payments shall be made promptly by the Procuring agency, but in no case later than sixty (60) days after submission of an invoice or claim by the Supplier.
- 16.4 The currency of payment is Pak. Rupees.

## **17. Prices**

- 17.1 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, with the exception of any price adjustments authorized in SCC or in the Procuring agency's request for bid validity extension, as the case may be.

## **18. Change Orders**

- 18.1 The Procuring agency may at any time, by a written order given to the Supplier pursuant to GCC Clause 31, 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;
  - c) the place of delivery; and/or The Services to be provided by the Supplier
- 18.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from

“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 benefits of free and open competition.

- 24.2 In the event the Procuring agency terminates the Contract in whole or in part, pursuant to GCC Clause 24.1, the Procuring agency may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Procuring agency for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.

## **25. Force Majeure**

- 25.1 Notwithstanding the provisions of GCC Clauses 22, 23, and 24, the Supplier shall not be liable for Forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- 25.2 For purposes of this clause, “Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Procuring agency in its sovereign capacity, war so revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
- 25.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring agency in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring agency in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

## **26. Termination for Insolvency**

- 26.1 The Procuring agency may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, 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.

## **27. Termination for Convenience**

- 27.1 The Procuring agency, by written notice sent to the 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 agencies convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.
- The Goods that is complete and ready for shipment within thirty (30) days after the Supplier’s receipt of notice of termination shall be accepted by the Procuring agency at the Contract terms and prices. For the remaining Goods, the Procuring agency may elect:
- a) To have any portion completed and delivered at the Contract terms and prices; and/or
  - b) To cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Supplier.

## **28. Resolution of Disputes**

- 28.1 The Procuring agency and the 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.
- 28.2 If, after thirty (30) days from the commencement of such informal negotiations, the Procuring agency and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms specified in SCC. These mechanisms may include, but are not restricted to, conciliation mediated by a third party, adjudication in an agreed manner and/or arbitration.



**PART TWO- PROCRUMENT SPECIFIC PROVISION**

INVITATION FOR BID

BID DATA

SPECIAL CONDITON OF CONTRACT

SCHEDULE OF REQUIREMENT

TECHNICAL SPECIFICATION

SAMPLE FORM

ELIGIBILITY

## Section-I Notice Inviting Bid/Tender

The Procurement Committee of Government Boys High School Bandhi, District Shaheed Benazirabad, Region Shaheed Benazirabad invites sealed tenders/Bids for utilization of School Specific Budget 2015-16 as per single stage two envelope procurement process as under;

Tender ref.	Package Description	Quantity & Specifications	Bid Submission Date & Time	Technical Bid opening date & Time	Financial Bid opening date & time
SSB-475	Inclass material items	Refer bidding documents	22/01/2016 11.00AM	22/01/2016 11.30AM	23/01/2016 03.00PM
SSB-476	Library Laboratory items				
SSB-480	Stationery items				
SSB-478	Sport				

All interested bidders should possess valid NTN and sales tax registration along with 3years work experience. Bidding documents can be collected from the office of the Head Master Government Boys High School Bandhi, District Shaheed Benazirabad, Region Shaheed Benazirabad on any working day during office hours from 06-01-2016 to 21-01-2016 on payment of tender fee Rs. 500.00, in words rupees five hundreds, along with a written request for issuance of bid/tender document.

Bids should be submitted at the Office of the Head Master Government Boys High School Bandhi, District Shaheed Benazirabad, Region Shaheed Benazirabad, at the given below address on or before the last date and time of bid submission. Received bids shall be opened at the office of the Head Master Government Boys High School Bandhi, District Shaheed Benazirabad, Region Shaheed Benazirabad in the presence of Procurement Committee of the School and Bidders or his/her representatives, who intends to present on given time above.

Bid Security of 2% of the bid price must be accompanied by **Financial Proposal** in sealed envelope in form of Pay Order/Bank Draft from any Scheduled Bank in favor of Head Master Government Boys High School Bandhi

Under following conditions Bids will be rejected;

- (i) Conditional and telegraphic bids/tenders.
- (ii) Bids not accompanied with bid security of required amount and form.
- (iii) Bids received after the specified date and time.
- (iv) Bids of black listed firms.

