

Survey Firm for Survey and Demarcation of Education City Master Plan with Markers

Shidh Board of Investment (SBI) intends to engage registered Survey Firm for the survey and demarcation of Piese-Lof approved Master Plan of Education City, Deh Chuhar, Galdap, District Malir, Karachi for approximately 2900 acres of land by using RUE GNSS Global Navigational Satellite System. The Scope of work for Survey firm will be as follows:

- Survey of Phase-Lof Education City Muster Part of 2000 acres of land with GMSS
- Stakeout of plot corners and fixing of merkers as per Master I lim
- Prepare site plans of each and overy plots as per Master Plan.
- Super Supersing of Master Plan on Latest satellite Imagery

"there and firms are requested to confident person Tender Documents with the request to "Director Admin" on their letter) and against the Pay Order of 38.2.009 on them of 4200 Staff from the address mentioned below from 16th January, 2017 and telepropes, 2017. The same can be decommonded from website as www.sbi.gos.pk and SPPRA website. Interested terms) is the requested to provide the following information thang who the Tender documents:

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Copies of NTN(FBR) and SN 1.3 - SR(t);

> Particulars of previous association with similar

The last date for submission of terms, documents is on 2nd February, 2017 at 1100 by The tender documents received after this date and time shall not be entertained. The tender documents will opened on 2nd February, 2017 at 1130 by in presonce of trans whoever wish to attend. The evaluation resterm based on similard total guidelines provided by SPPPA for contractors with be used to assess the received tenders.

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The Procuring Agency reserves the right to reject any or all bids subject to relevent provisions of LPP Enles. 2010 and any cancel the bidding process at any time prior to the acceptance of a bid or proposal.

Office of the Difastol (Admin)

Sinda Roard of Investment (SBI)

1st Floor, Tower B, Finance & Trade Centre, Shabrah-e-Laisal, Karacai,

Phone: : 021-00207511-4, Fox:621-99207515





NOTIFICATION

NO: Dir(Admin)SBI/General/1-2/2009: In pursuance of Rule 7 of SPPRA Rule 2010 a Procurement Committee is hereby constituted comprising of following officers for procurement of Goods, Works and Services in Sindh Board of Investment, Karachi:

The committee shall comprise of following members;

1. Director (Adminstration) SBI, GoS

Chairman

Representation of Finance Department (Not Below the Rank of BPS-18)

Member

3. Section Officer (Admin), SBI, GoS

Member

Terms of Reference of the committee are as follows:

Term of Reference

- · Preparation of bidding documents;
- · Carrying out technical as well as financial evaluation of the bids;
- Preparing evaluation report as provided in Rule 45;
- Making recommendations for the award of contract to the competent authority; and
- Perform any other function ancillary and incidental to the above.

NO: Dir(Admin)SBI/General/1-2/2009

Director General, SBI Karachi, dated 10th January, 2017

A Copy is forwarded for information and necessary action to:-

- 1. Secretary to Government of Sindh, Finance Department
- 2. MD SPRRA
- 3. PS to Chairman, Sindh Board of Investment
- 4. P.S to Secretary Investment, GoS
- 5. All Officers Concerned

(SHAIKH ADNAN ALI)
Section Officer (Admin)
SINDH BOARD OF INVESTMENT



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- Prepare site prens of each and every plots as por Master Plan
- Stakebet of plot corours and fixing of markers as per Master Fran
- Super Empesing of Master Plan on Latest satelets image: /

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- Copy of Harpstonian of the Final with Survey of Patrices
- & Company Perific
- Contract of N(ESS) and SN(ESSS)

- Human Pesouice
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BIDDING DOCUMENTS

