



# BOARD OF SECONDARY EDUCATION, KARACHI

## NAZIMABAD KARACHI-75990

No.BSE/P&P/ 1406 /2016

Dated 03-02-2016

### INVITATION FOR BIDS

**Subject: NOTICE INVITING TENDER FOR PROCUREMENT FOR ANNUAL PURCHASING FOR THE FINANCIAL YEAR 2015- 2016**

Sealed bids on the subject are invited from eligible bidders as per detail mentioned in the bidding documents:

### ELIGIBILITY CRITERIA

- (i) 03 years experience in the relevant field
- (ii) Turn-over of last three years having a sum of minimum Rs.5,000,000/-.
- (iii) Registration with Income Tax and Sales Tax Department
- (iv) An Affidavit that the firm has never been Blacklisted since last 03 years

### SCHEDULE AND AVAILABILITY OF BIDDING DOCUMENTS:

Interested eligible bidders may obtain further information and inspect the bidding documents at the office of Assistant Secretary (P&P) Room No. 40, 1<sup>st</sup> Floor, Block-B, Board of Secondary Education, Nazimabad Karachi, as per dates mentioned below:-

1)	Purpose and Scope	Procurement for Annual Purchasing for the financial year 2015- 2016.
2)	Price of Bidding Documents (Non-Refundable)	Rs.2,000/- (Rupees Two Thousand only)
3)	Estimated Cost	Rs.20,00,000/- (Rupees Twenty Lac only)
4)	Amount of Bid Security (Refundable)	5% of the Bid Price.
5)	Type of Tender	Open Competitive Bidding Single Stage One Envelope Procedure
6)	Bid Validity Period	90 days from the date of opening of Tender.
7)	Availability of Bidding Documents	From the first day of publication of this Notice Inviting Tender
8)	Deadline for Sale of Bidding Documents	Tuesday 01-03-2016 up to 12:00 Noon
9)	Deadline for Submission of Bids	Tuesday 01-03-2016 up to 01:00 p.m
10)	Date & Time of opening of Tender	Tuesday 01-03-2016 at 02:00 p.m, in presence of the bidders' representatives who desire to attend the Office.
11)	Completion Time	2 weeks approximately after issuance of work order, which may be extended.



# **BOARD OF SECONDARY EDUCATION, KARACHI**

## **NAZIMABAD KARACHI-75990**

-:2:-

### **MANNER OF PAYMENT OF TENDER FEE:**

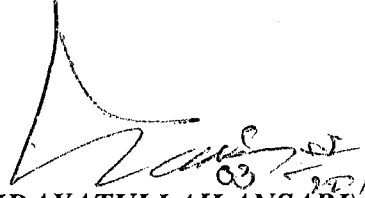
A complete set of bidding documents may be purchased by interested bidders on the submission of a written application and upon payment of Tender Fee in shape of Pay Order in the name of *Secretary*, Board of Secondary Education Karachi.

### **MANNER OF BID SECURITY AND BID SUBMISSION:**

Sealed bids duly stamped on each document must be delivered to this office as per schedule mentioned at pre-page and must be accompanied by a Bid Security amounting to 5% of the bid price, in shape of Pay Order in the name of *Secretary*, Board of Secondary Education Karachi, without which the Tender will automatically stand cancelled.

This Tender is in accordance with SPPRA Rules-2010 which will strictly be followed.

The Competent Authority reserves the right to accept or reject the Tenders subject to provisions of SPPRA Rules-2010.

  
(HIDAYATULLAH ANSARI)  
Deputy Secretary  
for Secretary

For information visit the following websites.

- i. [www.bsek.edu.pk](http://www.bsek.edu.pk)
- ii. [www.sindh.gov.pk](http://www.sindh.gov.pk)
- iii. [www.pprasinhd.gov.pk](http://www.pprasinhd.gov.pk)



بورڈ آف سیکنڈری ایجوکیشن، کراچی

ناظم آباد کراچی - 75990

فون نمبر: 99260268-6، 99260252، ویب سائٹ: [www.bsek.edu.pk](http://www.bsek.edu.pk)

ای میل: [bsepnnp@gmail.com](mailto:bsepnnp@gmail.com)

No.BSE/P&P/1406/2016

Dated: 03-02-2016

## پیشکشوں کیلئے طلبی

عنوان: مالی سال 2015-2016 کیلئے برائے سالانہ خریداری

پروکیورمنٹ کیلئے ٹینڈر طلبی نوٹس

بڑنگ دستاویزات میں درج کردہ تفصیل کے مطابق اہل بولی وہندگان سے عنوان پر سر ہمہ پیشکش مطلوب ہیں۔

## معیار اہلیت

- (i) متعلقہ شعبے میں 03 سالہ تجربہ  
(ii) گزشتہ تین سالوں کا فرائض اور کم از کم Rs.5,000,000/- مجموعی مالیت کا حامل ہو  
(iii) اگر کمپنیاں اور سبز کمپنیاں یا پارٹنرشپ سے رجسٹریشن  
(iv) اس بات کا حلف نامہ کہ گزشتہ تین سالوں کے کسی ایکسائز نہیں رہی

## بڈنگ دستاویزات کا شیڈول اور دستیابی

دلچسپی کے حامل اہل بولی و ہندوگان مزید معلومات حاصل اور بڑے دستاویزات کا معائنہ ذیل میں درج تاریخوں کے مطابق دفتر اسسٹنٹ سیکریٹری (P&P) نمبر 40-فرسٹ فلور، بلاک B، یو 2 آف سینٹری ایجوکیشن، ناظم آباد کو جی میں کر سکتے ہیں۔

