



**BOARD OF INTERMEDIATE & SECONDARY EDUCATION, HYDERABAD SINDH**  
*Excellence-Equity-Empathy*

NO. BISE/GEN: STORE/16/- 216

DATED: 21-12-2016

To

Mr. Muhammad Ayub Ali Khan  
Deputy Director (A&F)  
Sindh Public Procurement Regulatory Authority  
KARACHI

**SUBJECT: WEB HOISTING OF NIT & OTHER DECOUMENTS OF ANNUAL PROCUREMENT OF BISE, HYDERABAD ON THE SPPRA WEB SITE**

With reference to the subject cited above, I am directed to sent the following documents (Hard & Soft copy) for placing on SPPRA website under Board's Sr. No. 22032 as per SPPRA Rules:

1. Notice inviting the tender of BISE, Hyderabad
2. Press Clipping Daily Jang, Daily Kawish & Express Tribune
3. Notification of Procurement Committee of BISE, Hyderabad
4. Notification of Redressal Committee of BISE, Hyderabad
5. Procurement Plan for the year 2016-17
6. Bidding Documents of both categories as mentioned on NIT

A CD containing the soft copies of all above documents is also attached.

Your prompt action in this regard will be highly appreciated.

  
**SECRETARY**  
ACTING



**BOARD OF INTERMEDIATE AND SECONDARY EDUCATION, HYDERABAD SINDH**

*Excellence-Equity-Empathy*

**NO. BISE/GEN-STORE:/-212**

**DATED: 16.12.2016**

**NOTICE INVITING TENDER**

Sealed bids are invited from the firms registered with Tax Authorities for the supply of following items as per detailed specifications / specimen mentioned in the tender documents.

- i. Examination Printing Material / Stationery / Computer Papers etc.**
- ii. Computers, Copy Printers, Photocopiers and other Equipments**

The bidding documents for each category can be collected from the office of the Secretary, Board of Intermediate & Secondary Education, Hyderabad from 21.12.2016 to 05.01.2017 at 10:00 am on depositing fee of Rs. 2000/- (non-refunded) for each tender in shape of Bank Draft / Pay Order or can be downloaded from BISE, Hyderabad & SPPRA Website.

The completed bid documents shall be received back on 05.01.2017 at 12:00 noon. The Technical Bids will be opened on the same day at 12:30 pm in the presence of Procurement Committee and the bidders or their authorized representatives who wish to be present there.

The bid security amounting to 5% of the bid price should be submitted along with Financial Bid in shape of Pay Order in favour of The Secretary Board of Intermediate & Secondary Education, Hyderabad which shall be opened after the evaluation and approval of the Technical Proposals. Any conditional bid and bid without security shall not be considered.

The Bid Security shall be forfeited to the Board, if the bidder withdraws his / her bid after opening and before the expiry of the bid validity period or fails to sign the contract if the bid is accepted.

The Procuring Agency may reject all or any Bid at any time prior to the acceptance of the Bid, subject to the relevant provisions of SPPRA Rules, 2010 (Amended 2013).

For further details please contact Mr. Uzair Ahmed, Assistant Secretary Establishment, BISE, Hyderabad (Mobile Phone # 0345-3577204).

  
**SECRETARY**  
**ACTING**

روزانه  
KANSHE

# ڪاوش



Wednesday 21 December, 2016

(جلد 27) آربع 21 دسمبر 2016ء بمطابق 21 ربیع الاول 1438ھ (شمارو 137) قیمت 15 روپيا

## بورڊ آف انٽر ميڊيٽ اينڊ سيڪنڊري



ايجوڪيشن، حيدرآباد سنڌ

ايڪسيلنس - ايڪيورٽي - اميٽي

No. BISE/GEN-STORE/-212

Dated: 16-12-2016

### ٽينڊر گھرائڻ جون نوٽيس

ٽيڪس اختيارين وٽ رجسٽرڊ فرمن کان ٽينڊر دستاويزن ۾ ڄاڻايل تفصيلي اسپيشلائيزيشن/نمونن تحت سڀل مهر ٿيل ٽينڊر گھرائڻ ٿا.

1. امصالن لاءِ پرنٽنگ جو سامان/اسٽيشنري/ڪمپيوٽر ۽ ٻيو وغيره.
2. ڪمپيوٽر ڪلبي پرنٽس، فوٽو ڪالپيشن ۽ ٻيا ايڪيورمينٽس.

هر ڪنٽريڪٽ لاءِ وڪل دستاويز بورڊ آف انٽر ميڊيٽ اينڊ سيڪنڊري ايجوڪيشن جي سيڪريٽري جي آفيس مان 21-12-2016 تا 05-01-2016 تي صبح 10 وڳي تائين حاصل ڪري سگهجن ٿا، جيڪي هر ٽينڊر 2000 روپيا (ناقابل واپسي) جي بئنڪ ڊرافٽ/پي آر آر جي ذريعي ڏنا ويندا. ٽينڊر BISE ۽ SPPRA جي ويب سائٽ تان به ڏٺوڻ لاءِ ڪري سگهجن ٿا.

مڪمل ٿيل وڪل دستاويز 05-01-2016 تي منجهند 12 وڳي تائين واپس وصول ڪيا ويندا ۽ انهن جا ٽيڪنيڪل وڪل ساڳئي ڏينهن 12:30 وڳي پروفيسور مينٽ ڪميٽي وڪل ڏيندڙن يا سندن بااختيار عيوضين آڏو کوليا ويندا.

وڪل قيمت جي 5 سيڪڙو وڪل سيڪيورٽي پڻ فنانشل وڪل سان گڏ امانتي وڃي، جيڪا سيڪريٽري بورڊ آف انٽر ميڊيٽ اينڊ سيڪنڊري ايجوڪيشن حيدرآباد جي نالي پي آر آر جي صورت ۾ هٿ ڳهرجي، جيڪي ٽيڪنيڪل پروپوزلس جي جڙڙي ۽ منظوريءَ کانپوءِ کوليا ويندا. مڪنهن به شرط يا سيڪيورٽي ڪانسرو امانتيل وڪل تي غور نه ڪيو ويندو.

جيڪڏهن وڪل ڏيندڙ وڪل کولڻ يا وڪل جي جائز هٿ واري عرصي کان اڳ يا وري جيڪڏهن وڪل قبول ڪجي، تڏهن ڪانٽريڪٽ تي صحيح کان لڪار جي صورت ۾ وڪل سيڪيورٽي ضبط ڪئي ويندي.

پروفيسورنگ ايڄنسي کي SPPRA رولز 2010 (2013) ۾ ترميم ڪيل) جي واسطو ۾ ڏنل حقن تحت ڪور يا سمورا وڪل رد ڪرڻ جو اختيار حاصل هوندو.

وڌيڪ تفصيل لاءِ عزيز احمد، اسسٽنٽ سيڪريٽري اسٽيبلشمينٽ BISE حيدرآباد سان رابطو ڪريو: (موبائيل نمبر 0345-3577204)

سيڪريٽري  
قائم مقام

INF/KRY.No:4833/2016

بورڊ آف انٽر ميڊيٽ اينڊ سيڪنڊري ايجوڪيشن، پورٽ نمبر 9، لطيف آباد حيدرآباد سنڌ  
فون: 022-9260281-2، ويب سائٽ: www.biseh.edu.pk

**SAY NO TO CORRUPTION**

اسان دهشتگردي جي خلاف متحد آهيون

**TEXT**

سنڌ ۾ تعليم جي بهتري لاءِ، علمي ۽ پنهنجي مقام لکي 8 3 9 8 تي ايس ايس ايس ڪريو



THE JANG KARACHI

جنگ

پہلی میر ظہیر الرحمن

19 دسمبر 2016ء 1438ھ 19 ربیع الاول 1438ھ

348 نمبر

80 روپے

MONDAY DECEMBER 19, 2016

بورڈ آف انٹرمیڈیٹ اینڈ سیکنڈری ایجوکیشن، حیدرآباد، سندھ  
 امتیاز..... مساوات..... صلاحیت

No.BISE/GEN-STORE:-/212 مورخہ: 16-12-2016

**نوٹس طلبی سینڈرز**

ٹینڈر دستاویزات میں درج نمونہ جات / مفصل تصریحات کے مطابق درج ذیل آئٹموں کی فراہمی کیلئے ٹیکس حکام رجسٹرڈ فرموں سے سربمہر پیشکشیں مطلوب ہیں:

(i) = امتحانی پرنٹنگ میٹریل / اسٹیشنری / کمپیوٹر پیپر وغیرہ۔  
 (ii) = کمپیوٹرز، کاپی پرنٹرز، فوٹو کاپی میکرز اور دیگر ایلیکٹرونکس۔

بڈنگ دستاویزات برائے ہر ایک کنٹری دفتر سیکرٹری بورڈ آف انٹرمیڈیٹ اینڈ سیکنڈری ایجوکیشن حیدرآباد سے 21-12-2016 سے 05-01-2017 تک (صبح 10-00 بجے تک) مبلغ 2000/- روپے قابل واپسی برائے ہر ایک ٹینڈر بشکل چیک ڈرافٹ / بے آر ڈر جمع کر کے حاصل کی جاسکتی ہیں یا BISE حیدرآباد اور SPPRA کی ویب سائٹ سے ڈاؤن لوڈ بھی کی جاسکتی ہیں۔

کھل کر دو بڈ دستاویزات 05-01-2017 کو دوپہر 12-00 بجے تک واپس وصول کی جائیںگی۔ ٹینڈر پیشکشیں اسی روز دوپہر 12-30 بجے پر ڈیکورنٹ کمیٹی کے روبرو موقع پر حاضر کی گئی اور ہندسہ پیشکش دہندگان یا ان کے مجاز نمائندوں کی موجودگی میں کھولی جائیںگی۔

بڈ پر اس کا 5% بڈ سیکورٹی فنانشل بڈ کے ہمراہ پیشکش بے آر ڈر جمع سیکرٹری بورڈ آف انٹرمیڈیٹ اینڈ سیکنڈری ایجوکیشن حیدرآباد جمع کرانا ہوگا جو ٹینڈر پروپوزل کی تخصیص اور منظوری کے بعد کھولی جائیںگی۔ کسی شرط بڈ یا سیکورٹی کے بغیر موصول پیشکش پر غور نہیں ہوگا۔

پیشکش دہندہ کی جانب سے پیشکش کھلنے کے بعد اور پیشکش کی کارآمدت سے قبل، یا کنٹریکٹ پر دستخط کرنے میں ناکامی پر پیشکش قبول نہیں ہوگی اور بڈ سیکورٹی بھی بحق بورڈ ضبط کر لی جائے گی۔

پروکیورنگ ایجنسی SPPRA روز 2010 (ترمیم شدہ 2013) کے متعلقہ مندرجات سے مشروط پیشکش کی قبولیت سے قبل کسی بھی وقت کسی یا جملہ پیشکشوں کو مسترد کر سکتی ہے۔

مزید تفصیلات براہ کرم مسٹر عذرا احمد، اسسٹنٹ سیکرٹری اسٹیبلشمنٹ BISE حیدرآباد سے رجوع کریں (موبائل فون نمبر: 0345-3577204)

دستخط..... سیکرٹری  
 قائم مقام

LINE KRY 4833 750

سب سے بڑے اخبار

SAY NO TO CORRUPTION

# THE EXPRESS TRIBUNE

PARTNER OF  
**The New York Times**

Sunday

DECEMBER 13, 2016

RABUL AWWAL 13, 1438 A.H.

Rs25

tribune.com.pk

KARACHI

## BOARD OF INTERMEDIATE AND SECONDARY EDUCATION HYDERABAD SINDH

Excellence-Equity-Empathy

No.BISE/GEN-STORE/-212

Dated:16-12-2016

### NOTICE INVITING TENDER

Sealed bids are invited from the firms registered with Tax Authorities for the supply of following items as per detailed specifications / specimen mentioned in the tender documents.

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The Procuring Agency may reject all or any Bid at any time prior to the acceptance of the Bid, subject to the relevant provisions of SPPRA Rules, 2010 (Amended 2013).

For further details please contact Mr. Uzair Ahmed, Assistant Secretary Establishment, BISE, Hyderabad (Mobile Phone # 0345-3577204).

**SECRETARY  
ACTING**

INF-KRY:NO.4833/16



FOR THE BETTERMENT OF EDUCATION IN SINDH

SMS '1LMI' + YOUR MESSAGE TO 8 3 9 8





**BOARD OF INTERMEDIATE & SECONDARY EDUCATION, HYDERABAD SINDH**

*Excellence-Equity-Empathy*

No. BISE/GEN-STORE/- 207

DATED: 09-12-2016

**NOTIFICATION**

In partial modification of Board's Notification No. BISE/GEN-STORE/-197 dated 01.12.2016 the Procurement Committee has been re-constituted to examine and scrutinize the tender bid documents for the year 2016-17 under the guidelines of the Sindh PPRA Rule No. 7. The Procurement Committee will consist of the following members:

**CORE MEMBERS**

- |   |                    |
|---|--------------------|
| 1. Mr. Ali Ahmed Jamali<br>Deputy Director (Finance)<br>Directorate of College Education,<br><u>Hyderabad</u> | Convener           |
| 2. Prof. Mehboob Ali Soomro<br>Associate Prof. Govt. Boys College,<br>Qasimabad, Hyderabad                    | Member             |
| 3. Mr. Muhammad Khan Samoon<br>Deputy Director<br>Directorate of School Education<br><u>Hyderabad</u>         | Member             |
| 4. Dr. Masroor Ahmed Zai<br>Controller of Examinations<br>B.I.S.E, Hyderabad                                  | Member             |
| 5. Mr. Nisar Ahmed Soomro<br>Dy: Secretary Accounts<br>B.I.S.E, Hyderabad                                     | Member / Secretary |

**CO-OPTED MEMBERS**

- |  |                           |
|--|---------------------------|
| 1. Qazi Riaz Ahmed<br>Project Director<br>Power Generation<br>Mehran University of Engineering & Technology<br><u>JAMSHORO</u> | Member (Power Generation) |
| 2. Mr. Shafqat Qabolio<br>Publication Officer,<br>Sindh Text Book Board<br><u>JAMSHORO</u>                                     | Member (Printing)         |
| 3. Mr. Mahinder Lal<br>Associate Professor<br>Govt. College of Technology<br>(STEVTA) Government of Sindh<br><u>HYDERABAD</u>  | Member (Computer)         |

**TERMS OF REFERENCE (TORS)**

The following are the Terms of Reference (ToRs) of Procurement Committee:

1. Prepare bidding documents;
2. Carry out technical as well as financial evaluation of the bids;
3. Prepare evaluation report as provided in Rule 45 of SPPRA ;
4. Make recommendations for the award of contract(s) to the Competent Authority; and
5. Perform any other tasks assigned by the Competent Authority.



**SECRETARY**  
BOARD OF INTERMEDIATE & SECONDARY  
EDUCATION HYDERABAD



**BOARD OF INTERMEDIATE & SECONDARY EDUCATION, HYDERABAD SINDH**

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No. BISE/GEN-STORE/-211

DATED: 09-12-2016

**NOTIFICATION**

In partial modification of Board's Notification No. BISE/GEN-STORE/-76 dated 22.12.2015 the Complaint Redressal Committee has been re-constituted to examine grievances raised by the aggrieved bidding firms for the year 2016-17 under the guidelines of the Sindh PPRA Rule No. 31. The Complaint Redressal Committee (C.R.C) will consist of the following members:

- |  |          |
|--|----------|
| 1. Prof. Dr. Muhammad Memon<br>Chairman<br>BISE, Hyderabad                                   | Convener |
| 2. The Principal<br>Govt. Degree College<br>Qasimabad, Hyderabad                             | Member   |
| 3. The Principal<br>Govt. Comprehensive Boys H/S School<br>Unit No. 10, Latifabad, Hyderabad | Member   |
| 4. Mr. Zaheeruddin Shaikh<br>Audit Officer<br>BISE, Hyderabad                                | Member   |
| 5. Mrs. Mairaj un Nisa Rafique<br>Lady Councillor<br>BISE, Hyderabad                         | Member   |

**TERMS OF REFERENCE (TORS)**

The Committee will have the following key functions:

- Prohibit the procurement committee from acting or deciding in a manner, inconsistent with these rules and regulations;
- Annul in whole or in part, any unauthorized act or decision of the procurement committee;
- Recommend to the Chairman, BISE Hyderabad that the case be declared a mis-procurement, if material violation of Act, Rules, Regulations, Orders, Instructions or any other Law relating to public procurement, has been established; and
- Reverse any decision of the procurement committee or substitute its own decision for such a decision; and

Please see further functions of the Complaint Redressal Committee given in SPPRA Rule No. 31 (pages 50-51) for information.

**SECRETARY**

BOARD OF INTERMEDIATE & SECONDARY  
EDUCATION HYDERABAD





**BOARD OF INTERMEDIATE & SECONDARY EDUCATION, HYDERABAD SINDH**

*Excellence-Equity-Empathy*

**ANNUAL PROCUREMENT PLAN  
(DEVELOPMENT & NON-DEVELOPMENT/REVENUE WORKS)  
FOR THE FINANCIAL YEAR 2016-2017**

ASSISTANT SECRETARY

AUDIT OFFICER

SECRETARY (Acting)

**DATED 28.11.2016**

# ANNUAL PROCUREMENT PLAN (NON-DEVELOPMENT/REVENUE WORKS) FINANCIAL YEAR 2016-2017

Serial #	Funds Head & Sub Head	Name of work	Allocated funds	Items to be executed		Quantity	Method of Procurement	Anticipated/ Actual date of Advertisement	Anticipated/ Actual date of Start	Anticipated/ Actual date of Completion	Remarks
				Item No.	Description						
01.	<b>Major Head Examination</b>	<b>Examination Material</b>	<b>26,000,000</b>	1	<b>Answer Books Black Color Containing 16 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing/Manufacturing in all respect. Each Bundle containing 250 Answer Books duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	800,000 Nos.	Through Open Tender and as per guidelines envisaged in SPP rules 2010 (amended rules 2013)			After issue of Job order material will be supplied within the period of 30 days	
02.	<b>Minor Head Printing of Answer Books, Supplements, Admission Forms &amp; Other Proformas etc.</b>			2	<b>Answer Books Red Color Containing 16 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing/Manufacturing in all respect. Each Bundle containing 250 Answer Books duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	275000 Nos.					
03.				3	<b>Answer Books Red Color Containing 24 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing / Manufacturing in all respect. Each Bundle containing 250 Answer Books duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	500000 Nos.					

