



**DEPUTY INSPECTOR GENERAL OF POLICE
TRAFFIC (LICENSING & TRAINING) KARACHI
GOVERNMENT OF SINDH**

TENDER NOTICE

Sealed tenders are invited in accordance with the Sindh Public Procurement Rules, 2010 from contractors/contracting firms for following works of the Police Department.

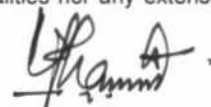
S #	SCOPE OF THE WORK	EARNEST MONEY	TENDER FEE	DURATION OF COMPLETION WORK
1.	Provision of services for Centralized Dispatch Centre to deliver Driving License Cards	2.0 % of Total Bid	Rs. 2,000/-	Yearly Contract

TERMS & CONDITIONS:

- i. Contractors/Contracting Firms should be registered (FBR) Income Tax, Sales Tax and Sindh Revenue Board (NTN and STN registration certificates will be required).
- ii. Contractors/Contracting Firms are advised to quote rates on Unit basis.
- iii. Payments shall be made for the works on basis of job, unit basis on completion in a month on the basis of quantity & verification in accordance with specification.
- iv. The contractors/contracting firms will be required to show evidence of experience, capability in respect of personnel/machinery, financial position etc (Profile of the Firm).
- v. Contractors/Contracting Firms black listed by Government Departments or agency will not be allowed to participate in the tender/bid (participating contractors/contracting firms will be required to submit affidavit to the effect that they are not black listed), for any Government Department.
- vi. Only bids offered on the prescribed Tender Form issued by this department shall be accepted. However, additional sheets may be attached, if required.
- vii. Conditional tender / application will not be entertained.
- viii. Validity of bid/offer shall be at least 90 days from the date of opening of tender.
- ix. The competent authority reserves the right to reject all or any tender/bid subject to and in accordance with the relevant provisions of the Sindh Public Procurement Rules, 2010 and conditions contained in Tender Documents.

INFORMATION & PROCEDURE:

1. Complete set of bidding documents containing the scope of work and relevant details along-with specification can be obtained by the interested Contractors/Contracting Firms from the office of the D.I.G.P Traffic, (L&T), 11th Zamzama Street (Adjacent DL Branch) Clifton, Karachi, **from publication of NIT till 27-02-2017** during working hours on payment of tender fee (non refundable). Method of Procurement will be single stage two envelope.
2. The bid in accordance with single sage two envelope procedure (Technical bid and financial bid sealed in separate envelopes and both envelopes sealed in a single envelope) should be submitted upto **27th February 2017 @ 10:00 am**. The Bids will be opened by Departmental Procurement Committee on same date (**27-2-2017**) at **11:00 am** in the presence of duly authorized representatives (who may like to be present) of Contractors/Contracting firms participating in the tender/bid.
3. Any other information relating to this tender/bid or detail of work or any further clarification can be obtained from the DIGP Traffic (L&T) Clifton, Karachi at given address during office hours before opening of tender.
4. The Contractors/Contracting Firms are advised in their own interest to fully understand scope of work and quality/quantities. They may also visit the site to asses themselves any additional/incidental work (availability of electricity, water or any other item) which may come up before or during execution of the work of this tender for the reason that no extra cost will borne out by Police Department for such eventualities nor any extension in time will be provided on such pretext.


Deputy Inspector General of Police
Traffic Licensing & Training
Karachi.
Ph: 021-99250521



GOVERNMENT OF SINDH
POLICE DEPARTMENT

No. G-1/ 1059 /2016/Karachi

Dated 19 .12.2016.

ORDER

SUBJECT:- CONSTITUTION OF COMMITTEES FOR THE PROCUREMENT OF SERVICES FOR CENTRALIZED PRINTING AND CENTRALIZED DISPATCH CENTER

The following Committees are hereby constituted for the procurement of Services for centralized printing and centralized dispatch center for Driving License Branch Karachi during current financial year 2016-17:-

