

GOVERNMENT GIRLS HIGH SCHOOL AFZAL SHAH
DISTRICT SHAHEED BENAIZIRABAD

TENDER NOTICE

Sealed bids are invited from interested contractors/suppliers/firms/dealers registered with sales tax and income tax department for procurement of given below packages/items under school specific budget 2016-17 for the school through Single Stage One Envelop procurement process.

Serial No.	Description	Date of Issue	Date & Time of Receiving	Date & Time of opening
1	Inclass material items	09-03-2017	Up to 11.00am 27-03-2017	11.30am 27-03-2017
2	Furniture & Fixture			
3	Stationery items			

Tender documents can be obtained on payment of tender fee Rs. 500.00, in words rupees five hundreds (non refundable) in shape of demand draft/pay order, along with a written request for issuance of bid/tender document from office of the HM, GGHS AFZAL SHAH on any working day during office hours latest by 25-03-2017. The tender will be submitted and opened at GGHS AFZAL SHAH on given date and time.

Bid Security of 2% of the bid price must be attached with Bid documents in sealed envelope in form of Pay Order/Bank Draft from any Scheduled Bank in favor of HM GGHS AFZAL SHAH


Under following conditions Bids will be rejected;

- (i) Conditional and telegraphic bids/tenders.
- (ii) Bids not accompanied with bid security of required amount and form.
- (iii) Bids received after the specified date and time.
- (iv) Bids of black listed firms.

In case of any unforeseen situation resulting in closure of on the date of opening or Government declares holiday the Tender shall be submitted/ opened on the next working day at the same time and venue.

The undersigned reserves the right to accept or reject any tender or to increase /decrease the quantity subject to the relevant provisions of SPPRA Rules 2010.

All applicable Government Taxes shall apply.


Chairman Procurement Committee
MUHAMMAD ISHAQUE ARAIN
HEAD MASTER D.D.O
G.G.H.S AFZAL SHAH N.SHAH

OFFICE OF THE HEAD MISTRESS
GOVERNMENT GIRLS HIGH SCHOOL AFZAL SHAH
DISTRICT SHAHEED BENAIZIRABAD



BIDDING DOCUMENTS

Procurement of

In-Class Material and Supplies, Stationery & Furniture & Fixture items

Under School Specific Budget 2016-17.

For

GGHS AFZAL SHAH
SCHOOL EDUCATION DEPARTMENT, GOVERNMENT OF SINDH

District: Shaheed Benazirabad Region: Shaheed Benazirabad,

Issued to: _____ **P.O / D.D No:** _____

Signature: _____

To be opened on
Date: 27-03-2017
Time: 10.30am

FROM:
GGHS AFZAL SHAH

TO, _____

INVITATION TENDER

- 1) You are hereby invited to submit your tender for the School as per specifications and condition of schedule given in the subjected Tender.
- 2) The contract resulting from this invitation to tender shall be governed by the SPPRA Rules 2010 and amendments made there in.
- 3) The tenderer quoting against this invitation to Tender shall be deemed to have read and understood the conditions there in and particulars of the items and their specifications etc.
- 4) The tenderer shall quote on the prescribed schedule to this invitation to Tender, on the basis indicated therein and shall sign the certificate given therein. In case there is any deviation, it should be clearly stated and communicated by the tenderer; otherwise it will be presumed that offer is strictly in accordance with the requirements of the tender notice.
- 5) The price quoted shall be inclusive of all taxes (present & future) duties and charges for packing, supply, marking, handling etc.
- 6) Failure to submit the tender in the manner prescribed in the invitation to tender will render the same liable to be ignored.
- 7) The purchaser does pledge himself the right of accepting the full or part of quantity, offered and tenderer shall supply the same at the same quoted rate.
- 8) Bidders can also send their proposal through courier at the above mentioned address.

Eligibility & Technical Bid evaluation criteria for Bidders

Item No.	Name of the Firm		
	M/S A	M/S B	M/S C
Description of Item			
Required Specification Matches with quoted specification	✓	✓	✓
Warranty 01 Year	✓	✓	✓
NTN Number	✓	✓	✓
Registered with Sindh Revenue Board	✓	✓	✓
3 years & Above Work Experience	✓	✓	✓
Earnest Money	✓	✓	✓
Qualify / Disqualify			

BID DATA SHEET

- | | |
|--|--|
| 1. Latest date & time of receipt of Tender | 25-03-2017 |
| 2. Last date & time receipt of Tender | 27-03-2017, 11.00AM |
| 2. Date & Time of opening of Tender | 27-03-2017, 11.30AM |
| 3. Place of opening of Tender | GGHS AFZAL SHAH |
| 4. Validity of offer | 90 days and extended as per SPPRA
Rules |
| 5. Name of consignee | GGHS AFZAL SHAH |

The Tender bid applications along with technical and financial proposals in sealed envelope should reach to the place, date and time given above.