  
**SECRETARY (ACTING)**  
 BOARD OF INTERMEDIATE & SECONDARY  
 EDUCATION HYDERABAD

# ANNUAL PROCUREMENT PLAN (NON-DEVELOPMENT/REVENUE WORKS) FINANCIAL YEAR 2016-2017

Serial #	Funds Head & Sub Head	Name of work	Allocated funds	Items to be executed		Quantity	Method of Procurement	Anticipated/ Actual date of Advertisement	Anticipated/ Actual date of Start	Anticipated/ Actual date of Completion	Remarks
				Item No.	Description						
04.	<u>Major Head</u> Examination	<b>Examination Material</b>	<b>26,000,000</b>	4	<b>Supplements Red Color Containing 04 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing/Manufacturing in all respect. Each Bundle containing 1000 Supplements duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	500000 Nos.	Through Open Tender and as per guidelines envisaged in SPP rules 2010 (amended rules 2013)				
05.	<u>Minor Head</u> Printing of Answer Books, Supplements, Admission Forms & Other Proformas etc.			5	<b>Supplements Green Color Containing 04 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing / Manufacturing in all respect. Each Bundle containing 1000 Supplements duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	700000 Nos.					
06.				6	<b>Supplements Black Color Containing 04 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing / Manufacturing in all respect. Each Bundle containing 1000 Supplements duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	600000 Nos.					



**SECRETARY (ACTING)**  
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EDUCATION HYDERABAD


# ANNUAL PROCUREMENT PLAN (NON-DEVELOPMENT/REVENUE WORKS) FINANCIAL YEAR 2016-2017

Serial #	Funds Head & Sub Head	Name of work	Allocated funds	Items to be executed		Quantity	Method of Procurement	Anticipated/ Actual date of Advertisement	Anticipated/ Actual date of Start	Anticipated/ Actual date of Completion	Remarks
				Item No.	Description						
07.	<b>Major Head Examination</b>	<b>Examination Material</b>	<b>26,000,000</b>	7	<b>Examination Forms SSC Part-I (Class-IX)</b> Different Groups 2 Colors Printing on imported paper 75 grams Hi-Finish Indonesia size 17x27/4 printed on both side in shape of pads of 100 leaves each as per sample/specimen approved by the authority.	50000	Through Open Tender and as per guidelines envisaged in SPP rules 2010 (amended rules 2013)				
08.				8	<b>Examination Forms SSC Part-II (Class-X)</b> Different Groups 2 Colors Printing on imported paper 75 grams Hi-Finish Indonesia size 17x27/4 printed on both side in shape of pads of 100 leaves each as per sample/specimen approved by the authority.	50000 Nos.					
09.				9	<b>Examination Forms ATC/OTC/AMC &amp; C.T AGRO</b> Different Groups 2 Colors Printing on imported paper 75 grams Hi-Finish Indonesia size 17x27/4 printed on both side in shape of pads of 100 leaves each as per sample/specimen approved by the authority.	1500 Nos.					
10.				10	<b>Admission Slip SSC Part-I &amp; II</b> Different groups 2 colors printing on both sides on Hi-finish Indonesia 90 grams paper size 17x27/8 as per sample/specimen approved by the authority.	150000 Nos.					
11.				11	<b>Admission Slip HSC Part-I &amp; II</b> Different groups 2 colors printing on both sides on Hi-finish Indonesia 90 grams paper size 17x27/8 as per sample/specimen approved by the authority.	110000 Nos.					
	<b>Minor Head Printing of Answer Books, Supplements, Admission Forms &amp; Other Proformas etc.</b>										

  
**SECRETARY (ACTING)**  
 BOARD OF INTERMEDIATE & SECONDARY  
 EDUCATION HYDERABAD

# ANNUAL PROCUREMENT PLAN (NON-DEVELOPMENT/REVENUE WORKS) FINANCIAL YEAR 2016-2017

Serial #	Funds Head & Sub Head	Name of work	Allocated funds	Items to be executed	Quantity	Method of Procurement	Anticipated/ Actual date of Advertisement	Anticipated/ Actual date of Start	Anticipated/ Actual date of Completion	Remarks
12.	<b>Major Head Examination</b>	<b>Examination Material</b>	<b>26,000,000</b>	12	<b>Inner Cover 65 Micron Plastic Cover Theory (Black)</b> The material printed and supplied as per sample/specimen approved by the authorities.	60000 Nos.	Through Open Tender and as per guidelines envisaged in SPP rules 2010 (amended rules 2013)			
13.				13	<b>Outer Cover 65 Micron Plastic Cover Printed (Five Colors)</b> The material printed and supplied as per sample/specimen approved by the authorities.	50000 Nos.				
14.				14	<b>Proforma regarding Signature Sheet</b> Printed on 55 grams Hi-finish flying paper or equivalent size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	5000 Books				
15.				15	<b>Proforma regarding Invigilator's Report,</b> Printed on 55 grams Hi-finish flying paper or equivalent size 17x27/8 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	4000 Books				
16.				16	<b>Proforma regarding Appendix-C,</b> Printed on 55 grams Hi-finish flying paper or equivalent size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	1000 Books				
17.				17	<b>Proforma regarding Award List,</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	2000 Books				
				<b>Minor Head</b> Printing of Answer Books, Supplements, Admission Forms & Other Proformas etc.						

  
**SECRETARY (ACTING)**  
 BOARD OF INTERMEDIATE & SECONDARY  
 EDUCATION HYDERABAD



# ANNUAL PROCUREMENT PLAN (NON-DEVELOPMENT/REVENUE WORKS) FINANCIAL YEAR 2016-2017

Serial #	Funds Head & Sub Head	Name of work	Allocated funds	Items to be executed		Quantity	Method of Procurement	Anticipated/ Actual date of Advertisement	Anticipated/ Actual date of Start	Anticipated/ Actual date of Completion	Remarks
				Item No.	Description						
18.	<b>Major Head Examination</b>	<b>Examination Material</b>	<b>26,000,000</b>	18	<b>Proforma regarding Correction Letter Final</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	100 Books	Through Open Tender and as per guidelines envisaged in SPP rules 2010 (amended rules 2013)			After issue of Job order material will be supplied within the period of 30 days	
19.				19	<b>Proforma regarding Verification Letter</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books					
20.				20	<b>Proforma regarding Classified Income Register Sheet.</b> Printing on both side on Hi- finish Indonesia 90 gram paper size 17x27. The material printed and supplied as per sample/specimen approved by the authorities.	2,000 Nos. Sheets					
21.				21	<b>Proforma regarding Scrutinizer Report</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books					
22.				22	<b>Proforma regarding Daily Report for washing</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books					
	<b>Minor Head</b> Printing of Answer Books, Supplements, Admission Forms & Other Proformas etc.										



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# ANNUAL PROCUREMENT PLAN (NON-DEVELOPMENT/REVENUE WORKS) FINANCIAL YEAR 2016-2017

Serial #	Funds Head & Sub Head	Name of work	Allocated funds	Items to be executed		Quantity	Method of Procurement	Anticipated/ Actual date of Advertisement	Anticipated/ Actual date of Start	Anticipated/ Actual date of Completion	Remarks
				Item No.	Description						
23.	<b>Major Head Examination</b>	<b>Examination Material</b>	<b>26,000,000</b>	23	<b>Proforma regarding Coding Entry book for HSC/ SSC A/Suppl: Exam:</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books					
24.				24	<b>Proforma Letter regarding Centralized Assessment (SSC)</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books					
25.				25	<b>Proforma Letter regarding Centralized Assessment (HSC)</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books					
26.				26	<b>Proforma regarding Centralized Assessment Entry Book</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books					
27.				27	<b>Proforma regarding Entry Book for HSC/ SSC (Secret) Branch</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books					
	<b>Minor Head</b> Printing of Answer Books, Supplements, Admission Forms & Other Proformas etc.										

  
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## ANNUAL PROCUREMENT PLAN (NON-DEVELOPMENT/REVENUE WORKS) FINANCIAL YEAR 2016-2017

Serial #	Funds Head & Sub Head	Name of work	Allocated funds	Items to be executed		Quantity	Method of Procurement	Anticipated/ Actual date of Advertisement	Anticipated/ Actual date of Start	Anticipated/ Actual date of Completion	Remarks	
				Item No.	Description							
28.	<b>Major Head Examination</b>	<b>Examination Material</b>	<b>26,000,000</b>	28	<b>File Cover Katcha Printed on 360 grams Card,</b> as per sample/specimen approved by the authorities.	5,000 Nos.	Through Open Tender and as per guidelines envisaged in SPP rules 2010 (amended rules 2013)			After issue of Job order material will be supplied within the period of 30 days		
29.				29	<b>File Cover Pacca (28oz) Board File Printing,</b> as per sample/specimen approved by the authorities.	10,000 Nos.						
30.				<b>Minor Head Printing of Answer Books, Supplements</b>	30	<b>Flap File 28oz Gatta (Printed),</b> as per sample/specimen approved by the authorities.						5,000 Nos.
31.				31	<b>Envelops Plastic Twelve Colour Size 12"x18"</b> The material printed and supplied as per sample/specimen approved by the authorities.	120000 Nos.						
32.				32	<b>Envelops (Copy Case) Printed, Khaki Colour Size 12 1/4 x 15 1/4.</b> The material printed and supplied as per sample/specimen approved by the authorities.	3000 Nos.						

  
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Serial #	Funds Head & Sub Head	Name of work	Allocated funds	Items to be executed		Quantity	Method of Procurement	Anticipated/ Actual date of Advertisement	Anticipated/ Actual date of Start	Anticipated/ Actual date of Completion	Remarks
				Item No.	Description						
33.	<b>Major Head Examination</b>	<b>Examination Material</b>	<b>26,000,000</b>	33	<b>Proforma regarding Stock Register Sheets</b> , Printing on imported paper 75 grams HI-Finish Indonesia Size 17 x 27 / 2 Printed on both side as per sample/specimen approved by the authorities	5000 Nos.	Through Open Tender and as per guidelines envisaged in SPP rules 2010 (amended rules 2013)			After issue of Job order material will be supplied within the period of 30 days	
34.				34	<b>Envelopes Size 11x5 on 75 gm Indonesia Paper with 4 Colour Printing</b> , The material printed and supplied as per sample/specimen approved by the authorities	1000 Nos.					
35.				35	<b>Envelopes Size 10x12 on 75 gm Indonesia Paper with 4 Colour Printing</b> , The material printed and supplied as per sample/specimen approved by the authorities	1000 Nos.					
36.				36	<b>Envelopes Size 12x15 on 75 gm Indonesia Paper with 4 Colour Printing</b> , The material printed and supplied as per sample/specimen approved by the authorities	1000 Nos.					



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Serial #	Funds Head & Sub Head	Name of work	Allocated funds	Items to be executed		Quantity	Method of Procurement	Anticipated/ Actual date of Advertisement	Anticipated/ Actual date of Start	Anticipated/ Actual date of Completion	Remarks	
				Item No.	Description							
37.	<b>Major Head Examination</b>	<b>Examination Material</b>	<b>300,000</b>	37	<b>Enrolment Forms SSC Part-I (Class-IX)</b> Different Groups 2 Colors Printing on imported paper 75 grams Hi-Finish Indonesia size 17x27/4 printed on both side in shape of pads of 100 leaves each as per sample/specimen approved by the authority.	30,000	Through Open Tender and as per guidelines envisaged in SPP rules 2010 (amended rules 2013)			After issue of Job order material will be supplied within the period of 30 days		
38.				38	<b>Enrolment Forms HSC Part-I (Class-XI)</b> Different Groups 2 Colors Printing on imported paper 75 grams Hi-Finish Indonesia size 17x27/4 printed on both side in shape of pads of 100 leaves each as per sample/specimen approved by the authority.	25,000						
39.				<b>Minor Head Printing of Answer Books, Supplements</b>	39	<b>Enrolment/Registration Card SSC Part-I</b> Different groups 2 colors printing on both sides on Hi-finish Indonesia 90 grams paper size 17x27/8 as per sample/specimen approved by the authority.						75000 Nos.
40.					40	<b>Enrolment/Registration Card HSC Part-I</b> Different groups 2 colors printing on both sides on Hi-finish Indonesia 90 grams paper size 17x27/8 as per sample/specimen approved by the authority.						55000 Nos.
41.	<b>Minor Head Stationery</b>		3,500,000	41	<b>Cloth Bags Ready Bafta Super Quality Size 21"x27" 02 Colour</b> The material supplied as per sample/specimen approved by the authorities	10000 Nos.						
42.	<b>Minor Head Remuneration for doing confidential work</b>		58,000,000	42	<b>Duplicating Paper Rim Legal Size 60 grams (White) Containing 400 Sheets.</b> The material supplied as per sample/specimen approved by the authorities	15000 Rims						

  
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Serial #	Funds Head & Sub Head	Name of work	Allocated funds	Items to be executed		Quantity	Method of Procurement	Anticipated/ Actual date of Advertisement	Anticipated / Actual date of Start	Anticipated/ Actual date of Completion	Remarks
				Item No.	Description						
43.	<b>Major Head Examination</b>	<b>Examination Material</b>	<b>2,000,000</b>	43	Paper Box Printed Ledger Proforma of SSC Part-I (70 grams) (2000 sheets in each box)						
				(a)	Science Group	15x11 One Paper (Imported)	03 Boxes				
44.				44	Paper Box Printed Ledger Proforma of SSC Part-II (70 grams) (2000 sheets in each box)						
	(a)			Science Group	15x11 One Paper (Imported)	03 Boxes					
45.	<b>Minor Head Computer Stationery</b>				45	Paper Box Printed Ledger Proforma of HSC Part-I (70 grams) (2000 sheets in each box)			Through Open Tender and as per guidelines envisaged in SPP rules 2010 (amended rules 2013)		After issue of Job order material will be supplied within the period of 30 days
				(a)	Science Group (Pre-Engineering)	15x11 One Paper (Imported)	02 Boxes				
				(b)	Science Group (Pre-Medical)	15x11 One Paper (Imported)	02 Boxes				
46.					46	Paper Box Printed Ledger Proforma of HSC Part-II (70 grams) (2000 sheets in each box)					
				(a)	Science Group (Pre-Medical)	15x11 One Paper (Imported)	02 Boxes				
47.				47	Paper Box Plain 70 grams (2000 Sheets)	15x11 One Part (Imported)	05 Boxes				
48.		48	Paper Box Plain 70 grams (2000 Sheets)	09x11 One Part (Imported)	05 Boxes						
49.		49	Paper Box Plain 56 grams (4000 Sheets)	09x11 Two Part (Imported)	05 Boxes						
50.		50	Paper Box Plain 70 grams (2000 Sheets)	15x11 Two Part (Imported)	05 Boxes						

  
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## ANNUAL PROCUREMENT PLAN (DEVELOPMENT WORKS) FINANCIAL YEAR 2016-2017

Serial #	Funds Head & Sub Head	Name of work	Allocated funds	Items to be executed		Quantity	Method of Procurement	Anticipated/ Actual date of Advertisement	Anticipated/ Actual date of Start	Anticipated/ Actual date of Completion	Remarks	
				Item No.	Description							
51.	<b>Major Head Capital</b>	<b>Capital</b>	<b>8,000,000</b>	1	Computer System Core (i3) Complete Set (DELL)	4GB Ram 1 TB Hard Disk DVD Writer	10 Nos.	Through Open Tender and as per guidelines envisaged in SPP rules 2010 (amended rules 2013)				
52.				2	Lap Top Core (i3) Dell Model 3558	4 GB Ram 500 GB Hard disk DVD R/W LED 15.6 "	15 Nos.					
53.	<b>Minor Head Purchase of Computer / Copy Printer / Photostat// Scanner &amp; Printers</b>			3	Printer	Printronix Line Printer (500 LPM)	01 No.					Through Direct Procurement (being proprietary item) as per guidelines envisaged in SPP rules 2010 (amended rules 2013)
54.				4	Scanner	Hp Laser Jet 600m 603DN or Higher HP 300 Scan jet 1 year warranty	01 No. 06 Nos.					Through Open Tender and as per guidelines envisaged in SPP rules 2010 (amended rules 2013)
55.				5	WIFI Lane Card	Link System	20 Nos.					
56.				6	Copy Printer	<b>Model: SF-5130 (RISO)</b> <ul style="list-style-type: none"> <li>• Built-in PC Interface</li> <li>• Legal Size</li> <li>• 130 PPM</li> <li>• Direct USB Printing</li> <li>• Quick Master Making Mode</li> <li>• LCD Display</li> <li>• Riso Console- Product, Consumables, and System Information can be checked on PC</li> <li>• Improved 300 x 600 dpi printing</li> <li>• Improved scanting quality</li> <li>• 50 to 200% Zoom parameters.</li> </ul> Or Equivalent	06 Nos.					

