



SINDH AGRICULTURE UNIVERSITY TANDOJAM

Fax No: 022-2765300 Phone No: 022-2765532 email: psa@sa.u.edu.pk

NOTICE INVITED TENDER

The Sealed Tender for the Printing and supply of Prospectus for the Academic Session 2016-2017 for the use in, Sindh Agriculture University, Tandojam are invited on **Single Stage**-Single Envelope Procedure from all the interested firms/Dealers/ suppliers meeting the eligibility criteria (SBR/FBR GST & Income Tax Registered firms).

- 1) The tender document and further details can be obtained from the office of the Purchase & Store Officer Sindh Agriculture University, Tandojam from **17.10.2016** to **01.11.2016**, and on same day after it will appear on, SPPRA and SAU Tandojam website. on receipt of Demand Draft / Pay Order of Rs. **1000.00** (non – refundable) in favour of Director Finance, Sindh Agriculture University, Tandojam as the cost of tender fee. The tenderers shall have to enclose 5% as earnest money in favour of **Director Finance, Sindh Agriculture University, and Tandojam.**
- 2) The University would adopt the **Single Stage**-Single Envelope Procedure.
- 3) The last date for receipt of above tender documents is fixed on **01.11.2016 at 12:00 Noon** which will be opened on same day i.e **01.11.2016 at 01:00 P.M** in the office of Convener, University Prospectus Committee, Sindh Agriculture University, Tandojam in presence of tenderers. If government declares holiday the bids shall be submitted and opened as per given schedule on the next working day.
- 4) The tender bids/documents can either be obtained from Purchase & Store Office Sindh Agriculture University, Tandojam or downloaded from the website of SPPRA / SAU, Tandojam and submit tender bids/documents along with tender fee on or before **01.11.2016 at 12:00 noon.**

The Competent Authority reserves the right to reject any or all bids subject to relevant Provision of SPPRA Rules 2010.

All Governmental taxes are applicable on bill.

DIRECTOR FINANCE

Sindh Agriculture University
Tandojam



SINDH AGRICULTURE UNIVERSITY, TANDOJAM

TERMS AND CONDITIONS FOR THE PRINTING AND SUPPLY OF PROSPECTUS FOR THE ACADEMIC SESSION 2016-2017 FOR THE USE IN SINDH AGRICULTURE UNIVERSITY, TANDO JAM

GENERAL TERMS & CONDITIONS

1) Tender Opening Date & Procedure:

The procurement shall be completed in accordance with SPPRA Rules, on Single Stage - Single Envelope Bidding Procedure.

- a) The tender documents and details will be obtained from 17.10.2016 to 01.11.2016 up- to 12:00 PM or it can be downloaded from Sindh Agriculture University, Tandojam or SPPRA website.
- b) Sealed Bids will be opened on 01.11.2016 at 01:00 PM, in the presence of firms or their representative who wish to attend.
- c) In case of closed / forced holidays, tender opening time / date will be Considered as the next working day.

2) Tender Fee, Bid Security and Performance Security:

- a) Bids must be accompanied by Tender Fee of Rs: 1,000/- in form of Pay Order/ Demand Draft (DD) in favor of Director Finance, Sindh Agriculture University, Tandojam .
- b) All the tender documents must accompany an amount of 5%(earnest money) of total value of the tender (Refundable) in the form of pay order or Demand Draft in the name of Director Finance, Sindh Agriculture University, Tandojam
- c) Performance security 02% of the total bill shall be retained and refundable after receipt of quality satisfaction report from quarter concerned.

3) Validity of Offers.

- a) Offers shall be valid as per SPPRA rule (90 days).
- b) Withdrawal / modification of the original offer within the validity period shall entitle the University to forfeit Bid Security.

