



**Sindh  
Education  
Foundation**



Government of Sindh

No. SEF/861/17

(PROCUREMENT DEPARTMENT)

Dated: 08-03-2017

**SAY NO TO CORRUPTION**

To,

**DIRECTOR (A&F)**  
Sindh Public Procurement Regulatory Authority,  
Government of Sindh,  
**Karachi.**

**SUBJECT: REQUEST TO UPLOAD ADVERTISEMENT & TOR REQUEST FOR  
PROPOSAL HIRING OF INDIVIDUAL CONSULTANT (ARCHITECT)  
TENDER NO. SEF/WEB/16-17/31 ON SPPRA WEBSITE (RULE # 21).**

Please refer to the subject captioned above, SEF would like to advertise the said Advertisement.

2. In this regard, you are requested to kindly upload the subject Advertisement on the official web site of SPPRA.

3 Your cooperation in this regard is highly appreciated.

**Acting Deputy Director  
(Procurement)**

Enclosure: (CD & Hard copies of Advertisement & Bidding document)

A copy is forwarded for information to:

Director (Admin & IT), SEF.  
P.S to MD, SEF.  
Master File.

**PLOT NO.21, BLOCK-7/8, OVERSEASE HOUSING, AMEER KHUSRO ROAD KARACHI, PAKISTAN.**

Phone: (92-21) 34169141-5, FAX #: (92-21) 99251652

SPPRA INWARD DIARY

NO:

DATE:



**SINDH EDUCATION FOUNDATION**  
**GOVT. OF SINDH**  
(HEAD OFFICE)

SEF (Plot. No. 21/A, Block No.7& 8 Overseas Cooperative Housing Society,  
Ameer Khusro Road) Karachi. 021-34169182 & 184



**Individual Consultant Required for Short Consultancy**

**Tender # SEF/WEB/16-17/31**

Sindh Education Foundation is inviting CV's from individual required for building, infrastructure & designing expertise.

The individual who may has following skills and may perform following responsibilities as mention below in TORs is allowed to submit his / her CVs to Procurement Department; the shortlisted candidates will contact for interview and onward selection process.

S.#	INDIVIDUAL CONSULTANT REQUIRED	Qty.
1	<p>Individual consultant required for Urban Design.</p> <p><u>Qualification:</u> B. Arch.</p> <p><u>Experience:</u></p> <p>At least 15 years in Planning designing and supervision of projects and specialty in educational facilities planning, designing and supervision. Preference for developing PC-1</p> <p><u>Age:</u> 55 to 65 Max</p> <p>(All relevant tax provisions are applicable)</p>	01

**The Last date of submission CVs for Individual Consultant (Architect) is March 30, 2017 (03:00PM). The CVs shall be opened on same date at 3:30 PM at SEF Head Office (the address on the envelop should be marked to the Procurement Department of SEF).**

This advertisement is also available on the websites of Sindh Education Foundation and SPPRA Govt. of Sindh i.e [www.sef.org.pk](http://www.sef.org.pk) & [www.spprasindh.gov.pk](http://www.spprasindh.gov.pk) respectively.

“The Procuring Agency may reject any bid subject to relevant provision of SPP Rules 2010 and may cancel the CVs process at any time prior to acceptance of bid or proposal as per Rule -25(i) of said rules of SPP Rules 2010.”

Sd/-

Acting Deputy Director Procurement

SPPRA INWARD DIARY  
NO: 2020  
DATED: 09-03-17



**SINDH EDUCATION FOUNDATION  
GOVT. OF SINDH  
(HEAD OFFICE)**



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**Terms of Reference (TORs) Consultancy for Preparation of PC-1 of SEF schemes**

**Background:**

Sindh Education Foundation was established through an Act of provincial assembly in 1992. The basic mandate of the Foundation is to provide educational services in the province. By now the Foundation is supporting 2,447 schools having an enrolment of 491, 000 across all districts in the province. Given the huge issues of out of school children in Sindh, numbering approximately 6 million, there is need to put in multiple efforts to expand the enrolment while improving quality of education. In this context there is a huge cohort of Government of Sindh schools which are lying abandoned or underutilized which can be operationalized to raise access in accordance with the SESP targets. As per SEMIS 2014-15 more than 6000 schools are lying in a state of non- utilization due to one reason or another. In this background, the SEF has identified five schools for Rehabilitation and operationalization which are in a state of disrepair and non-utilization.

