

# SUPPLY OF GROCESSRY FOR THE STUDENTS MESS

(DRY & FRESH ITEMS)

**PUBLIC SCHOOL GADAP**

(Managed by Sindh graduates Association)



TENDER DOCUMENT

Name of Bidder and seal

\_\_\_\_\_

Bidding Amount

\_\_\_\_\_

Authorized Signature

\_\_\_\_\_

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Main Road Gadap, Off Super High Way, Karachi, Phone 021-34480297  
Email: [psg.khi@live.com](mailto:psg.khi@live.com)



# Public School Gadap, Karachi.

(MANAGED BY SINDH GRADUATES ASSOCIATION)

22 Km, Off Super Highway, Main Gadap Town Road, Gadap, Karachi.  
Ph: 021 - 34480290 to. 98, Fax: 0213-2743527, [www.psg.edu.pk](http://www.psg.edu.pk), [psgadap@gmail.com](mailto:psgadap@gmail.com)

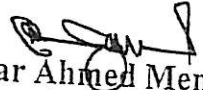
## Notification

No.PSG/Adm/062/2016. In pursuance of decision of BoG, PSG taken in the BoG meeting held on February, 20, 2016. This is to notify that the Chairman, BoG - PSG is pleased to constitute Procurement Committee comprising of following members with immediate effect under SPPRA Rules for the whole financial year 2016-2017.

- |                               |                  |
|-------------------------------|------------------|
| i. Mr. Abdul Rehman Siyal     | Convener         |
| ii. Mr. Ghulam Hussain Baloch | Member           |
| iii. Prof. Kumar M. Dembani   | Member           |
| iv. Principal, PSG            | Member/Secretary |
| v. Bursar, PSG                | Member           |

### Functions and Responsibilities

1. Preparing bidding documents.
2. Carrying out technical as well as financial evaluation of the bids;
3. Preparing evaluation report as provided in Rule 45;
4. Making recommendations for the award of contract to the competent authority;
5. The procuring agencies shall maintain record of the Procurement Proceedings and shall maintain the transparency; and
6. Perform any other function ancillary and incidental to the above.

  
(Akhtar Ahmed Memon)  
Principal / Secretary - BoG  
Public School Gadap, Karachi

Dated: May 05, 2016

No.PSG/Adm/062/2016

A copy is forwarded for information and necessary action to:

1. Chairman - BoG, PSG, Karachi
2. Members of BoG, PSG, Karachi
3. Bursar, PSG, Karachi
4. Master File



# Public School Gadap, Karachi.

(MANAGED BY SINDH GRADUATES ASSOCIATION)

22 Km, Off Super Highway, Main Gadap Town Road, Gadap, Karachi.  
Ph: 021 - 34480290 to. 98, Fax: 0213-2743527, [www.psg.edu.pk](http://www.psg.edu.pk), [psgadap@gmail.com](mailto:psgadap@gmail.com)

## Notification

No.PSG/Adm/063/2016. In pursuance of decision of BoG, PSG, taken in the BoG meeting held on February, 20, 2016. This is to notify that the Chairman, BoG - PSG is pleased to constitute Redressal of grievances Committee comprising of following members with immediate effect under SPPRA Rules for the whole financial year 2016-2017.

- |      |   |                  |
|------|---|------------------|
| i.   | Mr.Bakhsh Ali Lakho                                   | Convener         |
| ii.  | Justice(R) Syed Deedar Hussain Shah                   | Member           |
| iii. | Mr. Wali Muhammad Roshan                              | Member           |
| iv.  | Mr.Muhammad Ismail Panhwar<br>(Secretary Finance-SGA) | Member           |
| v.   | Principal, PSG  | Member/Secretary |

### Mechanism for Redressal of Grievances

1. The procuring agency shall constitute a committee for complaint redressal comprising odd number of persons, with appropriate powers and authorizations, to address the complaints of bidders that may occur during the procurement proceedings.
2. The committee shall headed by head of the procuring agency or any official of the procuring agency, at least one rank senior to the head of the procurement committee and shall include the following;  
An independent professional from the relevant field concerning the procurement process in question, to be nominated by the head of the procuring agency;
3. As per Sindh Public Procurement Rules 2010(Amended 2013).