- i) **Procurement Committee**
 1. DIGP/Traffic (L&T) Karachi (Chairman)
 2. ADIGP/Admin Traffic Karachi (Member)
 3. DSP/Admin Traffic (L&T) Karachi (Secretary)
 4. Rep. of Information Technology, Sindh (Member)
 5. Rep. of Home Department, Sindh (Member)
- ii) **Inspection Committee**
 1. AIGP/Establishment, CPO, Sindh, Karachi (Chairman)
 2. SP/Traffic West Karachi (Member)
 3. DSP/D.L. Branch Nazimabad Karachi (Secretary)
 4. Rep. of Industries Department, Sindh (Member)
 5. Rep. of Civil Defence, Sindh, (Member)
- iii) **Redressal of Grievance & Settlement of Disputes Committee**
 1. Addl.IGP/Traffic Sindh Karachi (Chairman)
 2. AIGP/Logistics, CPO, Sindh, Karachi (Secretary)
 3. DSP/D.L. Branch Korangi, Karachi (Member)
 4. Rep. of Accountant General, Sindh (Member)
 5. Rep. of Sindh Technical Education & Vocational Training Authority (STEVTA), Karachi. (Member)

Sd/-

INSPECTOR GENERAL OF POLICE,
SINDH, KARACHI.

Copy to following for information:-

1. Secretary Home Department, Government of Sindh, Karachi for nominating the representative.
2. Secretary Science & Information Technology, Govt. of Sindh, Karachi for nominating the representative.
3. Accountant General Sindh Karachi for nominating the representative.
4. Addl.IGP/Traffic Karachi.
5. DIGP/Traffic (L&T), Karachi.
6. Director Commerce & Industries Department, Govt. of Sindh Karachi for nominating the representative.
7. Director Civil Defence Sindh, Karachi for nominating the representative.
8. Director Sindh Technical Education & Vocational Training Authority (STEVTA) Karachi for nominating the representative.
9. AIGP/Establishment, CPO, Sindh, Karachi.
10. ADIGP/Admin Traffic Karachi.
11. SP/Traffic West Karachi.
12. DSP/Admin Traffic (L&T) Karachi.
13. DSP/D.L. Branch Nazimabad Karachi.
14. DSP/D.L. Branch Korangi, Karachi
15. PS to IGP Sindh.
16. PS to DIGP/Finance, Sindh, Karachi.

(Qamar Raza Jiskani)PSP

AIGP/Logistics,

For Inspector General of Police,
Sindh Karachi.



OFFICE OF THE DEPUTY INSPECTOR GENERAL OF POLICE,
TRAFFIC (LICENSING & TRAINING), KARACHI

ANNUAL PROCUREMENT PLAN
(WORKS, GOODS & SERVICE)
Financial Year: 2016-2017

S. #	Description of Procurement	Quantity (where applicable)	Estimated Unit Cost (where applicable)	Estimated Total Cost	Funds Allocated	Source of Funds (ADP/Non ADP)	Proposed Procurement Method	Timing of Procurements				Remarks
								1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr	
01	Provision of Services for Centralized Dispatch Center to Deliver Driving License Cards.	300,000	100	30,000,000	-	Own Resource						


(IMRAN AHMED KHAN)

DSP/Admin
For, Deputy Inspector General of Police
Traffic Licensing & Training
Karachi.



Office of the
Deputy Inspector General of Police
License & Training Karachi
Government of Sindh



**"Provision of services for Centralized Dispatch Centre to deliver
Driving License Cards"**

February 2017

N.B

The bidder is expected to examine the Bidding Documents, including all instructions, forms, terms, specifications and charts/drawings. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.



**OFFICE OF THE
DY. INSPECTOR GENERAL OF POLICE,
TRAFFIC (L&T) SINDH, KARACHI.**

Phone: (92-21) 99250521 fax (92-21) 99250511

- 1) Instructions to Bidders on pg # 2**
- 2) Bid form is attached on pg # 3**
- 3) Bid Security Form is attached on pg # 4**
- 4) Performance Security Form is attached on pg # 5**
- 5) Evaluation Criteria is attached on pg # 09**
- 6) Sample Contract Agreement is attached as Annexure-A**
- 7) Technical Proposal Form is attached as Annexure-B**
- 8) Financial Proposal Form is attached as Annexure-C**
- 9) Technical Specification is attached as Annexure-D**

Invitation to Bid

Affix /Paste Advertisement (IFB or EOI)

