**Office of the**

**DISTRICT EDUCATION OFFICER ELEMENTARY, SECONDARY & HIGHER SECONDARY) SANGHAR**



**Bidding Documents**

*Procurement / Printing of Examination Material for*

*District:* ***Sanghar***

**For**

**Education & Literacy Department, Government of Sindh**

Near Govt.Boys High School, Nawabshah Road Sanghar

Phone: 0235-542281, EMAIL: deoeshs.sgr@gmail.com

**Part One - Section I.**

**Instructions for Bidders**

**Instructions for Bidders**

1. **Introduction**
2. **Source of**

**Funds**

1.1 The Procuring agency has received provincial government funds towards the utilization for Printing / Purchase of Examination Material for annual examination 2016-17 (Class IV to VIII) it is intended thatthe proceeds of these funds will be applied to eligible payments under the contract for which these bidding documents are issued.

1.2 Payment by the department will be made only at the request of the Procuring agency and upon approval by the Government of Sindh., and in case of a project will be subject in all respect to the terms and conditions of the agreement. The Project Agreement prohibits a withdrawal from theallocatedfund account for the purpose of any payment to persons or entities, or for any import of goods, if such payment or import, to the knowledgeofthe Sindh Government is prohibited by a decision ofthe UnitedNationsSecurityCounciltakenunder Chapter VII of the Charter of the United Nations. No party other thantheProcuringagencyshallderiveanyrightsfromthe ProjectAgreementorhaveanyclaimtotheallocatedfund proceeds.

**2.Eligible**

**Bidders**

2.1 This Invitation for Bids is open to all suppliers from eligible source asdefined in the SPPRA Rules 2010 and its Bidding Documents except as provided hereinafter.

2.2 Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring agency to provide consulting services forthepreparation ofthe design, specifications,and other documentstobeusedforthe procurement of the goods to be purchased under this Invitation for Bids.

2.3 Government-owned enterprises in the Province of Sindh may participate only if they are legally and financially autonomous, if they operate under commercial law, and if they are not a dependent agency of the Government of Sindh.

2.4 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 its Bidding documents, and all expenditures made under the contract will be limited to such goods and services.

3.2 For purposes of this clause, “origin” means the place where the goods aremined, grown, or produced, or the place from which the related services aresupplied. Goods are produced when, throughmanufacturing,processing,orsubstantialandmajor assemblyofcomponents,acommercially-recognizedproduct results that is substantially different in basic characteristics or in purpose or utility from its components.

3.3 The origin of goods and services is distinct from the nationality of the Bidder.

**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 named in the Bid Data Sheet, hereinafter referred to as “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) General Conditions of Contract (GCC)

(d) Special Conditions of Contract (SCC)

(e) Schedule of Requirements

(f) Technical Specifications

(g) Bid Form and Price Schedules

(h) Bid Security Form

(i) Contract Form

(j) Performance Security Form

(k) Manufacturer’s Authorization Form

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 bidnotsubstantiallyresponsivetothebiddingdocumentsin every respect will be at the Bidder’s risk and may result in therejection 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 Procuringagencywillrespondinwritingtoanyrequestfor 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’sresponse (includinganexplanationof the query but without identifying the source of inquiry) will be sent toallinterestedbiddersthathavereceivedthebidding 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 providedthey 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 Bid Form and a Price Schedule completed in accordance with ITB Clauses 10, 11, and 12;

(b) Documentary evidence established in accordance with ITB Clause 13 that the Bidder is eligible to bid and is qualified to perform the contract if its bid is accepted

(c) Documentary evidence established in accordance with ITB Clause14thatthegoodsandancillaryservicestobe supplied by the Bidder are eligible goods and services and conform to the bidding documents; and

(d) Bid security furnished in accordance with ITB Clause 15.

**10. Bid Form** 10.1The Bidder shall completethe Bid Form and the appropriate PriceSchedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, their country of origin, quantity, and prices.

**11. Bid Prices** 11.1The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the goods it proposes to supply under the contract.

11.2 Prices indicated on the Price Schedule shall be delivered duty paid (DDP) prices. 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 ITBClause11.2abovewillbesolelyforthepurposeof 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.

11.5 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. If, however, in accordance with the Bid Data Sheet, pricesquoted by the Bidder shall be subject to adjustment during the performance of the contract, a bid submitted with a fixed price quotation will not be rejected, but the price adjustment would be treated as zero.

**12. Bid Currencies** 12.1Prices shall be quoted in Pak Rupees unless otherwise specified in the Bid Data Sheet.

**13. Documents Establishing Bidder’sEligibility 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.

13.2The 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 from an eligible country as defined under ITB Clause 2.

13.3 ThedocumentaryevidenceoftheBidder’squalificationsto perform thecontract if its bid is accepted shall establish to the Procuring agency’s satisfaction:

(a) That, in the case of a Bidder offering to supply goods under thecontractwhichtheBidderdidnotmanufactureor otherwise produce, the Bidder has been duly authorized by the goods’ Manufacturer or producer to supply the goods in the Procuring agency’s country;

(b) That the Bidder has the financial, technical, and production capability necessary to perform the contract;

(c) That, in the case of a Bidder not doing business within the Procuringagency’s country,the Bidder is or will be (if awardedthecontract)representedbyanAgentinthat countryequipped,andabletocarryouttheSupplier’s maintenance,repair, and spareparts-stocking obligations prescribed in the Conditions of Contractand/or Technical Specifications; and

(d) That the Bidder meets the qualification criteria listed in the

Bid Data Sheet.

**14. Documents Establishing Goods’ 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 biddingdocuments of all goods and services which the Bidder proposes to supply under the contract.

14.2 The documentary evidence of the eligibility of the goods and services shall consist of a statement in the Price Schedule of the country of origin of the goods and services offered which shall beconfirmedby a certificateoforiginissuedat thetimeof shipment.

14.3 Thedocumentaryevidenceofconformityofthegoodsand servicestothebiddingdocumentsmaybeintheformof literature, drawings, and data, and shall consist of:

(a) Adetaileddescriptionoftheessentialtechnicaland

Performance characteristics of the goods;

(b) A list giving full particulars, including available sources and currentprices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods for a periodto be specifiedintheBid Data Sheet,following commencement of the use of thegoods by the Procuring agency; and

(c) An item-by-itemcommentaryontheProcuring agency’s Technical Specifications demonstrating substantial responsiveness of the goods andservices to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications.

14.4 For purposes of the commentary to be furnished pursuant to ITB Clause14.3(c) 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 agencyinitsTechnicalSpecifications,areintendedtobe 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 Procuringagency’s satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

**15. Bid Security** 15.1Pursuant 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 ThebidsecurityisrequiredtoprotecttheProcuringagency against therisk 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 one of the following forms:

(a) A bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the Procuring agency’s country, in the form provided in the bidding documents or another form acceptable to the Procuring agency and valid for thirty (30) days beyond the validity of the bid; or

(b) Irrevocable encashable on-demand Bank call-deposit.