DEMARCATION / SURVEY OF EDUCATION CITY APPROVED MASTER PLAN WITH MARKERS



To,			
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Table of Contents

SECTION I: Invitation for Bids		3
SECTION II: Instructions to Bidders		4
A. Introduction		5
1. Source of Funds		
2. Eligible Bidders.		
3. Eligible Goods and Services		
4. Cost of Bidding		
B. The Bidding Documents		6
5. Content of Bidding Documents		6
6. Clarification of Bidding Documents		6
7. Amendment of Bidding Documents		6
C. Preparation of Bids		
8. Language of Bid		7
9. Documents Comprising the Bid		7
10. Bid Form		8
11. Bid Prices		8
12. Bid Currencies		8
13. Documents Establishing Bidder's Eligibility and Qualification		8
14. Documents Establishing Goods' and services Eligibility and Conformity to Bid	lding Documents	9
15. Bid Security		10
16. Period of Validity of Bids		11
17. Format and Signing of Bid		11
D. Submission of Bids		
18. Sealing and Marking of Bids	The second secon	W.Co.
19. Deadline for Submission of Bids	And the second	
20. Late Bids		13
21. Modification and Withdrawal of Bids	Det	1=
E. Opening and Evaluation of Bids		
22. Opening of Bids by the Procuring agency		
23. Clarification of Bids		14
24. Preliminary Examination		14
25. Evaluation and Comparison of Bids		15
26. Contacting the Procuring agency		17
F. Award of Contract		
27. Post qualification		
28. Award Criteria		
29 Procuring agency's Right to Vary Quantities at Time of Award		18

30. Procuring agency's Right to Accept any Bid and to Reject any or All Bids	18
31. Notification of Award	18
32. Signing of Contract	
33. Performance Security	19
34. Corrupt or Fraudulent Practices	19
SECTION III: Bid Data Sheet	21
SECTION IV: Schedule of Requirements/ Terms of Reference	23
SECTION V: Technical Specifications	25
SECTION VI: Forms	26
Notes on the Forms	26
1. Bid Form and Price Schedules	27
Price Schedule in Pak. Rupees/ Financial Bid	
2. Bid Security Form	
3. Contract Form	30
4. Performance Security Form	
5. Bank Guarantee for Advance Payment	32
Anneyure I to Part One	1811

SECTION I: Invitation for Bids

ITB#NO.EC/SDEC/2017(SBI)





TENDER NOTICE

Survey Firm for Survey and Demarcation of Education City Master Plan with Markers

Sindh Board of Investment (SBI) intends to engage registered Survey Firm for the survey and demarcation of Phase-I of approved Master Plan of Education City, Deh Chuhar, Gaddap, District Malir, Karachi for approximately 2900 acres of land by using RTK GNSS Global Navigational Satellite System. The Scope of work for Survey firm will be as follows:

- Survey of Phase-I of Education City Master Plan of 2900 acres of land with GNSS
- Stakeout of plot corners and fixing of markers as per Master Plan
- Prepare site plans of each and every plots as per Master Plan.
- Super Imposing of Master Plan on Latest satellite Imagery

Interested firms are requested to collect in person Tender Documents with the request to "Director Admin" on their letterhead against the Pay Order of Rs.2,000/- in favor of "DDO SBI" from the address mentioned below from 16th January, 2017 to 1st February, 2017. The same can be downloaded from website www.sbi.gos.pk and SPPRA website. Interested firm(s) is also requested to provide the following information along with the Tender documents:

- Copy of Registration of the Firm with Survey of Pakistan
- Human Resource

Company Profile

- > Financial Position
- Copies of NTN(FBR) and SNTN (SRB)
- Particulars of previous association with similar work

The last date for submission of tender documents is on 2nd February, 2017 at 1100 hrs. The tender documents received after this date and time shall not be entertained. The tender documents will opened on 2nd February, 2017 at 1130 hrs in presence of firms whoever wish to attend. The evaluation criteria based on standard local guidelines provided by SPPRA for contractors will be used to assess the received tenders.

Single Stage Two Envelope Procedure would be used for Open Competitive Bidding. In the first stage only the technical proposals will be opened. Later, the financial proposal of only the technically qualified firms will be opened. Financial proposals shall accompany a bid security equivalent to two percent (2%) of the total bid amount in the form specified in the bidding document.

