

NOTIFICATION

NO:SO(Admin)/SBI/SEDF/2012- In supersession to this Department's Notification of even number dated 20th June, 2012 the Consultant Selection Committee constituted for the purpose of "Sindh Enterprise Development Fund projects" is hereby re-constituted as under:-

The Committee shall comprise of the following:

- | | |
|---|------------------|
| 1. Chief Executive Officer, SEDF | Chairman |
| 2. Representative of Finance Department
(Not below BPS-18) | Member |
| 3. Representative of P&D Department
(Not below BPS-18) | Member |
| 4. Director Administration, SBI, Govt. of Sindh | Member |
| 5. Finance Manager/Company Secretary, SEDF | Member/Secretary |

The terms of reference of the committee would be as follows:

- Preparation of Bidding Document
- Carrying out technical as well as Financial Evaluation of the bid;
- Preparing evaluation report.
- Making recommendation for the award of contract to the competent authority; and
- Perform any other function ancillary and incidental to the above.
- Committee can Co-opt any member

Director General, SBI

NO:SO(Admin)/SBI/SEDF/2012

Karachi Dated the 28th January, 2015

A copy is forwarded for information and necessary action to:

1. The CEO, Sindh Enterprise Development Fund, Karachi.
2. The Director Administration, SBI, Govt. of Sindh, Karachi
3. P.S. to Secretary to Government of Sindh, Finance Department, Karachi
4. P.S. to Secretary to Government of Sindh, P&D Department, Karachi
5. P.S. to D.G SBI, Government of Sindh, Karachi
6. P.S. to Managing Director, SPPRA, Karachi
7. All concerned

(Shauk Adnan Ali)
Section Officer (Admin)

NOTIFICATION

NO:SO(Admin)/SBI/SEDF/2012- In pursuance of SPPRA Rule 31, Grievance Redressal Committee has been constituted with immediate effect as given terms of references:

The Committee shall comprise of the following:

- | | |
|---|------------------|
| 1. Mr. Usman Ghani Khatri, Member SEDF Board | Chairman |
| 2. Section Officer (Admin), SBI, Govt. of Sindh | Member |
| 3. Internal Auditor, SEDF | Member/Secretary |

The terms of reference of the committee would be as follows:

- Functions and responsibilities of the committee will be as per SPPRA rule 31 in respect of complaint(s) from the aggrieved bidder(s).

Secretary/Director General, SBI

NO:SO(Admin)/SBI/SEDF/2012

Karachi Dated the 2nd September, 2016

A copy is forwarded for information and necessary action to:

1. CEO, Sindh Enterprise Development Fund, Karachi.
2. All Members Consultant Selection Committee
3. P.S. to Managing Director, SPPRA, Karachi
4. All concerned

(Signature)
(Shaikh Adnan Ali)
Section Officer (Admin)





**Tender Notice
FOR HIRING OF EVENT MANAGER TO ORGANISE
Livestock, Dairy, Fisheries, Poultry & Agriculture
Exhibition & Seminar 2016 & 2017 at
Sindh Agriculture University Tandojam and Karachi Expo Centre**

Sindh Enterprise Development Fund (SEDF) has been setup by the Government of Sindh to extend financial and technical assistance for entrepreneurship and infrastructure development in Agriculture, Livestock, Dairy, Fisheries/Aquaculture, Mining, Processing of Minerals, Storage and Cold Chains. After the overwhelming success of Livestock, Dairy, Fisheries, Poultry & Agriculture Exhibition/ Seminar & Horse, Cattle & Flower Show at Karachi Expo Centre from 2011 to 2015.

2. SEDF invites sealed bids from Event Managers/Management Firms registered with FBR & SRB for Income Tax and Sales Tax Departments wherever applicable for Exhibition Management Services for LDFA 2016 & 2017.

2. Bidding documents which contain detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification/rejection of bids, performance guarantee etc. can be obtained on written request on the company letter head along with valid NTN, GST certificates and SRB registration and a pay order of Rs.5,000/- (non-refundable) in favour of "Sindh Enterprise Development Fund" on any working day between 9:00 am to 5:00 pm from the office of the undersigned from 5th September, 2016 to 26th September, 2016 at below mentioned address. Tender document can be downloaded from SPPRA and SEDF website as well.

4. Single Stage Two Envelope Procedure would be used for Open Competitive Bidding. In the first stage only the technical proposals will be opened. Later, the financial proposals of only the technically qualified firms will be opened. Financial proposals should accompany a bid security equivalent to two per cent (2%) of the bid amount in the form specified in the Bidding documents. Both the technical and the financial proposals must be sealed separately. Sindh Enterprise Development Fund reserves the right to reject any or all bids and to annul the bidding process at any time, however, reasons for rejection or annulling bid process will be communicated to the concerned bidder(s) in accordance with the SPP Rule (45) of 2010.

5. The bids, prepared in accordance with the instructions in the bidding documents, must reach at the office of the Manager Finance, Sindh Enterprise Development Fund, 1st Floor, Block-B, FTC Building, Shahrah-e-Faisal, Karachi on or before 11 A.M. on Friday 27th September, 2016. Bids will be opened the same day at 11.30 A.M.

MANAGER FINANCE

Sindh Enterprise Development Fund

1st Floor, Block – B, Finance & Trade Centre, Shahrah-e-Faisal, Karachi

Tel: 99207512-4 Fax: 99207515

www.sedf.gos.pk





BIDDING DOCUMENT

Selection of

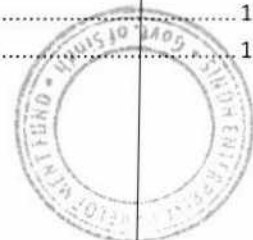
EVENT MANAGER FOR THE LIVESTOCK, DAIRY,
FISHERIES, POULTRY & AGRICULTURE
SEMINAR/EXHIBITION 2016 & 2017 AT
SINDH AGRICULTURE UNIVERSITY TANDOJAM AND
KARACHI EXPO CENTER

To,
M/S _____



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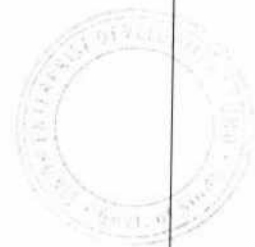


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SECTION I: Invitation for Bids

ITB#NO.XYZ



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FOR HIRING OF EVENT MANAGER TO ORGANISE
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Exhibition & Seminar 2016 & 2017 at
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3. Bidding documents which contain detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification /rejection of bids, performance guarantee etc. can be obtained on written request on the company letter head along with valid NTN, GST certificates and SRB registration and a pay order of Rs.5,000/- (non-refundable) in favour of "Sindh Enterprise Development Fund" on any working day between 9:00 am to 5:00 pm from the office of the undersigned from 5th September, 2016 to 26th September, 2016 at below mentioned address. Tender document can be downloaded from SPPRA and SEDF website as well.

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Manager Finance
Sindh Enterprise Development Fund
1st Floor, Block – B, Finance & Trade Centre, Shahrah-e-Faisal, Karachi
Tel: 99207512-4 Fax: 99207515
www.sedf.gos.pk



SECTION II: Instructions to Bidders

A. Introduction

1. Source of Funds

1.1 The Procuring Agency (as given in the Bid Data Sheet) has arranged funds from its own sources towards the cost of organising the event (as given in the Bid Data Sheet) and it is intended that part of the proceeds of these funds will be applied to eligible payments under the contract (as given in the Bid Data Sheet) for which these bidding documents are issued.