  
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## ANNUAL PROCUREMENT PLAN (DEVELOPMENT WORKS) FINANCIAL YEAR 2016-2017

Serial #	Funds Head & Sub Head	Name of work	Allocated funds	Items to be executed		Quantity	Method of Procurement	Anticipated/ Actual date of Advertisement	Anticipated/ Actual date of Start	Anticipated/ Actual date of Completion	Remarks
				Item No	Description						
57.	Major Head Capital	Capital	8,000,000	7	Photo Copier Model: 2303A TOSHIBA (Or Equivalent ) GENERAL SPECIFICATION Print & Copy Speed 23cmp Warm-up Time Approx: 18 seconds Paper Size & Weight Drawer: A3/A5-R (64-80gsm) Paper Capacity Drawer: 250 sheets Stack Feed Bypass: 100 sheets Max Paper Capacity 600 sheets Paper Exit Face down / inner exit 100 sheets Processor ARM9 360MHz Memory 512 MB Dimensions W575 x D540 x H402 (mm) Weight (Approx) 27kg Power Consumption 1.5kw (220-240V) Operation Noise 64.75dB(A) Special Feature Auto Sleep Mode. Auto Energy Saver	02 Nos.	Through Open Tender and as per guidelines envisaged in SPP rules 2010 (amended rules 2013)			After issue of Job order material will be supplied within the period of 15 days	
58.	Minor Head Purchase of Computer / Copy Printer / Photostat/ Scanner & Printers			8	Riso Collator Specification Model: TC-7100 (Or Equivalent)	01 No.					
					Number of bins 10 bins Papers size Maximum 328 x 489 mm (12.9" x 18.5") Minimum 95 x 150mm (3.8" x 5.9") Paper weight 52 gsm (14-lb bond) to 157 gsm (87-lb index)*1 Bin capacity 28 mm, 350 sheets of 64 gsm (17lb bond) paper Collating speed 2 levels (70 or 40 sets per minute for A4 long-edge feeding) Stacking mode Off-set Stacking or Straight Job mode Normal mode / Alternate mode / Insert mode/ Repeat mode Detecting functions Empty feed, No paper, Paper jam, Double feed, Receiving tray full paper eject jam, Back door open, Option error Operation panel 4 digits LED counter Receiving tray capacity 75mm Power source 100/240V AC, 50/60Hz<2.0-1.2A> Power consumption Maximum: 120W Dimensions (WxDxH) 690mm x 540mm x 1,060mm (27.1" x21.3" x41.8") Dimensions (WxDxH) with anti- fall plate 885mm x 540mm x 1,060mm (34.9" x 21.3" x 41.8") Weight 79.7kg (175.7lb)						

  
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Serial #	Funds Head & Sub Head	Name of work	Allocated funds	Items to be executed		Quantity	Method of Procurement	Anticipated/ Actual date of Advertisement	Anticipated/ Actual date of Start	Anticipated/ Actual date of Completion	Remarks
				Item No	Description						
59.	Major Head Capital		80,00,000	9	Ink Tube/Bottle	For Copy Printer (RISO) or Equivalent	300 Nos.	Through Open Tender and as per guidelines envisaged in SPP rules 2010 (amended rules 2013)		After issue of Job order material will be supplied within the period of 15 days	
60.	Minor Head Purchase of Computer etc			10	Master Roll	For Copy Printer (RISO) or Equivalent	10 Nos.				
61.				11	LED Monitor	32" Samsung	03 Nos.				
62.	Major Head Capital  Minor Head Purchase of Heavy Duty Diesel Generator	Capital	40,00,000	1.	Diesel Generator 100 KV  Supply and Installation of diesel generating set having prime rating 100KVA, 400 Volts, 50Hz, 1500rpm, 04 cylinder in Line, with diesel engine (Perkins / Caterpillar / Cummins) and alternator (Leroy Somer / Marelli, Meccalte) Alternator, insulation class H, stator 2/3 pitch, designed brushless single bearing, self-excited, 0.8 power factor, water cooled, turbo charged, Electronic governor. Generator set should be equipped with power command control panel.		01 No.	Through direct procurement being Proprietary item and as per guidelines envisaged in SPP rules 2010 (amended rules 2013)		After issue of Job order material will be supplied within the period of 15 days	

  
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## ANNUAL PROCUREMENT PLAN (DEVELOPMENT WORKS) FINANCIAL YEAR 2016-2017

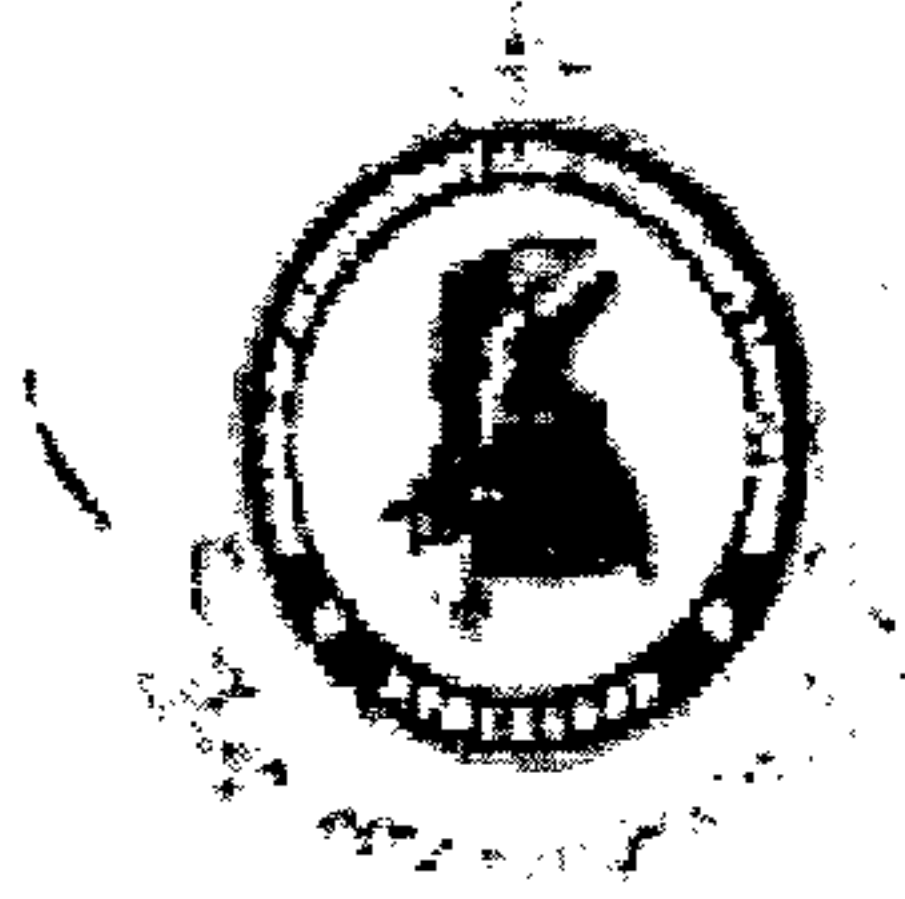
Serial #	Funds Head & Sub Head	Name of work	Allocated funds	Items to be executed		Quantity	Method of Procurement	Anticipated/ Actual date of Advertisement	Anticipated/ Actual date of Start	Anticipated/ Actual date of Completion	Remarks
				Item No.	Description						
	<b>Major Head Capital</b>	<b>Capital</b>	<b>40,00,000</b>	2.	ELECTRICAL ACCESSORIES		Through direct procurement being Proprietary item and as per guidelines envisaged in SPP rules 2010 (amended rules 2013)				
	<b>Minor Head Purchase of Heavy Duty Diesel Generator</b>			I.	Providing Fixing sound proof canopy for 100 KVA Generator	01 No.					
				II.	Providing Fixing ATS / AMF Panel 200 Amps with Battery Charger	01 No					
				III.	Providing 7 Laying PVC insulated with 4 core copper conductor 95mm <sup>2</sup> with allied material (Pakistan Cable) (as per site requirement)	Meter					
				IV.	Making of Earth pit for the neutral & body of Genset Rod Type, Manual Boring upto 15 feet	02 Nos.					After issue of Job order material will be supplied within the period of 15 days
				V.	Control Cable 4 core, 2.5mm <sup>2</sup> (as per site requirement)	Meter					
				VI.	Earth Continuity Wire, 1 Core, 25mm <sup>2</sup> (as per site requirement)	Meter					
				VII.	Transportation Charges up to BISE, Hyderabad Rs. _____	01 Fare					
				VIII.	Making Foundation 6 x 8	01 No.					
				IX.	Installation, testing and commissioning charges of Diesel generating set and ATS Panel at site Rs. _____	Once Charge					

*Subhetti*

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**HYDERABAD SINDH**

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**BIDDING DOCUMENT**

FOR THE YEAR 2016-2017

Tender Reference No. BISE/Gen: Store/16/-212 Dated 16-12-2016

For Procurement of

**COMPUTERS, COPY PRINTERS, PHOTOCOPIERS AND  
OTHER EQUIPMENTS**

Tender issued to M/s \_\_\_\_\_

The deadline for submission is 05 January 2017 at 12:00 Noon  
Tender (Technical Envelops only) will be opened on the same day at 12:30 Pm

<b>Salient Features / Terms &amp; Conditions of the Tender</b>		
1	Name of Work & Address	Providing Computers, Copy Printers, Photocopiers and Other Equipments.
2	Date & Time of Tender documents issuance	21/12/2016 to 04/01/2017 Between 10:00 a.m. to 05:00 p.m and 05/01/2017 up to 10:00 a.m.
3	Place of tender issuance	Office of the Secretary Board of Intermediate & Secondary Education, Hyderabad
4	Method of Opening of Tender	It will be "Single Stage - Two Envelopes" procedure as per Sindh Public Procurement Rules 2010 (Amended 2013)
5	Date & Time of Tender submission	05/01/2017 up to 12:00 Noon
6	Date & Time of Tender Opening (Technical Proposals)	05/01/2017 @ 12:30 pm
7	Date & Time of Tender Opening (Financial Proposals)	It shall be informed in writing to the technically qualified bidders
8	Venue of submission & Opening of Tenders	Committee Room of the Board of Intermediate & Secondary Education, Hyderabad
9	Validity of Tenders	As per SPPRA Rules 2010 (Amended 2013)
10	Amount of Bid Security / Earnest Money	@ 5% of the Bid Price in shape of Pay Order of Bank Draft in favor of Secretary BISE, Hyderabad
11	Time Period Allowed for Providing of Services	Within 15 days of the Contract Awarded
12	Contract Agreement	The successful firm shall enter and execute a formal agreement as per the format annexed with such modifications as may be necessary by the Secretary BISE, Hyderabad
13	Stamp duty requirement	0.30% of the Contract Value or as prescribed by the relevant Government Laws
14	Terms of Payment to Firm	After completion of job, payment will be made to the supplier on submission of bill alongwith, Delivery Challans, inspection report and clearance Certificate issued by the Superintendent Examination Store assuring Quality / Quantity of purchased material by the internal relevant committee.

15	Release of Bid Security	The bid security shall be released to the unsuccessful bidders as and when the work is awarded. To the successful bidder the Bid Security shall be released after acceptance of work order furnishing of Performance Security and signing of formal agreement
16	Performance Security	Performance Security shall be furnished @ 5% of contract value in shape of two pay orders (2.5% each). Which will be released as per item 17. (Bank Guarantee of equal amount from a scheduled bank in Pakistan will also be acceptable
17	Release of Performance Security	After completion of maintenance of Defect Liability period of 0 months as under: After satisfactory completion of maintenance period of Three Months 2.5% and after satisfactory completion of maintenance period of Six Months 2.5%
18	Variation in Contract Prices	No variation in price shall be allowed on any grounds including currency fluctuation / various or whatsoever.
19	Discrepancy	If there is any discrepancy between Salient Features of tender / Bidding Documents and respective contents mentioned elsewhere. Salient Features / Terms & Conditions and Additional Terms & Conditions of Tender will be govern.
20	Taxes	As per government rules and prevailing rates
21	Liquidity Damages	If the successful bidder fails to provide the satisfactory services within the stipulated period, the liquidity damages shall be imposed as per SPPRA Rules 2010 (Amended 2013)

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**BOARD OF INTERMEDIATE AND SECONDARY EDUCATION, HYDERABAD SINDH**

***Excellence-Equity-Empathy***

NO. BISE/GEN-STORE:-

DATED: \_\_\_\_\_

**NOTICE INVITING TENDER**

Sealed bids are invited from the firms registered with Tax Authorities for the supply of following items as per detailed specifications / specimen mentioned in the tender documents.

- i. Examination Printing Material / Stationery / Computer Papers etc.
- ii. Computers, Copy Printers, Photocopiers and Other Equipments
- iii. Diesel Generator of 100 KV

The bidding documents for each category can be collected from the office of the Secretary, Board of Intermediate & Secondary Education, Hyderabad from \_\_\_\_12.2016 to \_\_\_\_12.2016 at 10:00 am on depositing fee of Rs. 2000/- (non-refunded) for each tender in shape of Bank Draft / Pay Order or can be downloaded from BISE, Hyderabad & SPPRA Website.

The completed bid documents shall be received back on \_\_\_\_12.2016 at 12:00 noon. The Technical Bids will be opened on the same day at 12:30 pm in the presence of Procurement Committee and the bidders or their authorized representatives who wish to be present there.

The bid security amounting to 5% of the bid price should be submitted along with Financial Bid in shape of Pay Order in favour of The Secretary Board of Intermediate & Secondary Education, Hyderabad which shall be opened after the evaluation and approval of the Technical Proposals. Any conditional bid and bid without security shall not be considered.

The Bid Security shall be forfeited to the Board, if the bidder withdraws his / her bid after opening and before the expiry of the bid validity period or fails to sign the contract if the bid is accepted.

The Procuring Agency may reject all or any Bid at any time prior to the acceptance of the Bid, subject to the relevant provisions of SPPRA Rules, 2010 (Amended 2013).

For further details please contact Mr. Uzair Ahmed, Assistant Secretary Establishment, BISE, Hyderabad (Mobile Phone # 0345-3577204).

**SECRETARY**

BOARD OF INTERMEDIATE & SECONDARY EDUCATION, UNIT NO. 9 LATIFABAD, HYDERABAD SINDH  
PHONE: 022-9260281-2 Website: www.biseh.edu.pk



## 1.1 INTRODUCTION

The Board of Intermediate & Secondary Education Hyderabad intends to purchase Computers, Copy Printers, Photocopiers & Other Equipments etc. for the financial year 2016-17 from eligible bidders through open tenders bidding process under SPPRA 2010 (Amended in 2013) as provided in rule # 46 (2) Single stage – two envelopes shall comprise a single package containing two separate envelopes (a) Each envelope shall contain separately the financial proposal and the technical proposal; (b) Envelops shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion; (c) Initially, only the envelope marked “TECHNICAL PROPOSAL” will be opened; (d) Envelope marked as “FINANCIAL PROPOSAL” will be retained in the custody of BISE Hyderabad without being opened and it will be opened in presence of bidders who stand qualified in the Technical evaluation, for which date, time and venue will be communicated to the bidders in advance

The BISE Hyderabad requires to complete the work within 15 days from the date of signing of award contract, the bidding firm who may have capacity to complete the job within specified time frame may apply.

The complete set of Bidding Documents may be purchased by an interested eligible bidder on submission of a written application to the office given below and upon payment of a non-refundable fee of Rs. 2000/- (Rupees Two Thousand only). Bidders may acquire the Bidding Documents from the office of the Secretary, Board of Intermediate & Secondary Education Hyderabad during office working hours till \_\_\_\_ December 2016 by 10:00 am

All bids must be accompanied by a Bid Security equal to 5% of their quoted amount in the form of (pay order / demand draft) and must be delivered to the office of Secretary BISE Hyderabad at or before 12:00 noon, \_\_\_\_ December 2016 Bids will be opened at 12:30 pm on the same day in the presence of bidders, representative who choose to attend, in the Committee Room of BISE Hyderabad.

Details/specifications of items given in Section 4. Responding Organizations should quote for whole/partial items, depending upon nature of goods in each category subject to meet requirement of procurement agency i.e. BISE, Hyderabad will be considered.

The BISE Hyderabad reserves the right of awarding of tender for one or more category after opening of financial proposals. Interested bidders are required to submit their bid proposal strictly as per SCOPE OF WORK (Section-4) and in the light of instructions as laid in this bid document.

## 1.2 Preparation of Proposal

### 1.2.1 Technical Proposal

1. While preparing Technical Proposal Bidding firm(s) are expected to examine the documents comprising this invitation in detail, as material deficiencies in providing the information requested may result in rejection of the proposal.
2. The Technical Proposal should provide the information as mentioned in Section # 2.
3. To establish the conformity of the items required through this TENDER Document, the bidder shall furnish as part of its Technical Proposal, a detailed description of the Bidder's proposed items conforming in all material aspects with the Technical Requirements both overall as well as in regards to the performance of each proposed item.
4. Please note that the technical proposal shall not include any financial information.

### 1.2.2 Financial Proposal

1. While preparing the financial proposal, bidders(s) are expected to take into account the requirement and conditions of the invitation documents. The Financial proposal should follow instructions as mentioned in section 3. It should provide lump sum costs associated with the assignment and all other out of pocket expenses.
2. The Data sheet shows validity of bid up to 45 days. The BISE will make its best effort to complete technical clarification (if needed) within this period. Proposal validity may be extended with mutual consent.
3. Rates should be inclusive of all government taxes/levies such as Income Tax, GST, FED, Stamp Duty Excise or what so ever may be in practice, and will be borne by the bidders in all aspect.

