

**OFFICE OF THE DEPUTY COMMISSIONER / PROJECT DIRECTOR**

**DISTRICT MIRPURKHAS.**

**NOTICE INVITING TENDER DC/PD MIRPURKHAS.**

The Deputy Commissioner / Project Director District Mirpurkhas hereby invites sealed bids from various manufacturer / Distributors / for the supply of items mentioned below. A complete set of tender enquiry may be ***purchased from office of the undersigned*** from the date of first publication in the news papers or hoisting on SPPRA website / Sindh Govt: website till **01:00 PM dated 06.06.2016 and Open on same date at 02:00 PM**, on submission of written application upon cash payment of non refundable fee mentioned in tender enquiry. The bids must be delivered up to **02:00 PM on the same date** in the office of the undersigned. Which will be opened before district procurement committee in the presence of the bidders or their authorized representative who choose to attend on **07.06.2016 at 01:00 PM** in the office of the Undersigned.

Sr. No.	Description of store	Estimated Cost.	Earnest Money 02%	Tender Fee	Completion Period.
1	<b>Construction of Commissioner Complex Mirpurkhas. Supply of furniture &amp; fixture, Generator and electric equipments.</b>	<b>10.000</b>	<b>0.200</b>	<b>3000/-</b>	<b>01-Month</b>

**NB:-**

- 1 The authorized importer/ Local manufacturer and the contractor will be responsible for any sort of breach of contract agreement and violation of terms & conditions of the tender.
- 2 Technical & Financial bids should be submitted in two separate envelopes titled accordingly.
- 3 Technical bid must be comprised of specification compliance and authorization letter of the local manufacturer / Importer.
- 4 In case Govt: announces any public holiday then tender shall be opened on next working day.
- 5 Only required documents shall be submitted along with the tender.
- 6 The Procuring agency may reject all or any bids subject to the prevalent SPPRA rules.
- 7 Every bidder will have to deposit bid security at the rate 2.5% of the total amount of bid in the form of call deposit.
- 8 Every bidder shall submit only the required documents as given under evaluation criteria.
- 9 Bid validity shall be 90 days and shall commence from the date of opening of financial bids.
- 10 The bidding firm must be registered with Sindh revenue board Hyderabad for sales tax
- 11 Information regarding tender enquiry may please also be down loaded from SPPRA Website [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk) / Sindh Govt: Website: [www.sindh.gov.pk](http://www.sindh.gov.pk)

  
**Deputy Commissioner / Project Director  
District Mirpurkhas**

**OFFICE OF THE DEPUTY COMMISSIONER / PROJECT DIRECTOR**  
**DISTRICT MIRPURKHAS**

NO.DC/AD(P)/ 211 / 2016,

DATE: 25-05-2016.

**Tender 2015-16 (Furniture & fixture, Generator and electric equipments).**

**Tender Fees :- (Non refundable non transferable).**

**Tender enquiry No DC / PD District Mirpurkhas**

**Opening technical bids on 07.06.2016 (1:00 pm)**

<b>2<sup>nd</sup> Attempt.</b>	<b>Opening Date.</b>
Date of receipt back up to 01:00 PM dated 13.06.2016 in the office of the undersigned.	<b>Date 14.06.2016.</b> <b>Time at 02:00 PM at Deputy Commissioner Office Mirpurkhas.</b>

**Terms and conditions.**

*Tender are required to comply with all the clauses mentioned in terms and conditions of the tender and prevalent SPPRA rules and any deviation found will forbid for competing in the tender. SPPRA rules shall over ride all the terms / conditions of the tender.*

1. One set of Blank tender form is being supplied, which may be returned duly filled to this office the number of pages may be mentioned on the covering envelop.
2. The Bidder has to submit authorization letter of the Local manufacturer or importer, the firm he has to represent.
3. The following documents are required to be attached with the technical bid otherwise the same will not be entertained.
  - Original purchase receipt of the tender.
  - Agency agreement of the importer with the parent firm.
  - Valid Sindh Sales tax registration certificate.
  - Authorization letter of the local manufacturer / importer.
  - Valid National income tax certificate.
  - Affidavit on stamp paper containing statement that the bidding firm is neither blacklisted nor in litigation with any Govt: / Semi Govt: or autonomous body.

