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UNIVERSITY OF KARACHI

Ref: P.O./ L.P./2016-10599

Dated: 22-08-2016

TENDER NOTICE

SUPPLY & INSTALLATION CCTV CAMERAS AND PROVISION OF SECURITY SERVICES FOR UNIVERSITY OF KARACHI

Bids are invited on prescribe document for mentioned below items from the firm of repute registered with the Sales Tax, Income Tax, SRB Authorities. Further details of item, quantity and criteria the terms and conditions are contained in the bidding document, which is available from Purchase Department, University of Karachi from **23-08-2016** on payment of Rs. **1,000/=** each (Non-refundable) in shape of pay-order in favour of University of Karachi.

Bidding documents dropped in the "Tender Box" kept in the Purchase Office as per given schedule at **11:30 a.m.** Bids shall be opened in presences of the bidders who may wish to present. Bidders not accompanied by the 2% earnest money will not be considered.


Name of Items

- 1. Supply and Installation CCTV Cameras**
- 2. Provision of Security Services**

(Note: Detailed Specification and Criteria are in the Bidding Documents)

TERMS & CONDITIONS

- The Procuring Agency may reject all bids at any time prior to the acceptance of a bid under SPP-Rules, 2010 amendment 2013.
- 2% Bid Security should be attached with the bidding document in shape of pay-order drawn in favor of University of Karachi.
- Bids not accompanied by the Bid Security will not be considered.
- Copies of the Sindh Revenue Board (SRB) and NTN are to be attached with the bidding documents.
- The quoted price shall be inclusive of all applicable Govt. Taxes and charges.
- Procurement Committee shall finalize the bids in light of SPP-Rules, 2010 clause (8).
- The bidders are requested to submit their bids along with the bid validity period.
- The bid must be submitted along with the detailed company profile.
- Shall stand in abidance of Sindh Government Notifications & Circulars issued from time to time. (Placed on the official website of APSAA).
- The bid shall be quoted in Pak rupees.
- The method of procurement is open competitive bidding single stage one envelop procedure.
- The bids shall be evaluated as per Criteria mentioned in Bid Data Sheet on Page No. 9 & 10.
- The prices to be quoted shall be filled in the bidding documents mandatory.
- The successful bidders who undertake execute to contract shall be liable to forfeiture of their bid security as a penalty.
- The last date of issuance of bidding document is day 07-09-2016 at 4:30 p.m.
- The last date of receipt of bidding document is 08-09-2016 at 11:30 a.m. The bids shall be opened on the same day at 12:00 noon in presence of the bidders who may wish to be present.
- In case of any holiday or disturbance the bids shall be opened on the next working day as per schedule.
- The Tender Notice shall be available on the Official website www.ppra.org.pk, www.pprasindh.gov.pk as well as Procuring Agency's website www.uok.edu.pk


Purchase Officer
University of Karachi



No.P.A./2015

December 2, 2015

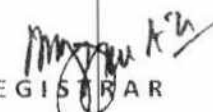
SAY NO TO CORRUPTION

NOTIFICATION

1. Under Rule 7 of the Sindh Public Procurement Rules, 2012, the following procurement committees have been constituted with immediate effect.
 - a) Committee for Procurement of Goods & General Services
 - b) Committee for Procurement of Works & Related Services
2. The Committee for Procurement of Goods & General Services with the following composition:
 - a) Purchase Officer, University of Karachi (Chairman)
 - b) Chief Accountant, University of Karachi (Member)
 - c) Auditor, University of Karachi (Member)
 - d) Head of the Department/Institute/Centre/Chair concerned or his/her nominee (Member)
 - e) A Karachi based fellow member nominated by the ICAP (Member)
 - f) A Karachi based fellow member nominated by the ICMAP (Member)
 - g) An officer working in the area of purchase to be nominated by a public sector university or degree awarding institution based in Karachi (Member)
3. The Committee for Procurement of Works & Related Services with the following composition:
 - a) Director, Planning & Development, University of Karachi (Chairman)
 - b) Chief Accountant, University of Karachi (Member)
 - c) Auditor, University of Karachi (Member)
 - d) University Engineer/Project Director concerned (Member)
 - e) A Karachi based fellow member nominated by the ICAP / ICMAP (Member)
 - f) A Karachi based member to be nominated by the PEC (Member)
 - g) An engineer working in the area of planning & development to be nominated by a public sector university or degree awarding institution based in Karachi (Member)
4. As per Rule 8 of the Sindh Public Procurement Rules, 2010, the Functions and Responsibilities of Procurement Committees shall be as under:
 - a) Preparing bidding documents
 - b) Carrying out technical as well as financial evaluation of the bids
 - c) Preparing evaluation report as provided in Rule 45
 - d) Making recommendations for the award of contract to the competent authority
 - e) Perform any other function ancillary and incidental to the above.

Copy to:

1. All Concerned
2. Secretary to Vice Chancellor


REGISTRAR

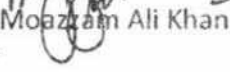


December 7, 2015

NOTIFICATION

The Vice Chancellor is pleased to constitute the following Complaint Redressal Committee under the Sindh Public Procurement Rules, 2010.