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 Unsuccessful bidders’ bid security will be discharged or returned as promptlyas possible but not later than thirty (30) days after the expiration of theperiod of bid validity prescribed by the Procuring agency pursuant to ITB Clause 16.

15.6 The successful Bidder’s bid security will be discharged upon the Bidders signingthecontract,pursuanttoITBClause32,and furnishing the performance security, pursuant to ITB Clause 33.

15.7 The bid security may be forfeited:

(a) IfaBidderwithdrawsitsbidduringtheperiodofbid validity specified by the Bidder on the Bid Form; or

(b) In the case of a successful Bidder, if the Bidder fails:

1. 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 toITBClause 19.A bid valid for a shorter period shallberejectedbytheProcuringagency as nonresponsive.

16.2 In exceptional circumstances, the Procuring agency may solicit the Bidder’sconsent to an extension of the period of validity. The request and the responses thereto shall be made in writing . The bid security providedunderITB Clause 15 shall also be suitablyextended. A Biddermayrefusethe 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 bidindicated in the Bid Data Sheet, clearly marking each “**ORIGINAL BID**” and “**COPY OF BID**,” as appropriate.In the event ofanydiscrepancy betweenthem,theoriginalshall govern.

17.2 The original and the copy or copies of the bid shall be typed or written inindelible 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 initialed by the person or persons signing the bid.

17.3 Any interlineations, erasures, or overwriting shall be valid only if they are initialed 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:“DONOTOPEN 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.

**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 accordancewithITBClause7,inwhichcaseallrightsand

Obligations oftheProcuringagencyandbidderspreviously 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 TheBiddermaymodifyorwithdrawitsbidafter thebid’s submission,providedthatwrittennoticeofthemodification, including substitution orwithdrawal of the bids, is received by theProcuringagencypriortothedeadlineprescribedfor submission of bids.

21.2 TheBidder’smodificationorwithdrawalnoticeshallbe prepared, sealed, marked, and dispatched in accordance with the provisions of ITB Clause 18,by a signed confirmation copy, postmarked not 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 TheProcuringagencywillopenallbidsinthepresenceof bidders’ representatives who choose to attend, at the time, on the date,and at theplace specified in the Bid Data Sheet. The bidders’ representatives who are present shall sign a register evidencing their attendance.

22.2 Thebidders’names,bidmodificationsorwithdrawals,bid prices,discounts, and the presence or absence of requisite bid security and suchother details as the Procuring agency, at its discretion, may considerappropriate, 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 arenotopenedandreadoutatbidopeningshallnotbe considered for furtherevaluation, irrespectiveofthe 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 Bidderfor aclarificationof itsbid.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 TheProcuringagencywillexaminethebidstodetermine whethertheyare complete,whetherany computationalerrors 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 bymultiplying 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.

24.3TheProcuringagencymaywaiveanyminorinfirmity, 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 Procuringagency will determine the substantial responsiveness of each bid to thebidding documents.For purposes of these Clauses, a substantially responsive bid is one which conforms to all the terms and conditions of thebidding documents without material deviations.Deviationsfrom,orobjectionsor 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’sdetermination of a bid’s responsiveness is to be based on the contents ofthe 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.

25.2The Procuring agency’s evaluation of a bid will be on delivered duty paid(DDP) price inclusive of prevailing duties and will exclude any allowance for price adjustment during the period of execution of the contract, if provided in the bid.

25.3 TheProcuringagency’sevaluationofabidwilltakeinto account, inaddition to the bid price quoted in accordance with ITBClause11.2,oneormoreofthefollowingfactorsas specified in the Bid Data Sheet, andquantified in ITB Clause25.4:

(a) Incidental costs

(b) Delivery schedule offered in the bid;

(c) Deviations in payment schedule from that specified in the

Special Conditions of Contract;

(d) The cost of components, mandatory spare parts, and service;

(e) The availability Procuring agency of spare parts and after-

Sales services for the equipment offered in the bid;

(f) The projected operating and maintenance costs during the life of the equipment;

(g) The performance and productivity of the equipment offered;and/or

(h) Other specific criteria indicated in the Bid Data Sheet and/or in the Technical Specifications.

25.4 For factors retained in the Bid Data Sheet pursuant to ITB 25.3, one or more of the following quantification methods will be applied, as detailed in the Bid Data Sheet:

(a) Incidental costs provided by the bidder will be added byProcuring agency to the delivered duty paid (DDP) price atthe final destination

(b) *Delivery schedule.*

(i) The Procuring agency requires that the goods under the Invitation for Bids shall be delivered at the time specified in the Schedule of Requirements which will be treated as the base, a delivery “adjustment” will be calculated forbidsbyapplyingapercentage, specified in the Bid Data Sheet, of the DDP price for each week of delay beyond the base, and this will be added to the bid price for evaluation.No credit shall be given to early delivery.

**Or**

(ii) The goods covered under this invitation are required to be delivered (shipped) within an acceptable range of weeks specified in the Schedule of Requirement. No credit will be given to earlier deliveries, and bids offering delivery beyond this range will be treated as nonresponsive. Within thisacceptable range,an adjustmentper week, as specifiedintheBid Data Sheet, will be added for evaluation to the bid price of bids offering deliveries later than the earliest delivery period specified in the Schedule of Requirements.

**Or**

(iii)The goods covered under this invitation are required to be delivered in partial shipments, as specified in the ScheduleofRequirements.Bidsoffering deliveries earlier or later than the specified deliveries will be adjusted in the evaluation by adding to the bid price a factor equal to a percentage, specified in the Bid Data Sheet, of DDP price per week of variation from the specified delivery schedule.

(c) *Deviation in payment schedule.*

(i) Bidders shallstate theirbidpriceforthepayment 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 mayconsiderthealternativepayment schedule offered by the selected Bidder.

**Or**

(ii) The SCC stipulates the payment schedule offered by

The Procuringagency, If a bid deviates from the scheduleandifsuch deviation isconsidered acceptable to the Procuring agency, the bid will be evaluated by calculating interest earned for any earlier payments involved in the terms outlined in the bid as compared with those stipulated in this invitation, at the rate per annum specified in the Bid Data Sheet.

(e) *Performance and productivity of the equipment.*

(i) Bidders shall state the guaranteed performance or efficiency in response to the Technical Specification. For each drop in the performance or efficiency below thenormof100,anadjustmentforanamount specified in the Bid Data Sheet will be added to the bidprice, representingthecapitalizedcostof additional operating costsover the life of the plant, usingthemethodologyspecifiedintheBidData Sheet or in the Technical Specifications.

**Or**

1. Goods offered shall have a minimum productivity specifiedundertherelevant provisionintheTechnical Specifications to be considered responsive. Evaluation shall be based on the cost per unit of the actual productivity of goods offered in the bid, and adjustment will be added to the bid price using the methodology specified in the Bid Data Sheet or in the Technical Specifications.

(f) *Specific additional criteria indicated in the Bid Data Sheet and/or in the Technical Specifications.*The relevant evaluation method shall be detailed in the BidData Sheet and/or in the Technical Specifications.

