

Registrar



University of Karachi
University Road
Karachi-75270
Pakistan

No.P.A./2015

December 2, 2015

• SAY NO TO CORRUPTION

NOTIFICATION

1. Under Rule 7 of the Sindh Public Procurement Rules, 2012, the following procurement committees have been constituted with immediate effect.
 - a) Committee for Procurement of Goods & General Services
 - b) Committee for Procurement of Works & Related Services
2. The Committee for Procurement of Goods & General Services with the following composition:
 - a) Purchase Officer, University of Karachi (Chairman)
 - b) Chief Accountant, University of Karachi (Member)
 - c) Auditor, University of Karachi (Member)
 - d) Head of the Department/Institute/Centre/Chair concerned or his/her nominee (Member)
 - e) A Karachi based fellow member nominated by the ICAP (Member)
 - f) A Karachi based fellow member nominated by the ICMAP (Member)
 - g) An officer working in the area of purchase to be nominated by a public sector university or degree awarding institution based in Karachi (Member)
3. The Committee for Procurement of Works & Related Services with the following composition:
 - a) Director, Planning & Development, University of Karachi (Chairman)
 - b) Chief Accountant, University of Karachi (Member)
 - c) Auditor, University of Karachi (Member)
 - d) University Engineer/Project Director concerned (Member)
 - e) A Karachi based fellow member nominated by the ICAP / ICMAP (Member)
 - f) A Karachi based member to be nominated by the PEC (Member)
 - g) An engineer working in the area of planning & development to be nominated by a public sector university or degree awarding institution based in Karachi (Member)
4. As per Rule 8 of the Sindh Public Procurement Rules, 2010, the Functions and Responsibilities of Procurement Committees shall be as under:
 - a) Preparing bidding documents
 - b) Carrying out technical as well as financial evaluation of the bids
 - c) Preparing evaluation report as provided in Rule 45
 - d) Making recommendations for the award of contract to the competent authority
 - e) Perform any other function ancillary and incidental to the above.

Copy to:

1. All Concerned
2. Secretary to Vice Chancellor

REGISTRAR

DPD-4701
12/3/16

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UNIVERSITY OF KARACHI
DIRECTOR FINANCE SECRETARIAT

No. MU/DF/160311/24
March 16, 2016

The Director P & D,
University of Karachi,
Chairman Committee,
Procurement of Works & Related Services,
University of Karachi,
Karachi

Subject: Nomination received from the concerned organization on the committee of the Procurement of works and related services

Further to the Registrar Office Notification No. P.A./2015 dated 02-12-2015, the following Nominations on the "Committee for Procurement of Works and Related Services" have been received.

- Ref. Item 3e Mr. Muhammad Hamid, FCMA (F-510), a Karachi based Fellow Member nominated by the ICMAP
- Ref. Item 3f Engr. Ayaz Mirza, a Karachi based member nominated by the PEC.
- Ref. Item 3g Mr. Haseeb Ansari an engineer working in the area of Planning & Development nominated by a public sector university (NED) based in Karachi.

Copies of the nomination letters are attached.

25587
17/3/16
supervisor

Arif Ansari
DD P & D

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22/3

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CE

[Signature]
Director Finance

Kindly Inform to all concerned staff of every office
[Signature]

Registrar



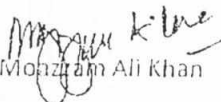
University of Karachi
University Road
Karachi-75270
Pakistan

December 7, 2015

NOTIFICATION

The Vice Chancellor is pleased to constitute the following Complaint Redressal Committee under the Sindh Public Procurement Rules, 2010.

- ✓ 1. Director Finance, Chairman
2. Director, Planning & Development, Member
3. Resident Auditor / Auditor, Member
4. Chief Accountant, Member
5. Purchase Officer, Member
6. An independent professional from the relevant field for the procurement process in question, to be nominated by the Vice Chancellor (on the recommendation of the Director Finance)
7. A fellow/senior member from any of the following institutes, to be nominated by the Vice Chancellor (on the recommendation of the Director Finance) depending on the nature of the procurement:
 - a) Institute of Chartered Accountants of Pakistan OR
 - b) Institute of Cost & Management Accountants of Pakistan OR
 - c) Pakistan Engineering Council


Prof. Dr. Monziam Ali Khan
Registrar

Copy to:

1. Secretary to Vice Chancellor
2. P.A. to Registrar
3. All Concerned

3898A
7/12/15

Annual Procurement Plan for the Year of 2015-2016
University of Karachi

S.#	Contents	Estimated Cost (Rs. in Million)	Method	Tentative/ Actual date of NIT	Tentative/ Actual closing date of NIT	Tentative / Actual date of award of Contract	Tentative deadline/ Actual date of Execution	Remarks
1.	Procurement of Chemicals	25.00	Single Stage Single Envelopes/Quotations	July 15	June 16	July 15	August 15	Actual dates may vary
2.	Procurement of Glassware	10.00	Single Stage Single Envelopes/Quotations	July 15	June 16	July 15	August 15	Actual dates may vary
3.	Procurement of Scientific Equipment's	90.00	Single Stage Single Envelopes/Quotations	July 15	June 16	September 15	March 16	Actual dates may vary
4.	Procurement of A.C's	5.00	Single Stage Single Envelopes/Quotations	July 15	June 16	September 15	June 16	Actual dates may vary
5.	Procurement of Refrigerators	0.5	Single Stage Single Envelopes/Quotations	July 15	June 16	September 15	December 15	Actual dates may vary
6.	Procurement of Electric Cooler / Water Dispenser	0.5	Quotations	July 15	June 16	August 15	May 16	Actual dates may vary
7.	Procurement of Class Room Furniture	2.5	Single Stage Single Envelopes/Quotations	July 15	June 16	September 15	June 16	Actual dates may vary
8.	Procurement of Office Furniture	2.5	Single Stage Single Envelopes/Quotations	July 15	June 16	September 15	June 16	Actual dates may vary
9.	Procurement of Liveries	1.5	Single Stage Single Envelopes	July 15	June 16	November 15	December 15	Actual dates may vary
10.	Procurement of Tyres	1.00	Direct Contract	July 15	June 16	February 16	March 16	Actual dates may vary
11.	Procurement of Batteries	0.5	Single Stage Single Envelopes/Quotations	July 15	June 16	September 15	December 15	Actual dates may vary
12.	Procurement of Computers Hardware & IT Equipments	15.00	Single Stage Single Envelopes/Quotations	July 15	June 16	September 15	February 16	Actual dates may vary
13.	Procurement of Printers	1.00	Single Stage Single Envelopes/Quotations	July 15	August 15	August 15	October 15	Actual dates may vary
14.	Exhibition / Celebration & Others	1.5	Quotations	July 15	June 16	July 15	June 16	Actual dates may vary
15.	Procurement of Tonnets	0.5	Quotations	July 15	June 16	July 15	March 16	Actual dates may vary