In case of any unforeseen situation resulting in closure of on the date of opening or Government declares holiday the Tender shall be submitted/ opened on the next working day at the same time and venue.

No Tender/Bid documents shall be issued on the date of opening of the Tender.

The undersigned reserves the right to accept or reject any tender or to enhance the quantity subject to the relevant provisions of SPPRA Rules 2010.No bids shall be entertained after the last bid submission date and time as mentioned above. The Tender Notice and tender documents can also be downloaded from the websites on SPPRA ([www.pprasindh.gov.pk](http://www.pprasindh.gov.pk)) and amount of tender fee be attached with bid at the time of submission of bid in form of call deposit/Payee's order/ Demand Draft

All applicable Government Taxes shall apply.

Head Master Government Boys High School  
Bandhi, District Shaheed Benazirabad, Region  
Shaheed Benazirabad Address: GBHS Bandhi,  
Taluka Daur, District Shaheed Benazirabad  
Phone: 0300-3988593  
Email: [acbranch.doe@gmail.com](mailto:acbranch.doe@gmail.com)  
Fax:

**Chairman Procurement Committee**  
Government Boys High School Bandhi,  
District Shaheed Benazirabad,  
Region Shaheed Benazirabad

**SECTION III. SPECIAL CONDITIONS OF CONTRACT**

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details of the shipment, including Contract number, description of Goods, quantity and usual transport document. The Supplier shall mail the following documents to the Procuring agency:

- (i) Copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;
- (ii) Original and two copies of the usual transport document (for example, a negotiable bill of lading, a non-negotiable sea way bill, an inland waterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document) which the buyer may require to take the goods;
- (iii) Copies of the packing list identifying contents of each school-wise package;(iv)insurance certificate;
- (v) Manufacturer's or Supplier's warranty certificate;
- (vi) Inspection certificate, issued by the nominated inspection agency, and the Supplier's factory inspection report; and
- (vii) Certificate of origin.

**7. Insurance (GCC Clause 11)**

GCC 11.1— The Goods supplied under the Contract shall be delivered duty paid (DDP) under which risk is transferred to the buyer after having been delivered, hence insurance coverage is sellers responsibility. Since the Insurance is seller's responsibility they may arrange appropriate coverage.

**8. Incidental Services (GCC Clause 13)**

GCC 13.1—Incidental services to be provided are:

N/A

*[Selected services covered under GCC Clause 13 and/or other should be specified with the desired features. The price quoted in the bid price or agreed with the selected Supplier shall be included in the Contract Price.]*

**9. Warranty (GCC Clause 15)**

***Sample provision***

GCC 15.2—In partial modification of the provisions, the warranty period shall be \_\_\_\_\_hours of operation or \_\_\_\_\_months from date of acceptance of the Goods or months from the date of shipment, whichever occurs earlier. The Supplier shall, in addition, comply with the performance and/ or consumption guarantees specified under the Contract. If, for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall, at its discretion, either:

- (a) make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests in accordance with SCC 4,

or

- (b) pay liquidated damages to the Procuring agency with respect to the failure to meet the contractual guarantees. The rate of these liquidated damages shall be (\_\_\_\_).

*[The rate should be higher than the adjustment rate used in the bid evaluation under ITB 25.4 (f) or (g).]*

GCC 29.1—The Governing Language shall be:

**15. Applicable Law (GCC Clause 30)**

GCC 30.1-The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan.

**16. Notices (GCC Clause 31)**

GCC 31.1— Procuring agency's address for notice purposes:

—Supplier's address for notice purposes:

31	Sindhi Peoms Charts in Panaflex	10	
32	Urdu Poems Chart in Panaflex	10	
33	Arabic Verses Chart in Panaflex	10	
34	Heart Chart in Panaflex	10	
35	Lungs Chart in Panaflex	5	
36	Brush for Drawing (SeT)	2	
37	Water Colour Boxes Large	6	
38	Drawing Sheet 20x30	14	
39	Duster	25	
40	ENERGY SEVER	80	
41	CHAK Cartoon	17	
42	Number Block of base five	10	
43	Chart of Math	11	
44	Chart of fruit	15	
45	Alephabatical chart	12	
46	Numerical chart	10	
47	Chart of vegetable	20	
48	Chart of body part	20	
49	Tape Solution PKT	20	