1. Director Finance, Chairman
2. Director, Planning & Development, Member
3. Resident Auditor / Auditor, Member
4. Chief Accountant, Member
5. Purchase Officer, Member
6. An independent professional from the relevant field for the procurement process in question, to be nominated by the Vice Chancellor (on the recommendation of the Director Finance)
7. A fellow/senior member from any of the following institutes, to be nominated by the Vice Chancellor (on the recommendation of the Director Finance) depending on the nature of the procurement:
 - a) Institute of Chartered Accountants of Pakistan OR
 - b) Institute of Cost & Management Accountants of Pakistan OR
 - c) Pakistan Engineering Council


Prof. Dr. Moazzam Ali Khan
Registrar

Copy to:

1. Secretary to Vice Chancellor
2. P.A. to Registrar
3. All Concerned

Annual Procurement Plan for the Year of 2015-2016
University of Karachi

| S. # | Contents | Estimated Cost (Rs. in Million) | Method | Tentative / Actual date of NIT | Tentative / Actual closing date of NIT | Tentative / Actual date of award of Contract | Tentative date of Actual date of Execution | Remarks |
|------|---|------------------------------------|---|--------------------------------------|--|--|---|-----------------------|
| 1. | Procurement of Chemicals | 20.00 | Single Stage Single Envelops/Quotations | July 16 | June 17 | July 16 | August 16 | Actual dates may vary |
| 2. | Procurement of Glassware | 5.00 | Single Stage Single Envelops/Quotations | July 16 | June 17 | July 16 | August 16 | Actual dates may vary |
| 3. | Procurement of Scientific Equipment's | 50.00 | Single Stage Single Envelops/Quotations | July 16 | June 17 | September 16 | March 17 | Actual dates may vary |
| 4. | Procurement of A.C's | 5.00 | Single Stage Single Envelops/Quotations | July 16 | June 17 | September 16 | June 17 | Actual dates may vary |
| 5. | Procurement of Refrigerators | 0.50 | Single Stage Single Envelops/Quotations | July 16 | June 17 | September 16 | December 16 | Actual dates may vary |
| 6. | Procurement of Electric Cooler / Water Dispenser | 0.50 | Quotations | July 16 | June 17 | August 16 | May 17 | Actual dates may vary |
| 7. | Procurement of Class Room Furniture | 10.00 | Single Stage Single Envelops/Quotations | July 16 | June 17 | September 16 | June 17 | Actual dates may vary |
| 8. | Procurement of Office Furniture | 3.00 | Single Stage Single Envelops/Quotations | July 16 | June 17 | September 16 | June 17 | Actual dates may vary |
| 9. | Procurement of Liveries | 1.75 | Single Stage Single Envelops | July 16 | June 17 | November 16 | December 16 | Actual dates may vary |
| 10. | Procurement of Tyres | 2.00 | Direct Contract | July 16 | June 17 | February 17 | March 17 | Actual dates may vary |
| 11. | Procurement of Batteries | 0.50 | Single Stage Single Envelops/Quotations | July 15 | June 17 | September 16 | December 16 | Actual dates may vary |
| 12. | Procurement of Computers Hardware & IT Equipments | 3.00 | Single Stage Single Envelops/Quotations | July 16 | June 17 | September 16 | February 17 | Actual dates may vary |
| 13. | Procurement of Printers | 1.50 | Single Stage Single Envelops/Quotations | July 16 | August 16 | August 16 | October 16 | Actual dates may vary |
| 14. | Exhibition/Celebration & Others | 1.00 | Quotations | July 16 | June 17 | July 16 | June 17 | Actual dates may vary |
| 15. | Procurement of Toners | 3.00 | Quotations | July 16 | June 17 | July 16 | March 17 | Actual dates may vary |

PURCHASE OFFICER
UNIVERSITY OF KARACHI



| # | Contents | Estimated Cost (Rs. in Million) | Method | Tentative / Actual date of NIT | Tentative / Actual closing date of NIT | Tentative / Actual date of award of Contract | Tentative deadline/ Actual date of Execution | Remarks |
|-----|--|------------------------------------|--|--------------------------------------|--|--|---|-----------------------|
| 16. | Procurement of Scanners | 0.20 | Quotations | July 16 | August 16 | August 16 | December 17 | Actual dates may vary |
| 17. | Procurement of UPS | 0.20 | Quotations | July 16 | August 16 | September 16 | February 17 | Actual dates may vary |
| 18. | Procurement of Street Lights with Accessories | 0.50 | Quotations | July 16 | June 17 | August 16 | September 17 | Actual dates may vary |
| 19. | Binding Works on Annual Contract Basis | 5.00 | Single Stage Single Envelops\ | July 16 | January 17 | January 16 | March 17 | Actual dates may vary |
| 20. | Procurement of Photocopiers | 3.00 | Single Stage Single Envelops/Quotations | July 16 | June 17 | August 16 | September 16 | Actual dates may vary |
| 21. | Procurement of Papers & Stationery Items | 9.50 | Single Stage Single Envelops/Quotations | July 16 | June 17 | August 16 | October 16 | Actual dates may vary |
| 22. | Souvenirs | 0.15 | Quotations | July 16 | June 17 | August 16 | September 16 | Actual dates may vary |
| 23. | Procurement of Sanitary Items | 0.50 | Quotations | July 16 | June 17 | July 16 | August 16 | Actual dates may vary |
| 24. | Procurement of Medals for Convocation | 0.60 | Single Stage Single Envelops | July 16 | November 16 | December 16 | December 16 | Actual dates may vary |
| 25. | Services for VIP Arrangements for Convocation | 3.00 | Single Stage Single Envelops | November 16 | November 16 | December 16 | December 16 | Actual dates may vary |
| 26. | Hiring of Furniture, Sharmiyana, Qanat, Water Tanki, Jug, Glass, Pedestal Fans for Graduate Degree Annual / Supplementary Examination | 4.00 | Single Stage Single Envelops | November 16 | November 16 | December 16 | December 16 | Actual dates may vary |
| 27. | Repairing and Services of A.C's, Generators, Computers with Accessories, Electric Coolers etc. | 2.00 | Quotations | November 16 | June 17 | July 16 | June 17 | Actual dates may vary |
| 28. | Purchase of Transport | 2.00 | Direct Contract | July 16 | June 17 | July 16 | June 17 | Actual dates may vary |
| 29. | Plant & Machinery | 10.00 | Single Stage Single Envelops, Direct Contract | July 16 | June 17 | July 16 | June 17 | Actual dates may vary |
| 30. | Civil Work of Academic and Administrative Buildings/Area | 8.00 | Single Stage Single Envelops/Quotations | July 16 | June 17 | July 16 | June 17 | Actual dates may vary |
| 31. | Electrical Work of Academic and Administrative Buildings/Area | 6.00 | Single Stage Single Envelops/Quotations | July 16 | June 17 | July 16 | June 17 | Actual dates may vary |
| 32. | Mechanical Work of Academic and Administrative Buildings/Area | 2.00 | Quotations | July 16 | June 17 | July 16 | June 17 | Actual dates may vary |
| 33. | Miscellaneous Maintenance Work of Academic and Administrative Buildings/Area | 2.50 | Quotations | July 16 | June 17 | July 16 | June 17 | Actual dates may vary |