(Akhtar Ahmed Memon)

Principal / Secretary - BoG

Public School Gadap, Karachi

Dated: May 05, 2016

No.PSG/Adm/063/2016

A copy is forwarded for information and necessary action to:

1. Chairman - BoG, PSG, Karachi
2. Members of BoG, PSG, Karachi
3. Bursar, PSG, Karachi
4. Master File

Annual Procurement Plan

Public School Gadap, Karachi, Financial Year 2016-17

Sr. #	Description of procurement	Estimate Unit Cost	Estimate total cost	Fund Allocated	Source Of Funds/ADP/Non ADP	Proposed Procurement	Time of Procurement					Remarks
							1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
1	Grocery for Mess	4,000	12,000,000	12,000,000	Non ADP	Through Tender	Yes	-	-	-	Annually	
2	Contractor for Mess	4,500	13,500,000	13,500,000	Non ADP	Through Tender	Yes	-	-	-	Annually	
3	Fire fighting Equipment		500,000			Through Tender	Yes	-	-	-	In Process	
4	CC TV and Surveillance		800,000			Through Tender	Yes	-	-	-	To start after ADP approval	
5	Walk Through Gates		200,000			Through Tender	Yes	-	-	-	To start after ADP approval	
6	Under vehicle Inspection System		300,000			Through Tender	Yes	-	-	-	To start after ADP approval	
7	Alarms Scanners Detectors		800,000			Through Tender	Yes	-	-	-	To start after ADP approval	
8	Watch Towers		800,000			Through Tender	Yes	-	-	-	To start after ADP approval	
9	Cricket ground		4,928,000			Through Tender	Yes	-	-	-	To start after ADP approval	
10	Foot Ball Ground		3,200,000			Through Tender	-	-	-	-	Subject to Approval of ADP	
11	Squash Court (Practice)		5,340,000			Through Tender	-	-	-	-	Subject to Approval of ADP	
12	Badminton Court		2,934,000			Through Tender	-	-	-	-	Subject to Approval of ADP	
13	Volleyball Ground		145,800			Through Tender	-	-	-	-	Subject to Approval of ADP	
14	Internal Road & Path / C/C Path		5,500,000			Through Tender	-	-	-	-	Subject to Approval of ADP	
15	Filling & Levelling Dressing Earth		1,000,000			Through Tender	-	-	-	-	Subject to Approval of ADP	
16	Sewerage Main Line / Treatment Plant		3,000,000			Through Tender	-	-	-	-	Subject to Approval of ADP	
17	Trace Lifting		3,000,000			Through Tender	-	-	-	-	Subject to Approval of ADP	
18	Soil Gas Charges		500,000			Through Tender	-	-	-	-	Subject to Approval of ADP	
19	Tree Plantation		1,500,000			Through Tender	-	-	-	-	Subject to Approval of ADP	
20	Keob Stone		800,000			Through Tender	-	-	-	-	Subject to Approval of ADP	
21	External Electrification		500,000			Through Tender	-	-	-	-	Subject to Approval of ADP	
22	Internal Electrification, and Water Connection		500,000			Through Tender	-	-	-	-	Subject to Approval of ADP	
23	Solar System		5,000,000			Through Tender	-	-	-	-	Subject to Approval of ADP	
24	Fire Filing		1,500,000			Through Tender	-	-	-	-	Subject to Approval of ADP	
25	Boring		1,000,000			Through Tender	-	-	-	-	Subject to Approval of ADP	
26	External Development		29,059,693			Through Tender	-	-	-	-	Subject to Approval of ADP	
27	Extension of Existing facility and uplift		15,000,000			Through Tender	-	-	-	-	Subject to Approval of ADP	
28	Executive Mess and Parents / visitors accommodation		10,801,000			Through Tender	-	-	-	-	Subject to Approval of ADP	

Date: 21 May 2016

Bursar  
Public School Gadap





# Public school Gadap, Karachi

(Managed By Sindh Graduate Association)

## Tender Notice

### For Supply Of Grocery (Dry & Fresh)

01. Public School Gadap invites the tender for the Supply of messing items under Single Stage Two Envelope method as per SPP Rules, 2010 (Amended 2013). The detail and specification can be collected from office after the publication of this advertisement.
02. The earnest money at the rate of 2% of Bid amount in shape of bank draft / pay order, in favor of Public School Gadap must be enclosed with the bids. The tender without earnest money shall not be entertained.
03. The tender shall be issued on payment of Rs.1000/- (Cash) from ~~05-6-2016~~ TO ~~20-6-2016~~, the sealed bids shall be received back up to 2:00 pm on ~~20-6-2016~~, and shall be opened on same day at 03:00 pm in the office.
04. Public School Gadap reserves the right to accept or reject any or all the bids subject to relevant provision of SPP Rules 2010.

Principal  
Public School Gadap, Karachi

Phone: 021-32765867-32724359-32744502

Email: [psg.khi@live.com](mailto:psg.khi@live.com), [sga\\_markaz@yahoo.com](mailto:sga_markaz@yahoo.com)

Address: 09/12Rimpa Plaza, M. A. Jinnah Road, Karachi.

