



GOVERNMENT OF SINDH  
FINANCE DEPARTMENT

Karachi dated the 25<sup>th</sup> February, 2016

Ph: 021-99222113

**TENDER NOTICE**

Finance Department, Government of Sindh invites sealed Bids from only HP Authorized Vendors/ Partners whose Principal Manufacturer should have a comprehensive presence in Pakistan and also registered with GST & Income Tax Department, regarding the procurement of HP Scan jet networked document flatbed Scanners for Resource wing with One (01) year limited hardware warranty backed up by the Principle Manufacturer under the Tender Inquiry No.FD (CTC-I) 04(03)/2015-2016. The detail is as under:-

Sr. #	Description	Quantity
1.	HP Scan Jet N6350 Networked Document Flatbed Scanners	07-Units

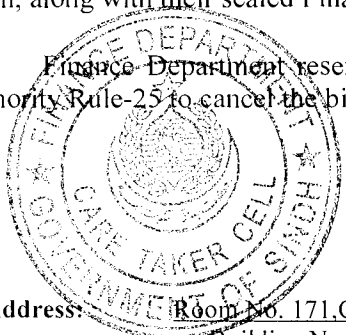
2. Finance Department would adopt **Single Stage – Two envelopes Procedure** for selection of firm. The bidder shall submit a single package containing two separate sealed envelopes. One envelope should contain the Technical Proposal and the other envelope should contain the Financial Proposal, both indicating the Tender Inquiry No. FD (CTC-I) 04 (03)/2015-2016. The Envelopes should be clearly marked as “**TECHNICAL PROPOSAL**” and “**FINANCIAL PROPOSAL**”.

3. Technical Proposal includes the GST / NTN Certificates and other Documentary Evidence as described in the Standard Bidding Documents which could be purchased by any interested authorized bidder at the address given below, or also downloaded from the SPPRA as well as Finance Department Official websites i.e. [http:// www.fdsindh.gov.pk/](http://www.fdsindh.gov.pk/) and [http:// www.pprasindh.gov.pk/](http://www.pprasindh.gov.pk/) latest by **Tuesday, 15<sup>th</sup> March, 2016 Till 05:00 p.m** and should submit Bids along with a non-refundable fee of Rs. 1,500/- cash (amount and manner of payment of Tender fee) by mail or by hand at the address given below up to **Wednesday, Dated the 16<sup>th</sup> March, 2016 by 12:00 Noon.** The Technical bids will be opened on the same day at **01:00 pm** in the office of Additional Finance Secretary (Resource), while the Financial Proposal shall contain the Bid Security & cost offered by the Bidder along with the relevant documents as described in the Standard Bidding Documents.

4. Interested eligible bidders may obtain further information on the bid and inspect the bidding documents at the office of Section Officer (B&A)/CTC-I, Finance Department, Govt of Sindh, Karachi, during the office working hours from 09:00 am to 05:00 pm excluding public holidays or as announced by the Government.

5. All applicants firms shall be required to deposit a bid security in shape of pay order equivalent to 03% of total value of the Contract, in favor of the Section Officer (B&A), Finance Department Govt of Sindh, along with their sealed Financial Bid.

6. Finance Department reserves the right in accordance of Sindh Public Procurement Regulatory Authority Rule-25 to cancel the bidding process at any time prior to the acceptance of a bid or proposal.



(AAMIR ZIA ISRAN)  
SECTION OFFICER (B&A)

Address: Room No. 171, Care Taker Cell-I, Ground Floor Finance Department, Government of Sindh, Building No. 06, Sindh Secretariat A.K Lodhi Block, Kamal Attaturk Road, Karachi.



Ph:021-99222113

# REVISED ANNUAL PROCUREMENT PLAN

(GOODS & SERVICES)

## FINANCIAL YEAR 2015-2016

Sr. No	Description of Procurement	Quantity (where applicable)	Estimated Unit Cost (where applicable)	Estimated Total Cost	Funds Allocated	Source of Funds (ADP/Non-ADP)	Proposed Procurement Method	Timing of Procurements			
								1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr
1.	Acquiring the Office Premises on Rental Basis for NFC Cell	5000 Sq.ft to 5500 Sq.ft	N/A	5.5 (M)	6.00 (M)	Non-ADP	Single Stage Two Envelopes Procedure	Sept	-	-	-
2.	Acquiring the Services for Maintenance of Physical Security Solution	N/A	N/A	5.00 (M)	6.00 (M)	Non-ADP	Single Stage Two Envelopes Procedure	-	Oct	-	-
3.	Procurement of HP Scanner for Resource wing	07-Units	N/A	1.00 (M)	1.00 (M)	Non-ADP	Single Stage Two Envelopes Procedure	-	-	Feb	-
4.	Uniform & Liveries	500 to 550 Sets	N/A	4.5 (M)	5.0 (M)	Non-ADP	Single Stage Two Envelopes Procedure	-	-	March	-
5.	Photocopier's Papers & Printer's Papers	1400 Boxes	N/A	5.00 (M)	12.00 (M)	Non-ADP	Single Stage Two Envelopes Procedure	-	-	-	April
6.	Printer's Genuine Cartridges	450-500 Units	N/A	7.00 (M) to 7.5 (M)	12.00 (M)	Non-ADP	Single Stage Two Envelopes Procedure	-	-	-	April
7.	Computers with Equipments	25-30 Sets	N/A	4.00 (M) to 5.00 (M)	8.5 (M)	Non-ADP	Single Stage Two Envelopes Procedure	-	-	-	April
8.	Hiring of Rental Vehicles for Budget Duty	As per Requirement of F. B Staff	N/A	5.00 (M)	6.6 (M)	Non-ADP	Single Stage Two Envelopes Procedure	-	-	-	April