DEPUTY CHIEF OFFICER
UNIVERSITY OF KARACHI



| | Contents | Estimated Cost (\$s. in Million) | Method | Tentative / Actual date of RFP | Tentative / Actual closing date of RFP | Tentative / Actual date of award of Contract | Tentative deadline/ Actual date of Execution | Remarks |
|-----|---|-------------------------------------|--|--------------------------------------|--|--|---|-----------------------|
| 34. | Civil Work of Residential Area | 4.50 | Single Stage Single Envelops/Quotations | July 16 | June 17 | July 16 | June 17 | Actual dates may vary |
| 35. | Electrical Work of Residential Area | 3.50 | Single Stage Single Envelops/Quotations | July 16 | June 17 | July 16 | June 17 | Actual dates may vary |
| 36. | Mechanical Work of Residential Area | 1.00 | Quotations | July 16 | June 17 | July 16 | June 17 | Actual dates may vary |
| 37. | Miscellaneous Work of Residential Area | 1.45 | Quotations | July 16 | June 17 | July 16 | June 17 | Actual dates may vary |
| 39. | Provision of Security Services / Security Equipments | 55.00 | Single Stage Single Envelops | July 15 | June 17 | July 16 | June 17 | Actual dates may vary |
| 40. | | | | | | | | |
| 41. | | | | | | | | |
| 42. | | | | | | | | |
| 43. | | | | | | | | |
| 44. | | | | | | | | |
| 45. | | | | | | | | |

Purchase Officer

University Engineer

Director Finance

PLEASE OFFICER
UNIVERSITY ENGINEER

SOL
Director Finance



UNIVERSITY OF KARACHI KARACHI

Ref: P.O./L.P./ 2016-10599

Cost of form
Rs. 1000/=(Non refundable)

BIDDING DOCUMENT

SUPPLY AND INSTALLATION CCTV CAMERAS FOR UNIVERSITY OF KARACHI

| S. No. | ITEMS | SPECIFICATION | QTY | Unit Price |
|--------|-------------------------------------|--|------------------|------------|
| 1. | 32 Ch. H.264 Network Video Recorder | <ul style="list-style-type: none"> • Up to 32 channel IP camera input • Up to 12Mp resolution preview and playback • Max 384Mbps incoming bandwidth • Support 8 SATA HDDs up to 48TB, 4 USB(2 USB3.0), 1 eSATA port • Support iSCSI to expand storage space • 2 HDMI / 1 VGA simultaneous video output • Support Multi-brand network cameras • Support RAID 0/1/5/6/10/50/60 • ONVIF Version 2.4 conformance • Mobile Software: iCMOB, gCMOB, wCMOB • CMS Software: KVMS, KVMS Pro • UL Certification • ISO Certification | 01 | |
| 2. | IR IP Camera | <ul style="list-style-type: none"> • 4 MP Full HD IR Bullet Cameras - 60Mtr. • 4MP PS CMOS Image Sensor • Max 20fps@4M and 25/30fps@3M • H.264 and MJPEG dual-stream encoding • WDR(120dB), Day/Night(ICR), 3DNR, AWB, AGC, BLC • 2.7~12mm motorized lens/verifocal lens • IR Range of 60 Mtrs, IP67, PoE • Mobile Software: iCMOB, gCMOB, wCMOB • CMS Software: KVMS Pro, v Optimus Pro • UL Certification • ISO Certification | 32 | |
| 3. | Optical Fiber Cable 24 Core | Single Mode (Imported)/High Quality | 8.5 KM Approx | |
| 4. | Enclosure straight | | 04 | |
| 5. | 42 U rack for control room | | 01 | |
| 6. | ODF rack mount | 24 Core | 01 | |
| 7. | 8 port gigabit POE switch SFP | | 05 | |
| 8. | Hard Disk (e-sata) 04 TB | | 04 | |
| 9. | Cat 6 Data Cable | | 2000 | |

| | | | RFT (approx) | | |
|-----|---|---|-----------------|--|--|
| 10. | UPS | 1 KVA with dry battery with Metal Box 3 feet height, 18 inch depth , 30 inch width with Key | 05 | | |
| 11. | Splicing | | 40 (approx) | | |
| 12. | LED | 50 inch | 03 | | |
| 13. | Installation Testing Commissioning (Complete Job) Laying of Fiber Cable Aerial, data connector, patch cord, Power Cable/sockets etc., Pole as per site Requirement | | | | |