**Alternative** 25.4Merit Point System:

The following merit point system for weighing evaluation factors can be applied if none of the evaluation methods listed in 25.4 above has been retained in the Bid Data Sheet.The number of points allocated to each factor shall be specified in the Bid Data Sheet.

**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.

**27. Post- qualification**

**F. Award of Contract**

27.1 Intheabsenceofprequalification,theProcuringagencywill determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified toperformthecontractsatisfactorily, inaccordancewiththe 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 thedocumentary evidence of the Bidder’s qualifications submitted by theBidder, pursuant to ITB Clause13.3,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 capabilitiestoperform 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 lowestevaluatedbid,providedfurtherthattheBidderisdetermined 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, thequantity 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 or any obligation to inform the affected Bidder or bidders of the grounds for the Procuring agency’s action.

**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 theContract.

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 sendtheBiddertheContractFormprovidedinthebidding documents, incorporating all agreements between the parties.

32.2 Withinthirty(30)daysofreceiptoftheContractForm,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 theProcuring agency, the successful Bidder shall furnish the performancesecurity in accordance with the Conditions of Contract,inthePerformanceSecurityFormprovidedinthe biddingdocuments,orinanotherformacceptabletothe 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 bidsecurity, 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 TheGovernmentofSindhrequiresthatProcuringagency’s (includingbeneficiaries of donoragencies’loans),aswellas Bidders/Suppliers/ Contractors under Government-financed contracts,observethehigheststandardofethicsduringthe procurementand execution of such contracts.In pursuance of this policy, the SPPRA,inaccordance with the SPP Act, 2009 and Rules made thereunder:

(a) Defines, for the purposes of this provision, the terms set forth below as follows:

(i) “corruptpractice”meanstheoffering, giving,receiving or soliciting of anything of value to influence the action of a public official intheprocurementprocessorincontract execution; and

(ii) “fraudulentpractice”means amisrepresentation of facts in order to influence a procurementprocessortheexecutionofa contracttothedetrimentoftheProcuring agency, andincludes collusive practice among Bidders(priortoorafterbidsubmission) designed to establish bid prices at artificial non- competitive levels and to deprive the Procuring agencyofthebenefitsoffreeandopen competition;

(b) Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corruptorfraudulentpracticesincompetingforthe contract in question;

(c) Will declare a firm ineligible, either indefinitely orforastatedperiodoftime,tobeawardeda Government-financed contract if Itatanytime determinesthatthefirmhasengagedincorruptor 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.

**Part One - Section II**

**General Conditions of Contract**

**General Conditions of Contract**

**1.Definitions** 1.1 InthisContract,thefollowingtermsshallbeinterpretedas indicated:

(a) “The Contract” means the agreement entered into between the Procuring agency and the Supplier, as recorded in the ContractForm signed bythe parties, including all attachmentsandappendicestheretoandalldocuments incorporated by reference therein.

(b) “TheContractPrice”meansthepricepayabletothe SupplierundertheContractforthefullandproper performance of its contractual obligations.

(c) “TheGoods”meansallofthegoods, supplies and equipment and/or other materialswhich theSupplieris requiredto supply to the Procuring agency under the Contract.

(d) “The Services” means those services ancillary to the supply of the Goods, such as transportation and insurance, and any otherincidental services,suchasinstallation, commissioning,provision of technical assistance, training, and other such obligationsof the Supplier covered under the Contract.

(e) “GCC” means the General Conditions of Contract contained in this section.

(f) “SCC” means the Special Conditions of Contract.

(g) “The Procuring agency” means the organization purchasing the Goods, as named in SCC.

(h) “The Procuring agency’s country” is the country named in

SCC.

(i) “The Supplier” means the individual or firm supplying theGoods and Services under this Contract.

(j) “The Project Site,” where applicable, means the place or places named in SCC.

(k) “Day” means calendar day.

**2. Application** 2.1 These General Conditions shall apply to the extent that they are

Not superseded by provisions of other parts of the Contract.

**3 .Country of**

**Origin**

3.1 All Goods and Services supplied under the Contract shall have their origin in the countries and territories eligible under the rules and `further elaborated in the SCC.

3.2 For purposes of this Clause, “origin” means the place where the Goodsweremined,grown,orproduced,orfromwhichthe Servicesare supplied. Goods areproducedwhen,through manufacturing, processing, or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.

3.3 The origin of Goods and Services is distinct from the nationality of the Supplier.

**4. Technical**

**Specification** 4.1 The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when noapplicablestandardismentioned,totheauthoritative standards appropriateto theGoods’ country of origin.Such standards shall be the latest issued by the concerned institution.

**5.Use of Contract Documents and Information;**

**Inspection and Audit by the Government**

5.1 TheSuppliershallnot,withouttheProcuringagency’sprior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring agency in connectiontherewith,toanypersonotherthanaperson employed by theSupplier in the performance of the Contract. Disclosuretoanysuchemployedpersonshallbemadein confidence and shall extend only so far as may be necessary for purposes of such performance.

5.2 TheSuppliershallnot,withouttheProcuringagency’sprior writtenconsent,makeuseofanydocumentorinformation enumeratedinGCCClause5.1exceptforpurposesof performing the Contract.

5.3 Anydocument,otherthantheContractitself,enumeratedin GCCClause5.1shallremainthepropertyoftheProcuring agency and shall be returned (all copies) to the Procuring agency on completion of the Supplier’s performance under the Contract if so required by the Procuring agency.

5.4 The Supplier shall permit the Procuring agency to inspect the Supplier’saccounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the procuring agency, if so required.

**6.Patent Rights** 6.1 The Supplier shall indemnify the Procuring agency against all third-partyclaimsof infringementofpatent,trademark,or industrial design rights arising from use of the Goods or any part thereof in the Procuring agency’s country.

**7.Performance**

**Security**

7.1 Within twenty (20) days of receipt of the notification of Contract award,thesuccessfulBidder shallfurnishtotheProcuring agency the performance security in the amount specified in SCC.

7.2 The proceeds of the performance security shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier’s failure to complete its obligations under the Contract.

7.3 The performance security shall be denominated in the currency of the Contract acceptable to the Procuring agency and shall be in one of the following forms:

(a) A bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the Procuring agency’s country, in the form provided in the bidding documents or another form acceptable to the Procuring agency; or

(b) A cashier’s or certified check.

7.4 The performance security will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier’s performance obligations undertheContract,includingany warranty obligations, unless specified otherwise in SCC.

**8.Inspections and Tests**

8.1 The Procuring agency or its representative shall have the right to inspectand/or to test the Goods to confirm their conformity to theContractspecificationsatnoextracosttotheProcuring agency.SCC and the Technical Specifications shall specify what inspections and tests theProcuringagency requires and where they are to be conducted.The Procuring agency shall notify the Supplier in writing, in a timely manner, ofthe identity of any representatives retained for these purposes.

8.2 The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at

The Goods’ final destination, If conducted on the premises of the Supplieroritssubcontractor(s),allreasonablefacilitiesand assistance,includingaccesstodrawingsandproductiondata, shall be furnished to the inspectors at no charge to the Procuring agency.

