

**GGHSS HAJI FATEH MOHAMMAD USTO CAMPUS
SCHOOL**

ONE TIME GRANT

SCHOOL CONSOLIDATION POLICY

Bidding Document

For

Suppliers

Procurement of Goods

Background:

One time grant in School Consolidation program is developed by Education & Literacy Department Government of Sindh, for preparation of school budgets, for the development and improvement the physical conditions of infrastructure of School and providing them other spatial; needs of the School after consolidating it. The objective of this exercise is to ensure effective implementation and bring efficiency in the process of budget spending.

One time grant is given to all primary, middle, elementary, high and higher secondary schools in all districts, including five districts of Karachi City. Government of Sindh (GoS) has agreed that only schools with valid SEMIS codes will receive one time grant constructed following the stipulated guidelines. Use of school specific non salary budgets by primary, middle, and elementary schools is limited to following stipulated categories of expenditures

1. Furniture & Fixture
2. Others
3. Repair of Building

Principal of the respective Campus Schools (concerned) will invite school wise bid and consolidated bids will be advertised through newspapers as SPPRA rules. Procurement Committee at school level will evaluate the bids in line with SPPRA rules; however the bids will be evaluated by Procurement Committee concerned school and recommend suppliers for award of one time grant contracts.

School wise contract shall be signed between the supplier and respective Head Master/ Principal of Campus Schools for each category of items required. Supplier will deliver school wise packets of goods at the office of respective Head Master/ Principal.

1. Scope

The Head Master/ Principal **GGHSS HAJI FATEH MOHAMMAD USTO
CAMPUS SCHOOL**

invites sealed bids/tenders as per single stage two envelope procurement processes for the packages mentioned in section 11 of this document.

2. Eligibility

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

3. Method of Procurement

Single Stage Two Envelope

4. Submission of Bids

Bids shall be submitted at the office of the Head Master/Principal **GGHSS HAJI FATEH MOHAMMAD USTO CAMPUS SCHOOL** no later than (18-05-2016)

5. Opening of Bids

Bids will be opened at the office of the Head Master/Principal (18-05-2016) on (02:00 PM).

6. 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

7. Bid Validity

Bids shall be valid for 90 days.

8. 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;

9. 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.

10. Evaluation Criteria

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

11. Packages

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

Package 1					
Items	Description	District	Details		
			Quantity	Rate	Amount
Furniture & Fixture	As mentioned in Annexure	SHKARPUR	As mentioned in Annexure		
Note: Select package 1 to deliver In-class Materials to Head Master/Principal GGHSS HAJI FATEH MOHAMMAD USTO CAMPUS SCHOOL					

Package 2					
Items	Description	District	Details		
			Quantity	Rate	Amount
Others	As mentioned in Annexure	Shikarpur	As mentioned in Annexure		
Note: Select package 2 to deliver Library/Laboratory Items to Head Master/Principal GGHSS HAJI FATEH MOHAMMAD USTO CAMPUS SCHOOL					

Goods will be delivered at the office of the Head Master/Principal **GGHSS HAJI FATEH MOHAMMAD USTO CAMPUS SCHOOL**

Ensuring appropriate quality of items supplied is the responsibility of suppliers. Contract can be cancelled with suppliers 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 and the Head Master/Principal **GGHSS HAJI FATEH MOHAMMAD USTO CAMPUS SCHOOL**

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/Principal **GGHSS HAJI FATEH MOHAMMAD USTO CAMPUS SCHOOL**. Bids not complying with the above instructions would be instantly rejected. In the first instant, technical envelopes 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.

12. 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.

Notice Inviting Bid/Tender

For Utilization of School Specific Budget, (Name of School) invites following sealed bids/tenders as per single stage two envelopes procurement process;

Bid/Tender No.	Description	Quantity	Bid Submission and Technical Bid Opening Date & Time	Financial Bid Opening Date & Time	Bidding Document Value	Earnest Money/Bid Security
One time grant Others	Furniture & Fixtures	Mentioned in bidding documents	18-05-2016 10:00 pm	18-05-2016 02:00 pm	Rs: 330,000	5 % of bid cost
One time grant Others	Others	Mentioned in bidding documents	18-05-2016 10:00 pm	18-05-2016 02:00 pm	Rs: 1,035,000	5 % of bid cost

Bidding documents can be collected from the following office on any working day from 9:00 am to 4:00 pm on payment through pay order (drawn in favor of Head Master GGHSS HAJI FATEH MOHAMMAD USTO CAMPUS SCHOOL.

, along with a written request for issuance of bid/tender document.

Bid should be submitted at the Office of the Head Master GGHSS HAJI FATEH MOHAMMAD USTO CAMPUS SCHOOL., at the address mentioned below, by the date of submission. Submitted bids shall be opened at the same address on the bid opening date mentioned above.

Valid Registration is required with Income Tax and Sales Tax authorities including Sindh Revenue Board.

Bid will be rejected under following conditions;

- (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.