Instruction to bidder

- i. The bidder is expected to examine the Bidding Documents, including all instructions, forms, terms, specifications and charts/drawings. Failure to furnish all information required by the Biding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.
- ii. The DIGP/Traffic (L&T) Sindh Karachi, is requested Tender Bids for **(Delivery of Driving License through Courier Service)** in sealed envelopes as per information required in this document. Proponents applying for bids should submit Financial Proposal and Technical Proposal in two separate envelopes.
- iii. The Technical Proposal should contain all the bid items without quoting the price and must list firm's clientele, details of past project, items specification etc. Financial bids of firms not obtaining minimum passing criteria on Technical basis will not be opened.
- iv. Interested /Eligible bidders may obtain further information on the bid and inspect the bidding documents at the office of DIGP/Traffic (L&T) Sindh Karachi, 11th Zamzama Street, Karachi.
- v. All bids must be accompanied by a earnest money (2%) of total bid amount, and must be delivered to the office of the DIGP/Traffic (L&T) Sindh Karachi, before 1000 hours on 27-02-2017. The bids will be publicly opened in the office of the undersigned, at 1100 hours on the same day in presence of bidders who wish to remain present.
- vi. The DIGP/Traffic (L&T) Sindh Karachi, will not be responsible for any costs or expense incurred by bidders in connection with the preparation or delivery bids.
- vii. Bidders shall submit bids, which comply with the bidding documents, for alternate bids bidder has to purchase separate bidding documents and alternate bid shall be treated as separate bid.
- viii. Competent authority can cancel the bidding process at any time prior to the acceptance of a proposal as per provision of Rule-25(1) of SPPRA Rules.2010.
- ix. All prices quoted must include any Taxes applicable, i.e. Income Tax, Sales Tax or any other tax imposed by government by law. If not specifically mentioned in the Quotation, then it will be presumed that the prices include all the taxes.
- x. Enquiries regarding this RFP shall be submitted in writing to:
DIGP/Traffic (L&T) Sindh Karachi.
11th Zamzama Street Clifton, Karachi.
Phone: (92-21) – 99250521, Fax (92-21) – 99250511.
- xi. Every page of the tender document should be signed and sealed by the bidder.
- xii. The details of this notice are also available on website of Police department (www.sindhpolice.gov.pk) and SPPRA, Government of Sindh (www.sppra.gov.pk).


(IMRAN AHMED KHAN)

DSP Admin

Traffic L&T Karachi

Secretary Procurement Committee

BID FORM for _____

To:
The Deputy Inspector General of Police,
Traffic (L&T) Sindh, Karachi.

Sir,

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, for the above Contract, we, the undersigned, offer to supply, deliver and test in conformity with the said bidding documents (Technical and Financial proposals are attached as annexure-B and annexure-C respectively) are submitted herewith separately as per your requirement.

We undertake, if our Bid is accepted, to complete the work in accordance with the delivery time mention in this tender documents.

If our Bid is accepted, we will provide the performance security in the sum equivalent to equal to 10% percent of the Contract Price i.e., Rs..... for the due performance of the Contract as per bid Security Form.

Dated this _____ day of _____ 201____

WITNESS

BIDDER (Sign + Seal)

Signature: -----

Signature: -----

Name:-----

Name:-----

Title:-----

Title:-----

Address:-----

Address:-----

CNIC #:-----

CNIC #:-----

BID SECURITY FORM

WHEREAS _____ (hereinafter called "**the Bidder**") has submitted its bid dated _____ for the delivery of driving license of _____, (hereinafter called "**the Bid**").

KNOW ALL MEN 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 into the Additional Inspector General of Police, Traffic, Sindh, Karachi, (hereinafter called "**the delivery of driving license**") in the sum of _____, for which payment well and truly to be made to the said service vendor, the Bank bonds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this _____ day of _____, 201__.

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 does not accept the corrections of his Total Bid Price; or
3. If the Bidder, having been notified of the acceptance of its Bid by the service vendor during the period of bid validity:
 - (a) Fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders; or
 - (b) Fails or refuses to execute the Contract Form, when requested.

We undertake to pay to the Service vendor up to the above amount, according to, and upon receipt of, its first written demand, without the service vendor having to substantiate its demand, provided that in its demand the service vendor will note that the amount claimed by it is due to it owing to the occurrence of one or both or all the three above stated conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to 28 days beyond the period of bid validity, and any demand in respect thereof should reach the Bank not later than such date.

(NAME OF BANK)
By _____
(Title)
Authorized Representative

PERFORMANCE SECURITY FORM (Applicable in case of bank guarantee)

To: The Dy. Inspector General of Police,
Traffic (L&T), Sindh, Karachi.

