



SINDH AGRICULTURE UNIVERSITY TANDOJAM

No: PSO/ 786 / 95-99 / of 2017.

Dated: - 28 .03. 2017

To:

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The Deputy Director (A & F)
Sindh Public Procurement Regulatory
Authority (SPPRA)
government of Sindh
KARACHI.

The Public Relations Officer
Sindh Agriculture University,
Tandojam

SUBJECT: - HOISTING OF TENDER NOTICE FOR PRINTING AND SUPPLY OF ANSWER AND SUPPLEMENT COPIES FOR SINDH AGRICULTURE UNIVERSITY, TANDOJAM.

The hoisting of tender Notice / documents are sent herewith concern to above subjected matter and the tender shall appear on SPPRA / SAU website on or before 29.03.2017 which will be opened on 13.04.2017 at 1.00 pm, If 13.04.2017 is declared holiday the bids shall be submitted and opened as per given schedule on the next working day.

The tender documents and details can also be obtained from office of the Purchase & Store section from 29.03.2017 to 12.04.2017 during office hours.

Following documents are attached as per requirement:

- Notice Inviting Tender (NIT)
- Bid Documents
- Terms & Conditions
- Tender opening Committee (Office Order)
- Redersal Committee (Office Order)
- Annual Procurement Plan


DIRECTOR FINANCE
Sindh Agriculture University
Tandojam

C.C to.

1. The Controller of Examinations, S.A.U. Tandojam
2. The Incharge. Computerization and Networking Section (C & NS) S.A.U. Tandojam with request for hoisting in the SAU and SPPRA web sites.
3. The Chairman University Purchase Committee, S.A.U. Tandojam

SPPRA INVITORY DIARY
NO: 2664
DATED: 29-3-17



SINDH AGRICULTURE UNIVERSITY TANDOJAM

Fax No: 022-2765300 Phone No: 022-2765532 email: pso@sau.edu.pk

TENDER NOTICE

The sealed tenders for printing and supply of Answer and Supplement Copies (Estimated Cost Rs.800,000) for Sindh Agriculture University, Tandojam are invited on **Single Stage single envelop procedure** from all interested Printing Firms / Dealers/ Suppliers meeting the eligibility criteria (SBR, FBR, GST & Income Tax Registered Firms).

Sr#	Name printed item	Tender fee	Earnest money	Date of purchase	Date of submission of bids	Purchase from
01	Answer Copies	1000	5%	29.03.2017	13.04.2015	Purchase & Store Officer
02	Supplement Copies			to 12.04.2017		

Tender documents will be hoisted and can be downloaded at SPPRA and SAU Tandojam website from 29.03.2017 to 12.03.2017, also further details and bid documents can be obtained from office of the Purchase & Store Section in above mentioned dates during office hours on receipt of Demand Draft/Pay order of Rs.1000 as a cost of tender fee (non- refundable) or may submit the tender documents along with tender fee.

The last date for submission of tender is fixed on **13.04.2017 at 12:00 Noon** which will be opened on same day i.e. **13.04.2017 at 01:00 P.M** in the office of Chairman (University Purchase Committee (UPC), Sindh Agriculture University, Tandojam in presence of bidders, If government declares holiday, the bids shall be submitted and opened as per given schedule on the next working day.

The Competent Authority reserves the right to reject any or all bids subject to relevant Provision of SPPRA Rules 2010 (Amended 2013).

All Governmental taxes are applicable on bill.

DIRECTOR FINANCE
Sindh Agriculture University
Tandojam



SINDH AGRICULTURE UNIVERSITY, TANDOJAM

TERMS AND CONDITIONS TENDER FOR PRINTING AND SUPPLY OF ANSWER AND SUPPLEMENT COPIES FOR SINDH AGRICULTURE UNIVERSITY, TANDO JAM

GENERAL TERMS & CONDITIONS

1) Tender Opening Date & Procedure:

The procurement shall be completed in accordance with SPPRA Rules, on Single Stage – Single Envelope Bidding Procedure.

- a) The tender documents and details will be obtained from **29.03.2017 to 12.04.2017** during Office hours or it can be downloaded from Sindh Agriculture University, Tandojam or SPPRA website.
- b) The last date for submission of tender documents is fixed on **13.04.2017 at 12.00 P.M** and will be opened on same day i.e. **13.04.2017 at 01:00 PM** in presence of firms or their representative who wish to attend.
- c) In case of closed / forced holidays, tender opening time / date will be Considered as the next working day.