TERMS & CONDITIONS

- The Procuring Agency may reject all bids at any time prior to the acceptance of a bid under SPP-Rules, 2010.
- 2% Bid Security should be deposited on the total cost of the quoted amount with the bidding documents in shape of pay order drawn infavor of University of Karachi.
- Bids not accompanied by the 2% Bid Security will not be considered.
- Copies of the Sales Tax Registration and NTN are to be attached with the bidding documents.
- The quoted price shall be inclusive all applicable Govt. Taxes and charges.
- Procurement Committee shall finalize the bids in light of SPP-Rules, 2010 clause (8).
- The bidders are requested to submit their bids along with the bid validity period.
- Complete details specification/information to be provided about the products and firm by the bidder.
- Prices shall be quoted in Pak rupees.
- The method of procurement is open competitive bidding single stage one envelop procedure.
- The bids shall be evaluated on the following criterion.
 - Quality basis
 - Specification mentioned as in the bidding documents
- The prices to be quoted shall be filled in the bidding documents mandatory.
- The successful bidders who execute to contract shall be liable to forfeiture of their bid security as a penalty.
- The last date of issuance of bidding document is day 07-09-2016 at 4:30 p.m.
- The last date of receipt of bidding document is 08-09-2016 at 11:30 a.m. The bids shall be opened on the same day at 12:00 noon in presence of the bidders who may wish to be present.
- In case of any holiday or disturbance the bids shall be opened on the next working day as per schedule.
- The Tender Notice shall be available on the Official website www.ppra.org.pk, www.pprasindh.gov.pk as well as Procuring Agency's website www.uok.edu.pk

Total Amount _____

(Rupees _____ Only)

(Total Earnest Money Rs. _____)

SIGNATURE OF THE PROPRIETOR
AND RUBBER STAMP OF THE COMPANY

Instruction to Bidders (ITB)

Preparation of Bids

- 1. Scope of Work** The *University of Karachi* plans to develop / acquire a comprehensive integrated solution for all the functional needs and requirements of *CCTV Cameras* as described in later pages.
- 2. Method and Procedure of Procurement** National Competitive Bidding Single Stage *Single Envelope* Procedure as per SPP Rules 2010 (updated 2013)
- 2. Language of Bid** The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring Agency, shall be written in English language
- 3. Documents Comprising the Bid** The bid prepared by the Bidders shall comprise the following components:
 - (a) Price Schedule completed in accordance with ITB Clauses 4, 5 and 6.
 - (b) Bid security furnished in accordance with ITB Clause 9.
- 4. Bid Prices**

 - 4.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the *CCTV Cameras* it proposes to supply under the contract.
 - 4.2 The prices shall be quoted inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery of services specified in the Schedule of Requirements. No separate payment shall be made for the incidental services.
 - 4.3 Prices quoted by the Bidder shall remain fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet.
 - 4.4 Prices shall be quoted in Pak Rupees unless otherwise specified in the Bid Data Sheet.
- 5. Bid Form** The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the *CCTV Cameras* to be supplied.
- 6. Bid Currencies** Prices Shall be quoted in Pak Rupees.
- 7. Documents Establishing Bidder's Eligibility and Qualification**

The Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted.

 - (a) That the Bidder has the financial and technical capability necessary to perform the contract;
 - (b) That the Bidder meets the qualification criteria listed in the Bid Data Sheet.

- 8. Documents**
"CCTV Cameras"
Eligibility and Conformity to Bidding Documents
- The documentary evidence of conformity of the *CCTV Cameras* to the bidding documents may be in the form of literature and data.
- 9. Bid Security**
- 9.1 The bid security is required to protect the Procuring agency against the risk of Bidder's conduct, which would warrant the security's forfeiture
- The bid security shall be denominated in the currency of the bid:
- (a) 2% Bid Security should be deposited with the bid;
 - (b) be submitted in its original form; copies will not be accepted;
 - (c) remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity
- 9.2 Bid securities shall be released to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired.
- 9.3 The successful Bidder's bid security shall be discharged upon the Bidder signing the contract, and furnishing the performance security.
- 9.4 The bid security may be forfeited:
- (a) if a Bidder withdraws its bid during the period of bid validity or
 - (b) in the case of a successful Bidder, if the Bidder fails:
 - (i) to sign the contract in accordance
- 10. Period of Validity of Bids**
- 10.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid submission prescribed by the Procuring agency. A bid valid for a shorter period shall be rejected by the Procuring agency as non responsive.
- 10.2 In exceptional circumstances, the Procuring Agency may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security shall also be suitably extended as per Rule-38 of SPP Rules, 2010 (updated 2013). A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid.
- 11. Format and Signing of Bid**
- 11.1 The Bidder shall prepare an original bid indicated in the Bid Data Sheet, clearly marking each "ORIGINAL BID".
- 11.2 The original and bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.
- 11.3 Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.
- Submission of Bids**
- 12. Sealing and Marking of Bids**
- 12.1 The Bidder shall seal the original envelopes, duly marking the envelopes as "ORIGINAL BID". The outer envelopes shall be addressed to the Procuring agency at the address given in the Bidding Documents, and carry statement "DO NOT OPEN BEFORE [08-09-2016]."