1.2 Payment from the Funds will be made only at the orders of the Procuring Agency and shall be subject in all respect to the terms and conditions of the agreement. No party other than the Procuring Agency shall derive any rights from the Project Agreement or have any claim to the allocated fund proceeds.

2. Eligible Bidders

2.1 This Invitation for Bids is open to all firms providing exhibition build up and management services in Pakistan.

2.2 Bidder(s) should be registered with Sindh Revenue Board (SRB) and FBR

2.3 Bidders shall not be eligible to bid if they are under a declaration of ineligibility for corrupt and fraudulent practices issued by the any government organization in accordance with sub clause 34.1

3. Eligible Goods and Services

3.1 All goods and related services to be supplied under the contract shall have their origin in eligible source countries, defined in the SPPRA Rules, 2010 and it's Bidding Documents, and all expenditures made under the contract will be limited to such goods and services.



4. Cost of Bidding

4.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring agency will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

B. The Bidding Documents

5. Content of Bidding Documents

- 5.1 the bidding documents include:
- (a) Instructions to Bidders (ITB)
 - (b) Bid Data Sheet
 - (c) Schedule of Requirements
 - (d) Technical Specifications
 - (e) Bid Form and Price Schedules
 - (f) Bid Security Form
 - (g) Contract Form
 - (h) Performance Security Form
 - (i) General Conditions of Contract (GCC)
 - (j) Special Conditions of Contract (SCC)

5.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.

6. Clarification of Bidding Documents

6.1 An interested Bidder requiring any clarification of the bidding documents may notify the Procuring agency in writing. The Procuring agency will respond in writing to any request for clarification of the bidding documents which it receives no later than three working days prior to the deadline for the submission of bids prescribed in the Bid Data Sheet. Written copies of the Procuring agency's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all interested bidders that have received the bidding documents.



7. Amendment of Bidding Documents

7.1 At any time prior to the deadline for submission of bids, the Procuring agency, for any reason, whether at its own initiative or in response to a clarification requested by an interested Bidder, may modify the bidding documents by amendment.

7.2 All interested bidders that have received the bidding documents will be notified of the amendment in writing, and will be binding on them.

7.3 In order to allow interested bidders reasonable time in which to take the amendment into account in preparing their bids, the Procuring agency, at its discretion, may extend the deadline for the submission of bids.

C. Preparation of Bids

8. Language of Bid

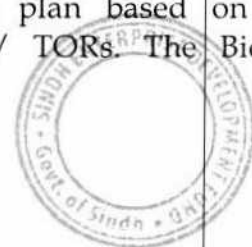
8.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring agency shall be written in the language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified in the Bid Data Sheet, in which case, for purposes of interpretation of the Bid, the translation shall govern.

9. Documents Comprising the Bid

9.1 The bid prepared by the Bidder shall comprise the following components:

(a) A Technical Proposal

- Comprising of Cover letter, Company Profile, Exhibits of work experience & Financial Strength and a proposal on work plan based on the Schedule of Requirements/ TORs. The Bidder



should take into consideration the parameters listed in Technical Evaluation Criteria for submission of Technical Proposal in the Bid Data Sheet and its Annexure.

(b) A Financial Bid

- A Bid Form and a Price Schedule completed in accordance with ITB Clauses 10, 11, and 12;
- Bid security furnished in accordance with ITB Clause 15.

10. Bid Form

10.1 The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, quantity, and prices.

11. Bid Prices

11.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the services & goods it proposes to supply under the contract.

11.2 Unless otherwise stipulated in the Conditions of Contract, prices quoted by the bidder shall remain fixed during the bidder's performance of the Contract and not subject to variation on any account. The price of other (incidental) services, if any, listed in the Bid Data Sheet, will be entered separately.

11.3 The Bidder's separation of price components in accordance with ITB Clause 11.2 above will be solely for the purpose of facilitating the comparison of bids by the Procuring agency and will not in any way limit the Procuring agency's right to contract on any of the terms offered.

11.4 Prices quoted by the Bidder shall be 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. A bid



submitted with an adjustable price quotation will be treated as nonresponsive and will be rejected, pursuant to ITB Clause 24.

12. Bid Currencies

12.1 Prices shall be quoted in Pak Rupees.

13. Documents Establishing Bidder's Eligibility and Qualification

13.1 Pursuant to ITB Clause 9, 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.

13.2 The documentary evidence of the Bidder's eligibility to bid shall establish to the Procuring agency's satisfaction that the Bidder, at the time of submission of its bid, is legally established in Pakistan.

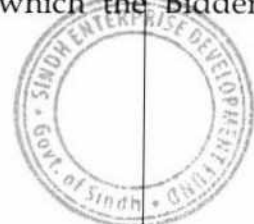
13.3 The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the Procuring agency's satisfaction:

(a) Bidder/Manufacturer must possess and provide evidence of its capability, experience and qualification criteria as stipulated in Bidding Documents and Bid Data Sheet

(b) that, the Bidder has the financial, technical, and production capability necessary to perform the contract;

14. Documents Establishing Goods' and services Eligibility and Conformity to Bidding Documents

14.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the eligibility and conformity to the bidding documents of all goods and services which the Bidder proposes to supply under the contract.



14.2 The documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, and data, and shall consist of:

(a) a detailed description of the essential technical and performance characteristics of the goods and services;

(b) an item-by-item commentary on the Procuring agency's Technical Specifications/ TORs demonstrating substantial responsiveness of the goods and services to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications.

14.3 For purposes of the commentary to be furnished pursuant to ITB Clause 14.2(b) above, the Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Procuring agency in its Technical Specifications, are intended to be descriptive only and not restrictive. The Bidder may substitute alternative standards, brand names, and/or catalogue numbers in its bid, provided that it demonstrates to the Procuring agency's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

15. Bid Security

15.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, a bid security in the amount specified in the Bid Data Sheet.

15.2 The bid security is required to protect the Procuring agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to ITB Clause 15.7.

15.3 The bid security shall be in Pak Rupees and shall be in the form of Pay Order or Demand Draft in favour of "**Sindh Enterprise Development Fund**"

15.4 Any bid not secured in accordance with ITB Clauses 15.1 and 15.3 will be rejected by the Procuring agency as nonresponsive, pursuant to ITB Clause 24.



15.5 The bid securities of unsuccessful bidders will be returned upon award of contract to the successful bidder or on the expiry of validity of Bid Security whichever is earlier.

15.6 The successful Bidder's bid security will be discharged upon the Bidder signing the contract, pursuant to ITB Clause 32, and furnishing the performance security, pursuant to ITB Clause 33.

15.7 The bid security may be forfeited:

(a) if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or

(b) in the case of a successful Bidder, if the Bidder fails:

(i) to sign the contract in accordance with ITB Clause 32;

or

(ii) to furnish performance security in accordance with ITB Clause 33.

16. Period of Validity of Bids

16.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the Procuring agency, pursuant to ITB Clause 19. A bid valid for a shorter period shall be rejected by the Procuring agency as nonresponsive.

16.2 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 provided under ITB Clause 15 shall also be suitably extended. 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, except as provided in the bidding document.

17. Format and Signing of Bid

17.1 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.



17.2 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 initialled by the person or persons signing the bid.

17.3 Any interlineations, erasures, or overwriting shall be valid only if they are initialled by the person or persons signing the bid.

17.4 The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid, and to contract execution if the Bidder is awarded the contract.

D. Submission of Bids

18. Sealing and Marking of Bids

18.1 The Bidder shall seal the original and each copy of the bid in separate envelopes, duly marking the envelopes as "ORIGINAL" and "COPY." The envelopes shall then be sealed in an outer envelope.

