



ALMA-MATER OF QUAID-E-AZAM MOHAMMAD ALI JINNAH

**SINDH MADRESSATUL ISLAM UNIVERSITY**

NO. SMIU/DPD&S-TENDER-2017/003

Karachi 09/03/2017

To;

**The Director**  
(A&F)  
SPPRA, Karachi,  
Ph: 021-99205369, 99206291  
Block-8, Sindh Secretariat No.4-A,  
Court Road, Karachi

**TENDER NOTICE**

**Sub: TENDER NOTICE FOR CANTEEN CONTRACTORS**

It is submitted that tender notice captioned above may kindly be floated on website of SPPRA, the opening of the tender will be on 03-04-2017 at 3:00pm, and a copy of the tender documents showing the name of work NIT, copy of Procurement Committee (PC), copy of Complaint Redresal Committee (CRC), copy of Annual Procurement Plan, copy of news clipping is enclosed herewith. Along with tender hoisting fees amounting to Rs.4000/- vide cheque No. 73775890, Dated: 06-03-2017

  
Executive Engineer

Copy to:

1. Accounts officer/Director Finance
2. Dir (P&D)
3. P.S to Vice Chancellor

Aiwan-e-Tijarat Road, Karachi-74000 Pakistan.  
Phone: +92-21-99217501-3 Ext.323 Fax: +92-21-99211276  
URL: www.smiu.edu.pk

SPPRA DIVISION DIARY  
NO: 2011  
DATED: 09-03-17



# SINDH MADRESSATUL ISLAM UNIVERSITY

Aiwan-e-Tijarat Road, Karachi 74000.

Phones: (021) 99217501-02-03, Fax: (021) 99217504

Email: [info@smiu.edu.pk](mailto:info@smiu.edu.pk) , URL <http://www.smiu.edu.pk/>

NO. SMIU/TEND-DPD&S/2017/003

## TENDER NOTICE FOR CANTEEN CONTRACTORS

**Sealed Tenders** are invited from reputable **Canteen Contractors** having registration with **GST,SRB** and income tax department, along with minimum three (03) years of related experience. Documents to submit **Technical & Financial Proposal** under *single stage – two envelopes procedure in accordance with section 46(2) of SPPRA-2010 (amended 2013)*. work specification and details of items are indicated in tender documents, against the written request on company's letterhead with a Pay Order/Demand Draft of the Tender Fee amounting **Rs.1000/=** which is nonrefundable in favor of **Sindh Madressatul Islam University** on any working day during office hours (9:00am to 3:00pm) from the office of **Directorate of Planning & development Department**.

### Bidding/Tender Documents:

1. **Issuance:** Documents will be issued from **09/03/2017 to 23/03/2017** on payment of tender fee (Non refundable)
2. **Submission:** Last date for submission of tenders will be **24/03/2017 up to 02:00pm**
3. **Opening:** Tender will be opened on **24/03/2017 at 03:00 Pm**. In presence of all interested contractors/Bidders or their authorized representatives who intend to be present

**Terms & Condition:** Under following conditions bid will be rejected.

- i. Conditional Tenders, ii. Bid not accompanied by Bid Security of required amount and form, iii. Bids received after specified Date & Time, iv. Blacklisted firms,
4. Bid validity period: 90 (Ninety) Days.
5. The Procuring agency may reject any bid subject to relevant provision of SPP Rules, 2010 and may cancel the bidding process at any time prior to acceptance of bid or proposal as per Rule 25 of said Rules.6. In case of any holiday or any disturbance the tender will be opened on next working day as per schedule.

Executive Engineer

**NOTIFICATION**

In accordance with rule No.07 of Sindh Public Procurement Rules 2010. **Procurement Committee (PC)** comprising following members is re-constituted for procurements.


- |      |  |                  |
|------|--|------------------|
| i.   | Mr. Gulzar Ahmed Mughal<br>Registrar, BPS-20, SMIU   | Convener         |
| ii.  | Mr. Ali Gohar Larik<br>Executive Engineer, BPS-18, SMIU  | Member/Secretary |
| iii. | Mr. Munir Ahmed Sehar<br>Resident Auditor, Dawood University of Engineering<br>& Technology, Karachi<br>(from agencies/dept other than SMI university) | Member           |

**Co-opted Members:**

- i. Mr. Ghulam Mustafa Shaikh  
Director (P&D), BPS-20, SMIU
- ii. Mr. Nisar Ahmed Memon  
Deputy Director Finance  
(BPS-18), SMIU

2. Functions and responsibilities of Procurement committee shall be same as envisaged in Rule No.08 of SPPR-2010

3. This issues with the approval of the Vice Chancellor



Shakeel Ahmed Abro  
Director (HR)

**Copy to:**

1. All Concerned
2. Director (P&D)
3. PS to Vice Chancellor
4. PA to Registrar

**ii). Complaint Redressal Committee**

- |    |  |                  |
|----|--|------------------|
| 1. | Mr. Ghulam Ali Surahio<br>Director Finance,BPS-21  | Convener         |
| 2. | Mr. Mohsin soomro<br>Assistant Accountant General<br>A.G Sindh Karachi.<br>(His recommendation/nomination shall be<br>Sent to AG sindh office from directorate<br>Of finance for issuance of notification) | Member           |
| 3. | Ghulam Mustufa Shaikh<br>Director (P&D), BPS-20, SMIU  | Member           |
| 4. | Mr. Ali Gohar Larik<br>Executive Engineer,BPS-18, SMIU   | Member/Secretary |
| 5. | Muhammad Akbar Khokhar<br>(B&E) XVI (S.O)<br>Finance Dept, Govt of Sindh.  | Member           |

Note: The ex-University members shall be entitled for remuneration as per university policies to attend the meetings.

Submitted for approval,

  
Director Finance

  
Director (P&D)

  
Additional Director Finance

  
Vice Chancellor



## ANNUAL PROCUREMENT PLAN

(WORKS, GOODS & SERVICES)