12.2 If the outer envelope is not sealed and marked as required, the Procuring Agency shall assume no responsibility for the bid's misplacement or premature opening.

13. Deadline for Submission of Bids

13.1 Bids must be received by the Procuring Agency at the address specified in Bidding Documents, not later than the time and date specified in the Bid Data Sheet.

13.2 The Procuring Agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents. In such case all rights and obligations of the Procuring agency and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

14. Late Bids

Any bid received by the Procuring Agency after the deadline for submission of bids prescribed by the Procuring agency shall be rejected and returned unopened to the Bidder.

15. Modification and Withdrawal of Bids

15.1 The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Procuring agency prior to the deadline prescribed for submission of bids.

15.2 No bid may be modified after the deadline for submission of bids.

15.3 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security.

Opening and Evaluation of Bids

16. Opening of Bids by the Procuring agency

16.1 The Procuring agency shall open all bids in the presence of bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign a register/attendance sheet evidencing their attendance.

16.2 The bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the Procuring agency may consider appropriate, will be announced at the opening.

17. Clarification of Bids

During evaluation of the bids, the Procuring agency may ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

18. Preliminary Examination

18.1 The Procuring agency shall examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

- 18.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.
- 18.3 Prior to the detailed evaluation, the Procuring agency will determine the substantial responsiveness of each bid to the bidding documents. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself.
- 18.4 If a bid is not substantially responsive, it will be rejected by the Procuring agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.
- 19. Evaluation and Comparison of Bids**
- 19.1 The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive.
- 19.2 The Procuring agency's evaluation of a bid will be on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and execution charges imposed till the delivery location.
- 20. Contacting the Procuring agency**
- 20.1 No Bidder shall contact the Procuring agency on any matter relating to its bid, from the time of the bid opening to the time of announcement of Bid Evaluation Report. If the Bidder wishes to bring additional information to the notice of the Procuring agency, it should do so in writing.
- 20.2 Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.
- 21. Post-qualification**
- 21.1 In the Procuring agency may determine to its satisfaction whether that selected Bidder having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily.
- 21.2 The determination will take into account the Bidder's financial and technical capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 7 as well as such other information as the Procuring agency deems necessary and appropriate.
- 21.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.
- 22. Award Criteria**
- The Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

- 23. Procuring agency's Right to Accept any Bid and to Reject any or All Bids**
- 23.1 Subject to relevant provisions of SPP, Rules, 2010 (amended 2013), the Procuring agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award.
- 23.2. Pursuant to Rule 45 of SPP Rules 2010 (updated 2013), Procuring agency shall hoist the evaluation report on Authority's web site, and intimate to all the bidders seven days prior to notify the award of contract.
- 24. Notification of Award**
- Prior to the expiration of the period of bid validity, the Procuring agency shall notify the successful Bidder in writing, that its bid has been accepted.
- 25. Signing of Contract**
- 25.1 At the same time as the Procuring agency notifies the successful Bidder that its bid has been accepted, the Procuring agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.
- 25.2 Within the period specified in BDS, of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency.
- 26. Performance Security**
- Failure of the successful Bidder to comply with the requirement of ITB Clause 25 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Procuring agency may make the award to the next lowest evaluated Bidder or call for new bids.
- 27. Corrupt or Fraudulent Practices**
- 27.1 The Government of Sindh requires that Procuring agency's (including beneficiaries of donor agencies' loans), as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the SPPRA, in accordance with the SPP Act, 2009 and Rules made thereunder:
- (a) **"Corrupt and Fraudulent Practices"** means either one or any combination of the practices given below;
- a. **"Coercive Practice"** means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
- b. **"Collusive Practice"** means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;
- c. **"Corrupt Practice"** means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
- d. **"Fraudulent Practice"** means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

- (b) **“Obstructive Practice”** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

Bid Data Sheet

The following specific data for the *Binding Works* to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

| Introduction | |
|---|--|
| ITB 1 | Name and address of Procuring Agency: <i>University of Karachi, Karachi.</i> |
| ITB 1 | Name of Contract. <i>"CCTV Cameras"</i> |
| Bid Price and Currency | |
| ITB 4 | Prices quoted by the Bidder shall be <i>"fixed" and in "Pak Rupees"</i> |
| Preparation and Submission of Bids | |
| ITSB 19 | <p><i>Qualification and Criteria requirements:</i></p> <ol style="list-style-type: none"> 1) Cabling survey must be done before submission of the bids. 2) Country of origin and make and model of each and every model have mentioned. 3) Goodwill base product will give preference. 4) At least five years experience of exacting project of similar size. 5) Supply and Installation should be made within 90 days after receipt award of contract. <p>2) Supply should be made as per specification.</p> |
| ITB 7 | Amount of bid security. 2 % of Bid |
| ITB 8 | Bid validity period. 90 days |
| ITB 10 | Number of copies. <i>One Original</i> |
| ITB 19.1 | Deadline for bid submission. <i>08-09-2016 at 11:30 hours</i> |
| ITB 20 | Bid Evaluation: Lowest Evaluated Bid |
| | <p>Under following conditions, Bid will be rejected:</p> <ol style="list-style-type: none"> 1. Conditional tenders/bids; 2. Bids not accompanied by bid security (Earnest Money); 3. Bids received after specified date and time; 4. Bidder submitting any false information; 5. Black Listed Firms by Sindh Government or any entity of it |