18.2 The inner and outer envelopes shall:

(a) be addressed to the Procuring agency at the address given in the Bid Data Sheet; and

(b) bear the Project name indicated in the Bid Data Sheet, the Invitation for Bids (IFB) title and number indicated in the Bid Data Sheet, and a statement: "DO NOT OPEN BEFORE," to be completed with the time and the date specified in the Bid Data Sheet, pursuant to ITB Clause 2.2.

18.3 The inner envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared "late".



18.4 If the outer envelope is not sealed and marked as required by ITB Clause 18.2, the Procuring agency will assume no responsibility for the bid's misplacement or premature opening.

18.5 Bids submitted through telegraph, telex, fax or e-mail shall not be considered

19. Deadline for Submission of Bids

19.1 Bids must be received by the Procuring agency at the address specified under ITB Clause 18.2 no later than the time and date specified in the Bid Data Sheet.

19.2 The Procuring agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in accordance with ITB Clause 7, in which 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.

20. Late Bids

20.1 Any bid received by the Procuring agency after the deadline for submission of bids prescribed by the Procuring agency pursuant to ITB Clause 19 will be rejected and returned unopened to the Bidder.

21. Modification and Withdrawal of Bids

21.1 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.

21.2 The Bidder's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of ITB Clause 18. by a signed confirmation copy, postmarked no later than the deadline for submission of bids.

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



21.4 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Form. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security, pursuant to the ITB Clause 15.7.

E. Opening and Evaluation of Bids

22. Opening of Bids by the Procuring agency

22.1 The Procuring agency will 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 attendance sheet evidencing their attendance.

22.2 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, at its discretion, may consider appropriate, will be announced at the opening. No bid shall be rejected at bid opening, except for late bids, which shall be returned unopened to the Bidder pursuant to ITB Clause 20.

22.3 Bids (and modifications sent pursuant to ITB Clause 21.2) that are not opened and read out at bid opening shall not be considered further for evaluation, irrespective of the circumstances. Withdrawn bids will be returned unopened to the bidders.

22.4 The Procuring agency will prepare minutes of the bid opening.

23. Clarification of Bids

23.1 During evaluation of the bids, the Procuring agency may, at its discretion, 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.



24. Preliminary Examination

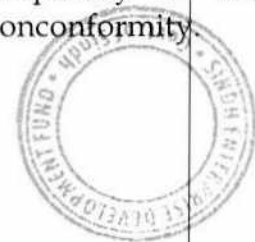
24.1 The Procuring agency will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

24.2 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.

24.3 The Procuring agency may waive any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

24.4 Prior to the detailed evaluation, pursuant to ITB Clause 25 the Procuring agency will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these Clauses, a substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, **such as** those concerning Bid Security (ITB Clause 15), Applicable Law (GCC Clause 30), and Taxes and Duties (GCC Clause 32), will be deemed to be a material deviation. The Procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.

24.5 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.



25. Evaluation and Comparison of Bids

25.1 The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive, pursuant to ITB Clause 24.

25.2 Bids will be evaluated for complete scope of works. The prices will be compared on the basis of the Evaluated Bid Price pursuant to following:

- (a) Technical Evaluation It will be examined in detail whether the Services and Products offered by the bidder comply with the Technical Provisions of the Bidding Documents. For this purpose, the bidder's data submitted in the Technical Proposal will be compared with the Schedule of Requirements/ TORs. The proposal which does not conform to the specified requirements will be rejected. During the technical evaluation no amendments in the technical proposal shall be permitted; Minimum passing score is 60.

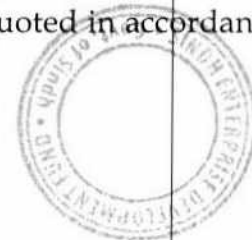
After the evaluation and approval of the technical proposal SEDF will publicly open the financial proposals of the technically accepted bids only.

- (b) Evaluation of Financial Bid

The financial proposal of bids found technically nonresponsive shall be returned un-opened to the respective bidders.

The Procuring agency's evaluation of a bid will be on delivered duties/ taxes paid, and the bid found to be the lowest evaluated bid will be accepted.

25.3 The Procuring agency's evaluation of a financial bid will take into account, in addition to the bid price quoted in accordance with ITB Clause 11.2, the following factors:



(a) incidental costs, any correction for arithmetic errors, making an appropriate price adjustment for any other acceptable variation or deviation and discount, if any, offered by the bidders as also read out and recorded at the time of bid opening..

(b) deviations in payment schedule from that specified in the Special Conditions of Contract; (if any and acceptable to the Employer).

(c) other specific criteria indicated in the Bid Data Sheet.

25.4 For factors retained in the Bid Data Sheet pursuant to ITB 25.3, the following quantification methods will be applied:

(a) Price Adjustment for Technical Compliance

The cost of making good any deficiency resulting from technical non compliance will be added to the Corrected Total Bid Price for comparison purposes only. The adjustments will be applied taking the highest price quoted by other bidders being evaluated in detail in their original Bids for corresponding item. In case of non availability of price from other bidders, the price will be estimated by the Procuring Agency.

(b) Price Adjustment for Commercial Compliance

The cost of making good any deficiency resulting from any quantifiable variations and deviations from the Bid Schedules and Conditions of Contract, as determined by the Procuring Agency will be added to the Corrected Total Bid Price for comparison purpose only. Adjustment for commercial compliance will be added to the Corrected Total Bid Prices.

(c) Price Adjustment for Deviation in Terms of Payments

Bidders shall state their bid price for the payment schedule outlined in the SCC. Bids will be evaluated on the basis of this base price. Bidders are, however, permitted to state an alternative payment schedule and indicate the reduction in



bid price they wish to offer for such alternative payment schedule. The Procuring agency may consider the alternative payment schedule offered by the selected Bidder.

26. Contacting the Procuring agency

26.1 Subject to ITB Clause 23, no Bidder shall contact the Procuring agency on any matter relating to its bid, from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the Procuring agency, it should do so in writing.

26.2 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.

F. Award of Contract

27. Post qualification

27.1 In the absence of prequalification, the Procuring agency will determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in ITB Clause 13.3.

27.2 The determination will take into account the Bidder's financial, technical, and production 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 13.3, as well as such other information as the Procuring agency deems necessary and appropriate.

27.3 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



28. Award Criteria

28.1 Subject to ITB Clause 30, 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.

29. Procuring agency's Right to Vary Quantities at Time of Award

29.1 The Procuring agency reserves the right at the time of contract award to increase or decrease, by the percentage indicated in the Bid Data Sheet, the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions

30. Procuring agency's Right to Accept any Bid and to Reject any or All Bids

30.1 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, without thereby incurring any liability to the affected Bidder or bidders and in accordance with provisions of SPPRA Rules 2010.

31. Notification of Award

31.1 Prior to the expiration of the period of bid validity, the Procuring agency will notify the successful Bidder in writing by registered letter or by cable, to be confirmed in writing by registered letter, that its bid has been accepted.

31.2 The notification of award will constitute the formation of the Contract.

31.3 Upon the successful Bidder's furnishing of the performance security pursuant to ITB Clause 33, the Procuring agency will promptly notify each unsuccessful Bidder and will discharge its bid security, pursuant to ITB Clause 15.

32. Signing of Contract

32.1 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.

32.2 Within ten (10) days of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency.

33. Performance Security

33.1 Within twenty (20) days 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, provided in the bidding documents, or in another form acceptable to the Procuring agency.

33.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 32 or ITB Clause 33.1 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.