#### **Required Library/ Laboratory**

S. No.	Description and Specification	Quantity	Agreed Delivery date /Schedule
1	GLASS TUBE (Gram)	10	within 10 Days after signing of contract
2	Oxford English Sindhi Dictionary	10	
3	Feroz-u-Luggat Urdu to Urdu Dictionary	10	
4	Sindhika Lugat Sindhi to Sindhi	10	
5	Shah Jo Risalo by Kaliyan Adwani	10	
6	Oxford English to English Dictionary	10	
7	ENGLISH DARSI KITAB	10	
8	ENGLISH GRAMMAR	10	
9	UNITED ENGLISH GRAMAMAR	10	
10	ENGMILSH TRANSLATION BOOK	10	
11	Brain Model	5	
12	Eye Model	1	
13	Heart Model	1	
14	Kidney Model	1	
15	Paramacium Model	1	
16	Uglena Model	1	
17	Ear Model	1	
18	Nose Model	1	

63	METHYLE ORANGE	2
64	SODIUM ZNEULITE (NaAl <sub>2</sub> SiO <sub>4</sub> )	2
65	HYDEROCHLORIC ACID	2
66	ZINC	2
67	HYDEROGEN PEROXIDE	2
68	SODIUM METAL	2
69	SULPHUR POWDER	2
70	NITRIC ACID	2
71	WATCH GLASSES	2
72	GEOMETRY BOX	2
73	COMPOUND MICROSCOPE	2
74	ELECTRONIC MICROSCOPES	2
75	BACTERIA SLIDES	2
76	COCCI model	2
77	BACILLI model	2
78	SPIRILLA model	2
79	SPANG model	2
80	JELLY FISH model	2
81	OBELIA model	2
82	DOG URCHANS model	2
83	TAP WORM model	2
84	ASCARIS model	2
85	LEACH model	2
86	EARTHWORM model	2
87	SNAIL model	2
88	STAR FISH model	2
89	SNAKE model	2
90	LIFE CYCLES (METOMORPHESIS) IN EMBODIED GLASS	2
91	MOSQUITO MODEL	2
92	BUTTERFULLY model	2
93	FROG model	2
94	EMBODIED GEOMINATION OF SECDS	2
95	CASTOR OIL SEED	3
96	GRAM SEED	3
97	MAIZE SEED	5
98	CORER SLIPS	3
99	PLANE SLIDE	3
100	AMOEBEA slide	3
101	PARAMECIUM slide	3
102	EUGLENA slide	0
103	CLAMYDOMONAS slide	1
104	T.S OF ROOT (BRASSCA) slide	1
105	T.S OF STEM slide	1
106	T.S OF LEAF slide	1

14	Highlighter per	30
15	Board marker ink pkt	50
16	Colour papers pkt	50
17	Colour cards	402
18	Envelopes 9x4 pkt of 100	50
19	Envelopes 11x5 pkt of 100	150
20	Stapler large size	4
21	Staplers standard size	7
22	Stapler pins pkt	52
23	Punch machine	4
24	Students id cards hard	130
25	Pencil hb	49
26	Pencil 2b	62
27	File pakka	100
28	File kacha	100
29	Glue stick small	10
30	Glue stick large	10
31	Glue small bottle	10
32	Glue large bottle	10
33	White sheets per	150
34	Register 500 pages	5
35	Ledger register per	2
36	White board marker black per	20
37	White board marker blue per	20
38	White board marker red per	20
39	Rubber pkt	12
40	Students copies (10pages) per	1000

### Section V. Technical Specifications

#### List for Purchase of School In-Class Material Items

Under SSB for the Year 2015-16

#### Technical Specifications

S. No	DESCRIPTION	SPECIFICATION OFFERED	ACCOUNTING UNIT
<b>SCHOOL IN-CLASS MATERIAL ITEMS</b>			
1	Mathematical board Size 4 x 3 ft made of Chipboard 3/4 " Edges sealed with PVC Lipping International Standard, Wall Hanging Hooks		
2	Map stand (small) Frame made of Iron Size 2'*4'		
3	Soft board (medium) Size: 4 X 6 ft, made of Soft board and hardboard 18mm thick with U Shape Channel aluminum angle frame with hanging hook & Blazer		