8.3 Should any inspectedor testedGoods fail to conform to the Specifications, the Procuring agency may reject the Goods, and theSuppliershalleitherreplacetherejectedGoodsormake alterationsnecessary to meet specification requirements free of cost to the Procuring agency.

8.4 TheProcuringagency’srighttoinspect,testand,where necessary,rejecttheGoodsaftertheGoods’arrivalinthe Procuring agency’s country shall in no way be limited or waived by reason of the Goods having previously been inspected, tested, and passed by the Procuring agency or its representative prior to the Goods’ shipment from the country of origin.

8.5 Nothing in GCC Clause 8 shall in any way release the Supplier from any warranty or other obligations under this Contract.

**9.Packing** 9.1 TheSuppliershallprovidesuchpackingoftheGoodsasis required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract.The packing shallbesufficienttowithstand,withoutlimitation,rough handling during transit and exposureto extreme temperatures, salt and precipitation during transit, and open storage.Packing casesizeandweightsshalltakeintoconsideration,where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit.

9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shallbeexpresslyprovidedfor in theContract,including additional requirements, if any,specified in SCC, and in any subsequent instructions ordered by the Procuring agency.

**10. Delivery and**

**Documents**

10.1 DeliveryoftheGoodsshallbemadebytheSupplierin accordancewiththetermsspecifiedintheScheduleof Requirements.The details of shipping and/or other documents to be furnished by the Supplier are specified in SCC.

10.2 Documents to be submitted by the Supplier are specified in SCC.

**11. Insurance** 11.1The Goods supplied under the Contract shall be delivered duty paid (DDP) under which risk is transferred to the buyer after havingbeendelivered;henceinsurancecoverageisseller’s responsibility.

**12. Transpor- tation**

12.1 The Supplier is required under the Contact to transport the Goods to a specified place of destination within the Procuring agency’s country,transport to such place of destination in the Procuring agency’s country,including insurance and storage, as shall be specified in the Contract, shall be arranged by the Supplier, and related costs shall be included in the Contract Price.

**13. Incidental**

**Services**

13.1 The Suppliermayberequiredtoprovideanyorallofthe following services, including additional services, if any, specified in SCC:

(a) Performance orsupervisionofon-siteassemblyand/or start-up of the supplied Goods;

(b) Furnishing of tools required for assembly and/or maintenance of the supplied Goods;

(c) Furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;

(d) Performance or supervision or maintenance and/or repair of thesuppliedGoods, for a period of timeagreed by the parties,providedthatthisserviceshallnotrelievethe Supplier of anywarranty obligations under this Contract; and

(e) Training oftheProcuringagency’spersonnel,atthe Supplier’splantand/oron-site,inassembly,start-up, operation,maintenance,and/orrepairofthesupplied Goods.

**14. Warranty** 15.1TheSupplierwarrants that theGoodssuppliedunderthe Contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materialsunlessprovidedotherwiseinthe Contract. The SupplierfurtherwarrantsthatallGoodssuppliedunderthis Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by theProcuringagency’sspecifications)or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the Goods, orany portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract, or for eighteen (18) months after the date of shipment fromtheportorplaceofloadinginthesourcecountry, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 TheProcuringagencyshallpromptlynotifytheSupplierin writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the Supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace thedefectiveGoodsorpartsthereof,withoutcoststothe Procuring agency.

15.5 If the Supplier, having been notified, fails to remedy the defect(s)within the period specified in SCC, within a reasonable period, the Procuring agency may proceed to take such remedial action as may be necessary, at the Supplier’s risk and expense and without prejudice to any other rights which the Procuring agency may have against the Supplier under the Contract.

**15. Payment** 16.1 ThemethodandconditionsofpaymenttobemadetotheSupplier under this Contract shall be specified in SCC.

16.2 TheSupplier’srequest(s)forpaymentshallbemadetothe Procuringagencyinwriting,accompaniedbyaninvoice describing,asappropriate,theGoodsdeliveredandServices performed, and by documents submitted pursuant to GCC Clause10, and upon fulfillment of other obligations stipulated in theContract.

16.3 Payments shall be made promptly by the Procuring agency, but innocaselaterthansixty(60)daysaftersubmissionofan invoice or claim by the Supplier.

16.4 The currency of payment is Pak. Rupees.

**16. Prices** 17.1Prices charged by the Supplier for Goods delivered and Services performedundertheContractshallnotvaryfromtheprices quoted by the Supplier in its bid, with the exception of any price adjustments authorized in SCC or in the Procuring agency’s request for bid validity extension, as the case may be.

**17. Change Orders** 18.1The Procuring agency may at any time, by a written order given to the Supplier pursuant to GCC Clause 31, make changes within the general scopeof the Contract in any one or more of the following:

(a) Drawings,designs, orspecifications,whereGoods tobe furnishedundertheContractaretobespecifically manufactured for the Procuring agency;

(b) The method of shipment or packing;

(c) The place of delivery; and/or

(d) The Services to be provided by the Supplier.

18.2 If any such change causes an increase or decrease in the cost of, orthetimerequiredfor,theSupplier’sperformanceofany provisions under theContract, an equitable adjustment shall bemade in the Contract Price or delivery schedule,or both, and the Contract shall accordingly be amended.

Anyclaimsbythe Supplier for adjustment under this clause must be asserted within thirty (30)days from the date of the Supplier’s receipt of the Procuring agency’s change order.

**18. Contract**

**Amendments**

19.1 Subject to GCC Clause 18, no variation in or modification of the termsoftheContractshallbemadeexceptbywritten amendment signed by the parties.

**19. Assignment** 20.1The Supplier shall not assign, in whole or in part, its obligations to perform under this contract, except with the Procuring agency’s prior written consent.

**20. Subcontracts** 21.1The Supplier shall notify the Procuring agency in writing of all subcontracts awarded under this Contract if not already specified in the bid.Such notification, in the original bid or later, shall not relieve the Supplier fromanyliability or obligation under the Contract.

21.2 Subcontracts must comply with the provisions of GCC Clause 3.

**21. Delays in the Supplier’s Performance**

22.1 DeliveryoftheGoodsandperformanceofServicesshallbe madebytheSupplierinaccordancewiththetimeschedule prescribed bytheProcuringagencyintheScheduleof Requirements.

22.2 If at any time during performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Procuring agency in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier’s notice, the Procuring agencyshallevaluatethesituationandmayatitsdiscretion extendtheSupplier’stimeforperformance,withorwithout liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.

22.3 ExceptasprovidedunderGCCClause25,adelaybythe Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 23, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without theapplication of liquidated damages.

**22. Liquidated** 23.1Subject to GCC Clause 25, if the Supplier fails to deliver any or

**Damages** all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in SCC.Once the maximum is reached, the Procuring agency may consider termination of the Contract pursuant to GCC Clause 24.