The Procuring Agency reserves the right to reject any or all bids subject to relevant provisions of SPP Rules, 2010 and may cancel the bidding process at any time prior to the acceptance of a bid or proposal.

Office of the Director (Admin) Sindh Board of Investment (SBI)

1st Floor, Tower B, Finance & Trade Centre, Shahrah-e-Faisal, Karachi.

Phones: 021-99207512 - 4, Fax:021-99207515

SECTION II: Instructions to Bidders

A. Introduction

1. Source of Funds

- 1.1 The Procuring Agency (as given in the Bid Data Sheet) has arranged funds from its own sources towards the cost of organising the event (as given in the Bid Data Sheet) and it is intended that part of the proceeds of these funds will be applied to eligible payments under the contract (as given in the Bid Data Sheet) for which these bidding documents are issued.
- 1.2 Payment from the Funds will be made only at the orders of the Procuring Agency and shall be subject in all respect to the terms and conditions of the agreement. No party other than the Procuring Agency shall derive any rights from the Project Agreement or have any claim to the allocated fund proceeds.

2. Eligible Bidders

- 2.1 This Invitation for Bids is open to all firms providing exhibition build up and management services in Pakistan.
- 2.2 Bidder(s) should be registered with Sindh Revenue Board
- 2.3 Bidders shall not be eligible to bid if they are under a declaration of ineligibility for corrupt and fraudulent practices issued by the any government organization in accordance with sub clause 34.1

3. Eligible Goods and Services

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

4. Cost of Bidding

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

B. The Bidding Documents

5. Content of Bidding Documents

- 5.1 the bidding documents include:
 - (a) Instructions to Bidders (ITB)
 - (b) Bid Data Sheet
 - (c) Schedule of Requirements
 - (d) Technical Specifications
 - (e) Bid Form and Price Schedules
 - (f) Bid Security Form
 - (g) Contract Form
 - (h) Performance Security Form
 - (i) General Conditions of Contract (GCC)
 - (j) Special Conditions of Contract (SCC)
- 5.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.

6. Clarification of Bidding Documents

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

7. Amendment of Bidding Documents

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

- 7.2 All interested bidders that have received the bidding documents will be notified of the amendment in writing, and will be binding on them.
- 7.3 In order to allow interested bidders reasonable time in which to take the amendment into account in preparing their bids, the Procuring agency, at its discretion, may extend the deadline for the submission of bids.

C. Preparation of Bids

8. Language of Bid

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

9. Documents Comprising the Bid

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

(a) A Technical Proposal

 Comprising of Cover letter, Company Profile, Exhibits of work experience & Financial Strength.
 The Bidder should take into consideration the parameters listed in the Bid Data Sheet

(b) A Financial Bid

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

10. Bid Form

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

11. Bid Prices

- 11.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the services & goods it proposes to supply under the contract.
- 11.2 Unless otherwise stipulated in the Conditions of Contract, prices quoted by the bidder shall remain fixed during the bidder's performance of the Contract and not subject to variation on any account. The price of other (incidental) services, if any, listed in the Bid Data Sheet, will be entered separately.
- 11.3 The Bidder's separation of price components in accordance with ITB Clause 11.2 above will be solely for the purpose of facilitating the comparison of bids by the Procuring agency and will not in any way limit the Procuring agency's right to contract on any of the terms offered.
- 11.4 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. A bid submitted with an adjustable price quotation will be treated as nonresponsive and will be rejected, pursuant to ITB Clause 24.

12. Bid Currencies

12.1 Prices shall be quoted in Pak Rupees.

13. Documents Establishing Bidder's Eligibility and Qualification

13.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted.