(1)	مقدور اسکپ	ہائے مالی سال 2016-2015 سالانہ خریداری کیلئے پروویڈ کیا گیا
(2)	بڑھ دستاویزات کی قیمت (قابل واپسی)	Rs. 2,000/- (دو ہزار روپے صرف)
(3)	عقین لاکٹ	Rs. 20,00,000/- (بیس لاکھ روپے صرف)
(4)	ہڈسکرپٹ کی رقم (قابل واپسی)	بولی کی قیمت کا 5%
(5)	نیزدر کی قسم	اوپن کھیتو بڑھ سنگھ اسٹیج ون انویسٹمنٹ کارپوریشن
(6)	بولی کا قابل معاوضہ	نیزدر کھلنے کی تاریخ سے 90 ایم
(7)	بڑھ دستاویزات کی دستیابی	نیزدر مل ٹونس ہڈا کی اشاعت کے پبلشرز سے
(8)	بڑھ دستاویزات کی فروخت کی آخری تاریخ	مکمل 01-03-2016 دن 12:00 بجے تک
(9)	پیشکشیں جمع کرانے کی آخری تاریخ	مکمل 01-03-2016 دن 01:00 بجے تک
(10)	نیزدر کھلنے کی تاریخ اور مدت	مکمل 01-03-2016 بوت دن 02:00 بجے دفتر میں شرکت کے خواہشمند بولی دہندگان کے نمائندوں کی موجودگی میں
(11)	تعمیل کا وقت	ورک آرڈر کے اجراء کے بعد تقریباً 02 مئی، جس میں توسیع کی جا سکتی ہے

## ٹینڈر فیس کی ادائیگی کا طریقہ کار

لوہی کے حال بولی دہندگان بڈنگ دستاویزات کا مکمل سیٹ، ایک تحریری درخواست جمع کرانے اور سینڈرز انفیس شکل ہے آرڈر بنام سکرٹری، بورڈ آف سینڈرز ایجوکیشن کراچی کی ادائیگی پر خرید سکتے ہیں۔

### بذ سیکورٹی اور بولی جمع کرانے کا طریقہ کار

سیکڑی کی ایکویٹمن کچی لائی منسلک کرنا ہوگی جس کے تغیر میں خود یہ خود منسوخ ہو جائے گا۔

ٹینڈر ہذا SPPRA روڈ 2010 کی مطابقت میں ہے جس کی سختی سے پیر دی کی جائے گی۔

SPPRA روز 2010 کی دفعات سے مشروط مجاز اتھارٹی کو شیڈرز کو قبول یا مسترد کرنے کا حق حاصل ہے۔

مزید معلومات کیلئے ذیل میں ورج ویب سائٹ وزٹ کریں:

www.bsek.edu.pk

www.sindh.gov.pk-ii

www.pprasinhd.gov.pk-iii

INF-KRY;No.311/16

## دینی سیکرٹری

## برائے سیکریٹری

مذہب کے لبائے میں نفرت کا پرچار کرنے والوں کو پہچانو

**TEXT**

سندھ میں تعلیم کی بہتری کے لئے، مہی + اپنا پیغام لکھ کر 8 3 9 8 پر ایس ایم ایس کریں۔

# BOARD OF SECONDARY EDUCATION, KARACHI

## KARACHI - 75990

No. BSE/P&P/1714/2016

Dated 25-02-2016

THE DEPUTY DIRECTOR (A&F)  
Sindh Public Procurement Regulatory Authority,  
Government of Sindh,  
Barnack-8, Sindh Secretariat 4-A,  
Court Road,  
Karachi.

✓ BY SPECIAL MESSENGER

**Subject: LOADING THE BOARD'S NIT ON SPPRA WEBSITE**

Dear Sir,

We are sending herewith following documents of the Board's NIT regarding Tender for Procurement for Annual Purchasing for the financial year 2015-2016 for loading on SPPRA website [www.spprasindh.gov.pk](http://www.spprasindh.gov.pk).

<u>S. NO.</u>	<u>PARTICULARS</u>	<u>SPPRA RULE</u>
i)	NIT Letter of invitation for bid (Hard Soft Copy)	Rule-21(1)(a)
ii)	Bidding Documents of Re-Tender for Supply of Liveries (Uniforms) and Shoes for the year 2015	Rule-21(4) (Amended 2013)
iii)	Newspaper clipping of NIT	Rule-17(2)
iv)	Notification of Procurement Committee	Rule-7 & 8
v)	Annual Procurement Plan	Rule-11
vi)	Notification of Complaint Redressal Committee	Rule-31
vii)	Cross cheque bearing No.68487542 dated 25-02-2016 amounting to Rs.2,000/- (Rupees Two Thousand only) towards Procurement Advertisement Fee	-

You are requested to please load the Board's NIT on your website.

Yours faithfully,

(HIDAYATULLAH ANSARI)

Deputy Secretary  
for Secretary

8489  
26-02-16

# BOARD OF SECONDARY EDUCATION, KARACHI

## KARACHI - 75990

No. BSE/P&P/ 758 /2015

Dated 30-10-2015

### NOTIFICATION

**Subject: RE-CONSTITUTION OF PROCUREMENT COMMITTEE**

It is hereby notified that owing to transfer/displacement of certain members the Chairman has been pleased to reconstitute the Procurement Committee w.e.f 30<sup>th</sup> October 2015 onwards under Rule-7 of SPPRA Rules-2010.