PROCUREMENT OFFICER
UNIVERSITY OF KARACHI

Director Finance
 University of Karachi

S.#	Contents	Estimated Cost (Rs. in Million)	Method	Tentative/ Actual date of NIT	Tentative/ Actual closing date of NIT	Tentative/ Actual date of award of Contract	Tentative deadline/ Actual date of Execution	Remarks
16	Procurement of Scanners	0.2	Quotations	July 15	August 15	August 15	December 15	Actual dates may vary
18	Procurement of UPS	0.2	Quotations	July 15	August 15	September 15	February 16	Actual dates may vary
19	Procurement of Street Lights with Accessories	0.5	Quotations	July 15	June 16	August 15	September 15	Actual dates may vary
20	Binding Works on Annual Contract Basis	5.00	Single Stage Single Envelopes	July 15	January 16	January 16	March 16	Actual dates may vary
21	Procurement of Photocopiers	0.3	Single Stage Single Envelopes/Quotations	July 15	June 16	August 15	September 15	Actual dates may vary
22	Procurement of Papers & Stationery Items	17.5	Single Stage Single Envelopes/Quotations	July 15	June 16	August 15	October 15	Actual dates may vary
23	Souvenirs	0.15	Quotations	July 15	June 15	August 15	September 15	Actual dates may vary
24	Procurement of Sanitary Items	0.5	Quotations	July 15	June 16	July 15	August 15	Actual dates may vary
25	Procurement of Medals for Convocation	2.00	Single Stage Single Envelopes	July 15	November 15	December 15	December 15	Actual dates may vary
26	Services for VIP Arrangements for Convocation	3.00	Single Stage Single Envelopes	November 15	November 15	December 15	December 15	Actual dates may vary
27	Hiring of Furniture, Shamiyana, Qanat, Water Tank, Jug, Glass, Pedestal Fans for Graduate Degree Annual / Supplementary Examination	6.00	Single Stage Single Envelopes	November 15	November 15	December 15	December 15	Actual dates may vary
28	Repairing and Services of A.C's, Generators, Computers with Accessories, Electric Coolers etc.	2.5	Quotations	November 15	June 16	July 15	June 16	Actual dates may vary
29	Purchase of Transport	5.0	Direct Contract	July 15	June 16	July 15	June 16	Actual dates may vary
30	Plant & Machinery	10.00	Single Stage Single Envelopes, Direct Contract	July 15	June 16	July 15	June 16	Actual dates may vary
31	Civil Work of Academic and Administrative Buildings/Area	8.00	Single Stage Single Envelopes/Quotations	July 15	June 16	July 15	June 16	Actual dates may vary
32	Electrical Work of Academic and Administrative Building/Area	6.00	Single Stage Single Envelopes/Quotations	July 15	June 16	July 15	June 16	Actual dates may vary
33	Mechanical Work of Academic and Administrative Buildings/Area	2.00	Quotations	July 15	June 16	July 15	June 16	Actual dates may vary
34	Miscellaneous Maintenance Work of Academic and Administrative Buildings/Area	2.50	Quotations	July 15	June 16	July 15	June 16	Actual dates may vary

PROCHAUSE OFFICER
UNIVERSITY OF KARACHI

Director Finance
University of Karachi

S. #	Contents	Estimated Cost (Rs. in Million)	Method	Tentative / Actual date of NIT	Tentative / Actual closing date of NIT	Tentative / Actual date of award of Contract	Tentative deadline/ Actual date of Execution	Remarks
35.	Civil Work of Residential Area	8.50	Single Stage Single Envelope/Quotations	July 15	June 16	July 15	June 16	Actual dates may vary
36.	Electrical Work of Residential Area	3.50	Single Stage Single Envelope/Quotations	July 15	June 16	July 15	June 16	Actual dates may vary
37.	Mechanical Work of Residential Area	1.00	Quotations	July 15	June 16	July 15	June 16	Actual dates may vary
38.	Miscellaneous Work of Residential Area	1.45	Quotations	July 15	June 16	July 15	June 16	Actual dates may vary

Purchase Officer
UNIVERSITY OF KARACHI

University Engineer

Director Finance
University of Karachi

Director Finance

Instruction to Bidders (ITB) for Repair & Maintenance Work at C-70

Preparation of Bids

1. Scope of Work: The University of Karachi plans to develop / acquire a comprehensive integrated solution relevant to repair and maintenance to meet the requirement of residents of C-70 of University's Staff Town.

2. Method and Procedure of Procurement: National Competitive Bidding **Single Stage One Envelope Procedure** as per SPP Rules 2010 (updated 2013).

3. Language of Bid: The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring Agency shall be written in English language.

4. Documents Comprising the Bid: The bid prepared by the Bidders shall comprise the following components:

(a) Price Schedule completed in accordance with ITB Clauses 5, 6 and 7.

(b) Bid security furnished in accordance with ITB Clause 10.

5. Bid Prices:

5.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the Electric Work at G Type Quarters of Staff Town, University of Karachi under the contract.

5.2 The prices shall be quoted inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery of services specified in the Schedule of Requirements. No separate payment shall be made for the incidental services.

5.3 Prices quoted by the Bidder shall remain 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.

5.4 Prices shall be quoted in Pak Rupees.

6. Bid Form: The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the material to be supplied and fixed, their descriptions and prices.

7. Bid Currencies: Prices shall be quoted in Pak Rupees.

8. Document Establishing Bidder's Eligibility and Qualification: 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.

(a) That the Bidder has the financial and technical capability necessary to perform the contract.

(b) That the Bidder meets the qualification criteria listed in the Bid Data Sheet.

9. Documents Eligibility and Conformity to Bidding Documents: The documentary evidence of conformity of the goods to the bidding documents may be in the form of literature and data.

10. Bid Security:

10.1 The bid security is required to protect the Procuring agency against the risk of Bidder's conduct, which would warrant the security's forfeiture.

The bid security shall be denominated in the currency of the bid:

(a) 2% Bid Security should be deposited with the bid;

(b) be submitted in its original form; copies will not be accepted;

(c) remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity.

10.2 Bid securities shall be released to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired.

10.3 The successful Bidder's bid security shall be discharged upon the Bidder signing the contract, and furnishing the performance security.

10.4 The bid security may be forfeited:

(a) if a Bidder withdraws its bid during the period of bid validity or

(b) in the case of a successful Bidder, if the Bidder fails:

(i) to sign the contract in accordance or

(ii) to furnish performance security.

11. Period of Validity of Bids:

11.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid submission prescribed by the Procuring agency. A bid valid for a shorter period shall be rejected by the Procuring agency as non responsive.

11.2 In exceptional circumstances, the Procuring Agency may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security shall also be suitably extended as per Rule-38 of SPP Rules, 2010 (updated 2013). A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid.

12. Format and Signing of Bid:

12.1 The Bidder shall prepare an original and the number of copies of the bid indicated in the Bid Data Sheet, clearly marking each "ORIGINAL BID" and "COPY OF BID" as appropriate. In the event of any discrepancy between them, the original shall govern.

12.2 The original and the copy or copies of the bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.

12.3 Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

Submission of Bids

13. Sealing and Marking of Bids:

13.1 The Bidder shall seal the original and each copy of the bid in envelopes, duly marking the envelopes as "ORIGINAL BID" and "ONE COPY". The outer envelopes shall be addressed to the Procuring agency at the address given in the Bidding Documents, and carry statement "DO NOT OPEN BEFORE 19-05-2016."

13.2 If the outer envelope is not sealed and marked as required, the Procuring Agency shall assume no responsibility for the bid's misplacement or premature opening.

14. Deadline for Submission of Bids:

14.1 Bids must be received by the Procuring Agency at the address specified in Bidding Documents, not later than the time and date specified in the Bid Data Sheet.

14.2 The Procuring Agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents. In such case all rights and obligations of the Procuring agency and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

15. Late Bids: Any bid received by the Procuring Agency after the deadline for submission of bids prescribed by the Procuring agency shall be rejected and returned unopened to the Bidder

16. Modification and Withdrawal of Bids:

16.1 The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Procuring agency prior to the deadline prescribed for submission of bids.

16.2 No bid may be modified after the deadline for submission of bids.

16.3 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security.

Opening and Evaluation of Bids

17. Opening of Bids by the Procuring agency:

17.1 The Procuring agency shall open all bids in the presence of bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign a register/attendance sheet evidencing their attendance.

17.2 The Bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the Procuring agency may consider appropriate, will be announced at the opening.

18. Clarification of Bids: During evaluation of the bids, the Procuring agency may ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

19. Preliminary Examination:

19.1 The Procuring agency shall examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

19.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the 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 the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.

19.3 Prior to the detailed evaluation, the Procuring agency will determine the substantial responsiveness of each bid to the bidding documents. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself.

19.4 If a bid is not substantially responsive, it will be rejected by the Procuring agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

20. Evaluation and Comparison of Bids:

20.1 The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive.

20.2 The Procuring agency's evaluation of a bid will be on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and execution charges imposed till the delivery location.

21. Contacting the Procuring agency:

21.1 No Bidder shall contact the Procuring agency on any matter relating to its bid, from the time of the bid opening to the time of announcement of Bid Evaluation Report. If the Bidder wishes to bring additional information to the notice of the Procuring agency, it should do so in writing.

21.2 Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

Award of Contract

22. Post-qualification:

22.1 In the absence of prequalification, the Procuring agency may determine to its satisfaction whether that selected Bidder having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily.

22.2 The determination will take into account the Bidder's financial and technical capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 7 as well as such other information as the Procuring agency deems necessary and appropriate.