34. Corrupt or Fraudulent Practices

34.1 The Government of Sindh requires that Procuring agency 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 and Rules made there under, SPPRA and SEDF:

(a) defines, for the purposes of this provision, the terms set forth below as follows:

(i) "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; and

(ii) "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) will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;

(c) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a Government-financed contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a Government-financed contract.

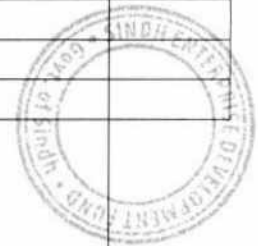
34.2 Furthermore, Bidders shall be aware of the provision stated in sub-clause 5.4 and sub-clause 24.1 of the General Conditions of Contract.



SECTION III: Bid Data Sheet

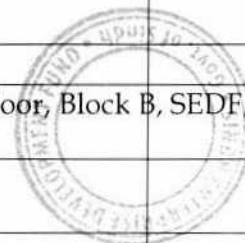
The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Part One. Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

Introduction	
ITB 1.1	Sindh Enterprise Development Fund, Government of Sindh
ITB 1.1	Livestock, Dairy, Fisheries , Poultry & Agriculture Seminar & Exhibition 2016 & 2017
ITB 1.1	Event Manager for LDFA Seminar/Exhibition 2016 & 2017
ITB 4.1	Sindh Enterprise Development Fund, Government of Sindh
ITB 6.1	5 th September, 2016
ITB 8.1	English



Bid Price and Currency	
ITB 11.2	The Price quoted shall be inclusive of all costs, duties and taxes related to delivery of services and materials/ products as defined in the TORs/ Technical Specification and Financial Bid
ITB 11.4	Price shall be fixed

Preparation and Submission of Bids	
ITB 13.3 (a)	<p>Qualification Requirements for Single Stage – Two envelope Procedure:</p> <p><i>For details on how the technical proposals shall be scored/ evaluated against above parameters, please see Annexure – I to Part One</i></p> <p><i>Note: In case of a joint bid, the technical proposal shall clearly specify as to who shall be the lead Event Manager, his credentials based on above criteria and then each of other associates in a similar manner.</i></p> <p><i>The joint bid shall also accompany an undertaking on the stamp paper of Rs. 1,000/- that such partnership shall not be dissolved till the completion of job otherwise SEDF shall exercise its right to reject the bid and in case of dissolution after award of contract then terminate the contract.</i></p>
ITB 15.1 & 15.3 (a)	2% of the bid price
ITB 16.1	45 days from the last date of submission of bids
ITB 17.1	Three copies
ITB 18.2 (a)	Manager Finance, SEDF, GoS, FTC Building, Karachi
ITB 18.2 (b)	Event Manager for LDFA 2016 & 2017 ITB # NO. XYZ
ITB 19.1	1100 hrs, 27 th September, 2016
ITB 22.1	1130 hrs, 27 th September, 2016 in the Committee Room, 1 st Floor, Block B, SEDF, FTC Building, Karachi.



Bid Evaluation	
ITB 25.3	25.3 (a), (b) and (c)

Contract Award	
ITB 29.1	<p><u>Percentage for quantity increase or decrease.</u></p> <p>The Procuring agency reserves the right at the time of contract award to increase or decrease, by 20%-25%, the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions.</p> <p>The Procuring agency also reserves the right at the time of contract award to not order or exclude any items, as deemed appropriate, the goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions</p>

SECTION IV: Schedule of Requirements/ Terms of Reference

Event:

- SEDF is planning to hold exhibition and seminar in Sindh at Sindh Agriculture University Tando Jam (SAUTJ) and at Karachi Expo Center (KEC) in the month of December 2016 and February 2017 respectively. The seminar/exhibition is expected to attract a wide variety of participants specifically from the Livestock, Dairy, Fisheries and Agriculture sector as well as from the Diplomatic Missions, Multilateral Agencies, Banks, Regulatory Authorities & NGOs working in agriculture sector.

Event Categories:

- The first day shall comprise of Seminar & Exhibition whereas the second day will showcase cattle show, bird show, dog show, flower show and exhibition as well. The Event manager shall be required to organize and manage all the above events.
- The event shall be divided into marquees for Exhibition Flower Show, Cattle Show, Bird show, Dog Show, Food Court, Children Entertainment, Reception & Registration and Hall for seminar

Event Participation:

- The Event Manager is expected to reach out to local and foreign companies, organizations, Banks, NGOs, diplomatic missions, regulatory authorities working in Livestock, Fisheries, Dairy and Agriculture sector for their participation in the event in a meaningful manner and the Event Manager will provide all the facilities to them for making the event successful. The Event Manager shall develop exhibition profile for soliciting their participation.

Design Event Categories:

- The Event Manager shall design identified space at the locations specified above for Exhibition, Flower Show, Cattle Show, Bird show, Dog Show, Food Court, Children Entertainment, Reception & Registration area for both days.

Cattle Show:

- Event Manager is required to arrange animal parade and prize distribution ceremony on the second day of event.

Event Coordinator:

- The Event Manager shall station an experienced Event Coordinator at the SEDF office who shall be the focal person regarding all coordination for the event.

Exhibition Layout/Floor Plan:

- The floor plan as developed by Event Manager is not final and it may change depending on the space reservations made till the time of exhibition. Changes in floor layout made by SEDF to accommodate thematic displays

Generator/Electric Cables/Carpet:

- The Event Manager shall arrange standby generators, cabling, carpeting and provide electricity to stands/stalls as per requirement of the exhibitors duly approved by SEDF and provide lighting at Exhibitors area and connecting pathways. Event Manager shall arrange for high quality sound systems in exhibition and parking area for calling service. The Event Manager shall also arrange for all security related equipment and machinery like scanner gates, X-Ray machines and hand held scanners etc.

Shell Scheme/Stalls:

- The Event Manager shall arrange for shell scheme, upgraded to match the product at display in cost effective but elegant manner, for exhibitors who are not putting up their own customized stands. SEDF understands that the options to upgrade a standard shell scheme are limited and cost effective and therefore price for such up-gradation shall be included in the bid price for shell scheme. The upgraded designs/scheme shall be subject to SEDF's approval.

Branding/Marketing Promotion Material:

- The Event Manager shall create and execute the entire branding at the above mentioned locations in an elegant manner. Event Manager shall obtain Exhibitors basic logos and thematic designs. However, further refinement; creation of branding material, fit to each space, along with its installation is event manager responsibility. Flags of different countries along with pole banners etc. are inclusive, *if required*.

Outdoor Publicity:

- The Event Manager shall arrange for display & printing of outdoor publicity/hoarding/banners/bridge panels in the city of Hyderabad, other districts, Tando Jam and surrounding areas for the event in December 2016 at SAUTJ and in Karachi and other districts for the event at KEC in February 2017. The Event Manager shall identify the locations to display the publicity material for LDFA 2016 and 2017 and get them approved by SEDF. The theme, design and write up for the publicity will be provided by the Exhibitors/SEDF to the Exhibition/Event Manager. Event Manager/SEDF shall take permission from respective District Administrations in the Province for the identified locations (of the Hoarding, Bridge Panels, Poles etc) provided by the Event Manager enabling publicity of the Events.

Pre-Exhibition Curtain Raiser:

- The Event Manager shall arrange pre Exhibition curtain raiser for creating awareness about the event.

Invitation Cards:

- The Event Manager shall also provide services for printing of invitation cards and envelopes for the LDFA 2016/2017. The Event Manager shall provide SEDF designs and format of the cards and once approved the event managers shall ensure prompt dispatch and delivery to the guests. The Event Manager shall update the invitation list wherever required.
- The Event Manager shall be responsible to send out the invitations to the participants and visitors of the LDFA Seminar/Exhibition 2016 & 2017. The list of the participants/exhibitors/visitors shall be compiled by the Event Manager.

