



## SINDH EDUCATION FOUNDATION

### GOVT. OF SINDH

(HEAD OFFICE)

SEF (Plot. No. 21/A, Block No.7& 8 Overseas Cooperative Housing Society,  
Ameer Khusro Road) Karachi. 021-34169182 & 184



### Individual Consultant Required for Short Consultancy

Tender # SEF/WEB/16-17/11

Sindh Education Foundation is inviting CV's from individual required for building, infrastructure & designing expertise.

The individual who may has following skills and may perform following responsibilities as mention below in TORs is allowed to submit his / her CVs to Procurement Department; the shortlisted candidates will contact for interview and onward selection process.

S.#	INDIVIDUAL CONSULTANT REQUIRED	Qty.
1	<p><b>Individual consultant required for Urban Design.</b></p> <p><u>Qualification:</u> B. Arch.</p> <p><u>Experience:</u></p> <p><b>At least 15 years in Planning designing and supervision of projects and specialty in educational facilities planning, designing and supervision.</b></p> <p><u>Age:</u> 55 to 65 Max</p> <p>(All relevant tax provisions are applicable)</p>	01

**The Last date of submission CVs for Individual Consultant (Architect) is October 21<sup>st</sup>, 2016 (03:00PM). The CVs shall be opened on same date at 3:30 PM at SEF Head Office (the address on the envelop should be marked to the Procurement Department of SEF).**

This advertisement is also available on the websites of Sindh Education Foundation and SPPRA Govt. of Sindh i.e [www.sef.org.pk](http://www.sef.org.pk) & [www.spprasindh.gov.pk](http://www.spprasindh.gov.pk) respectively.

“The Procuring Agency may reject any bid subject to relevant provision of SPP Rules 2010(Amended 2014) and may cancel the CVs process at any time prior to acceptance of bid or proposal as per Rule -25(i) of said rules of SPP Rules 2010(Amended 2014).”

Sd/-

Acting Deputy Director Procurement



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**Terms of Reference (TORs) Consultancy for Preparation of PC-1 of SEF schemes**

**Background:**

Sindh Education Foundation was established through an Act of provincial assembly in 1992. The basic mandate of the Foundation is to provide educational services in the province. By now the Foundation is supporting **2,447** schools having an enrolment of 491, 000 across all districts in the province. Given the huge issues of out of school children in Sindh, numbering approximately 6 million, there is need to put in multiple efforts to expand the enrolment while improving quality of education. In this context there is a huge cohort of Government of Sindh schools which are lying abandoned or underutilized which can be operationalized to raise access in accordance with the SESP targets. As per SEMIS 2014-15 more than 6000 schools are lying in a state of non- utilization due to one reason or another. In this background, the SEF has identified five schools for Rehabilitation and operationalization which are in a state of disrepair and non-utilization.

**Objectives**

The Objectives of the Consultancy services are to prepare detail designs and PC-1 for following SEF Schemes reflected in ADP 2016-17:

- a) Construction of SEF Complex
- b) Rehabilitation of dysfunctional schools of Government to be made functional by SEF

**Scope of the Services:**

The Consultant will be required to carry out detailed designing and prepare the PC-1s for the above schemes.

**Detail designing:**

The Consultants shall carry out Detail Designing and cover the following:

- a) General description of the project area.
- b) Study of existing facilities
- c) Preparation of descriptive maps
- d) Preparation data base of existing services
- e) Service delivery analysis
- f) Preparation of feasibility studies
- g) Financial – economical and sensitivity analysis
- h) Existing operation & maintenance stream during last three years
- i) Sustainability of the scheme in keeping with SEF resources
- j) Environmental and social impact assessment in line with Environmental and Social Framework as appeared on SEF website
- k) Documentation required to obtain Environmental Approvals from EPA Sindh
- l) Engineer's cost estimates
- m) Preparation of PC-1
- n) Finalization of PC-1 in light of comments (if any) by PDWP



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- o) Preparation of bidding documents
- p) Post Qualification of contractors and bid evaluation
- q) Assist in sub-project award

**Detail Designing:**

<b>Sr. No.</b>	<b>Description</b>	<b>Proposed Time</b>
1	SITE SURVEY	15 days
2	Measurement of Works	15 days
3	Information collection and Rate Analysis	20
4	BOQs Cost Estimates	20 days
5	PC-1 Document	20 days



# Sindh Education Foundation



Government of Sindh

Date: 01-09-2016

Ref: Procurement/02/16-17

## NOTIFICATION

**Notification No. SEF/Proc./2016-17/....:** In partial modification of SEF Notification # SEF/57/2015 dated August 11, 2015, the Consultant Selection Committee is reconstituted with the following composition in accordance with Rule 67 of SPP Rules 2010, amended 2013.