2) Tender Fee, Bid Security and Performance Security:

- a) Bids must be accompanied by Tender Fee of Rs: 1,000/- in form of Pay Order/ Demand Draft (DD) in favor of Director Finance, Sindh Agriculture University, Tandojam.
- b) All the tender documents must accompany an amount of 5%(earnest money) of total value of the tender (Refundable) in form of pay order/Demand Draft in the name of Director Finance, Sindh Agriculture University, Tandojam.
- c) Performance security 02% of the total bill shall be retained and refundable after completion of satisfactory job.

3) Validity Offer.

- a) Offers shall be valid as per SPPRA rule (90 days).
- b) Withdrawal / modification of the original offer within the validity period shall entitle the University to forfeit Bid Security.

4) **Failures and Terminations:**

No offer of a firm / supplier will be considered if:-

- i. Bid received without Tender Fee & Bid Security CDR or less than required.
- ii. Bids received not in accordance with specifications of Tender Documents.
- iii. Alternate bids received or alternative arrangement offered.
- iv. Bid received later than the date and time fixed for tender.
- v. Tender is incomplete in any respect or is unsigned.
- vi. Offer is ambiguous and the offer is conditional.
- vii. Offer from a firm which is black listed at any level.
- viii. Any erasing / cutting / overwriting etc.
- ix. The Firm fails to make delivery within specified delivery period strictly in accordance with the terms and conditions as laid down in the Work Order.

5) **Other special conditions :-**

- i. Bids must contain; Firm's profile and major work orders of minimum five years.
- ii. Answer / supplementary copy as per specimen/specifications are required.
- iii. The bidders shall quote the rates per copy inclusive of all applicable Govt. Taxes.
- iv. The bidders shall provide the proof of Registration for GST / NTN.
- v. Successful bidder shall ensure quality & standard printing with no excuse and in case of deficiency or fault, may impose penalty or reject the delivery.
- vi. Successful bidder shall be responsible for loading / unloading on delivery at SAU, Tandojam premises during university office hours.
- vii. Printed material shall be protected from rain / bad weather and any damage during transportation / delivery shall be at bidder's cost.
- viii. All Government Taxes will be deducted according to applicable rules.
- ix. The Competent Authority reserves the right to reject any or all bids subject to relevant provisions of SPP Rules, 2010. (Amended SPPRA Rule 2013)



SINDH AGRICULTURE UNIVERSITY, TANDOJAM

DETAILS OF ANSWER AND SUPPLEMENT COPIES FOR SINDH
AGRICULTURE UNIVERSITY, TANDO JAM

SPECIFICATIONS OF "ANSWER COPY"

Detail	Specification	Quantity required	Unit cost per copy	Total cost freight on receipt SAU, Tandojam basis
Size	(Size 22 cm X 28 cm) with rolling ink black color	200000 copies		
Paper	(55 grams high finishing flying papers which should not be ink smudge			
Pages	6 leaves (12 pages) including the title page (as per sample) pink color spine to be pasted on each copy			
Stitching	Interlock stitching, machine serial numbering on pages			

SPECIFICATIONS OF "SUPPLEMENT COPY"

Detail	Specification	Quantity required	Unit cost per copy	Total cost freight on receipt SAU, Tandojam basis
Size	(Size 22 cm X 28 cm)	200000 copies		
Paper	(55 grams high finishing flying papers which should not be ink smudge			
Pages	2 leaves (04 pages with machine serial numbering on pages			

Sindh Agriculture University Tandojam

No. GEN./PC/ 224 / 242 / of 2016,

dated Tuesday, June 14, 2016

OFFICE ORDER

Pursuant to clause 13 (a) of Section-XII of the Financial Rules of Sindh Agriculture University, Tandojam, the Vice Chancellor is pleased to extend the term of one year of Financial year 2016-17 to the following "University Purchase Committee/ Procurement Committee" (UPC):