SUMMARY SHEET
TENDER NOTICE

| S. No. | Bid Value | Price in PKR |
|---------------|------------------|---------------------|
| | | |
| | | |
| | | |

| | | |
|---------------------------------------|---------------|--------------|
| Total Bid Value in PKR | | |
| Earnest Money @ 2% in PKR | | |
| Pay Order/Demand Draft No: | | Date: |
| Signature : | Seal : | |



UNIVERSITY OF KARACHI KARACHI

Ref: Ref: P.O./Convocation/2015-214

Cost of form
Rs. 2000/=(Non refundable)

BIDDING DOCUMENT

SECURITY SERVICES (ANNUAL CONTRACT)

| S. No. | ITEMS | SPECIFICATION / QTY. | |
|---------------|--|--|--|
| 1. | SECURITY ARMED SUPERVISOR (DAY-NIGHT) | <i>No. of PERSONNEL 01 Amount Rs. _____ (Annual)</i> | |
| 2. | SECURITY ARMED GUARDS (DAY-NIGHT) | <i>No. of PERSONNEL 30 Amount Rs. _____ (Annual)</i> | |
| | TOTAL COST | <i>Rs. _____</i> | |

TERMS & CONDITIONS

- The Procuring Agency may reject all bids at any time prior to the acceptance of a bid under SPP-Rules, 2010 amendment 2013.
- 100,000/- deposit Security should be attached with the bidding document in shape of pay-order drawn in favor of University of Karachi.
- Bids not accompanied by the Bid Security will not be considered.
- Copies of the Sindh Revenue Board (SRB) and NTN are to be attached with the bidding documents.
- The quoted price shall be inclusive of all applicable Govt. Taxes and charges.
- Procurement Committee shall finalize the bids in light of SPP-Rules, 2010 clause (8).
- The bidders are requested to submit their bids along with the bid validity period.
- The bid must be submitted along with the detailed company profile.
- Shall stand in abidance of Sindh Government Notifications & Circulars issued from time to time. (Placed on the official website of APSAA).
- The bid shall be quoted in Pak rupees.
- The method of procurement is open competitive bidding single stage one envelop procedure.
- The bids shall be evaluated as per Criteria mentioned in Bid Data Sheet on Page No. 9 & 10.
- The prices to be quoted shall be filled in the bidding documents mandatory.
- The successful bidders who undertake execute to contract shall be liable for forfeiture of their bid security as a penalty.
- The last date of issuance of bidding document is day 07-09-2016 at 4:00 p.m.
- The last date of receipt of bidding document is 08-09-2016 at 11:30 a.m. The bids shall be opened on the same day at 12:00 noon in presence of the bidders who may wish to be present.
- In case of any holiday or disturbance the bids shall be opened on the next working day as per schedule.
- The Tender Notice shall be available on the Official website www.ppra.org.pk, www.pprasindh.gov.pk as well as Procuring Agency's website www.uok.edu.pk

Total Amount _____

(Rupees _____ Only)

(Total Earnest Money Rs. _____)

SIGNATURE OF THE PROPRIETOR
AND RUBBER STAMP OF THE COMPANY

Instruction to Bidders (ITB)

Preparation of Bids

1. **Scope of Work** The *University of Karachi* plans to develop / acquire a comprehensive integrated solution for all the functional needs and requirements of *Providing Security Services* as described in later pages.
2. **Method and Procedure of Procurement** National Competitive Bidding Single Stage *Single Envelope* Procedure as per SPP Rules 2010 (updated 2013)
2. **Language of Bid** The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring Agency, shall be written in English language
3. **Documents Comprising the Bid** The bid prepared by the Bidders shall comprise the following components:
 - (a) Price Schedule completed in accordance with ITB Clauses 4, 5 and 6.
 - (b) Bid security furnished in accordance with ITB Clause 9.
4. **Bid Prices**
 - 4.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the *Providing Security Services* it proposes to supply under the contract.
 - 4.2 The prices shall be quoted inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery of services specified in the Schedule of Requirements. No separate payment shall be made for the incidental services.
 - 4.3 Prices quoted by the Bidder shall remain fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet.
 - 4.4 Prices shall be quoted in Pak Rupees unless otherwise specified in the Bid Data Sheet.
5. **Bid Form** The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the *Providing Security Services* to be supplied.
6. **Bid Currencies** Prices Shall be quoted in Pak Rupees.
7. **Documents Establishing Bidder's Eligibility and Qualification** The Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted.
 - (a) That the Bidder has the financial and technical capability necessary to perform the contract;
 - (b) That the Bidder meets the qualification criteria listed in the Bid Data Sheet.