- 13.2 The documentary evidence of the Bidder's eligibility to bid shall establish to the Procuring agency's satisfaction that the Bidder, at the time of submission of its bid, is legally established in Pakistan.
- 13.3 The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the Procuring agency's satisfaction:
 - (a) Bidder/Manufacturer must possess and provide evidence of its capability, experience and qualification criteria as stipulated in Bidding Documents and Bid Data Sheet
 - (b) that, the Bidder has the financial, technical, and production capability necessary to perform the contract;

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

- 14.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the eligibility and conformity to the bidding documents of all goods and services which the Bidder proposes to supply under the contract.
- 14.2 The documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, and data, and shall consist of:
 - (a) a detailed description of the essential technical and performance characteristics of the goods and services;
 - (b) an item-by-item commentary on the Procuring agency's Technical Specifications/ TORs demonstrating substantial responsiveness of the goods and services to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications.
- 14.3 For purposes of the commentary to be furnished pursuant to ITB Clause 14.2(b) above, the Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Procuring

agency in its Technical Specifications, are intended to be descriptive only and not restrictive. The Bidder may substitute alternative standards, brand names, and/or catalogue numbers in its bid, provided that it demonstrates to the Procuring agency's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

15. Bid Security

- 15.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, a bid security in the amount specified in the Bid Data Sheet.
- 15.2 The bid security is required to protect the Procuring agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to ITB Clause 15.7.
- 15.3 The bid security shall be in Pak. Rupees and shall be in the form of Pay Order or Demand Draft in favour of "DDO SBI"
- 15.4 Any bid not secured in accordance with ITB Clauses 15.1 and 15.3 will be rejected by the Procuring agency as nonresponsive, pursuant to ITB Clause 24.
- 15.5 The bid securities of unsuccessful bidders will be returned upon award of contract to the successful bidder or on the expiry of validity of Bid Security whichever is earlier.
- 15.6 The successful Bidder's bid security will be discharged upon the Bidder signing the contract, pursuant to ITB Clause 32, and furnishing the performance security, pursuant to ITB Clause 33.
- 15.7 The bid security may be forfeited:
 - (a) if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or
 - (b) in the case of a successful Bidder, if the Bidder fails:

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

or

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

16. Period of Validity of Bids

- 16.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the Procuring agency, pursuant to ITB Clause 19. A bid valid for a shorter period shall be rejected by the Procuring agency as nonresponsive.
- 16.2 In exceptional circumstances, the Procuring agency may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security provided under ITB Clause 15 shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in the bidding document.

17. Format and Signing of Bid

- 17.1 The Bidder shall prepare an original and the number of copies of the bid indicated in the Bid Data Sheet, clearly marking each "ORIGINAL BID" and "COPY OF BID," as appropriate. In the event of any discrepancy between them, the original shall govern.
- 17.2 The original and the copy or copies of the bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the bid, except for un-amended printed literature, shall be initialled by the person or persons signing the bid.
- 17.3 Any interlineations, erasures, or overwriting shall be valid only if they are initialled by the person or persons signing the bid.
- 17.4 The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid, and to contract execution if the Bidder is awarded the contract.

D. Submission of Bids

18. Sealing and Marking of Bids

- 18.1 The Bidder shall seal the original and each copy of the bid in separate envelopes, duly marking the envelopes as "ORIGINAL" and "COPY." The envelopes shall then be sealed in an outer envelope.
- 18.2 The inner and outer envelopes shall:
 - (a) be addressed to the Procuring agency at the address given in the Bid Data Sheet; and
 - (b) bear the Project name indicated in the Bid Data Sheet, the Invitation for Bids (IFB) title and number indicated in the Bid Data Sheet, and a statement: "DO NOT OPEN BEFORE," to be completed with the time and the date specified in the Bid Data Sheet, pursuant to ITB Clause 2.2.
- 18.3 The inner envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared "late".
- 18.4 If the outer envelope is not sealed and marked as required by ITB Clause 18.2, the Procuring agency will assume no responsibility for the bid's misplacement or premature opening.
- 18.5 Bids submitted through telegraph, telex, fax or e-mail shall not be considered