S. No	DESCRIPTION	SPECIFICATION OFFERED	ACCOUNTING UNIT
	made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		
29	Birds Chart made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		
30	Body Parts Chart made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		
31	Fruit Charts made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		
32	Table Charts made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		
33	National Heroes made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		
34	Brief History Photo Chart made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		
35	Sindhi Spelling Chart made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		
36	Earth History Chart made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		
37	Everyday Science made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		
38	Height Chart made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		
39	Human Body Health Chart made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		
40	The Planet Chart made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		
41	Earth Moon Chart made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		
42	Part of Cells Chart made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		
43	10 Ways to be a Good Students Chart made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		
44	Symbols of Math Chart made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks		

**List for Purchase of School Library - Laboratory Items**

**Under SSB for the Year 2015-16**

**Technical Specifications**

S.No	DESCRIPTION	SPECIFICATION OFFERED	ACCOUNTING UNIT
<b>SCHOOL LIBRARY – LABORATORY ITEMS</b>			
1	Dictionary (English to Sindhi) Elementary Learner (new edition, 6" * 8")Hard bound		
2	Dictionary (English to Urdu) Elementary Learner (new edition, 6" * 8")Hard bound		
3	Dictionary (English to English) (new edition, 6" * 8")Hard bound		
4	Children Encyclopedia Standard size and quality		
5	History books (7" * 9")Card bound Sindhi		

**Under SSB for the Year 2015-16**

**Technical Specifications**

S.No	DESCRIPTION	SPECIFICATION OFFERED	ACCOUNTING UNIT
<b>SCHOOL STATIONARY ITEMS</b>			
1	Paper Reams (Regular A4) Paper Size: 210 X 297 mm / 8.3 X 11.7" Paper Grammage: 70 GSM Paper Color: White		
2	Paper Reams (Regular Legal) Paper Size: 210 X 297 mm / 8.3 X 11.7" Paper Grammage: 70 GSM Paper Color: White		
3	Colored Chalks		
4	Remover Duster Wood Piece with Carpet Size 2 x 6"		
5	Glue Bottle Small Adhesive Type: Stick • small size. Color Dried: Clear • Color on Application: Clear • Features: • The washable, non-toxic, acid-free formulation and archival safe • Handy twist-up • Screw cap prevents it drying out applicator		
6	Pencil HB Lead Diameter: 2 mm Pencil Grade: HB Barrel Material: Wood Grip Type: Ergonomic Features: Break Resistant		
7	Permanent Marker Black Fiber tip and instant-drying ink Waterproof and non-toxic. Line width for bullet is 1.5mm and chisel is 2-5mm		
8	Pupil Diary (5+8)200pgs,68 Gms paper		
9	Ink Eraser Pen Dollar Equivalent(Standard Quality)		
10	Answer Sheet (6.5*8)four sheets,,16pgs,63 gms,		
11	Attendance Register Teachers 50 pages (8*12)Hard board 68 Gms		
12	Attendance Register Students 100 pages (8*12)Hard board 68 Gms		
13	Ball Pen (Blue) Piano/Picasso/Equivalent Retractable Ball Point • Fine Point In Silver Body Color With Needle • Extra smooth glide • Low Viscosity Ink Formula • Medium 0.7mm tip gives line width of 0.4mm • Non-refillable • Pocket Clip		
14	Ball Pen (Black) Piano/Picasso/Equivalent Retractable Ball Point • Fine Point In Silver Body Color With Needle • Extra smooth glide • Low Viscosity Ink Formula • Medium 0.7mm tip gives line width of 0.4mm • Non-refillable • Pocket Clip		
15	Board Marker (Packet)Writing Medium: White Board Writing Length: 400m Writing Width: 2-3mm Performance: Dry fast, wipe off easily after writing		
16	Certificate Each Book have 100 certificates		
17	Chalks		
18	Chart Paper 20"X30" Fine Quality		
19	Red Highlighters Pelikan / Dollar/Equivalent Material: Poly propylene (PP) Nib Size: 5mm Nib Width: Medium Nib Type: Chisel Tip Ink Colour: Yellow, Green, Orange, Pink Ink Type: Liquid ink, Water based Refillable: Yes Features: Xylene and toluene (Non-toxic, Odorless) free, cap can be off for up to 4 hours before it will dry out.		
20	Library Register 300 pages (8*12),68 gms,200 pages		
21	Masking Tape Size 2.5" Each Roll Have 6 Nos/Packing Tape Type: Packing, carton sealing Backing: BOPP (Bi-oriented Poly Propylene) film, Acrylic Emulsion Material Adhesive: Water-base pressure sensitive adhesive, solvent, hot-melt solvent, hot-melt Thickness: 40-50 microns Size: 1.88"x 60 yards Core Size: 76mm (3 inch) Color: Transparent Tensile		