WHEREAS (Name of the Contractor)

Hereinafter called "the Contractor" has undertaken, in pursuance of the bid for the delivery of driving license " _____", dated _____ 201____, (hereinafter called "the Contract").

AND WHEREAS we have agreed to give the Contractor a Guarantee:

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total Sum of Rs.... ..10% of the total contract value (Amount of the guarantee), and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums, within the limits of 10% of the total contract value (Amount of Guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until ___ day of _____ 201____, or the warranty period.

[NAME OF GUARANTOR]

Signature _____

Name _____

Titel _____

Address _____

Seal _____

1. General Terms & Conditions

(i) Bid Bond

A bid bond, and bid security in the shape of a Pay Order / Bank Draft in favor of D IGP/Traffic (L&T) Sindh, Karachi, equivalent to 2% of the total cost of bid should be submitted along with the tender.

(ii) Validity of the proposal

All proposal and price shall remain valid for a period of 90 days from the date of the opening of Technical Proposals. However, the responding organization is encouraged to state a longer period of validity for the proposal.

(iii) Currency

All currency in the proposal shall be quoted in Pakistani Rupees (PKR).

(iv) Withholding Tax, Sales Tax and other Taxes

The responding organization is hereby informed that the Government shall deducted tax at the rate prescribed under the tax laws of Pakistan, from all payments for services rendered by any responding organization who signs a contract with the Police department. The responding organization will be responsible for all taxes on transaction and/or income, which may be levied by government. If responding organization is exempted from any specific taxes, then it will provide the relevant documents with the proposal.

(v) Stamp Duty

Stamp duty for contract documents shall be borne by responding organization/bidder at the time of signing of contract.

(vi) Supply Capabilities

Responsive Organization should clearly indicate the duration of delivery of quoted item(s) specified in Annexure-D

Option.	Item	Action Item	Response time (in hours)
1	Plastic card driving license.	Delivery to the address of the applicant	24 hours
2	Plastic card driving license	Delivery to the address of the applicant	48 hours

(vii) **Compliance to Specification**

The Responding Organization (RO) to provide information as per (Annexure-D). RO may not propose any kind of refurbished item in their technical proposals.

(viii) **Financial Capabilities**

The RO(s) shall describe the financial position of its organization. Income Statement or Annual Report should be included in the detailed Technical proposal.

(ix) **Damages/Misplace.**

- a) It is utmost importance that schedule to tender should be filled in very carefully and the instructions set forth above, scrupulously complied with failing which the offer will be ignored. In case of non-completion of supply within stipulate period Security deposit will be forfeited in favor of the Traffic Police Sindh, Karachi as stated at sub clause (d).
- b) An affidavit that the firm declares details of litigation with any client during the last 5 years be provided.
- c) An affidavit that the firm has never been blacklisted by any Government Department.
- d) In case of damage/misplace 100% recovery will be made for duplicate of following driving license.

S#	Category	Fees	Lamination	Medical	Total
1	Car/Motorcycle	360	250	100	710
2	LTV	360	250	100	710
3	HTV	360	250	100	710

e) In case of late delivery of Driving Licenses 0.25% charges will be deducted, then Service vendor reserve the right to cancel the contract, forfeit the performance security and black list the firm.

(x) **Delivery Time.**

- 1) 24 hours after handed over to authorized office by the Licensing authority.
- 2) 48 hours after handed over to authorized office by the Licensing authority.

xi. The earnest money is refundable after finalization of the bid in case of return of financial bids un opened to non-responsive bidders, on request after opening of financial bids or when award / placement of service vendor order is finalized. The bidders will, however, have to apply for refund through a written request on their company/firm letter head addressed to DIGP/Traffic (L&T) Sindh Karachi.

- xii. The successful bidder will have to deposit 10% security of the amount of contract, in the form of pay order, bank guarantee or any other financial instrument recognized by Government of Pakistan, to the satisfaction of DIGP/Traffic (L&T), Sindh Karachi. The same will be returned on due completion of the contract and warranty period.
- xiii. To conform, the approved specifications, the evaluation criteria of bids will be based on the technical expert opinion, observation of evaluation committee and terms and condition set forth in the bidding documents, tender notice and Bid Form or as deemed appropriate by the Committee.
- xiv. Date of opening of the Financial Proposals will be announced separately. The proposal of only those bidders will be considered/ opened which are declared qualified after evaluation of technical bids and upon fulfilling all the condition by the Committee. Further enquiry can be made from DIGP/Traffic (L&T) Sindh Karachi, on telephone No.99250521.
- xv. Conditional tenders/bids will not be acceptable.
- xvi. Authority letter from principal company for product and vender authentication shall be provided with the bid.
- xvii. Police Department reserves the right to increase or decrease the scope of work/number of items without assigning any reason.