4) Failures and Terminations:

No offer of a firm / supplier will be considered if:-

- i. Bid received without Tender Fee & Bid Security CDR or less than required.
- ii. Bids received not in accordance with specifications of Tender Documents.
- iii. Alternate bids received or alternative arrangement offered.
- iv. Bid received later than the date and time fixed for tender.
- v. Tender is incomplete in any respect or is unsigned.
- vi. Offer is ambiguous and the offer is conditional.
- vii. Offer from a firm which is black listed at any level.
- viii. Any erasing / cutting / overwriting etc.
- ix. The Firm fails to make delivery within specified delivery period strictly in accordance with the terms and conditions as laid down in the Work Order.
- x. Situation warranted, then University is authorized to forfeit the bid Security and the firm may also be black listed.

5) Other special conditions :-

- i. Bids must contain, Firm's profile, years of experience, major work orders.
- ii. Paper / Card samples as per specification & grams are required.
- iii. The bidders shall quote the rates per copy inclusive of all applicable Govt. Taxes.
- iv. The bidders shall provide the proof of Registration for GST / NTN & CNIC.
- v. Successful bidder shall ensure quality & standard printing with no excuse and in case of deficiency or fault, may impose penalty or reject the delivery.
- vi. Successful bidder shall be responsible for loading / unloading on delivery at SAU, Tandojam premises during university office hours.
- vii. Printed material shall be protected from rain / bad weather and any damage during transportation / delivery shall be at bidder's cost.
- viii. After receipt of the printed material the inspection will be carried out by the Inspection Committee within week.
- ix. The performance security applicable under the rules shall be deducted from the final bill of the successful bidder.
- x. All Government Taxes will be deducted according to applicable rules.
- xi. The Competent Authority reserves the right to reject any or all bids subject to relevant provisions of SPP-Rules, 2010.





Sindh Agriculture University, Tandojam

DETAIL OF PROSPECTUS FOR THE ACADEMIC SESSION 2016-2017 REQUIRED BY THE CHAIRMAN PROSPECTUS COMMITTEE, SINDH AGRICULTURE UNIVERSITY, TANDOJAM

DETAIL & SPECIFICATIONS OF "SAU PROSPECTUS"-2016-2017.

Detail	Specifications	Quantity
Size	A-4 (8.5" Length & 7.5" Width)	32.00 Copies
Paper Quality	115 grams (weight) imported matt finish paper	
Title Card	Art card (Japani) matt 300 grams laminated	
Pages	26 Color pages, 116 Black & white, 26 perforate pages with photo and serial number (Total number of pages 168).	
Printing	Only 26 pages with 4 colors printing as mentioned above	
Binding	Gum Binding	

Details of Call Deposit Receipt (CDR)

CDR No _____ Amount _____ Name of _____

Bidder _____ Bank _____ Branch _____ City _____

CNIC No _____ Name of the Firm & Address _____

_____ Ph No _____

Signature _____

Sindh Agriculture Unibersity Tandojam

No. TOP Com:/ 378 / of 2016, dated Friday, October 07, 2016

OFFICE ORDER

On the recommendations of Chairman, Prospectus Committee and in exercise of the powers vested in him under section 28(xi) of SAU Act 1977, the Vice Chancellor SAU is pleased to constitute the following "Tender Opening Committee" to open sealed Tenders invited for printing and supply of Prospectus 2016-17 required by the Registrar SAU with immediate effect till further orders:-

S #	Prospectus Committee	Status
1	Prof. Dr. Muhammad Ibrahim Keerio, Advisor (Academics) to Vice Chancellor	Convener
2	Prof. Dr. Inayatullah Rajper, Chairman, Department of Soil Sciences	Member
3	Dr. Bachal Bhutto, Associate Professor, Department of Parasitology	Member
4	Dr. Habibullah Magsi, Associate Professor, Department of Agricultural Economics	Member
5	Dr. Islamuddin Majeedano, Communication Specialist, A.R.I, Tandojam	Member
6	Director Finance SAU	Member
7	Dr. Muhammad Usman Shar, Entomologist, A.R.I, Tandojam	Member


Deputy Registrar (AC-I & Gen:)

Copy to;

1. All concerned (above)
2. Director Admissions SAU Tandojam


Sindh Agriculture University Tandojam

No. GEN./PC/224/349 - of 2015, dated 5.10.2015

OFFICE ORDER

Pursuant to clause-31 of the Sindh Public Procurement Rules 2010, the Vice Chancellor, Sindh Agriculture University is pleased to constitute following complaint redressal Committee in connection to address the complaint of bidders, if any occur during procurement proceedings at Sindh Agriculture University with immediate effect:

S #	Complaint Redressal Committee	Status
1.	Prof. Dr. Maqsood Anwar Rustamani, Dean, Faculty of Crop Protection	Convener
2.	Registrar SAU	Member
3.	Mr. Saghir Ahmed Memon, Director (Services & Maintenance), Mehran University of Engineering & Technology Jamshoro (in case of civil works)	Member
4.	Ms. Seefna Mirza, Accounts Officer, Director General Office, A.R.I.Tandojam (in case of purchasing etc items)	Member


Deputy Registrar (Ac-I & Gen)

c. c. to:

1. All members of the Committee
2. The Director Finance, SAU Tandojam
3. The Project Director, SAU Tandojam
4. The Purchase & Store Officer, SAU Tandojam
5. The Secretary to Vice Chancellor SAU Tandojam
6. *The Resident Auditor, SAU, Tandojam*

WORK / PROCUREMENT PLAN (2016-17)
SINDH AGRICULTURE UNIVERSITY, TANDOJAM

Sr. No.	Fund Head & Sub Head	Name of work and break up	Allocated Funds and Break up for Different locations/sites	Items to be executed	Method of Procurement	Anticipated / Actual Date of Advertisement	Anticipated / Actual Date of Start	Anticipated / Actual Date of Completion	Remarks
a	b	c	d	e	f	g	h	i	j
1	Chemical & Glassware/ Paracetrol	Procurement or purchase of Chemical & Glassware/Paracetrol	1,000	Lab Paractical Items to be procured	as per SP/PRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date	All the items will be procured as & when the demand received from the concerned department and procurement will be made according to the availability of funds.
2	Printing & Publication	Procurement or purchase of Printing & Publication	4,500	Answer paper/ publication of NIT	as per SP/PRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date	
3	IT Equipment	Procurement or Purchase of computers/IT related Materials	15,000	Computer/Labtop & its accessories	as per SP/PRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date	
4	Furniture & Fixture	Purchase of Furniture & Fixture	4,000	Office/Classroom furniture	as per SP/PRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date	
5	Plant & Machinery	Purchase of Machinery & Equipment	5,000	Lab Equipment to be procured	as per SP/PRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date	
6	Computer Software	Purchase of Software	10,000	IT Software for ITC	as per SP/PRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date	
7	Sports Materials Gymkhana	Purchase of Sports Material	1,000	Hockey/ Cricket articles	as per SP/PRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date	
8	Tools (Agriculture Implements etc)	Purchase of tractors implements	3,000	Tractor & its implementations	as per SP/PRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date	
9	Transport/ fleet	Purchase of Transport	12,000	Transport articles	as per SP/PRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date	
10	Stationary for office use	Stationary	3,500	office stationary	as per SP/PRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date	
11	Civil Work/ Rehabilitation	Repair / Rehabilitation	17,000	Rehabilitation of old structures/buildings	as per SP/PRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date	
12	Security	Purchase of Security articles	30,000	CCTV/Camera and other relevant items for security purpose	as per SP/PRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date	
13	Civil Work & other components as per approved Scheme Establishment of Khairpur College of Agriculture and Management Sciences, Khairpur Mir's	Construction of new infrastructures as per scope defined in project including other components.	162,000	Execution of Civil works and procurement of rest of components	as per SP/PRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date	
14	Civil work & other components as approved Scheme Establishment of SAU Sub-Campus at Umerkot District	Rehabilitation & O&M Cost as per scope defined in project including other components.	10,000	Execution of Civil works and procurement of rest of components	as per SP/PRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date	
15	Health Scheme	In door hospitalization services to the employee & their dependant family members	30,000	Major / serious in door hospital facilities	as per SP/PRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	One-Year agreement with the agency/firm / company	

ASSISTANT DIRECTOR
Planning & Development
Sindh Agriculture University
Tandojam.

DIRECTOR
Planning & Development
Sindh Agriculture University
Tandojam.