## TERMS & CONDITIONS OF CONTRACT

01. I/WE \_\_\_\_\_ adult \_\_\_\_\_ bycast \_\_\_\_\_ R/O \_\_\_\_\_  
\_\_\_\_\_ bind myself/Ourselves to supply the said items to Public School Gadap, Karachi during the financial year 2016-17 to until further orders. The articles are shown in the tender form and the rates are specified against each. The articles shall be best quality. The decision of Principal Public School Gadap/Officer in charge authorized by him to act on his behalf (Therein called the said officer) in regard to the quality and kind of the articles shall be final and binding upon me/us.
02. The supplies shall be delivered whenever required in the presence of concerned officer or his representative and myself/ ourselves or my/our authorized agent shall be responsible person and his name shall be known to the concerned officer in case it is discovered otherwise this contract/tender will be cancelled and security money forfeited
03. Should any delay occur on my/our part or i/we/our agent fail to supply the articles at the given time and place the said officer may purchase them from the market out of my/our security deposit and the difference between contract and market rate shall be paid well by me /us.
04. The security money deposited by me/us shall be returned to me / us after successful completion of the contract and on my /our finishing the usual no demand certificate.
05. Tender from shall be accompanied by earnest money as per tender form in shape of pay order.
06. I/ will supply all the items as offered in tender during the financial year at same rate and cost without delay/fail.
07. The articles will be delivered upon proper receipt signed by the authorized officer by PSG on the delivery of challan. The original Challan will be attached with bills.
08. The PSG reserves the right of cancel the part or whole tender without any reason.
09. I/We perfectly understand all the above conditions and journal directions to the contractor I/we bind me/our self to abide by then and i/we also understand my/our contract is liable to terminate in case of breach of any term of contract. In that case my/our security deposit will be forfeited by the school.
10. The school reserves the right to the increase or decrease the quantity of any item when it is deemed necessary without assigning any reason.
11. Articles will be supplied within the stipulated date & time as given in the order failing to which security money will be forfeited.



12. In case of the late delivery penalty of 2% of the total cost of the ordered items will be imposed after expiry of the given period.
13. The contractor shall raise the bills/charges for payment on monthly or fortnightly basis after getting verified by concerned officers/Person of the school.
14. The school reserves the right to impose the following penalties for any breach of the contract by bidder.
  - a. Forfeiture of the security money
  - b. Black Listing of the firm
15. I/WE shall abide by the general Sales Tax rules as applicable.
16. The approved bidder has to deliver the supply AS AND WHEN DEMAND basis at Public School Gadap, Karachi.
17. Income tax, GST and SST will be deducted as per rules, on the Purchase/Services.

### OTHER DIRECTIONS

The envelope shall be marked as financial Proposal and Technical Proposal in bold and legible letters to avoid confusion. Initially only one envelope marked as technical proposal shall be opened; the envelope marked as financial proposal shall be retained in the custody of procuring agency without being opened.

**01. Technical Proposal.** Should have following Documents

- a. Original Tender receipt.
- b. Copy of the bid offer with quoted items with terms & condition (Without Rates) with signature and stamp.
- c. Valid Photocopy of Pay order/Bank draft of earnest money showing without rates.
- d. NTN/GST Certificate (SST Certificate for janitorial services) and registration with SRB.
- e. An affidavit of Rs.100/- (Judicial stamp paper) that the firm is not black listed in any organization.
- f. Detail of past and current work experience (at least three years' experience).
- g. Financial soundness bank statement to provide. (T.O Rs.01/- Millions of three years)

**02. Financial Proposal.** Should have following documents

- a. Original pay order /Bank draft of earnest money.
- b. Original copy of bid offer with quoted price.

I/WE solemnly declare that the information furnished by me /us is correct to the best of my/our knowledge and if found incorrect our contract will be liable to be terminated.

**Note:** Good Financial soundness & experience will be the key factor for selection.



Signature of Contractor: \_\_\_\_\_

Name: \_\_\_\_\_

Full Address: \_\_\_\_\_

\_\_\_\_\_

C.N.I.C: \_\_\_\_\_

Income tax No: \_\_\_\_\_

GST No: \_\_\_\_\_



## General Instructions for Bidders

The following General Instructions for Bidders shall apply to all solicitations issued by the Public School Gadap.

### 1. DEFINITIONS

The following terms will have the following meaning:

- "Solicitation" will mean any solicitation in any form *Request for quotation, Invitation to bid, or Request for proposal* issued by the PSG
- "Proposal" will mean a proposal, quotation, offer or bid submitted to the PSG in response to a Solicitation;
- "Bidder" will mean a subject (company, organization or other entity) submitting a Proposal in response to a Solicitation;
- "Contract" will mean any written agreement which will be established as a result of the Solicitation between the PSG and the successful Bidder
- "in writing" will mean by letter, fax or any standard electronic communication means (such as Email)

### 2. SUBMISSION OF THE PROPOSAL

**Form of submission:** Detailed instructions for the submission are defined in each Solicitation. Failure to respond to such instructions may lead to rejection of the Proposal.

**Closing Date:** Proposals must be received by the PSG by the closing date and time as defined in the Solicitation. Proposals received after this date and time **WILL NOT BE CONSIDERED** and will be returned unopened.