Bidders can also send their proposal through courier at the above mentioned address

The Technical bids shall be accompanied with profile (portfolio), evidence of Pay order of earnest money, technical details of the bid, credentials and certificates of registration, NTN and evidence of GST paid previously and assignments of the same nature awarded.

The Technical proposals will be opened initially in presence of the interested bidders or their authorized representatives. The financial bid will be evaluated of only those bidders who qualify the technical bids, later on.

The criteria for technical bid selection shall consists of technical soundness of the bid, meeting the specifications, make, model, quality of items, earnest money, registration, NTN, GST, financial credentials, experience, relevant management and technical staff, and the previous experiences of successful bidding and supply. Those who do not qualify the technical will be returned financial proposals unopened.

SPECIAL C ONDITIONS

01. Conditions as per tender notice will remain valid as per SPPRA rules
02. All the firms shall be required to deposit Earnest money equivalent to 2% of the value of their offer with their tender in the form of called deposits/ pay order in favor of procuring Agency.
03. Bids received after due date / time shall not be considered and Procurement Committee will not be responsible for any postal delay. The contract agreement with the successful bidders will be executed on standard form of contract.
04. Any cutting/ correction in bid form will make the quotation invalid.
05. The bidder shall mention validity of offer, terms of payment, Warranty period and schedule of delivery. However, no advance payment will be allowed to any successful bidder.

06. The procuring agency reserves the right to obtain clarification in writing from any bidder in respect of item quoted. The replies by the bidder will be recorded and will form part of bid document, as per SPPRA Rules.
07. The payment shall be made on receipt of consignment in full and after physical verification.
08. The contracting firms will be treated under SPPRA Rules 2010; accordingly, in case of failure in supply to stores, it shall be optioned to purchase the item from the second lowest bidder.
09. The tenderers shall sign the below mentioned certificates while quoting their rates failing which the tender/ offer is liable to be considered NO RESPONSIVE.
10. The bid documents should be properly sealed (Technical and Financial bids in single envelop) and date, time of opening may be indicated on the envelope.
11. Price must be quoted in Pak currency per accounting unit, inclusive of all taxes and expenditures. The quoted price will be considered as inclusive of all taxes, transportation and installation charges.
12. Bid must be supported with relevant literature etc. and country of origin; make and brand should be recorded on bids against the items.
13. The firms participating in the tender must be registered with SALES TAX DEPARTMENT and should mention their sales tax registration Number and NTN along with copy of registration certificate and evidence of GST payment.
14. Breakage/ leakage during transport is the responsibility of supplier.
15. Complete service manual/ operating manual/ service diagram should be supplied along with equipment otherwise; supply of items will not be accepted.
16. The firm will provide at least one year warranty against the items.
17. The firm will be responsible to complete the approved work within thirty (30) days after issuance of the work order / supply order failing their supply order will be treated as cancelled and same will be placed 2nd lowest bidder.
18. Before supply sample will be checked for the specification as per tender documents.
19. No medicine and chemical will be accepted with the expiry less than one year.
20. The payment will be made to the supplier after deduction of income tax, withholding tax, sales tax and award fee in full or part of it on each supply.
21. The items as per supply order are required to be supplied on their own expenses by successful bidders at the school.

22. All the rates quoted must be inclusive of all the taxes imposed by the Government, from time to time i.e., GST etc. (Present and future). The successful bidders have to submit the receipt of taxes to the relevant department, if taxes are deducted in part.
23. All other general conditions do apply as per SPPRA Rules 2010 and amendments made there in.

WE GUARANTEE TO SUPPLY THE STORES EXACTLY IN ACCORDANCE WITH THE REQUIREMENTS SPECIFIED IN THE INVITATION OF THIS TENDER AND FULLY AGREE TO THE TERMS AND CONDITION MENTIONED ABOVE.

SIGNATURE OF THE TENDERER

DESIGNATION.....
 Name & Address.....