FINANCIAL YEAR 2016-17

Sr. No.	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
								1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
1	RENOVATION WORK FOR THE OFFICE OF DIRECTORATE OF FINANCE AT MAIN BUILDING OF SMI UNIVERSITY KARACHI	N/A	N/A	Rs.371200/-	yes	Non ADP	Single stage one envelop 46 (1) of SPP Rules	✓				
2	RENOVATION WORK OF VISITORS ROOM AT MAIN BUILDING OF SMI UNIVERSITY, KARACHI	N/A	N/A	Rs. 958760/-	yes	Non ADP	Single stage one envelop 46 (1) of SPP Rules	✓				Cancelled
3	CONSTRUCTION OF GATE NO. 1 & 2 ALONG WITH REPAIR/RENOVATION OF BOUNDARY WALL AND OTHER WORKS AT SMIU, KARACHI	N/A	N/A	Rs.10086277/-	yes	Non ADP	Single stage two envelop 46 (2) of SPP Rules		✓			Cancelled
4	PROVIDING AND LAYING OF CARPET IN SUNNI MASJID AT SMIU, KARACHI	N/A	N/A	Rs. 245000/-	yes	Non ADP	Single stage one envelop 46 (1) of SPP Rules		✓			
5	SUPPLY AND FIXATION OF FURNITURE AT AUXILIARY BLOCK SMIU, KARACHI	N/A	N/A	Rs.1182000/-	yes	Non ADP	Single stage one envelop 46 (1) of SPP Rules		✓			
	COLORING & PAINTING WORK AT AUXILIARY BLOCK SMIU, KARACHI	N/A	N/A	Rs.148316/-	yes	Non ADP	Single stage one envelop 46 (1) of SPP Rules		✓			
	IT EQUIPMENTS AT AUXILIARY BLOCK SMIU, KARACHI	N/A	N/A	Rs. 546996/-	yes	Non ADP	Single stage one envelop 46 (1) of SPP Rules		✓			Cancelled
6	SUPPLY AND FIXATION OF CLASS ROOM CHAIRS AT MAIN BUILDING SMIU, KARACHI	N/A	N/A	Rs. 994500/-	yes	Non ADP	Single stage one envelop 46 (1) of SPP Rules		✓			
7	REPAIR & RENOVATION OF VC SECRETARIAT & CONFERENCE ROOM AT MAIN BUILDING SMI UNIVERSITY KARACHI	N/A	N/A	Rs.725404/-	yes	Non ADP	Single stage one envelop 46 (1) of SPP Rules			✓		
	CONSTRUCTION OF GATE 1 & 2 ALONG WITH GUARD ROOM & RENOVATION OF BOUNDARY WALL AT SMI UNIVERSITY	N/A	N/A	Rs.1663254/-	yes	Non ADP	Single stage one envelop 46 (1) of SPP Rules			✓		
8	IT EQUIPMENTS AT AUXILIARY BLOCK SMIU, KARACHI	N/A	N/A	Rs.508113/-	yes	Non ADP	Single stage one envelop 46 (1) of SPP Rules			✓		
9	DEVELOPMENT & DEPLOYMENT OF MANAGEMENT INFORMATION SYSTEM FOR E-GOVERNANCE	N/A	N/A		yes	Non ADP	Single stage two envelop 46 (2) of SPP Rules			✓		
10	END POINT PROTECTION FOR 500 DESKTOP COMPUTERS + 08 SERVER MACHINES (ANTIVIRUS, MALWARE AND SPYWARE)	N/A	N/A		yes	Non ADP	Single stage two envelop 46 (2) of SPP Rules			✓		
11	TENDER NOTICE FOR CANTEEN CONTRACTORS	N/A	N/A		yes	Non ADP	Single stage two envelop 46 (2) of SPP Rules			✓		

## سنت مدرسته الاسلام



### يونيورسٽي

ايون تجارت روڊ، ڪراچي 74000  
 فون: 021-99217501-02-03، فيڪس: 021-99217504  
 اي ميل: info@smiu.edu.pk، پو آر ايل: http://www.smiu.edu.pk  
 No.SMIU/TEND-/I.T/2017/002

### ٽينڊر نوٽيس

هيٺ ڏنل ڪم لاءِ اهڙين پارٽين/فرمن/مجار ڊيلرز جيڪي سنڌ بورڊ آف روينيو، انڪر ٽيڪس/سيلز ٽيڪس ڊائريڪٽوريٽ، PSEB (جيڪن به معاملو هجي) وٽان رجسٽرڊ هجن کان مجوزو فارم تي مهريند ٽينڊرز گهريل آهن. دلچسپي رکندڙ پارٽين کي SPPRA رولز 2010 جي سيڪشن 46(2) تحت سنگل اسٽيج-ٽو اينويليس پروسيجر تحت الڳ الڳ ٽيڪنيڪل پروپوزل ۽ فنانشل پروپوزل جمع ڪرائڻا هوندا. تفصيل هيٺ ڏنل آهن:

نمبر شمار	تفصيل	بڊ سيڪيورٽي
1.	SMIU جي اي-گورننس لاءِ مڪثي جمعيت انفارميشن سسٽمز جي واڪ جي رقم ڊولپمينٽ ۽ ڊيپلوميٽ، جو 2%	
2.	500 ڊيسڪ ٽاپ ڪمپيوٽرز، 08 سرور مشينز لاءِ اينڊ پوائنٽ پرويڪشن (اينٽي وائرس، مال ويئر ۽ اسپاء ويئر).	

### شرط ۽ ضابطا:

- ٽينڊر دستاويز مجوزو ٽينڊر في 2000 روپيا (ناقابل واپسي) پي آرڊر/ڊمانڊ ڊرافٽ جي صورت ۾ بئنڪ سنڌ مدرسته الاسلام يونيورسٽي ڪراچي جاري ڪيو ويو هجي. جي اڏاڻگي تي 9 مارچ، 2017 کان 31 مارچ، 2017 کنهن به ڪم واري ڏينهن آفيس وقتن دوران ڊائريڪٽوريٽ آف پلاننگ اينڊ ڊولپمينٽ، سنڌ مدرسته الاسلام يونيورسٽي، ڪراچي وٽان حاصل ڪري سگهجن ٿا يا SPPRA جي ويب سائيٽ [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk) ۽ SMI يونيورسٽي جي ويب سائيٽ: [www.smiu.edu.pk](http://www.smiu.edu.pk) تان پڻ ڏانهن لوڊ ڪري سگهجن ٿا.
- مڪمل طور تي پريل مهريند ٽينڊرز 2017-04-03 تي مهيند 2:00 وڳي تائين وصول ڪيا ويندا جيڪي حاضري جي خواهشند دلچسپي رکندڙ سمورن ڪانسٽريڪشن/فرمن يا سندن مجاز نمائندن جي موجودگيءَ ۾ ساڳئي ڏينهن ٽيپري 3:00 وڳي آفيس ڪنوينر پروڪيورمينٽ ڪميٽي سنڌ مدرسته الاسلام ۾ ڪوٺايا ويندا.
- واڪ جي رقم جو 2 سيڪڙو سوٽي رقم پي آرڊر/ڊمانڊ ڊرافٽ جي صورت ۾ جيڪو ڪنهن شيڊيول بيٺڪ مان سنڌ مدرسته الاسلام يونيورسٽي ڪراچي جي حق ۾ جاري ڪيو ويو هجي، ٽينڊر سان شامل ڪرڻو پوندو.
- مشروط ٽينڊرز فور هيٺ ڏنل آهن ويندا.
- واڪ جو مدتو 90 ڏينهن آهي.
- اڇون لازمي طور تي سنڌ مدرسته الاسلام يونيورسٽي طرفان جاري ڪيل مجوزو ٽينڊر فارم تي جمع ڪرائڻيون پونديون، ضرورت مطابق اضافي صفحا لڳائي سگهجن ٿا.
- سنڌ SPPRA، رولز 2010 جي لاڳاپيل قرن تحت مجاز اٿارٽي کي ڪنهن هڪ يا سمورين اڇن کي رد ڪري سگهي ٿي.
- ٽينڊرز کڻڻ جي تاريخ تي ڪنهن غير متوقع صورتحال سبب آفيس بند ٿيڻ يا حڪومت طرفان عام موڪل جي اعلان جي صورت ۾ ٽينڊرز ورنڊ ڪم واري ڏينهن ساڳئي وقت ۽ هنڌ تي وصول ڪيا/ڪوٺايا ويندا.