19. Deadline for Submission of Bids

- 19.1 Bids must be received by the Procuring agency at the address specified under ITB Clause 18.2 no later than the time and date specified in the Bid Data Sheet.
- 19.2 The Procuring agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in accordance with ITB Clause 7, in which case all rights and obligations of the Procuring agency and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

20. Late Bids

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

21. Modification and Withdrawal of Bids

- 21.1 The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Procuring agency prior to the deadline prescribed for submission of bids.
- 21.2 The Bidder's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of ITB Clause 18. by a signed confirmation copy, postmarked no later than the deadline for submission of bids.
- 21.3 No bid may be modified after the deadline for submission of bids.
- 21.4 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Form. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security, pursuant to the ITB Clause 15.7.

E. Opening and Evaluation of Bids

22. Opening of Bids by the Procuring agency

- 22.1 The Procuring agency will open all bids in the presence of bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign attendance sheet evidencing their attendance.
- 22.2 The bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the Procuring agency, at its discretion, may consider appropriate, will be announced at the opening. No bid shall be rejected at bid opening, except for late

bids, which shall be returned unopened to the Bidder pursuant to ITB Clause 20.

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

23. Clarification of Bids

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

24. Preliminary Examination

- 24.1 The Procuring agency will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- 24.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.
- 24.3 The Procuring agency may waive any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

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

24.5 If a bid is not substantially responsive, it will be rejected by the Procuring agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

25. Evaluation and Comparison of Bids

- 25.1 The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive, pursuant to ITB Clause 24.
- 25.2 Bids will be evaluated for complete scope of works. The prices will be compared on the basis of the Evaluated Bid Price pursuant to following:
 - (a) <u>Technical Evaluation</u> It will be examined in detail whether the Services offered by the bidder comply with the Following Technical Requirements:

The Bidder meeting the technical criteria shall be considered for financial bid.

(b) Evaluation of Financial Bid

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

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

- 25.3 The Procuring agency's evaluation of a financial bid will take into account, in addition to the bid price quoted in accordance with ITB Clause 11.2, the following factors:
 - (a) incidental costs, any correction for arithmetic errors, making an appropriate price adjustment for any other acceptable variation or deviation and discount, if any, offered by the bidders as also read out and recorded at the time of bid opening..
 - (b) deviations in payment schedule from that specified in the Special Conditions of Contract; (if any and acceptable to the Employer).
 - (c) other specific criteria indicated in the Bid Data Sheet.
- 25.4 For factors retained in the Bid Data Sheet pursuant to ITB 25.3, the following quantification methods will be applied:
 - (a) Price Adjustment for Technical Compliance

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

(b) Price Adjustment for Commercial Compliance

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

(c) Price Adjustment for Deviation in Terms of Payments

Bidders shall state their bid price for the payment schedule outlined in the SCC. Bids will be evaluated on the basis of this base price. Bidders are, however, permitted to state an alternative payment schedule and indicate the reduction in bid price they wish to offer for such alternative payment schedule. The Procuring agency may consider the alternative payment schedule offered by the selected Bidder.

26. Contacting the Procuring agency

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

26.2 Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

F. Award of Contract

27. Post qualification

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

27.2 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's

qualifications submitted by the Bidder, pursuant to ITB Clause 13.3, as well as such other information as the Procuring agency deems necessary and appropriate.

27.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily

28. Award Criteria

28.1 Subject to ITB Clause 30, the Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

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

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

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

30.1 The Procuring agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or bidders and in accordance with provisions of SPPRA Rules 2010.

31. Notification of Award

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

- 31.2 The notification of award will constitute the formation of the Contract.
- 31.3 Upon the successful Bidder's furnishing of the performance security pursuant to ITB Clause 33, the Procuring agency will promptly notify each unsuccessful Bidder and will discharge its bid security, pursuant to ITB Clause 15.

32. Signing of Contract

- 32.1 At the same time as the Procuring agency notifies the successful Bidder that its bid has been accepted, the Procuring agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.
- 32.2 Within ten (10) days of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency.