Any other Procurement items required on need basis shall be part of procurement plan & Revised Plan shall be reported to Sindh Public Procurement Regulatory Authority with the approval of the Competent Authority

SECTION OFFICER (B&A)



GOVERNMENT OF SINDH  
FINANCE DEPARTMENT

Karachi dated the 24<sup>th</sup> February, 2016

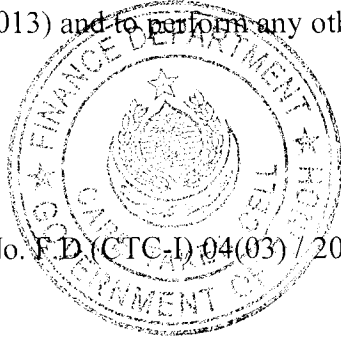
**NOTIFICATION**

**No. F.D (CTC-I) 04(03) / 2015-2016:-** Finance Department hereby constitutes a Complaint Redressal Committee (CRC) in respect of any grievance regarding the Tender for Purchasing of HP-Scan jet Networked Document Flatbed Scanners for Resource wing of Finance Department. It will consist of the following members:-

- |   |                        |
|---|------------------------|
| <b>1. Dr. Noor Alam.</b><br>Special Finance Secretary (Resource wing)<br>Finance Department, Government of Sindh. | <b>Chairman</b>        |
| <b>2. Mr. Kamran Mughal</b><br>Deputy Accountant General,<br>Accountant General Sindh Office, Karachi.            | <b>Member</b>          |
| <b>3. Syed Wajahat Nasir</b><br>IPG Specialist,<br>Printec-Pakistan.  | <b>Member / Expert</b> |

**TERM OF REFERENCES:**

ToRs of the CRC are as per provision under Rule-31 of SPP Rules, 2010 (Amended-2013) and to perform any other function ancillary and incidental to the above.



MOHAMMAD SOHAIL RAJPUT  
SECRETARY TO GOVERNMENT OF SINDH

No. F.D (CTC-I) 04(03) / 2015-2016

Karachi dated 24<sup>th</sup> February, 2016

**A copy is forwarded for information to:-**

1. The Accountant General, Sindh, Karachi.
2. The Managing Director, Sindh Public Procurement Regulatory Authority, Karachi.
3. The R.O to Secretary Finance.
4. Office order File.

(AAMIR ZIA ISRAN)  
SECTION OFFICER (B&A)



GOVERNMENT OF SINDH  
FINANCE DEPARTMENT

Karachi dated the 24<sup>th</sup> February, 2016

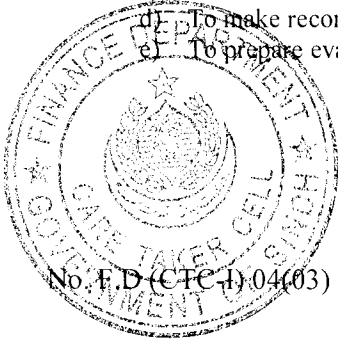
**NOTIFICATION**

**No. F.D (CTC-I) 04(03) / 2015-2016:-** Finance Department hereby constitutes a Departmental Procurement Committee in respect of Procurement of HP-Scan Jet Networked Document Flatbed Scanners for the Resource wing of Finance Department. It will consist of the following members:-

- |  |                 |
|--|-----------------|
| 1. <b>ADDITIONAL SECRETARY (RESOURCE),</b><br>Finance Department, Government of Sindh.                                       | <b>Chairman</b> |
| 2. <b>DEPUTY SECRETARY (RES-I),</b><br>Finance Department, Government of Sindh.  | <b>Member</b>   |
| 3. <b>SECTION OFFICER (B&amp;A),</b><br>Finance Department, Government of Sindh.   | <b>Member</b>   |
| 4. <b>SECTION OFFICER (BUDGET),</b><br>Services, General, Administration &<br>Co-ordination Department, Government of Sindh. | <b>Member</b>   |
| 5. <b>REPRESENTATIVE OF I.T DEPARTMENT</b><br>Government of Sindh.   | <b>Member</b>   |

**TERMS OF REFERENCE:-**

- To prepare Bidding Documents.
- To carry out Technical as well as Financial evaluation of the Bids.
- To select the most suitable Firm or reject all applicants, as per their professional assessment.
- To make recommendations for the award of contract to the competent authority.
- To prepare evaluation report as provided in Rule-45 of SPPRA-2010 (Amended-2013).



MOHAMMAD SOHAIL RAJPUT  
SECRETARY TO GOVERNMENT OF SINDH

No. F.D (CTC-I) 04(03) / 2015-2016

Karachi dated 24<sup>th</sup> February, 2016

**A copy is forwarded for information to:-**

1. The Secretary to Government of Sindh, General & Administration Department.
2. The Secretary to Government of Sindh, Information & Technology Department.
3. The Managing Director, Sindh Public Procurement Regulatory Authority, Karachi.
4. The Accountant General Sindh, Karachi.
5. The R.O to Secretary Finance.
6. Office order File.

(AAMIR ZIA ISHAN)  
SECTION OFFICER (B&A)