22.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

23. Award Criteria: The Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

24. Procuring Agency's right to accept any Bid and to reject any or all Bids:

24.1 Subject to relevant provisions of SPP, Rules, 2010 (amended 2013), the Procuring agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award.

24.2 Pursuant to Rule 45 of SPP Rules 2010 (updated 2013), Procuring agency shall hoist the evaluation report on Authority's web site, and intimate to all the bidders seven days prior to notify the award of contract.

25. Notification of Award:

25.1 Prior to the expiration of the period of bid validity, the Procuring agency shall notify the successful Bidder in writing, that its bid has been accepted.

25.2 Upon the successful bidders furnishing of the performance security pursuant to ITB clause 26, the Procuring Agency will promptly notify each unsuccessful bidder and will release their bid security.

26. Signing of Contract:

26.1 At the same time as the Procuring agency notifies the successful Bidder that its bid has been accepted, the Procuring agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.

26.2 Within the period specified in BDS, of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency.

27. Performance Security:

27.1 Within the period specified in BDS of the receipt of notification of award from the Procuring agency, the successful Bidder shall furnish the performance security in accordance with the condition of contract. In the Performance Security Form provided in the Bidding Document or in another form acceptable to the Procuring agency.

27.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 25 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Procuring agency may make the award to the next lowest evaluated Bidder or call for new bids.

28. Corrupt or Fraudulent Practices: The Government of Sindh requires that Procuring Agency's (including beneficiaries of donor agencies' loans), as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the SPPRA, in accordance with the SPP Act, 2009 and Rules made there under:

(a) **"Corrupt and Fraudulent Practices"** means either one or any combination of the practices given below;

(i) **"Coercive Practice"** means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;

(ii) **"Collusive Practice"** means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;

(iii) **"Corrupt Practice"** means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;

(iv) **"Fraudulent Practice"** means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

(b) **"Obstructive Practice"** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

Bid Data Sheet

The following specific data for **The Repair & Maintenance Work at C-70 of Staff Town, University of Karachi** to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

Introduction		
ITB 1	Name and address of Procuring Agency: Engineering Department, University of Karachi, Karachi.	
ITB 1	Name of Contract: Repair & Maintenance Work at C-70, Staff Town, University of Karachi.	
Bid Price and Currency		
ITB 5	Prices quoted by the Bidder shall be “fixed” and in “Pak Rupees”	
Preparation and Submission of Bids		
ITB 20	Qualification requirements: <ol style="list-style-type: none"> 1. Authorized Agent (Valid Agency Certificate required). 2. Complete Company Profile. 3. Valid Registration with Tax Authorities required. 4. Relevant Experience of at least last one (1) year. 5. Rs. 1.0 Million per year Turnover of last three (3) years. 	
ITB 8	Amount of bid security: 2 % of Bid Value	
ITB 9	Bid validity period: 90 days	
ITB 10	Performance Guarantee: 10% of the Work Order Value.	
ITB 11	Number of copies: One Original	
ITB 20.1	Deadline for bid submission: 19-05-2016	
ITB 21	Bid Evaluation: Lowest Evaluated Bid	
	Under following conditions, Bid will be rejected: <ol style="list-style-type: none"> 1. Conditional tenders/bids; 2. Bids not accompanied by bid security (Earnest Money); 3. Bids received after specified date and time; 4. Bidder submitting any false information; 5. Black Listed Firms by Sindh Government or any entity of it 	

BOQ

Repair & Maintenance Work at C-70, Staff Town, University of Karachi

Glazed Tiles work at House No. C-70, Staff town, University of Karachi.

Sr. #	Description	Qty.	Rate	Unit	Amount
1	Dismantling of mosaic floor and skirting i/c disposal off the material as directed by In-Charge.	1050.	6/-	Sft.	6300/-
2	P/L floor of 1/4" thick coloured glazed tiles 12"x12" of master make (Pakistani) 1 grade in ground floor laid over 1" thick C.M 1:2 i/c jointing & washing the tiles with white cement slurry and curing etc complete.	1050.	157/-	Sft.	157500/-
				Total:	163800/-

[Signature]
22/01/16

CAMPUS ENGINEER

BID SUMMARY SHEET

TENDER NOTICE

The tender will be rejected if this form is not accompanied by the tender bid.

S. No.	Brand	Bid Value	Price in PKR

Total Bid Value in PKR		
Earnest Money @ 2% in PKR		
Pay Order/Demand Draft No:		Date:
Signature :	Seal :	

TERMS & CONDITIONS

- The Procuring Agency may reject all bids at any time prior to the acceptance of a bid under SPP-Rules, 2010.
- 2% Bid Security should be deposited on the total cost of the quoted amount with the bidding documents in shape of pay order drawn in favor of University of Karachi.
- Bids not accompanied by the 2% Bid Security will not be considered.
- Copies of the Sales Tax Registration and NTN are to be attached with the bidding documents.
- The quoted price shall be inclusive all applicable Govt. Taxes and charges.
- Procurement Committee shall finalize the bids in light of SPP-Rules, 2010 clause (8).
- The bidders are requested to submit their bids along with the bid validity period.
- Complete details specification/information to be provided about the products and firm by the bidder.
- Prices shall be quoted in Pak rupees.
- The method of procurement is open competitive bidding single stage one envelop procedure
- The bids shall be evaluated on the following criterion.
 - Quality basis
 - Specification mentioned as in the bidding documents
- The prices to be quoted shall be filled in the bidding documents mandatory.
- The successful bidders who execute to contract shall be liable to forfeiture of their bid security as a penalty.
- The last date of issuance of bidding document is day 19-05-2016 at 11:30 a.m.
- The last date of receipt of bidding document is 19-05-2016 at 02:30 a.m. The bids shall be opened on the same day at 03:00 p.m. in presence of the bidders who may wish to be present.
- In case of any holiday or disturbance the bids shall be opened on the next working day as per schedule.
- The Tender Notice shall be available on the Official website www.pprasindh.gov.pk as well as Procuring Agency's website www.uok.edu.pk

Total Amount _____

(Rupees _____ Only)

(Total Earnest Money Rs. _____)

SIGNATURE OF THE PROPRIETOR
AND RUBBER STAMP OF THE COMPANY

Instruction to Bidders (ITB) for Electric Work at G Type Quarters

Preparation of Bids

1. Scope of Work: The University of Karachi plans to develop / acquire a comprehensive integrated solution to meet the power requirement of residents of G Type Quarters by Electric Work at G Type Quarters of University's Staff Town.

2. Method and Procedure of Procurement: National Competitive Bidding **Single Stage One Envelope Procedure** as per SPP Rules 2010 (updated 2013).

3. Language of Bid: The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring Agency shall be written in English language.

4. Documents Comprising the Bid: The bid prepared by the Bidders shall comprise the following components:

(a) Price Schedule completed in accordance with ITB Clauses 5, 6 and 7.

(b) Bid security furnished in accordance with ITB Clause 10.

5. Bid Prices:

5.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the Electric Work at G Type Quarters of Staff Town, University of Karachi under the contract.

5.2 The prices shall be quoted inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery of services specified in the Schedule of Requirements. No separate payment shall be made for the incidental services.

5.3 Prices quoted by the Bidder shall remain 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.

5.4 Prices shall be quoted in Pak Rupees.

6. Bid Form: The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the material to be supplied and fixed, their descriptions and prices.

7. Bid Currencies: Prices shall be quoted in Pak Rupees.

8. Document Establishing Bidder's Eligibility and Qualification: 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.

(a) That the Bidder has the financial and technical capability necessary to perform the contract.

(b) That the Bidder meets the qualification criteria listed in the Bid Data Sheet.

9. Documents Eligibility and Conformity to Bidding Documents: The documentary evidence of conformity of the goods to the bidding documents may be in the form of literature and data.

10. Bid Security:

10.1 The bid security is required to protect the Procuring agency against the risk of Bidder's conduct, which would warrant the security's forfeiture.

The bid security shall be denominated in the currency of the bid:

(a) 2% Bid Security should be deposited with the bid;

(b) be submitted in its original form; copies will not be accepted;

(c) remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity.

10.2 Bid securities shall be released to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired.

10.3 The successful Bidder's bid security shall be discharged upon the Bidder signing the contract, and furnishing the performance security.