### ايگزيڪيوٽو انجنيئر

PID(K)#3311/16

## سنت مدرسته الاسلام



### يونيورسٽي

ايون تجارت روڊ، ڪراچي 74000  
 فون: 021-99217501-02-03، فيڪس: 021-99217504  
 اي ميل: info@smiu.edu.pk، پو آر ايل: http://www.smiu.edu.pk  
 No.SMIU/TEND-DPD&S/2017/003

### ڪيٽين ڪانسٽريڪٽرز لاءِ ٽينڊر نوٽيس

GST, SRB ۽ انڪر ٽيڪس ڊيپارٽمينٽ وٽان رجسٽريشن رکندڙ لاڳاپيل شعبي ۾ گهٽ ۾ گهٽ ٽي (03) سال تجربي رکندڙ معروف ڪيٽين ڪانسٽريڪٽرز کان مهريند ٽينڊرز گهريل آهن. دستاويز - SPPRA 2010 (ترميم ٿيل 2013) جي سيڪشن 46(2) مطابق سنگل اسٽيج-ٽو اينويليس پروسيجر تحت ٽيڪنيڪل ۽ فنانشل پروپوزلز جي صورت ۾ جمع ڪرائڻيون پونديون. ڪم جا تفصيل ۽ آئٽمز جا تفصيل ٽينڊر دستاويز ۾ ڄاڻايل آهن جيڪي ڪميٽي ليٽر هيٺ تي لکيل درخواست سان گڏ ٽينڊر في -/1000 Rs. ناقابل واپسي پي آرڊر/ڊمانڊ ڊرافٽ جي صورت ۾ بئنڪ سنڌ مدرسته الاسلام يونيورسٽي جي اڏاڻگي تي ڪنهن به ڪم واري ڏينهن آفيس وقتن دوران (صبح 9:00 وڳي کان ٽيپري 3:00 وڳي) دوران آفيس ڊائريڪٽوريٽ آف پلاننگ اينڊ ڊولپمينٽ ڊيپارٽمينٽ مان حاصل ڪري سگهجن ٿا.

- اجراء: دستاويز ٽينڊر في (ناقابل واپسي) جي اڏاڻگي تي 09-03-2017 کان 23-03-2017 تائين جاري ڪيا ويندا.
  - ٽينڊرز جي وصولي: ٽينڊرز جمع ڪرائڻ جي آخري تاريخ 24-03-2017 منجهند 2:00 وڳي تائين آهي.
  - ٽينڊرز جو کلي: ٽينڊر 24-03-2017 تي ٽيپري 3:00 وڳي حاضري جي خواهشند سمورن دلچسپي رکندڙ ڪانسٽريڪٽرز/واڪ ڏينڊرن يا سندن مجاز نمائندن جي موجودگيءَ ۾ ڪوٺايا ويندا.
- شرط ۽ ضابطا: هيٺ ڏنل شرطن وارا واڪ رد ڪيا ويندا.
- مشروط ٽينڊرز، ii. اهڙا واڪ جيڪي گهريل واڪ سيڪيورٽي ۽ ان جي شڪل کانسواءِ هجن، iii. مقرر ڪيل تاريخ ۽ وقت بعد وصول ٿيندڙ واڪ، iv. بليڪ لسٽيڊ فرمن طرفان وصول ٿيندڙ واڪ.
  - واڪ جو مدتو: 90 (نوي) ڏينهن
  - SPPRA، رولز 2010 جي لاڳاپيل شقن تحت پروڪيورنگ ايگنسي ڪنهن به واڪ کي رد ڪري سگهي ٿي ۽ مذڪوره رولز جي رول 25 تحت واڪ يا پروپوزل جي منظوري کان پهرين ڪنهن به وقت بئنڪ جي عمل کي منسوخ ڪري سگهي ٿي.
  - ٽينڊرز کڻڻ جي تاريخ تي عام موڪل يا ڪنهن به رڪاوٽ جي صورت ۾ ٽينڊرز ورنڊ ڪم واري ڏينهن شيڊيول مطابق ڪوٺايا ويندا.

### ايگزيڪيوٽو انجنيئر

PID(K)#3310/16



## Sindh Madressatul Islam University

Aiwan-e-Tijarat Road, Karachi 74000.  
Phones: +92-21-99217501-02-03, Fax: +92-21-99217504  
Email: info@smiu.edu.pk, URL <http://www.smiu.edu.pk/>

NO. SMIU/TEND-I.T/2017/002

### TENDER NOTICE

Sealed tenders on prescribed form are invited from the interested parties/firms/authorized dealers registered with Sindh Board of Revenue, Income Tax, Sales Tax directorate, PSEB (as the case may be). Interested bidders are required to submit **Technical Proposals and Financial Proposals** separately under single stage - two envelopes procedure in accordance with section 46(2) of SPPRA Rules-2010. The details as under-

S.#	Description	Bid Security
1	DEVELOPMENT & DEPLOYMENT OF MANAGEMENT INFORMATION SYSTEM FOR E-GOVERNANCE OF THE SMIU	2% of bid amount
2	END POINT PROTECTION FOR 500 DESKTOP COMPUTERS + 08 SERVER MACHINES (ANTIVIRUS, MALWARE AND SPYWARE)	

#### Terms & conditions:

- Tender documents can be obtained from the *Directorate of Planning & Development* of the Sindh Madressatul Islam University, Karachi on payment of prescribed tender fees of Rs. 2000/- each (non-refundable) in shape of Pay Order / Demand Draft in favor of *Sindh Madressatul Islam University* on any working day during office hours from 9th March 2017 to 31st March 2017 and can be download from SPPRA website: [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk) and SMI University website: [www.smiu.edu.pk](http://www.smiu.edu.pk)
- The filled and sealed tenders will be received back on 03-04-2017 by 14:00 hours and will be opened on same day at 15:00 hours in office of convener procurement committee SMIU before all interested contractors/firms or their authorized agents who intend to be present.
- The earnest money @2% of bid amount should be attached in the shape of Pay order/demand draft, call deposit in the favour of *Sindh Madressatul Islam University Karachi*.
- Conditional tenders will not be entertained.
- Bid validity period 90 days
- Bids must be offered on the prescribed tender form issued by *Sindh Madressatul Islam University*. However additional sheets may be attached, if required.
- The Competent authority may reject any or all bids subject to the relevant provisions in *Sindh SPPRA Rules-2010*.
- In case of any unforeseen situation resulting in closure of office on the date of opening or if Government declares holiday the tender shall be submitted/opened on the next working day at the same time and venue.

PID(K)#3311/16

Executive Engineer



## Sindh Madressatul Islam University

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Phones: (021) 99217501-02-03, Fax: (021) 99217504  
Email: info@smiu.edu.pk, URL <http://www.smiu.edu.pk/>

NO. SMIU/TEND-DPD&S/2017/003

### TENDER NOTICE FOR CANTEN CONTRACTORS

Sealed Tenders are invited from reputable **Canteen Contractors** having registration with **GST,SRB** and income tax department, along with minimum three (03) years of related experience. Documents to submit **Technical & Financial Proposal under single stage - two envelopes procedure in accordance with section 46(2) of SPPRA-2010 (amended 2013)**. work specification and details of items are indicated in tender documents, against the written request on company's letterhead with a Pay Order/Demand Draft of the Tender Fee amounting Rs.1000/- which is nonrefundable in favor of *Sindh Madressatul Islam University* on any working day during office hours (9:00am to 3:00pm) from the office of Directorate of **Planning & development Department**.