33. Performance Security

- 33.1 Within twenty (20) days of the receipt of notification of award from the Procuring agency, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, provided in the bidding documents, or in another form acceptable to the Procuring agency.
- 33.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 32 or ITB Clause 33.1 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Procuring agency may make the award to the next lowest evaluated Bidder or call for new bids.

34. Corrupt or Fraudulent Practices

- 34.1 The Government of Sindh requires that Procuring agency as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy and Rules made there under, SPPRA and SBI:
 - (a) defines, for the purposes of this provision, the terms set forth below as follows:

- (i) "Corrupt Practice" means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain; and
- (ii) "Fraudulent Practice" means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- (b) will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
- (c) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a Governmentfinanced contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a Government-financed contract.
- 34.2 Furthermore, Bidders shall be aware of the provision stated in sub-clause 5.4 and sub-clause 24.1 of the General Conditions of Contract.

SECTION III: Bid Data Sheet

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

	Introduction
ITB 1.1	Sindh Board of Investment, Government of Sindh
ITB 1.1	SURVEY AND DEMARCATION OF EDUCATION CITY MASTER PLAN WITH MARKERS OF 2900 ACRES OF LAND
ITB 4.1	Sindh Board of Investment, Finance Department, Government of Sindh
ITB 6.1	2 nd February, 2017
ITB 8.1	English

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

	Preparation and Submission of Bids
ITB 13.3 (a)	Qualification Requirements for Single Stage - One envelope Procedure:
	For details on how the technical proposals shall be evaluated against above parameters, please see Annexure – I to Part One
	Note: In case of a joint bid, the technical proposal shall clearly specify as to who shall be the lead firm
	The joint bid shall also accompany an undertaking on the stamp paper of Rs. 1,000/- that such partnership shall not be dissolved till the completion of job otherwise SBI shall exercise its right to reject the bid and in case of dissolution after award of contract then terminate the contract.
ITB 15.1 & 15.3 (a)	2% of the bid price
ITB 16.1	90 days from the last date of submission of bids
ITB 17.1	Three copies
ITB 18.2 (a)	Director (Administration), SBI, GoS, FTC Building, Karachi
ITB 18.2 (b)	ITB # NO. EC/SDEC/2017)/(SBI)
ITB 19.1	1100 hrs, 2 nd February, 2017
ITB 22.1	1130 hrs, 2 nd February, 2017 in the Committee Room, 1 st Floor, Block B, SBI, FTC Building, Karachi.

		1/0/
	Bid Evaluation	
ITB 25.3	25.3 (a), (b) and (c)	V 10 10 10 10 10 10 10 10 10 10 10 10 10

	Contract Award
ITB 29.1	Percentage for quantity increase or decrease.
	The Procuring agency reserves the right at the time of contract award to increase or decrease, by 10-15% the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions.
	The Procuring agency also reserves the right at the time of contract award to not order or exclude any items, as deemed appropriate, the goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions

SECTION IV: Schedule of Requirements/ Terms of Reference

1. Scope of Works:

Topographic survey of Phase-I of Education City Master Plan of 2900 Acers of Land by using RTK GNSS Global Navigation System with following details, showing all man made details above ground such as but not limited to following

- > Tracks
- > Roads
- ➤ Goth/ Village boundary
- > Electric and Telephone Poles
- Land Use (Agriculture, Industrial or Residential etc.)
- Water conduits / wells
- Amenities (school, dispensary, police station etc.)
- Overlay of survey data on satellite imagery
- Demarcation of plot corners after approval of concerned authorities as per approved marker specifications
- · Data must be provided in soft copy for use in CAD and GIS systems.