- |  |                                       |
|--|---------------------------------------|
| 1) Secretary   | Convener                              |
| 2) Controller of Examinations  | Member                                |
| 3) Audit Officer   | Member                                |
| 4) Mirza Arshad Baig,<br>District Officer Education, Academic &<br>Training, Karachi Region Karachi. | Member other than<br>Procuring Agency |
| 5) Deputy Secretary-I  | Member                                |

Copy to: -

- 1) P.A to Chairman
- 2) P.A to Secretary
- 3) Assistant Secretary (P&P) *to continue as supported staff of the Procurement Committee*

  
(HIDAYATULLAH ANSARI)  
Deputy Secretary  
for Secretary

Copy also to:-

- 1) Members of Procurement Committee

# BOARD OF SECONDARY EDUCATION, KARACHI

## KARACHI - 75990

No. BSE/P&P/ 1427 /2016

Dated 04-02-2016

### NOTIFICATION

**Subject: CONSTITUTION OF COMPLAINT REDRESSAL COMMITTEE (CRC)**

It is hereby notified that the Complaint Redressal Committee (CRC) under Rule-31 of SPPRA Rules-2010 has been constituted comprising following Officers:

- |                              |          |
|------------------------------|----------|
| 1) Chairman                  | Convener |
| 2) Director I.T              | Member   |
| 3) Inspector of Institutions | Member   |

This issues with the approval of Authority.

  
(HIDAYATULLAH ANSARI)  
Deputy Secretary  
For Secretary

Copy to: -

- 1) P.A to Chairman — *Mehnaz 12/2/16*  
2) P.A to Secretary — *Sa 12/2/16*  
3) Members of Complaint Redressal Committee *12/2/16*

  
12/2/16

# BOARD OF SECONDARY EDUCATION, KARACHI

## PROCUREMENT PLAN FOR THE FINANCIAL YEAR 2015-2016

<u>S. No.</u>	<u>Items to be Executed</u> <u>(Title of Tender)</u>	<u>Fund Head &amp; Sub Head</u>	<u>Estimated Cost</u>	<u>Allocated Funds &amp; Breakup</u>	<u>Method of Procurement</u>	<u>Anticipated Date of Advertisement</u>	<u>Anticipated Date of Start</u>	<u>Anticipated Date of Completion</u>	<u>R E M A R K S</u>
1)	Tender for Procurement of Shields, Medals and Badges	Purchase of Shields, Medals and Badges	Rs.500,000/- (Rupees Five Lac only)	Rs.550,000/-	Open Competitive Bidding Single Stage One Envelope Procedure	07-01-2016	01-02-2016	02-05-2016	
2)	Tender for Procurement for Annual Purchasing of the financial year 2014-2015	Purchase of Stationery & other consumable articles	Rs.2,000,000/- (Rupees Twenty Lac only)	Rs.4,250,000/-	- do -	15-12-2015	01-01-2016	01-04-2016	
3)	Tender for Supply of Rental Furniture for SSC Examinations-2015	Hire of Furniture for Examination Centers	Rs.20,000,000/- (Rupees Two Crore only)	Rs.27,500,000/-	- do -	15-01-2016	01-02-2016	01-04-2016	
4)	Tender for Repairing, Maintenance and Service Contract for Computer, UPS and related Items	Maintenance & Repairing of Computers	Rs.400,000/- (Rupees Four Lac only)	Rs.550,000/-	- do -	07-01-2016	01-02-2016	02-05-2016	
5)	Tender for Maintenance & Service of Air Conditioners on Item Rate Contract Basis	Maintenance of Machinery & Equipments	Rs.200,000/- (Rupees Two Lac only)	Rs.1,450,000/-	- do -	07-01-2016	01-02-2016	02-05-2016	

# BOARD OF SECONDARY EDUCATION, KARACHI

## PROCUREMENT PLAN FOR THE FINANCIAL YEAR 2015-2016

S. No.	Items to be Executed (Title of Tender)	Fund Head & Sub Head	Estimated Cost	Allocated Funds & Breakup	Method of Procurement	Anticipated Date of Advertisement	Anticipated Date of Start	Anticipated Date of Completion	REMARKS
6)	Tender for Various Miscellaneous Jobs (Sorting, Counting, Gathering, Packing, Binding etc.) on Item Rate Contract basis	Printing of Question Papers	Rs.2,500,000/- (Rupees Twenty-five Lac only)	Rs.13,500,000/-	Open Competitive Bidding Single Stage One Envelope Procedure	15-09-2015	01-10-2015	30-06-2016	
7)	Tender for Printing and Supply of different Educational Credentials (Forms/Registers/Marks Sheets/Answer Scripts/Souvenir/Caliber/Envelops/File Covers/File Boards & Binding etc.) on Item Rate Contract basis	i) Printing of Answer Scripts ii) Printing of Exam & other Misc. Forms iii) Printing of Souvenir iv) General Printing v) Printing & Binding of T.Rs vi) Printing of Marks Sheets	Rs.30,000,000/- (Rupees Three Crore only)	i) Rs.12,500,000/- ii) Rs.5,150,000/- iii) Rs.500,000/- iv) Rs.950,000/- v) Rs.4,050,000/- vi) Rs.2,000,000/- Rs.24,200,000/-	- do -	15-10-2015	01-11-2015	30-06-2016	
8)	Tender for Procurement of Computer, Accessories, Machinery, Equipments, Electronic and other related Items, on Item Rate Contract Basis.	i) Purchase of Machinery & Equipments ii) Purchase of Stationery for Computer iii) Printing of Question Papers iv) Purchase of Computers	Rs.1,50,00,000/- (Rupees One Crore Fifty Lac only)	i) Rs.1,450,000/- ii) Rs.3,800,000/- iii) Rs.13,500,000/- iv) Rs.550,000/- Rs.19,300,000/-	- do -	30-10-2015	15-11-2015	30-06-2016	