#### Bidding/Tender Documents:

- Issuance:** Documents will be issued from 09/03/2017 to 23/03/2017 on payment of tender fee (Non refundable)
- Submission:** Last date for submission of tenders will be 24/03/2017 up to 02:00pm
- Opening:** Tender will be opened on 24/03/2017 at 03:00Pm. in presence of all interested contractors/ Bidders or their authorized representatives who intend to be present

#### Terms & Condition:

Under following conditions bid will be rejected.

- Conditional Tenders, ii. Bid not accompanied by Bid Security of required amount and form, iii. Bids received after specified Date & Time, iv. Blacklisted firms,
- Bid validity period: 90 (Ninety) Days.
- The Procuring agency may reject any bid subject to relevant provision of SPP Rules, 2010 and may cancel the bidding process at any time prior to acceptance of bid or proposal as per Rule 25 of said Rules.
- In case of any holiday or any disturbance the tender will be opened on next working day as per schedule.

PID(K)#3310/16

Executive Engineer



**سندھ صدرستہ الاسلام**  
**یونیورسٹی**



ایوان تجارت روڈ، کراچی، 74000  
فون: 021-99217501-02-03، فیکس: 021-99217504  
ای میل: info@smiu.edu.pk / http://www.smiu.edu.pk  
No.SMIU/TEND-DPD&S/2017/003

**ٹینڈر نوٹس برائے کینٹین کنٹریکٹرز**

ذیل میں درج کام کے لئے ایسی پارٹیوں/فروماں/ہائڈراڈیٹرز جو سندھ بورڈ آف ریونیو، انکم ٹیکس/سٹیکس ڈائریکٹوریٹ، PSEB (جی ایچ ای معاملہ) سے رجسٹرڈ ہوں سے مجوزہ فارم پر سہ ماہیہ ٹینڈرز مطلوب ہیں۔ دلچسپی رکھنے والی پارٹیوں کو SPPRA 2010 کے سیکشن (2) 46 کے مطابق منسلک ایچ آر ڈی ٹی پیس پر ویب سائٹ کے تحت پیشگی اور قائل ہونے کی ضرورت ہے۔ کام کی تصریحات اور آئٹمز کی تفصیلات ٹینڈرز دستاویزات میں سرحدت کردہ ہیں جو پبلیک لیٹرنائیٹ پر گھنٹی بجی درخواست کے ساتھ ایٹچمنٹ میں -/Rs.10000 قائل واپسی منسلک ہے آڈارڈ ایٹچمنٹ ڈرافٹ سکن سندھ صدرستہ الاسلام ایجوکیشنل کی ادارتی پر کسی بھی کام والے دن دفتر کی اوقات (صبح 9:00 بجے تا سہ پہر 00:30 بجے) کے دوران دفتر ڈائریکٹوریٹ آف پلاننگ ایٹچمنٹ ڈرافٹ ڈرافٹسٹ سے حاصل کی جاسکتی ہیں۔

- 1- اجراء دستاویزات ٹینڈر فیس (قائل واپسی) کی ادائیگی پر 09-03-2017 تا 23-03-2017 جاری کی جائے گی۔
- 2- ٹینڈرز کی وصولی: ٹینڈرز جمع کرانے کی آخری تاریخ 24-03-2017 دن 2:00 بجے تک ہے۔
- 3- ٹینڈرز کا مکمل ٹینڈر 24-03-2017 کو سہ پہر 3:00 بجے حاضری کے خواہشمند تمام دلچسپی رکھنے والے کنٹریکٹرز کو ہونی چاہئے۔ ان کے مجاز نمائندوں کی موجودگی میں کھولے جائیں گے۔
- شرائط و ضوابط: درج ذیل شرائط والی بولیوں میں سرحدت کردی جائے گی۔
- 1- مشروط ٹینڈرز ایٹچمنٹ بولیوں میں مطلوب بڈجیٹ کی اور اس کی عمل کے لئے ہوں الا مقررہ تاریخ اور وقت کے بعد وصول ہونے والی بولیاں IV۔ ایک ایٹچمنٹ کی جانب سے وصول ہونے والی بولیاں۔
- 4- بولی کی مہاد: 90 (نوسہ) ایم
- 5- SPPRA 2010 کے تحت پروویڈنگ کی تفصیلات کی کاپی بولی کو سرحدت کرتی ہے اور مذکورہ روز کے روز 25 کے تحت بولی یا پروویڈنگ کی منظوری سے قبل کسی بھی وقت بڈجٹ کے عمل کو منسوخ کر سکتی ہے۔
- 6- ٹینڈرز مکمل کی تاریخ کو عام تعطیل یا کسی اور رکاوٹ کی صورت میں ٹینڈرز آئٹمز کا مہادے ان شیڈول کے مطابق کھولے جائیں گے۔

ایگزیکٹو انجینئر PID(K)3310/16

**سندھ صدرستہ الاسلام**  
**یونیورسٹی**



ایوان تجارت روڈ، کراچی، 74000  
فون: 021-99217501-02-03، فیکس: 021-99217504  
ای میل: info@smiu.edu.pk / http://www.smiu.edu.pk  
No.SMIU/TEND-IT/2017/002

**ٹینڈر نوٹس**

ذیل میں درج کام کے لئے ایسی پارٹیوں/فروماں/ہائڈراڈیٹرز جو سندھ بورڈ آف ریونیو، انکم ٹیکس/سٹیکس ڈائریکٹوریٹ، PSEB (جی ایچ ای معاملہ) سے رجسٹرڈ ہوں سے مجوزہ فارم پر سہ ماہیہ ٹینڈرز مطلوب ہیں۔ دلچسپی رکھنے والی پارٹیوں کو SPPRA 2010 کے سیکشن (2) 46 کے مطابق منسلک ایچ آر ڈی ٹی پیس پر ویب سائٹ کے تحت پیشگی اور قائل ہونے کی ضرورت ہے۔ کام کی تصریحات اور آئٹمز کی تفصیلات ٹینڈرز دستاویزات میں سرحدت کردہ ہیں جو پبلیک لیٹرنائیٹ پر گھنٹی بجی درخواست کے ساتھ ایٹچمنٹ میں -/Rs.10000 قائل واپسی منسلک ہے آڈارڈ ایٹچمنٹ ڈرافٹ سکن سندھ صدرستہ الاسلام ایجوکیشنل کی ادارتی پر کسی بھی کام والے دن دفتر کی اوقات (صبح 9:00 بجے تا سہ پہر 00:30 بجے) کے دوران دفتر ڈائریکٹوریٹ آف پلاننگ ایٹچمنٹ ڈرافٹ ڈرافٹسٹ سے حاصل کی جاسکتی ہیں۔

نمبر	تفصیل	بڈجیٹ
1	SMIU کی ای کی گروہس کے لئے تھمبٹ انڈر مشن سکن کی ڈیوٹی پوسٹ اور ڈیوٹی پوسٹ	بولی کی رقم کا 2%
2	500 ڈیوٹی پوسٹ 08 مارچ 2017 کے لئے ایٹچمنٹ کے لئے ایٹچمنٹ پر پیشگی (ایٹچمنٹ ڈرافٹس مال ویز اور اسٹاپس)	