Purchasing committee reserves the right to reject any or all bids/process or increase/decrease the quantities as per SPP Rules 2010

For queries, contact: **Mst. SHAFIQ-UN-NISA TUNIO** of HM/
Principal Email:

Mobile No: 0331-3051533

Address: GGHSS HAJI FATEH MOHAMMAD USTO CAMPUS SCHOOL, TALUKA & DISTRICT SHIKARPUR.

S.No	Item's Specification	Quantity	Rate
1	<p>Dual Desk With Seat & Back Size 900mmx 750mm x 980mm , Made of Steel Tube 38 mm, 18 gauge thickness fine hardness Powder Coding, all bend and curve mould by automatic machine equal size 38mm all frame with curve supporting pipe 22mm 45 degree, seat supporting pipe 32 mm.</p> <p>* Imported lockable nuts with built-in washer along with bolt will be supplied to fix the frame without any losing. All the open end of the pipe should be cover with the plastic cap. Bottom of the frame should be on plastic foot.</p> <p>* Imported 18mm MDF</p> <p>Top Size: 914.4mmx406.4mm (18mm thick)</p> <p>Front size: 914.4mmx203.2mm (18mm thick)</p> <p>Book Shelf Size:254mm x 914.4mm (18mm thick)</p> <p>Seat Size: 254mm x 914.4mm (18mm thick)</p> <p>Back Size: 152.4mmx 914.4mm (18mm thick)</p> <p>Border cover of MDF would be of imported Poly Vinyl Chloride. 0.8 – 1mm thickness</p> <p>The detail specification & drawing picture (web reference if any) will be provided on the letter head by the bidder. (China / Equivalent)</p>		
2	<p>Teacher Chair with Arm Chair will be made of iron pipe of 20 Gauge</p> <p>Seat size:444.5mmx444.5mm</p> <p>Back Size: 330.2mm x 381mm</p> <p>seat& back cushion with soft</p>		

S.H.S.M.
PRINCIPAL

Govt: Girls Higher Sec: School
 Haji Fateh Mohd:Usto Shikarpur

	<p>Rexene(China/ Equivalent).</p> <p>The detail specification, drawing color picture (web reference if any) will be provided on the letter head by the bidder. (China / Equivalent)</p>			
3	<p>Teacher Table Size: 914.4mm x 762mm x 762mm with 1 Drawer size 355.6mmx304.8mmx101.6mm, Top to be 18mm thick Imported MDF Lamination board / Sealed must be imported Poly Vinyl Chloride 0.8-1mm thick.</p> <p>The detail specification drawing color picture (web reference if any) will be provided on the letter head by the bidder. China / equalent</p>			
4	<p>Steel Almira Over all sizes 1828.8mm X 1168.4mm X 457.2mm deep.</p> <p>Material Description: All made of Steel Sheet. 20 SWG with four shelves and five compartments without locker & drawer. Single locking arrangement with metal handle and keyhole covers.</p> <p>Synthetic enamel paint, outside & inside grayplain spray paint.</p> <p>The detail specification drawing color picture. (web reference if any) will be provided on the letter head by the bidder.</p>			
5	<p>Dual Desk With . Seat Back Size 1200 mm x 750mm x 980mm Made of MS Steel Tube 38 mm dia , 18 gauge 1.2mm thickness fine hardness Powder Coding, all bend and curve mould by automatic plant equal size 38mm (Bending accuracy +- 1mm) with curve supporting pipe 22mm 45 degree, seat supporting pipe 32 mm.</p> <p>* Imported lockable nuts with built-in washer along with bolt will be supplied to fix the frame without any losing. All the open end of the pipe should be cover with the plastic cap. Bottom of</p>			


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Haji Fateh Mohd:Usto Shikarpur

<p>the frame should be on plastic foot.</p> <p>* Imported 18mm MDF .</p> <p>Top Size: 1219.2mmx406.4mm (18mm thick)</p> <p>Front size: 1168.4mmx203.2mm (18mm thick)</p> <p>Book Shelf Size:254mm x 1168.4mm (18mm thick)</p> <p>Seat Size: 254mm x 1168.4mm (18mm thick)</p> <p>Back Size: 152mm x1168.4mm (18mm thick)</p> <p>Border cover of MDF would be of imported Poly Vinyl Chloride. 0.8 – 1mm thickness</p> <p>The detail specification drawing color picture (web reference if any) will be provided on the letter head by the bidder. (China / Equivalent).</p>			
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Sr.No	Item's Specification	Quantity	Rate
1	TUBE LIGHTS COMPLETE SUPERIOR QUALITY		
2	ENERGY SAVER BULBS 23 WATTS SOGO		
3	ELECTRICT WATER COOLER WITH TWO CONNECTIONS AS SPPRA SPECIFICATIONS		
4	STABILIZER FOR ELECTRIC WATER COOLER		
5	SOLAR PLATE SUPERIOR QUALITY		
6	ELECTRIC CEILING FANS SUPERIOR QUALITY ROYAL OR EQUIVALENT 56" SIZE		
7	CIELINGFANS 12 VOLTS WORKING ON SOLAR PLATES		


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GOVERNMENT OF SINDH
EDUCATION & LITERACY DEPARTMENT
Karachi, dated 4th February, 2016

NOTIFICATION

No.SO(G-III)/SSB/CRC/RSU/2013-14: In supersession of this departments notification of even no. dated 24th November, 2015 and in pursuance of Rule-31 of the Sindh Public Procurement Rules, 2010 (Amended 2013) and in accordance with Guidelines for Procurement of goods & other under School Specific Budget & School Consolidation, a Complaint Redressal Committee comprising of following officers is constituted as under to resolve complaints of aggrieved bidders with following TORs:-

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

ToRs

- To perform according to Rules-31 of SPPRA, 2010 (Amended 2013);
- Perform any other function ancillary and incidental to above.