Security/Janitorial Services:

- The Event Manager shall arrange for janitorial and security services. The toiletries of good quality shall be arranged and it shall be ensured that the rest areas are clean at all times.

Event Passes

- The Event Manager shall design, create and distribute all different kinds of passes like for exhibitors, officials, Managers, foreign delegates, sponsors, diplomats, service providers etc. in good quality hard lamination with neckbands. Event Manager shall also be required to print parking passes, tickets for the local visitors and arrange sale of same as per plan finally decided by SEDF. Those required by SEDF shall be given to SEDF however the rest shall be distributed by the Event Manager themselves.

Media, Business Center & Reception:

- The Event Manager shall also create Media centre, Business Centre and an elegant reception.

Signage:

- Sign gate for different event categories, paths along with large floor plans shall be created in good quality material to guide the visiting guests.

Food Supplies for on duty:

- The Event manager shall arrange good quality food i.e. Lunch & Tea during the first day of the Exhibition for Seminar Attendees, SEDF staff, Guest Relations Officers & other support staff working and also Lunch & Tea during second day of the exhibition to SEDF Staff and other supporting staff at SAUTJ and at KEC.

Special Branch Passes:

- If it is required by the Security agencies that Special Branch passes be arranged for all exhibitors, the Event Manager shall coordinate with all exhibitors and security agencies for provision of special passes to the exhibition centre including those for SEDF officers and other support staff.

Food Court:

- The Event Manager shall also create a Food Court in a marquee at an appropriate place for LDFA 2016 & 2017 which should be of good quality and hygiene standard for sale to general visitors and exhibitors. Food stall vendors will be allowed to sell at reasonable rates only.

Meeting Areas:

- Meeting Areas should be created, where exhibitors and trade visitors could hold meetings. These meeting areas should have proper refreshment arrangements along with service in elegant manner. This should be done on self finance basis.

Parking:

- The Event Manager shall rent out any nearby ground for parking purposes, if so required. Charges for this rental shall be reimbursed by SEDF on actual basis.

Registration for Visitors & Exhibitors:

- The Event Manager would devise an appropriate registration system for exhibitors and visitors. The registration cards shall be in different colors suited to each category. These shall be pre-printed paper cards with necessary event details on the back and cardholders details on the front. Transparent plastic pouches, open from top, along with LDFA 2016 & 2017 printed neckbands in similar colors shall be provided. The details of card holders along with barcode shall be generated/ printed on each card so as to register movements in and out of the SAUTJ and control traffic. The system to be installed and card designs shall be approved by SEDF. Cards for exhibitors shall be coordinated and distributed by Event Manager themselves. Cards for foreign guest and local invitees shall be printed and delivered to the focal person of the Event Manager posted at SEDF (for the Event) in close coordination with and as decided by SEDF for further distribution.



The expected work plan:

- This is a time bound assignment. SAUTJ/KEC/SEDF shall handover Seminar & Exhibition space to the Event Manager for necessary preparation as required by the Event Manager.
- The Event Manager is expected to plan and execute all jobs as listed in Schedule of Requirements and the Financial Bid form. The Event Manager shall work out their plans in reverse order from the date of exhibition. Must create all designs and dummies for SEDF's approval well before time to ensure that no last minute delays occur. The Event Manager is required to develop timelines duly approved by SEDF for all the task in their proposal.
- The Event Manager shall also station necessary human resource at SEDF who shall coordinate all matters for arranging the event.
- The Event Manager shall cooperate with all security agencies and ensure fool proof arrangements for the visiting guests.
- The Event Manager shall work with SEDF on the floor plan and accommodate changes for any late reservations/ adjustments.
- The Event Manager shall handover cattle show, bird show, dog show, flower show marquees Three (3) day before event at SAUTJ.
- The Event Manager shall handover Exhibition and Seminar portion two (2) before the event at SAUTJ.
- The Event Manager shall handover marquees of cattle show, dog show, bird show, flower show, children entertainment area, food court and exhibition Halls & seminar hall one (1) day before event at KEC.

SECTION V: Technical Specifications

The technical specifications have been listed in the Financial Bid form. The Bidder should correlate the listed technical specification with Schedule of Requirements/ TORs given in Section IV.



SECTION VI: Forms

Notes on the Forms

The Bidder shall complete and submit with its bid the **Bid Form** and **Price Schedules** pursuant to ITB Clause 9 and in accordance with the requirements included in the bidding documents.

When requested in the Bid Data Sheet, the Bidder should provide the **Bid Security**, either in the form included hereafter or in another form acceptable to the Procuring agency, pursuant to ITB Clause 15.3.

The **Contract Form**, when it is finalized at the time of contract award, should incorporate any corrections or modifications to the accepted bid resulting from price corrections pursuant to ITB Clause 16, 25 and GCC Clause 17, acceptable deviations (e.g., payment schedule pursuant to ITB Clause 25.4, or quantity variations pursuant to ITB Clause 29). The Price Schedule and Schedule of Requirements deemed to form part of the contract should be modified accordingly.

The **Performance Security** and **Bank Guarantee for Advance Payment** forms should not be completed by the bidders at the time of their bid preparation. Only the successful Bidder will be required to provide performance security and bank guarantee for advance payment in accordance with one of the forms indicated herein or in another form acceptable to the Procuring agency and pursuant to GCC Clause 7.3 and SCC 11, respectively.

The **Manufacturer's/ Service Providers Authorization** form should be completed by the Service Provider, as appropriate, pursuant to ITB Clause 13.3 (a).

To,
M/S _____

1. Bid Form and Price Schedules

Date:
IFB No:

To: *[name and address of Procuring Agency]*

Gentlemen and/or Ladies:

Having examined the bidding documents including Addenda Nos. *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver *[description of goods and services]* 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 deliver the goods and services 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 _____ percent of the Contract Price for the due performance of the Contract, in the form prescribed by the Procuring agency.

We agree to abide by this Bid for a period of *[number]* days from the date fixed for Bid opening under Clause 22 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.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

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

Dated this _____ day of _____ 20_____

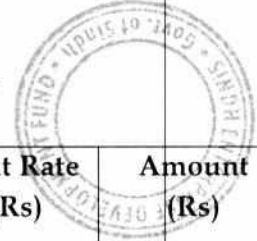
[signature]

[in the capacity of]


Duly authorized to sign Bid for and on behalf of _____

Bill of Quantities (BoQ)

Price Schedule in Pak. Rupees/ Financial Bid/Event



S#	Description of Items	Quantity	Unit Rate (Rs)	Amount (Rs)
1	Soliciting Exhibitors: it includes all charges related to coordination with exhibitors and their security clearance arrangements including SEDF Staff plus other staff as given in schedule of requirements, floor plan designs, stalls, thematic designing, designing of upgraded shell scheme, designing of branding material, outdoor and expo publicity and other ancillary services required at Sindh Agriculture University Tandojam (SAUTJ) and Karachi Expo Centre (KEC). This shall also include placement of a client Manager at SEDF Office.	Job	Lump Sum	
2	Outdoor Publicity (Designing, Printing, mounting and fixing of hoarding skins - Pole Banners/ Streamers to be mounted en route between SAUTJ and KEC to hotels	a(i) 15' x 45'=5	Per Set	
		a(ii) 20' x 60'=5	Per Set	
a	Hoardings (Sizes range from 20'x60', 15'x45' & 20'x10') with installing and de-installing from the Hoarding boards	a(iii) 20' x 10'=20	Per Set	
b	Streamers (i.e. Pole Signs) (Standard Size of 3' x 6') with installing and de-installing from the poles	1000	Per Set	
c	Bridge Panels (Sizes range from 72'x10' & 8'x80') with installing and de-installing from the bridge panels	10	Per Set	
d	Standeers (Standard Size of 2' x 5') inside the exhibition areas (All Marquees, Hall & Foyer Area)	100	Per Set	