- 8. Documents**
“Providing Security Services”
Eligibility and Conformity to Bidding Documents
- The documentary evidence of conformity of the *Providing Security Services* to the bidding documents may be in the form of literature and data.
- 9. Bid Security**
- 9.1 The bid security is required to protect the Procuring agency against the risk of Bidder’s conduct, which would warrant the security’s forfeiture
- The bid security shall be denominated in the currency of the bid:
- (a) at the Bidder’s option, be in the form of either demand draft/call deposit or an unconditional bank guarantee from a reputable Bank ;
 - (b) be submitted in its original form; copies will not be accepted;
 - (c) remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity
- 9.2 Bid securities shall be released to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired.
- 9.3 The successful Bidder’s bid security shall be discharged upon the Bidder signing the contract, and furnishing the performance security.
- 9.4 The bid security may be forfeited:
- (a) if a Bidder withdraws its bid during the period of bid validity or
 - (b) in the case of a successful Bidder, if the Bidder fails:
 - (i) to sign the contract in accordance or
 - (ii) to furnish performance security
- 10. Period of Validity of Bids**
- 10.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid submission prescribed by the Procuring agency. A bid valid for a shorter period shall be rejected by the Procuring agency as non responsive.
- 10.2 In exceptional circumstances, the Procuring Agency may solicit the Bidder’s consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security shall also be suitably extended as per Rule-38 of SPP Rules, 2010 (updated 2013). A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid.
- 11. Format and Signing of Bid**
- 11.1 The Bidder shall prepare an original and the number of copies of the bid indicated in the Bid Data Sheet, clearly marking each “ORIGINAL BID” and “COPY OF BID,” as appropriate. In the event of any discrepancy between them, the original shall govern.
- 11.2 The original and the copy or copies of the bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.
- 11.3 Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

Submission of Bids

- 12. Sealing and Marking of Bids**
- 12.1 The Bidder shall seal the original and each copy of the bid in separate envelopes, duly marking the envelopes as "ORIGINAL BID" and ONE COPY. The envelopes shall then be sealed in an outer envelope. The inner and outer envelopes shall be addressed to the Procuring agency at the address given in the Bidding Documents, and carry statement "DO NOT OPEN BEFORE [08-09-2016].
- 12.2 If the outer envelope is not sealed and marked as required, the Procuring Agency shall assume no responsibility for the bid's misplacement or premature opening.
- 13. Deadline for Submission of Bids**
- 13.1 Bids must be received by the Procuring Agency at the address specified in Bidding Documents, not later than the time and date specified in the Bid Data Sheet.
- 13.2 The Procuring Agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents. in such case all rights and obligations of the Procuring agency and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
- 14. Late Bids**
- Any bid received by the Procuring Agency after the deadline for submission of bids prescribed by the Procuring agency shall be rejected and returned unopened to the Bidder.
- 15. Modification and Withdrawal of Bids**
- 15.1 The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Procuring agency prior to the deadline prescribed for submission of bids.
- 15.2 No bid may be modified after the deadline for submission of bids.
- 15.3 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security.
- Opening and Evaluation of Bids**
- 16. Opening of Bids by the Procuring agency**
- 16.1 The Procuring agency shall open all bids in the presence of bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign a register/attendance sheet evidencing their attendance.
- 16.2 The bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the Procuring agency may consider appropriate, will be announced at the opening.
- 17. Clarification of Bids**
- During evaluation of the bids, the Procuring agency may ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.
- 18. Preliminary Examination**
- 18.1 The Procuring agency shall examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

- 18.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.
- 18.3 Prior to the detailed evaluation, the Procuring agency will determine the substantial responsiveness of each bid to the bidding documents. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself.
- 18.4 If a bid is not substantially responsive, it will be rejected by the Procuring agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.
- 19. Evaluation and Comparison of Bids**
- 19.1 The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive.
- 19.2 The Procuring agency's evaluation of a bid will be on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and execution charges imposed till the delivery location.
- 20. Contacting the Procuring agency**
- 20.1 No Bidder shall contact the Procuring agency on any matter relating to its bid, from the time of the bid opening to the time of announcement of Bid Evaluation Report. If the Bidder wishes to bring additional information to the notice of the Procuring agency, it should do so in writing.
- 20.2 Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.
- 21. Post-qualification**
- 21.1 In the Procuring agency may determine to its satisfaction whether that selected Bidder having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily.
- 21.2 The determination will take into account the Bidder's financial and technical capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 7 as well as such other information as the Procuring agency deems necessary and appropriate.
- 21.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.
- 22. Award Criteria**
- The Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

- 23. Procuring agency's Right to Accept any Bid and to Reject any or All Bids**
- 23.1 Subject to relevant provisions of SPP, Rules, 2010 (amended 2013), the Procuring agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award.
- 23.2. Pursuant to Rule 45 of SPP Rules 2010 (updated 2013), Procuring agency shall hoist the evaluation report on Authority's web site, and intimate to all the bidders seven days prior to notify the award of contract.
- 24. Notification of Award**
- 24.1 Prior to the expiration of the period of bid validity, the Procuring agency shall notify the successful Bidder in writing, that its bid has been accepted.
- 24.2 Upon the successful Bidder's furnishing of the performance security pursuant to ITB Clause 26, the Procuring agency will promptly notify each unsuccessful Bidder and will release their bid security.
- 25. Signing of Contract**
- 25.1 At the same time as the Procuring agency notifies the successful Bidder that its bid has been accepted, the Procuring agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.
- 25.2 Within the period specified in BDS, of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency.
- 26. Performance Security**
- 26.1 Within the period specified in BDS, of the receipt of notification of award from the Procuring agency, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, in the Performance Security Form provided in the bidding documents, or in another form acceptable to the Procuring agency.
- 26.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 25 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Procuring agency may make the award to the next lowest evaluated Bidder or call for new bids.
- 27. Corrupt or Fraudulent Practices**
- 27.1 The Government of Sindh requires that Procuring agency's (including beneficiaries of donor agencies' loans), as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the SPPRA, in accordance with the SPP Act, 2009 and Rules made thereunder:
- (a) **"Corrupt and Fraudulent Practices"** means either one or any combination of the practices given below;
- a. **"Coercive Practice"** means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
- b. **"Collusive Practice"** means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;