**23. Termination for Default**

24.1 The Procuring agency, without prejudice to any other remedy for breachofContract,bywrittennoticeofdefaultsenttothe Supplier, may terminate this Contract in whole or in part:

(a) If the Supplier fails to deliver any or all of the Goods within theperiod(s)specifiedintheContract,orwithinany extension thereof granted by the Procuring agency pursuant to GCC Clause 22; or

(b) If theSupplierfailstoperformanyotherobligation(s) under the Contract.

(c) If the Supplier, in the judgment of the Procuring agency has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this clause:

“corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official intheprocurement process or in contract execution.

“fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusivepracticeamongBidders(priortoorafterbid submission) designed toestablishbidpricesatartificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition.

24.2 In theevent the Procuringagency terminatestheContract in whole or inpart, pursuant to GCC Clause 24.1, the Procuring agency may procure, upon such terms and in such manner as it deems appropriate,GoodsorServicessimilartothoseundelivered,

and the Supplier shall be liable to the Procuring agency for any excess costs for such similar Goods or Services. However,theSuppliershallcontinueperformanceofthe Contract to the extent not terminated.

**24. Force Majeure** 25.1Notwithstanding the provisions of GCC Clauses 22, 23, and 24, the Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to theextentthatitsdelayinperformanceorotherfailureto perform its obligations under theContractis the result of an event of Force Majeure.

25.2 For purposes of this clause, “Force Majeure” means an event beyond thecontroloftheSupplierandnotinvolvingthe Supplier’s fault or negligence and not foreseeable.Such events mayinclude,butarenotrestrictedto,actsoftheProcuringagencyinits sovereign capacity,warsorrevolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

25.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring agency in writing of such condition and the causethereof. UnlessotherwisedirectedbytheProcuring agencyinwriting,theSuppliershallcontinuetoperformits obligations under the Contract as far as isreasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

**25. Termination for Insolvency**

26.1 The Procuring agency may at any time terminate the Contract by givingwritten notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent.In this event, termination will bewithoutcompensationtotheSupplier,providedthatsuch termination will notprejudice or affect any right of action or remedywhichhasaccruedorwillaccruethereaftertothe Procuring agency.

**26. Termination for Convenience**

27.1 The Procuring agency, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring agency’s convenience, the extent towhichperformanceoftheSupplierundertheContractis terminated, and the date upon which suchterminationbecomes effective.

27.2 TheGoodsthatarecompleteandreadyforshipmentwithin thirty(30)daysaftertheSupplier’sreceiptofnoticeof termination shall beacceptedby the Procuring agency at the,

Contracttermsandprices.FortheremainingGoods,theProcuring agency may elect:

(a) To have any portion completed and delivered at the Contract terms and prices; and/or

(b) To cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Supplier.

**27. Resolution of**

**Disputes**

28.1 The Procuring agency and the Supplier shall make every effort to resolveamicablybydirectinformalnegotiation anydisagreementordisputearisingbetweenthemunderorin connection with the Contract.

28.2 If,afterthirty(30)daysfromthecommencementofsuch informalnegotiations,theProcuringagencyandtheSupplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms specified in SCC.These mechanisms may include, but are not restricted to, conciliation mediated by a third party, adjudication in an agreed manner and/or arbitration.

**28. Governing**

**Language**

29.1 The Contract shall be written in the language specified in SCC.

Subject to GCC Clause 30, the version of the Contract written in thespecifiedlanguageshallgovernitsinterpretation.All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.

**29. Applicable**

**Law**

30.1 The Contract shall be interpreted in accordance with the Federal and Sindh Provincial laws, unless otherwise specified in SCC.

**30. Notices** 31.1Anynoticegivenbyonepartytotheotherpursuanttothis Contract shall be sent to the other party in writing or by cable, telex, or facsimile and confirmed in writing to the other party’s address specified in SCC.

31.2 A notice shall be effective when delivered or on the notice’s effective date, whichever is later.

**31. Taxes and**

**Duties**

32.1 Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Procuring agency.

**PARTTWO**

**(PROCUREMENT SPECIFIC PROVISIONS)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Evaluation Criteria For Procurement / Printing of Examination Material** | | | | |
| **The Technical Bids Shall be Evaluated on the basis of following parameters:** | | | | |
| **Sr#** | **EvaluationParameters** | | **Total**  **Marks** | **Brief** |
|  | **Company / Firm / Individual Information** | |
|  | Required Field | Marks |
| **1** | \* No of Years in Business | 10 | **45** | 02 marks for each year in business (Max 10) |
| \* Annual Turnover in Millions | 15 | 0.75 marks per million turnover (Max 15) |
| \* NTN Registration Certificate | 10 | 10 marks if firm has NTN Certificate |
| \* Sales Tax Registration Certificate | 10 | 10 marks if firm is registered with sales tax department |
| **2** | **Technical Proposal** \* Specifications & Brochures | 10 | **10** | 10 marks if the bidder provides  complete details and specifications of items to be supplied for which he want to quote. |
| **3** | **Financial Capabilities** | | **25** |  |
| Income Tax Annual Returns of 5 Years | 10 | 02 marks on production of each year Tax paid Returns (Max 10) |
| Audited Financial Statements of 5 years | 5 | 01marks on production of Financial Statement Report (Max 5) |
| Monthly Sales Tax Summaries of last 10 Months | 10 | 1 marks on production of each month record (Max 10) |
| **5** | **Relevant Field Experience** | 20 | **20** | 04 marks for each similar complexity assignment (documented proof) Max 5 assignment |
| **Note: Firm must get 70% marks in Technical Evaluation for qualifying as per above mentioned criteria** | | | | |

**Section IInvitation for Bids**

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| --- | --- |
| **https://encrypted-tbn1.gstatic.com/images?q=tbn:ANd9GcSVlrcT04IqMyaygq9Zg6F6hZzA7Jc--OK0qM0imvrztMZCLj-K** | **OFFICE OF THE**  **DISTRICT EDUCATION OFFICER**  **ELEMENTARY, SECONDARY & H.SECONDARY**  **SANGHAR**  Ph.0235542281 E.Mail.deoeshs.sgr@gmail.com  No.DEO/ES&HS/Esst/ /2017  Sanghar, Dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Notice Inviting Bid/Tender**

Procurement Committee **District Sanghar** invites sealed bids for **“**Printing / Purchase of Examination Material for annual examination 2016-17 (Class IV to VIII) for **District Sanghar.** Bidding will be conducted under Single Stage Two Envelope procurement process and is open to all eligible bidders who meet the minimum eligibility criteria as stipulated in the bidding documents.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Tender ref. | Package Description | Quantity & Specifications | Bid Submission  Date & time | Technical Bid opening date & Time | Financial Bid opening date & time |
|  | Printing/ Purchase of Examination Material | Refer bidding documents | 03/3/2017  11:00 AM | 03/03/2017  11:30 AM | 03/03/2017  04:00 PM |

Bidding documents can be obtained from **13/2/2017 to 03/3/2017** on submission of a written application, upon payment of non-refundable fee of **Rs. 1000/- (One thousand)** through bank draft / pay order / Cash in favor of **District Education Officer (Elementary, Secondary & Higher Secondary) Sanghar** from the address given below from **09:00am to 5:00 pm** after the publication of Notice Inviting Tender till closing thereof.