3	Shell Scheme Stalls (Flooring 3x3 Meter) including Up-gradation and at least the following: - Structure Covered with Wood & aluminum - Pillar in centre - Wooden counter - Hydraulic Stool (01) - Meeting Table (01) - Meeting Chair (03) - Back/Side Walls - Fascia Board with Company Name - Carpeting - 5 Amp Power point (01) - 100W Spot Lights (02) - Waste Basket (01)	100 Nos	Per set	
4	Shell Scheme Stalls (Flooring 6x3 Meter) including Up-gradation and at least the following: - Structure Covered with Wood & aluminum - Pillar in centre - Wooden counter - Hydraulic Stool (02) - Meeting Table (01) - Meeting Chair (05) - Back/Side Walls - Fascia Board with Company Name - Carpeting - 5 Amp Power point (01) - 100W Spot Lights (02) - Waste Basket (01)	50 Nos	Per set	
5	Shell Scheme Stalls (Flooring 6x6 Meter) including Up-gradation and at least the following: - Structure Covered with Wood & aluminum - Pillar in centre - Wooden counter - Hydraulic Stool (03) - Meeting Table (02) - Meeting Chair (06) - Back/Side Walls - Fascia Board with Company Name - Carpeting - 5 Amp Power point (01) - 100W Spot Lights (02) - Waste Basket (01)	40 Nos	Per set Per set Per set	
6	Stage & Conference Setup: Stage 40` Rostrum (01) Head Table (01)	Job	Lump Sum	



	Backdrop (01) (30' x 8') Wall Branding for conference area (Keeping in view the sitting arrangement of 250 people in Class Room style at level 1) Multimedia with two Projections Standard Sound System for Conference. Note: All sitting with Class Room Style Backdrop design shall be approved by SEDF			
7	Help desks/Reception Area in Foyer Area including software, hardware and technical support comprising: - Registration Desk - Plasma TV - Laptops (02) - Laser jet Printer (02)	Job	Lump Sum	
8	Farm Stall 15 x 15 Meter <i>Structures:</i> Livestock/poultry/fisheries/dairy farm house covered with Wooden stick gate (01) Fascia (01) Tent marquee (01) <i>Electrical Works:</i> Electrical point (01) <i>Graphics and Branding:</i> Graphic & Branding (CD to be provided by Exhibitor for their own stall(s)) Animals Food/Grass Whole Farm Area Shall be covered with Climate Control Marque and Soil Carpeting	40		
09	Carpeting(Marquees/Halls) (new carpet as per color approved by SEDF, on rental basis)	Square Ft. 112,000	Per Sft.	
10	<ul style="list-style-type: none"> • Hanging Screen 10'x 12'; 02 each in each marquee/hall (Plasma) 	Marques/Halls	Per Marquee/Hall	
11	<ul style="list-style-type: none"> • Marquees/Halls Gates branding (Designing and Printing as per approved LDFA-2016 & 2017 (20' x 9') with list of participating companies outside hall 	03 Nos.		

12	<ul style="list-style-type: none"> Corridor Branding (8' x 20') panels with backlit and spotlights 	30 Nos.	Per Unit		
13	<p>Electric work and Cabling with distribution panels inside halls, marquees and for corridor, rooftop, hall gates, grill paneling and main gates it includes supply of electricity and wire connections to the customized vendors. All the wiring must be inside the trenches of each hall</p>	Marques/Hall and outer area	Separately for, foyer area, corridors, rooftop, and branding areas		
14	<p>Security equipment</p> <ul style="list-style-type: none"> X- ray machines for luggage scanning Hand held metal detectors Mirrors 	2 machines x 2 days 6 Nos. x 2 days 6 mirrors x 2 days	Per unit/day		
15	<p>Sound System in Hall and other areas, comprising:</p> <ul style="list-style-type: none"> Mixer (01) Amplifier (01) Microphone (02) Speakers (04 pairs) Echo unit (01) CD Player (02) Live Projection System & Projection Screens I.T System (Laptops) Video Coverage System (DVD of the event both days) Digital Photography (Unlimited pics with printing and album of 200 pics) Lighting System Technical Services Plasma TV's for stalls (on order) Plasma TV's for Conference hall (05) Video Conferencing System Cordless mics (05) and collar mics (03) 	Marquees/Display Area/Foyer Area	Per Marquee & other area specified		
16	<p>Sound System in Reception area/Corridors comprising:</p> <ul style="list-style-type: none"> Mixer (01) Amplifier (01) Microphone (01) Box Speakers (06) CD Player (02) 	1 No. x 2 days	Lump sum		
17	<p>Prize Distribution Stage with Backdrop VIP Sitting arrangement for 20-25 persons Sitting arrangement (in steps) for 50 persons parade arrangement for animals</p>	job			



	Sitting area shall be covered with marquee				
18	Food court and refreshments area with climate control marquee	1	20 stalls each		
19	Standby/ Supplementary Generators including fuel and operations	(6 Generators 500 KVA) (6 Generators 300 KVA) (2 Generators 250 KVA)	Per generator /day		
20	Directional signs (inside) in Event branding (5'x4')	10 Nos.	Per No.		
21	Reception display with backdrop	01 No.	Lump sum		
22	Main Gate Branding (67' x 16')	02 Nos.	Lump sum		
23	Preprinted Paper card passes, in different colour specific to each category, for the registration purposes to be issued at Event on Event date with flexible top open soft plastic transparent pouches and LDFA branded neckbands	4,000 Nos.	Per Pass		
24	Event branded hard laminated cards for security, officials and other functionaries with neckbands	60	Per card		
25	Lunch for 300 or more heads with following menu during Seminar Chicken Biryani Chicken Quorma Fried Chicken Mix salad Naan Drinks	300	job		
26	Refreshment for 300 or more heads during Seminar Tea Green Tea Coffee Cookies	300	job		
27	Orchid Farm 20 x 20 meter Back Drop Wooden Gates Area shall be covered with climate control marquee Marquee Inside wall paneling with	Job	Job		



	panaflex size 18' x 8' (10) Marquee Inner Lining			
28	Grill Paneling (6'x10') with designing printing installation and removal. Art work shall be approved by SEDF	25		
29	Designing and Printing of invitation cards for seminar and exhibition with envelopes	2000	Job	
30	Designing and Printing of appreciation certificates to Exhibitors with Envelopes with lamination	1000	Job	
31	a:Standard Shields for Seminar Speakers with box b: Standard Trophies for animal Show	a) 30 b) 100		
32	Children Entertainment Area	01 Nos.	Lump sum	
TOTAL COST				



2. Bid Security Form

Whereas [name of the Bidder] (hereinafter called "the Bidder") has submitted its bid dated [date of submission of bid] for the supply of [name and/or description of the goods] (hereinafter called "the Bid").