## 1.3 Bid Price / Payment

1. This Documents showing itemized list along with specifications, quantity and detailed terms and conditions for bidding is available on provision of Rs. 2000/- Bank DD/PO/Bank Challan in favour of Secretary BISE, on any working day during office hours.
2. All payments will be made in Pak Rupees.
3. The prices charged by the successful bidder for the required items along with accessories and associated services shall not vary from the prices as quoted in the financial proposal.
4. Payment will be made after deliveries of material at consignee end, Installation, completion and inspection certificate for Quality/Quantity issued by the Inspection Committee of BISE Hyderabad.

## 1.4 Cost of Bidding

The bidder shall bear all costs associated with the preparation and submission of bid and BISE will in no case be responsible or liable for those costs, regardless of the outcome of the bidding process.

## **1.5 Language of Bidding**

The bid must be prepared and submitted in English language. Supporting documents and printed literature furnished by the bidder with the bid may be in another language as long as they are accompanied by an English translation of the pertinent passages. For the purpose of interpretation of the Bid, English language shall prevail.

## **1.6 Confidentiality**

- 1) Information relating to the evaluation of proposals and recommendations concerning award shall not be disclosed to the bidders(s) who submitted the proposals or to other persons not officially concerned with the process, until the award of Contract is notified to the successful firm(s).
- 2) Information related to the examination evaluation, comparison and post qualification of Proposals, and recommendation of contract award, shall not be disclosed to Bidders or any other persons.
- 3) Any attempt by a Bidder to influence BISE in the examination, evaluation, comparison, and post-qualification of the Proposals or Contract award decisions will result in the rejection of its proposals.
- 4) The bidder must provide an undertaking on judicial paper stating to maintain confidentiality and binding that the documents provided under this bid are correct and can be verified from concerned authorities.

### **1.6.1 Use of Documents and Information by external & internal Audit.**

The Bidder shall permit BISE Hyderabad to inspect their accounts and records relating to the performance of the supplier and to have them audited by auditors appointed by the BISE, if so required by the BISE can directly contact the references given in the technical requirement as a part of TENDER DOCUMENTS to verify the bidder's technical reasons supporting compliance.

## **1.7 Bid Validity**

- 1) Bid shall remain valid and open for acceptance for a period of 45 days from the specified date of tender opening.
- 2) In exceptional circumstances prior to expiry of the original bid validity period, the bidder may be requested in writing for an extension of the period of validity. A bidder agreeing to such request will not be permitted to modify his bid. A bidder not agreeing to such request may be withdrawn at the discretion of BISE Hyderabad.

## **1.8 Amendment of Bidding Documents**

- 1) At any time prior to the deadline for submission of Bids, BISE Hyderabad may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder can modify the Bidding Documents by making essential amendment.
- 2) The amendment shall be the part of the Bidding Documents, and will be notified in writing through fax or letter by courier of shall be made available on the BISE's website [www.biseh.edu.pk](http://www.biseh.edu.pk) to all prospective bidders who have received the Bidding Documents.



## 1.9 Clarification(s)/ Queries of Tender

- 1) The bidders are expected to carefully examine all instructions, forms and specification in the Bidding Documents. Any Bidder in doubt as to the exact meaning or interpretation of any part of the Bidding Documents should immediately seek clarification in writing from the Secretary BISE, Hyderabad.
- 2) Requests for all clarifications in regard to the given specifications or other information contained in Tender Documents should come either through E-mail/Fax or Courier to the Secretary BISE Hyderabad. Telephone enquiries may not be entertained.

## 1.10 Contradictions, Obscurities and Omissions:

The Bidder should likewise notify to the above of any contradictions, obscurities and omissions in the Bidding Documents if clarification of these is necessary for the clear understanding of the documents and for preparation of the Bid. Such enquires must reach to the Secretary atleast 05 calendar days prior to the date of opening of bid.

## 1.11 Inspection

- a) The inspection will be carried on the material by representatives of the BISE Hyderabad (Inspection Committee) upon arrival of material at BISE Stores Hyderabad. It is Bidders responsibility to ensure quality, quantity, correctness and adherence to the Specifications etc. any deviation will be rejected and the supplying firm will be solely responsible for it.
- b) The inspection report, which, inter-alia, should indicate the condition, Quality as approved in inspection, quantity etc. for the items received at stores, shall be signed by the inspection committee.
- c) Taking Over: Upon receipt of the material in the stores of BISE Hyderabad and after inspection, the Superintendent Examination Store of BISE Hyderabad will issue a taking-over certificate in respect of those items of Stores which are received in acceptable condition.

## 1.12 Installation and Demonstration

### a) Installation

- i) After inspection and taking over of the Stores, as stated above, the Contractor shall install those items of Stores which are to be permanently positioned in place in the sections of the BISE Hyderabad. For this purpose, the Contractor shall coordinate with the Secretary BISE Hyderabad, for making arrangements for proper installation.

## 1.13 Completion Certificate

After completion of the installation and demonstration, as stated above, a certificate is to be obtained by the Contractor from the Secretary BISE Hyderabad stating that the Stores (item-wise) have been satisfactorily installed and demonstrated by the Contractor.

## 1.14 Breach of Contract

In case of breach of warranty / guarantee or Contract, the damages suffered by the BISE Hyderabad shall be recovered from the Contractor out of any payment due to the Contractor and / or in accordance with the terms and conditions of the Contract Security / Performance Bond, without notice to the Contractor.

## 1.15 Contractor's Default Liability

- a) The BISE Hyderabad may upon written notice of default to the Contractor terminate the Contract in the circumstances detailed hereunder:-
  - i) If in the judgment of the BISE Hyderabad, the Contractor fails to make delivery of the stores within the time specified in the Contract Agreement or within the period for which extension has been granted by the BISE; and
  - ii) If, in the judgment of the BISE Hyderabad, the Contractor fails to comply with any of the other provisions of the Contract.
- b) In the event the BISE Hyderabad terminates the Contracts, in whole or in part, as provided in above, the BISE Hyderabad reserves the right to purchase, on such terms and the conditions as it may deem appropriate, stores similar to the one terminated, and the Contractor will be liable to the BISE Hyderabad for any additional costs for such similar stores, and / or for liquidated damages for delay, as defined in Clause 1.18 (c) of the Conditions of Contract until such reasonable time as may be required for the final supply of the Stores.
- c) If the Contract is terminated, as provided in above, the BISE, in addition to any other rights provided in this Clause, may require the Contractor to transfer title and deliver to the BISE Hyderabad under any of the following cases in the manner and as directed by the BISE Hyderabad.

Any completed Stores; and  
Such partially completed Stores, drawings, information and contract right (hereinafter called manufacturing material) as the Contractor has specifically produced or acquired for the performance of such parts of the Contract as has been terminated.
- d) The BISE Hyderabad will pay to the Contractor the Contract Price for the completed Stores delivered to and accepted by the BISE Hyderabad and also for the manufacturing materials delivered and accepted.
- e) In the event the BISE Hyderabad does not terminate the Contract, as provided above, the Contractor shall continue with the performance of his / her Contract, in which case the Contractor shall be liable to the BISE Hyderabad for liquidated damages for delay as set out in Clause 1.18(c) until the Stores are accepted.

## 1.16 Partial Shipments

- a) The BISE accepts partial shipments and also allows partial payments subject to pre-information and agreement, by observing other terms and condition laid down in the contract agreement.



- b) In the event any portion of the Stores supplied by the Contractor is found defective in material or workmanship, or otherwise not in conformity with the requirements of the Contractor, the BISE Hyderabad shall have the right to reject or require, in writing rectification of the Stores. In the latter case, the Contractor shall with utmost diligence, and at his own expense, make good the defects so specified or replace the defective Stores. If the Contractor fails to rectify or replace the rejected Stores, the BISE Hyderabad may adopt any of the following options.
- i) Replace or Rectify, at its option, such defective Stores and charge to the Contractor the excess cost occasioned to the BISE Hyderabad plus (15%) fifteen percent; or
  - ii) Acquire the said Stores at a reduced price considered equitable under the circumstances; or
  - iii) Terminate the Contract.

### **1.17 Extension of Time**

If the completion of the Contract is delayed due to reason beyond the control of the Contractor, the Contractor shall without delay request the BISE Hyderabad, in writing, of his claim for an extension of time. The BISE Hyderabad on receipt of such request may agree to extend the completion date as may be reasonable in the circumstances of the case but without prejudice to other terms and conditions of the Contract.

### **1.18 Delay In Delivery – Liquidated Damages**

- a) **Delivery plan:** The Responding Organization shall provide a detailed delivery, installation and configuration plan. Bidder should provide the life line, which should describe exactly what and how material will be delivered, installed and configured. Delivery plan should not be in generic terms but should be specific to this assignment. Activities schedule should be in tabular form mentioning names of tasks, sub tasks, start date, finish date resources and milestones will also be appreciated.
- b) Should the progress of the Contract at any time be lagging behind the program agreed between the BISE Hyderabad and the Contractor, the BISE Hyderabad will notify the Contractor in writing and the Contractor shall there upon take such steps as he/she may deem fit to expedite the progress of the Contract. Non-issuance of this notice by the BISE Hyderabad shall not in any way absolve the Contractor of the liquidated damages as stated in below section (1.18(b)).
- c) If the Contractor fails to complete the Contract, in full or part, within the time laid down in the Contract Agreement or any extension thereof, there shall be deduction from the Contract Price, as liquidated damages, a sum of one half of one percent (0.5%) of the Contract price of each unit of the delayed Stores for each calendar week of delay subject to the maximum of five percent (5%) of the Contract Price of the unit or units so delayed, and such deduction shall be in full satisfaction of the Contractor's liability for the said failure.

### **1.19 Post Development Support & Services or Warranty**

Bidder is required to provide support services till 30 days from the date of supply, in this regard an under-lacking on company letter head is required to be submitted along with the technical proposal.

## 1.20 Training

The bidder should provide a comprehensive training plan which should be flexible to cater to the current requirements. It should encompass all ranges of users i.e. functional, operational and managerial etc. Training Documents such as schedules, training material must be provided with the technical proposal.

## 1.21 Signing of Contract

Within (10) working days after notification to the successful bidder regarding acceptance of his bid and submission of 10% Contract Security in shape of DD/Pay order or Bank Guarantee, the contract incorporating all agreements between the parties will be signed. The Contract agreement will be affixed with revenue stamps @ 0.3% of contract value as per stamp act. For sample of agreement refer to page No. 21.

## 2. TECHNICAL PROPOSAL

2.1 Covering Letter sample for submission of Technical Proposal attached at end.

### 2.2 Eligibility Criteria

1. This set of bid documents has been prepared under guidelines as laid down in SPPRA Rules 2010 (amended 2013) and provide a clear basis upon which tenderers will be evaluated, following an objective process based on fair and transparent criteria. However the tenderers should submit relevant information clearly and follow instructions to submit their relevant documentary proofs in proper order as defined herein and should not defer, so that it should not impose an excessive burden of preparation or paperwork.
2. Firms would be denied who do not meet the specified criteria. Thus, those who prepare documentation for this bid are responsible for ensuring that the criteria are drawn in accordance with the appropriate needs of the tender and that the criteria are sufficiently stringent to assure that only properly qualified firms are included in the final list.
3. The BISE Hyderabad will not accept "blacklisted" contractors or suppliers. In principle, the tenderers should submit an affidavit on judicial paper stating that their firm is not black-listed or is not involved in any of litigation with any government, semi government or private institutions.
4. The Tendering process invites maximum number of firms to participate and meet the pre-requisite requirements laid down in this bid document.
5. Bidding is open to the contractors, suppliers and joint ventures from within the country or abroad who full fill the requirement of this tender.
6. Where a firm, its affiliates or parent company, in addition to consulting also has the capability to fulfill the requirement as laid by BISE, can also apply.

### 2.3 Evaluation Criteria

The clear statement/criteria for the eligibility requirements are given in following table. Applicants who wish to apply for participating in this tendering process may prepare their profile exactly in-accordance of the criteria set herein.

There will be three stages of evaluation

- a) Bidding Firm's evaluation
- b) Evaluation of specifications goods offered by the bidder.
- c) Evaluation price offered by the bidding firm.
- d) Weightage score (from a to c) high scores taker will be ranked as best evaluated cost.
- e) The evaluation will be carried out under the weighted formula of least cost.
- f) all bids will be weighted and their results will be announced on website, under intimation to the concerned bidder.

## BIDDING FIRM QUALIFICATION / ELIGIBILITY CRITERIA FOR Computers, Copy Printers, Photocopiers & Other Equipments

Category.	DESCRIPTION	Remarks																								
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Bidders will be qualified who will stand as QUALIFIED atleast in 04 Categories. Bidder will be disqualified if it is found DISQUALIFIED in more than (01) Category



### 3. FINANCIAL PROPOSAL

Financial Proposals of only the technically qualified bidders should be opened and, evaluated/ compared on the following basis:-

- 1) The financial proposals shall first be checked for any error of computation and arithmetic errors will be corrected.
- 2) If a bidder does not accept the correction of errors, its bid will be rejected and its bid security may be forfeited.
- 3) Items and Services that are required but have been left out or are necessary to correct minor deviations of the proposal will be added to the total proposal price using cost taken from the highest prices from other responsive proposals for the same item and Services, or in the absence of such information the cost will be estimated at prevailing list prices.
- 4) For the purpose of evaluation equal cost of the item / category (as the case may be will be considered) as prescribed at 1-1 comparison of bids, total lump sum cost will be considered of each category.
- 5) Total evaluated financial cost of each responsive bidder shall be the basis of merit ranking of the Financial Proposal of the bid.

#### Evaluation of Financial Proposals Offered by the Bidding Firm

After qualifying first stage of technical bid proposals of the bidders, the financial proposal of the same qualified bidders will be opened in the presence of evaluation committee as well as concerned bidders (if participates), however the financial proposal of the disqualifying bidders will be returned duly untouched through courier.

#### METHOD OF AWARDING OF CONTRACT

Under SPPRA Rule No. 49 the bidders who qualify technically with the lowest evaluated cost but not necessarily the lowest submitted price shall be awarded the procurement contract.



- a. The Evaluation / Procurement Committee of BISE Hyderabad on the parameters given in the tender appendixes will make technical evaluation. Rating for the technical evaluation will be as per format given as above. The evaluation shall be on the basis of bidder's responsiveness to the Terms of Reference. The BISE Hyderabad will apply an evaluation criteria and point of system to evaluating the bids technically. A proposal shall be rejected at this stage if it does not respond to the important aspects of the Terms of Reference.
- b. The BISE will notify the bidding firm of rejection of their technical proposal indicating reasons that their financial proposal if any will be returned unopened after completing the selection process.
- c. The BISE Hyderabad will notify in writing to the firm(s) qualifying for technical score, and indicate the date, time and address for opening of financial proposal. Same will also be published on BISE website.
- d. On opening the financial proposal i.e. in the presence of the bidding firm(s) representative who wish to attend, the BISE Hyderabad will announce the names of firms their technical scores and the amounts of their financial proposals.

The decision of the Procurement Committee of BISE Hyderabad will be binding on all Bidders

#### **1.2 Preparation of Results for successful Bidders:**

1. After technically qualified bidding firms having lowest evaluated cost will be treated as successful and first lowest bidder.
2. The decision of BISE, Hyderabad will be binding on all concerned and will in no case be challengeable at any forum.

---

Signature & Stamp of Bidder

## FORM OF TENDER

To be printed on the letter head of firm

Tender Reference No. \_\_\_\_\_ Dated: \_\_\_\_\_

Name of Contract: **Computers, Copy Printers, Photocopiers & Other Equipments**

The Secretary,  
Board of Intermediate & Secondary Education,  
Hyderabad

Dear Sir,

1. Having examined the Tender Documents including Instructions to Tenderers, Conditions of Contract, Specifications, Drawings, Schedule of Prices and Addenda Nos. \_\_\_\_\_ for the execution of the above-named Contract, we, the undersigned, being a company doing business under the name & Address \_\_\_\_\_ and being duly incorporated under the laws of Pakistan hereby offer to execute and complete such Contract and remedy and defects therein in conformity with the said Documents including Addenda thereto for the Total Tender Price of Rs. \_\_\_\_\_ (in figures and words) or such other sum as may be ascertained in accordance with said Documents.
2. We understand that all the Schedules attached hereto form part of this Tender.
3. As security for due performance of the undertakings and obligations of this Tender, we submit herewith a Bid Bond of Rs. \_\_\_\_\_ (in figures and words) drawn in favour of or made payable to BISE, and valid for a period of 30 days beyond the period of validity of this Tender.
4. We undertake, if our Tender is accepted, to complete the whole of the work comprised in the above-named Contract within \_\_\_\_\_ days.
5. We agree to abide by this Tender for the period of 30 days beyond the date of opening of the Tender, and it shall remain binding upon us and may be accepted at any time before the expiration of this period.
6. Unless and until a formal Contract Agreement is signed, this Tender, together with your acceptance thereof, shall constitute a binding contract between us.
7. We understand that you are not bound to accept the lowest or any tender you may receive.
8. We do hereby declare that this Tender is made without any collusion, comparison of figures or arrangement with any other persons making a Tender for the above-named contract.
9. We understand and agree that the final decision of BISE will be acceptable to us

A

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2016

Signature \_\_\_\_\_ in the capacity of \_\_\_\_\_ duly authorized.

## ARTICLES OF AGREEMENT

This agreement made this \_\_\_\_\_ day of \_\_\_\_\_ 2016, by and between the Board of Intermediate & Secondary Education Hyderabad, Sindh, including his successors in office and Assignees/ Agents, acting through the Secretary, hereinafter called the "BISE" of the one part.

AND M/s \_\_\_\_\_, located at \_\_\_\_\_, hereinafter called the "Contractor" which expression shall include their successors, legal representatives of the second part.