- Bid security at the rate of Rs, 2.5% (Refundable ) on the total amount of bid in the form of call deposit along with the Bank confirmation receipt.
  - Performance security shall be 2.5% of the total amount of work order.
  - Original literature of the product.
  - Original brochure of the product.
  - Operating manual.
  - Circuit diagram of the product.
  - Guarantee letter that the supplied equipment / instruments is original brand new and latest model, non of the parts is replaced, old or refurbished.
4. Delivery period will be 30 days from the date of award of the contract.
  5. Bid validity will be 90 days and will commence from the date of opening of commercial bids.
  6. Tender should be properly sealed and the envelope must contain tender inquiry No. on the top. The Name of supplier should be affixed on the face of envelop on the left side.
  7. Tender must be filled in with Blue or Black ink in the columns provided / or on separate letterhead of the firm duly signed and stamped.
  8. The tender must be free from erasing, cutting and over writing. In case of erasing or cutting or over writing, authorized person must initial. spaces left empty on tender forms and should be crossed.
  9. Conditional tender shall be ignored and shall not be considered / accepted.
  10. The bidders should quote their final price both in figure and words in pak currency and the rates shall be quoted per unit.
  11. The supplier shall furnish the authorization letter of the manufacturer / importer and GMP Certificate on whose behalf they are participating to the effect that in case of material supplied declared sub- standard the participating firm as well as the importer will be equally responsible for consequence as per prevailing SPP rules.
  12. The quoted rates be in pak rupees & inclusive of all taxes etc payable to federal, Provincial and district government or local bodies and no claim on this account shall be entertained.
  13. No manufacturer shall authorize their distributor / agent / or any firm to quote the same item, which the manufacturer is quoting itself in the tender. Failing which offers of both the manufacturer as well as the bidder shall be rejected .
  14. The purchaser, reserve the right to increase / decrease or delete the quantities as per budget.
  15. The procurement committee reserves the right to annul the bidding process as per provision of SPP rule 25.

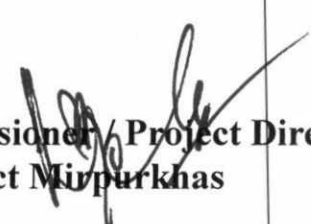
16. The purchaser will notify the successful bidder in writing, delivery by hand or by registered letter, by courier about the relevant approved lowest evaluated rates of items.
17. Subject to the fulfillment of all codal formalities, the purchase will award the contract to the successful bidder. Both the parties' i-e the purchaser and the supplier shall sign the contract agreement on the stamp paper as per prevailing Government rules, the expenditure involved on the said contract agreement shall be borne by the supplier. Stamp duty at the rate of 0.3% shall be affixed on the contract agreement by the bidder.
18. No extension shall be accorded for the stipulated delivery period.
19. The inspection committee reserves the right to reject any or all items of supplied products against tender specification or testing by any technical authority.
20. Substandard products if so declared by the PDDL / CDTL or rejected by the inspection committee shall be returned and supplier shall supply additional quantity of the same / tender specification and of standard quality without any additional expenses on the Government.
21. The bill / payment shall be processed on completion of supply and release of inspection note by the inspection committee.
22. The supplier will have to submit bill / invoice in triplicate alongwith guarantee / warrantee.
23. The bidder has to quote rates along with manufacturer as given in the tender form columns.
24. The income tax will be deducted at the prevailing rates prescribed by the Government.
25. In case of engagement of procurement committee in other official duties or Holiday announced by the Government the opening date of tender shall be set accordingly and intimated to the participating bidders.
26. Every item may be checked by any technical authority on the expenses of supplier if so desired.
27. In case of breach of agreement the bidding firm shall be declared blacklisted as per prevailing SPP rules.
28. The bidder will be bound to ensure availability of the quoted items till the end of current financial year.
29. Every bidder will submit 02. Separate bids (one technical and other financial) in separate envelop. The envelops shall be titled accordingly.
30. The bidder shall ensure free installation / demonstration.
31. The bidder shall ensure availability of the spare parts whenever so required.

32. The contractor shall ensure 02 years free service and parts warranty +2 years free labour services and free installation at the consumer's end.
33. **Prevailing rules of Sindh Public procurement Regulatory Authority shall override all the above terms and conditions.**

34. **EVALUATION CRITERIA:**

1. Quoted price.
2. Original purchase receipt of the tender.
3. Compliance of the tender specification.
4. Bid security at the rate of 02% of the total amount of bid in the form of call deposit.
5. Authorization letter of the local manufacturer or importer to participate in the tender.
6. Copy of valid agency agreement of the importer with the parent manufacturing firm.
7. FDA / CE certificate of the product.
8. Valid income tax registration certificate.
9. Valid Sindh Sales tax registration certificate.
11. Affidavit on stamp paper containing statement that the bidding firm is neither blacklisted nor in litigation with any Govt: / Semi Govt: or autonomous body.
12. Bank stability certificate.