10.4 The bid security may be forfeited:

(a) if a Bidder withdraws its bid during the period of bid validity or

(b) in the case of a successful Bidder, if the Bidder fails:

(i) to sign the contract in accordance or

(ii) to furnish performance security.

11. Period of Validity of Bids:

11.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid submission prescribed by the Procuring agency. A bid valid for a shorter period shall be rejected by the Procuring agency as non responsive.

11.2 In exceptional circumstances, the Procuring Agency may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security shall also be suitably extended as per Rule-38 of SPP Rules, 2010 (updated 2013). A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid.

12. Format and Signing of Bid:

12.1 The Bidder shall prepare an original and the number of copies of the bid indicated in the Bid Data Sheet, clearly marking each "ORIGINAL BID" and "COPY OF BID" as appropriate. In the event of any discrepancy between them, the original shall govern.

12.2 The original and the copy or copies of the bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.

12.3 Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

Submission of Bids

13. Sealing and Marking of Bids:

13.1 The Bidder shall seal the original and each copy of the bid in envelopes, duly marking the envelopes as "ORIGINAL BID" and "ONE COPY". The outer envelopes shall be addressed to the Procuring agency at the address given in the Bidding Documents, and carry statement "DO NOT OPEN BEFORE 19-05-2016.

13.2 If the outer envelope is not sealed and marked as required, the Procuring Agency shall assume no responsibility for the bid's misplacement or premature opening.

14. Deadline for Submission of Bids:

14.1 Bids must be received by the Procuring Agency at the address specified in Bidding Documents, not later than the time and date specified in the Bid Data Sheet.

14.2 The Procuring Agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents. In such case all rights and obligations of the Procuring agency and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

15. Late Bids: Any bid received by the Procuring Agency after the deadline for submission of bids prescribed by the Procuring agency shall be rejected and returned unopened to the Bidder.

16. Modification and Withdrawal of Bids:

16.1 The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Procuring agency prior to the deadline prescribed for submission of bids.

16.2 No bid may be modified after the deadline for submission of bids.

16.3 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security.

Opening and Evaluation of Bids

17. Opening of Bids by the Procuring agency:

17.1 The Procuring agency shall open all bids in the presence of bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign a register/attendance sheet evidencing their attendance.

17.2 The Bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the Procuring agency may consider appropriate, will be announced at the opening.

18. Clarification of Bids: During evaluation of the bids, the Procuring agency may ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

19. Preliminary Examination:

19.1 The Procuring agency shall examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

19.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the 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 the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.

19.3 Prior to the detailed evaluation, the Procuring agency will determine the substantial responsiveness of each bid to the bidding documents. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself.

19.4 If a bid is not substantially responsive, it will be rejected by the Procuring agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

20. Evaluation and Comparison of Bids:

20.1 The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive.

20.2 The Procuring agency's evaluation of a bid will be on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and execution charges imposed till the delivery location.

21. Contacting the Procuring agency:

21.1 No Bidder shall contact the Procuring agency on any matter relating to its bid, from the time of the bid opening to the time of announcement of Bid Evaluation Report. If the Bidder wishes to bring additional information to the notice of the Procuring agency, it should do so in writing.

21.2 Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

Award of Contract

22. Post-qualification:

22.1 In the absence of prequalification, the Procuring agency may determine to its satisfaction whether that selected Bidder having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily.

22.2 The determination will take into account the Bidder's financial and technical capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 7 as well as such other information as the Procuring agency deems necessary and appropriate.

22.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

23. Award Criteria: The Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

24. Procuring Agency's right to accept any Bid and to reject any or all Bids:

24.1 Subject to relevant provisions of SPP, Rules, 2010 (amended 2013), the Procuring agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award.

24.2 Pursuant to Rule 45 of SPP Rules 2010 (updated 2013), Procuring agency shall hoist the evaluation report on Authority's web site, and intimate to all the bidders seven days prior to notify the award of contract.

25. Notification of Award:

25.1 Prior to the expiration of the period of bid validity, the Procuring agency shall notify the successful Bidder in writing, that its bid has been accepted.

25.2 Upon the successful bidders furnishing of the performance security pursuant to ITB clause 26, the Procuring Agency will promptly notify each unsuccessful bidder and will release their bid security.

26. Signing of Contract:

26.1 At the same time as the Procuring agency notifies the successful Bidder that its bid has been accepted, the Procuring agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.

26.2 Within the period specified in BDS, of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency.

27. Performance Security:

27.1 Within the period specified in BDS of the receipt of notification of award from the Procuring agency, the successful Bidder shall furnish the performance security in accordance with the condition of contract. In the Performance Security Form provided in the Bidding Document or in another form acceptable to the Procuring agency.

27.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 25 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Procuring agency may make the award to the next lowest evaluated Bidder or call for new bids.

28. Corrupt or Fraudulent Practices: The Government of Sindh requires that Procuring Agency's (including beneficiaries of donor agencies' loans), as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the SPPRA, in accordance with the SPP Act, 2009 and Rules made there under:

(a) **"Corrupt and Fraudulent Practices"** means either one or any combination of the practices given below;

(i) **"Coercive Practice"** means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;

(ii) **"Collusive Practice"** means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;

(iii) **"Corrupt Practice"** means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;

(iv) **"Fraudulent Practice"** means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

(b) **"Obstructive Practice"** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

21.2 Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

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27.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 25 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Procuring agency may make the award to the next lowest evaluated Bidder or call for new bids.

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(a) **"Corrupt and Fraudulent Practices"** means either one or any combination of the practices given below;

(i) **"Coercive Practice"** means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;

(ii) **"Collusive Practice"** means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;

(iii) **"Corrupt Practice"** means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;

(iv) **"Fraudulent Practice"** means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

(b) **"Obstructive Practice"** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

Bid Data Sheet

The following specific data for **The Electric Work at G Type Quarters of Staff Town, University of Karachi** to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

Introduction	
ITB 1	Name and address of Procuring Agency: Engineering Department, University of Karachi, Karachi.
ITB 1	Name of Contract: Electric Work at G Type Quarters of Staff Town, University of Karachi.
Bid Price and Currency	
ITB 5	Prices quoted by the Bidder shall be “fixed” and in “Pak Rupees”
Preparation and Submission of Bids	
ITB 20	Qualification requirements: <ol style="list-style-type: none"> 1. Authorized Agent (Valid Agency Certificate required). 2. Complete Company Profile. 3. Valid Registration with Tax Authorities required. 4. Relevant Experience of at least last one (1) year. 5. Rs. 1.0 Million per year Turnover of last three (3) years.
ITB 8	Amount of bid security: 2 % of Bid Value
ITB 9	Bid validity period: 90 days
ITB 10	Performance Guarantee: 10% of the Work Order Value.
ITB 11	Number of copies: One Original
ITB 20.1	Deadline for bid submission: 19-05-2016
ITB 21	Bid Evaluation: Lowest Evaluated Bid
	Under following conditions, Bid will be rejected: <ol style="list-style-type: none"> 1. Conditional tenders/bids; 2. Bids not accompanied by bid security (Earnest Money); 3. Bids received after specified date and time; 4. Bidder submitting any false information; 5. Black Listed Firms by Sindh Government or any entity of it

BOQ

Providing & Laying of New Electric Service Line from G-16 to G-30 at Staff Town, University of Karachi.

S. No.	Description of Work	Quantity	Unit	Estimated Cost
1-	Providing and Laying 16 sq. mm PVC-PVC Cable of approved make in PVC Pipe.	135	meter	104400/-
2-	Providing Single Phase Supply with 6 sq. mm PVC Cable of approved make in PVC Pipe. From jointing in Main Cable to Termination at Main Board of each House, including Wooden Board, Main Switch and Single Pole Breaker of good quality and approved make.	15	each	38,400/-
Total				1,42,800/-

In Words: Rupees One Hundred Forty Two Thousand and Eight Hundred Only.


Deputy Executive Engineer
Engineering Department
University of Karachi.

BID SUMMARY SHEET

TENDER NOTICE

The tender will be rejected if this form is not accompanied by the tender bid.