**Withdrawal or modification of proposals:** Bidders may withdraw, replace or modify their Proposal until the close date, provided that this is done in writing. Any modification or replacement of a Proposal must be done in the same format as defined in the Solicitation.

**Clarifications:** Any clarifications required by a Bidder must be requested in writing from the responsible Contracting Officer. Such requests must be provided in due time before the closing date in order to allow proper consideration and a reply. No consideration will be given to requests for clarifications submitted after expiry of deadline.

**Validity of Proposal:** A Proposal shall remain valid for acceptance for a period of at least 90 days from the closing date indicated in the Solicitation, unless otherwise stated.

**Due diligence:** The Bidders are expected to examine all instructions, forms, Contract conditions, terms and specifications contained in the Solicitation documents.

Bidders shall also examine any locations, technical specifications, 'schedules' and other instructions. Failure to do so will be at the Bidder's own risk and responsibility and will not give rise to the right to modify or withdraw a Proposal after the closing date.

**No obligation to contract:** The issue of a Solicitation, whether public or not, does not commit the PSG to award a Contract as a result of the Solicitation process. PSG will not pay any costs incurred in the preparation or submission of a Proposal.



Any Proposal submitted will be regarded as an offer made by the Bidder and not as an acceptance by the Bidder of an offer made by the PSG.

**Cancellation of Solicitation:** The PSG reserves the right to cancel a Solicitation at any stage of the procurement process prior to final notice of award of a Contract. (Subject to relevant provision of SPP RULES2010)

**Confidentiality:** All Proposals and any communications with the Bidders will be kept strictly confidential before, during and after the award.

All Solicitation documentation is proprietary to the PSG; no part thereof, or any information contained therein may not be published, used or copied without the prior written consent of the PSG.

**Corrupt practices:** The Bidders shall not at any time in the course of the procurement process, be it before or after the award of the Contract, grant or promise any direct or indirect benefit, whether of financial or other nature, to any official, agent, servant or employee of, or any person otherwise engaged by the PSG. .

**Clarifications of Proposals:** To assist in the examination, evaluation and comparison of Proposals the PSG may at its discretion ask the Bidder for clarification about the content of the Proposal. The request for clarification and the response shall be in writing and no change in price or substance of the Proposal shall be sought, offered or accepted.

**Errors in the Proposal:** arithmetical errors that are discovered during the examination of a Proposal will be corrected by PSG. If the correction will affect the Total Price, the Bidder will be informed of such correction. If there is a discrepancy between words and figures the amount in words will prevail. If the Bidder does not accept the correction of arithmetical errors, its Proposal will be rejected.

**Fixed price.** The bid prices & rates are fixed during currency of contract and under no circumstance any contractor shall not be entitled to claim enhanced rates for any items in this contract.

**Information for evaluation:** The evaluation of a Proposal will be conducted on the basis of all the information provided in the documentation submitted in response to the Solicitation requirements, including possible clarifications requested by PSG.

In addition, a Bidder may be requested to provide evidence of its technical qualifications and financial soundness. The PSG reserves the right to independently verify such information.

### 3. AWARD AND CONTRACT

**Negotiations:** The Bidder shall be prepared to sign a Contract and to perform the work/services as described in its own Proposal. Refusal or reservations to sign a Contract awarded by PSG on the basis of the Proposal may lead to exclusion of the Bidder from further PSG Solicitations, without prejudice to any other remedies the PSG may have as a consequence of such refusal. The PSG reserves the right to conduct price negotiations until a final agreement is reached.

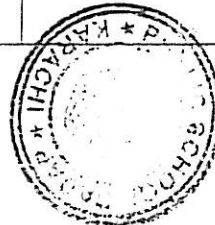
**Written Contract:** No contractual relationship with PSG is established until a final written Contract document is signed by a duly authorized officials of the PSG and of the selected Bidder. Any activity undertaken or expenses incurred in preparation of a Contract before an actual Contract is signed shall be borne by the Bidder. An advance notice or information of award is not to be considered as a Contract.



## BIDDING DATA SHEET

This section should be filled by the procuring agency before issuance of this document.

Name and address of procuring agency	Public School Gadap, Karachi Address: 22 KM off Super Highway, Main Gadap Town Road, Gadap, Karachi
Brief description of works	<i>Grocery for Mass</i>
Estimate cost	<i>-12,500,000/-</i>
Amount of Bid Security	2% at the time of bid submission and 8% deductible from running bill
Period of bid validity	90 Days
Percentage if any to be deducted from bills	8%
Deadline of submission of bids	From                      to
Address for Bid Submission	Sindh Graduate Association Head office Address: 9/12, Rimpa Plaza, M.A Jinnah Road, Karachi
Time for opening of Bid	Sindh Graduates Association Head office at 3pm
Language of Bid Price	English
Time of completion from written order of commence	One Year
Payment Terms	01. No advance payment shall be issued to successful bidder  02. The payment shall be issued on monthly basis within the 5 days of submission of bill
Purchaser's right to vary requirements at time of award	15% Increase or Decrease