- 1- ٹینڈرز دستاویزات مجوزہ ٹینڈر فیس -/Rs.20000 (قائل واپسی) منسلک ہے آڈارڈ ایٹچمنٹ ڈرافٹسٹ سے حاصل کی جائے گی۔
- 2- ٹینڈرز کی وصولی: ٹینڈرز جمع کرانے کی آخری تاریخ 31-03-2017 تا 09 مارچ 2017 کو سہ پہر 3:00 بجے حاضری کے خواہشمند تمام دلچسپی رکھنے والے کنٹریکٹرز کو ہونی چاہئے۔ ان کے مجاز نمائندوں کی موجودگی میں کھولے جائیں گے۔
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- 1- مشروط ٹینڈرز ایٹچمنٹ بولیوں میں مطلوب بڈجیٹ کی اور اس کی عمل کے لئے ہوں الا مقررہ تاریخ اور وقت کے بعد وصول ہونے والی بولیاں IV۔ ایک ایٹچمنٹ کی جانب سے وصول ہونے والی بولیاں۔
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- 6- ٹینڈرز مکمل کی تاریخ کو عام تعطیل یا کسی اور رکاوٹ کی صورت میں ٹینڈرز آئٹمز کا مہادے ان شیڈول کے مطابق کھولے جائیں گے۔

ایگزیکٹو انجینئر PID(K)3311/16



# SINDH MADRESSATUL ISLAM (SMI) UNIVERSITY



**TENDER-2017-03**

## TENDER DOCUMENTS FOR CANTEEN CONTRACTOR

Name of Department	Directorate of Planning & Development
Name of procuring agency	SINDH MADREESATUL ISLAM UNIVERSITY Aiwan-e-Tijarat Road, Shakra-e-Liaquat, Karachi- 74000, Pakistan Tel : 021-99217501-02-03 Fax : 021-99217504 Website: <a href="http://www.smiu.edu.pk">www.smiu.edu.pk</a>

## **SCOPE OF WORK FOR CANTEEN CATERER**

SMIU premises comprises of one Main Building (university), one Model school for girls &, one Model school for Boys having a strength of atleast 1000 students & faculty. Proposed canteen is located in the Talpur house Main Building (University), caters to the requirements of officers, staff and day scholars. The proposed Canteen required to serves tea/coffee/cold drinks, snacks, high tea, lunch/dinner etc. in various official meetings, programmes, seminars and functions organized by the University from time to time. In addition, people visiting SMI University in connection with various academic activities of the University also avail these services. The Successful party would be required to run the canteen by opening 03 sub outlets @ various places in the university in addition to existing main coffee house/canteen.

EXECUTIVE ENGINEER  
SMI UNIVERSITY

ARCHITECT  
SMI UNIVERSITY



# SINDH MADRESSATUL ISLAM UNIVERSITY

Aiwan-e-Tijarat Road, Karachi 74000.

Phones: (021) 99217501-02-03, Fax: (021) 99217504

Email: [info@smiu.edu.pk](mailto:info@smiu.edu.pk) , URL <http://www.smiu.edu.pk/>

NO. SMIU/TEND-DPD&S/2017/003

## TENDER NOTICE FOR CANTEEN CONTRACTORS

**Sealed Tenders** are invited from reputable **Canteen Contractors** having registration with **GST,SRB** and income tax department, along with minimum three (03) years of related experience. Documents to submit **Technical & Financial Proposal** under *single stage – two envelopes procedure in accordance with section 46(2) of SPPRA-2010 (amended 2013)*. work specification and details of items are indicated in tender documents, against the written request on company's letterhead with a Pay Order/Demand Draft of the Tender Fee amounting **Rs.1000/=** which is nonrefundable in favor of **Sindh Madressatul Islam University** on any working day during office hours (9:00am to 3:00pm) from the office of **Directorate of Planning & development Department**.

### Bidding/Tender Documents:

1. **Issuance:** Documents will be issued from **09/03/2017 to 23/03/2017** on payment of tender fee (Non refundable)
2. **Submission:** Last date for submission of tenders will be **24/03/2017 up to 02:00pm**
3. **Opening:** Tender will be opened on **24/03/2017 at 03:00 Pm**. In presence of all interested contractors/Bidders or their authorized representatives who intend to be present

**Terms & Condition:** Under following conditions bid will be rejected.

- i. Conditional Tenders, ii. Bid not accompanied by Bid Security of required amount and form, iii. Bids received after specified Date & Time, iv. Blacklisted firms,
4. Bid validity period: 90 (Ninety) Days.
5. The Procuring agency may reject any bid subject to relevant provision of SPP Rules, 2010 and may cancel the bidding process at any time prior to acceptance of bid or proposal as per Rule 25 of said Rules.6. In case of any holiday or any disturbance the tender will be opened on next working day as per schedule.

Executive Engineer

**TENDER DOCUMENT FOR PROVIDING  
CANTEEN SERVICES AT SMI UNIVERSITY**

Cost of Tender Document: Rs.1000/- (Rupees One thousand only)

Pay order/ OR Demand Draft No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on (Bank) \_\_\_\_\_

**Last date & time for submission of duly filled-in Tenders:**

**24<sup>th</sup> March 2017 – 2.00 p.m.**

(Duly filled-in Tender Documents, complete in all respects, to be submitted at the accounts & finance department of SMI University (No Tender Document would be accepted after 2.00 p.m. on 24<sup>th</sup> March 2017)

**Date & Time of opening Technical Bids:**

**24<sup>th</sup> March 2017 - 2.00 p.m.**

**Venue for opening Technical Bids:**

Directorate of Planning & development  
First floor of Main Building at SMI University

**SINDH MADRESSATUL ISLAM UNIVERSITY**

Aiwan-e-Tijarat Road, Shakra-e-Liaquat, Karachi-74000, Pakistan

Tel : 021-99217501-02-03 Fax : 021-99217504

# SINDH MADRESSATUL ISLAM UNIVERSITY

**NAME OF THE  
TENDERER (as per  
Registration  
Certificate)**

**COMPLETE POSTAL  
ADDRESS OF THE  
TENDERER (as per  
Registration  
Certificate)**

# SIND MADREESATUL ISLAM UNIVERSITY, KARACHI

## TENDER DOCUMENT FOR PROVIDING CANTEEN SERVICES AT SMIU, KARACHI

### TECHNICAL BID

COMPANY/FIRM PROFILE	
<p>1. Name of the Company/Firm and Complete registered address</p> <p>1(a) Legal Status (Individual, Proprietary firm, Partnership firm, Limited Company or Corporation)</p> <p>1 (b) Has your company/firm ever changed its name any time? If so, when, the earlier name and the reason thereof?</p> <p>1(c) Were you or your company ever required to suspend catering services for a period of more than 06 months continuously after you commenced the catering services? If so, give the name of the contract and reasons thereof.</p> <p>1(d) Have you or your constituent ever left the contract awarded to you incomplete? If so, give name of the contract and reasons for not completing the contract.</p>	