S.No	DESCRIPTION	SPECIFICATION OFFERED	ACCOUNTING UNIT
40	Paper Cutter/Paper Knife Cutter Type: Fixed Blade Knife Blade Material: Steel Blade Size: Good quality 25 mm blade Blade Thickness: 0.5 mm Handle Material: PP Plastic (Poly Propylene) Lock Material: ABS (Acrylonitrile Butadiene Styrene) Plastic Cutter overall size: 180*36*15 mm		
41	Electrical Bell Local Made Good Quality		
42	White Pena Flex With Stand (Screen) Size 4 x 3ft (2*3.5) Scanned, Pvc,(Local Quality)		
43	Student ID with Strip 1 set (2*3.5)		

### List for Purchase of Sports Items

**Under SSB for the Year 2015-16**

#### **Technical Specifications**

S.No	DESCRIPTION	Specification offered	ACCOUNTING UNIT
	Slide 10' long fibber slide, 4.5' height , 14 gauge round iron pipe frame		
	Swing height 8' above the ground, width 8', two swings of metal chain and wooden seat, 12 gauge 2.5" round iron pipe frame.		
	Monkey bar		
	Sea Saw 1.5*3/16 Angle Iron 2 Nos Fiber Glass Seats Solid Shift 1/75 Dia Heavy Duty		
	Air Pump Inflator Hand Air Pump - Pump Length: 17.5 Cm. Lightweight And Compact Design, Lightweight		
	Badminton Rackets Stiffness of Shaft: Stiff (Limited Flexibility) Frame Composition: Base Material-Aluminium (Quality Graphite). Shaft Composition: Base Material-Aluminium (Quality Graphite). Racket Weight: 85-89g Total Length (frame tip – handle end): 26 inches. Grip Size: Grip Size is the Circumferential Thickness of a Grip Handle		
	Shuttle-cock (Plastic) Crock: Leather or Synthetic Foam based material. Feathers: plastic skirt (Good Quality Nylon) Weight: 4.75 to 5.50 grams Packing: Pack of Six		

Table Tennis Rackets Standard size wooden rackets with synthetic rubber		
Table Tennis Balls Standard White Plastic balls		
Stopwatch Digital Stop Watch (Standard Size 89 x 76 x 16mm; weight 85 grams)		
Throw Ball Compressible soft rubber ball 4 inches diameter		
Cricket Kit Bag Cricket Kit Bag Medium (Parachute Material)		
Keeping Gloves Wicket Keeper Gloves (Leather with rubber palm)		
Helmet Cricket Helmet with visor (adjustable)		
Ball (Leather) Cricket Leather Ball (soft leather)		
Batsman Hand Gloves Cricket Batting Gloves (Leather with cotton)		
Cricket Abdomen Guard Cricket Abdomen Guard (Hard plastic)		
Thigh Guard Cricket Thigh Guard (fiber with cotton)		
Cricket Practice Net Cricket Net Nylon Double Netted		
Hockey Helmet Hockey Helmet (moulded)		
Hockey Kit Bag Hockey Kit Bag Medium (Parachute Material)		
Hockey Gloves Hockey GK Gloves (moulded)		
Hockey Net Nylon Double Netted		
Badminton String Standard Nylon Strings (50 meter packet)		
Badminton Net Nylon Double Netted		
Football Net Nylon Double Netted		
Whistle for Refry Metal whistles medium size		
Table Tennis Net Nylon Double Netted		
Volleyball Volleyball Moulded (Flexible leather or synthetic leather)		
Net Volly Ball Volleyball Net black mesh, 5 cm width white rexine/ canvas top brand, thick nylon with 15 mtr wire rope		
Skipping Ropes Nylon 10 meter rope		
Tennis Net Tennis Net thick nylon double netted		

## 1. Bid Form and Price Schedules

Date: \_\_\_\_\_  
IFB N<sup>o</sup>: \_\_\_\_\_

To: *Head Master*  
*Government Boys High School, Sakrand*  
*District Shaheed Benazirabad*

Respected Sir/Madam

Having examined the Bidding Documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver *In-Class Material Items, Sport items, Laboratory/Library items and stationery* specified in and in conformity with the said Bidding Documents for the sum of Rs. [*Total Bid amount in words and figures*] or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this bid.