STATIONERY ITEMS

S. No.	Description and Specification	Quantity	Unit Rate	Total Amount
1	Ball Pen Black	12		
2	Ball Pen Blue	12		
3	Ball Pen Red	12		
4	Ball Pen Green	12		
5	Correction / White Pen	6		
6	Exam Report Card Double/ Office copy	5		
7	Muster Roll	6		
8	Cash Book	1		
9	Attendance Register	6		
10	Highlighter All Colors	6		
11	Board Marker Blue	12		
12	Board Marker Black	12		
13	Board Marker Red	12		
14	Envelop A4 Size	50		
15	Envelop 3*6 size	50		
16	Stapler Large Size	4		
17	Stapler Small Size	3		
18	Heavy Duty Machine / Binding Stapler	1		
19	Stapler Pins different size	1		

20	Punch Machine Large	2		
21	Punch Machine Small	3		
22	Student Id card with Strip	600		
23	Pacca File Plastic coated (printed with E&LD logo)	100		
24	Kacha File (printed with E&LD logo)	100		
25	Clip File	12		
26	Glue Stick Large	6		
27	Glue Bottle Large	3		
28	White Sheets	500		
29	Register 200 pages	4		
30	Register 300 pages	4		
31	Register 500 pages	4		
32	Rubber / Eraser	1		
33	Paper Cutter	3		
34	Pin Remover	4		
35	Color Papers	1		
36	Permanent markers Red Dollar	1		
37	Permanent markers Blue Dollar	1		
38	Permanent markers Green Dollar	1		
39	Permanent markers Black Dollar	1		
40	Thumb Pins Packet	12		
41	Pupil diary 50 Pages	12		
42	Regular Paint Brushes	12		
43	Answer Sheet 20 pages with name	3000		
44	Colored Cards (100 Pockets)/Separator	100		
45	Ledger Register 250 Pages	4		
46	Carbons (Paper) Packet	4		
47	Rubber Band Different Sizes Packet	5		
48	Paper weight	6		
49	Paper Clip Small	4		
50	Paper Clip Medium	4		
51	Paper Clip Large	4		
52	Electrical (Bell)	2		
53	Transparencies A4 100 Each Packet	2		
54	White Pena Flex With Stand (Screen) Size 4 x 3ft	6		
55	Student ID Card with Strip 1 Set	200		
56	Box File	2		

57	Thumb pin	12		
58	Clip File	6		
59	Chalk	5		
60	Duster	12		

INCLASMATERIAL & SUPPLIES

S. No.	Description and Specification	Quantity	Unit Rate	Total Amount
1	Soft board (small) Size: 3 X 4 ft, made of Soft board and hardboard 18mm thick with U Shape Channel aluminum angle frame with hanging hook & Blazer Cloth	12		
2	Soft board (medium) Size: 4 X 6 ft, made of Soft board and hardboard 18mm thick with U Shape Channel aluminum angle frame with hanging hook & Blazer Cloth	12		
3	Compass Needle Size 1/2" made of Plastic	12		
4	White Board Size: 4 X 6 ft, made of MDF 16mm thick with U Shape Channel aluminum angle frame with hanging hook	6		
5	Stand Board with clips sheet Board Size 18 x 24" with Iron Stand in Rectangular Pipe	6		
6	Pair of Scissor Size 9" & 12" in Each Pair made of steel with Plastic Cover	6		
7	World Globe Full Size 16 x 16" in Plastic with Rolling Stand	2		
8	Province Map made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks	2		
9	Country Map made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks	2		
10	World Map made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks	2		
11	District Map made of Panaflex Size 20 x 30" with two Wooden	2		

	Rod and Hanging Hooks			
12	Taluka Map made of Panaflex Size 20 x 30" with two Wooden Rod and Hanging Hooks	2		
13	Projector Screen Screen Size 60 x 60" Panaflex with Tripod Stand Imported	2		

14 Attique Grammar book (4 copies) 10

FURNITURE ITEMS

S. No.	Description and Specification	Quantity	Unit Price	Total Cost
1	Almirrah	2		
2	Duel Desk	15		



GOVERNMENT OF SINDH
EDUCATION & LITERACY DEPARTMENT
KARACHI, DATED 20-10-2016

NOTIFICATION

NO.SO(G-III)/SSB/CRC/RSU/2016-17: In pursuance of Rule-31 of the Sindh Public Procurement Rules,2010 (Amended 2013) and in accordance with Guidelines for Procurement of goods & furniture under School Specific Budget, School Consolidation and Reform Support Unit, a Complaint Redressal Committee comprising of following officers is constituted as under to resolve complaints of aggrieved bidders with following TORs:-

- | | |
|--|----------|
| 1. Director Schools Education, concerned | Chairman |
| 2. A representative from Accountant General Sindh / District Accounts Office, Concerned | Member |
| 3. An independent professional from the relevant field to be nominated by the Director concerned | Member |

ToRs

- To perform according to Rules-31of SPPRA,2010 (Amended 2013);
- Perform any other function ancillary and incidental to above.