## BOARD OF SECONDARY EDUCATION, KARACHI

### PROCUREMENT PLAN FOR THE FINANCIAL YEAR 2015-2016

<u>S. No.</u>	<u>Items to be Executed (Title of Tender)</u>	<u>Fund Head &amp; Sub Head</u>	<u>Estimated Cost</u>	<u>Allocated Funds &amp; Breakup</u>	<u>Method of Procurement</u>	<u>Anticipated Date of Advertisement</u>	<u>Anticipated Date of Start</u>	<u>Anticipated Date of Completion</u>	<u>R E M A R K S</u>
9)	Tender for Procurement of Liveries (Uniforms) and Shoes for Class-IV employees	Liveries for Class-IV employees	Rs.500,000/- (Rupees Five Lac only)	Rs.725,000/-	Open Competitive Bidding Single Stage One Envelope Procedure	16-10-2015	01-11-2015	01-02-2016	

# BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

**PRICE: RS.2,000/-  
(NON-REFUNDABLE)**

Bidding Document # \_\_\_\_\_

M/S \_\_\_\_\_

## STANDARD BIDDING DOCUMENTS FOR OPEN COMPETITIVE BIDDING

### SINGLE STAGE – ONE ENVELOPE PROCEDURE

## TENDER FOR PROCUREMENT OF ANNUAL PURCHASING FOR THE FINANCIAL YEAR 2015-2016

*IN RESPECT OF THE  
IFB No.BSE/P&P/1406/2016 dated 03-02-2016*



### PART ONE (FIXED)

- Instructions to Bidders (ITB)
- General Conditions of Contract (GCC)

Issued by:

Assistant Secretary (P&P)  
Board of Secondary Education  
Karachi

# **BOARD OF SECONDARY EDUCATION, KARACHI**

## **NAZIMABAD KARACHI-75990**

### **INSTRUCTIONS TO BIDDERS & GENERAL CONDITIONS OF CONTRACT:**

The Instructions to Bidders (ITB) and General Conditions of Contract (GCC) applied in this Contract shall be the same as per Standard Bidding Documents for Goods, issued by SPPRA. For further references the same may be downloaded from SPPRA's website [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk) or it may be provided from this Office if it may be demanded by the bidder. Whenever there is a conflict, the provisions hereafter shall prevail over those in the Instructions to Bidders & General Conditions of Contract. The corresponding clause number of the ITB & GCC is indicated in parentheses.

## **BID DATA SHEET**

<b>INTRODUCTION</b>		
ITB 1.1	Name of Procuring Agency of Government of Sindh.	Sindh Public Procurement Regulatory Authority.
ITB 1.1	Name of Contract	Procurement for Annual Purchasing for the financial year 2015- 2016.
ITB 4.1	Name of Procuring Agency	Board of Secondary Education Karachi
ITB 6.1	Procuring agency's address, telephone, telex, and facsimile numbers	Board of Secondary Education Nazimabad, Karachi-75990 Tel: 99260252-6 Tel: 99260268 Fax: 99260262
ITB 8.1	Language of the bid	English

<b>BID PRICE AND CURRENCY</b>	
ITB 11.2	The price shall be inclusive of all Taxes, Transportation, Material and Labour charges involved therein.
ITB 11.5	During the entire period of bid validity, the price shall be fixed and the bidder will have to supply the required items as per quoted rates.

<b>PREPARATION AND SUBMISSION OF BIDS</b>		
ITB 13.3 (d)	Qualification Requirements	<ul style="list-style-type: none"><li>• Relevant experience in the related field</li><li>• Turn-over of at least last three years having a sum of minimum Rs.5,000,000/-.</li><li>• Registration with Income Tax and Sales Tax Department</li><li>• An Affidavit that the firm has never been Blacklisted since last 03 years</li></ul>

# BOARD OF SECONDARY EDUCATION, KARACHI

## NAZIMABAD KARACHI-75990

<b>PREPARATION AND SUBMISSION OF BIDS</b>		
ITB 15.1	Amount of bid security	<ul style="list-style-type: none"> <li>Bid Security up to 5% (five percent) of the bid price, which should be submitted in shape of Pay Order in the name of <i>Secretary</i>, Board of Secondary Education Karachi and shall remain valid for a period of 28 days beyond the validity period for bid.</li> </ul>
ITB 16.1	Bid Validity Period	90 days from the date of opening of Tender.
ITB 17.1	Number of copies	02 Copies shall be submitted by the bidder. One original and one photocopy of the same.
ITB 18.2 (a)	Address for bid submission	The office of the <i>Secretary</i> (Room No. 33), 1 <sup>st</sup> Floor, Block-B, Board of Secondary Education, Nazimabad Karachi.
ITB 18.2 (b)	IFB title and number	<p>Title: Procurement for Annual Purchasing for the financial year 2015- 2016</p> <p>IFB No: <i>BSE/P&amp;P/1406/2016</i> <i>dated 03-02-2016</i></p>
ITB 19.1	Deadline for bid submission	<p><u>Tuesday 01-03-2016 up to 01:00 p.m</u></p> <p>Sealed bids duly filled-in, mentioning on top of the envelope "<i>Tender for Procurement of Annual Purchasing for the financial year 2015- 2016</i>"</p>
ITB 22.1	Time, date, and place for bid opening	Bids duly stamped on each document must be submitted in the office of the <i>Secretary</i> (Room No. 33), 1 <sup>st</sup> Floor, Block-B, Board of Secondary Education, Nazimabad Karachi, in a sealed cover up to <u>01:00 P.M</u> and will be opened on the same day at <u>02:00 P.M</u> in the presence of bidders' representatives who choose to attend at <u>02:00 P.M</u> on <u>Tuesday, 01-03-2016</u> .