**Note: *shortfall of any document given under evaluation criteria shall render the Bidding firm ineligible for competition.***

  
Deputy Commissioner / Project Director  
District Mirpurkhas

**THE TENDERER HAVE TO SIGN THE FOLLOWING UNDER TAKING.**

- I/ we read / understand the terms and conditions specified in the tender enquiry and under take.
- That I / we will remain bound to supply approved items on approved rates till the end of the current financial year.
- That I / we accept and shall comply with all the terms and conditions of the tender.
- That I / we agree whether our tender accepted as total partial or enhanced quantity for all or any single item. I / we also agree to supply and accept the said items at the same rates for the supply of contracted quantity with in stipulated period as shown in the contract.
- I/we understand and ensure for the supply of quality products I/we also agree to Supply 100% additional quintiles of the rejected items without any additional charges, if the Supplies are declared substandard.
- I/we undertake to ensure free availability of the quoted items till the end of current financial year.
- I/we undertake that, if any information submitted in the tender enquiry found incorrect or fake, our contract may be cancelled on any stage of the procurement on our cost and risk

Name of firm \_\_\_\_\_

Name of proprietor / sol distributor / authorized person \_\_\_\_\_

CNIC #. \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_ Fax #. \_\_\_\_\_

We guarantee to supply the store exactly in accordance with the requirement specified in the invitation to this tender.

Signature and stamp \_\_\_\_\_

**SPPRA BIDDING DOCUMENT**  
**STANDARD BIDDING DOCUMENT**  
**FOR**  
**PROCUREMENT OF WORKS**

**(For Contracts (Small) Amounting Between Rs.4.00 Million to Rs.50.00 Million)**

*Name of Work :-* **1 Construction of Commissioner Complex  
Mirpurkhas.  
Supply of furniture & fixture, Generator and  
electric equipments.**

*Issued to Mr. / M/s.* \_\_\_\_\_

*DR. No.* \_\_\_\_\_ *Dated:* \_\_\_\_\_

*Tender Fee Amount.* \_\_\_\_\_ *Rs.* \_\_\_\_\_

## INVITATION FOR BIDS

Date :

Bid Reference No:

1. The Procuring Agency, **Deputy Commissioner / Project Director District Mirpurkhas**, invites sealed bids from interested firms or persons licensed by the Pakistan Engineering Council in the appropriate category (not required for works costing Rs 4.00 million or less) and / or duly pre-qualified (if pre-qualification is done for specific scheme / project) with the Procuring Agency for the Works, "**Construction of Commissioner Complex Mirpurkhas. Supply of furniture & fixture, Generator and electric equipments**", which will be completed in **01-month**.
2. A complete set of Bidding Documents may be purchased by an interested eligible bidder on submission of a written application to the office given below and upon payment of a non-refundable fee of Rupees **3000/- (Three Thousand)**. Bidders may acquire the Bidding Documents from the Office of the Procuring Agency, at **07-06-2016, @ Office of the Deputy Commissioner Office Mirpurkhas**.
3. All bids must be accompanied by a Bid Security in the amount of **Rs.0.200 (M) (Zero Point Two Hundred Million)** only in the form of (pay order / demand draft / bank guarantee) and must be delivered to office of **Deputy Commissioner / Project Director District Mirpurkhas** at or before on **07-06-2016**. Bids will be opened at 01.00 pm on the **07-06-2016** day in the presence of bidders' representatives who choose to attend, at the same address [indicate the address if it differs].



- Note: 1. Procuring Agency to enter the requisite information in blank spaces.
2. The bid shall be opened within one hour after the deadline for submission of bids.]



**BIDDING DATA.**

(This section should be filled in by the Engineer / Procuring Agency before issuance of the Bidding Documents. The following specific data for the works to be tendered shall complement, amend, or supplement the provisions in the Instructions to Bidders. Wherever there is a conflict, the provisions herein shall prevail over those in the Instructions to Bidders.)

**Instructions to Bidders****Clause Reference****1.1 Name of Procuring Agency :-**

Deputy Commissioner / Project Director District Mirpurkhas.

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*(Insert name of the Procuring Agency)*

**Brief Description of Works :-**

- 1 Construction of Commissioner Complex Mirpurkhas.  
Supply of furniture & fixture, Generator and electric equipments.