Whereas the BISE requires supply of \_\_\_\_\_ and whereas the Contractor has agreed to supply, install, put into operation and demonstrate the working of the said Equipment valued at Rs. \_\_\_\_\_ and words \_\_\_\_\_ in the period of 03 months, subject to the terms and conditions set forth, hereinafter, which have been accepted by the Contractor.

Now this agreement witness as follows:

1. In this agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents which, for the purpose of identification, have been signed by \_\_\_\_\_ on behalf of the Contractor, and by the Secretary on behalf of the BISE, all of \_\_\_\_\_ (name and designation of the authorized person)

Which shall be deemed to form and be read and construed as a part of this Agreement viz.?

- a) Articles of Agreement;
  - b) Instructions to Tenderers;
  - c) Conditions of Contract;
  - d) Contractor's Offer including the relevant correspondence prior to signing of this Agreement with all Annexures duly filled in.
  - e) The specifications of the equipment; and
  - f) Bill of Quantity with prices.
3. In consideration of the payment to be made to the Contractor, the Contractor hereby covenants with the BISE to supply, deliver, install, put into operation and demonstrate the working of the Equipment in conformity in all respects of the Contract & the order No. \_\_\_\_\_
  4. The BISE hereby covenants to pay the Contractor in consideration of the supply, delivery installation, putting into operation and demonstration of the working of the Equipment the contract price in the manner prescribed by the Contract and approved by the BISE.

In witness thereof the parties have hereunto set their respective hands and seals, the day, month and year first above written.

### WITNESSES

BISE \_\_\_\_\_

Contractor \_\_\_\_\_

Witness No. 1

Witness No. 1

Signature \_\_\_\_\_

Signature \_\_\_\_\_

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

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

Designation \_\_\_\_\_

Designation \_\_\_\_\_

Witness No. 2

Witness No. 2

Signature \_\_\_\_\_

Signature \_\_\_\_\_

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

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

Designation \_\_\_\_\_

Designation \_\_\_\_\_

**(INTEGRITY PACT)**

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

Contract No. \_\_\_\_\_ Dated: \_\_\_\_\_

Contract Value: \_\_\_\_\_

Contract Title: \_\_\_\_\_

\_\_\_\_\_ (Name of Contractor) hereby declares that it has not obtained or induced the procurement of any contracts, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative department or agency thereof or any other entity owned or controlled by GoS through any corrupt business practice.

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

(Name of Contractor) certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoS and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

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

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

Name of Procurement Agency: \_\_\_\_\_ Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

(Seal)

(Seal)



## COMPANY PROFILE

Legal Information	
Legally Registered Company Name	
Office Physical Address at Present:	
Office Address as declared to FBR	
Telephone / Fax Numbers (landline)	
Email Address & URL	
Name of Owner / Director with mobile Phone Number	
Name of Contact Person for BISE Hyderabad with Mobile NO.	
Changes in the Company, e.g. Past Name, Merger, Joint Venter etc. give details, Reference Numbers, and attach documentary evidence.	

General Information	
Year of Establishment:	Legal _____ Structure: _____
No. of Employee	_____ (E.g. Proprietorship, Partnership, Pvt. Ltd. Etc.)
If Proprietorship Firm then give the Name of Owner/Proprietor with CNIC Number.	
If Partnership Firm then give the Names of Partners & their CNIC #s and Percentage of Shares	
If Private Limited Firm then give the Name of Directors & their CNIC# and percentage of Shares	
Do you have Branches	Give addresses _____
No. of Staff in Branches	_____
Is your Office Owned	(If yes attach Photocopy of Property Documents)
Is your Office Rented	(If yes attach Photocopy of Tenancy Agreement)
What is the nature of your Primary Business	
What is the nature of your Secondary Business	
Do you have any Dealership/Agency from Foreign Manufacturer? If yes, provide name	

PAGE NO. 01 TO 04



**Financial Information**

Turnover in Last three years.	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:33%; text-align: center;">2013-2014</td> <td style="width:33%; text-align: center;">2014-2015</td> <td style="width:33%; text-align: center;">2015-2016</td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </table>	2013-2014	2014-2015	2015-2016																					
2013-2014	2014-2015	2015-2016																							
Bank Account Details which is declared in FBR	(Note: Provide Account Number, Title of Account, Bank Name, Branch & Attach Bank Certificate)																								
If Proprietorship Firm then give the Name of Owner/Proprietor with CNIC Number.	(Note: Provide Name of Owner/Proprietor, CNIC #, TOTAL CAPITAL INVESTMENT AMOUNT)																								
If Partnership Firm then give the Names of Partners & their CNIC #s and Percentage of Shares	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:5%;">S. #</th> <th style="width:65%;">Names of Partners</th> <th style="width:10%;">Share %</th> <th style="width:20%;">Capital /Investment in Rs.</th> </tr> </thead> <tbody> <tr><td>1</td><td></td><td></td><td></td></tr> <tr><td>2</td><td></td><td></td><td></td></tr> <tr><td>3</td><td></td><td></td><td></td></tr> <tr><td>4</td><td></td><td></td><td></td></tr> <tr><td>5</td><td></td><td></td><td></td></tr> </tbody> </table> <p>If there are more Partners, use Separate Page. <b>Note: (Attach copy of Partnership Deed)</b></p>	S. #	Names of Partners	Share %	Capital /Investment in Rs.	1				2				3				4				5			
S. #	Names of Partners	Share %	Capital /Investment in Rs.																						
1																									
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S. #	Names of Partners	Share %	Capital /Investment in Rs.																						
1																									
2																									
3																									
4																									
5																									

**Employees Information**

S.#	Name of Employee	Designation	CNIC #	Mobile Number	Responsibility
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					

Attach C.V's of staff members.

**You are buying inventory material from whom (give suppliers Information)**

S.#	Name of Supplier Contract Person's Name & Designation	Your business relation since dd / mm / yy	Phone & Mobile Number Email Address	What are you buying from them	Total amount of purchases in last one year (July 2015 to June 2016)
1					
2					
3					
4					
5					
6					

Only mention top six suppliers ( Use additional Page if required )

**You are Selling to whom (give your Customers information)**

S.#	Name of Customer	Contact Person Name & Designation	Phone & Mobile Number Email Address	What are you Selling to them	Total amount of Sales in last one year (July 2015 to June 2016)
1					
2					
3					
4					
5					
6					

Only mention top Six customers ( Use additional Page if required )

**PAGE NO. 03 TO 04**

**Logistic Information**

Sr. #	Facility	Number of Facilities	Address / Registration Number / Owned Or Rented.
1	Do you have Ware house		
2	Do you have Cars		
3	Do you have Bikes		
4	Do you have Vans		
5	Trucks		
6	Machinery Installed in your Workshop / or Premises		Give details of Machines, their purpose and production

**Legal Advisor's Information**

Sr. #	Name of Advisor / Firm	Advisor For	Address / Phone, Fax, Email and Advisor Since.
1		Audit Firm	
2		Legal Matters	

**Note: All above mentioned information shall be provided on company letter head and dully singed by the authorized person.**

PAGE NO. 04 TO 04



**BOARD OF INTERMEDIATE AND SECONDARY EDUCATION, HYDERABAD SINDH**  
*Excellence-Equity-Empathy*

**COMPUTERS, COPY PRINTERS, PHOTOCOPIERS AND  
OTHER EQUIPMENTS**

**TECHNICAL PROPOSAL**

**BOQ**

Date of submission of tender form up to 05 January 2017 at 12:00 Noon  
Opening of tenders on 05 January 2017 at 12:30 noon

Submitted by M/s \_\_\_\_\_

S. No.	ITEMS	CONFIGURATION	QUANTITY
1.	Computer System Core (i3) Complete Set (DELL)	4GB Ram 1 TB Hard Disk DVD Writer	10 Nos.
2.	Lap Top Core (i3)	DELL Complete Set	15 Nos.
3.	Printer	Printronix Line Printer (500 LPM)	01 No.
		Hp Laser Jet 600m 603DN or Higher	01 No.
4.	Scanner	HP 300 Scan jet 1 year warranty	06 Nos.
5.	WIFI Lane Card	Link System	20 Nos.
6.	Copy Printer	<b>Model: SF-5130 (RISO)</b> <ul style="list-style-type: none"><li>• Built-in PC Interface</li><li>• Legal Size</li><li>• 130 PPM</li><li>• Direct USB Printing</li><li>• Quick Master Making Mode</li><li>• LCD Display</li><li>• Riso Console- Product, Consumables, and System Information can be checked on PC</li><li>• Improved 300 x 600 dpi printing</li><li>• Improved scanning quality</li><li>• 50 to 200% Zoom parameters.</li></ul> <p>(Or Equivalent)</p>	06 Nos.

S. No.	ITEMS	CONFIGURATION	QUANTITY
7.	Photo Copier Model: 2303A Toshiba (Or Equivalent) GENERAL SPECIFICATION		02 Nos.
	Print & Copy Speed Warm-up Time Paper Size & Weight Paper Capacity Max. Paper Capacity Paper Exit Processor Memory Dimensions Weight (Approx) Power Consumption Operation Noise Special Feature	23cmp Approx: 18 seconds Drawer: A3/A5-R (64-80gsm) Drawer: 250 sheets Stack Feed Bypass; 100 sheets 600 sheets Face down / inner exit 100 sheets ARM9 360MHz 512 MB W575 x D540 x H402 (mm) 27kg 1.5kw (220-240V) 64.75dB(A) Auto Sleep Mode. Auto Energy Saver	
8.	Riso Collator <b>Specification</b>	Model: TC-7100 (Or Equivalent)	01 No.
	Number of bins Papers size  Paper weight Bin capacity Collating speed  Stacking mode Job mode  Detecting functions  Operation panel Receiving tray capacity Power source Power consumption Dimensions (WxDxH) Dimensions (WxDxH) with anti- fall plate  Weight	10 bins Maximum 328 x 469 mm (12.9" x 18.5") Minimum 95 x 150mm (3 8" x 5.9") 52 gsm (14-lb bond) to 157 gsm (87-'b index)*1 28 mm, 350 sheets of 64 gsm (17lb bond) paper 2 levels (70 or 40 sets per minute for A4 long- edge feeding) Off-set Stacking or Straight Normal mode / Alternate mode / Insert mode/ Repeat mode Empty feed, No paper, Paper jam, Double feed, Receiving tray full paper eject jam, Back door open, Option error 4 digits LED counter 75mm 100/240V AC, 50/60Hz<2.0-1.2A> Maximum: 120W 690mm x 540mm x 1,060mm (27.1" x21 3" x41.8") 885mm x 540mm x 1,060mm (34.9" x 21 3" x 41.8")  79.7kg (175.7lb)	
9.	Ink Tube / Bottle	For Copy Printer (RISO) or Equivalent	300 Nos.
10.	Master Roll	For Copy Printer (RISO) or Equivalent	10 Nos.
11.	LED Monitor	32" Samsung	03 Nos.





**BOARD OF INTERMEDIATE AND SECONDARY EDUCATION, HYDERABAD SINDH**  
*Excellence-Equity-Empathy*

**COMPUTERS, COPY PRINTERS, PHOTOCOPIERS AND  
OTHER EQUIPMENTS**

**FINANCIAL PROPOSAL**

**BOQ**

Date of submission of tender form up to 05 January 2017 at 12:00 Noon  
Opening of tenders on 05 January 2017 at 12:30 pm

Submitted by M/s \_\_\_\_\_

S.N	ITEMS	CONFIGURATION	QUANTITY	RATE EXCLUDING TAXES	RATE INCLUDING TAXES	TOTAL AMOUNT INCLUDING TAXES
1.	Computer System Core (i3) Complete Set (DELL)	4GB Ram 1 TB Hard Disk DVD Writer	10 Nos.			
2.	Lap Top Core (i3)	DELL Complete Set	15 Nos.			
3.	Printer	Printronix Line Printer (500 LPM)	01 No.			
		Hp Laser Jet 600m 603DN or Higher	01 No.			
4.	Scanner	HP 300 Scan jet 1 year warranty	06 Nos.			
5.	WIFI Lane Card	Link System	20 Nos.			

S.N	ITEMS	CONFIGURATION	QUANTITY	RATE EXCLUDING TAXES	RATE INCLUDING TAXES	TOTAL AMOUNT INCLUDING TAXES
6.	Copy Printer	<b>Model: SF-5130 (RISO)</b> <ul style="list-style-type: none"> <li>• Built-in PC Interface</li> <li>• Legal Size</li> <li>• 130 PPM</li> <li>• Direct USB Printing</li> <li>• Quick Master Making Mode</li> <li>• LCD Display</li> <li>• Riso Console- Product, Consumables, and System Information can be checked on PC</li> <li>• Improved 300 x 600 dpi printing</li> <li>• Improved scanning quality</li> <li>• 50 to 200% Zoom parameters.</li> </ul> (Or Equivalent)	06 Nos.			
7.	Photo Copier Model: 2303A Toshiba (Or Equivalent)		02 Nos.			
	GENERAL	SPECIFICATION				
	Print & Copy Speed Warm-up Time Paper Size & Weight Paper Capacity Max. Paper Capacity Paper Exit Processor Memory Dimensions Weight (Approx) Power Consumption Operation Noise Special Feature	23cmp Approx: 18 seconds Drawer: A3/A5-R (64-80gsm) Drawer: 250 sheets Stack Feed Bypass; 100 sheets 600 sheets Face down / inner exit 100 sheets ARM9 360MHz 512 MB W575 x D540 x H402 (mm) 27kg 1.5kw (220-240V) 64.75dB(A) Auto Sleep Mode. Auto Energy Saver				
8.	Riso Collator Specification	Model: TC-7100 (Or Equivalent)	01 No.			
	Number of bins Papers size Paper weight Bin capacity Collating speed Stacking mode Job mode Detecting functions Operation panel Receiving tray capacity Power source Power consumption Dimensions (WxDxH) Dimensions (WxDxH) with anti- fall plate Weight	10 bins Maximum 328 x 469 mm (12.9" x 18.5") Minimum 95 x 150mm (3.8" x 5.9") 52 gsm (14-lb bond) to 157 gsm (87-lb index)*1 28 mm, 350 sheets of 64 gsm (17lb bond) paper 2 levels (70 or 40 sets per minute for A4 long-edge feeding) Off-set Stacking or Straight Normal mode / Alternate mode / Insert mode/ Repeat mode Empty feed, No paper, Paper jam, Double feed, Receiving tray full paper eject jam, Back door open, Option error 4 digits LED counter 75mm 100/240V AC, 50/60Hz<2.0-1.2A> Maximum: 120W 690mm x 540mm x 1,060mm (27.1" x21.3" x41.8") 885mm x 540mm x 1,060mm (34.9" x 21.3" x 41.8") 79.7kg (175.7lb)				
9.	Ink Tube Bottle	For Copy Printer RISO or Equivalent	300 Nos.			
10.	Master Roll	For Copy Printer RISO or Equivalent	10 Nos.			
11.	LED Monitor	32" Samsung /	03 Nos.			

**BOARD OF INTERMEDIATE & SECONDARY EDUCATION**



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**HYDERABAD SINDH**

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**BIDDING DOCUMENT**

FOR THE YEAR 2016-2017

Tender Reference No. BISE/Gen: Store/16/-212 Dated 16-12-2016

For Procurement of

**EXAMINATION PRINTING MATERIAL / STATIONERY /  
COMPUTER PAPERS ETC,**

Tender issued to M/s \_\_\_\_\_

The deadline for submission is 05 January 2017 at 12:00 Noon  
Tender (Technical Envelops only) will be opened on the same day at 12:30 pm

<b>Salient Features / Terms &amp; Conditions of the Tender</b>		
1	Name of Work & Address	Providing Examinations Printing Material / Stationery / Computer Papers etc.
2	Date & Time of Tender Documents issuance	21/12/2016 to 04/01/2017 Between 10:00 a.m. to 05:00 p.m and 05/01/2017 up to 10:00 a.m.
3	Place of tender issuance	Office of the Secretary, Board of Intermediate & Secondary Education, Hyderabad
4	Method of Opening of Tender	It will be "Single Stage - Two Envelopes" procedure as per Sindh Public Procurement Rules 2010 (Amended 2013)
5	Date & Time of Tender submission	05/01/2017 up to 12:00 Noon
6	Date & Time of Tender Opening (Technical Proposals)	05/01/2017 @ 12:30 pm
7	Date & Time of Tender Opening (Financial Proposals)	It shall be informed in writing to the technically qualified bidders
8	Venue of submission & Opening of Tenders	Committee Room of the Board of Intermediate & Secondary Education, Hyderabad
9	Validity of Tenders	As per SPPRA Rules 2010 (Amended 2013)
10	Amount of Bid Security / Earnest Money	@ 5% of the Bid Price in shape of Pay Order of Bank Draft in favor of Secretary BISE, Hyderabad
11	Time Period Allowed for Providing of Services	Within 30 days of the Contract Awarded
12	Contract Agreement	The successful firm shall enter and execute a formal agreement as per the format annexed with such modifications as may be necessary by the Secretary BISE, Hyderabad
13	Stamp duty requirement	0.30% of the Contract Value or as prescribed by the relevant Government Laws
14	Terms of Payment to Firm	After completion of job, payment will be made to the supplier on submission of bill alongwith, Delivery Challans, inspection report and clearance Certificate issued by the Superintendent Examination Store assuring Quality / Quantity of purchased material by the internal relevant committee

15	Release of Bid Security	The bid security shall be released to the unsuccessful bidders as and when the work is awarded. To the successful bidder the Bid Security shall be released after acceptance of work order furnishing of Performance Security and signing of formal agreement
16	Performance Security	Performance Security shall be furnished @ 5% of contract value in shape of two pay orders (2.5% each). Which will be released as per item 17. (Bank Guarantee of equal amount from a scheduled bank in Pakistan will also be acceptable
17	Release of Performance Security	After completion of maintenance of Defect Liability period of 0 months as under: After satisfactory completion of maintenance period of Three Months 2.5% and after satisfactory completion of maintenance period of Six Months 2.5%
18	Variation in Contract Prices	No variation in price shall be allowed on any grounds including currency fluctuation / various or whatsoever.
19	Discrepancy	If there is any discrepancy between Salient Features of tender / Bidding Documents and respective contents mentioned elsewhere. Salient Features / Terms & Conditions and Additional Terms & Conditions of Tender will be govern.
20	Taxes	As per government rules and prevailing rates
21	Liquidity Damages	If the successful bidder fails to provide the satisfactory services within the stipulated period, the liquidity damages shall be imposed as per SPPRA Rules 2010 (Amended 2013)



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**BOARD OF INTERMEDIATE AND SECONDARY EDUCATION, HYDERABAD SINDH**

***Excellence-Equity-Empathy***

**NO. BISE/GEN-STORE:/-**

**DATED: \_\_\_\_\_**

**NOTICE INVITING TENDER**

Sealed bids are invited from the firms registered with Tax Authorities for the supply of following items as per detailed specifications / specimen mentioned in the tender documents.