FORMS

BID SECURITY  
PERFORMANCE SECURITY  
CONTRACT AGREEMENT  
MOBILIZATION ADVANCE GUARANTEE/BOND



(INTEGRITY PACT)

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC.  
PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN  
CONTRACTS WORTH RS. 10.00 MILLION OR MORE

Contract No. \_\_\_\_\_ Dated \_\_\_\_\_  
Contract Value: \_\_\_\_\_  
Contract Title: \_\_\_\_\_

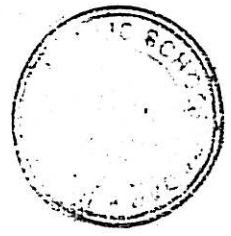
..... [name of Supplier] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan (GoP) or any administrative subdivision or agency thereof or any other entity owned or controlled by GoP through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

[name of Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[name of Supplier] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [name of Supplier] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [name of supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.



BID SECURITY  
(Bank Guarantee)

BS-1

(22)

Security Executed on \_\_\_\_\_ (Date)

Name of Surety (Bank) with Address: \_\_\_\_\_ (Scheduled Bank in Pakistan)

Name of Principal (Bidder) with Address \_\_\_\_\_

Total Sum of Security Rupees . \_\_\_\_\_ (Rs. \_\_\_\_\_)  
Bid Reference No. \_\_\_\_\_

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bid and at the request of the said Principal (Bidder) we, the Surety above named, are held and firmly bound unto \_\_\_\_\_ (hereinafter called the 'Employer') in the sum stated above for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Bidder has submitted the accompanying Bid dated \_\_\_\_\_ for Bid No. \_\_\_\_\_ for \_\_\_\_\_ (Particulars of Bid) to the said Employer; and

WHEREAS, the Employer has required as a condition for considering said Bid that the Bidder furnishes a Bid Security in the above said sum from a Scheduled Bank in Pakistan or from a foreign bank duly counter-guaranteed by a Scheduled Bank in Pakistan, to the Employer, conditioned as under:

- 1) that the Bid Security shall remain in force up to and including the date 28 days after the deadline for validity of bids as stated in the Instructions to Bidders or as it may be extended by the Employer, notice of which extension(s) to the Surety is hereby waived;
- 2) that the Bid Security of unsuccessful Bidders will be returned by the Employer after expiry of its validity or upon signing of the Contract Agreement; and
- 3) that in the event of failure of the successful Bidder to execute the proposed Contract Agreement for such work and furnish the required Performance Security, the entire said sum be paid immediately to the said Employer pursuant to Clause 15.6 of the Instruction to Bidders for the successful Bidder's failure to perform.

NOW THEREFORE, if the successful Bidder shall, within the period specified therefor, on the prescribed form presented to him for signature enter into a formal Contract with the said Employer in accordance with his Bid as accepted and furnish within twenty eight (28) days of being requested to do so, a Performance Security with good and sufficient surety, as may be required, upon the form prescribed by the said Employer for the faithful performance and fulfilment of the said Contract or in the event of non-withdrawal of the said Bid in the time specified for its validity then this obligation shall be void and of no effect, but otherwise to remain in full force and effect.



BS-2

PROVIDED THAT the Surety shall forthwith pay the Employer the said sum upon first written demand of the Employer (without cavil or argument) and without requiring the Employer to prove or to show grounds or reasons for such demand, notice of which shall be sent by the Employer by registered post duly addressed to the Surety at its address given above.

PROVIDED ALSO THAT the Employer shall be the sole and final judge for deciding whether the Principal (Bidder) has duly performed his obligations to sign the Contract Agreement and to furnish the requisite Performance Security within the time stated above, or has defaulted in fulfilling said requirements and the Surety shall pay without objection the said sum upon demand from the Employer forthwith and without any reference to the Principal (Bidder) or any other person.

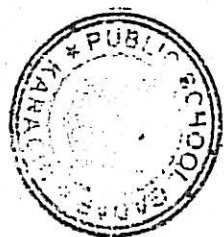
IN WITNESS WHEREOF, the above bounden Surety has executed the instrument under its seal on the date indicated above, the name and seal of the Surety being hereto affixed and these presents duly signed by its undersigned representative pursuant to authority of its governing body.