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

If our Bid is accepted, we will obtain an unconditional guarantee of a bank in a sum equivalent to **5% of the Contract Price** for the due performance of the Contract, in the form prescribed by the Procuring agency.

We agree to abide by this Bid for a period of 120 days from the date fixed for Bid opening under Clause 22 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

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

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of bidder	Amount and Currency	Purpose of Commission or gratuity
----------------------------	---------------------	-----------------------------------

\_\_\_\_\_  
(if none, state "none")

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
[signature]

\_\_\_\_\_  
[in the capacity of]

Duly authorized to sign Bid for and on behalf of \_\_\_\_\_

## 2. Bid Security Form

Whereas *[name of the Bidder]* (hereinafter called “the Bidder”) has submitted its bid dated \_\_\_\_\_ for the supply of **School In-Class Material Items, Sport, Stationery & Laboratory/ Library items (under SSB 2015-16)**(hereinafter called “the Bid”).

KNOW ALL PEOPLE by these presents that *WE**[name of bank]* of *[name of country]*, having our registered office at *[address of bank]* (hereinafter called “the Bank”), are bound unto *HM, GBHSBandhi* (hereinafter called “the Procuring agency”) in the sum of for which payment well and truly to be made to the said Procuring agency, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its Bid by the Procuring agency during the period of bid validity:
  - (a) fails or refuses to execute the Contract Form, if required; or
  - (b) fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders;

we undertake to pay to the Procuring agency up to the above amount upon receipt of its first written demand, without the Procuring agency having to substantiate its demand, provided that in its demand the Procuring agency will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including twenty eight (28) days after the period of bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

---

*[signature of the bank]*

#### 4. Performance Security Form

To: *[name of Procuring agency]*

WHEREAS *[name of Supplier]* (hereinafter called “the Supplier”) has undertaken, in pursuance Of Contract No. *[reference number of the contract]* dated \_\_\_\_\_ 20\_\_\_\_ to supply *[description of goods and services]* (hereinafter called “the Contract”).

AND WHEREAS it has been stipulated by you in the said Contract that the Supplier shall furnish you with a bank guarantee by a reputable bank for the sum specified therein as security for compliance with the Supplier’s performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Supplier a guarantee:

Therefore we hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

Signature and seal of the Guarantors/bank

\_\_\_\_\_  
*[name of bank or financial institution]*

\_\_\_\_\_  
*[address]*

\_\_\_\_\_  
*[date]*

**Note: It should be valid for a period equal to the warranty period. The contract will be signed/ issued after submission of this Performance Security.**

## 5. Bank Guarantee for Advance Payment

To: *[name of Procuring agency]*

*[name of Contract]*

Gentlemen and/or Ladies:

In accordance with the payment provision included in the Special Conditions of Contract, which amends Clause 16 of the General Conditions of Contract to provide for advance payment, *[name and address of Supplier]* (hereinafter called "the Supplier") shall deposit with the Procuring agency a bank guarantee to guarantee its proper and faithful performance under the said Clause of the Contract in an amount of *[amount of guarantee in figures and words]*.

We, the *[bank or financial institution]*, as instructed by the Supplier, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the Procuring agency on its first demand without whatsoever right of objection on our part and without its first claim to the Supplier, in the amount not exceeding *[amount of guarantee in figures and words]*.

We further agree that no change or addition to or other modification of the terms of the Contract to be performed there under or of any of the Contract documents which may be made between the Procuring agency and the Supplier, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee shall remain valid and in full effect from the date of the advance payment received by the Supplier under the Contract until *[date]*.

Yours truly,

Signature and seal of the Guarantors

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*[name of bank or financial institution]*

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*[address]*

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*[date]*