2. Mode of Delivery and Address

Technical & Financial proposals (2 copies each) should be submitted by 27-2-2017 at 1000 hours at the address given below:

Office of DIGP/Traffic (L&T) Sindh.
11th Zamzama Street, Clifton, Karachi.
Tel # 99250521, Fax # 99250511

- (i) The technical proposals will be opened on the same day at 1100 hours at the same address. The responding organization shall deliver 2 (two) copies of the technical & financial proposal each copy being physically separated, bound, sealed and labeled as "TEHNNICAL PROPOSAL" and " FINANCIAL PROPOSAL" (one Original and one copy), labeled as such on their respective envelopes. The bid security of 2% of the offer in shape of Bank guarantee or Pay Order shall be enclosed in the envelope marked "FINANCIAL PROPOSAL" without the financial proposal shall not be considered and bid shall be rejected.
- (ii) Proposals shall be dropped in the sealed tender box kept in the office of the DIGP L&T Karachi, up to 1000hours.
- (iii) **Submission of Proposal**

The complete proposals should be submitted by 1000 hours on 27-02-2017 at the address given in 2(ii) above.

CNIC copies of Owner/Authorized person along with witness should be enclosed.

(Please provide photocopies of relevant documents).

(iv) **Opening of Proposals**

The proposals submitted against this RFP will be opened on date mentioned above at 1100 hours in front of the **Committee** of DIG L&T Karachi.

3. Evaluation and Comparison of Technical and Financial Bids

The evaluation will be performed assuming the Contract will be awarded to the bid confirming to Eligibility Criteria and most closely conforming to evaluation criteria and other conditions specified in the bidding documents and having lowest evaluated cost.

a. Eligibility Criteria

- Valid Registration with Income Tax.
- Valid Registration with Sales Tax
- Company History years in business?
- Under taking on stamp paper that firm is not involved in any litigation, Department rift, abandoned or unnecessary delay in completion of any work in the Government Department.
- Affidavit/Undertaking on stamp paper that the firm has not been black listed previously by any executing agency.

(Note: All documents are mandatory and must be provided otherwise the bid will not be considered).

Evaluation Criteria and Comparison of Bid

The Proposals shall be evaluated on the basis of following parameters.

S.#	Evaluation Parameter	Marks	Brief Questionnaire												
1	Specifications	300	Compliance with required specifications mentioned at Annexure "D". Attach Brochures/Samples of quoted items.												
2	Financial Capabilities	200	<ul style="list-style-type: none">• Bank statement of last () years<table border="1"><tr><td>Minimum three year</td><td>Marks 75</td></tr><tr><td>More than three year</td><td>Marks 100</td></tr><tr><td>Less than three year</td><td>Each year obtain 25- Marks</td></tr></table>• Annual turnover of last ()years<table border="1"><tr><td>Minimum three year</td><td>Marks 75</td></tr><tr><td>More than three year</td><td>Marks 100</td></tr><tr><td>Less than three year</td><td>Each year obtain 25- Marks</td></tr></table>	Minimum three year	Marks 75	More than three year	Marks 100	Less than three year	Each year obtain 25- Marks	Minimum three year	Marks 75	More than three year	Marks 100	Less than three year	Each year obtain 25- Marks
Minimum three year	Marks 75														
More than three year	Marks 100														
Less than three year	Each year obtain 25- Marks														
Minimum three year	Marks 75														
More than three year	Marks 100														
Less than three year	Each year obtain 25- Marks														
3	Relevant Experience	200	<ul style="list-style-type: none">• Bidder should provide Work Orders relating to work/supply mentioned in the Tender Notice.<table border="1"><tr><td>Minimum three Work Orders</td><td>Marks 150</td></tr><tr><td>More than three Work Orders</td><td>Marks 200</td></tr><tr><td>Less than three Work Orders</td><td>Each year obtain 50- Marks</td></tr></table>	Minimum three Work Orders	Marks 150	More than three Work Orders	Marks 200	Less than three Work Orders	Each year obtain 50- Marks						
Minimum three Work Orders	Marks 150														
More than three Work Orders	Marks 200														
Less than three Work Orders	Each year obtain 50- Marks														
	Total Marks	700													

N.B.

