

NOTICE INVITING BID/TENDERS

For utilization of School Specific Budget (GGHS Sukpul) invite following Sealed Bids/Tenders as per single stage 2 envelops procurement process:

Bid/Tender No:	Description	Quantity	Bid Submission and Technical Bid Opening Date & Time	Financial Bid Opening Date & Time	Earnest Money/ Bid Security
SSB-475	In-Class Material Items	Mentioned & Bid Documents	06-06-2016 10:00 A.M	06-06-2016 2:00 P.M	2 % of Bid Cost
SSB-476	Library/ Laboratory Items	Mentioned & Bid Documents	06-06-2016 10:00 A.M	06-06-2016 2:00 P.M	2 % of Bid Cost
SSB-478	Sports	Mentioned & Bid Documents	06-06-2016 10:00 A.M	06-06-2016 2:00 P.M	2 % of Bid Cost
SSB-780	Stationary	Mentioned & Bid Documents	06-06-2016 10:00 A.M	06-06-2016 2:00 P.M	2 % of Bid Cost

Bidding Documents can be collected from the following office on any working day from 9:00 a.m to 2:00 p.m on payment through Pay order drawn in favour of Head Mistress GGHS Sukpul Shikarpur along with a written request for issuance of Bid/Tender Document.

Bid should be submitted at the Office of the Head Mistress GGHS Sukpul Shikarpur 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 & Sales Tax authorities including Sindh Revenue Board (SRB).

Bid will be rejected under following conditions:.

1. Conditional and Telegraphic Bids/tenders.
2. Bids not accompanied by said security of required amount and form.
3. Bids received after specified date & time.
4. Bids of Black listed firms.

Purchasing documents reserved the right to reject any or all bids/process or increase/decrease the quantities as per SPPRA rules 2010.

For queries contact **Mst: Shafiq-Un-Nisa Tunio of HM. Mob: 0331-3051533.**

Address: GGHS Sukpul Shikarpur.

GGHS SUKPUL SHIKARPUR

School Specific Budget

Bidding Document

For

Suppliers

Procurement of Goods

Background:

School Specific Budget (SSB) program is developed by Education & Literacy Department Government of Sindh, for preparation of school budgets, both salary and non-salary components, following transparent, objective, and needs-based criteria. SSB program is aimed to implement a system for the utilization of the non-salary budget of schools in all districts of Sindh Province and to provide a fund utilization framework for the same. The objective of this exercise is to ensure effective implementation and bring efficiency in the process of budget spending.

School Specific Budget is given to all primary, middle, elementary, high and higher secondary schools in 23 districts, including five districts of Karachi City. Government of Sindh (GoS) has agreed that only schools with valid SEMIS codes will receive non-salary school specific budgets 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. Stationery
2. Others-Sport
3. Instructional Materials and Supplies
4. Library Materials/Laboratory Material
5. Travelling Allowance
6. Co-curricular Activities/Student Activities

District Education Officer (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 school specific contracts.

School wise contract shall be signed between the supplier and respective Head Master/ Principal 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 (GGHS SUKPUL, SHIKARPUR) 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 (GGHS SUKPUL) no later 6.6.2016
than (18.05.2014)

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
In-class Material	As mentioned in Annexure	SHKARPUR	As mentioned in Annexure		

Note: Select package 1 to deliver In-class Materials to Head Master (GGHS SUKPUL)

Package 2					
Items	Description	District	Details		
			Quantity	Rate	Amount
Furniture	As mentioned in Annexure	Shikarpur	As mentioned in Annexure		

Note: Select package 2 to deliver Library/Laboratory Items to Head Master (GGHS SUKPUL)

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 (**GGHS SUKPUL, SHIKARPUR**).

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 (**GGHS SUKPUL, SHIKARPUR**). 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.

OFFICE OF THE HEAD MISTRESS GOVT: GIRLS HIGH SCHOOL SUKAPUL SHIKARPUR

ANNUAL PLAN OF PROCUREMENT OF GOODS FOR SSB 2015-16

S. #:	Fund Head & Sub Head	Name of Work & Break up	Allocated Funds & Break up for Different Allocations/sites	Itmes 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	SSB-475	In-Class Material Items	100%	Attached Form A	Bid/Tender	25-05-2016	06-06-2016	10-06-2016	Attached Form A
2	SSB-476	Liberary/ Laboratory Itmes	100%	Attached Form A	Bid/Tender	25-05-2016	06-06-2016	10-06-2016	Attached Form A
1	SSB-478	Sports Items	100%	Attached Form A	Bid/Tender	25-05-2016	06-06-2016	10-06-2016	Attached Form A
1	SSB-480	Stationary Items	100%	Attached Form A	Bid/Tender	25-05-2016	06-06-2016	10-06-2016	Attached Form A


DISTRICT EDUCATION OFFICER
 Elementary Secondary & Higher Secondary
 * SHIKARPUR *


(SHAFIQ-UM-NISA TUNIOF)
 HEAD MISTRESS/CHAIRMAN
 PROCUREMENT COMMITTEE
 GOVT: GIRLS HIGH SCHOOL SUKAPUL
 SHIKARPUR

OFFICE OF THE HEAD MISTRESS GOVT GIRL HIGH SUKPUL

NO: GHS/ HM/SSB/ 01 / 198 Shikarpur, Dated: 21-04-2016

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. Shabana Shaikh	Senior Teacher	Member	Senior Teacher of the School
3	Mr. Shahjehan Shah	AEN Buildings Khanpur (W&S)	Member	One third other than department Member

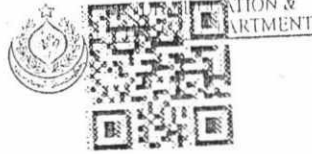
Terms of Reference:

- 5) Preparing biding documents
- 6) Carrying out technical as well as financial evaluation of the bids
- 7) Preparing evaluation report as provided in SPPRA Rule 45
- 8) Perform any other Function ancillary and incidental to the above

HAED MISTRESS
HEAD MISTRESS
Govt: Girls High School SUKPUL
SHIKARPUR

Copy Submitted for information to:

3. District Education Officer E,S&HS Shikarpur
4. District Coordinator LSU Shikarpur



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.

-SECRETARY TO GOVT. OF SINDH-

No.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-III) 4/2