- c. **“Corrupt Practice”** means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
 - d. **“Fraudulent Practice”** means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- (b) **“Obstructive Practice”** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

Bid Data Sheet

The following specific data for the *Providing Security Services* to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

| Introduction | |
|---|---|
| ITB 1 | Name and address of Procuring Agency: <i>University of Karachi, Karachi.</i> |
| ITB 1 | Name of Contract. <i>"Providing Security Services"</i> |
| Bid Price and Currency | |
| ITB 4 | Prices quoted by the Bidder shall be <i>"fixed" and in" Pak Rupees"</i> |
| Preparation and Submission of Bids | |
| ITSB 19 | <p><i>Qualification and Criteria requirements:</i></p> <ol style="list-style-type: none"> 1) The contract would be awarded for a period of one (01) year and extendable for further period, as mutually agreed by the procuring agency and the Security Company and the agreement would be terminated by the either party by giving to the other a notice of not less than two (02) months. 2) If a security guard is found missing from duty or late, a fine of Rs. 1,000/- per night / day would be deducted from the monthly bill of the company. 3) Supervisors and Security Guards of the company should report to the security in-charge of the PROCURING AGENCY. 4) Security Company would provide the photocopies of the CNIC, two (02) photographs of each person and their Police Verification at the time of deployment. 5) In case of any losses due to the negligence of the security guard during the contract period, Security Company would be responsible. 6) Security Company would pay wages and also compensations of its security staff in case of injury / accidents during performance of duties. 7) If security staff's found to be involved in objectionable activities like political, moral etc. then the company would replace the concerned security guard on immediate basis. 8) If the Procuring Agency needs extra guards to escort guests, then the Security Company would provide the extra guard and the charges of extra guard would be @ equivalent to rate quoted Rupees Per Month. 9) If the Procuring Agency needs a guard as escort from existing guard then the procuring agency is allowed to do so. The Security Company would provide the authority for weapons on immediate basis. 10) The Security Company would provide guards in good physical / mental health and their age will in the range between 20 to 45 years. 11) The security company must have a good professional track record. 12) Must have served in a large organization especially in government sector |

| | | |
|-----------------|---|--|
| | (list must be attached). 13) Training Certificate of APSAA 14) Requisite License Holder 15) The Security Company would provide 50% well-trained guards, retired from Pak Army. 16) An affidavit that no case or enquiry is pending in court or other agency against your firm | |
| ITB 7 | Amount of bid security. 2 % of Bid | |
| ITB 8 | Bid validity period. 90 days | |
| ITB 9 | Performance Guarantee : 5% of Bid | |
| ITB 10 | Number of copies. <i>One Original and One Copy</i> | |
| ITB 19.1 | Deadline for bid submission. <i>08-09-2016 at 11:30 hours</i> | |
| ITB 20 | Bid Evaluation: Lowest Evaluated Bid | |
| | Under following conditions, Bid will be rejected: 1. Conditional tenders/bids; 2. Bids not accompanied by bid security (Earnest Money); 3. Bids received after specified date and time; 4. Bidder submitting any false information; 5. Black Listed Firms by Sindh Government or any entity of it | |

SUMMARY SHEET
TENDER NOTICE

| S. No. | Bid Value | Price in PKR |
|---------------|------------------|---------------------|
| | | |
| | | |
| | | |

| | | |
|---------------------------------------|---------------|--------------|
| Total Bid Value in PKR | | |
| Earnest Money @ 2% in PKR | | |
| Pay Order/Demand Draft No: | | Date: |
| Signature : | Seal : | |



Date: _____

To:

**The Registrar
University of Karachi, Karachi**

Dear Sir:

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to develop and deliver the required system in conformity with the said bidding documents for the sum of *[total bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to develop the system in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to **Five (05) Percent** of the Contract Price/Pay order drawn in-favour of the Procuring Agency for the due performance of the Contract, in the form prescribed by the Purchaser.

We agree to abide by this Bid for a period of 90 days from the date fixed for Bid opening under Clause 16 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this _____ day of _____ 2016.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

4. Performance Security Bond

To: *[name of Procuring agency]*

WHEREAS *[name of Supplier]* (hereinafter called "the Supplier") has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated _____ 2016 to deploy *[description of services]* (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Supplier shall furnish you with a bank guarantee by a bank for the sum specified therein as security for compliance with the supplier's performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Supplier a guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of Rs. _____ *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the _____ day of _____ 2016.

Signature and Seal of the Guarantors

[name of bank or financial institution]

[address]

[date]