SECRETARY TO GOVT. OF SINDH
KARACHI, DATED 20-10-2016

NO.SO(G-III)/SSB/CRC/RSU/2016-17:

Copy is forwarded for information & necessary action to:-

1. The Accountant General Sindh, Karachi / District Accounts Office, concerned with request to nominate officer for above mentioned committee.
2. The Chairman/ Members of the committee
3. The Chief Program Manager, Reform Support Unit, Education & Literacy Department, Govt. of Sindh
4. The Commissioner.....Division
5. The District Education Officer (Primary), (ES & HS) (All)
6. The Deputy Commissioner (All)
7. Members of the Committee
8. The PS to Secretary Education & Literacy Department, Government of Sindh.
9. Taluka Education Officer (Primary), (ES & HS) (All)
10. Master File
11. Official Website



SINDH EDUCATION &
LITERACY DEPARTMENT



(Signature)
(QASIM AKBAR NIMAZI)
SECTION OFFICER (G-III)



Government of Sindh
Education and Literacy Department
Karachi, dated 20-10-2016

NOTIFICATION

NO. SO(G-II)E&L/SSB/FW/02/12: In pursuance of Rule-7 of the Sindh Public Procurement Rules, 2010 (amended 2013), a Procurement Committee for purchase of goods for Secondary schools comprising of following officers for School Specific Budget is hereby notified as under:

S.No.	Procurement Committee	Placement in committee
1.	Senior Principal /Principal/Senior Head Master/Senior Headmistress/ Head Master/ Headmistress of the concerned school	Chairman
2.	Officer to be Nominated by Commissioner of the concerned Region	Member
3.	Senior Teacher of the concerned school	Member/Secretary

Terms of Reference:

- (1) Preparing bidding documents
- (3) Carrying out technical as well as financial evaluation of the bids
- (4) Preparing evaluation report as provided in SPPRA Rule 45
- (5) Perform any other function ancillary and incidental to the above

-SECRETARY TO GOVERNMENT OF SINDH-

NO. SO(G-II)E&L/SSB/FW/02/12:

Karachi, dated 20-10-2016

A copy is forwarded for information and necessary action to:

1. The Commissioner.....Division
2. The Director School Education (Elementary, Secondary & Higher Secondary), Region.....
3. The Chief Program Manager- Reform Support Unit
4. The Deputy Commissioner (All)
5. The District Education Officer- (Elementary, Secondary & Higher Secondary),
6. Members of the Committee
7. The PS to Secretary Education & Literacy Department , Government of Sindh
8. Deputy District Education Officer (Elementary, Secondary & Higher Secondary),
9. Taluka Education officer (Elementary, Secondary & Higher Secondary) (Male/Female)
10. Master File
11. Official Website




SINDH EDUCATION &
LITERACY DEPARTMENT



(QASIM AKBAR NIMATI)
SECTION OFFICER (G-III)

OFFICE OF THE HEAD MISTRESS GGHS AFZAL SHAH
Procurement Plan (Non-Development)
2016-17

Serial No	fund Head & Sub Head	Name of work and Break Up	Allocated Fund and break up for different locatons /sites	Items to Executed	Method of Procurement	Anticiped /Actual Date of Advertisement	Anticiped /Actual Date of Start	Anticiped /Actual Date of completion	Remarks
A	B	C	D	E	F	G	H	I	J
1	A03901	Stationery	100,000	As per School Need	National Competitive Bidding	1st December, 2016	9th March, 2017	20th April, 2017	Approval From Procurement Committee
2	Other A03970	Sport	85,000	As per School Need	Quotation	1st December, 2016	9th March, 2017	20th April, 2017	
3	Other A03970	Library / Laboratory items	95,000	As per School Need	Quotation	1st December, 2016	9th March, 2017	20th April, 2017	
4	Other A03970	In Class Material	135,000	As per School Need	National Competitive Bidding	1st December, 2016	9th March, 2017	20th April, 2017	
5	A09701	Furniture & Fixture	107,600	As per School Need	National Competitive Bidding	1st December, 2016	9th March, 2017	20th April, 2017	
		TOTAL	522,600						


 MUHAMMAD ISHAQUE ARAIN
 HEAD MASTER D.D.O
 GGHS AFZAL SHAH N.SHAH