**5.1 (a) Procuring Agency's Address :-**

Office of the Deputy Commissioner Office Mirpurkhas.

*(Insert address of the Procuring Agency with Telex / Fax)*

**(b) Engineer's Address :-**

Same as 5.1 (a)

*(Insert name and address of the Engineer, if any, with Telex / Fax)*

**10.3 Bid shall be quoted entirely in Pak: Rupees. The payment shall be made in Pak: Rupees.**

**11.2 The Bidder has the financial, technical and constructional capability necessary to perform the Contract as follows. *(Insert required capabilities and documents)***

- i. **Financial Capacity :-**
- ii. **Technical Capacity :- *(mention the appropriate category of registration with PEC and qualification and experience of the staff)***
- iii. **Construction Capacity :- *(mention the names and number of equipments required for the work)***

- 12.1 (a) A detailed description of the Works, essential technical and performance characteristics.
- (b) Complete set of technical information, description data, literature and drawings as required in accordance with Schedule "B" to Bid, Specific Works Data. This will include but not be limited to a sufficient number of drawings, photographs, catalogues, illustrations and such other information as is necessary to illustrate clearly the significant characteristics such as general construction dimensions and other relevant information about the works to be performed.

**13.1 Amount of Bid Security :-**

Rs. 0.2000 (M) (Zero Point Two Hundred Million) only.

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*(Fill in lump sum amount or in %age of Bid Amount / Estimated Cost, but not below 1% and not exceeding 5%)*

**14.1 Period of Bid Validity.**

30-Days.

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*(Fill in "number of days" not exceeding 90)*

**14.4 Number of Copies of the Bid to be submitted :-**

One original copy.

**14.6 (a) Procuring Agency's Address for the Purpose of Bid submission.**

Office of the Deputy Commissioner Office Mirpurkhas.

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*(insert postal address or location of Bid box for delivery by hand)*

**15.1 Deadline for Submission of Bids :-**

Time : 01:00 P.M. on 07-06-2016

**16.1 Venue, Time and Date of Bid Opening :-**

Venue: Office of the Deputy Commissioner / Project Director District Mirpurkhas.

Time : 02:00 P.M. on 07-06-2016

**16.4 Responsiveness of Bids.**

- (i) Bid is valid till required period, 30-Days.

- (ii) Bid prices are firm during currency of contract / Price adjustment.
- (iii) Completion period offered is within specified limits.
- (iv) Bidder is eligible to Bid and possesses the requisite experience, capability and qualification.
- (v) Bid does not deviate from basic technical requirements and
- (vi) Bid are generally in order, etc.

**Procuring agency can adopt either of two options. (Select either of them)**

**(a) Fixed Price Contract :-**

In these contracts no escalation will be provided during currency of the contract and normally period of completion of these works is upto **01-month**.

**(b) Price Adjustment Contract :-**

In these contracts escalation will be paid only on those items and in the manner as notified by Finance Department, Government of Sindh, after bid opening during currency of the contract.

## FORM OF BID (LETTER OF OFFER)

Bid Reference No.

Date

**1 Construction of Commissioner Complex Mirpurkhas.  
Supply of furniture & fixture, Generator and electric equipments.**

*(Name of Works)*

To:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Gentlemen,

1. Having examined the Bidding Documents including Instructions to Bidders, Bidding Data, Conditions of Contract, Contract Data, Specifications, Drawings, if any, Schedule of Prices and Addenda Nos. \_\_\_\_\_ for the execution of the above-named works, we, the undersigned, being a company doing business under the name of and address \_\_\_\_\_ and being duly incorporated under the laws of Pakistan hereby offer to execute and complete such works and remedy any defects therein in conformity with the said Documents including Addenda thereto for the Total Bid Price of Rs \_\_\_\_\_ (Rupees \_\_\_\_\_) or such other sum as may be ascertained in accordance with the said Documents.
2. We understand that all the Schedules attached hereto form part of this Bid.
3. As security for due performance of the undertakings and obligations of this Bid, we submit herewith a Bid Security in the amount of **Rs.0.200 (M) (Zero Point Two Hundred Million)** drawn in your favour or made payable to you and valid for a period of twenty eight (28) days beyond the period of validity of Bid.
4. We undertake, if our Bid is accepted, to commence the Works and to deliver and complete the Works comprised in the Contract within the time(s) stated in Contract Data.
5. We agree to abide by this Bid for the period of \_\_\_\_\_ days from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
6. Unless and until a formal Agreement is prepared and executed, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
7. We undertake, if our Bid is accepted, to execute the Performance Security

## **CONTRACT DATA**

*(Note: Except where otherwise indicated, all Contract Data should be filled in by the Procuring Agency prior to issuance of the Bidding Documents.)*

### **Sub-Clauses of**

#### **Conditions of Contract**

1.1.3 Procuring Agency's Drawings, if any

(To be listed by the Procuring Agency)

1.1.4 The Procuring Agency means

**Deputy Commissioner / Project Director District Mirpurkhas.**

1.1.5 **The Contractor means**

1.1.7 **Commencement Date** means the date of issue of Engineer's Notice to Commence which shall be issued within fourteen (14) days of the signing of the Contract Agreement.