2. Name, Designation and Tel. No(s) of the Contract Person -Fax No(s) -e-mail address	
3. Year of commencement of Business	
4. Statutory Details (photocopy to be attached) -Registration No. of the Firm - NTN - Service Tax Registration No. - SRB	
5. Income Tax Assessment Completion Certificates for the financial years 2013-14 and 2014-15, 2015-16. (In the event of assessment of the years indicated having not been completed the certificate of the latest assessment completed may be enclosed and the reason for non- completion of the assessment for the required years may be	

6. List of present and past clients (Please use separate sheet for each) as per the following format. The information provided will facilitate evaluation of your Technical Bid:

S. No.	Name of the organization with complete postal address	Name & designation of the Contact Person with Tel/Mobile No(s)	Date from which the contract was awarded	No. of persons deployed by your firm	No. of persons served

7 Volume of business done during the last three years (please submit documentary evidence) (Rs. in Lakh)

Details of annual financial turnover (gross)	2013-2014	2014-2015	2015-2016

## TERMS AND CONDITIONS

### GENERAL

1. Please read the Terms & Conditions carefully before filling up the document. Incomplete Tender Documents will be rejected.
2. Before submitting the tender, details of documents to be attached may be verified from the Check List of the Tender Document.
4. The Tenderer must write the name & complete postal address of the bidding firm on the reverse side of the Demand Draft(s).
5. All pages of the Tender Document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as token of having accepted all the Terms and Conditions of this Tender
6. SMI university reserves the right to obtain feed back from the previous/present clients of the Tenderer and also depute its team(s) to inspect the site(s) at present contract(s) for on- the-spot first hand information regarding the quality of food and services provided by the Tenderer. Decision of SMI University with regard to award of the contract will depend upon the feed back received by it from the previous/ and present clients and also from its team(s) deputed for the purpose. The decision of the University in this regard will be final and binding on all bidders.
7. Tender shall be submitted in SMI University official tender form only. If submitted in any other manner, the same shall be summarily rejected. No bidder shall be issued more than one Tender Form.
8. The services to be rendered by the contractor must not be altered by the bidder.
9. No paper shall be detached from the Tender Document.
10. The name and address of the bidder shall be clearly written in the space provided for the purpose and no over-writing, correction; insertion shall be permitted in any part of the tender unless duly countersigned by the bidder. The tender should be filled in and submitted strictly in accordance with the instructions contained herein, other wise the Tender is liable to be rejected.
11. Person signing the bid or other documents connected with tender must clearly write his/her name and also specify the capacity in which signing.
12. The procurement agency may reject any bid subject relevant provision of SPRA Rules 2010 and may cancel the bidding process at any time prior to acceptance of bid and proposal as per Rule 25 of said rules
13. Before submitting the filled-in Tender Document to the University, the bidders may seek clarification(s), if any, from Directorate of Planning & Development SMI University **OR** in person by visiting the University during working hours by taking prior

[Type text]

Appointment.

14. The University reserves the right to change any condition of the tender before opening of the Technical Bids.
15. The successful bidder will have to enter into an agreement with the University (as per draft agreement given in Annexure-I before taking charge of the Canteen and commencement of the canteen work.
16. canvassing in any form will make the tender liable to rejection.

#### **ELIGIBILITY CONDITIONS/GUIDELINES FOR EVALUATION OF TECHNICAL BIDS**

17. Basic Eligibility:

- (a) The applicant should be in catering business for a minimum period of Three years
- (b) Experience of having successfully run the catering services during the last **T h r e e** years
  - f* 3 similar completed works each having not less than 200 persons on its dining strength.
  - f* 2 similar completed works each having not less than 300 persons on its dining strength.
  - f* 1 similar completed works each having not less than 500 persons on its dining strength.

**Similar nature of work means the running of the Canteens/messes of institutions / organizations / companies / guest houses.**

(c) Average Financial Turn-Over (Gross)

The bidder's average annual financial turnover (gross) in catering services during the last three financial years, should not be less than 05 Lakh.

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(d) Performance Certification

The bidders' performance, as per format at Annexure-II for each work completed in the last three years and in hand should be certified by a responsible person from the concerned organization. The certificate should also indicate the compliance of statutory requirements.

#### **GUIDELINES FOR SUBMISSION OF TENDER**

18. The bids are to be submitted in two parts -
- (i) Sealed Technical Bid, in one sealed envelope super-scribed "TECHNICAL BID FOR PROVIDING CANTEEN SERVICES AT SMI UNIVERSITY". ;
  - (ii) Sealed Financial Bid placed in a separate envelop super-scribed: "FINANCIAL BID FOR PROVIDING CANTEEN SERVICES AT SMI UNIVERSITY CAMPUS".
19. The above mentioned two sealed envelopes should bear the name and complete postal address of the bidder. Sealed envelopes containing Technical Bid and Financial Bid should be placed in a bigger envelop super-scribed "BID FOR PROVIDING CANTEEN SERVICES AT SMI UNIVERSITY". This bigger envelop, bearing the name & complete postal address of the bidder, should be addressed to the Chairmen tender committee, SMI University, Karachi on or before **2.00 p.m. on 24.3.2017**.  
Tenders received after due date & time shall not be accepted.

#### **OPENING OF BIDS**

20. The Technical Bids will be opened on 24.3.2017 at 2.00 p.m. at Engineering & Maintenance department of SMI University Karachi in the presence of such bidders who may wish to be present, either in person or through their authorized representatives
21. The Financial Bids of only technically acceptable tenders will be opened for further consideration. The decision of the University in this regard will be final and no requests etc. will be entertained from the bidders. The date and time of opening of financial bid(s) will be intimated only to such bidders who are found eligible as per evaluation criteria prescribed by the University.
22. Financial Bid shall not be the sole criteria for award of contract. Feedback received from the previous/present clients and on the spot assessment of the SMI university designated team shall also form the basis of selection.

#### **PERIOD OF CONTRACT**

23. The contract for Canteen Services shall remain valid initially for a period of one years. However, in order to evaluate the performance and services of the Contractor, the contract will have probationary period of three months. The contract for the remaining 9 months will be confirmed only if the services and quality of items served by the contractor are found satisfactory during the probationary period

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24. The one-year contract period is subject to renewal by the University on satisfactory performance on mutually agreed terms and conditions for a further period of one year or till such time mutually agreed to.

#### **FORFEITURE OF CONTRACT**

25. the successful bidder shall be liable to be forfeited if the contractor does not fulfill any of the following conditions:
- i. An agreement is not signed in the prescribed form within ten days of the receipt of the Letter of Award of the Contract;
  - ii. The Contractor does not commence canteen services within seven days of the stipulated date for commencement of canteen services.

#### **SECURITY DEPOSIT**

26. The successful bidder will be required to submit the security deposit in the form of pay order/demand draft in the name of university
27. If the Contract is terminated by the Contractor without giving stipulated period of notice or fails to observe the terms & conditions of the Tender, Letter of Award for the Contract and the agreement signed by the Contractor with the University, the Security Deposit will be forfeited without prejudice to the SMI University Management's right to proceed against the contractor for any additional damages that the University suffers as a result of the breach of the aforesaid terms and conditions.

