**STANDARD BIDDING DOCUMENTS**

**FOR PROCUMBENT UNDER THE HEAD**

**ONE TIME GRANT**

**Bidding Document**

**For**

**Contractors of civil work and**

**Suppliers**

**Procurement of Goods**

**C) A13001 – Procurement /Repair of Furniture**

For the financial year 2015-2016

**GOVERNMENT HIGH SCHOOL MASUDERO TALUKA RATODERO**

**DISTRICT, LARKANA**

**Background:**

As part of the Sindh Education Reform Program-II (SERP-II), The Government of Sindh in recent years has introduced an innovative reform program in order to enhance equity in education access, to lift up the service delivery and overall management in the public schools. The reform initiative is title as **School Consolidation** has been approved in the year 2012 aiming to impart quality education with maximum access to the public.

School Consolidation covers three types of Schools: (a) adjoining schools; (b) embedded/ same premise schools; (c) schools that are within a stipulated distance of each other and one strategic school among them having the horizontal and/or vertical space for expansion to accommodate students in merged schools. In other words, through this initiative, distinct government schools operating in the same campus, or catering to the same child population in the local community are converted into a single functional school. A consolidated school can offer an expanded curriculum and a more prominent in the community.

Advantages:

* Better School Management
* Effective utilization of financial resources
* Easy Monitoring
* Rationalization of teaching faculty
* Easy access to community

The need for school system consolidation has risen due to the past proliferation of schools, precipitated by poor planning and arbitrariness, donor-driven (often disjointed) programs, and political / patronage-based impetus. Many of the schools setup as a result of these practices are two-rooms, one teacher schools which tend to have the poorest quality of service delivery. Recognizing the need to reverse this practice, strengthen services delivery and school performance, and reduce inefficiencies, in a major move, the Sindh government approved a School Consolidation policy in February 2012. This Policy has been notified and communicated to the regions and districts along with guidelines. These guidelines provide a framework for School consolidation. The purpose of the policy as to enhance the provision of quality education while ensuring the access to education at the same time. World Bank and USAID are also working with SERP to strengthen the School Consolidation Program.

1. **Scope**

The Head Master (**Government High School Masudero Taluka Ratodero Larkana**), invites sealed bids/tenders as per single stage two envelope procurement process for the packages mentioned in section 11 of this document.

1. **Eligibility**

The firm must possess a valid registration with Income Tax and Sales Tax authorities including Sindh Revenue Board.

1. **Method of Procurement**

Single Stage Two Envelope

1. **Submission of Bids**

Bids shall be submitted at the office of the Head Master (**Government High School Masudero Taluka Ratodero Larkana**) no later than (**21th May 2016**)

1. **Opening of Bids**

Bids will be opened at the office of the Head Master (**Government High School Masudero Taluka Ratodero Larkana**) on (**21th May 2016**).

1. **Terms and Conditions**

**Under following conditions bid will be rejected:**

(i) Conditional and telegraphic bids/tenders

(ii) Bids not accompanied by bid security of required amount and form

(iii) Bids received after specified date and time

(iv)Bids of black listed firms

1. **Bid Validity**

Bids shall be valid for 90 days.

1. **Required Documents**

Following details/documents are required for evaluation of bidders;

(A) Supplier Profile/brochure:

(i) Name, address, Telephone, fax numbers and e-mail address of supplier

(ii) Ownership and Organizational Structure

(iii) Year of establishment

(B) Experience and past performance

(i) List of similar assignments performed, in the last 5 years

(ii) List of assignments executed in similar geographical condition;

1. **Reimbursement of Cost**

Bid amount must include all the costs necessary for delivering the required items at the required destination as no cost will be reimbursed to any supplier.

1. **Evaluation Criteria**

Technical and Financial Proposals will be evaluated on the basis of criteria mentioned in section 12 of this document.

1. **Packages**

Items are required in following packages. Any supplier may select one or as many packages as he/she wishes to accommodate.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Package-2** | | | | | |
| **Items** | **Description** | **District** | **Details** | | |
| **Quantity** | **Rate** | **Amount** |
| **A-09899**  **Others** | **As mentioned in Annexure** | **(Larkana)** | **As mentioned in Annexure** |  | **1000,000/-** |
| **Note:** Select package 2 to deliver the Items to Head Master (**Government High School Masudero Taluka Ratodero Larkana**) | | | | | |

Goods will be delivered at the office of the Head Master (**Government High School Masudero Taluka Ratodero Larkana**).

Ensuring appropriate quality of items supplied is the responsibility of suppliers. Contract can be cancelled with suppliers/biders not providing required quality items.

Bid evaluation report is not a binding contract for any party; a separate contract will be signed between the supplier/biders and the Head Master (**Government High School Masudero Taluka Ratodero Larkana**)).

Procuring Agency reserves the right to reject all or any bids subject to the relevant provisions of Sindh Public Procurement Rules 2010.

Quantities of required items can be increased/ decreased up to 15%.

Bids should be submitted in two separate envelopes clearly marked “Technical Proposal” and “Financial Proposal”.

It will be single stage-two envelope procedure. Bidders are required to prepare and submit Bids in two separate parts, i.e

* Technical Bid
* Financial Bid

Both Bids should be sealed and submitted in separate envelopes which should be clearly marked as "Technical Bid" or "Financial Bid". These Bids should be accompanied with earnest money/Bid money of 2% of the bid value sealed in a separate envelope in shape of Bank Pay order in favor of the Head Master ((**Government High School Masudero Taluka Ratodero Larkana**)). Bids not complying with the above instructions would be instantly rejected. In the first instant, technical envelops marked with Technical Bids would be opened.

The contract would be awarded to the lowest bidder amongst the qualifying bids. Procuring agency reserves the right to cancel the bid/tender at any time prior to the award of contract without incurring any liability or obligation.

1. **Evaluation Criteria**

**EVALUTION OF BIDS**

**Name of Firm/Party:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr.#** | **Evaluation Description** | **Yes** | **No** |
| 1 | NTN Registration |  |  |
| 2 | GST Registration |  |  |
| 3 | SRB Registration |  |  |
| 4 | Bid Security |  |  |

Procuring Agency reserves the right to reject all or any bids subject to the relevant provisions of Sindh Public Procurement Rules 2010, amended 2013.

1. **Schedule of Requirements**

**Delivery schedule and specifications:**

The supplies/Biders shall be delivered by the vendor as per the instructions of the Head Master and District Technical and Inspection Committee. The items should be delivered in packages wise accompanied by the proper delivery challan and Goods Received Note ( GRN) in prescribed format. Agreed delivery/Completion if civil work schedule is expressed as in terms of weeks / months below, which stipulates the date the delivery, is required:

Not exceed than four weeks from the date of work order.