1.1.9 **Time for Completion** 01-Month.

*(The time for completion of the whole of the Works should be assessed by the Procuring Agency)*

1.1.20 Engineer (mention the name along with the designation including whether he belongs to department or consultant) and other details.

1.3 **Documents forming the Contract listed in the order of priority:**

- (a) The Contract Agreement
- (b) Letter of Acceptance
- (c) The completed Form of Bid
- (d) Contract Data
- (e) Conditions of Contract
- (f) The completed Schedules to Bid including Schedule of Prices
- (g) The Drawings, if any
- (h) The Specifications
- (i) \_\_\_\_\_
- (j) \_\_\_\_\_

*(The Procuring Agency may add, in order of priority, such other documents as form part of the Contract. Delete the document, if not applicable)*

2.1 **Provision of Site:** On the Commencement Date

3.1 **Authorized person:** \_\_\_\_\_

3.2 **Name and address of Engineer's/Procuring Agency's representative.**

Deputy Commissioner / Project Director District Mirpurkhas.

4.4 **Performance Security:**

Amount \_\_\_\_\_

Validity \_\_\_\_\_

*(Form: As provided under Standard Forms of these Documents)*

5.1 **Requirements for Contractor's design (if any):**

Specification Clause No's \_\_\_\_\_

7.2 **Programme:**

**Time for submission:** Within fourteen (14) days\* of the Commencement Date.

**Form of programme:** \_\_\_\_\_ *(Bar Chart/CPM/PERT or other)*

7.4 Amount payable due to failure to complete shall be \_\_\_% per day up to a maximum of (10%) of sum stated in the Letter of Acceptance

*(Usually the liquidated damages are set between 0.05 percent and 0.10 percent per day.)*

7.5 **Early Completion**

In case of earlier completion of the Work, the Contractor is entitled to be paid bonus up-to limit and at a rate equivalent to 50% of the relevant limit and rate of liquidated damages stated in the contract data.

9.1 **Period for remedying defects**

\_\_\_\_\_  
\_\_\_\_\_

10.2 (e) **Variation procedures:**

Day work rates \_\_\_\_\_

\_\_\_\_\_ (details)

11.1 **Terms of Payments**

a) **Mobilization Advance**

(1) Mobilization Advance up to 10 % of the Contract Price stated in the Letter of Acceptance shall be paid by the Procuring Agency to the Contractor on the works costing Rs.2.5 million or above on following conditions:

Schedule "B" / Bids for Construction of Commissioner Complex Mirpurkhas.  
Supply of furniture & fixture, Generator and electric equipments.

S/#	Name of Equipment.	Qty Required.	Rate.	Total Cost.
1	Revolving Chairs.	09		
2	Conference Table.	01		
3	Conference VIP Chairs.	100		
4	Sound System.	01		
5	Visiters for Executive Chairs.	60		
6	Executive Tables.	09		
7	Soofa Set.	01		
8	Self for Books.	09		
9	Furniture & Fixture for Library.	01		
10	Iron Almirah.	44		
11	Staff Tables.	36		
12	Staff Chairs.	100		
13	Iron Rack.	25		
14	Benches for Public / Naib Qasid.	16		
15	Blinds	20		
16	Air Condition (02-Ton)	04		
17	Air Condition (1-50-Ton)	17		
18	Air Condition (01-Ton)	08		
19	Generator 35 K.V. (Honda)	01		
<b>Total Rs.</b>				

Contractor

Deputy Commissioner / Project Director  
Mirpurkhas



**OFFICE OF THE DEPUTY COMMISSIONER / PROJECT DIRECTOR**  
**DISTRICT MIRPURKHAS**

NO.DC/AD(P)

2016.

DATE: 20-05-2016.

**NOTIFICATION.**

In exercise of power conferred by Rule-31 of Sindh Public Procurement (SPP) Rule 2010 the "Complaints Redressal Committee" are hereby constituted for office of the Deputy Commissioner / Project Director District Mirpurkhas.