Minimum passing/qualifying marks is 80% i.e. 560 marks out of 700 marks. The bid not obtaining minimum qualifying score shall not be considered and rejected. Out of the bids

qualifying the Evaluation Criteria, the bid with lowest evaluated cost shall be awarded contract provided it meets all other procedural requirements.

The Bidder should provide the following required information and placing this Form on top of the Technical Proposal. Relevant portions of the Technical Proposal should be referenced in this form.

Information Required

A General

- 1 Name of Bidder
- 2 No of Years in business in Pakistan
- 3 No of Offices locations in Pakistan
- 4 Annual Turnover (Million Rs.)
- 5 Value of projects in hand (details may be given)
- 6 Year of Incorporation
- 7 Status of the Bidder
 - Sole Proprietor
 - Partnership Firm
 - Private Limited Company
 - Public Limited Company
 - Entity registered / incorporated outside Pakistan (Give details)
 - Other (Please specify)
- 8 Names of Owner / Partners / Chief Executive / Directors
- 9 Details of Registered Head Office (Address, Phone, Facsimile, Email and Website information)

4. Contacting the Service Vendor.

Any effort by a bidder to influence the Service Vendor in the decisions in respect of bid evaluation, or Contract award will result in the rejection of the bidder's bid.

5. Service Vendor reserves the right to accept or reject the Bid.

The Service Vendor reserves the right to accept or reject the bid in according with SPP Rules-2010, and to annul the bidding process at any time prior to award of Contract, without thereby incurring any liability to the bidder or any obligation to inform the bidder of the grounds for the Service Vendor's action.

Definitions

In this Contract, the following terms shall be interpreted as indicated:

- **“Service Vendor”** means the Traffic Police Sindh, Karachi.
- **“Contractor”** means the firm whose bid has been accepted by the service vendor and the legal successors, in title to the contractor.
- **“Contract”** means the agreement entered into between the service vendor and the contractor, as recorded in the contract form signed by the parties, including all schedules and attachments thereto and all documents incorporated by reference therein.
- **“Commencement Date of the Contract”** means the date of signing of the contract between the service vendor and the contractor.
- **“Services”** means services, such as testing and other such obligations of the contractor covered under the contract.
- **“Works”** means all driving license to be delivered to the Address of the Applicant and work to be done by the contractor under the contract.
- **“RO”** means responding organization/ bidder firm.
- **“RFP”** means request for proposal.

Sample Contract Agreement

1. This contract agreement is made and entered into on _____, 201__, BY AND BETWEEN.

i) **The Deputy Inspector General of Police, Traffic (L&T) Sindh, Karachi,** 11th Zamzama Street Clifton, Karachi, hereinafter referred as service vendor, which expression shall unless repugnant to the context or meaning thereof, be deemed to include its successors and permitted assigns officers delegated to perform functions for and on behalf of various units of Traffic Police, Sindh of ONE PART.

AND

ii) _____
_____ having its registered office at hereinafter referred as supplier, which expression shall, unless repugnant to the context of meaning thereof, be deemed to include its successors and permitted assigns of the OTHER PART.

2. WHEREAS the Deputy Inspector General of Police, Traffic (L&T) Sindh, is entrusted with responsibility of item during current financial year 2015-2016 as per description, with specification and quantity, given below:-

S.NO.	DESCRIPTION OF ARTICLES WITH SPECIFICATION	QUANTITY/ NUMBER	Delivery
01	Delivery of the Driving Licenses to the address of the applicant.		24 hours.
02	Delivery of the Driving Licenses to the address of the applicant.		48 hours

3. AND WHEREAS, the **Deputy Inspector General of Police, Traffic (&T) Sindh,** in accordance with The Public Procurement Rules, 2010 as adopted by Government of Sindh, vide notification No. _____ dated: _____.