KNOW ALL PEOPLE by these presents that WE [name of bank] of [name of country], having our registered office at [address of bank] (hereinafter called "the Bank"), are bound unto [name of Procuring agency] (hereinafter called "the Procuring agency") in the sum of for which payment well and truly to be made to the said Procuring agency, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this ____ day of _____ 20____.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its Bid by the Procuring agency during the period of bid validity:
 - (a) fails or refuses to execute the Contract Form, if required; or
 - (b) fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders;

we undertake to pay to the Procuring agency up to the above amount upon receipt of its first written demand, without the Procuring agency having to substantiate its demand, provided that in its demand the Procuring agency will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including twenty eight (28) days after the period of bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

[signature of the bank]



3. Contract Form

THIS AGREEMENT made the ____ day of _____ 20____ between [name of Procuring Agency] of [country of Procuring agency] (hereinafter called "the Procuring agency") of the one part and [name of Supplier] of [city and country of Supplier] (hereinafter called "the Supplier") of the other part:

WHEREAS the Procuring agency invited bids for certain goods and ancillary services, viz., [brief description of goods and services] and has accepted a bid by the Supplier for the supply of those goods and services in the sum of [contract price in words and figures] (hereinafter called "the Contract Price").

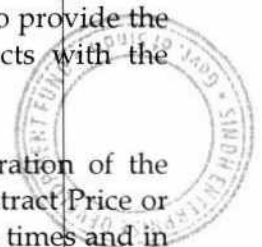
NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Bid Form and the Price Schedule submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications;
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and
 - (f) the Procuring agency's Notification of Award.
3. In consideration of the payments to be made by the Procuring agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Procuring agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, 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 in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by _____ the _____ (for the Procuring agency)

Signed, sealed, delivered by _____ the _____ (for the Supplier)



4. Performance Security Form

To: *[name of Procuring agency]*

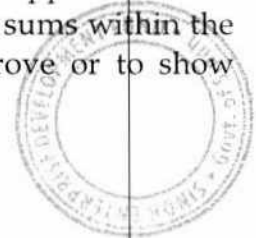
WHEREAS *[name of Supplier]* (hereinafter called "the Supplier") has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated _____ 20____ to supply *[description of goods and services]* (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Supplier shall furnish you with a bank guarantee by a reputable 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 *[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 _____ 20_____.



Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]

5. Bank Guarantee for Advance Payment

To: *[name of Procuring agency]*

[name of Contract]

Gentlemen and/or Ladies:

In accordance with the payment provision included in the Special Conditions of Contract, which amends Clause 16 of the General Conditions of Contract to provide for advance payment, *[name and address of Supplier]* (hereinafter called "the Supplier") shall deposit with the Procuring agency a bank guarantee to guarantee its proper and faithful performance under the said Clause of the Contract in an amount of *[amount of guarantee in figures and words]*.

We, the *[bank or financial institution]*, as instructed by the Supplier, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the Procuring agency on its first demand without whatsoever right of objection on our part and without its first claim to the Supplier, in the amount not exceeding *[amount of guarantee in figures and words]*.

We further agree that no change or addition to or other modification of the terms of the Contract to be performed thereunder or of any of the Contract documents which may be made between the Procuring agency and the Supplier, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee shall remain valid and in full effect from the date of the advance payment received by the Supplier under the Contract until *[date]*.

Yours truly,

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]



ANNEXURE-1

* Bidder(s) should be registered with Sindh Revenue Board as per rule 46 of Sindh Public Procurement Rules 2010

S.No.	Parameters against which technical evaluation shall be done	Scoring brackets
1	<u>Company Profile</u>	
1.1	<u>Years of experience in conducting events / exhibition at national level (all over Pakistan)</u>	(5)
	≤ 2 year	1
	≥ 3 ≤ 4 years	2
	≥ 5 ≤ 7 years	3
	≥ 8 years	5
1.2	<u>Employees, Relevant Qualifications (Professional Degrees pertaining to position holding in event manager company.</u>	(5)
	Not related to but experienced and associated with current event management companies for more then 5 years	1
	Relevant to with < 3 Years experience in the field	2
	Relevant to with > 3 but < 5 Years experience in the field	3
	Relevant to with > 5 Years experience in the field	5
1.3	Relevant Experience (Public Sector) Events pertaining to Govt.(Federal/ Provincial - all over Pakistan) conducted for WORK ORDERS of PKR 10 Millions and above in last (02) two years as contractor/ event or exhibition manager Documentation evidence are also mandatory to attached	(20)
	1 Event	10
	02- 03 Nos. Event	15
	04 and More Nos. or more events	20
	Relevant Experience (Private Sector) Events pertaining to Private Sector conducted in last (02) two years as contractor/ event or exhibition manager worth more than PKR 4-5 million	(20)



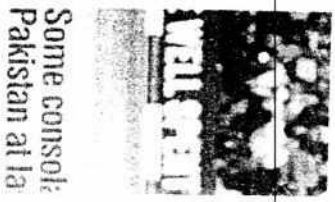
	Less than 10 Events	5
	10 to 14 Events	10
	15 to 19 Events	15
	20 and more Events	20
1.4	Experience of Holding LDFA like events Events pertaining to Livestock, Dairy, Fisheries Agriculture conducted in the last 3 years as an event and or exhibition manager	(15)
	None	0
	1 or 2	10
	More than 2	15
2	<u>Proposed Work Plan</u>	
2.1	<u>Conformity to schedule of requirements/TORs, expected work plan, and creative works</u>	
	Proposed work plan not relevant to Schedule of Requirements/ TORs, items at Financial Bid and expected work plan	(15)
2.2	<u>Justification of the thematic pavilion and stalls, farms and designs</u>	(10)
3	<u>Financial Strength of the Firm</u>	(5)
3.1	Audited/certified accounts or statements showing cash balances of less than Rs. 5 million in the relevant year but supported with evidence and justification that the bidder will be able to meet urgent requirements of the contract through other means possible	2
	Audited/certified accounts or statements showing cash balances of more than Rs. 5 million in the relevant year	5
4	Own and stock capability of number of Stalls and Warehouse > 500	5
	Total	100

Minimum Score to Qualify 70 Marks

Member Name & Signature _____ & _____

KARACHI
 Sunset: 06:47 pm
 Sunrise (Tomorrow): 06:14 am
NEXT 24 HRS
 Minimum: 27°C
 Maximum: 31°C
 Outlook: Partly cloudy

WINTER



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TENDER NOTICE

FOR HIRING OF EVENT MANAGER TO ORGANISE

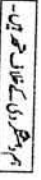
Livestock, Dairy, Fisheries, Poultry & Agriculture Exhibition & Seminar 2016 & 2017 at Sindh Agriculture University Tandojam and Karachi Expo Centre

Sindh Enterprise Development Fund (SEDF) has been set up by the Government of Sindh to extend financial and technical assistance in entrepreneurship and infrastructure development in Agriculture, Livestock, Dairy, Fisheries/Aquaculture, Mining, Processing of Minerals, Forestry and Cold Chains. After the overwhelming success of Livestock, Dairy, Fisheries, Poultry & Agriculture Exhibition / Seminar & Horse, Cattle & Flower Show at Karachi Expo Centre from 2011 to 2015

- SEDF invites sealed bids from Event Managers / Management Firms registered with FBR & SRB for Income Tax and Sales Tax Departments wherever applicable for Exhibition Management Services for LDFA 2016 & 2017.
- The bidding documents which contain detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, company letterhead along with valid NTN, GST Certificates and SRB registration and a pay order of Rs. 5,000/- (non-refundable) in favour of "Sindh Enterprise Development Fund" on any working day between 9:00 am to 5:00 pm from the office of the undersigned from 5th September, 2016 to 20th September, 2016 at below mentioned address. Tender documents can also be downloaded from SPPRA and SEDF websites.
- Single Stage - Two-Envelope Procedure would be used for Open Competitive Bidding. In the first stage only the technical proposals will be opened. Later, the financial proposals of only the technically qualified firms will be opened. Financial proposals should accompany a bid security equivalent to two per cent (2%) of the bid amount in the form specified in the bidding documents. Both the technical and the financial proposals must be sealed separately. Sindh Enterprise Development Fund reserves the right to reject any or all bids and to annul the bidding process at any time, however, reasons for rejection or annulling bid process will be communicated to the concerned bidder(s) in accordance with the SPP Rule (45) of 2010.
- The bids, prepared in accordance with the instructions in the bidding documents, must reach the office of the Manager Finance, Sindh Enterprise Development Fund, 1st Floor, Block-B, FTC Building, Shahrah-e-Faisal, Karachi on or before 11:00 AM on Friday 27th September, 2016. The bids will be opened on the same day at 11:30 A.M.