<b>BID EVALUATION</b>		
ITB 25.3	Criteria for bid evaluation	The bid found to be the lowest evaluated or best evaluated bid shall be accepted.
ITB 25.4 (b)	Delivery schedule	The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least two weeks which may be extended.

<b>CONTRACT AWARD</b>		
ITB 29.1	Percentage for quantity increase or decrease	The Competent Authority reserves the right to increase or decrease the quantity of the required goods.

# **BOARD OF SECONDARY EDUCATION, KARACHI**

## **NAZIMABAD KARACHI-75990**

### **SECTION III.**

### **SPECIAL CONDITIONS OF CONTRACT**

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

#### **1. DEFINITIONS (GCC CLAUSE 1)**

1)	<b>GCC 1.1 (g)</b>	The Procuring agency is:	Board of Secondary Education Karachi.
2)	<b>GCC 1.1 (h)</b>	The Procuring agency's country is:	Islamic Republic of Pakistan.
3)	<b>GCC 1.1 (j)</b>	The Project Site is:	Same as GCC 1.1(g) mentioned above.

#### **2. COUNTRY OF ORIGIN (GCC CLAUSE 3)**

All countries and territories as indicated in Part Two Section VI of the bidding documents, "Eligibility for the Provisions of Goods, Works, and Services in Government-Financed Procurement".

#### **3. PERFORMANCE SECURITY (GCC CLAUSE 7)**

1)	<b>GCC 7.1</b>	The amount of performance security, as a percentage of the Contract Price, shall be Ten (10) percent of the Contract Price.	
2)	<b>GCC 7.4</b>	After delivery and acceptance of the Goods, the performance security shall be reduced to Two (2) percent of the Contract Price to cover the Supplier's warranty obligations in accordance with Clause GCC 15.2.	

#### **4. RESOLUTION OF DISPUTES (GCC CLAUSE 28)**

The dispute resolution mechanism to be applied pursuant to relevant SPPRA Rules.

#### **5. GOVERNING LANGUAGE (GCC CLAUSE 29)**

1)	<b>GCC 29.1</b>	The Governing Language shall be:	English.
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#### **6. NOTICES (GCC CLAUSE 31)**

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

Office of the Assistant Secretary (P&P) Room No. 40, 1<sup>st</sup> Floor, Block-B, Board of Secondary Education, Nazimabad Karachi.

# **BOARD OF SECONDARY EDUCATION, KARACHI**

## **NAZIMABAD KARACHI-75990**

### **7. PENALTY**

- i) Preferred penalties according to the issue/subject may be imposed upon the Supplier(s) such as:
- i. rejection of the unsatisfactory Supplied material
  - ii. Blacklisting of the firm
  - iii. deduction of amount from 5% to 10% of the total value of the bill
  - iv. forfeited whole Security amount

Anyone or more than one from the aforesaid penalties may be imposed upon the Supplier(s) in the following cases:

- a) In case of transgression/deviation of the time given in the Contract Award
- b) In case of transgression, deviation, mistake or low quality found in the Supplied item(s)
- c) In case the specification, quantity, rate or stuff of a Tender in certain item or items are approved and the Bidder backs out of his commitment on any pretext or fails to supply the material or complete the job in time or in the required criteria.

### **8. THE COMPETENT AUTHORITY RESERVES THE RIGHT TO:**

- (a) divert/distribute a particular work among different Bidders on the lowest approved rate(s) in the interest of the office due to demand of time/situation
- (b) accept or reject all or any bid
- (c) increase or decrease quantity without any notice at any time/stage subject to ITB Clause 29.
- (d) to recast and amend the contents/specification of the material at any stage
- (e) of accepting whole or any part of the Tender for portion of the quantity offered by the Bidders on rate-cum-quality basis. The Contract Award will be given to one or all Bidders for part/or full supply against the lowest rates & quality approved by the Board.

### **9. SPECIAL CLAUSE**

- i. The Bidder shall supply the article(s) as per approved specifications mentioned in the Contract Award. The article(s) not found in conformity with the approved specifications shall be rejected at the risk & cost of the Bidder.
- ii. The Contract Award may be assigned at any time during the period of bid validity
- iii. In case of substandard or low quality supply, the supplier shall straight away Blacklisted.
- iv. SPPRA Rules-2010 will strictly be followed.

# **BOARD OF SECONDARY EDUCATION, KARACHI**

## **NAZIMABAD KARACHI-75990**

### **19. EQUIVALENCY OF STANDARDS AND CODES**

Reference to brand name and catalogue number where used, they should always be read with followed by the words "or at least equivalent."

Reference to the required weight/grammage where used, a difference of plus/minus 05 should be tolerated.