#### **STATUTORY OBLIGATIONS OF THE TENDERER (CONTRACTOR)**

28. The Contractor shall be responsible for engaging adequate number of trained/semi-trained manpower required for providing good canteen services in SMI University
29. The employees of the Contractor should possess good health and should be free from any diseases, especially contagious and frequently recurring diseases.
30. The Contractor will, prior to the commencement of the operation of contract, make available to SMI the particulars of all the employees who will be deployed at the Institute's premises for running the Canteen. Such particulars, inter alia, should include age/date of birth, permanent address, police verification report and profile of the health status of the employees.
31. The Contractor shall ensure proper discipline among his/her workers and further ensure
- [Type text]



that they do not indulge in any unlawful activity.

32. Employment of child labour is strictly prohibited under the law. Therefore, the Contractor will not employ any child.
33. In the event of violation of any contractual or statutory obligations by the Contractor, he/she shall be responsible and liable for the same. Further, in the event of any action, claim, damages, suit initiated against the Institute by any individual, agency or government authority due to acts of the Contractor, the Contractor shall be liable to make good/compensate such claims or damages to the Institute. As a result of the acts of the Contractor, if the Institute is required to pay any damages to any individual, agency or government authority, the Contractor would be required to reimburse such amount to the Institute or the Institute reserves the right to recover such amount from the payment(s) due to the Contractor while settling his/her bills or from the amount of Security Deposit of the Contractor lying with the Institute.
34. The Contractor shall ensure compliance of all laws relating to cleanliness, sanitary, hygienic and health conditions and other laws in force from time to time with regard to the environment around cooking place, dining hall and surrounding etc.
35. The Contractor shall be personally responsible for conduct and behaviour of his staff and any loss or damage to Institute's moveable or immovable property due to the conduct of the Contractor's staff shall be made good by the contractor. If it is found that the conduct or efficiency of any person employed by the Contractor is unsatisfactory, the Contractor shall have to remove the concerned person and engage a new person within 48 hours of intimation by SMI. The decision of the Institute's designated officer in this regard shall be final and binding on the Contractor
36. The Contractor shall not appoint any sub-contractor to carry out his obligations under the contract.
37. The Contractor shall keep the Canteen and its surrounding areas clean and up to date sanitation every day after the services are over. The cleaning includes cleaning of kitchen, canteen hall, floor, counter, benches, tables, chairs, etc. SMI management will have 24-hour access to inspect the canteen premises at any time for ensuring the cleanliness and hygienic conditions of the canteen's kitchen and dining hall premises
38. The Institute reserves the right to appoint officers/officials to inspect the quality of raw material, food and other items prepared and sold in the canteen. Any defect(s) pointed out by such officers/officials during their visits shall be properly attended to by the Contractor.
39. The Contractor shall get the prices of all items approved by the Institute and no changes, what-so-ever shall be made without prior written approval of the Institute

[Type text]



## OTHER OBLIGATIONS OF THE CONTRACTOR

40. The Contractor will use only branded raw material for preparation of items.
41. The Institute will provide to the Contractor space for storing raw material, kitchen equipment as per list provided in Annexure-III for cooking and preservation of perishable items, sitting and serving space, etc. free of cost. The Institute shall also provide tables and chairs in the serving area.
42. Care must be taken to ensure that, while carrying out the work, no fittings, fixtures, furnishings, equipments provided by the Institute are damaged. Any damages done to the same or any other property will have to be repaired / replaced by the Contractor, failing which the same will be got done by SMI at the contractor's risk and cost. In this regard, the decision of the designated officer of SMI shall be final and binding on the Contractor.
43. All work shall be carried out with due regard to the convenience of SMI. The orders of the concerned authority shall be strictly observed.
44. The Contractor will deploy adequate manpower for work during late hours and on Saturdays/Sundays, including other holidays, according to the requirement of SMI and the guests/hostellers.
45. Storing/supply/sale and consumption of drugs, alcoholic drinks, cigarettes or any other items of intoxication are strictly prohibited in the Institute's campus, including Canteen. Any breach of such restrictions by the Canteen Contractor will attract deterrent action against the Contractor as per statutory norms.
46. No minimum guarantee will be furnished to the Contractor towards consumption of food items. He/she is advised to maintain the highest quality at the minimum possible prices so as to attract the maximum number of student/faculty members to avail canteen services.
47. The workers employed by the Contractor shall be directly under the supervision, control and employment of the Contractor and they shall have no connection what-so-ever with (SMI). SMI shall have no obligation to control or supervise such workers or to take any action against them except as permissible under the law. Such workers shall also not have any claim against SMI for employment or regularization of their services by virtue of being employed by the Canteen Contractor, against any temporary or permanent posts in SMI.
48. The Contractor shall ensure that either he/she himself/herself or his/ her representative is available for proper administration and supervision at the works to the entire satisfaction of the Institute.
49. The Contractor will bring his own tools, cookers, hot boxes, steam boxes, trolleys, equipment, utensils, plates, jugs etc., in sufficient quantity as needed to maintain the canteen services in addition to what is provided for by SMI.
50. The Contractor shall not use the canteen premises for any other activity except for the purpose for which it has been provided for.

## **TERMINATION OF THE CONTRACT**

51. The Contract can be terminated by SMI or the Contractor, after giving one -month notice to the other party extendable by mutual agreement till alternate arrangements are made. However, SMI reserves the right to terminate the contract without giving any notice in case the Contractor commits breach of any of the terms of the contract. SMI's decision in such a situation shall be final and shall be accepted by the Contractor without any objection or resistance.
52. On termination of the contract, the Contractor will hand over all the equipment's/furniture/articles etc., supplied by SMI, in good working condition, back to SMI.University
53. If the successful bidder withdraws or the services provided by the successful bidder are not found satisfactory (say in a month or so) during the probationary period of three months from the date of taking over charge of the canteen services, SMI reserves the right to terminate the contract without giving any notice and initiate appropriate necessary action in the matter for making alternate arrangements.

## **PENALTY**

57. The Institute reserves the right to impose a penalty (to be decided by the SMI authorities on the Contractor for any serious lapse in maintaining the quality and the services willfully or otherwise by the Contractor or his staff or for any adulteration.
58. If the Institute is not satisfied with the quality of eatables served, services provided or behavior of the contractor or his/her employees, the Contractor will be served with 24-hour notice to improve or rectify the defect(s), failing which the SMI will be at liberty to take appropriate necessary steps as deemed fit.

## **JURISDICTION**

59. Dispute, if any, arising out of the Contract, shall be settled by mutual discussion, alternatively by legal recourse under jurisdiction of Karachi courts only.

**DRAFT OF THE AGREEMENT  
TO BE JOINTLY SIGNED BY SMI AND THE CONTRACTOR FOR  
RUNNING CANTEEN AT SMI PREMISES, Karachi (To be signed on a  
Stamp Paper of Rs. 100/-  
to be purchased by the Contractor)**

**AGREEMENT**

This Agreement made this day the \_\_\_\_\_ between the SMI University Aiwan-e Tijarat Road, Shakra-e-Liaquat, Karachi-74000, Pakistan (hereinafter called the owner) of \_\_\_\_\_ and /Mr \_\_\_\_\_ of M/S \_\_\_\_\_ of the \_\_\_\_\_ other part (hereinafter called the caterer) and whereas the Institute needs a caterer to run Canteen for supply of tea, coffee, cold drinks, juice, biscuits, snacks, high-tea, break-fast, lunch and etc. mentioned in the Tender Document invited by the Institute to the staff, students and guests of the Institute. Whereas it is thought desirable to grant a Contract (not being a lease) to the caterer to prepare and serve the aforesaid items to the Institute's staff, students and guests in the Canteen, office complex (in special cases as and when required). The terms and conditions mentioned hereinafter, it is hereby confirmed as having been agreed to between the respective parties as under: In the addition to the condition laid down in the tender documents.