2. Deliverables:

Ref.	Requirement of Delivery
2.1.1	Execute Topographic Survey using GNSS RTK systems of approx. 2900 acers of Land of Phase-I of Education City Master Plan
2.1.2	Ground Control Points 1. Processed GNSS Data with Report 2. GNSS Raw data
2.1.3	Demarcation of each and every Plot as per given Master Plan with marker
2.1.4	Satellite Imagery of minimum 0.5m resolution colour, archive is acceptable but not more than six months.
2.1.5	Produce and deliver digital data of entire project
2.1.6	Prepare a one week training program and carry out training/demonstration of the data acquisition and data processing for the above deliveries.

3. The expected work plan:

The bidder shall prepare and submit a "Technical Offer" document that shall consists of the following mandatory information, following the same structure with references to the requirements listed in the table below.

Ref.	Document requirement
3.1	The bidder shall prepare and submit Technical Offer – a document, where the bidder shall describe and document how the requirements detailed in the Terms of Reference (this document) will be met.
	The bidder shall prepare project implementation plan including the following mandatory parts:
	1. Project implementation plan with activities and milestones. Note: According to the project implementation plan all deliveries shall be done and approved by 15 th March, 2017
3.2	 2. Delivery schedule and payment plan. Note: 5% of the project cost will hold as retention money. A penalty of 2 % of the delivery value should be paid to the Contracting Authority for each month delay in respect to the agreed deadline for each delivery.
3.3	A detailed description of the equipment to be used for Survey
3.4	A description of the software that is going to be used for the Processing of GNSS Data and adjustment of Ground Control Points.
3.5	A detailed description of the Satellite Imagery
3.6	A description of the software that is going to be used for post- processing of Satellite Imagery
3.7	The bidder shall present a Product Quality Plan for each delivery,

4. Reporting:

The contractor will provide weekly progress reports, the first report to be delivered within two weeks – after the contract signing. The progress reports shall as a minimum contain:

- Overall status in the project execution,
- Any deviations from the approved project implementation and delivery plan,

- Plan for next week with eventual revisions, etc

SECTION V: Technical Specifications

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



SECTION VI: Forms

Notes on the Forms

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

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

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

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

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

1. Bid Form and Price Schedules

Date: IFB No:

To: [name and address of Procuring Agency]

Gentlemen and/or Ladies:

Having examined the bidding documents including Addenda Nos. [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver [description of goods and services] in conformity with the said bidding documents for the sum of [total bid amount in words and figures] or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods and services in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to _____ percent of the Contract Price for the due performance of the Contract, in the form prescribed by the Procuring agency.

We agree to abide by this Bid for a period of [number] days from the date fixed for Bid opening under Clause 22 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

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

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

Dated this	day of	20	(/3/
[signature]	_	[in the capacity of]	The second second

Bill of Quantity (BoQ)

Price Schedule in Pak. Rupees/Financial Bid

S#	Description of Items	Quantity	Unit Rate (Rs)	Amount (Rs)
1	Survey of Phase-I of Education City Master Plan: it includes Survey of 2900 acres of land by using RTK GNSS Technology of Education City approved Master Plan, prepare site plans of each and every plots as per Master Plan and Super imposing of Master Plan on latest satellite imagery.	Job	Lump Sum	
2	Fixing of marker as per approved Master Plan of Education City on each corner of plots	*800	Per Unit	

^{*}Pillars will count on actual fixation basis, pillar drawing is placed at Annexure-II

2. Bid Security Form

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

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

THE CONDITIONS of this obligation are:

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

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

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

date.		1/89
		112/ N
		(65)
	[signature of the bank]	70 108010

3. Contract Form

THIS AGREEMENT made the day of 20 between [name of Procuring Agency] of [country of Procuring agency] (hereinafter called "the Procuring agency") of the one part and [name of Supplier] of [city and country of Supplier] (hereinafter called "the Supplier") of the other part:
WHEREAS the Procuring agency invited bids for certain goods and ancillary services, viz., [brief description of goods and services] and has accepted a bid by the Supplier for the supply of those goods and services in the sum of [contract price in words and figures] (hereinafter called "the Contract Price").
NOW THIS AGREEMENT WITNESSETH AS FOLLOWS: 1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
 The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.: (a) the Bid Form and the Price Schedule submitted by the Bidder; (b) the Schedule of Requirements; (c) the Technical Specifications; (d) the General Conditions of Contract; (e) the Special Conditions of Contract; and (f) the Procuring agency's Notification of Award.
3. In consideration of the payments to be made by the Procuring agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Procuring agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.
IN WITNESS, whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.
Signed, sealed, delivered bythe(for the Procuring Agency)
Signed, sealed, delivered by the(for the Supplier)