## **SECTION-IV.**

## **SCHEDULE OF REQUIREMENTS**

### **SCHEDULE OF REQUIREMENTS:**

The delivery will have to be made at our site within the stipulated time that will be mentioned in the Contract Award. Minimum time period will be at least two weeks from the date of issuance of the Contract Award which may be extended according to the need and nature of the job.

# BOARD OF SECONDARY EDUCATION, KARACHI

## NAZIMABAD KARACHI-75990

### SECTION-V.

### TECHNICAL SPECIFICATIONS

#### STATIONERY & GENERAL ITEMS

<u>Sl. NO.</u>	<u>SPECIFICATION</u>	<u>QUANTITY</u>	<u>RATES INCLUDING ALL TAXES</u>
1)	AIR FRESHENER (Lotion Admire) 300 ml (Green Packing)	200 Nos.	Rs. .... Per Dozen.
2)	Ball Point Dollar Clear Stick (F)	Blue - 7000 Nos. Black - 2500 Nos. Red - 500 Nos.	10,000 Nos. Rs. .... Per Packet.
3)	BULL DOG CLIP (BIG) (AS PER SAMPLE)	36 Nos.	Rs. .... Per Dozen.
4)	BLANCO FLUID WITH THINNER (U.H.L.U) 20 ML.	120 Pkts.	Rs. .... Per Packet.
5)	BROOM COCONUT 750 G (AS PER SAMPLE)	300 Nos.	Rs. .... Per Dozen.
6)	BUCKET PLASTIC (BIG)	24 Nos.	Rs. .... Per Dozen.
7)	BROOM FLOWER (BEST QUALITY)	36 Nos.	Rs. .... Per Dozen.
8)	CARBON PAPER K.C.R (As Per Sample)	Blue - 50 Pkts. Black - 50 Pkts.	100 Pkts. Rs. .... Per Packet.
9)	CALCULATOR CITIZEN 12 (DIG) ORIGINAL	100 Nos.	Rs. .... Each
10)	CANDLE BIG SIZE 1 x 8" (BEST QUALITY)	48 Nos.	Rs. .... Per Dozen.
11)	COTTON WASTE 250 G (BEST QUALITY)	120 Pkts.	Rs. .... Per Packet.
12)	CUP AND SAUCERS (Royal China) (As per Sample) (Quality cum rate basis)	288 Nos.	Rs. .... Per Dozen.
13)	DUSTER SIZE: 24" x 20" (As per Sample)	1000 Nos.	Rs. .... Per Dozen.
14)	DUST BIN PLASTIC SIZE: 12 x 10	60 Nos.	Rs. .... Each.



# BOARD OF SECONDARY EDUCATION, KARACHI

## NAZIMABAD KARACHI-75990

<u>S. NO.</u>	<u>SPECIFICATION</u>	<u>QUANTITY</u>	<u>RATES INCLUDING ALL TAXES</u>
15)	FRASER FOR PENCIL ( PELICAN ) AL-30	480 Nos.	Rs. _____ Per Dozen.
16)	FOOT SCALE 12" (WOODEN) CHINA WITH BLADE	48 Nos.	Rs. _____ Per Dozen.
17)	FOOT SCALE 12" (STEEL) CHINA	160 Nos.	Rs. _____ Per Dozen.
18)	FINIS SPRAY PUMP ( BOTTLE )	24 Nos.	Rs. _____ Per Dozen.
19)	FINIS BOTTLE LIQUID 450 ML. (JOHNSON) (Quality to be ensured)	200 Bottles.	Rs. _____ Per Bottle.
20)	FINIS 03 LITER LIQUID (BOTTLES) (Quality to be ensured)	12 Bottles.	Rs. _____ Per Bottle.
21)	GUM STIC (U.I.L.C. ) 21 G.	200 Nos.	Rs. _____ Per Dozen.
22)	GEM CLIPS 30 mm (THREE FLOWER)	600 Pkts.	Rs. _____ Per Pkt.
23)	GUM FIXOL DOLLAR 1000 G	160 Bottles.	Rs. _____ Per Dozen.
24)	GLASS TOYO NASIC PLAIN	1000 Nos.	Rs. _____ Per Dozen.
25)	HOLE PUNCH ONE HOLE (BEST QUALITY)	60 Nos.	Rs. _____ Per Dozen.
26)	HOLE PUNCH TWO HOLES (BEST QUALITY)	12 Nos.	Rs. _____ Per Dozen.
27)	HIGHLIGHTER	Yellow 75 Nos. Orange 75 Nos. Pink 75 Nos. Green 75 Nos.	300 Nos. Rs. _____ Per Dozen.
28)	INK FOR STAMP PAD DOLLAR	600 Nos.	Rs. _____ Per Dozen.
29)	INK FOR MARKER	Black 48 Nos.	48 Nos. Rs. _____ Per Dozen.
30)	INK DOLLAR 0.2 BOTTLE	Black 24 Nos. Black 24 Nos.	48 Nos. Rs. _____ Per Dozen.
31)	INK FOR NUMBERING MACHINE (IRON)	160 Nos.	Rs. _____ Per Dozen.