- Director Human Resource, SEF (Chairman )
- Deputy Director Monitoring and Evaluation Unit, SEF,(Secretary)
- Assistant Director Adopt a School Program, SEF (Member)
- Representative From Planning & Development Department Govt. of Sindh, (Not below the rank of BS-18, Member)
- Representative From Finance Department, Govt. of Sindh, (Not below the rank of BS-18, Member)

### The committee's TORs are:

- Approval of Request for Proposal before issuance;
- Shortlisting of consultants, responding to the Request for Expression of Interest, where applicable, in accordance with the criteria mentioned in Request for Expression of Interest;
- Evaluation of technical and financial proposals, according to the selection method and evaluation criteria, mentioned in the Request for Expression of proposal;
- Finalization of recommendation based on evaluation as mentioned above;
- Perform any other function assign by competent authority;

**Ms. NAHEED S. DURRANI**  
Managing Director,  
Karachi, dated September 1<sup>st</sup> 2016

### Copy to:

1. The Secretary Education & Literacy Department, Govt. of Sindh
2. The Secretary Finance Department, Govt. of Sindh
3. The Secretary Planning & Development, Govt. of Sindh

### Committee members:

- Director Human Resource, SEF (Chairman )
- Deputy Director Monitoring and Evaluation Unit, SEF,(Secretary)
- Assistant Director Adopt a School Program, SEF (Member)
- Representative From Planning & Development Department Govt. of Sindh, (Not below the rank of BS-18, Member)
- Representative From Finance Department, Govt. of Sindh, (Not below the rank of BS-18, Member)

**Shahnawaz Ali Khan**  
Acting Deputy Director, Procurement  
Karachi, dated September 1<sup>st</sup> 2016

Head Office: House # 21-A, Block 7/8, Overseas Cooperative Housing Society, Ameer Khusro Road, Karachi.  
Ph:021-34169141-5, 021-34305753-4, 021-34301460-3 Fax: 021-34169182 E-mail: info@sef.org.pk, Website: www.sef.org.pk

### Regional Offices:

Hyderabad Ph: 022-9240173-4 Larkana Ph:074-4058639  
Sukkur Ph:071-5632292, 071-9310985 Dadu Ph:025-4710731 Mirpurkhas Ph:0233-9290385  
Shaheed Benazirabad Ph:0244-382090-1



**GOVERNMENT OF SINDH  
SERVICES, GENERAL ADMINISTRATION &  
COORDINATION DEPARTMENT**

*Attention. Mr. Rafiqe Mustafa.*

**NOTIFICATION**

**NO.SO(C-IV)SGA&CD/3-7/10:** The Government of Sindh is pleased to constitute a "Complaint Redressal Committee" under Rule 31 of SPP Rules 2010 (Amended 2013) Sindh Education Foundation, Government of Sindh, with the following composition and TORs;

1.	Managing Director, Sindh Education Foundation, Government of Sindh.	Chairperson
2.	Representative of Accountant General Sindh.	Member/Secretary
3.	Independent Representative of relevant field.	Member

**Terms of Reference:**

- To address / redress the complaint(s) / grievances of the aggrieved bidders in line with the relevant provisions of Rule 31 of SPP Rules 2010 (Amended 2013).

**CHIEF SECRETARY SINDH**

**NO:SO(C-IV)SGA&CD/3-7/10:**

**Karachi, dated the 30<sup>th</sup> December, 2015.**

Copy is forwarded for information & necessary action to:-

- ✓ Additional Chief Secretary (All), Government of Sindh, Karachi.
- ✓ Secretary to Governor Sindh.
- ✓ Secretary to Chief Minister Sindh.
- ✓ Secretary, Education & Literacy Department, Government of Sindh.
- ✓ Managing Director, Sindh Education Foundation, Government of Sindh.
- ✓ Accountant General Sindh, Karachi.
- ✓ Managing Director, Sindh Public Procurement Regulatory Authority, Govt. of Sindh.
- ✓ Deputy Secretary (Staff) to Chief Secretary.
- ✓ P.S. to Chief Secretary Sindh.
- ✓ P.S. to Secretary (I&C), SGA&CD.
- ✓ Master file.

*(Signature)*  
30/12/2015  
**(SYED SAADAT ALI)**  
**SECTION OFFICER (C-IV)**