4. Performance Security Form

To: [name of Procuring agency]	
WHEREAS [name of Supplier] (hereinafter called "the Supplier") has undertaken, is pursuance of Contract No. [reference number of the contract] dated 19 to supply [description of goods and services] (hereinafter called "the Contract").	
AND WHEREAS it has been stipulated by you in the said Contract that the Supplies shall furnish you with a bank guarantee by a reputable bank for the sum specific therein as security for compliance with the Supplier's performance obligations is accordance with the Contract.	ed
AND WHEREAS we have agreed to give the Supplier a guarantee:	
THEREFORE WE hereby affirm that we are Guarantors and responsible to you, of behalf of the Supplier, up to a total of [amount of the guarantee in words and figures], and we undertake to pay you, upon your first written demand declaring the Supplier to be it default under the Contract and without cavil or argument, any sum or sums within the limits of [amount of guarantee] as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.	re in ne
This guarantee is valid until the day of20	
Signature and seal of the Guarantors	
[name of bank or financial institution]	
[address]	
[date]	
	-

5. Bank Guarantee for Advance Payment

To: [name of Procuring agency]

[name of Contract]

Gentlemen and/or Ladies:

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

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

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

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

Yours truly,

Signature and seal of the Guarantors

[name of bank or financial institution]	
[address]	
[date]	

ANNEXURE-1

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

S.No.	Parameters against which technical evaluation shall be done	Scoring brackets
1	Company Profile	
1.1	Years of experience in conducting Topographic Survey at national level (all over Pakistan)	(10)
	≤ 2 year	2
	≥ 3 ≤ 4 years	5
	≥ 5 ≤ 7 years	7
	≥ 8 years	10
1.2	Employees, Relevant Qualifications (Professional Degrees pertaining to Survey)	(10)
	Not related to but experienced and associated with current survey firm for more then 5 years	2
	Relevant to with < 3 Years experience in the field	5
	Relevant to with > 3 but < 5 Years experience in the field	7
	Relevant to with > 5 Years experience in the field	10
1.3	Relevant Experience (Public Sector/Semi-Govt./Autonomous Body) Survey pertaining to Govt.(Federal/Provincial - all over Pakistan) conducted for WORK ORDERS of PKR 3 Millions and above in last (05) Five years as Surveyor Documentation evidence are also mandatory to attached	(20)
	1 Survey	10
	02- 03 Nos. Survey	15
	04 and More Survey	20
	Relevant Experience (Private Sector) Survey pertaining to Private Sector conducted in last (05) five years as Surveyor worth more than PKR 3-5 million Less than 10 Survey Assignments	(20)

	10 to 14 Survey	10
	15 to 19 Survey	15
	20 and more Survey	20
2	Proposed Work Plan	
2.1	Conformity to schedule of requirements/TORs, expected work plan, and creative works	
	Proposed work plan not relevant to Schedule of Requirements/ TORs, items at Financial Bid and expected work plan	(15)
2.2	Justification sample design	(10)
3	Financial Strength of the Firm	(10)
3.1	Audited/certified accounts or statements showing turnover of less than Rs. 5 million in the relevant year but supported with evidence and justification that the bidder will be able to meet urgent requirements of the contract through other means possible	5
	Audited/certified accounts or statements showing turnover of more than Rs. 5 million in the relevant year	10
4	Relevant Machineries	5
	Total	100

Minimum Marks to Qualify 70

Member Name & Signature _____ & ____