SURETY (Bank)

WITNESS:

\_\_\_\_\_  
\_\_\_\_\_  
Corporate Secretary (Seal)  
\_\_\_\_\_  
\_\_\_\_\_  
Name, Title & Address

Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Title \_\_\_\_\_  
Corporate Guarantor (Seal)





FORM OF PERFORMANCE SECURITY  
(Insurance Guarantee)

Guarantee No. \_\_\_\_\_  
Executed on \_\_\_\_\_  
Expiry date \_\_\_\_\_

[Letter by the Guarantor to the Employer]

Name of Guarantor (Insurance Company) with address: \_\_\_\_\_  
(Insurance Company in Pakistan)

Name of Principal (Contractor) with address: \_\_\_\_\_

Penal Sum of Security (express in words and figures) \_\_\_\_\_

Letter of Acceptance No. \_\_\_\_\_ Dated \_\_\_\_\_

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bidding Documents and above said Letter of Acceptance (hereinafter called the Documents) and at the request of the said Principal we, the Guarantor above named, are held and firmly bound unto the \_\_\_\_\_ (hereinafter called the Employer) in the penal sum of the amount stated above for the payment of which sum well and truly to be made to the said Employer, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal has accepted the Employer's above said Letter of Acceptance for \_\_\_\_\_ (Name of Contract) for the \_\_\_\_\_ (Name of Project).

NOW THEREFORE, if the Principal (Contractor) shall well and truly perform and fulfill all the undertakings, covenants, terms and conditions of the said Documents during the original term of the said Documents and any extensions thereof that may be granted by the Employer, with or without notice to the Guarantor, which notice is, hereby, waived and shall also well and truly perform and fulfill all the undertakings, covenants terms and conditions of the said Contract and of any and all modifications of said Documents that may hereafter be made, the said Guarantor being hereby waived, then, this obligation to the Employer shall remain in full force and virtue till all requirements of Clause 49, Defects Liability, of Conditions of Contract are fulfilled.

The total liability under this Guarantee is limited to the sum stated above and it is a condition of this Guarantee that the claim for payment in writing shall be received by us within the validity period of this Guarantee, failing which we shall be discharged of our liability, if any, under this Guarantee.





... (the Guarantor), waiving all objections and  
under the Contract, do hereby irrevocably and independently guarantee to pay to the  
Employer without delay upon the Employer's first written demand without cavil or arguments  
and without requiring the Employer to prove or to show grounds or reasons for such demand  
any sum or sums up to the amount stated above, against the Employer's written declaration  
that the Principal has refused or failed to perform the obligations under the Contract which  
payment will be effected by the Guarantor to Employer's designated Bank & Account  
number.

PROVIDED ALSO THAT the Employer shall be the sole and final judge for deciding  
whether the Principal (Contractor) has duly performed his obligations under the Contract or  
has defaulted in fulfilling said obligations and the Guarantor shall pay without objection any  
sum or sums up to the amount stated above upon first written demand from the Employer  
with and without any reference to the Principal or any other person.

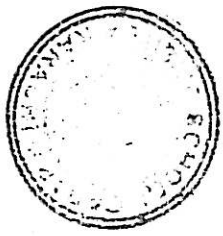
IN WITNESS WHEREOF, the above-bounden Guarantor has executed this Instrument under  
its seal on the date indicated above, the name and corporate seal of the Guarantor being hereto  
affixed and these presents duly signed by its undersigned representative, pursuant to authority  
of its governing body.

\_\_\_\_\_  
Guarantor  
(Insurance / Companies)  
NJI, Adamjee, EFU, United

Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Title \_\_\_\_\_

\_\_\_\_\_  
Corporate Guarantor (Seal)

Witness:  
1. \_\_\_\_\_  
\_\_\_\_\_  
Corporate Secretary (Seal)  
2. \_\_\_\_\_  
\_\_\_\_\_  
Name, Title & Address



FORM OF CONTRACT AGREEMENT

CA-1

THIS CONTRACT AGREEMENT (hereinafter called the "Agreement") made on the \_\_\_\_\_ day of \_\_\_\_\_ (month) 20\_\_\_\_ between \_\_\_\_\_ hereafter called the "Employer") of the one part and \_\_\_\_\_ (hereafter called the "Contractor") of the other part.

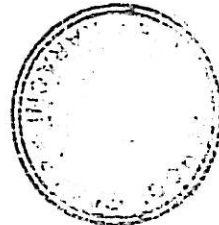
WHEREAS the Employer is desirous that certain Works, viz \_\_\_\_\_ should be executed by the Contractor and has accepted a Bid by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW this Agreement witnesseth as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents after incorporating addenda, if any, except those parts relating to Instructions to Bidders shall be deemed to form and be read and construed as part of this Agreement, viz:
  - (a) The Contract Agreement;
  - (b) The Letter of Acceptance;
  - (c) The completed Form of Bid;
  - (d) Special Stipulations (Appendix-A to Bid);
  - (e) The Particular Conditions of Contract - Part II;
  - (f) The General Conditions - Part I;
  - (g) The priced Bill of Quantities (Appendix-D to Bid);
  - (h) The completed Appendices to Bid (B, C, E to L);
  - (i) The Drawings;
  - (j) The Specifications.
  - (k) \_\_\_\_\_ (any other)

In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the Works and remedy defects therein in conformity and in all respects with the provisions of the Contract.

The Employer hereby covenants to pay the Contractor, in consideration of the execution and completion of the Works as per provisions of the Contract, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.



IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed on the day, month and year first before written in accordance with their respective laws.