S. No.	Brand	Bid Value	Price in PKR

Total Bid Value in PKR		
Earnest Money @ 2% in PKR		
Pay Order/Demand Draft No:		Date:
Signature :	Seal :	

TERMS & CONDITIONS

- The Procuring Agency may reject all bids at any time prior to the acceptance of a bid under SPP-Rules, 2010.
- 2% Bid Security should be deposited on the total cost of the quoted amount with the bidding documents in shape of pay order drawn in favor of University of Karachi.
- Bids not accompanied by the 2% Bid Security will not be considered.
- Copies of the Sales Tax Registration and NTN are to be attached with the bidding documents.
- The quoted price shall be inclusive all applicable Govt. Taxes and charges.
- Procurement Committee shall finalize the bids in light of SPP-Rules, 2010 clause (8).
- The bidders are requested to submit their bids along with the bid validity period.
- Complete details specification/information to be provided about the products and firm by the bidder.
- Prices shall be quoted in Pak rupees.
- The method of procurement is open competitive bidding single stage one envelop procedure
- The bids shall be evaluated on the following criterion.
 - Quality basis
 - Specification mentioned as in the bidding documents
- The prices to be quoted shall be filled in the bidding documents mandatory.
- The successful bidders who execute to contract shall be liable to forfeiture of their bid security as a penalty.
- The last date of issuance of bidding document is day 19-05-2016 at 11:30 a.m.
- The last date of receipt of bidding document is 19-05-2016 at 02:30 a.m. The bids shall be opened on the same day at 03:00 p.m. in presence of the bidders who may wish to be present.
- In case of any holiday or disturbance the bids shall be opened on the next working day as per schedule.
- The Tender Notice shall be available on the Official website www.pprasindh.gov.pk as well as Procuring Agency's website www.uok.edu.pk

Total Amount _____

(Rupees _____ Only)

(Total Earnest Money Rs. _____)

SIGNATURE OF THE PROPRIETOR
AND RUBBER STAMP OF THE COMPANY

Instruction to Bidders (ITB) for Repair & Maintenance Work at B-04

Preparation of Bids

1. Scope of Work: The University of Karachi plans to develop / acquire a comprehensive integrated solution relevant to repair and maintenance to meet the requirement of residents of B-04 of University's Staff Town.

2. Method and Procedure of Procurement: National Competitive Bidding **Single Stage One Envelope Procedure** as per SPP Rules 2010 (updated 2013).

3. Language of Bid: The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring Agency shall be written in English language.

4. Documents Comprising the Bid: The bid prepared by the Bidders shall comprise the following components:

(a) Price Schedule completed in accordance with ITB Clauses 5, 6 and 7.

(b) Bid security furnished in accordance with ITB Clause 10.

5. Bid Prices:

5.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the Electric Work at G Type Quarters of Staff Town, University of Karachi under the contract.

5.2 The prices shall be quoted inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery of services specified in the Schedule of Requirements. No separate payment shall be made for the incidental services.

5.3 Prices quoted by the Bidder shall remain 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.

5.4 Prices shall be quoted in Pak Rupees.

6. Bid Form: The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the material to be supplied and fixed, their descriptions and prices.

7. Bid Currencies: Prices shall be quoted in Pak Rupees.

8. Document Establishing Bidder's Eligibility and Qualification: 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.

(a) That the Bidder has the financial and technical capability necessary to perform the contract.

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9. Documents Eligibility and Conformity to Bidding Documents: The documentary evidence of conformity of the goods to the bidding documents may be in the form of literature and data.

10. Bid Security:

10.1 The bid security is required to protect the Procuring agency against the risk of Bidder's conduct, which would warrant the security's forfeiture.

The bid security shall be denominated in the currency of the bid:

(a) 2% Bid Security should be deposited with the bid;

(b) be submitted in its original form; copies will not be accepted;

(c) remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity.

10.2 Bid securities shall be released to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired.

10.3 The successful Bidder's bid security shall be discharged upon the Bidder signing the contract, and furnishing the performance security.

10.4 The bid security may be forfeited:

(a) if a Bidder withdraws its bid during the period of bid validity or

(b) in the case of a successful Bidder, if the Bidder fails:

(i) to sign the contract in accordance or

(ii) to furnish performance security.

11. Period of Validity of Bids:

11.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid submission prescribed by the Procuring agency. A bid valid for a shorter period shall be rejected by the Procuring agency as non responsive.

11.2 In exceptional circumstances, the Procuring Agency may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security shall also be suitably extended as per Rule-38 of SPP Rules, 2010 (updated 2013). A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid.

12. Format and Signing of Bid:

12.1 The Bidder shall prepare an original and the number of copies of the bid indicated in the Bid Data Sheet, clearly marking each "ORIGINAL BID" and "COPY OF BID" as appropriate. In the event of any discrepancy between them, the original shall govern.

12.2 The original and the copy or copies of the bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.

12.3 Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

Submission of Bids

13. Sealing and Marking of Bids:

13.1 The Bidder shall seal the original and each copy of the bid in envelopes, duly marking the envelopes as "ORIGINAL BID" and "ONE COPY". The outer envelopes shall be addressed to the Procuring agency at the address given in the Bidding Documents, and carry statement "DO NOT OPEN BEFORE 19-05-2016.

13.2 If the outer envelope is not sealed and marked as required, the Procuring Agency shall assume no responsibility for the bid's misplacement or premature opening.

14. Deadline for Submission of Bids:

14.1 Bids must be received by the Procuring Agency at the address specified in Bidding Documents, not later than the time and date specified in the Bid Data Sheet.

14.2 The Procuring Agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents. In such case all rights and obligations of the Procuring agency and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

15. Late Bids: Any bid received by the Procuring Agency after the deadline for submission of bids prescribed by the Procuring agency shall be rejected and returned unopened to the Bidder

16. Modification and Withdrawal of Bids:

16.1 The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Procuring agency prior to the deadline prescribed for submission of bids.

16.2 No bid may be modified after the deadline for submission of bids.

16.3 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security.

Opening and Evaluation of Bids

17. Opening of Bids by the Procuring agency:

17.1 The Procuring agency shall open all bids in the presence of bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign a register/attendance sheet evidencing their attendance.

17.2 The Bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the Procuring agency may consider appropriate, will be announced at the opening.

18. Clarification of Bids: During evaluation of the bids, the Procuring agency may ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

19. Preliminary Examination:

19.1 The Procuring agency shall examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

19.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the 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 the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.

19.3 Prior to the detailed evaluation, the Procuring agency will determine the substantial responsiveness of each bid to the bidding documents. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself.

19.4 If a bid is not substantially responsive, it will be rejected by the Procuring agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

20. Evaluation and Comparison of Bids:

20.1 The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive.

20.2 The Procuring agency's evaluation of a bid will be on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and execution charges imposed till the delivery location.

21. Contacting the Procuring agency:

21.1 No Bidder shall contact the Procuring agency on any matter relating to its bid, from the time of the bid opening to the time of announcement of Bid Evaluation Report. If the Bidder wishes to bring additional information to the notice of the Procuring agency, it should do so in writing.

21.2 Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

Award of Contract

22. Post-qualification:

22.1 In the absence of prequalification, the Procuring agency may determine to its satisfaction whether that selected Bidder having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily.

22.2 The determination will take into account the Bidder's financial and technical capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 7 as well as such other information as the Procuring agency deems necessary and appropriate.

22.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

23. Award Criteria: The Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

24. Procuring Agency's right to accept any Bid and to reject any or all Bids:

24.1 Subject to relevant provisions of SPP, Rules, 2010 (amended 2013), the Procuring agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award.

24.2 Pursuant to Rule 45 of SPP Rules 2010 (updated 2013), Procuring agency shall hoist the evaluation report on Authority's web site, and intimate to all the bidders seven days prior to notify the award of contract.

25. Notification of Award:

25.1 Prior to the expiration of the period of bid validity, the Procuring agency shall notify the successful Bidder in writing, that its bid has been accepted.

25.2 Upon the successful bidders furnishing of the performance security pursuant to ITB clause 26, the Procuring Agency will promptly notify each unsuccessful bidder and will release their bid security.

26. Signing of Contract:

26.1 At the same time as the Procuring agency notifies the successful Bidder that its bid has been accepted, the Procuring agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.