- i. Examination Printing Material / Stationery / Computer Papers etc.
- ii. Computers, Copy Printers, Photocopiers and Other Equipments
- iii. Diesel Generator of 100 KV

The bidding documents for each category can be collected from the office of the Secretary, Board of Intermediate & Secondary Education, Hyderabad from \_\_\_12.2016 to \_\_\_12.2016 at 10:00 am on depositing fee of Rs. 2000/- (non-refunded) for each tender in shape of Bank Draft / Pay Order or can be downloaded from BISE, Hyderabad & SPPRA Website.

The completed bid documents shall be received back on \_\_\_12.2016 at 12:00 noon. The Technical Bids will be opened on the same day at 12:30 pm in the presence of Procurement Committee and the bidders or their authorized representatives who wish to be present there.

The bid security amounting to 5% of the bid price should be submitted along with Financial Bid in shape of Pay Order in favour of The Secretary Board of Intermediate & Secondary Education, Hyderabad which shall be opened after the evaluation and approval of the Technical Proposals. Any conditional bid and bid without security shall not be considered.

The Bid Security shall be forfeited to the Board, if the bidder withdraws his / her bid after opening and before the expiry of the bid validity period or fails to sign the contract if the bid is accepted.

The Procuring Agency may reject all or any Bid at any time prior to the acceptance of the Bid, subject to the relevant provisions of SPPRA Rules, 2010 (Amended 2013).

For further details please contact Mr. Uzair Ahmed, Assistant Secretary Establishment, BISE, Hyderabad (Mobile Phone # 0345-3577204).

**SECRETARY**

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BOARD OF INTERMEDIATE & SECONDARY EDUCATION, UNIT NO. 9 LATIFABAD, HYDERABAD SINDH  
PHONE: 022-9260281-2 Website: www.biseh.edu.pk

## 1. INTRODUCTION

The Board of Intermediate & Secondary Education Hyderabad intends to purchase Examinations Printing Material / Stationery / Computer Papers etc. for the financial year 2016-17 from eligible bidders through open tenders bidding process under SPPRA 2010 (Amended in 2013) as provided in rule # 46 (2) Single stage – two envelopes shall comprise a single package containing two separate envelopes (a) Each envelope shall contain separately the financial proposal and the technical proposal; (b) Envelops shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion; (c) Initially, only the envelope marked “TECHNICAL PROPOSAL” will be opened; (d) Envelope marked as “FINANCIAL PROPOSAL” will be retained in the custody of BISE Hyderabad without being opened and it will be opened in presence of bidders who stand qualified in the Technical evaluation, for which date, time and venue will be communicated to the bidders in advance

The BISE Hyderabad requires to complete the work within 30 days from the date of signing of award contract, the bidding firm who may have capacity to complete the job within specified time frame may apply.

The complete set of Bidding Documents may be purchased by an interested eligible bidder on submission of a written application to the office given below and upon payment of a non-refundable fee of Rs. 2000/- (Rupees Two Thousand only). Bidders may acquire the Bidding Documents from the office of Secretary of Board of Intermediate & Secondary Education Hyderabad during office working hours till \_\_\_\_\_ December 2016 by 05:00pm

All bids must be accompanied by a Bid Security equal to 5% of their quoted amount in the form of (pay order / demand draft) and must be delivered to the office of the Secretary BISE Hyderabad at or before 12:00 noon, \_\_\_\_\_ December 2016 Bids will be opened at 12:30 pm on the same day in the presence of bidders, representative who choose to attend, in the Committee Room of BISE Hyderabad.

Details/specifications of items given in Section 4. Responding Organizations should quote for whole/partial items, depending upon nature of goods in each category subject to meet requirement of procurement agency i.e. BISE, Hyderabad will be considered.

The BISE Hyderabad reserves the right of awarding of tender for one or more category after opening of financial proposals. Interested bidders are required to submit their bid proposal strictly as per SCOPE OF WORK (Section-4) and in the light of instructions as laid in this bid document.



## 1.2 Preparation of Proposal

### 1.2.1 Technical Proposal

1. While preparing Technical Proposal Bidding firm(s) are expected to examine the documents comprising this invitation in detail, as material deficiencies in providing the information requested may result in rejection of the proposal.
2. The Technical Proposal should provide the information as mentioned in Section # 2.
3. To establish the conformity of the items required through this TENDER Document, the bidder shall furnish as part of its Technical Proposal, a detailed description of the Bidder's proposed items conforming in all material aspects with the Technical Requirements both overall as well as in regards to the performance of each proposed item.
4. Please note that the technical proposal shall not include any financial information.

### 1.2.2 Financial Proposal

1. While preparing the financial proposal, bidders(s) are expected to take into account the requirement and conditions of the invitation documents. The Financial proposal should follow instructions as mentioned in section 3. It should provide lump sum costs associated with the assignment and all other out of pocket expenses.
2. The Data sheet shows validity of bid up to 45 days. The BISE will make its best effort to complete technical clarification (if needed) within this period. Proposal validity may be extended with mutual consent.
3. Rates should be inclusive of all government taxes/levies such as Income Tax, GST, FED, Stamp Duty Excise or what so ever may be in practice, and will be borne by the bidders in all aspect.

## 1.3 Bid Price / Payment

1. This Documents showing itemized list along with specifications, quantity and detailed terms and conditions for bidding is available on provision of Rs. 2000/- Bank DD/PO/Bank Challan in favour of Secretary BISE, on any working day during office hours.
2. All payments will be made in Pak Rupees.
3. The prices charged by the successful bidder for the required items along with accessories and associated services shall not vary from the prices as quoted in the financial proposal.
4. Payment will be made after deliveries of material at consignee end, Installation, completion and inspection certificate for Quality/Quantity issued by the Inspection Committee of BISE Hyderabad.

## 1.4 Cost of Bidding

The bidder shall bear all costs associated with the preparation and submission of bid and BISE will in no case be responsible or liable for those costs, regardless of the outcome of the bidding process.

## 1.5 Language of Bidding

The bid must be prepared and submitted in English language. Supporting documents and printed literature furnished by the bidder with the bid may be in another language as long as they are accompanied by an English translation of the pertinent passages. For the purpose of interpretation of the Bid, English language shall prevail.

## 1.6 Confidentiality

- 1) Information relating to the evaluation of proposals and recommendations concerning award shall not be disclosed to the bidders(s) who submitted the proposals or to other persons not officially concerned with the process, until the award of Contract is notified to the successful firm(s).
- 2) Information related to the examination evaluation, comparison and post qualification of Proposals, and recommendation of contract award, shall not be disclosed to Bidders or any other persons.
- 3) Any attempt by a Bidder to influence BISE in the examination, evaluation, comparison, and post-qualification of the Proposals or Contract award decisions will result in the rejection of its proposals.
- 4) The bidder must provide an undertaking on judicial paper stating to maintain confidentiality and binding that the documents provided under this bid are correct and can be verified from concerned authorities.

### 1.6.1 Use of Documents and Information by external & internal Audit.

The Bidder shall permit BISE Hyderabad to inspect their accounts and records relating to the performance of the supplier and to have them audited by auditors appointed by the BISE, if so required by the BISE can directly contact the references given in the technical requirement as a part of TENDER DOCUMENTS to verify the bidder's technical reasons supporting compliance.

## 1.7 Bid Validity

- 1) Bid shall remain valid and open for acceptance for a period of 45 days from the specified date of tender opening.
- 2) In exceptional circumstances prior to expiry of the original bid validity period, the bidder may be requested in writing for an extension of the period of validity. A bidder agreeing to such request will not be permitted to modify his bid. A bidder not agreeing to such request may be withdrawn at the discretion of BISE Hyderabad.

## 1.8 Amendment of Bidding Documents

- 1) At any time prior to the deadline for submission of Bids, BISE Hyderabad may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder can modify the Bidding Documents by making essential amendment.
- 2) The amendment shall be the part of the Bidding Documents, and will be notified in writing through fax or letter by courier or shall be made available on the BISE's website [www.biseh.edu.pk](http://www.biseh.edu.pk) to all prospective bidders who have received the Bidding Documents.



## 1.9 Clarification(s)/ Queries of Tender

- 1) The bidders are expected to carefully examine all instructions, forms and specification in the Bidding Documents. Any Bidder in doubt as to the exact meaning or interpretation of any part of the Bidding Documents should immediately seek clarification in writing from the Secretary BISE, Hyderabad.
- 2) Requests for all clarifications in regard to the given specifications or other information contained in Tender Documents should come either through E-mail/Fax or Courier to the Secretary BISE Hyderabad. Telephone enquiries may not be entertained.

## 1.10 Contradictions, Obscurities and Omissions:

The Bidder should likewise notify to the above of any contradictions, obscurities and omissions in the Bidding Documents if clarification of these is necessary for the clear understanding of the documents and for preparation of the Bid. Such enquires must reach to the Secretary atleast 05 calendar days prior to the date of opening of bid.

## 1.11 Inspection

- a) The inspection will be carried on the material by representatives of the BISE Hyderabad (Inspection Committee) upon arrival of material at BISE Stores are Hyderabad. It is Bidders responsibility to ensure quality, quantity, correctness and adherence to the Specifications etc. any deviation will be rejected and the supplying firm will be solely responsible for it.
- b) The inspection report, which, inter-alia, should indicate the condition, Quality as approved in inspection, quantity etc. for the items received at stores, shall be signed by the inspection committee.
- c) **Taking Over:** Upon receipt of the material in the stores of BISE Hyderabad and after inspection, the Superintendent Examination Store of BISE Hyderabad will issue a **taking-over certificate** in respect of those items of Stores which are received in acceptable condition.

## 1.12 Installation and Demonstration

### a) Installation

- i) After inspection and taking over of the Stores, as stated above, the Contractor shall install those items of Stores which are to be permanently positioned in place in the sections of the BISE Hyderabad. For this purpose, the Contractor shall coordinate with the Secretary BISE Hyderabad, for making arrangements for proper installation.

## 1.13 Completion Certificate

After completion of the installation and demonstration, as stated above, a certificate is to be obtained by the Contractor from the Secretary BISE Hyderabad stating that the Stores (item-wise) have been satisfactorily installed and demonstrated by the Contractor.

## 1.14 Breach of Contract

In case of breach of warranty / guarantee or Contract, the damages suffered by the BISE Hyderabad shall be recovered from the Contractor out of any payment due to the Contractor and / or in accordance with the terms and conditions of the Contract Security / Performance Bond, without notice to the Contractor.

## 1.15 Contractor's Default Liability

- a) The BISE Hyderabad may upon written notice of default to the Contractor terminate the Contract in the circumstances detailed hereunder:-
- i) If in the judgment of the BISE Hyderabad, the Contractor fails to make delivery of the stores within the time specified in the Contract Agreement or within the period for which extension has been granted by the BISE; and
  - ii) If, in the judgment of the BISE Hyderabad, the Contractor fails to comply with any of the other provisions of the Contract.
- b) In the event the BISE Hyderabad terminates the Contracts, in whole or in part, as provided in above, the BISE Hyderabad reserves the right to purchase, on such terms and the conditions as it may deem appropriate, stores similar to the one terminated, and the Contractor will be liable to the BISE Hyderabad for any additional costs for such similar stores, and / or for liquidated damages for delay, as defined in Clause 1.18 (c) of the Conditions of Contract until such reasonable time as may be required for the final supply of the Stores.
- c) If the Contract is terminated, as provided in above, the BISE, in addition to any other rights provided in this Clause, may require the Contractor to transfer title and deliver to the BISE Hyderabad under any of the following cases in the manner and as directed by the BISE Hyderabad.  
Any completed Stores; and  
Such partially completed Stores, drawings, information and contract right (hereinafter called manufacturing material) as the Contractor has specifically produced or acquired for the performance of such parts of the Contract as has been terminated.
- d) The BISE Hyderabad will pay to the Contractor the Contract Price for the completed Stores delivered to and accepted by the BISE Hyderabad and also for the manufacturing materials delivered and accepted.
- e) In the event the BISE Hyderabad does not terminate the Contract, as provided above, the Contractor shall continue with the performance of his / her Contract, in which case the Contractor shall be liable to the BISE Hyderabad for liquidated damages for delay as set out in Clause 1.18(c) until the Stores are accepted.

## 1.16 Partial Shipments

- a) The BISE accepts partial shipments and also allows partial payments subject to pre-information and agreement, by observing other terms and condition laid down in the contract agreement.

- b) In the event any portion of the Stores supplied by the Contractor is found defective in material or workmanship, or otherwise not in conformity with the requirements of the Contractor, the BISE Hyderabad shall have the right to reject or require, in writing rectification of the Stores. In the latter case, the Contractor shall with utmost diligence, and at his own expense, make good the defects so specified or replace the defective Stores. If the Contractor fails to rectify or replace the rejected Stores, the BISE Hyderabad may adopt any of the following options.
- i) Replace or Rectify, at its option, such defective Stores and charge to the Contractor the excess cost occasioned to the BISE Hyderabad plus (15%) fifteen percent; or
  - ii) Acquire the said Stores at a reduced price considered equitable under the circumstances; or
  - iii) Terminate the Contract.

### **1.17 Extension of Time**

If the completion of the Contract is delayed due to reason beyond the control of the Contractor, the Contractor shall without delay request the BISE Hyderabad, in writing, of his claim for an extension of time. The BISE Hyderabad on receipt of such request may agree to extend the completion date as may be reasonable in the circumstances of the case but without prejudice to other terms and conditions of the Contract.

### **1.18 Delay In Delivery – Liquidated Damages**

- a) **Delivery plan:** The Responding Organization shall provide a detailed delivery, installation and configuration plan. Bidder should provide the life line, which should describe exactly what and how material will be delivered, installed and configured. Delivery plan should not be in generic terms but should be specific to this assignment. Activities schedule should be in tabular form mentioning names of tasks, sub tasks, start date, finish date resources and milestones will also be appreciated.
- b) Should the progress of the Contract at any time be lagging behind the program agreed between the BISE Hyderabad and the Contractor, the BISE Hyderabad will notify the Contractor in writing and the Contractor shall there upon take such steps as he/she may deem fit to expedite the progress of the Contract. Non-issuance of this notice by the BISE Hyderabad shall not in any way absolve the Contractor of the liquidated damages as stated in below section (1.18(b)).
- c) If the Contractor fails to complete the Contract, in full or part, within the time laid down in the Contract Agreement or any extension thereof, there shall be deduction from the Contract Price, as liquidated damages, a sum of one half of one percent (0.5%) of the Contract price of each unit of the delayed Stores for each calendar week of delay subject to the maximum of five percent (5%) of the Contract Price of the unit or units so delayed, and such deduction shall be in full satisfaction of the Contractor's liability for the said failure.

### **1.19 Post Development Support & Services or Warranty**

Bidder is required to provide support services till 30 days from the date of supply, in this regard an under-lacking on company letter head is required to be submitted along with the technical proposal.



## **1.20 Training**

The bidder should provide a comprehensive training plan which should be flexible to cater to the current requirements. It should encompass all ranges of users i.e. functional, operational and managerial etc. Training Documents such as schedules, training material must be provided with the technical proposal.

## **1.21 Signing of Contract**

Within (10) working days after notification to the successful bidder regarding acceptance of his bid and submission of 10% Contract Security in shape of DD/Pay order or Bank Guarantee, the contract incorporating all agreements between the parties will be signed. The Contract agreement will be affixed with revenue stamps @ 0.3% of contract value as per stamp act. For sample of agreement refer to page No. 21.

## 2. TECHNICAL PROPOSAL

2.1 Covering Letter sample for submission of Technical Proposal attached at end.

### 2.2 Eligibility Criteria

1. This set of bid documents has been prepared under guidelines as laid down in SPPRA Rules 2010 (amended 2013) and provide a clear basis upon which tenderers will be evaluated, following an objective process based on fair and transparent criteria. However the tenderers should submit relevant information clearly and follow instructions to submit their relevant documentary proofs in proper order as defined herein and should not defer, so that it should not impose an excessive burden of preparation or paperwork.
2. Firms would be denied who do not meet the specified criteria. Thus, those who prepare documentation for this bid are responsible for ensuring that the criteria are drawn in accordance with the appropriate needs of the tender and that the criteria are sufficiently stringent to assure that only properly qualified firms are included in the final list.
3. The BISE Hyderabad will not accept "blacklisted" contractors or suppliers. In principle, the tenderers should submit an affidavit on judicial paper stating that their firm is not black-listed or is not involved in any of litigation with any government, semi government or private institutions.
4. The Tendering process invites maximum number of firms to participate and meet the pre-requisite requirements laid down in this bid document.
5. Bidding is open to the contractors, suppliers and joint ventures from within the country or abroad who full fill the requirement of this tender.
6. Where a firm, its affiliates or parent company, in addition to consulting also has the capability to fulfill the requirement as laid by BISE, can also apply.