4. That M/s. _____ participated in the response of open tenders, floated by DIGP/Traffic (L&T) Sindh Karachi, by submitting technical and financial bids, after necessary evaluation of the item / articles described above; the committee opened the financial bids in front of all bidders on _____.
5. That the rates offered by M/s. _____ for the item / articles as shown and given above, were found to be lowest offered in comparative terms with the rates of other bidders participating in the process. Therefore, on the recommendation of Committee, the DIGP/Traffic (L&T) Sindh Karachi, has accorded approval to place order with M/s. _____ on terms and conditions specified below:-

NOW THEREFORE PARTIES HEREBY AGREE AS FOLLOWS

- i) That M/s. _____ shall Deliver Driving License described and specified alongwith quantity the above within __ **days** from the date of signing of this agreement.
- ii) That all deliveries shall be made at _____, Sindh, Karachi between on working days only.
- iii) That the **DIGP/Traffic (L&T) Sindh**, shall give written receipt signed by him giving out complete details, exhibiting, accepted and rejected, and such receipts shall be conclusive evidence of the acceptance and rejection of the specified as accepted and rejected.

- iv) In case M/s. _____ make default, in the due performance of this agreement/contract in part or full, **DIGP/Traffic (L&T) Sindh**, shall be at liberty to impose and recover L.D. Charges not exceeding 0.025% per month thereof. The penalty shall be applicable only to the extent supplied late.
 - v) The **DIGP/Traffic (L&T) Sindh** shall have right to assess, demand and recover any damages suffered by Police Department due to late supply of the Driving License from the supplier.
 - vi) The **DIGP/Traffic (L&T) Sindh** shall be at liberty to deduct and retain the amount so assessed from the bill that may be or may become due and payable at or after the time of such failure to the M/s. _____ by the said **DIGP/Traffic (L&T) Sindh**, whether by virtue of agreement or otherwise.
 - vii) The DIGP/Traffic (L&T) Sindh, Karachi, shall not be responsible for non-performance of this agreement due to change in law, rules and policy of the government as notified in official gazette from time to time.
 - viii) That all conditions laid down in the rules framed for procurement by the Government shall apply to transactions made under this contract agreement and both parties shall be bound by it.
6. This contract agreement shall be construed, and the legal relations created herein will be determined in accordance with the laws of Islamic Republic of Pakistan.
7. Any notice required under this contract agreement shall be in writing and shall be effective when received by the addressee at its given address.

8. If any term, conditions, or provision in this Agreement is found to be invalid, unlawful or unenforceable to any extent, the parties shall Endeavour in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in the Agreement. If the parties fail to agree on such amendments, such invalid terms, condition or provision will be served from remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
9. This agreement may be amended only in writing signed by both the parties.
10. IN WITNESS WHEREOF, the parties have executed this agreement on the date set forth above.

DIGP/Traffic (L&T) Sindh.

Witness:

1) _____

2) _____

Technical Proposal Form

Bidder's Profile		
Name		
Official Address		
Telephone(s) No.		
Official Fax No.		
GST Registration No.		
Income Tax Reg. No.		
Sr. No.	Specifications of delivery of driving license	Supply (in 24 hours)

Note: Please read carefully the whole document and provide all necessary details with proof of evidence.

BIDDER (Sign + Seal)

Financial Proposal Form

Bidder's Profile				
Name				
Official Address				
Telephone(s) No.				
Official Fax No.				
GST Registration No.				
Income Tax Reg. No.				
No. of years in business				
Sr.No.	Driving License delivery charges per No.	Quantity	Unit Cost (Rs)	Total Cost (Rs) inclusive all taxes
Total Cost in Pak Rupees				
(in words. _____)				

Note: Earnest money as a security deposit will be equivalent to 2% of total capacity of delivery of driving license (approximately) per year.

Only Pay Order/Bank Draft for earnest money will be acceptable in favor of D IGP/Traffic (L&T) Sindh, Karachi.

BIDDER (Sign + Seal)

TECHNICAL.**Introduction:-**

With the approval of IGP/Sindh Karachi, the Traffic Police Sindh, will deliver the Plastic Card computerized driving licenses at the residence of applicant through courier service.

MANAGEMENT OF THE SYSTEM.		
Required Specification.		
1	Front end hardware	Provide detail description
2	Technology road map.	Provide Technology Road Map for your solution.
3	Reporting Infrastructure.	Provide detail & specification of computer and other technology which will be utilized in courier services.
4	S.M.S. Platform	Provide detail of dedicated SMS platform/short code to be integrated with the front end hardware to be utilized for sending information to applicant/driving license holder as well as service provider.
5	Evidence	Proper documentary evidence of delivery of the driving license.
6	Back up	All records must have proper backup of every entry in real time in all the system working in this connection.