Bid should be submitted at the Office of District Education Officer, Elementary, Secondary & Higher Secondary Sanghar, at the address mentioned below, on or before the last date and time of bid submission. Received bids shall be opened at the same address on the bid opening date and time as mentioned above.

Bid Security of 2% of the bid price must be accompanied by **Financial Proposal** in sealed envelopein form of Pay Order/Bank Draft / Call Deposit from any Scheduled Bank in favor of District Education Officer, Elementary, Secondary & Higher Secondary Sanghar.

The sealed Bids must be delivered at the address below on or before 03/3/2017 at **11:00AM**. Bids will be opened in presence of bidders’ representatives who choose to attend at **11:45am on the** same day.

Bids will be rejected if following conditions are met.

1. Conditional and telegraphic bids/tenders.
2. Bids not accompanied by bid security of required amount and form.
3. Bids received after the specified date and time.
4. Bids of black listed firms.

All other terms & conditions shall remain the same.

The Procurement Committee reserves the right to accept or reject any tender or to enhance/ reduce the quantity prior to award of contract subject to the relevant provisions of SPPRA Rules 2010. No bids shall be entertained after the last bid submission date and time as mentioned above. The Tender Notice can also be downloaded from the SPPRA website: [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk)

All applicable Government Taxes shall apply.

Address

Office of District Education Officer

Elementary, Secondary & Higher Secondary

Near, Govt.Boys High School,

Nawabshah Road Sanghar

Phone: 0235-542281

Email: deoeshs.sgr@gmail.com

**(YAR MUHAMMAD BALADI)**

**DISTRICT EDUCATION OFFICER**

**ELEMENTARY, SECONDARY & HIGHER**

**SECONDARY SANGHAR**

**Section II**

**Bid Data Sheet**

**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.

*[Instructions for completing the Bid Data Sheet are provided, as needed, in the notes in italics mentioned for the relevant ITB Clauses.]*

|  |  |
| --- | --- |
| **Introduction** | |
| **ITB 1.1** | District Education Officer, Elementary,Sec.& Higher Secondary Sanghar |
| **ITB 1.1** | Name of Contract/ Project.  Procurement of School [**Examination Material**] Items for ELEMENTARY, SEC. & H. SECONDARY, Middle and Elementary schools of **District Sanghar**, Region**ShaheedBenazirabad**. |
| **ITB 4.1** | District Education Officer, Elementary,Sec.& Higher Secondary Sanghar**,** Education & Literacy Department, Government of Sindh. |
| **ITB 8.1** | Language of the bid.  **English** |

|  |  |
| --- | --- |
| **Bid Price and Currency** | |
| **ITB 11.2** | The price quoted shall be Fixed along with DDP. |
| **ITB 11.5** | The price shall be fixed and will not be negotiated once finalized. |

|  |  |
| --- | --- |
| **Preparation and Submission of Bids** | |
| **ITB 13.3 (d)** | Qualification requirements as per criteria mentioned. |
| **ITB 14.3 (b)** | N/A |
| **ITB 15.1** | Amount of bid security.  **2% of Total Bid Price.** |
| **ITB 16.1** | Bid validity period.  **60 (Sixty) Days** |
| **ITB 17.1** | Number of copies. **One Original** along with **one photocopy**. |
| **ITB 18.2 (a)** | Office of the District Education Officer, Elementary,Secondary & Higher Secondary Sanghar |
| **ITB 18.2 (b)** | IFB title and number. |
| **ITB 19.1** | Deadline for bid submission is 03-3-2017 |
| **ITB 22.1** | Time, date, and place for bid opening as mentioned in NIT at the Office of District Education Officer, Elementary,Secondary & Higher Secondary Sanghar |

|  |  |
| --- | --- |
| **Bid Evaluation** | |
| **ITB 25.3** | Criteria for bid evaluation.  As per criteria attached. |
| **ITB 25.4 (a)**  **ITB 25.4 (b)**  **Option (i)** | One option only. N/A  Delivery schedule. To be finalized by Regional Procurement Committee in consultation with District Inspection & Technical Committee.  Relevant parameters in accordance with option selected: N/A  adjustment expressed as a percentage, |

|  |  |
| --- | --- |
| **Option (ii)**  **Option (iii)** | **Or**  adjustment expressed in an amount in the currency of bid evaluation,  **or**  adjustment expressed as a percentage |
| **ITB 25.4 (c) (ii)** | Deviation in payment schedule. **N/A** |
| **ITB 25.4 (d)** | Cost of spare parts.  **N/A** |
| **ITB 25.4 (e)** | Spare parts and after sales service facilities in the Procuring agency’s country.  **N/A** |
| **ITB 25.4 (f)** | Operating and maintenance costs.  Factors for calculation of the life cycle cost:  (i)number of years for life cycle *[it is recommended that the life cycle periodshouldnotexceedtheusualperiodbeforeaplannedmajor overhaul of the goods]*; **N/A**  (ii) operating costs *[e.g., fuel and/or other input, unit cost, and annual and total operational requirements]*; **N/A**  (iii) maintenance costs *[e.g., spare parts—without duplication of above*  *Clause 25.4(d) requirements—and/or other inputs]*;**N/A** and  (iv) rate, as a percentage, to be used to discount all annual future costs calculated under (ii) and (iii) above to present value. **N/A**  **or**  Reference to the methodology specified in the Technical  Specifications or elsewhere in the bidding documents.  *[The contractual liquidated damages specified in the SCC shall be higher than the evaluation advantage.]* |
| **ITB 25.4 (g)** | Performance and productivity of equipment.  10% of the award contract price. |

|  |  |
| --- | --- |
| **ITB 25.4 (h)** | DetailsontheevaluationmethodorreferencetotheTechnical  Specifications. |
| **ITB 25.4**  **Alternative** | Specify the evaluation factors. As mentioned evaluation criteria |
| **Contract Award** | |
| **ITB 29.1** | Percentage for quantity increase or decrease.  **15 %.** |

**Section III**

**Special Conditions of Contract**

**Special Conditions of Contract**

The following Special Conditions of Contract shall supplement the General Conditions of Contract.Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract.The corresponding clause number of the GCC is indicated in parentheses.

*[Instructions for completing the Special Conditions of Contract are provided, as needed, in the notes in italics mentioned for the relevant SCC.Where sample provisions are furnished, they are only illustrative of the provisions that the Procuring agency should draft specifically for each procurement.]*

**1. Definitions (GCC Clause 1)**

GCC 1.1 (g)—The Procuring agency is:

GCC 1.1 (h)—The Procuring agency’s country is: GCC 1.1 (i)—The Supplier is:

***Sample Provision***

GCC 1.1 (j)—The Project Site is:*[if applicable]*

**2. Country of Origin (GCC Clause 3)**

AllcountriesandterritoriesasindicatedinPartTwoSectionVIofthebidding documents, “EligibilityfortheProvisionsofGoods,Works,andServicesin Government-Financed Procurement”.

