

SINDH BOARD OF INVESTMENT

Invitation for Bids

“DOCUMENTARY FOR SINDH BOARD OF INVESTMENT”

Sindh Board of Investment, Government of Sindh, has been established to boost the investment and increase the economic activities in Sindh. SBI is inviting sealed bid for following works:

SBI wishes to prepare a well developed 8 minute documentary of Sindh Board of Investment (in English) on the potential of Sindh effectively highlighting all the investment and business opportunities available in Sindh and role of Sindh Board of Investment on creating Investment friendly environment in Sindh

The purpose of the documentary shall be to:

- Highlight strategic strength of Sindh
- Highlight the competitive advantages of Sindh in region
- Highlight commercial potentials/ opportunities in Sindh
- Develop rationale for Investment in Sindh
- Highlight Investment friendly environment of Sindh
- Highlight success stories in Business and Investment
- Role and efforts of the Sindh Government and Sindh Board of Investment.
- Promote Sectors with potential for project development

Interested firms/Individuals having proven track record of high standards interested in preparing above mentioned advertisement shall be required to undertake the:

- Filming of all strategic location of Sindh
- Filming of all locations from investment point of view
- Interviews with business leaders
- Interviews with the concerned government officials
- Develop a high quality write up for background commentary for documentary.
- Produce a high quality documentary presentable before all types of audience.

Firms/Individuals with proven record and register with **Sindh Revenue Board** are requested to submit their relevant experiences with complete profile methodology and bids in the office of the **Director, SBI, Government of Sindh** in sealed envelopes by 1400 hrs on 6th February, 2017

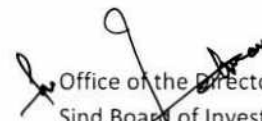
The Bidding Shall be on Single – Stage, Two - Envelope Procedure with clearly mentioning the task name on the outer envelope. Both Technical and Financial Bids must be submitted in separate sealed envelopes, two inner envelopes and one outer marking the inner envelopes “1- Technical Bids, 2-Financial Bids”

- The Technical Bids will be opened in the office of undersigned by 1500 hrs on 6th February, 2017

Development of Documentary:

- Tender documents containing detailed evaluation criteria, ToR's and Scope of Services can be obtained from 19th January, 2017 from the office of undersigned against the written request clearly mentioning the task with a Pay Order / Demand Draft of Tender Cost amounting to Rs: 2000.00, (non refundable), in favour of “DDO, Sindh Board of Investment” The bidding process should be governed under SPPRA Rules 2010.

Sindh Board of Investment reserves the right to accept or reject any or all tenders relevant provisions of SPPRA Rules


Office of the Director, SBI
Sindh Board of Investment
Government of Sindh
1st Floor, Block B, FTC Building,
Sharah-e-Faisal, Karachi
Ph:99207512-14, Fax 99207515

TENDER DOCUMENTS

FOR

Development of 8 minute Documentary of Sindh Board
of Investment (in English)

REFERENCE NO. SBI/Promo/ 2016-17/2

To be opened on 1500 hrs on 6th February, 2017



TENDER
DOCUMENT

Name of Firm/ Contractor: _____

Office Address: _____

SNT No: _____

Mobile No: _____

Signature & SEAL _____

Sindh Board of Investment invites proposals / bids for the supply of following items:

Sr. #	Description of Items Required	Qty	Cost
1	SBI wishes to prepare a well developed 8 minute documentary of Sindh Board of Investment (in English) on the potential of Sindh effectively highlighting all the investment and business opportunities available in Sindh and role of Sindh Board of Investment on creating Investment friendly environment in Sindh	1	
total cost			

TECHNICAL TERMS AND CONDITIONS FOR PROMO

1. Shoulder-mount 4K/2K Digital/HD Broadcast Video Cameras from Sony/Panasonic/Canon-like Canon 5D Mark-III/Nikon D 800/Sony Alpha A99/Sony HVR-NX5 model with 20 X zoom HD Camera 60i and 50i switchable Rate having 60/50/29.99/24/25 fps and at least 8-bit 4:2:HD with HDMI outputs or any other higher video camera models.
2. Offline Uncompressed 4K/2K HD/HDV Editing.
3. DI (Digital Colour Grading) and Enhancement editing capability.
4. XLR Audio Inputs, Field Audio Recording, Dubbing, Effects, Mixing.
5. Editing Platforms: Final Cut Pro/Premiere Pro/Edius 6.

OTHER SPECIFICATIONS:

1. Duration: Duration of the final copy of the documentary should be of 8 minute. The theme and topic of the documentation project should be "Investment Promotion in Sindh and Role of Sindh Board of Investment".
2. Language: English.
3. Format: Telecast quality HD digital (DVD/MPEG2/MOV for Edited Film distribution and MPEG2/MOV/AVCHD for Raw & Edited Archiving via Hard Disk Data Transfer.
4. Quality: The final project output should be of telecast quality on National International conferences, seminars, forums and road-shows etc. The pre-production and post production stages must involve high industry standard equipment, infrastructure and technical staff.