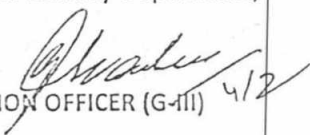
GOVT. OF SINDH-
-SECRETARY TO GOVT. OF SINDH-

Nb.SO(G-III)/SSB/CRC/RSU/2013-14:

Karachi, dated 4th February, 2016

Copy is forwarded for information & necessary action to:-

- > The Accountant General Sindh, Karachi / District Accounts Office, concerned with request to nominate officer for above mentioned committee.
- > The Chairman/ Members of the committee.
- > The Chief Program Manager, Reform Support Unit, Education & Literacy Department, Govt. of Sindh
- > Master File


SECTION OFFICER (G-II) 4/2

OFFICE OF THE HEAD MISTRESS GOVT GIRL HIGH HAJI FATEH MUHAMMAD

NO: GHS/ HM/SSB/ 01 / *uol* Shikarpur, Dated: 12-04-2016

In Pursuance of Rule-7 of the Sindh Public Procurement Rules, 2010 (amended 2013), a Procurement Committee for Goods and Repair of Office building under School Consolidation Policy/SSB comprising of 03 members committee in which a member from other than department is to be nominated from Works & Services department.

Procurement Committee for SSB 2015-16

Sr.No	Name	Designation	Status in Committee	Remarks
1	Ms. Shafiqunissa	Head Master	Chairman	DDO of the School
2	Ms. Shahneela	Senior Teacher	Member	Senior Teacher of the School
3	Mr. Shahjehan Shah	AEN Buildings Khanpur (W&S)	Member	One third other than department Member

Terms of Reference:

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

S.H. S.M.
HEAD MISTRESS
PRINCIPAL
Govt Girls Higher Sec: School
Haji Fateh Mohd: Usto Shikarpur

Copy Submitted for information to:

1. District Education Officer E,S&HS Shikarpur
2. District Coordinator LSU Shikarpur

OFFICE OF THE HEAD MISTRESS GOVT: GIRLS HIGHER SEC. SCHOOL HFV SHIKARPUR

PROCUREMENT OF GOODS FOR SSB 2015-16

Serial No.	Fund & Sub-Head	Name of Work & break up	Allocated Funds and breakup for different locations/sites	Items to be executed	Method of Procurement	Anticipated/Actual Date of Advertisement	Anticipated/Actual Date of Start	Anticipated / Actual Date of completion	Remarks
1	SSB-475	In-Class Material Items	100%	Attached Form A	Bid/Tender	02--05-2016	18-05-2016	01-06-2014	Attached Form A
2	SSB-476	Library/Laboratory Items	100%	Attached Form A	Bid/Tender	02--05-2016	18-05-2016	01-06-2014	Attached Form A
3	SSB-478	Sports	100%	Attached Form A	Quotation	02--05-2016	18-05-2016	01-06-2014	Attached Form A
4	SSB-480	Stationary Items	100%	Attached Form A	Bid/Tender	02--05-2016	18-05-2016	01-06-2014	Attached Form A

SHAFIQUINISSA TUNIO

HEAD MISTRESS/HEAD OF PROCUREMENT COMMITTEE

GGHSS HFV SHIKARPUR
PRINCIPAL

Govt: Girls Higher Sec: School
Haji Fateh Mohd: Usta Shikarpur

COVER OF SHEET

Master File

SECTION OFFICER /G. H. H. /12

OFFICE OF THE HEAD MISTRESS GOVT: GIRLS HIGHER SEC. SCHOOL HEM

PROCUREMENT OF GOODS FOR SSB 2015-16

Serial No.	Fund Head & Sub-Head	Name of Work & break up	Allocated Funds and break up for different locations/sites	Items to be executed	Method of Procurement	Anticipated/Actual Date of Advertisement	Anticipated/Actual Date of Start	Anticipated / Actual Date of completion	Remarks
1	2	3	4	5	6	7	8	9	10
1	ONE TIME GRANT	Furniture & Fixture	100%	Attached Form A	Tender/Bid	02--05-2016	18-05-2016	01-06-2014	Attached Form A
2	ONE TIME GRANT	Others	100%	Attached Form A	Tender/Bid	02--05-2016	18-05-2016	01-06-2014	Attached Form A

SHAFIQUNISSA TUNIQ
HEAD MISTRESS/HEAD OF PROCUREMENT COMMITTEE

GGHSRAHEM SHIKARPUR

Govt: Girls Higher Sec: School
Haji Fateh Mohd: Usto Shikarpur