MANAGER FINANCE
 Sindh Enterprise Development Fund
 1st Floor, Block-B, Finance & Trade Centre,
 Shahrah-e-Faisal, Karachi.
 Tel: 99207512-4 — Fax: 99207515
 www.sedf.gov.pk

Say No to Corruption





ٽينڊرز نوٽيس
سنڌ زرعي يونيورسٽي ٽنڊوچار ۽ ڪراچي ايڪسپوسينٽر ۾
لائيو اسٽاڪ، ڊيري، فشريز، پولٽري ۽ زرعي
نمائش ۽ سيمينار 2016 ۽ 2017
منعقد ڪرڻ لاءِ ايڊوڪيٽ مئنيجر جي ڀرتي

سنڌ انٽرپرائيز ڊيولپمينٽ فنڊ (SEDF) سنڌ حڪومت پاران قائم ٿيل هڪ اهڙو ادارو آهي جيڪو واپارين کي مالي ۽ ٽيڪنيڪي سهڪار ۾ واڌاري سان گڏوگڏ زراعت، لائيو اسٽاڪ، فشريز ايڪواڪلچر، مائننگ، معدنيات جي عمل، اسٽوريج ۽ ڪولڊ چينز جي بهتري لاءِ ڪم ڪري ٿو. 2011 کان 2015 تائين ڪراچي ايڪسپوسينٽر ۾ لائيو اسٽاڪ، ڊيري، فشريز، پولٽري ۽ زرعي نمائش سيمينار ۽ هارس اينڊ ڪيٽل ۽ فلاور شو ڪاميابي سان منعقد ڪري رهيو آهي.

1. SEDF انٽر نيشنل ۽ سيلز نيشنل ڊپارٽمينٽس لاءِ جتي ٽيڪو هجي EBR ۽ SBR سان رجسٽرڊ ايونٽ مئنيجرز مئنيجمينٽ فرمن کان 2017 ۽ 2016 LDA لاءِ ايگزيڪيوشن مئنيجمينٽ سروسز لاءِ مهربند آڇون گهرائي ٿو.

2. اڄ دستاويز جيڪي تفصيلي شرط ۽ ضابطن، پروڪيورمينٽ جي طريقڪار، آڇن جي جمع ڪرائڻ لاءِ طريقڪار، بڊ سيڪيورٽي، بڊ ويلڊيٽي، آڇ ڪولڻ، چونڊ معيار، آڇن جي منسوخ ۽ وضاحت، پرفارمنس گارنٽي وغيره تي مشتمل هوندا، ڪمپني ليٽر هيڊ تي لکت درخواست سان موٽر ISI - NIN سرٽيفڪيٽس ۽ SRB رجسٽريشن سان گڏوگڏ سنڌ انٽرپرائيز ڊيولپمينٽ فنڊ جي حق ۾ 5000 روپيا (پنجاهه هزار روپيا) جو پي آرڊر جمع ڪرائڻ تي ڪنهن به ڪار واري ڏينهن هيٺ ڄاڻايل ايڊريس تي واقع هيٺ دستخط ڪندڙ جي آفيس مان 05 سيپٽمبر 2016 کان 26 سيپٽمبر 2016 تائين صبح 09:00 وڳي کان شام 05:00 وڳي دوران حاصل ڪري سگهجن ٿا. ٽينڊر دستاويز SEDF ۽ SPPRA جي ويب سائيٽ تان ڊائون لوڊ ٿيڻ ڪري سگهجن ٿا.

3. اوڀن ڪمپيٽيو بدنگ لاءِ هڪ مرحلو پن لڦافن وارو طريقڪار لاڳو هوندو پهرين مرحلي ۾ فقط ٽيڪنيڪل ڪنٽرول ڪوليون وينديون ٿينديون. فقط ٽيڪنيڪل طور اهل ٿيڻ کان پوءِ ڏنل فرمن جون مالي آڇون ڪوليون وينديون مالي آڇن سان گڏ آڇ دستاويزن ۾ ڄاڻايل آڇ لاڳت جي ٻه سيڪڙو (2%) جي برابر بڊ سيڪيورٽي شامل هوندي ٻئي ٽيڪنيڪل ۽ مالي آڇون لازمي الڳ الڳ مهربند هجڻ گهرجن. سنڌ انٽرپرائيز ڊيولپمينٽ فنڊ ڪنهن وقت به نيلام عمل کي منسوخ ڪرڻ ۽ ڪنهن هڪ يا مڙني آڇن کي رد ڪرڻ جو حق محفوظ رکي ٿو. جڏهن ته SPP رول 2010 سان مطابقت ۾ لاڳاپيل آڇ ڏيندڙ (ڏيندڙن) کي نيلام عمل جي منسوخ ۽ رد ٿيڻ جي سببن سان آگاه ڪري سگهجي ٿو.

4. اڄ دستاويزن ۾ ڄاڻايل هدايتن جي مطابق تيار ٿيل آڇون، لازمي جمعو 27 سيپٽمبر 2016 تي صبح 11:00 وڳي يا ان کان پهرين مئنيجر فنانس، سنڌ انٽرپرائيز ڊيولپمينٽ فنڊ جي آفيس واقع پهرين ماڙ، بلاڪ-B، ETC بلڊنگ، شاهراه فيصل، ڪراچي ۾ پهچي وڃڻ گهرجن آڇون ساڳي ڏينهن صبح 11:30 وڳي ڪوليون وينديون.

دستخط
مئنيجر فنانس

سنڌ انٽرپرائيز ڊيولپمينٽ فنڊ

پهرين ماڙ، بلاڪ-B، ETC بلڊنگ، شاهراه فيصل، ڪراچي

فون: 99207512-4؛ فيڪس: 99207515

www.sedf.gos.pk

INF-KRY.No.3443/16

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ڪاوش

05 سيپٽمبر 2016 ع
سومر

هڪ ئي وقت ڪراچي، حيدرآباد ۽ سکر مان شايع ٿيندڙ پهرين سنڌي اخبار



Annual Procurement Plan for 2016-17

(Under Rule 8 & 9 of Public Procurement Rule 2004)

Name of Procuring Agency: Sindh Enterprise Development Fund, Government of Sindh, Karachi

S#	Name of Procurement	Estimated Cost	Procurement Method	Tentative date of Procurement Notice Publication	Tentative date of date of Award of Contract	Tentative date of Completion	Remarks (If any)
1.	LDFA 2016-2017	3,000,000	Single Stage 2 Envelops	1 st Week of September, 2016	October, 2016	February 2017	
2.	Printing of SEDF Performance Book	600,000	Single Stage 1 Envelop	1 st Week of September, 2016	October, 2016	October, 2016	
3.	Hiring of Consultant Services for Recruitment Test	700,000	Single Stage 2 Envelops	2 nd Week of January, 2017	February, 2017	March, 2017	
4.							
5.							