<i>Sr. No.</i>	<i>Name &amp; Designation.</i>	
1	2	3
1.	<b>Mr. Zahid Hussain Qureshi.</b> Superintending Engineer Works & Services Department Mirpurkhas.	Chairman.
2.	<b>Mr. Rauf Arain</b> Assiatant Executive Engineer Buildings Division Mirpurkhas.	Member.
3.	<b>Mr. Shuja-ud-Din. (Private Person)</b>	Member.

The Committee shall act as per provision of Rule-31 (1) (2) (a) (b) (3) (4) (a) (bb) (c) & (5) of Sindh Public Procurement Rule 2010.

  
Deputy Commissioner / Project Director  
District Mirpurkhas



**SPPRA BIDDING DOCUMENT**  
**STANDARD BIDDING DOCUMENT**  
**FOR**  
**PROCUREMENT OF WORKS**

**(For Contracts (Small) Amounting Between Rs.4.00 Million to Rs.50.00 Million)**

*Name of Work :-* **1 Construction of Commissioner Complex  
Mirpurkhas.  
Supply of furniture & fixture, Generator and  
electric equipments.**

*Issued to Mr. / M/s.* \_\_\_\_\_

*DR. No.* \_\_\_\_\_

*Dated:* \_\_\_\_\_

*Tender Fee Amount.*

*Rs.* \_\_\_\_\_

## INVITATION FOR BIDS

Date :

Bid Reference No:

1. The Procuring Agency, **Deputy Commissioner / Project Director District Mirpurkhas**, invites sealed bids from interested firms or persons licensed by the Pakistan Engineering Council in the appropriate category (not required for works costing Rs 4.00 million or less) and / or duly pre-qualified (if pre-qualification is done for specific scheme / project) with the Procuring Agency for the Works, "**Construction of Commissioner Complex Mirpurkhas. Supply of furniture & fixture, Generator and electric equipments**", which will be completed in **01-month**.
2. A complete set of Bidding Documents may be purchased by an interested eligible bidder on submission of a written application to the office given below and upon payment of a non-refundable fee of Rupees **3000/- (Three Thousand)**. Bidders may acquire the Bidding Documents from the Office of the Procuring Agency, at **07-06-2016, @ Office of the Deputy Commissioner Office Mirpurkhas**.
3. All bids must be accompanied by a Bid Security in the amount of **Rs.0.200 (M) (Zero Point Two Hundred Million)** only in the form of (pay order / demand draft / bank guarantee) and must be delivered to office of **Deputy Commissioner / Project Director District Mirpurkhas** at or before on **07-06-2016**. Bids will be opened at 01.00 pm on the **07-06-2016** day in the presence of bidders' representatives who choose to attend, at the same address [indicate the address if it differs].



- Note: 1. Procuring Agency to enter the requisite information in blank spaces.
2. The bid shall be opened within one hour after the deadline for submission of bids.]

**BIDDING DATA.**

(This section should be filled in by the Engineer / Procuring Agency before issuance of the Bidding Documents. The following specific data for the works to be tendered shall complement, amend, or supplement the provisions in the Instructions to Bidders. Wherever there is a conflict, the provisions herein shall prevail over those in the Instructions to Bidders.)

**Instructions to Bidders****Clause Reference****1.1 Name of Procuring Agency :-**

Deputy Commissioner / Project Director District Mirpurkhas.

---

*(Insert name of the Procuring Agency)*

**Brief Description of Works :-**

- 1 Construction of Commissioner Complex Mirpurkhas.  
Supply of furniture & fixture, Generator and electric equipments.

**5.1 (a) Procuring Agency's Address :-**

Office of the Deputy Commissioner Office Mirpurkhas.

*(Insert address of the Procuring Agency with Telex / Fax)*

**(b) Engineer's Address :-**

Same as 5.1 (a)

*(Insert name and address of the Engineer, if any, with Telex / Fax)*

**10.3 Bid shall be quoted entirely in Pak: Rupees. The payment shall be made in Pak: Rupees.**

**11.2 The Bidder has the financial, technical and constructional capability necessary to perform the Contract as follows. *(Insert required capabilities and documents)***

- i. **Financial Capacity :-**
- ii. **Technical Capacity :- *(mention the appropriate category of registration with PEC and qualification and experience of the staff)***
- iii. **Construction Capacity :- *(mention the names and number of equipments required for the work)***

- 12.1 (a) A detailed description of the Works, essential technical and performance characteristics.
- (b) Complete set of technical information, description data, literature and drawings as required in accordance with Schedule "B" to Bid, Specific Works Data. This will include but not be limited to a sufficient number of drawings, photographs, catalogues, illustrations and such other information as is necessary to illustrate clearly the significant characteristics such as general construction dimensions and other relevant information about the works to be performed.