Signature of the Contactor  
\_\_\_\_\_  
(Seal)

Signature of Employer  
\_\_\_\_\_  
(Seal)

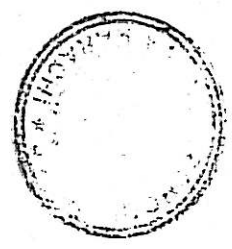
Signed, Sealed and Delivered in the presence of:

Witness:  
\_\_\_\_\_

Witness:  
\_\_\_\_\_

(Name, Title and Address)

(Name, Title and Address)



MOBILIZATION ADVANCE GUARANTEE/BOND

MG-1

Guarantee No. \_\_\_\_\_ Date \_\_\_\_\_

WHEREAS \_\_\_\_\_ (hereinafter called the 'Employer') has entered into a Contract for \_\_\_\_\_ (Particulars of Contract) with \_\_\_\_\_ (hereinafter called the "Contractor").

AND WHEREAS, the Employer has agreed to advance to the Contractor, at the Contractor's request, an amount of Rupees \_\_\_\_\_ (Rs \_\_\_\_\_) which amount shall be advanced to the Contractor as per provisions of the Contract.

AND WHEREAS, the Employer has asked the Contractor to furnish Guarantee to secure the mobilization advance for the performance of his obligations under the said Contract.

AND WHEREAS, \_\_\_\_\_ (Scheduled Bank in Pakistan or Insurance Company acceptable to the Employer) (hereinafter called the "Guarantor") at the request of the Contractor and in consideration of the Employer agreeing to make the above advance to the Contractor, has agreed to furnish the said Guarantee.

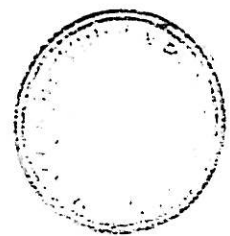
NOW, THEREFORE, the Guarantor hereby guarantees that the Contractor shall use the advance for the purpose of above mentioned Contract and if he fails and commits default in fulfilment of any of his obligations for which the advance payment is made, the Guarantor shall be liable to the Employer for payment not exceeding the aforementioned amount.

Notice in writing of any default, of which the Employer shall be the sole and final judge, on the part of the Contractor, shall be given by the Employer to the Guarantor, and on such first written demand, payment shall be made by the Guarantor of all sums then due under this Guarantee without any reference to the Contractor and without any objection.

This Guarantee shall remain in force until the advance is fully adjusted against payments from the Interim Payment Certificates of the Contractor or until \_\_\_\_\_ (Date) whichever is earlier.

The Guarantor's liability under this Guarantee shall not in any case exceed the sum of Rupees \_\_\_\_\_ (Rs \_\_\_\_\_).

This Guarantee shall remain valid up to the aforesaid date and shall be null and void after the aforesaid date or earlier if the advance made to the Contractor is fully adjusted against payments from Interim Payment Certificates of the Contractor provided that the Guarantor agrees that the aforesaid period of validity shall be deemed to be extended if on the above mentioned date the advance payment is not fully adjusted.



GUARANTOR

- 1. Signature \_\_\_\_\_
- 2. Name \_\_\_\_\_
- 3. Title \_\_\_\_\_

WITNESS

1. \_\_\_\_\_  
Corporate Secretary (Seal)

2. \_\_\_\_\_  
(Name Title & Address)

\_\_\_\_\_  
Corporate Guarantor(Seal)





# **Public School Gadap, Karachi.**

(MANAGED BY SINDH GRADUATES ASSOCIATION)

## **BILL OF QUANTITY**

## ABSTRACT

Sr. No	Description	Amount
01	Supply of Dry Grocery items	
02	Supply of Fresh Grocery items	
03	Total Amount	