5. Final Copy: The tentative final copy of Promo given will be shown to the authorities of SBI for prior approval. Any changes or corrections suggested therein will be fulfilled by the agency at no extra cost and final copy will have to be submitted.
6. Copyright: SBI will be the sole rights holder, including intellectual and marketing rights (distribution and reproduction), on the audio visual footages pertaining to the documentation project and the research. Any use of the audio visual footages of the documentation project or the research work, without the prior consent of the Sindh Board of Investment will attract legal action.

Filling and Submission of Tenders:

- Use of white fluid or over writing on Tenders will not be accepted.
- Rates must be quoted with taxes.
- Quotation must clearly indicate that the quoted rates will remain effective till 30 June, 2017.
- Tender should reach in the Office of Director General up to 18-02-2016 at 14:00 Hrs
- The tenders will be opened on the same day at 1500 hrs in the presence of the bidders who care to attend.
- The Sindh Board of Investment reserves the right to accept or reject any or all quotations as per SPP Rules and Regulations
- All Taxes will be deducted at source as per current rate.
- The payment will be released after satisfactory completion of Promo.

Introduction:

Sindh Board of Investment has been established by the Government of Sindh to boost the investment and increase the economic activities in Sindh.

SBI wishes to prepare a well developed 8 minute well prepared documentary of Sindh Board of Investment (in English) on the potential of Sindh effectively highlighting all the investment and business opportunities available in Sindh and role of Sindh Board of Investment on creating Investment friendly environment in Sindh.

The purpose of the advertisement shall be to:

- Highlight strategic strength of Sindh
- Highlight the comparatively and competitive advantages of Investment in Sindh
- Highlight commercial viability of Sindh Province
- Develop rationale for Investment in Sindh
- Highlight Investment friendly environment of Sindh
- Highlight success stories in Business and Investment
- Role and efforts of the Sindh Government and Sindh Board of Investment.
- Promote Sectors with potential for Investment

The firm/Individual interested in preparing the above promo shall be required to undertake the:

- Filming of all strategic location of Sindh
- Filming of all locations from investment point of view
- Interviews with business leaders
- Interviews with the concerned government officials
- Develop a high quality write up for background commentary for advertisement / promo.
- Produce a high quality advertisement presentable before all types of audience

It is believed that well made documentary on tapped and untapped potential of Sindh effectively highlighting not only potential but would also be valuable tool for introducing Sindh as an Investment friendly destination

The SBI is looking for firms/Individuals who have proven record in developing documentary of SBI

2. Main Objectives

The production team would strive to achieve the following objectives:

i. Attract Investment

The Main purpose of the promo is to highlight the investment opportunities in Sindh and Role of SBI

ii. To Highlight the competitive advantages of Sindh

The promo and advertisement would serve multiple purposes and intends to capture the attention and with confidence of local and foreign investors.

3. Specification

- | | |
|-----------------------------|--|
| a) Duration of documentary: | Minute |
| b) Language | English |
| c) Proposed Title | Invest in Sindh: The land of Endless Opportunity |
| d) Target Audience | Government Agencies, National & International Media Conferences and General Public |
| e) Project Duration | 30 Days |
| f) Geographic Jurisdiction: | Whole Sindh |

4. Important Aspects to be covered

1. Strategic Strength of Sindh
2. Role of Sindh Board of Investment
3. Commercial potential / Opportunities in Sindh
4. Investment friendly policies, role and efforts of Sindh Government and SBI

5. Expected Outcome:

The documentary is expected to produce the following outcomes

1. Attract attentions of local & International Investors and serve as the starting point for their research resulting in quality of Investment in Sindh
2. Increased awareness amongst local and International Investors about the competitive advantages of Sindh
3. Increased awareness amongst local and International Investors about the role of Sindh Board of Investment

6. Project Time Line

30 days after awarding the project contract.

7. Payment Schedule

The cost will include all expense may incurred in the project. The quoted amount for the task/work will be enclosed in the envelope marked as "Financial Bid". The Payment will be done after the complete satisfaction approval by Sindh Board of Investment and after deduction of all applicable taxes.

8. Earnest Money

1% of the maximum quoted amount by the firm in the financial bid should be paid by the contractors through Pay Orders of the schedule banks in favor of Sindh Board of Investment, Government of Sindh. The Pay order will be enclosed in Financial Bid Envelope.