**3. Performance Security (GCC Clause 7)**

GCC 7.1—the amount of performance security, as a percentage of the Contract Price, shall be: not **exceeding 5% of the Contract Price**

*[The following provision should be used in the case of Goods having warranty obligations.]*

GCC 7.4—After delivery and acceptance of the Goods, the performance security shall be reduced totwo (2) percent of the Contract Price to cover the Supplier’s warranty obligations in accordance with Clause GCC 15.2.

**4. Inspections and Tests (GCC Clause 8)**

GCC 8.6—Inspection and tests prior to shipment of Goods and at final acceptance are as follows: The inspection would be performed by **District Technical and Inspection Committee.**

**5. Packing (GCC Clause 9)**

***Sample provision***

GCC 9.3—The following SCC shall supplement GCC Clause 9.2:

**6. Delivery and Documents (GCC Clause 10)**

***Sample provision (DDP terms)***

GCC 10.3—Upon shipment, the Supplier shall notify the Procuring agency the full details of the shipment, including Contract number, description of Goods, quantity and usual transport document. TheSupplier shall mail the following documents to the Procuring agency:

(i) Copies of the Supplier’s invoice showing Goods’ description, quantity, unit price, and total amount;

(ii) Original andtwocopiesoftheusualtransportdocument(forexample,a negotiablebillofloading,anon-negotiableseaway bill,aninlandwaterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document)whichthe buyer may require to take the goods;

(iii) Copies of the packing list identifying contents of each school-wise package;(iv)insurance certificate;

(v) Manufacturer’s or Supplier’s warranty certificate;

(vi) Inspectioncertificate, issuedbythenominatedinspectionagency,andtheSupplier’s factory inspection report; and

(vii) Certificate of origin.

**7. Insurance (GCC Clause 11)**

GCC 11.1— The Goods suppliedunderthe Contract shall be delivered duty paid (DDP) under which risk is transferred to the buyer after having been delivered, hence insurance coverage is sellers responsibility. Since the Insurance is seller’s responsibility they may arrange appropriate coverage.

**8. Incidental Services (GCC Clause 13)**

GCC 13.1—Incidental services to be provided are:

**N/A**

*[Selected services covered under GCC Clause 13 and/or other should be specified with the desired features.The price quoted in the bid price or agreed with the selected Supplier shall be included in the Contract Price.]*

**9. Warranty (GCC Clause 15)**

***Sample provision***

GCC 15.2—In partial modificationof the provisions, the warranty period shall be

hours of operation or months from date of acceptance of the Goods or monthsfrom the date of shipment, whichever occurs earlier. The Supplier shall,inaddition,complywiththeperformanceand/orconsumptionguarantees specifiedundertheContract. If,forreasonsattributabletotheSupplier,these guaranteesare not attained in whole or in part, the Supplier shall, at its discretion, either:

(a) make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests in accordance with SCC 4,

**or**

(b) pay liquidated damages to the Procuring agency with respect to the failure to meet thecontractualguarantees.Therateoftheseliquidateddamagesshallbe ( ).

*[The rate should be higher than the adjustment rate used in the bid evaluation under ITB 25.4 (f)*

*or (g).]*

GCC 15.4 & 15.5—The period for correction of defects in the warranty period is:

**10. Payment (GCC Clause 16)**

***Sample provision***

GCC 16.1—The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:

**Payment for Goods supplied:**

Payment shall be made in Pak. Rupees in the following manner:

(i) **Advance Payment:** There is no provision for any advance payments to suppliers under School Specific Budget procurement.

(ii) **On Shipment:**There is no provision for payments on shipment under Procurement / Printing of Examination Materia

(iii)Hundred (100) percent of the Contract Price of Goods received shall be paid within the time period applicable as per the prescribed Government rules upon complete delivery of the supplies and submission of claim supported by the acceptance certificate issued by the Procuring agency declaringGoodshavebeendeliveredandthatallcontractedserviceshavebeen performed.

(v) The supplies shall be delivered by the vendor on the quarterly basis. The payment in respect of the quarterly delivery shall be made in accordance with the quarterly release of the School Specific Budget funds to the Education Department.

**11. Prices (GCC Clause 17)**

***Sample provision***

GCC 17.1—Prices shall be adjusted in accordance with provisions in the Attachment to

SCC.

*[To be inserted* ***only*** *if price is subject to adjustment.]*

**N/A**

**12. Liquidated Damages (GCC Clause 23)**

GCC 23.1—Applicable rate: Maximum deduction:

*[Applicable rate shall not exceed one-half (0.5) percent per week, and the maximum shall not exceed ten*

*(10) percent of the Contract Price.]* **N/A**

**13. Resolution of Disputes (GCC Clause 28)**

GCC 28.3—The dispute resolution mechanism to be applied pursuant to GCC Clause

28.2 shall be as follows:

In the case of a dispute between the Procuring agency and the Supplier, the dispute shall bereferredtoadjudicationor arbitrationin accordancewith the laws of the Procuring agency’s country.

**14. Governing Language (GCC Clause 29)**

GCC 29.1—The Governing Language shall be:

**15**.**Applicable Law (GCC Clause 30)**

GCC 30.1-The Contract shall be interpreted in accordance with the laws of Islamic

Republic of Pakistan.

**16. Notices (GCC Clause 31)**

GCC 31.1—Procuring agency’s address for notice purposes:

—Supplier’s address for notice purposes:

**Section IV**

**Schedule of Requirements**

**Schedule of Requirements**

**Delivery schedule and specifications:**

The supplies shall be delivered by the vendor as per the instructions of Procuring Agency and District Technical and Inspection Committee. The items should be delivered in “school-wise” packages accompanied by the proper delivery challan and Goods Received Note (GRN) in prescribed format. Agreed delivery schedule is expressed as in terms of weeks / months below, which stipulates the date the delivery is required:

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No.** | **Description** | **Quarter / Year** | **Agreed Delivery date /Schedule** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |
| 6 |  |  |  |
| 7 |  |  |  |
| 8 |  |  |  |

**Section VI**

**Sample Forms**

**1. Bid Form and Price Schedules**

*To,*

**The District Education Officer, Elemenntary, Secondary & Higher Secondary, Sanghar**

**Near Govt.Boys High School, Nawabshah Road Sanghar], [Contact numbers 0235-542281**

Respected Sir/Madam

Having examined the Bidding Documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver ***Examination Material*** specified in and in conformity with the said Bidding Documents for the sum of *Rs. [****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 in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain an unconditional guarantee of a bank in a sum equivalent to **5% 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 **120**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 you rnotificationo faward,shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

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:

Name and address of bidder Amount and Currency Purpose of Commission or gratuity

(if none, state “none”)

Dated this day of 20 .

*[signature]*

*[in the capacity of]*

Duly authorized to sign Bid for and on behalf of

**2. Bid Security Form**

Whereas *[name of the Bidder]* (hereinafter called “the Bidder”) has submitted its bid **dated \_\_\_\_\_\_** for the supply of **Examination Material** 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 *DSE*(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.