13.1 Amount of Bid Security :-

Rs. 0.2000 (M) (Zero Point Two Hundred Million) only.

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*(Fill in lump sum amount or in %age of Bid Amount / Estimated Cost, but not below 1% and not exceeding 5%)*

14.1 Period of Bid Validity.

30-Days.

---

*(Fill in "number of days" not exceeding 90)*

14.4 Number of Copies of the Bid to be submitted :-

One original copy.

14.6 (a) Procuring Agency's Address for the Purpose of Bid submission.

Office of the Deputy Commissioner Office Mirpurkhas.

---

*(insert postal address or location of Bid box for delivery by hand)*

15.1 Deadline for Submission of Bids :-

Time : 01:00 P.M. on 07-06-2016

16.1 Venue, Time and Date of Bid Opening :-

Venue: Office of the Deputy Commissioner / Project Director District Mirpurkhas.

Time : 02:00 P.M. on 07-06-2016

16.4 Responsiveness of Bids.

- (i) Bid is valid till required period, 30-Days.

- (ii) Bid prices are firm during currency of contract / Price adjustment.
- (iii) Completion period offered is within specified limits.
- (iv) Bidder is eligible to Bid and possesses the requisite experience, capability and qualification.
- (v) Bid does not deviate from basic technical requirements and
- (vi) Bid are generally in order, etc.

**Procuring agency can adopt either of two options. (Select either of them)**

**(a) Fixed Price Contract :-**

In these contracts no escalation will be provided during currency of the contract and normally period of completion of these works is upto **01-month**.

**(b) Price Adjustment Contract :-**

In these contracts escalation will be paid only on those items and in the manner as notified by Finance Department, Government of Sindh, after bid opening during currency of the contract.

## FORM OF BID (LETTER OF OFFER)

Bid Reference No.

Date

**1 Construction of Commissioner Complex Mirpurkhas.  
Supply of furniture & fixture, Generator and electric equipments.**

*(Name of Works)*

To:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Gentlemen,

1. Having examined the Bidding Documents including Instructions to Bidders, Bidding Data, Conditions of Contract, Contract Data, Specifications, Drawings, if any, Schedule of Prices and Addenda Nos. \_\_\_\_\_ for the execution of the above-named works, we, the undersigned, being a company doing business under the name of and address \_\_\_\_\_ and being duly incorporated under the laws of Pakistan hereby offer to execute and complete such works and remedy any defects therein in conformity with the said Documents including Addenda thereto for the Total Bid Price of Rs \_\_\_\_\_ (Rupees \_\_\_\_\_) or such other sum as may be ascertained in accordance with the said Documents.
2. We understand that all the Schedules attached hereto form part of this Bid.
3. As security for due performance of the undertakings and obligations of this Bid, we submit herewith a Bid Security in the amount of **Rs.0.200 (M) (Zero Point Two Hundred Million)** drawn in your favour or made payable to you and valid for a period of twenty eight (28) days beyond the period of validity of Bid.
4. We undertake, if our Bid is accepted, to commence the Works and to deliver and complete the Works comprised in the Contract within the time(s) stated in Contract Data.
5. We agree to abide by this Bid for the period of \_\_\_\_\_ days from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
6. Unless and until a formal Agreement is prepared and executed, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
7. We undertake, if our Bid is accepted, to execute the Performance Security

## **CONTRACT DATA**

*(Note: Except where otherwise indicated, all Contract Data should be filled in by the Procuring Agency prior to issuance of the Bidding Documents.)*

### **Sub-Clauses of**

#### **Conditions of Contract**

1.1.3 Procuring Agency's Drawings, if any  
(To be listed by the Procuring Agency)

1.1.4 The Procuring Agency means  
**Deputy Commissioner / Project Director District Mirpurkhas.**

1.1.5 **The Contractor means**

1.1.7 **Commencement Date** means the date of issue of Engineer's Notice to Commence which shall be issued within fourteen (14) days of the signing of the Contract Agreement.

1.1.9 **Time for Completion** 01-Month.

*(The time for completion of the whole of the Works should be assessed by the Procuring Agency)*

1.1.20 Engineer (mention the name along with the designation including whether he belongs to department or consultant) and other details.