1. That the Caterer has been granted the contract to run Canteen in the premises along with 3 outlets each at library building, main building & model school of the SMI University Aiwan-e Tijarat Road, Shakra-e-Liaquat, Karachi-74000, Pakistan, initially for a period of one year w.e.f. \_\_\_\_\_ on the terms & conditions contained in the Tender Document, Institute's Letter of Award of the Contract and this agreement read together. If during this period, the performance is found satisfactory, the contract may be renewed for further specified period on the existing or mutually agreed to terms & conditions. The contract is also terminable on one-month notice by either side.
2. That the items served by the Caterer shall be wholesome and hygienic prepared in the clean atmosphere. The XEN/Architect/Registrar of the Institute and/or their authorized nominees may at any time enter the kitchen area allotted to the caterer for the purpose of this contract and take away samples of raw material, semi-prepared or fully prepared eatable items free of cost for the purpose of inspection, trial or analysis, and the decision of the authorities of the Institute with regard to the desirability or quality of the food articles offered for consumption shall be final. If any item of the menu/provision of food is found defective or not fit for use/consumption, the Institute's authorities may - (i) issue warning; and / or (ii) get the said raw material/items destroyed and ask the Caterer to purchase fresh stocks, without any payment of compensation to the Contractor for the discarded material/items.

If, however, this problem recurs in spite of warning having been issued, the Institute reserves the right to impose financial penalty as decided by the Institute's authorities or the contract may be cancelled without giving any notice.

3. The rates of items to be served by the Caterer shall be valid on annual basis, i.e., from \_\_\_\_\_ every year and in-between revision shall NOT be allowed. The Institute may, if considered necessary, revise the rates only after one year of the contract in regard to the items of food/eatables and drinks. Till such time that the revised rates become operative, the caterer shall charge the existing rates.
4. That the caterer shall not make any additions or alterations in the premises allotted to him for providing canteen services
5. That the caterer has agreed to keep the premises and its surrounding area neat, clean and tidy at all times and according to the Health/Hygienic conditions bye-laws of the Karachi Municipal Corporation or any other government/statutory body. In the event of violation of any of the aforesaid bye-laws in and around the Canteen Kitchen/cooking area, the caterer shall be responsible for any penalty/fine imposed by the concerned officer/medical officer or any of representative of SMIU
6. That the caterer has agreed to provide sufficient number of cooks, waiters and other support staff in the kitchen and dining area and shall take all reasonable precautions to ensure that these workers attire themselves properly while on duty and are civil, polite, sober and honest in their dealings with the Institute's staff, students, visitors and guests. He shall also employ only those workers whose antecedents have been verified by the police and are medically fit in all respects.
7. That any employee deployed by the Caterer in the premises becomes liable for suspension or dismissal by the Institute due to his actions, disobedience or misconduct, the caterer shall accept the decision of the Institute as final and abide by such decision. In such an event, the Institute shall not in any way be liable for any claim made by the concerned employee of the caterer for wages or damages and the caterer shall keep the Institute's authorities indemnified.
8. The Institute will have the right to review the working of this contract from time to time and if at any time it is found that the caterer has failed to fulfil any of the conditions of this contract or that his working is unsatisfactory, the Institute may terminate the contract after giving the caterer three-month notice, but no such notice will be necessary if the contract is terminated on the ground of service of any undesirable commodity.
09. That the caterer will not transfer or assign any part of his interest under this contract and that this contract shall also be liable to be terminated by the death or insolvency of the caterer before the expiry of the period of this contract.
10. That it is agreed between the parties that no interest whatsoever in the premises has been assigned by the Institute to the contractor and the possession of the premises will always that of the Institute, even when the premises are in use or occupation of the caterer.
11. The Institute shall provide to the caterer necessary equipment, furniture & fixtures, as per attached Annexures and he shall maintain them in good condition. He shall be responsible for their maintenance. Expenses of all the utility bills will be borne by the university

12. The caterer shall provide all other implements for running the canteen like crockery, cutlery, flower posts, livery or the Canteen Staff and these shall be of good quality and standard.
13. The caterer shall also be responsible for the upkeep of equipments provided by the Institute. In case of any damage to the furniture and equipments (list attached) by any person, he will immediately inform in writing the concerned authorities of the Institute for recovery of such losses/damages from the defaulters, failing which the caterer shall himself be liable to pay the cost as decided by the Institute.
14. All the equipments, furniture/fixtures, including gas and electrical installation of the Canteen kitchen/dining area shall be given to Contractor in good working condition. These will be used carefully & cautiously by his employees. The cost on the repairs will have to bear by the contractor.
15. The Institute reserves the right to impose a penalty (to be decided by the SMI authorities on the Contractor for any serious lapse in maintaining the quality and the services willfully or otherwise by the Contractor or his staff or for any adulteration.
16. If the Institute is not satisfied with the quality of eatables served, services provided or behavior of the contractor or his/her employees, the Contractor will be served with 24-hour notice to improve or rectify the defect(s), failing which the SMI will be at liberty to take appropriate necessary steps as deemed fit.
17. In case of any dispute between university administration/ authorized committee and the contractor the decision of the competent of university shall finalized and unchanged
18. The caterer who stands successful may be asked to submit Rs.200000/- as security deposit (refundable)after successful completion of the contract agreement.
19. The contractor shall submit technical & financial soundness in shape of experience of relevant occupation & bank statement of at least 03 years

In witness whereof the parties have put their hands to this agreement on the day aforesaid. Owner:

contractor/caterer

Executive Engineer  
Sindh Madreesatul islam University  
Aiwan-e-Tijarat Road, Shahra-e-Liaquat,  
Karachi-74000, Pakistan  
Tel: 021-99217501-02-0 Fax: 021-99217504

\_\_\_\_\_  
(Signature)

**WITNESSES**

Name  
Designation  
CNIC No.

Name  
Designation  
CNIC No.

\_\_\_\_\_  
(Witness No. 1)

\_\_\_\_\_  
(Witness No. 1)

Name  
Designation  
CNIC No.

Name  
Designation  
CNIC No.

\_\_\_\_\_  
Witness No. 2

\_\_\_\_\_  
Witness No. 2

**FORMAT FOR PERFORMANCE CERTIFICATION REFERRED IN POINT NO.18 (e)**

(Furnish this information for each individual work from the employer for whom the work was executed)

1. Name of the contract and location
2. Agreement no.
  - a. Scope of Contract b. Contract Cost
  - c. Date of start
  - d. Period
  - e. Amount of compensation levied, if any
  - f. Performance Report
    - (i) Quality of Food - Excellent/Very Good/Good/Fair
    - (ii) Resourcefulness - Excellent/Very Good/Good/Fair
  - g. Compliance of all statutory requirements- Yes / No

(Seal of the Organization)

(Signature of the Responsible Authority)

Date: \_\_\_\_\_

Date: \_\_\_\_\_