26.2 Within the period specified in BDS, of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency.

27. Performance Security:

27.1 Within the period specified in BDS of the receipt of notification of award from the Procuring agency, the successful Bidder shall furnish the performance security in accordance with the condition of contract. In the Performance Security Form provided in the Bidding Document or in another form acceptable to the Procuring agency.

27.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 25 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Procuring agency may make the award to the next lowest evaluated Bidder or call for new bids.

28. Corrupt or Fraudulent Practices: The Government of Sindh requires that Procuring Agency's (including beneficiaries of donor agencies' loans), as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the SPPRA, in accordance with the SPP Act, 2009 and Rules made there under:

(a) "**Corrupt and Fraudulent Practices**" means either one or any combination of the practices given below;

(i) "**Coercive Practice**" means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;

(ii) "**Collusive Practice**" means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;

(iii) "**Corrupt Practice**" means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;

(iv) "**Fraudulent Practice**" means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

(b) "**Obstructive Practice**" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

Bid Data Sheet

The following specific data for **The Repair & Maintenance Work at B-04 of Staff Town, University of Karachi** to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

Introduction	
ITB 1	Name and address of Procuring Agency: Engineering Department, University of Karachi, Karachi.
ITB 1	Name of Contract: Repair & Maintenance Work at B-04, Staff Town, University of Karachi.
Bid Price and Currency	
ITB 5	Prices quoted by the Bidder shall be “fixed” and in “Pak Rupees”
Preparation and Submission of Bids	
ITB 20	Qualification requirements: <ol style="list-style-type: none"> 1. Authorized Agent (Valid Agency Certificate required). 2. Complete Company Profile. 3. Valid Registration with Tax Authorities required. 4. Relevant Experience of at least last one (1) year. 5. Rs. 1.0 Million per year Turnover of last three (3) years.
ITB 8	Amount of bid security: 2 % of Bid Value
ITB 9	Bid validity period: 90 days
ITB 10	Performance Guarantee: 10% of the Work Order Value.
ITB 11	Number of copies: One Original
ITB 20.1	Deadline for bid submission: 19-05-2016
ITB 21	Bid Evaluation: Lowest Evaluated Bid
	Under following conditions, Bid will be rejected: <ol style="list-style-type: none"> 1. Conditional tenders/bids; 2. Bids not accompanied by bid security (Earnest Money); 3. Bids received after specified date and time; 4. Bidder submitting any false information; 5. Black Listed Firms by Sindh Government or any entity of it

BOQ

Repair & Maintenance Work at B-04, Staff Town, University of Karachi

8

Flooring work at House No. 13-04, Staff Town, University of Karachi

Sr.#	Description	Qty.	Rate	Unit	Amount
1	Dismantling of C. Conc. Floor up to 2" thick i/c disposal off the material as directed by In-Charge.	600 ₂	61 ₂	Sft.	3600 ₂
2	P/L floor of 2" thick 1:2:4 C. Conc. Using graded screened bajri 3/4" and down gauge in ground floor lain in panels i/c form work consolidation, finishing and curing etc complete.	600 ₂	30 ₂	Sft.	18000 ₂
Total:					21600 ₂

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03/01/15

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11	P/F chrome shower with rod fix in line etc complete.	3 nos	500 ₂	"	1500 ₂
12	P/F chrome double bib cock 1/2" dia fix in line	1 no	600 ₂	"	600 ₂
13	P/F chrome bibcock 1/2" dia i/c fix in line.	5 nos	500 ₂	"	2500 ₂
14	P/F concealed stop cock 1/2" dia i/c fix in line.	18 nos	500 ₂	"	9000 ₂
14	P/F W.C / Commode with low level flush tank (Golden) i/c Pvc flushing pipe suitable for this style with fitting etc complete. With U. Pvc P-Trap. a) Commode b) W.C.	1 no	5000 ₂	Each	5000 ₂
		1 no	3500 ₂	"	3500 ₂
15	P/F Wash basin 16"x22" with pedestal, bracket, waste, waste pipe, mixer, plastic connection etc complete.	3 nos	3500 ₂	Each	10500 ₂
Total:					148160 ₂

[Signature]
03/01/15

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134660₂

[Signature]
16/01/15


(a) 2% Bid Security should be deposited with the bid;

(b) be submitted in its original form; copies will not be accepted;

(c) remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity.

Glazed Tiles work at House No. B-29, Staff town, University of Karachi.

Sr. #	Description	Qty.	Rate	Unit	Amount
1	Dismantling of mosaic floor and skirting i/c disposal off the material as directed by In-Charge.	7252	612	Sft.	43502
2	P/L floor of 1/4" thick coloured glazed tiles 12"x12" of master make (Pakistani) 1 grade in ground floor laid over 1" thick C.M 1:2 i/c jointing & washing the tiles with white cement slurry and curing etc complete.	7252	15072	Sft.	1087502
3.	Taking out & refitting door with fibbing complete	4 nos.	5002	Each	20002
Total					1151002


CAMPUS ENGINEER

11	P/F chrome double bib cock 1/2" dia fix in line	1 no	6002	"	6002
12	P/F chrome bibcock 1/2" dia i/c fix in line.	3 nos	5002	"	15002
13	P/F concealed stop cock 1/2" dia i/c fix in line.	18 nos	5002	"	90002
14	P/F W.C / Commode with low level flush tank (Golden) i/c Pvc flushing pipe suitable for this style with fitting etc complete. With U. Pvc P-Trap. a) Commode b) W.C.	1 no 1 no	50002 35002	Each "	50002 35002
15	P/F Wash basin 16"x22" with pedestal, bracket, waste, waste pipe, mixer, plastic connection etc complete.	3 nos	35002	Each	105002
Total:					1481602


CAMPUS ENGINEER

1346602


16/01/15

(a) 2% Bid Security should be deposited with the bid;

(b) be submitted in its original form; copies will not be accepted;

(c) remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity.

(7)

Wooden Door work at House No. B-04, Staff Town, University of Karachi

Sr. #	Description	Qty.	Rate	Unit	Amount
1	P/F 1-1/2" thick solid flush door with iron hinges, tower bolt etc complete.	98.75	250/-	Sft.	24687.5
2	P/F Doro lock (Babar) 808 fix in door as required at site.	310	80/-	Each.	24800
3	P/F Aluminum sheet fix in door shutter with iron hinges, glue etc complete.	502	357-	Sft.	9022
4	Oil painting iron / wood works with super glass enamel paint of approved make and shade two coats over and including the cost of one coat of priming complete at any height in any floor.	225	107-	Sft.	22572
Total:					50237.5

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15/1/15

CAMPUS ENGINEER

11	P/F chrome double bib cock 1/2" dia fix in line	110	600/-	"	66000
12	P/F chrome bibcock 1/2" dia i/c fix in line.	8200	500/-	"	252000
13	P/F concealed stop cock 1/2" dia i/c fix in line.	18000	500/-	"	90000
14	P/F W.C / Commode with low level flush tank (Golden) i/c Pvc flushing pipe suitable for this style with fitting etc complete. With U. Pvc P-Trap. a) Commode b) W.C.	110	5000	Each	55000
		110	3500	"	38500
15	P/F Wash basin 16"x22" with pedestal, bracket, waste, waste pipe, mixer, plastic connection etc complete.	300	3500/-	Each.	105000
Total:					1481600

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15/1/15

CAMPUS ENGINEER

134660/-

[Signature]
16/1/15

(a) 2% Bid Security should be deposited with the bid;

(b) be submitted in its original form; copies will not be accepted;

(c) remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity.

(6)

Renovation of Toilet works at House No. B-04, Staff Town, University of Karachi.