1.3 **Documents forming the Contract listed in the order of priority:**

- (a) The Contract Agreement
- (b) Letter of Acceptance
- (c) The completed Form of Bid
- (d) Contract Data
- (e) Conditions of Contract
- (f) The completed Schedules to Bid including Schedule of Prices
- (g) The Drawings, if any
- (h) The Specifications
- (i) \_\_\_\_\_
- (j) \_\_\_\_\_

*(The Procuring Agency may add, in order of priority, such other documents as form part of the Contract. Delete the document, if not applicable)*

2.1 **Provision of Site:** On the Commencement Date

3.1 **Authorized person:** \_\_\_\_\_

3.2 **Name and address of Engineer's/Procuring Agency's representative.**

Deputy Commissioner / Project Director District Mirpurkhas.

4.4 **Performance Security:**

Amount \_\_\_\_\_

Validity \_\_\_\_\_

(Form: As provided under Standard Forms of these Documents)

5.1 **Requirements for Contractor's design (if any):**

Specification Clause No's \_\_\_\_\_

7.2 **Programme:**

**Time for submission:** Within fourteen (14) days\* of the Commencement Date.

**Form of programme:** \_\_\_\_\_ (Bar Chart/CPM/PERT or other)

7.4 Amount payable due to failure to complete shall be \_\_\_% per day up to a maximum of (10%) of sum stated in the Letter of Acceptance

(Usually the liquidated damages are set between 0.05 percent and 0.10 percent per day.)

7.5 **Early Completion**

In case of earlier completion of the Work, the Contractor is entitled to be paid bonus up-to limit and at a rate equivalent to 50% of the relevant limit and rate of liquidated damages stated in the contract data.

9.1 **Period for remedying defects**

\_\_\_\_\_  
\_\_\_\_\_

10.2 (e) **Variation procedures:**

Day work rates \_\_\_\_\_

\_\_\_\_\_ (details)

11.1 **Terms of Payments**

a) **Mobilization Advance**

(1) Mobilization Advance up to 10 % of the Contract Price stated in the Letter of Acceptance shall be paid by the Procuring Agency to the Contractor on the works costing Rs.2.5 million or above on following conditions:



Schedule "B" / Bids for Construction of Commissioner Complex Mirpurkhas.  
Supply of furniture & fixture, Generator and electric equipments.

S/#	Name of Equipment.	Qty Required.	Rate.	Total Cost.
1	Revolving Chairs.	09		
2	Conference Table.	01		
3	Conference VIP Chairs.	100		
4	Sound System.	01		
5	Visitors for Executive Chairs.	60		
6	Executive Tables.	09		
7	Soofa Set.	01		
8	Self for Books.	09		
9	Furniture & Fixture for Library.	01		
10	Iron Almirah.	44		
11	Staff Tables.	36		
12	Staff Chairs.	100		
13	Iron Rack.	25		
14	Benches for Public / Naib Qasid.	16		
15	Blinds	20		
16	Air Condition (02-Ton)	04		
17	Air Condition (1-50-Ton)	17		
18	Air Condition (01-Ton)	08		
19	Generator 35 K.V. (Honda)	01		
<b>Total Rs.</b>				

Contractor

  
 Deputy Commissioner / Project Director  
 Mirpurkhas

**OFFICE OF THE DEPUTY COMMISSIONER / PROJECT DIRECTOR**  
**DISTRICT MIRPURKHAS**

NO. DC/AD(P) 203/2016.

DATE: 20-05-2016.

**NOTIFICATION.**

In exercise of power conferred by Rule-31 of Sindh Public Procurement (SPP) Rule 2010 the "Complaints Redressal Committee" are hereby constituted for office of the Deputy Commissioner / Project Director District Mirpurkhas.

<i>Sr. No.</i>	<i>Name &amp; Designation.</i>	
1	2	3
1.	<b>Mr. Zahid Hussain Qureshi.</b> Superintending Engineer Works & Services Department Mirpurkhas.	Chairman.
2.	<b>Mr. Rauf Arain</b> Assiatant Executive Engineer Buildings Division Mirpurkhas.	Member.
3.	<b>Mr. Shuja-ud-Din. (Private Person)</b>	Member.

The Committee shall act as per provision of Rule-31 (1) (2) (a) (b) (3) (4) (a) (bb) (c) & (5) of Sindh Public Procurement Rule 2010.

  
Deputy Commissioner / Project Director  
District Mirpurkhas