Public School Gadap, Karachi

Dry Ration

2016-17

Sr.No	Particular	Unit	Quality		QTY	Rate	Total Amount
1	Flour	Kg	Chaki	Or equivalent	13000		
2	Flour	Kg	Fine	Or equivalent	5200		
3	Cooking oi	ltr	Mezan	Or equivalent	290		
4	Rice	Kg	Sella	Or equivalent	5500		
5	Rice	Kg	Basmati	Or equivalent	2500		
6	milk	Ltr	Olper	Or equivalent	5500		
7	Sugar	Kg	Thin (A-category)	Or equivalent	3000		
8	Dall mong	Kg	A-category	Or equivalent	350		
9	Dall channa	Kg	A-category	Or equivalent	280		
10	Dall Masoor	Kg	A-category	Or equivalent	260		
11	Custard	Pkts	Rafaan	Or equivalent	120		
12	kheer mix	Pkts	National	Or equivalent	180		
13	Jero white	Kg	A-category	Or equivalent	60		
14	Dhaniya sabit	Kg	A-category	Or equivalent	50		
15	Dal chini	Kg	A-category	Or equivalent	20		
16	Black piper(Sabit)	Kg	A-category	Or equivalent	10		
17	loung	Kg	A-category	Or equivalent	10		
18	Jaffer	Kg	A-category	Or equivalent	10		
19	Jatri	Kg	A-category	Or equivalent	10		
20	Khopira sabit	Kg	A-category	Or equivalent	30		
21	Qishmish	Kg	A-category	Or equivalent	30		
22	Sooji	Kg	A-category	Or equivalent	80		
23	Beef qeema Masala	Pkts	National	Or equivalent	140		
24	Biryani Masala	Pkts	National	Or equivalent	180		
25	Chicken Masala	Pkts	National	Or equivalent	80		
26	Ajeno	Kg	National	Or equivalent	200		
27	Kewra Bottle	Kg	National	Or equivalent	60		
28	Colour Zerda	Kg	A-category	Or equivalent	20		
29	Salt	Pkts	National	Or equivalent	1200		
30	Tissue paper	Boxes	Rose petal	Or equivalent	350		
31	Lemon Max Liquid	Boxes	Max	Or equivalent	400		
32	Lemon Max Soap	Pcs	Max	Or equivalent	250		
33	Tea	Kg	Family Mixture	Or equivalent	120		
34	Surf	Kg	Bonous	Or equivalent	100		
35	Black piper (Powder)	Kg	piper	Or equivalent	5		
36	Cardamom Small (Shoti Elaechi )	Kg	A-category	Or equivalent	10		
37	Cardamom Large (Bari Elaechi)	Kg	A-category	Or equivalent	10		
38	Cutter chilli	Kg	A-category	Or equivalent	50		
39	Haldi	Kg	National	Or equivalent	40		
40	Red Chille powder	Kg	Chille	Or equivalent	60		
41	Saweyan	Pkts	A-category	Or equivalent	240		
42	Hand wash bottle	Bottles	Life boy	Or equivalent	50		
43	Tooth pic	Pkts	A-category	Or equivalent	40		
44	Asian	Bottles	A-category	Or equivalent			





45	Khopira powder	Kg	A-category	Or equivalent	10		
46	white channa	Kg	A-category	Or equivalent	600		
47	Scotch bright	Pices	A-category	Or equivalent	300		
48	Dish wash Jali	dzn	wash	Or equivalent	240		
49	Dadiyaan	Kg	A-category	Or equivalent	10		
50	Soda	Kg	A-category	Or equivalent	5		
51	Lobia white	Kg	A-category	Or equivalent	280		
52	Qofita masala	pkts	National	Or equivalent	60		
53	Matches	pkts	Hockey	Or equivalent	300		
<b>Total</b>							



**Public School Gadap, Karachi**  
**Fresh Ration**  
**2016-17**

Sr.No	Particular	Unit	Quality		QTY	Rate	Total Amount
1	Mutton	Kg	A-Category	Or Equivalent	1000		
2	fish	Kg	A-Category	Or Equivalent	1240		
3	Beef bonless	Kg	A-Category	Or Equivalent	720		
4	chicken bonless	Kg	A-Category	Or Equivalent	640		
5	chicken with bone	Kg	A-Category	Or Equivalent	2440		
6	bread large	Large Pkt	A-Category	Or Equivalent	1080		
7	blue band 250 gram	250 Gram PKT	A-Category	Or Equivalent	320		
8	Jam	Kg	A-Category	Or Equivalent	120		
9	Dahi	Kg	A-Category	Or Equivalent	1920		
10	Egg	Dzn	A-Category	Or Equivalent	1000		
11	Tomatto	Kg	A-Category	Or Equivalent	4880		
12	Potatto	Kg	A-Category	Or Equivalent	5880		
13	Onion	Kg	A-Category	Or Equivalent	4200		
14	Garlic/Lehsen	Kg	A-Category	Or Equivalent	80		
15	Ginger	Kg	A-Category	Or Equivalent	80		
16	Apple	Kg	A-Category	Or Equivalent	1040		
17	Orange	Dzn	A-Category	Or Equivalent	1792		
18	Banana	Dzn	A-Category	Or Equivalent	1840		
19	Water millon	Kg	A-Category	Or Equivalent	1760		
20	Green Chille	Kg	A-Category	Or Equivalent	320		
21	Coriander	Kg	A-Category	Or Equivalent	1600		
22	Phoodina	Kg	A-Category	Or Equivalent	1200		
23	Loki	Kg	A-Category	Or Equivalent	600		
24	Gobi/Cauliflower	Kg	A-Category	Or Equivalent	600		
25	Cucumber	Kg	A-Category	Or Equivalent	320		
26	Pease	Kg	A-Category	Or Equivalent	800		
27	Carrot	kg	A-Category	Or Equivalent	600		
28	Palak	Kg	A-Category	Or Equivalent	800		
29	Fresh Milk	Kg	A-Category	Or Equivalent	16280		
<b>Total</b>							