### 2.3 Evaluation Criteria

The clear statement/criteria for the eligibility requirements are given in following table. Applicants who wish to apply for participating in this tendering process may prepare their profile exactly in-accordance of the criteria set herein.

There will be three stages of evaluation

- a) Bidding Firm's evaluation
- b) Evaluation of specifications goods offered by the bidder.
- c) Evaluation price offered by the bidding firm.
- d) Weightage score (from a to c) high scores taker will be ranked as best evaluated cost.
- e) The evaluation will be carried out under the weighted formula of least cost.
- f) all bids will be weighted and their results will be announced on website, under intimation to the concerned bidder.



**BIDDING FIRM QUALIFICATION / ELIGIBILITY CRITERIA FOR  
Examinations Printing Material / Stationery / Computer Papers etc.**

Category.	DESCRIPTION				Remarks		
1	<b>Bidding Firm will be disqualified in case of failure to provide Mandatory Requirement as bellow.</b>				Qualified / Disqualified		
	Sr. No.	Certificate	YES/NO.	Sr. No.		Certificate	YES/NO.
	1	Attested Copy of NTN & GST Certificates		2		office Address of firm should be same as declared to FBR	
	3	Attested Copy of SRB Certificate		4		Attested Copy of Registration with Labor Dept	
	5	Active Tax Payer Status on FBR		6		Affidavit that the firm is not Blacklisted	
	7	Press Declaration Certificate (Attested Copy)					
	<b>Firm should must get 6 YES to qualify (The procuring Agency will verify the factors as stated herein above)</b>						
2	<b>Financial Position:</b>				Qualified / Disqualified		
	SR. No.	REQUIREMENT				YES/NO	
	1	Total of Annual Turnover for last three years should be at least 15 Million (05M in each year. Firm should provide Monthly Sales Tax RETURNS along with SALES SUMMARIES from July 2013 to June 2016. Showing stated turnover. No any other document will be considered at place of the required documents, bidder should not attach, Sales Tax Acknowledgements, Challans, Returns/ summaries of un-relevant period. Because no marks will be given on such junk documents.					
	2	Firm should provide Annual Income Tax Returns for the year 2015-16, 2014-15 and 2013-14, submitted online to FBR's IRIS website, showing the Tax paid on their income.					
3	Bank Statement of OFFICIAL / DECLARED ACCOUNT in FBR. Showing turnover which shall match with the Sales Tax Returns. The statement should be from July 2013 to June 2016						
If Firm provided all documents but the figures are not matching with each other YES will not be entertained. Hence the Firm must get YES in all three financial requirements to qualify.							
3	<b>Company profile, comprising of following details:-</b>				Qualified / Disqualified		
	SR. No.	REQUIREMENT				YES/NO	
	1	Company Profile as per sample attached herein as ANNEXURE-A.					
	2	Manufacturer's Authorization Letter (MAL) required in the name of BISE, Hyderabad for current project. (any other certificates or old letter will not be entertained)					
3	Provide minimum 5 Purchase Orders of similar Nature along with completion Certificates for the works completed in last 3 years						
Firm should must get YES in all three requirements to qualify							
4	<b>Bidders should provide Detailed Specifications of their material being quoted /offered against the BOQ</b>				Qualified / Disqualified		
	SR. No.	REQUIREMENT				YES/NO	
	1	Brand of Paper / Material / Equipment etc					
	2	Gramage / Model / Specifications					
3	Estimated Delivery Time						
5.	<b>Past experience if any with BISE, Hyderabad:</b> Those bidders who did not supplied goods on-time or their material was rejected due to poor quality will not be considered and their bids will be rejected.				Qualified / Disqualified		

Bidders will be qualified who will stand as QUALIFIED in all five (5) Categories. Bidder will be disqualified if it is found DISQUALIFIED in any single Category

### 3. FINANCIAL PROPOSAL

Financial Proposals of only the technically qualified bidders should be opened and, evaluated/ compared on the following basis:-

- 1) The financial proposals shall first be checked for any error of computation and arithmetic errors will be corrected.
- 2) If a bidder does not accept the correction of errors, its bid will be rejected and its bid security may be forfeited.
- 3) Items and Services that are required but have been left out or are necessary to correct minor deviations of the proposal will be added to the total proposal price using cost taken from the highest prices from other responsive proposals for the same item and Services, or in the absence of such information the cost will be estimated at prevailing list prices.
- 4) For the purpose of evaluation equal cost of the item / category (as the case may be will be considered) as prescribed at 1-1 comparison of bids, total lump sum cost will be considered of each category.
- 5) Total evaluated financial cost of each responsive bidder shall be the basis of merit ranking of the Financial Proposal of the bid.

#### Evaluation of Financial Proposals Offered by the Bidding Firm

After qualifying first stage of technical bid proposals of the bidders, the financial proposal of the same qualified bidders will be opened in the presence of evaluation committee as well as concerned bidders (if participates), however the financial proposal of the disqualifying bidders will be returned duly untouched through courier.

#### METHOD OF AWARDING OF CONTRACT

Under SPPRA Rule No. 49 the bidders who qualify technically with the lowest evaluated cost but not necessarily the lowest submitted price shall be awarded the procurement contract.

- a. The Evaluation / Procurement Committee of BISE Hyderabad on the parameters given in the tender appendixes will make technical evaluation. Rating for the technical evaluation will be as per format given as above. The evaluation shall be on the basis of bidder's responsiveness to the Terms of Reference. The BISE Hyderabad will apply an evaluation criteria and point of system to evaluating the bids technically. A proposal shall be rejected at this stage if it does not respond to the important aspects of the Terms of Reference.
- b. The BISE will notify the bidding firm of rejection of their technical proposal indicating reasons that their financial proposal if any will be returned unopened after completing the selection process.
- c. The BISE Hyderabad will notify in writing to the firm(s) qualifying for technical score, and indicate the date, time and address for opening of financial proposal. Same will also be published on BISE website.
- d. On opening the financial proposal i.e. in the presence of the bidding firm(s) representative who wish to attend, the BISE Hyderabad will announce the names of firms their technical scores and the amounts of their financial proposals.

The decision of the Procurement Committee of BISE Hyderabad will be binding on all Bidders

#### 1.2 Preparation of Results for successful Bidders:

1. After technically qualified bidding firms having lowest evaluated cost will be treated as successful and first lowest bidder.
2. The decision of BISE, Hyderabad will be binding on all concerned and will in no case be challengeable at any forum.

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Signature & Stamp of Bidder

## FORM OF TENDER

To be printed on the letter head of firm

Tender Reference No. \_\_\_\_\_ Dated: \_\_\_\_\_

Name of Contract: Examination Printing Material / Stationery/ Computer Paper etc.

The Secretary,  
Board of Intermediate & Secondary Education,  
Hyderabad

Dear Sir,

1. Having examined the Tender Documents including Instructions to Tenderers, Conditions of Contract, Specifications, Drawings, Schedule of Prices and Addenda Nos. \_\_\_\_\_ for the execution of the above-named Contract, we, the undersigned, being a company doing business under the name & Address \_\_\_\_\_ and being duly incorporated under the laws of Pakistan hereby offer to execute and complete such Contract and remedy and defects therein in conformity with the said Documents including Addenda thereto for the Total Tender Price of Rs. \_\_\_\_\_ (in figures and words) or such other sum as may be ascertained in accordance with said Documents.
2. We understand that all the Schedules attached hereto form part of this Tender.
3. As security for due performance of the undertakings and obligations of this Tender, we submit herewith a Bid Bond of Rs. \_\_\_\_\_ (in figures and words) drawn in favour of or made payable to BISE, and valid for a period of 30 days beyond the period of validity of this Tender.
4. We undertake, if our Tender is accepted, to complete the whole of the work comprised in the above-named Contract within \_\_\_\_\_ days.
5. We agree to abide by this Tender for the period of 30 days beyond the date of opening of the Tender, and it shall remain binding upon us and may be accepted at any time before the expiration of this period.
6. Unless and until a formal Contract Agreement is signed, this Tender, together with your acceptance thereof, shall constitute a binding contract between us.
7. We understand that you are not bound to accept the lowest or any tender you may receive.
8. We do hereby declare that this Tender is made without any collusion, comparison of figures or arrangement with any other persons making a Tender for the above-named contract.
9. We understand and agree that the final decision of BISE will be acceptable to us

A

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2016

Signature \_\_\_\_\_ in the capacity of \_\_\_\_\_ duly authorized.



## ARTICLES OF AGREEMENT

This agreement made this \_\_\_\_\_ day of \_\_\_\_\_ 2016, by and between the Board of Intermediate & Secondary Education Hyderabad, Sindh, including his successors in office and Assignees/ Agents, acting through the Secretary, hereinafter called the "BISE" of the one part.

AND M/s \_\_\_\_\_, located at \_\_\_\_\_ and their printing setup situated at \_\_\_\_\_, hereinafter called the "Contractor" which expression shall include their successors, legal representatives of the second part.

Whereas the BISE requires supply of \_\_\_\_\_ and whereas the Contractor has agreed to supply, install, put into operation and demonstrate the working of the said Equipment valued at Rs. \_\_\_\_\_ and words \_\_\_\_\_ in the period of 03 months, subject to the terms and conditions set forth, hereinafter, which have been accepted by the Contractor.

Now this agreement witness as follows:

1. In this agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.

2. The following documents which, for the purpose of identification, have been signed by \_\_\_\_\_ on behalf of the Contractor, and by the Secretary on behalf of the BISE, all of \_\_\_\_\_ (name and designation of the authorized person)

Which shall be deemed to form and be read and construed as a part of this Agreement viz.?

- a) Articles of Agreement;
- b) Instructions to Tenderers;
- c) Conditions of Contract;
- d) Contractor's Offer including the relevant correspondence prior to signing of this Agreement with all Annexures duly filled in.
- e) The specifications of the equipment; and
- f) Bill of Quantity with prices.

3. In consideration of the payment to be made to the Contractor, the Contractor hereby covenants with the BISE to supply, deliver, install, put into operation and demonstrate the working of the Equipment in conformity in all respects of the Contract & the order No. \_\_\_\_\_

4. The BISE hereby covenants to pay the Contractor in consideration of the supply, delivery installation, putting into operation and demonstration of the working of the Equipment the contract price in the manner prescribed by the Contract and approved by the BISE.

In witness thereof the parties have hereunto set their respective hands and seals, the day, month and year first above written.

### WITNESSES

BISE \_\_\_\_\_

Witness No. 1

Signature \_\_\_\_\_

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

Designation \_\_\_\_\_

Witness No. 2

Signature \_\_\_\_\_

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

Designation \_\_\_\_\_

Contractor \_\_\_\_\_

Witness No. 1

Signature \_\_\_\_\_

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

Designation \_\_\_\_\_

Witness No. 2

Signature \_\_\_\_\_

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

Designation \_\_\_\_\_



**(INTEGRITY PACT)**

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

Contract No. \_\_\_\_\_ Dated: \_\_\_\_\_

Contract Value: \_\_\_\_\_

Contract Title: \_\_\_\_\_

\_\_\_\_\_ (Name of Contractor) hereby declares that it has not obtained or induced the procurement of any contracts, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative department or agency thereof or any other entity owned or controlled by GoS through any corrupt business practice.

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

(Name of Contractor) certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoS and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

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

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

Name of Procurement Agency: \_\_\_\_\_ Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

(Seal)

(Seal)

## COMPANY PROFILE

Legal Information	
Legally Registered Company Name	
Office Physical Address at Present:	
Office Address as declared to FBR	
Telephone / Fax Numbers (landline)	
Email Address & URL	
Name of Owner / Director with mobile Phone Number	
Name of Contact Person for BISE Hyderabad with Mobile NO.	
Changes in the Company, e.g. Past Name, Merger, Joint Venter etc. give details, Reference Numbers, and attach documentary evidence.	

General Information	
Year of Establishment:	Legal _____ Structure: _____
No. of Employee	_____ (E.g. Proprietorship, Partnership, Pvt. Ltd. Etc.)
If Proprietorship Firm then give the Name of Owner/Proprietor with CNIC Number.	
If Partnership Firm then give the Names of Partners & their CNIC #s and Percentage of Shares	
If Private Limited Firm then give the Name of Directors & their CNIC# and percentage of Shares	
Do you have Branches	Give addresses _____
No. of Staff in Branches	
Is your Office Owned	(If yes attach Photocopy of Property Documents)
Is your Office Rented	(If yes attach Photocopy of Tenancy Agreement)
What is the nature of your Primary Business	
What is the nature of your Secondary Business	
Do you have any Dealership/Agency from Foreign Manufacturer? If yes, provide name	

PAGE NO. 01 TO 04

Turnover in Last three years.	2013-2014	2014-2015	2015-2016	
Bank Account Details which is declared in FBR	<i>(Note: Provide Account Number, Title of Account, Bank Name, Branch &amp; attach Bank Certificate)</i>			
If Proprietorship Firm then give the Name of Owner/Proprietor with CNIC Number.	<i>(Note: Provide Name of Owner/Proprietor, CNIC #, TOTAL CAPITAL INVESTMENT AMOUNT)</i>			
If Partnership Firm then give the Names of Partners & their CNIC #s and Percentage of Shares	S. #	Names of Partners	Share %	Capital /Investment in Rs.
	1			
	2			
	3			
	4			
	5			
If there are more Partners, use Separate Page. <b>Note: (Attach copy of Partnership Deed)</b>				
If Private Limited Firm then give the Names of Directors & their CNIC #s and Percentage of Shares	S. #	Names of Partners	Share %	Capital /Investment in Rs.
	1			
	2			
	3			
	4			
	5			
If there are more Partners, use Separate Page. <b>Note: Attach copy of SECP Certificate &amp; Articles or Associations and Memorandum of Association.</b>				

#### Employees Information

S.#	Name of Employee	Designation	CNIC #	Mobile Number	Responsibility
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					

Attach C.V's of staff members.

PAGE NO. 02 TO 04

**You are buying inventory material from whom (give suppliers Information)**

S.#	Name of Supplier Contract Person's Name & Designation	Your business relation since dd / mm / yy	Phone & Mobile Number Email Address	What are you buying from them	Total amount of purchases in last one year (July 2015 to June 2016)
1					
2					
3					
4					
5					
6					

Only mention top six suppliers ( Use additional Page if required )

**You are Selling to whom (give your Customers Information)**

S.#	Name of Customer	Contact Person Name & Designation	Phone & Mobile Number Email Address	What are you Selling to them	Total amount of Sales in last one year (July 2015 to June 2016)
1					
2					
3					
4					
5					
6					

Only mention top Six customers ( Use additional Page if required )

**PAGE NO. 03 TO 04**

**Logistic Information**

Sr. #	Facility	Number of Facilities	Address / Registration Number / Owned Or Rented.
1	Do you have Ware house		
2	Do you have Cars		
3	Do you have Bikes		
4	Do you have Vans		
5	Trucks		
6	Machinery Installed in your Workshop / or Premises		Give details of Machines, their purpose and production

**Legal Advisor's Information**

Sr. #	Name of Advisor / Firm	Advisor For	Address / Phone, Fax, Email and Advisor Since.
1		Audit Firm	
2		Legal Matters	

**Note: All above mentioned information shall be provided on company letter head and dully singed by the authorized person.**

PAGE NO. 04 TO 04





**BOARD OF INTERMEDIATE AND SECONDARY EDUCATION, HYDERABAD SINDH**  
*Excellence-Equity-Empathy*

**EXAMINATION PRINTING MATERIAL / STATIONERY /  
COMPUTER PAPER etc**

**TECHNICAL PROPOSAL**

**BOQ**

Date of submission of tender form up to 05 January 2017 at 12:00 Noon  
Opening of tenders on 05 January 2017 at 12:30pm

Submitted by M/s \_\_\_\_\_

SR. #	NAME OF THE ARTICLES AND DESCRIPTION	QTY
1.	<b>Answer Books Black Color Containing 16 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing / Manufacturing in all respect. Each Bundle containing 250 Answer Books duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	800,000
2.	<b>Answer Books Red Color Containing 16 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing/Manufacturing in all respect. Each Bundle containing 250 Answer Books duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	275,000
3.	<b>Answer Books Red Color Containing 24 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing/Manufacturing in all respect. Each Bundle containing 250 Answer Books duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	500,000
4.	<b>Supplements Red Color Containing 04 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing/Manufacturing in all respect. Each Bundle containing 1000 Supplements duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	500,000
5.	<b>Supplements Green Color Containing 04 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing/Manufacturing in all respect. Each Bundle containing 1000 Supplements duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	700,000
6.	<b>Supplements Black Color Containing 04 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing/Manufacturing in all respect. Each Bundle containing 1000 Supplements duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	600,000
7.	<b>Examination Forms SSC Part-I (Class-IX)</b> Different Groups 2 Colors Printing on imported paper 75 grams Hi-Finish Indonesia size 17x27/4 printed on both side in shape of pads of 100 leaves each as per sample/specimen approved by the authority.	50,000
8.	<b>Examination Forms SSC Part-II (Class-X)</b> Different Groups 2 Colors Printing on imported paper 75 grams Hi-Finish Indonesia size 17x27/4 printed on both side in shape of pads of 100 leaves each as per sample/specimen approved by the authority.	50,000