Sr.#	Description	Qty.	Rate	Unit	Amount
1	Dismantling of existing floor dado & Disposal off the material as directed by In-charge.	570 ₂	6/2	Sft.	3060 ₂
2	P/L floor of 1/4" thick colored tiles 12"x12" of master make (Pakistani) 1 st grade in ground floor laid over 1" thick C.M 1:2 i/c jointing and washing the tiles with white cement slurry and curing et complete.	570 ₂	1307 ₂	Sft.	76500 ₂
3	P/L U. Pvc P-Trap 4" dia with trap jail i/c cutting holes and making good damages.	5 Nos	500/2	Each.	2500 ₂
4	P/F U. Pvc pipe 3" dia with specials i/c cutting, joints and making good damages.	40 ₂	1257 ₂	Rft.	7200 ₂
5	P/F U. Pvc pipe 4" dia with specials i/c cutting, joints and making good damages.	40 ₂	1407 ₂	Rft.	8400 ₂
6	P/F C. Pvc pipe 1/2" dia with specials i/c cutting for concealed piping etc complete.	120 ₂	1257 ₂	Rft.	14400 ₂
7	P/F Mirror 24"x18" with plastic shelf.	3 Nos	600/2	Each.	1800 ₂
8	P/F Towel rail 24"x3/4" with bracket etc complete.	3 Nos	400/2	"	1200 ₂
9	P/F Muslim shower with 3' long plastic connection.	1 No.	500/2	"	500 ₂
10	P/F chrome shower with rod fix in line etc complete.	3 Nos	500/2	"	1500 ₂
11	P/F chrome double bib cock 1/2" dia fix in line	1 No	600/2	"	600 ₂
12	P/F chrome bibcock 1/2" dia i/c fix in line.	5 Nos	500/2	"	2500 ₂
13	P/F concealed stop cock 1/2" dia i/c fix in line.	18 Nos	500/2	"	9000 ₂
14	P/F W.C / Commode with low level flush tank (Golden) i/c Pvc flushing pipe suitable for this style with fitting etc complete. With U. Pvc P-Trap. a) Commode b) W.C.	1 No 1 No	5000/2 3500/2	Each "	5000 ₂ 3500 ₂
15	P/F Wash basin 16"x22" with pedestal, bracket, waste, waste pipe, mixer, plastic connection etc complete.	3 Nos	3500/2	Each.	10500 ₂
Total:					148160 ₂

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16/01/15

134660/2
[Signature]
16/01/15

(a) 2% Bid Security should be deposited with the bid;

(b) be submitted in its original form; copies will not be accepted;

(c) remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity.

BID SUMMARY SHEET

TENDER NOTICE

The tender will be rejected if this form is not accompanied by the tender bid.

S. No.	Brand	Bid Value	Price in PKR

Total Bid Value in PKR		
Earnest Money @ 2% in PKR		
Pay Order/Demand Draft No:		Date:
Signature :	Seal :	

TERMS & CONDITIONS

- The Procuring Agency may reject all bids at any time prior to the acceptance of a bid under SPP-Rules, 2010.
- 2% Bid Security should be deposited on the total cost of the quoted amount with the bidding documents in shape of pay order drawn in favor of University of Karachi.
- Bids not accompanied by the 2% Bid Security will not be considered.
- Copies of the Sales Tax Registration and NTN are to be attached with the bidding documents.
- The quoted price shall be inclusive all applicable Govt. Taxes and charges.
- Procurement Committee shall finalize the bids in light of SPP-Rules, 2010 clause (8).
- The bidders are requested to submit their bids along with the bid validity period.
- Complete details specification/information to be provided about the products and firm by the bidder.
- Prices shall be quoted in Pak rupees.
- The method of procurement is open competitive bidding single stage one envelop procedure
- The bids shall be evaluated on the following criterion.
 - Quality basis
 - Specification mentioned as in the bidding documents
- The prices to be quoted shall be filled in the bidding documents mandatory.
- The successful bidders who execute to contract shall be liable to forfeiture of their bid security as a penalty.
- The last date of issuance of bidding document is day 19-05-2016 at 11:30 a.m.
- The last date of receipt of bidding document is 19-05-2016 at 02:30 a.m. The bids shall be opened on the same day at 03:00 p.m. in presence of the bidders who may wish to be present.
- In case of any holiday or disturbance the bids shall be opened on the next working day as per schedule.
- The Tender Notice shall be available on the Official website www.pprasindh.gov.pk as well as Procuring Agency's website www.uok.edu.pk

Total Amount _____

(Rupees _____ Only)

(Total Earnest Money Rs. _____)

SIGNATURE OF THE PROPRIETOR
AND RUBBER STAMP OF THE COMPANY

Instruction to Bidders (ITB) for Repair & Maintenance Work at B-23

Preparation of Bids

1. Scope of Work: The University of Karachi plans to develop / acquire a comprehensive integrated solution relevant to repair and maintenance to meet the requirement of residents of B-23 of University's Staff Town.

2. Method and Procedure of Procurement: National Competitive Bidding **Single Stage One Envelope Procedure** as per SPP Rules 2010 (updated 2013).

3. Language of Bid: The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring Agency shall be written in English language.

4. Documents Comprising the Bid: The bid prepared by the Bidders shall comprise the following components:

(a) Price Schedule completed in accordance with ITB Clauses 5, 6 and 7.

(b) Bid security furnished in accordance with ITB Clause 10.

5. Bid Prices:

5.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the Electric Work at G Type Quarters of Staff Town, University of Karachi under the contract.

5.2 The prices shall be quoted inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery of services specified in the Schedule of Requirements. No separate payment shall be made for the incidental services.

5.3 Prices quoted by the Bidder shall remain 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.

5.4 Prices shall be quoted in Pak Rupees.

6. Bid Form: The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the material to be supplied and fixed, their descriptions and prices.

7. Bid Currencies: Prices shall be quoted in Pak Rupees.

8. Document Establishing Bidder's Eligibility and Qualification: 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.

(a) That the Bidder has the financial and technical capability necessary to perform the contract.

(b) That the Bidder meets the qualification criteria listed in the Bid Data Sheet.

9. Documents Eligibility and Conformity to Bidding Documents: The documentary evidence of conformity of the goods to the bidding documents may be in the form of literature and data.

10. Bid Security:

10.1 The bid security is required to protect the Procuring agency against the risk of Bidder's conduct, which would warrant the security's forfeiture.

The bid security shall be denominated in the currency of the bid:

(a) 2% Bid Security should be deposited with the bid;

(b) be submitted in its original form; copies will not be accepted;

(c) remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity.

10.2 Bid securities shall be released to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired.

10.3 The successful Bidder's bid security shall be discharged upon the Bidder signing the contract, and furnishing the performance security.

10.4 The bid security may be forfeited:

(a) if a Bidder withdraws its bid during the period of bid validity or

(b) in the case of a successful Bidder, if the Bidder fails:

(i) to sign the contract in accordance or

(ii) to furnish performance security.

11. Period of Validity of Bids:

11.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid submission prescribed by the Procuring agency. A bid valid for a shorter period shall be rejected by the Procuring agency as non responsive.

11.2 In exceptional circumstances, the Procuring Agency may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security shall also be suitably extended as per Rule-38 of SPP Rules, 2010 (updated 2013). A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid.

12. Format and Signing of Bid:

12.1 The Bidder shall prepare an original and the number of copies of the bid indicated in the Bid Data Sheet, clearly marking each "ORIGINAL BID" and "COPY OF BID" as appropriate. In the event of any discrepancy between them, the original shall govern.

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12.3 Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

Submission of Bids

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14. Deadline for Submission of Bids:

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16. Modification and Withdrawal of Bids:

16.1 The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Procuring agency prior to the deadline prescribed for submission of bids.

16.2 No bid may be modified after the deadline for submission of bids.

16.3 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security.

Opening and Evaluation of Bids

17. Opening of Bids by the Procuring agency:

17.1 The Procuring agency shall open all bids in the presence of bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign a register/attendance sheet evidencing their attendance.

17.2 The Bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the Procuring agency may consider appropriate, will be announced at the opening.

18. Clarification of Bids: During evaluation of the bids, the Procuring agency may ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

19. Preliminary Examination:

19.1 The Procuring agency shall examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

19.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the 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 the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.

19.3 Prior to the detailed evaluation, the Procuring agency will determine the substantial responsiveness of each bid to the bidding documents. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself.

19.4 If a bid is not substantially responsive, it will be rejected by the Procuring agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

20. Evaluation and Comparison of Bids:

20.1 The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive.

20.2 The Procuring agency's evaluation of a bid will be on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and execution charges imposed till the delivery location.

21. Contacting the Procuring agency:

21.1 No Bidder shall contact the Procuring agency on any matter relating to its bid, from the time of the bid opening to the time of announcement of Bid Evaluation Report. If the Bidder wishes to bring additional information to the notice of the Procuring agency, it should do so in writing.