**Objectives**

The Objectives of the Consultancy services are to prepare detail designs and PC-1 for following SEF Schemes reflected in ADP 2016-17:

- a) Construction of SEF Complex
- b) Rehabilitation of dysfunctional schools of Government to be made functional by SEF

**Scope of the Services:**

The Consultant will be required to carry out detailed designing and prepare the PC-1s for the above schemes.

**Detail designing:**

The Consultants shall carry out Detail Designing and cover the following:

- **SEF Complex**
  1. General description of the project area.
  2. Study of existing facilities
  3. Preparation of descriptive maps
  4. Preparation data base of existing services
  5. Service delivery analysis
  6. Preparation of feasibility studies
  7. Existing operation & maintenance stream during last three years
  8. Sustainability of the scheme in keeping with SEF resources
  9. Documentation required to obtain Environmental Approvals from EPA Sindh
  10. Engineer's cost estimates
  11. Designing & Preparation of PC-1 for SEF Buildings
  12. Finalization of PC-1 in light of comments (if any) by PDWP up to Administrative Approval.
  13. Preparation of bidding documents



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14. Post Qualification of contractors and bid evaluation
15. Assist in sub-project award
16. To furnish the Regional Office Karachi accordingly to desire requirement of the administration (Approved by the Competent Authority).
17. To Design and verification in necessary required process.
18. To Design and verification PDCs (Program Development Centers) at difference SEF Regional/Field Offices.

• **Renovation Work**

1. Supervision of renovation of PDC's, Negotiation with firm & field offices
2. To verifying the furniture for new Regional Office Karachi, Head Office Karachi and SEF Regional/Field Offices
3. Recommendation and supervision Delivery of Furniture & Fixture SEF to the field offices , regional offices, sub-office and ROK



Date: 01-09-2016

Ref: Procurement/02/16-17

**NOTIFICATION**

**Notification No. SEF/Proc./2016-17/....:** In partial modification of SEF Notification # SEF/57/2015 dated August 11, 2015, the Consultant Selection Committee is reconstituted with the following composition in accordance with Rule 67 of SPP Rules 2010, amended 2013.

- Director Human Resource, SEF (Chairman )
- Deputy Director Monitoring and Evaluation Unit, SEF,(Secretary)
- Assistant Director Adopt a School Program, SEF (Member)
- Representative From Planning & Development Department Govt. of Sindh, (Not below the rank of BS-18, Member)
- Representative From Finance Department, Govt. of Sindh, (Not below the rank of BS-18, Member)

The committee's TORs are:

- Approval of Request for Proposal before issuance;
- Shortlisting of consultants, responding to the Request for Expression of Interest, where applicable, in accordance with the criteria mentioned in Request for Expression of Interest;
- Evaluation of technical and financial proposals, according to the selection method and evaluation criteria, mentioned in the Request for Expression of proposal;
- Finalization of recommendation based on evaluation as mentioned above;
- Perform any other function assign by competent authority;

**Ms. NAHEED S. DURRANI**  
**Managing Director,**  
Karachi, dated September 1<sup>st</sup> 2016

Copy to:

1. The Secretary Education & Literacy Department, Govt. of Sindh
2. The Secretary Finance Department, Govt. of Sindh
3. The Secretary Planning & Development, Govt. of Sindh

Committee members:

- Director Human Resource, SEF (Chairman )
- Deputy Director Monitoring and Evaluation Unit, SEF,(Secretary)
- Assistant Director Adopt a School Program, SEF (Member)
- Representative From Planning & Development Department Govt. of Sindh, (Not below the rank of BS-18, Member)
- Representative From Finance Department, Govt. of Sindh, (Not below the rank of BS-18, Member)

**Shahnawaz Ali Khan**  
**Acting Deputy Director, Procurement**  
Karachi, dated September 1<sup>st</sup> 2016

SINDH EDUCATION FOUNDATION GOVT. OF SINDH

ANNUAL PROCUREMENT PLAN

(WORKS, GOODS & SERVICES)

FINANCIAL YEAR 2016-17 (For Two Quarters)

S #	Description of Procurement	Quantity (Where applicable)	Estimated unit cost (where applicable)	Funds allocated	Sources of Funds (ADP/Non ADP)	Proposed procurement method	Timing of Procurements				Remarks
							1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	
1	Electrical Items	All Offices	3.00	3.00	Govt. of Sindh	TENDER		Third week of Oct. 2016			
2	Procurement of Cameras DSLR	Head Office	1.00	1.00	Govt. of Sindh	TENDER		Third week of Oct. 2016			
3	Security Guards Services	All Offices	10.00	10.00	Govt. of Sindh	TENDER		First week of Nov. 2016			
4	Vehicle Trackers	All Offices	2.00	2.00	Govt. of Sindh	TENDER		Second week of Oct. 2016			
5	Printing Material of Booklet Assessment SAS	Assessment Activity	6.00	6.00	Govt. of Sindh	TENDER		Third week of Oct. 2016			
6	E-Marking of Students Assessment SAS	Assessment Activity	3.50	3.50	Govt. of Sindh	RFP		First week of Oct. 2016			
7	Renovation work Karachi Regional Office	Sub Office Karachi	25.00	25.00	Govt. of Sindh	TENDER		First week of Oct. 2016			
8	RFP of Teach for Change (Mentors)	All Offices	4.00	4.00	Govt. of Sindh	RFP		First week of Oct. 2016			
9	Hiring of firm for Institutional Documentary & Still Photography.	All Offices	2.50	2.50	Govt. of Sindh	TENDER		First week of Oct. 2016			
10	Hiring of Individual Consultants (Architect) for 90 days	All Offices	0.50	0.50	Govt. of Sindh	IC		First week of Oct. 2016			
11	Tablets and LED TV (ADP SCHEME NO. 247) for Two years	Schools	90.00	45.00	ADP # 247	TENDER		3rd week of Nov 2016			
12	Tablets (ADP SCHEME NO. 247) for Two years.	Schools	270.00	135.00	ADP # 247	TENDER		3rd week of Nov 2016			
13	Server, Computers, Laptops, Video Conferencing & Photocopier (ADP SCHEME NO. 247)	All Offices	8.00	8.00	ADP # 247	TENDER		3rd week of Nov 2016			
14	Cleaning/Washing Services	Head Office & Sub offices Karachi	1.50	1.50	Govt. of Sindh	TENDER		4th week of Nov 2016			
15	Printing Material of Booklet Assessment (World Bank Funding) PPRS	Assessment Activity	4.50	4.50	World Bank	TENDER		4th week of Nov 2016			
16	E-Marking of Students Assessment (World Bank, Funding) PPRS	Assessment Activity	3.50	3.50	World Bank	EOI		4th week of Nov 2016			
17	Hiring of firm for Providing Invigilator for Students Assessment of SSS School (World Bank Funding) PPRS	Assessment Activity	12.65	12.65	World Bank	EOI		4th week of Nov 2016			
18	Renovation work of Professional Development Seven (7) Centers (PDC)	Regional Offices	21.00	21.00	Govt. of Sindh	TENDER		4th week of Nov 2016			