Instruction for Bidders

1. The contract resulting from this invitation shall be governed by the SPPRA 2010 rules.
2. In the event of tender being submitted by the firm, it must be signed by the contractor/Supplier/Proprietor/Partners thereof, in the event of the absence of any partner it must be signed on his behalf by a person holding a power of attorney authorizing to do so.
3. The amount of earnest money deposited shall be Rs. 1% of the maximum quoted value of all items, earnest money should be paid by the contractors through Pay Order of the scheduled banks in favor of SBI, Government of Sindh.
4. Tender shall be opened in the presence of the firms/ individuals or their representatives, who may be present at the time of opening tenders, (Initially, only the Technical Proposal will be opened Authorized officer of SBI will enter the rates and specifications of items quoted in the tenders in the comparative statement in a suitable form. In the event of tender being accepted the contractors /comparative statement in a suitable form. In the event of tender being accepted the contractors / supplier shall for the purpose or identification , sign copies of specification and other documents as may be necessary, in the event of tender being reject, the earnest money deposited by the Firm/Individual will be returned on furnishing a receipt for the return of the earnest money.
5. The technical proposal should contain inter alia; a complete description and explanation of the proposed methodology for the Assignment (work plan), timeline, staffing, names and qualifications of allocated personnel and any other resources that the Firm will make available to develop the promo and achieve the objective.
6. Bidding process shall be Single stage- 2 Envelopes both technical and financial bids must be submitted in separate sealed envelopes two inner envelopes and one outer marking the inner envelopes “ 1- Technical Bids, 2- Financial Bids”
7. Each technical proposal shall be evaluated using the following categories and weight below:

Category

Firm Experience related to assignment	40%
Competence and Qualification of Team	30%
Work Plan and Methodology	25%
Financials	05%

Minimum 70% score is required in Technical Proposal to Qualify for opening of Financial Proposal

S. No.	TECHNICAL EVALUATION CRITERIA	
	Criterion	%
	Expertise of the production company:	
	DVD sample of previous works of similar nature as well as full list of productions completed and in process. Completion certificates from the firms / departments etc/ Two Projects: 10 marks Three to Five Projects: 20 Marks Six to Ten Projects: 30 Marks More than Ten Projects: 40 Marks	40
	Proposed Concept Script, methodology, approach (creative and innovative ideas) and implementation plan with proposed timeframe for pre-production, production and post-production.	25
	The Team Leader Should have degree/diploma in film making with more than 5 year experience in the same field 5 to 7 years: 5 Marks 8 to 10 years: 10 Marks More than 10 years: 15 Marks Cameraman/photographer should be graduate and must have experiences of more than 5 years in filming documentaries 5 to 7 years: 2 Marks 8 to 10 years: 5 Marks More than 10 years: 10 Marks Animator should be graduate in graphic/communication design and have more than 5 years of experience in the field: 5 to 7 years: 1 Marks 8 to 10 years: 2 Marks More than 10 years: 5 Marks	30



Auditable Financial Statement of last three years:	5
Turn over between 1-5 Million: 2 Mars More than 5 million: 5 Mars	
Total	100 Marks

8. Last date of submit of tender is at 1400 hrs on 06/02/2016 which shall be opened on the same day at **3:00 pm** in the office of Sindh Board of Investment, Government of Sindh, situated at **1st Floor, Block B, FTC Building, Shahr-e-Faisal , Karachi** in the presence of Interested bidders or their authorized representatives.
9. The competent authority shall have the right of rejecting all or any part of the tender without assigning any reason thereof.

Signature and Stamp of Contractor

Bidding Document

Special Conditions:

1. Conditions as per Tender Notice advertised in press will remain valid for 45 days. However, SBI reserves the right of extend date, time of bid opening or receiving the bids and to purchase all or part of stores under the tender.
2. The firm/contractor should be Sindh Revenue Board Registered
3. Firm whether registered or un-registered shall be required to deposit earnest money equivalent to 1% of the value of their offer along with their tender in the form of Pay Order in favor of the SBI.
4. Pay Order of earnest money will be returned after 15 days of job award.
5. Every Bidder shall be responsible to collect earnest money's pay order within one month of the opening date of tender.
6. Applicable taxes will be deducted as per rules.
7. The successful bidders shall have to deposit as under
 - a. 1% of the contract value
8. Any cutting /correction in bid will make the quotation invalid.
9. In case of quoting alternating prices, separate tender shall be acquired.
10. The bidder shall mention validity of offer, terms of payment, guarantee period and schedule of completion.
11. SBI reserve the right to obtain clarifications from any bidder in respect of items quoted by him. The replies by the bidder will be recorded and will form part of the bid documents.
12. Supply order/ contract will be issued to the availability of funds.
13. 100% payment shall be released on receipt of promo in full after deducting applicable taxes.