21.2 Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

Award of Contract

22. Post-qualification:

22.1 In the absence of prequalification, the Procuring agency may determine to its satisfaction whether that selected Bidder having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily.

22.2 The determination will take into account the Bidder's financial and technical capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 7 as well as such other information as the Procuring agency deems necessary and appropriate.

22.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

23. Award Criteria: The Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

24. Procuring Agency's right to accept any Bid and to reject any or all Bids:

24.1 Subject to relevant provisions of SPP, Rules, 2010 (amended 2013), the Procuring agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award.

24.2 Pursuant to Rule 45 of SPP Rules 2010 (updated 2013), Procuring agency shall hoist the evaluation report on Authority's web site, and intimate to all the bidders seven days prior to notify the award of contract.

25. Notification of Award:

25.1 Prior to the expiration of the period of bid validity, the Procuring agency shall notify the successful Bidder in writing, that its bid has been accepted.

25.2 Upon the successful bidders furnishing of the performance security pursuant to ITB clause 26, the Procuring Agency will promptly notify each unsuccessful bidder and will release their bid security.

26. Signing of Contract:

26.1 At the same time as the Procuring agency notifies the successful Bidder that its bid has been accepted, the Procuring agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.

26.2 Within the period specified in BDS, of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency.

27. Performance Security:

27.1 Within the period specified in BDS of the receipt of notification of award from the Procuring agency, the successful Bidder shall furnish the performance security in accordance with the condition of contract. In the Performance Security Form provided in the Bidding Document or in another form acceptable to the Procuring agency.

27.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 25 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Procuring agency may make the award to the next lowest evaluated Bidder or call for new bids.

28. Corrupt or Fraudulent Practices: The Government of Sindh requires that Procuring Agency's (including beneficiaries of donor agencies' loans), as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the SPPRA, in accordance with the SPP Act, 2009 and Rules made there under:

(a) **"Corrupt and Fraudulent Practices"** means either one or any combination of the practices given below;

(i) **"Coercive Practice"** means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;

(ii) **"Collusive Practice"** means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;

(iii) **"Corrupt Practice"** means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;

(iv) **"Fraudulent Practice"** means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

(b) **"Obstructive Practice"** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

Bid Data Sheet

The following specific data for **The Repair & Maintenance Work at B-23 of Staff Town, University of Karachi** to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

Introduction	
ITB 1	Name and address of Procuring Agency: Engineering Department, University of Karachi, Karachi.
ITB 1	Name of Contract: Repair & Maintenance Work at B-23, Staff Town, University of Karachi.
Bid Price and Currency	
ITB 5	Prices quoted by the Bidder shall be “fixed” and in “Pak Rupees”
Preparation and Submission of Bids	
ITB 20	Qualification requirements: <ol style="list-style-type: none"> 1. Authorized Agent (Valid Agency Certificate required). 2. Complete Company Profile. 3. Valid Registration with Tax Authorities required. 4. Relevant Experience of at least last one (1) year. 5. Rs. 1.0 Million per year Turnover of last three (3) years.
ITB 8	Amount of bid security: 2 % of Bid Value
ITB 9	Bid validity period: 90 days
ITB 10	Performance Guarantee: 10% of the Work Order Value.
ITB 11	Number of copies: One Original
ITB 20.1	Deadline for bid submission: 19-05-2016
ITB 21	Bid Evaluation: Lowest Evaluated Bid
	Under following conditions, Bid will be rejected: <ol style="list-style-type: none"> 1. Conditional tenders/bids; 2. Bids not accompanied by bid security (Earnest Money); 3. Bids received after specified date and time; 4. Bidder submitting any false information; 5. Black Listed Firms by Sindh Government or any entity of it

BOQ

Repair & Maintenance Work at B-23, Staff Town, University of Karachi

Plaster & Floor Works at House # 13-23, Staff Town, University of Karachi

S. #	Description	Qty.	Rate	Unit	Amount
1 S-125 /30	Plastering 1-1/2" thick in patches in cement & sand mortar 1:4 i/c curing & scraping old damaged portion in regular shape & removal of rubbish from the site etc. complete as per direction of Engineer In-Charge in ground floor.	2800	29.86	Sft.	83608
2 S-123 /39	Dismantling C.C. floor up to 2" thick in basement, plinth & ground floor i/c disposing off the material as directed with in three chains	1650	4.94	Sft.	8151
3 S-117 /16	P/L floors of 2" thick 1:2:4 cement concrete using graded screened bajri 3/4" & down gauge in ground floor laid in panels i/c form work, consolidation, finishing, curing etc complete.	1650	30.53	Sft.	50374.50
4. m/c	P/L cement set with cement mortar	40	100	Sft	4000

146133/50

[Signature]
18/02/16
CAMPUS ENGINEER

Campus Engineer
[Signature]
18/02/16

Quantity or No	Rate		Per	Amount		Total
	Rs.	Ps.		Rs.	Rs.	
3600			Rs. 10800/-			Rs. 10800/-

NG OFFICE
Karachi
Estimate

Date: 18.2.16

10.1 The bid security is required to protect the Procuring agency against the risk of Bidder's conduct, which would warrant the security's forfeiture.

The bid security shall be denominated in the currency of the bid:

- (a) 2% Bid Security should be deposited with the bid;
- (b) be submitted in its original form; copies will not be accepted;
- (c) remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity.



Engineering Office
Residence

CAMPUS ENGINEERING OFFICE University of Karachi

House No. B-23 Canvas 11.0.15

Abstract of Cost-Original Estimate

Date: 18.2.016

Name of Work New Ceiling Fan P/2 Ceiling Fan S6 Pak Fan

Item No.	Sub-heads and items of work	Quantity or No	Rate		Per	Amount		Total
			Rs.	Ps.		Rs.	Rs.	
1	P/2 Ceiling Fan S6 Deluxe Copper wire. Plus (Pak Fan)	3 Nos	3600/-	-	9.00	10800/-		<u>Rs. 10800/-</u>
2								
3								
4								
5								
6								
7								
8								
9								
10								

Sub Engineer (Civil) / (Elect)

18/2/016
[Signature]

[Signature]
Assistant Executive Engineer (Civil)

Campus Engineer

[Signature]
18/2/016

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- (c) remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity.

BID SUMMARY SHEET

TENDER NOTICE

The tender will be rejected if this form will not accompany the tender bid.

S. No.	Brand	Bid Value	Price in PKR

Total Bid Value in PKR		
Earnest Money @ 2% in PKR		
Pay Order/Demand Draft No:		Date:
Signature :	Seal :	

TERMS & CONDITIONS

- The Procuring Agency may reject all bids at any time prior to the acceptance of a bid under SPP-Rules, 2010.
- 2% Bid Security should be deposited on the total cost of the quoted amount with the bidding documents in shape of pay order drawn in favor of University of Karachi.
- Bids not accompanied by the 2% Bid Security will not be considered.
- Copies of the Sales Tax Registration and NTN are to be attached with the bidding documents.
- The quoted price shall be inclusive all applicable Govt. Taxes and charges.
- Procurement Committee shall finalize the bids in light of SPP-Rules, 2010 clause (8).
- The bidders are requested to submit their bids along with the bid validity period.
- Complete details specification/information to be provided about the products and firm by the bidder.
- Prices shall be quoted in Pak rupees.
- The method of procurement is open competitive bidding single stage one envelop procedure
- The bids shall be evaluated on the following criterion.
 - Quality basis
 - Specification mentioned as in the bidding documents
- The prices to be quoted shall be filled in the bidding documents mandatory.
- The successful bidders who execute to contract shall be liable to forfeiture of their bid security as a penalty.
- The last date of issuance of bidding document is day 19-05-2016 at 11:30 a.m.
- The last date of receipt of bidding document is 19-05-2016 at 02:30 a.m. The bids shall be opened on the same day at 03:00 p.m. in presence of the bidders who may wish to be present.
- In case of any holiday or disturbance the bids shall be opened on the next working day as per schedule.
- The Tender Notice shall be available on the Official website www.pprasindh.gov.pk as well as Procuring Agency's website www.uok.edu.pk

Total Amount _____

(Rupees _____ Only)

(Total Earnest Money Rs. _____)

SIGNATURE OF THE PROPRIETOR
AND RUBBER STAMP OF THE COMPANY