*[signature of the bank]*

**3. Form of Contract**

This Contract (hereinafter called the “Contract”) is made on this**\_\_\_\_\_\_\_** day of **\_\_\_\_\_\_\_\_\_\_** between *[****Name of procuring Agency****]* (hereinafter referred to as “the Procuring agency”) of theFirst Part; andM/s *[****nameofSupplier****]* of *[****cityandcountryofSupplier****]* having its registered office at *[****address of the supplier****]*(hereinaftercalled“the Supplier”) of the Second Part (hereinafter referred to individually as “Party” and collectively as the “Parties”).

WHEREAS the Procuring agency invited bids for procurement of goods, in accordance with the requirements of the bidding document ref no. ***[bid document ref. number]****,* in pursuance where of M/s [***name of supplier***] being the supplier of the said goods in Pakistan to supply the required items; and whereas the Procuring Agency has accepted the the bid by the Supplier for the supply of [***Examination Material***] in the sum of Pak Rupees *[****contract price in words and figures****]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. InthisAgreementwordsandexpressionsshallhavethesamemeaningsasare respectively assigned to them in the General Conditions and Specific Conditions of this Contract hereinafter referred to as “Contract”.

2. The following documents shall be deemed to form and be read and construed as integral 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;

(f) the Procuring agency’s Notification of Award; and

(g) the Contract

3. In consideration of the payments to be made by the Procuring agency to the Supplier ashereinaftermentioned,theSupplierherebycovenantswiththeProcuringagencyto provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of this 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 this Contract at the time and in the manner prescribed by this Contract.

5. *[****The Supplier****]* hereby declares that it has not obtained or induced the procurement of any Contract, right, interest, privilege or other obligation or benefit form Government of the Sindh or any administrative subdivision or agency thereof or any other entity owned or controlled by it (Government of the Sindh) through any corrupt business practice.

6. *[****The Supplier****]* accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any Contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to Government of the Sindh under any law, Contract or other instrument, be void able at the option of Government of the Sindh.

IN WITNESS Whereof the parties hereto have caused this Agreement to be executed at *[****write the address of DEO office****]* (“the place”) in accordance with their respective laws and shall enter into force on the day and year first above mentioned.

For and on behalf of ***Education & Literacy Department, Govt. of Sindh, Karachi***

| **Name and Designation** | **Date and Signature** |
| --- | --- |
| Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_  ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*** |  |
| Mrs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_  ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*** |  |

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*District Education Officer, Elementary, Secondary & Higher Secondary, District* ***Sanghar***

*Education & Literacy Department, Govt. of Sindh.*

For and on behalf of ***Supplier’s Name***

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Authorised Personnel*

*Name & Designation*

*Supplier’s Name and Stamp*

**4. Performance Security Form**

To:*[name of Procuring agency]*

WHEREAS *[name of Supplier]* (hereinafter called “the Supplier”) has undertaken, in pursuance

Of Contract No. *[Reference number of the contract]*dated

*[description of goods and services] (*hereinafter called “the Contract”).

20 to supply

AND WHEREAS it has been stipulated by you in the said Contract that the Supplier shall furnish you with a bank guarantee by a reputable bank for the sum specified therein as security for compliance with the Supplier’s performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Supplier a guarantee:

Therefore we hereby affirm that we are Guarantors and responsible to you, on 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 firstwritten demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guar- antee]* as aforesaid, without your needing to prove or toshow grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the day of 20 .

Signature and seal of the Guarantors/bank

*[name of bank or financial institution]*

*[address]*

*[date]*

**Note: It should be valid for a period equal to the warranty period. The contract will be signed/ issued after submission of this Performance Security.**

**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 amendsClause 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 ELEMENTARY, SEC. & H. SECONDARY 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 theamount 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 beperformed there under 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]*

**6. Manufacturer’s Authorization Form**

**N/A**

[See Clause 13.3 (a) of the Instructions to Bidders.] To:*[name of the Procuring agency]*

WHEREAS *[name of the Manufacturer]*who are established and reputable manufacturers of

*[name and/or description of the goods]* having factories at *[address of factory]*

do hereby authorize *[name and address of Agent]* to submit a bid, and subsequently negotiate and sign the Contract with you against IFB No.*[reference of the Invitation to Bid]* for the above goods manufactured by us.

We herebyextendourfullguaranteeandwarrantyasperClause15oftheGeneral Conditions ofContract for the goods offered for supply by the above firm against this Invitation for Bids.

*[signature for and on behalf of Manufacturer]*

*Note:*This letter of authority should be on the letterhead of the Manufacturer and should be signedbyapersoncompetentandhavingthepowerofattorneytobindtheManufacturer.It should be included by the Bidder in its bid.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| |  | | --- | |  | |  |  |  |  | |
| **OFFICE OF THE** | | | | | |
| **DISTRICT EDUCATION OFFICER (ELEMENTARY, SEC. & H. SECONDARY)**  **SANGHAR** | | | | | |
|  | | | | | |
| **List for Purchase / Printing of Examination Material** | | | | | |

| **Sr.#** | **Description** | **Estimated Quantity** | **Unit price** | **Unit Price (In Words)** | **Total Price** |
| --- | --- | --- | --- | --- | --- |
| 1 | Set of Question Paper / Answer Copies for Class IV Per student (7 Subjects) | **20,000** |  |  |  |
| 2 | Set of Question Paper / Answer Copies for Class V Per student (7 Subjects) | **17,000** |  |  |  |
| 3 | Set of Question Paper / Answer Copies for Class VI Per student (10 Subjects) | **12,000** |  |  |  |
| 4 | Set of Question Paper / Answer Copies for Class VII Per student (10 Subjects) | **10,000** |  |  |  |
| 5 | Set of Question Paper / Answer Copies for Class VIII Per student (10 Subjects) | **10,000** |  |  |  |

**SPECIFICATION**

|  |
| --- |
| Answer Copy (Six leaves) Paper Grammage 70 GSM Paper Color: White first page printed, Size: 6.75”x9.5” (as per sample provided) packed in school wise packets for middle, Elementary, High, & Higher Secondary Schools and center wise for primary schools as per list of consignee issued by the procuring agency. |
| The printing of Question Papers, as per copy provided by the District Examination Committee / Procuring Agency keeping the secrecy of question papers from printing to supply at the school.  The Question paper printed on (Regular A4 Size) Grammage50GSM Paper Color: White packed in school wise packets for middle, Elementary, High, & Higher Secondary Schools and center wise for primary schools as per list of consignee issued by the procuring agency.  Details of the subject  **Class IV to V.**   1. English (2) Mother Tongue (3) Non Mother Tongue (4) Mathematics (5) Islamiat (6) Science (7) Social Studies.   **Class VI to VIII:**   1. English (2) Mother Tongue (3) Non Mother Tongue (4) Mathematics (5) Islamiat (6) Social Studies (7) Arabic (8) Drawing (9) Agriculture / Home Economics (10) Science. |