14. The contracting firms will be treated under SPPRA 2010 rules. Accordingly in case of failure in supply of Promo, it shall be the option to acquire promo else where without notice on the account and risk of the contractor.
15. The evaluation will be released on the proposed methodology (work), timeline, staffing and qualification of allocated personnel and any other resources that the Firm will make available to develop the Promo and achieve the result. The SBI reserved the rights to choose the Firm best meeting the above criteria..
16. The bidder shall enclose the tender a certificate as attached. Failing the bidders is liable to considered non responsive.
17. The bidders shall provide evidence of proven experience in the relevant field.
18. In case of any deviation, the firm is to have replace /modify/ re film the promo on his own expenses.

Stamp and Signature of Contractor/Authorized person of Firm

CERTIFICATE

We guarantee to supply the documentary exactly in accordance with the requirements specified in the invitation to this tender:

Signature of Bidder

Name & Address _____

Designation

From:

Director General, SBI
Sindh Board of Investment
Karachi.

Subject: TENDER NO. SBI/Promo/ 2015-16

I am directed to hereby invite you to submit your tender for Preparation of Well Made documentary of 8 Minutes on Sindh and Sindh Board of Investment as per details attached in this invitation to tender subject to the terms laid down in the document and those mentioned here under. The contract resulting from this invitation to tender shall be governed by conditions of contract as contained in the Tender Document and conditions contained in SPPRA 2010 Rules, wherever applicable. The bidder quoting against the invitation shall be deemed to have understood the conditions there of and particularly the work required to do.

2. The bidder shall sign the certificate given herein to effect that work shall be done in accordance with the schedule. In case of any deviation, it should be clearly mentioned by the Bidder otherwise it will be presumed that the offer is strictly in accordance with the requirement of the tender notice.

3. The price quoted shall be inclusive of all taxes, duties and charges. The Promo is required for delivery as stated in the schedule.

4. Failure to submit the tender in the manner prescribed in the invitation to tender and its related schedule and annexure will render the same liable to be ignored/rejected.

5. SBI does not pledge to accept the lowest or any tender and reserve the right to accept or reject any or all tenders as per relevant provision of SPPRA 2010 Rules.

For Director General, SBI

To
M/s.
KARACHI

FORM OF CONTRACT AGREEMENT

THIS CONTRACT AGREEMENT (hereinafter called the —Agreement) made on the _____ day of _____ 201 _____ between _____ (hereinafter called the —Procuring Agency||) of the one part and _____ (hereinafter called the —Contractor||) of the other part.

WHEREAS the Procuring Agency is desirous that certain Works, viz _____ should be executed by the Contractor and has accepted a Bid by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

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 hereinafter referred to.
2. In consideration of the payments to be made by the Procuring Agency to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Procuring Agency to execute and complete the Works and remedy defects therein in conformity and in all respects within the provisions of the Contract.

3. The Procuring Agency hereby covenants to pay the Contractor, in consideration of the execution and completion of the Works as per provisions of the Contract, 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 Contract Agreement to be executed on the day, month and year first before written in accordance with their respective laws.

Signature of the Contactor

Signature of the Procuring Agency

(Seal)

(Seal)

Signed, Sealed and Delivered in the presence of:

Witness:

Witness:

(Name, Title and Address)

(Name, Title and Address)

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 |
| 2. 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

NOTIFICATION

NO: Dir(Admin)SBI/General/1-2/2009: In pursuance of Rule 31 of SPPRA Rule 2010 a Complaint Redressal Committee is hereby constituted comprising of following officers for procurement of goods and services in Sindh Board of Investment. The committee shall comprise of following members;

- | | |
|---|----------|
| 1. Director General, SBI | Chairman |
| 2. Chief Executive Officer, SEDF | Member |
| 3. Representative of Accountant General Sindh | Member |


The Complaint Redressal Committee shall announce its decision within seven days and intimate the same to the bidder and authority within three working days

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

**Director General, SBI
KARACHI, dated the 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

Annual Procurement Plan for 2016-17

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

Name of Procuring Agency: SINDH BOARD OF INVESTMENT, GOVERNMENT OF SINDH

S#	Name of Procurement	Estimated Cost	Procurement Method	Tentative date of Procurement Notice Publication	Tentative date of Award of Contract	Tentative date of Completion of Completion	Remarks (if any)
1.	HIRING OF SURVEY FIRM FOR SURVEY AND DEMARCATION	8,000,000	Single Stage 2 Envelops	2 nd Week of January, 2017	February, 2017	April, 2017	
2.	CONSTRUCTION OF ADMINISTRATION ENCLAVE	100,000,000	Single Stage 2 Envelops	Last Week of February 2017	February, 2017	June, 2018	
3.	Installation of Boundary Wall and Posts		Single Stage 1 Envelop	3 rd Week of April, 2017	May, 2017	December, 2018	
4.	Documentary of Sindh Board of Investment	3,000,000	Single Stage 2 Envelops	3 rd Week of January, 2017	February, 2017	March, 2017	