SR. #	NAME OF THE ARTICLES AND DESCRIPTION	QTY
9.	<b>Examination Forms ATC / OTC / AMC &amp; C.T AGRO</b> Different Groups 2 Colors Printing on imported paper 75 grams Hi-Finish Indonesia size 17x27/4 printed on both side in shape of pads of 100 leaves each as per sample/specimen approved by the authority.	1500 Forms
10.	<b>Admission Slip SSC Part-I &amp; II</b> Different groups 2 colors printing on both sides on Hi-finish Indonesia 90 grams paper size 17x27/8 as per sample/specimen approved by the authority.	150,000 Nos.
11.	<b>Admission Slip HSC Part-I &amp; II</b> Different groups 2 colors printing on both sides on Hi-finish Indonesia 90 grams paper size 17x27/8 as per sample/specimen approved by the authority.	110,000 Nos.
12.	<b>Inner Cover 65 Micron Plastic Cover Theory (Black)</b> The material printed and supplied as per sample/specimen approved by the authorities.	60,000 Nos.
13.	<b>Outer Cover 65 Micron Plastic Cover Printed (Five Colors)</b> The material printed and supplied as per sample/specimen approved by the authorities.	50,000 Nos.
14.	<b>Proforma regarding Signature Sheet</b> Printed on 55 grams Hi-finish flying paper or equivalent size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	5,000 Books
15.	<b>Proforma regarding Invigilator's Report,</b> Printed on 55 grams Hi-finish flying paper or equivalent size 17x27/8 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	4,000 Books
16.	<b>Proforma regarding Appendix-C,</b> Printed on 55 grams Hi-finish flying paper or equivalent size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	1,000 Books
17.	<b>Proforma regarding Award List,</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	2,000 Books
18.	<b>Proforma regarding Correction Letter Final</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	100 Books
19.	<b>Proforma regarding Verification Letter</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books
20.	<b>Proforma regarding Classified Income Register Sheet.</b> Printing on both side on Hi- finish Indonesia 90 gram paper size 17x27. The material printed and supplied as per sample/specimen approved by the authorities.	2,000 Nos. Sheets
21.	<b>Proforma regarding Scrutinizer Report</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books
22.	<b>Proforma regarding Daily Report for washing</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books
23.	<b>Proforma regarding Coding Entry book for HSC/ SSC A/Suppl: Exam:</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books
24.	<b>Proforma letter regarding Centralized Assessment (SSC)</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books

SR. #	NAME OF THE ARTICLES AND DESCRIPTION	QTY
25.	<b>Proforma letter regarding Centralized Assessment (HSC)</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books
26.	<b>Proforma regarding Centralized Assessment Entry Book</b> , Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books
27.	<b>Proforma regarding Entry Book for HSC/ SSC (Secret) Branch</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books
28.	<b>File Cover Katcha Printed on 360 grams Card</b> , as per sample/specimen approved by the authorities.	5,000 Nos.
29.	<b>File Cover Pacca (28oz) Board File Printing</b> , as per sample/specimen approved by the authorities.	10,000 Nos.
30.	<b>Flap File 28oz Gatta (Printed)</b> , as per sample/specimen approved by the authorities.	5,000 Nos.
31.	<b>Envelops Plastic Twelve Colour Size 12"x18"</b> The material printed and supplied as per sample/specimen approved by the authorities.	120,000 Nos.
32.	<b>Envelops (Copy Case) Printed, Khaki Colour Size 12 ¼ x 15 ¼.</b> The material printed and supplied as per sample/specimen approved by the authorities.	3,000 Nos.
33.	<b>Proforma regarding Stock Register Sheets</b> , Printing on imported paper 75 grm Hi-Finish Indonesia Size 17 x 27/2 Printed on both side as per sample/specimen approved by the authorities	5,000 Nos.
34.	<b>Envelops Size 11x5 on 75 gm Indonesia Paper with 4 Colour Printing</b> , The material printed and supplied as per sample/specimen approved by the authorities	1,000 Nos.
35.	<b>Envelops Size 10x12 on 75 gm Indonesia Paper with 4 Colour Printing</b> , The material printed and supplied as per sample/specimen approved by the authorities	1,000 Nos.
36.	<b>Envelops Size 12x15 on 75 gm Indonesia Paper with 4 Colour Printing</b> , The material printed and supplied as per sample/specimen approved by the authorities	1,000 Nos.
37.	<b>Enrolment Forms SSC Part-I (Class-IX) Different Groups 2 Colors Printing</b> on imported paper 75 grams Hi-Finish Indonesia size 17x27/4 printed on both side in shape of pads of 100 leaves each as per sample/specimen approved by the authority.	30,000 Nos.
38.	<b>Enrolment Forms HSC Part-I (Class-XI) Different Groups 2 Colors Printing</b> on imported paper 75 grams Hi-Finish Indonesia size 17x27/4 printed on both side in shape of pads of 100 leaves each as per sample/specimen approved by the authority.	25,000 Nos.
39.	<b>Enrolment/Registration Card SSC Part-I Different groups 2 colors printing</b> on both sides on Hi-finish Indonesia 90 grams paper size 17x27/8 as per sample/specimen approved by the authority.	75,000 Nos.



SR. #	NAME OF THE ARTICLES AND DESCRIPTION	QTY
40.	<b>Enrolment/Registration Card HSC Part-I</b> Different groups 2 colors printing on both sides on Hi-finish Indonesia 90 grams paper size 17x27/8 as per sample/specimen approved by the authority.	55,000 Nos.
41.	<b>Cloth Bags Ready Bafta Super Quality Size 21"x27" 02 Colour</b> The material supplied as per sample/specimen approved by the authorities	10,000 Nos.
42.	<b>Duplicating Paper Rim Legal Size 60 grams (White) containing 400 sheets.</b> The material supplied as per sample/specimen approved by the authorities	15000 Rims

### COMPUTER STATIONERY / PAPERS

Sr. #	ITEM NAME	QUANTITY
<b>SSC-I</b>		
43.	Paper Box Printed Ledger Proforma of SSC Part-I (70 grams) (2000 sheets in each box)	
(a)	Science Group	15x11 One Paper (Imported) 03 Boxes
<b>SSC-II</b>		
44.	Paper Box Printed Ledger Proforma of SSC Part-II (70 grams) (2000 sheets in each box)	
(a)	Science Group	15x11 One Paper (Imported) 03 Boxes
<b>HSC-I</b>		
45.	Paper Box Printed Ledger Proforma of HSC Part-I (70 grams) (2000 sheets in each box)	
(a)	Science Group (Pre-Engineering)	15x11 One Paper (Imported) 02 Boxes
(b)	Science Group (Pre-Medical)	15x11 One Paper (Imported) 02 Boxes
<b>HSC-II</b>		
46.	Paper Box Printed Ledger Proforma of HSC Part-II (70 grams) (2000 sheets in each box)	
(a)	Science Group (Pre-Medical)	15x11 One Paper (Imported) 02 Boxes
47.	Paper Box Plain 70 grams (2000 Sheets)	15x11 One Part (Imported) 05 Boxes
48.	Paper Box Plain 70 grams (2000 Sheets)	09x11 One Part (Imported) 05 Boxes
49.	Paper Box Plain 56 grams (4000 Sheets)	09x11 Two Part (Imported) 05 Boxes
50.	Paper Box Plain 70 grams (2000 Sheets)	15x11 Two Part (Imported) 05 Boxes





**BOARD OF INTERMEDIATE AND SECONDARY EDUCATION, HYDERABAD SINDH**  
*Excellence-Equity-Empathy*

**EXAMINATION PRINTING MATERIAL / STATIONERY /  
COMPUTER PAPER etc**

**FINANCIAL PROPOSAL**

**BOQ**

Date of submission of tender form up to 05 January 2017 at 12:00 Noon  
Opening of tenders on 05 January 2017 at 12:30pm

Submitted by M/s \_\_\_\_\_

SR. #	NAME OF THE ARTICLES AND DESCRIPTION	QTY	RATE EXCLUDING TAX	RATE INCLUDING TAX	TOTAL AMOUNT INCLUDING TAXES
1.	<b>Answer Books Black Color Containing 16 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing / Manufacturing in all respect. Each Bundle containing 250 Answer Books duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	800,000			
2.	<b>Answer Books Red Color Containing 16 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing/Manufacturing in all respect. Each Bundle containing 250 Answer Books duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	275,000			
3.	<b>Answer Books Red Color Containing 24 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing/Manufacturing in all respect. Each Bundle containing 250 Answer Books duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	500,000			
4.	<b>Supplements Red Color Containing 04 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing/Manufacturing in all respect. Each Bundle containing 1000 Supplements duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	500,000			
5.	<b>Supplements Green Color Containing 04 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing/Manufacturing in all respect. Each Bundle containing 1000 Supplements duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	700,000			

SR. #	NAME OF THE ARTICLES AND DESCRIPTION	QTY	RATE EXCLUDING TAX	RATE INCLUDING TAX	TOTAL AMOUNT INCLUDING TAXES
6.	<b>Supplements Black Color Containing 04 Pages</b> size 8.8x11.2 on 55 grams Hi-finish flying paper or equivalent printing and ruling, with serial number by Automatic Numbering Machine duly Printing/Manufacturing in all respect. Each Bundle containing 1000 Supplements duly tied double side with Plastic Ribbon as per sample/specimen approved by the authorities.	600,000			
7.	<b>Examination Forms SSC Part-I (Class-IX)</b> Different Groups 2 Colors Printing on imported paper 75 grams Hi-Finish Indonesia size 17x27/4 printed on both side in shape of pads of 100 leaves each as per sample/specimen approved by the authority.	50,000			
8.	<b>Examination Forms SSC Part-II (Class-X)</b> Different Groups 2 Colors Printing on imported paper 75 grams Hi-Finish Indonesia size 17x27/4 printed on both side in shape of pads of 100 leaves each as per sample/specimen approved by the authority.	50,000			
9.	<b>Examination Forms ATC / OTC / AMC &amp; C.T AGRO</b> Different Groups 2 Colors Printing on imported paper 75 grams Hi-Finish Indonesia size 17x27/4 printed on both side in shape of pads of 100 leaves each as per sample/specimen approved by the authority.	1500 Forms			
10.	<b>Admission Slip SSC Part-I &amp; II</b> Different groups 2 colors printing on both sides on Hi-finish Indonesia 90 grams paper size 17x27/8 as per sample/specimen approved by the authority.	150,000 Nos.			
11.	<b>Admission Slip HSC Part-I &amp; II</b> Different groups 2 colors printing on both sides on Hi-finish Indonesia 90 grams paper size 17x27/8 as per sample/specimen approved by the authority.	110,000 Nos.			
12.	<b>Inner Cover 65 Micron Plastic Cover Theory (Black)</b> The material printed and supplied as per sample/specimen approved by the authorities.	60,000 Nos.			
13.	<b>Outer Cover 65 Micron Plastic Cover Printed (Five Colors)</b> The material printed and supplied as per sample/specimen approved by the authorities.	50,000 Nos.			
14.	<b>Proforma regarding Signature Sheet</b> Printed on 55 grams Hi-finish flying paper or equivalent size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	5,000 Books			
15.	<b>Proforma regarding Invigilator's Report,</b> Printed on 55 grams Hi-finish flying paper or equivalent size 17x27/8 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	4,000 Books			
16.	<b>Proforma regarding Appendix-C,</b> Printed on 55 grams Hi-finish flying paper or equivalent size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	1,000 Books			

SR. #	NAME OF THE ARTICLES AND DESCRIPTION	QTY	RATE EXCLUDING TAX	RATE INCLUDING TAX	TOTAL AMOUNT INCLUDING TAXES
17.	<b>Proforma regarding Award List</b> , Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	2,000 Books			
18.	<b>Proforma regarding Correction Letter Final</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	100 Books			
19.	<b>Proforma regarding Verification Letter</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books			
20.	<b>Proforma regarding Classified Income Register Sheet.</b> Printing on both side on Hi- finish Indonesia 90 gram paper size 17x27. The material printed and supplied as per sample/specimen approved by the authorities.	2,000 Nos. Sheets			
21.	<b>Proforma regarding Scrutinizer Report</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books			
22.	<b>Proforma regarding Daily Report for washing</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books			
23.	<b>Proforma regarding Coding Entry book for HSC/ SSC A/Suppl: Exam:</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books			
24.	<b>Proforma Letter regarding Centralized Assessment (SSC)</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books			
25.	<b>Proforma Letter regarding Centralized Assessment (HSC)</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books			
26.	<b>Proforma regarding Centralized Assessment Entry Book</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books			



SR. #	NAME OF THE ARTICLES AND DESCRIPTION	QTY	RATE EXCLUDING TAX	RATE INCLUDING TAX	TOTAL AMOUNT INCLUDING TAXES
27.	<b>Proforma regarding Entry Book for HSC/ SSC (Secret) Branch</b> Printed on Hi-finish flying paper 55 grams size 17x27/4 one side printing in shape of pads of 100 leaves with serial number of hand machine. The material printed and supplied as per sample/specimen approved by the authorities.	50 Books			
28.	<b>File Cover Katcha</b> Printed on 360 grams Card, as per sample/specimen approved by the authorities.	5,000 Nos.			
29.	<b>File Cover Pacca (28oz) Board File Printing</b> , as per sample/specimen approved by the authorities.	10,000 Nos.			
30.	<b>Flap File 28oz Gatta (Printed)</b> , as per sample/specimen approved by the authorities.	5,000 Nos.			
31.	<b>Envelops Plastic Twelve Colour Size 12"x18"</b> The material printed and supplied as per sample/specimen approved by the authorities.	120,000 Nos.			
32.	<b>Envelops (Copy Case) Printed, Khaki Colour Size 12 1/4 x 15 1/4.</b> The material printed and supplied as per sample/specimen approved by the authorities.	3,000 Nos.			
33.	<b>Proforma regarding Stock Register Sheets</b> , Printing on imported paper 75 grm Hi-Finish Indonesia Size 17 x 27/2 Printed on both side as per sample/specimen approved by the authorities	5,000 Nos.			
34.	<b>Envelopes Size 11x5 on 75 gm Indonesia Paper with 4 Colour Printing</b> , The material printed and supplied as per sample/specimen approved by the authorities	1,000 Nos.			
35.	<b>Envelopes Size 10x12 on 75 gm Indonesia Paper with 4 Colour Printing</b> , The material printed and supplied as per sample/specimen approved by the authorities	1,000 Nos.			
36.	<b>Envelopes Size 12x15 on 75 gm Indonesia Paper with 4 Colour Printing</b> , The material printed and supplied as per sample/specimen approved by the authorities	1,000 Nos.			
37.	<b>Enrolment Forms SSC Part-I (Class-IX)</b> Different Groups 2 Colors Printing on imported paper 75 grams Hi-Finish Indonesia size 17x27/4 printed on both side in shape of pads of 100 leaves each as per sample/specimen approved by the authority.	30,000 Nos.			
38.	<b>Enrolment Forms HSC Part-I (Class-XI)</b> Different Groups 2 Colors Printing on imported paper 75 grams Hi-Finish Indonesia size 17x27/4 printed on both side in shape of pads of 100 leaves each as per sample/specimen approved by the authority.	25,000 Nos.			
39.	<b>Enrolment/Registration Card SSC Part-I</b> Different groups 2 colors printing on both sides on Hi-finish Indonesia 90 grams paper size 17x27/8 as per sample/specimen approved by the authority.	75,000 Nos.			
40.	<b>Enrolment/Registration Card HSC Part-I</b> Different groups 2 colors printing on both sides on Hi-finish Indonesia 90 grams paper size 17x27/8 as per sample/specimen approved by the authority.	55,000 Nos.			
41.	<b>Cloth Bags Ready Bafta Super Quality Size 21"x27" 02 Colour</b> The material supplied as per sample/specimen approved by the authorities	10,000 Nos.			
42.	<b>Duplicating Paper Rim Legal Size 60 grams (White) containing 400 sheets.</b> The material supplied as per sample/specimen approved by the authorities	15000 Rims			



## COMPUTER STATIONERY / PAPERS

Sr. #	ITEM NAME	QUANTITY	RATE EXCLUDING TAXES	RATE INCLUDING TAXES	TOTAL AMOUNT INCLUDING TAXES
43.	Paper Box Printed Ledger Proforma of SSC Part-I (70 grams) (2000 sheets in each box)				
(a)	Science Group	15x11 One Paper (Imported)	03 Boxes		
44.	Paper Box Printed Ledger Proforma of SSC Part-II (70 grams) (2000 sheets in each box)				
(a)	Science Group	15x11 One Paper (Imported)	03 Boxes		
45.	Paper Box Printed Ledger Proforma of HSC Part-I (70 grams) (2000 sheets in each box)				
(a)	Science Group (Pre-Engineering)	15x11 One Paper (Imported)	02 Boxes		
(b)	Science Group (Pre-Medical)	15x11 One Paper (Imported)	02 Boxes		
46.	Paper Box Printed Ledger Proforma of HSC Part-II (70 grams) (2000 sheets in each box)				
(a)	Science Group (Pre-Medical)	15x11 One Paper (Imported)	02 Boxes		
47.	Paper Box Plain 70 grams (2000 Sheets)	15x11 One Part (Imported)	05 Boxes		
48.	Paper Box Plain 70 grams (2000 Sheets)	09x11 One Part (Imported)	05 Boxes		
49.	Paper Box Plain 56 grams (4000 Sheets)	09x11 Two Part (Imported)	05 Boxes		
50.	Paper Box Plain 70 grams (2000 Sheets)	15x11 Two Part (Imported)	05 Boxes		