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							1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	
19	Renovation work sub (neighbor) office Karachi	Sub Office Karachi	8.00	8.00	Govt. of Sindh	TENDER		First week of Dec. 2016			
20	RFP of Student Profiling	Schools	43.00	43.00	Govt. of Sindh	RFP		First week of Dec. 2016			
21	Tender for Stationery Material for LSU (World Bank Funding)	Training of Teachers	9.00	9.00	World Bank	NCB		First week of Dec. 2016			
22	Tender for Printing Material (Manuals) for LSU (World Bank Funding)	Training of Teachers	20.00	20.00	World Bank	NCB		First week of Dec. 2016			
23	Hiring of Recruitment Firm for HR Selection Process.	All Offices	1.00	1.00	Govt. of Sindh	NCB		First week of Dec. 2016			
24	Tender for Webhosting services	All Offices	1.00	1.00	Govt. of Sindh	NCB		2nd week of Nov 2016			
25	Tender for Water Tanker services	Head Office	2.00	2.00	Govt. of Sindh	NCB		3rd week of Nov 2016			
26	Tender for Hiring of firm for Event Management Services	All Offices	2.00	2.00	Govt. of Sindh	NCB		3rd week of Nov 2016			
27	Hiring of Individual Consultant for preparing of Annual Report of SEF year 2015-16	Head Office	1.00	1.00	Govt. of Sindh	NCB		3rd week of Nov 2016			
28	Hiring of Individual Consultant (Architect)	All Offices	1.00	1.00	Govt. of Sindh	RFP			2nd week of Feb 2017		
29	Rent Offices, SEF (Regional and Field offices)	All Offices	3.00	3.00	Govt. of Sindh	TENDER			2nd week of Feb 2017		
30	RFP for Hiring of Firm for Training of Teachers for SEF ASSISTED SCHOOLS	Training of Teachers	20.00	20.00	Govt. of Sindh	TENDER			2nd week of Jan 2017		

**NOTE:**

Procurement Plan approved by Competent Authority of SEF.



Acting Deputy Director Procurement  
Sindh Education Foundation, Govt. of Sindh



**GOVERNMENT OF SINDH  
SERVICES, GENERAL ADMINISTRATION &  
COORDINATION DEPARTMENT**

*Attention: Mr. Rafiqe Mustafa*

**NOTIFICATION**

**NO:SO(C-IV)SGA&CD/3-7/10:** The Government of Sindh is pleased to constitute a "Complaint Redressal Committee" under Rule 31 of SPP Rules 2010 (Amended 2013) Sindh Education Foundation, Government of Sindh, with the following composition and TORs;

1.	Managing Director, Sindh Education Foundation, Government of Sindh.	Chairperson
2.	Representative of Accountant General Sindh.	Member/Secretary
3.	Independent Representative of relevant field.	Member

**Terms of Reference:**

- To address / redress the complaint(s) / grievances of the aggrieved bidders in line with the relevant provisions of Rule 31 of SPP Rules 2010 (Amended 2013).

**CHIEF SECRETARY SINDH**

**NO:SO(C-IV)SGA&CD/3-7/10:**

**Karachi, dated the 30<sup>th</sup> December, 2015.**

Copy is forwarded for information & necessary action to:-

- ✓ Additional Chief Secretary (All), Government of Sindh, Karachi.
- ✓ Secretary to Governor Sindh.
- ✓ Secretary to Chief Minister Sindh.
- ✓ Secretary, Education & Literacy Department, Government of Sindh.
- ✓ Managing Director, Sindh Education Foundation, Government of Sindh.
- ✓ Accountant General Sindh, Karachi.
- ✓ Managing Director, Sindh Public Procurement Regulatory Authority, Govt. of Sindh.
- ✓ Deputy Secretary (Staff) to Chief Secretary.
- ✓ P.S. to Chief Secretary Sindh.
- ✓ P.S. to Secretary (I&C), SGA&CD.
- ✓ Master file.

  
 30/12/2015  
 (SYED SAADAT ALI)  
 SECTION OFFICER (C-IV)