# BOARD OF SECONDARY EDUCATION, KARACHI

## NAZIMABAD KARACHI-75990

<u>S. NO.</u>	<u>SPECIFICATION</u>	<u>QUANTITY</u>	<u>RATES INCLUDING ALL TAXES</u>
32)	JUG PLASTIC BIG SIZE WITH COVER	36 Nos.	Rs. _____ Per Dozen.
33)	LOTA PLASTIC ( BIG )	24 Nos. *	Rs. _____ Per Dozen.
34)	MARKER DOLLAR NO.90 Blue 1000 Nos. Black 1300 Nos. Red 500 Nos. Green 200 Nos.	3000 Nos.	Rs. _____ Per Dozen.
35)	MARKER DOLLAR NO.70 Blue 500 Nos. Black 700 Nos. Red 300 Nos.	1500 Nos.	Rs. _____ Per Dozen.
36)	KING FOX SPRAY 400 ML.	96 Nos.	Rs. _____ Per Dozen.
37)	MOPS ( BIG ) DOUBLE SOOTHER 36"	48 Nos.	Rs. _____ Per Dozen.
38)	NAPHTHALENE BALL 500 G	24 Packets.	Rs. _____ Per Dozen.
39)	PHENYL BOTTLE 01 LITER ( JOHNSON FINIS )	300 Bottles.	Rs. _____ Per Bottle.
40)	PAPER CUTTER ( STEEL ) BEST QUALITY	36 Nos.	Rs. _____ Per Dozen.
41)	PENCIL GOLD FISH (LB 5000)	5000 Nos.	Rs. _____ Per Dozen.
42)	PENCIL SHARPENER MILLION STEEL.	200 Nos.	Rs. _____ Per Dozen.
43)	PAPER PIN STEEL SHANGHAI CHINA (Size No.2 Wt.50 Grams)	400 Pkts.	Rs. _____ Per Dozen.
44)	PIN CUSSION ORDINARY	24 Nos.	Rs. _____ Per Dozen.
45)	PEN HOLDER CHINA (HERO)	60 Nos.	Rs. _____ Per Dozen.
46)	PAPER WEIGHT (CRYSTAL) (BEST QUALITY)	300 Nos.	Rs. _____ Per Dozen.
47)	PAPER ROLL TAPE 1"	96 Nos.	Rs. _____ Per Dozen.
48)	RUBBER BAND (SWAN BRAND) 100 G.	2000 Pkts.	Rs. _____ Per Dozen.

# BOARD OF SECONDARY EDUCATION, KARACHI

## NAZIMABAD KARACHI-75990

<u>S. NO.</u>	<u>SPECIFICATION</u>	<u>QUANTITY</u>	<u>RATES INCLUDING ALL TAXES</u>
49)	REGISTER (RULED) (400 PAGES)	196 Nos.	Rs. _____ Per Dozen.
50)	REGISTER (RULED) (200 PAGES)	196 Nos.	Rs. _____ Per Dozen.
51)	REGISTER (DISPATCH) (200 PAGES)	160 Nos.	Rs. _____ Per Dozen.
52)	REGISTER RECEIVED (200 PAGES)	96 Nos.	Rs. _____ Per Dozen.
53)	SCOTCH TAPE 1" x 72 YARD	196 Nos.	Rs. _____ Per Dozen.
54)	SEALING WAX BEST QUALITY	400 Pkts.	Rs. _____ Per Dozen.
55)	SIGNATURE PEN 0.4 JAPAN UNI-BALL	Blue 350 Nos. Black 150 Nos.	500 Nos. Rs. _____ Per Dozen.
56)	SIGNATURE PEN ART LINE 0.4	Blue 48 Nos. Black 48 Nos.	96 Nos. Rs. _____ Per Dozen.
57)	STAPLER MACHINE (MASED) MASTER-2 (Quality cum rate basis)	200 Nos.	Rs. _____ Per Dozen.
58)	STAPLE WIRE 24/6 ( DOLLAR )	2500 Pkts.	Rs. _____ Per Dozen.
59)	SCISSOR 8" ( SINGER ) BEST QUALITY	60 Nos.	Rs. _____ Per Dozen.
60)	STAPLE WIRE LARGE (AS PER NO.)	24 Packets	Rs. _____ Per Dozen.
61)	STAPLE REMOVER	120 Nos.	Rs. _____ Per Dozen.
62)	STAMP PAD DOLLAR MEDIUM	200 Nos.	Rs. _____ Per Dozen.
63)	SPONGE CUP PLASTIC	160 Nos.	Rs. _____ Per Dozen.
64)	SOAP NYLON ( 101 ) AMEEN SOAP	260 Nos.	Rs. _____ Per Dozen.
65)	SOAP LIFE BUOY 90 CL.	72 Nos.	Rs. _____ Per Dozen.

# BOARD OF SECONDARY EDUCATION, KARACHI

## NAZIMABAD KARACHI-75990

<u>S. No.</u>	<u>SPECIFICATION</u>	<u>QUANTITY</u>	<u>RATES INCLUDING ALL TAXES</u>
66)	SOAP LUX MEDIUM (WHITE)	132 Nos.	Rs. .... Per Dozen.
67)	SURF POWDER 150 G (SURF EXCEL)	120 Nos.	Rs. .... Per Dozen.
68)	SEAT CUSHION WITH COVER MOLTY FOAM 15" x 15"	60 Nos.	Rs. .... Per Dozen.
69)	SUTLI GOLA 3 PLY 730 G EACH	1500 Gola.	Rs. .... Per Gola.
70)	TABLE SET FOR OFFICERS BEST QUALITY (CRYSTAL)	48 Nos.	Rs. .... Per Dozen.
71)	TABLE DIARY (2016)	84 Nos.	Rs. .... Per Dozen.
72)	THREAD BALL GOLA 230 G	1200 Gola.	Rs. .... Per Dozen.
73)	TISSUE PAPER ( ROSE PETAL )	288 Pkts.	Rs. .... Per Dozen.
74)	TOWEL OXFORD BIG (AS PER SAMPLE)	96 Nos.	Rs. .... Per Dozen.
75)	VIM POWDER 500 GRAMS	360 Pkts.	Rs. .... Per Packet.
76)	WATER COOLER 12 LITERS (REHBER)	24 Nos.	Rs. .... Each.
77)	WATER COOLER 18 LITERS (REHBER)	24 Nos.	Rs. .... Each.

# BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

## HARDWARE & SANITARY ITEMS

1) ACID BOTTLE 1 LITER	120 Bottles	Rs. _____ Per Bottle.
2) BIB COCK GOLDEN (HALF INCH)	24 Nos.	Rs. _____ Per Dozen.
3) BIB COCK WATER COOLER (REIBER)	12 Nos.	Rs. _____ Per Dozen.
4) BIB COCK WASH BASIN (GOLDEN) FOR DUCK	12 Nos.	Rs. _____ Per Dozen.
5) BARREL NIPPLE G-1 (1/2)	06 Nos.	Rs. _____ Per Dozen.
6) LOCK CHINA 38 MM (AS PER SAMPLE)	24 Nos.	Rs. _____ Per Dozen.
7) LOCK CHINA 63 MM (AS PER SAMPLE)	36 Nos.	Rs. _____ Per Dozen.
8) PIPE FOR WASH BASIN (BEST QUALITY PLASTIC)	12 Nos.	Rs. _____ Per Dozen.
9) PLASTIC CONNECTION PIPE (BEST QUALITY)	12 Nos.	Rs. _____ Per Dozen.
10) HOLDER BRASS WITH BASE	12 Nos.	Rs. _____ Per Dozen.

# BOARD OF SECONDARY EDUCATION, KARACHI

## NAZIMABAD KARACHI-75990

### ELECTRICAL ITEMS

<u>S. NO.</u>	<u>SPECIFICATION</u>	<u>QUANTITY</u>	<u>RATES INCLUDING ALL TAXES</u>
1)	SAVER 18 W (PHILIPS) PIN	12 Nos.	Rs. _____ Per Dozen.
2)	SAVER 24 W (PHILIPS) PIN	18 Nos.	Rs. _____ Per Dozen.
3)	BATTERY CELL (PENCIL) TOSHIBA (ORIGINAL)	96 Nos.	Rs. _____ Per Dozen.
4)	CAPACITOR FOR FAN 3.5 (FUJI)	60 Nos.	Rs. _____ Per Dozen.
5)	FAN DIMMER MILLAT	48 Nos.	Rs. _____ Per Dozen.
6)	PLUG 2 PIN 5 ( AMP )	48 Nos.	Rs. _____ Per Dozen.
7)	PLUG UNIVERSAL 15 (AMP) MULTI PIN	36 Nos.	Rs. _____ Per Dozen.
8)	POWER PLUG (20 AMP) (BEST QUALITY)	12 Nos.	Rs. _____ Per Dozen.
9)	PLASTIC BOARD ( 1 HOLE )	24 Nos.	Rs. _____ Per Dozen.
10)	PLUG 3 PIN (20 AMP) SMALL (BEST QUALITY)	12 Nos.	Rs. _____ Per Dozen.
11)	SWITCH PIANO (BEST QUALITY)	120 Nos.	Rs. _____ Per Dozen.
12)	PATTI WITH CHOCK AND STARTER (40W) (PHILIPS)	12 Nos.	Rs. _____ Per Dozen.
13)	SOCKET 2 PIN (BEST QUALITY)	36 Nos.	Rs. _____ Per Dozen.
14)	TUBE LIGHT ROD 40 W PHILIPS (PAK MADE)	240 Nos.	Rs. _____ Per Dozen.
15)	TAPE PVC (NITTO) 3/4 JAPAN	12 Nos.	Rs. _____ Per Dozen.
16)	WIRE 23/76 (CABLE) ONE ROLL MILLION (90 METER ROLL)	90 Meters/ 01 Roll	Rs. _____ Per Roll.

# BOARD OF SECONDARY EDUCATION, KARACHI

## NAZIMABAD KARACHI-75990

<u>S.</u> <u>NO.</u>	<u>SPECIFICATION</u>	<u>QUANTITY</u>	<u>RATES INCLUDING</u> <u>ALL TAXES</u>
17)	WIRE 40/76 (CABLE) ONE ROLL MILLION (90 METER ROLL)	90 Meters/ 01 Roll	Rs. Per Roll.
18)	DRILL MACHINE (BEST QUALITY)	01 No.	Rs. Each.

## CERTIFICATE

I/We have carefully read & understood the Terms & Conditions whatever has been stated herein the enclosed pages and abide to the same. I/We guarantee to supply/deliver/install the items exactly in accordance with the requirements and enclosed the Bid Security payable to Board of Secondary Education, Karachi.

SIGNATURE WITH DATE:

NAME OF FIRM:

ADDRESS OF FIRM:

FULL NAME OF CONCERNED PERSON:

CNIC NUMBER:

POSITION HELD IN:

PHONE NUMBER(S):

MOBILE NUMBER(S):

FAX NUMBER(S):

NATIONAL TAX NUMBER:

GENERAL SALES TAX NUMBER:

STAMP OF THE FIRM:

PAY ORDER NUMBER:

BANK & BRANCH NAME:

DATED:

FOR RUPEES:

DRAWN:

as Bid Security is enclosed herewith.