- | | | |
|----|--|------------------|
| 1. | Prof. Dr. Noor Muhammad Soomro, (BPS-21)
Dean, Faculty of Animal Husbandry & Veterinary Sciences | Chairman |
| 2. | Prof. Dr. S. Muhammad Ghiyasuddin Rashdi, (BPS-21)
Department of Anatomy & Histology | Member |
| 3. | Director Finance, SAU (BPS-20) | |
| 4. | Dr. Islamuddin Majeedano, (BPS-18)
Research Officer, Agricultural Research Institute (ARI), Tandojam | Member |
| 5. | Mr. Sohail Ahmed Qureshi, (BPS-18)
Deputy Director, DG office, ARI, Tandojam | Member |
| 6. | Head of concerned department/ Section/ Office, SAU | Member |
| 7. | Purchase & Store Officer, SAU (BPS-18) and /or
Budget Officer (in case of absence of PSO) | Member/Secretary |

The Terms of Reference: *The Committee shall follow the rules of Pakistan Public Procurement Regulatory Authority (PPPRA) and /or Sindh Public Procurement Regulator Authority (SPPRA), as the case may be*


Additional Registrar

c. c. to:

1. All Committee members
2. The Manager (CB), Government of Sindh, Sindh Public Procurement Regulatory Authority, Karachi
3. The Resident Auditor, SAU Tandojam.
4. The Secretary to Vice Chancellor, SAU Tandojam.
5. Office File

Sindh Agriculture University Tandojam

No. GEN./PC/224/ 349 /- of 2015, dated 5.10.2015

OFFICE ORDER

Pursuant to clause-31 of the Sindh Public Procurement Rules 2010, the Vice Chancellor, Sindh Agriculture University is pleased to constitute following complaint redressal Committee in connection to address the complaint of bidders, if any occur during procurement proceedings at Sindh Agriculture University with immediate effect:

S #	Complaint Redressal Committee	Status
1.	Prof. Dr. Maqsood Anwar Rustamani, (BPS-22) Dean, Faculty of Crop Protection	Convener
2.	Registrar SAU(BPS-20)	Member
3.	Mr. Saghir Ahmed Memon, (BPS-20) Director (Services & Maintenance), Mehran University of Engineering & Technology Jamshoro (in case of civil works)	Member
4.	Ms. Seema Mirza, (BPS-17) Audit Officer, Director General Office, A.R.I Tandojam (in case of purchasing etc items)	Member

Deputy registrar (Ac-1 & Gen)

c. c. to:

1. All members of the Committee
2. The Director Finance, SAU Tandojam
3. The Project Director, SAU Tandojam
4. The Purchase & Store Officer, SAU Tandojam
5. The Secretary to Vice Chancellor SAU Tandojam

WORK / PROCUREMENT PLAN (2016-17)
SINDH AGRICULTURE UNIVERSITY, TANDOJAM

Sr. No.	Fund Head & Sub Head	Name of work and break up	Allocated Funds and Break up for Different locations/sites	Items to be executed	Method of Procurement	Anticipated / Actual Date of Advertisement	Anticipated / Actual Date of Start	Anticipated / Actual Date of Completion	Remarks	
a	b	c	d	e	f	g	h	i	j	
1	Chemical & Glassware/ Paractical	Procurement or purchase of Chemical & Glassware/Paractical	1.000	Lab Paractical Items to be procured	as per SPPRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date	All the items will be procured as & when the demand received from the concerned department and procurement will be made according to the availability of funds.	
2	Printing & Publication	Procurement or purchase of Printing & Publication	4.500	Answer paper/ publication of NIT	as per SPPRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date		
3	IT Equipment	Procurement or Purchase of computers/IT related Materials	15.000	Computer/Labtop & its accessories	as per SPPRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date		
4	Furniture & Fixture	Purchase of Furniture & Fixture	4.000	Office/Classroom furniture	as per SPPRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date		
5	Plant & Machinery	Purchase of Machinery & Equipment	5.000	Lab Equipment to be procured	as per SPPRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date		
6	Computer Software	Purchase of Software	10.000	IT Software for ITC	as per SPPRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date		
7	Sports Materials Gymkhana	Purchase of Sports Material	1.000	Hockey/ Cricket articles	as per SPPRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date		
8	Tools (Agriculture Implements etc)	Purchase of tractors implements	3.000	Tractor & its implementations	as per SPPRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date		
9	Transport/ fleet	Purchase of Transport	12.000	Transport articles	as per SPPRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date		
10	Stationary for office use	Stationary	3.500	office stationary	as per SPPRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date		
11	Civil Work/ Rehabilitation	Repair / Rehabilitation	17.000	Rehabilitation of old structures/buildings	as per SPPRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date		
12	Security	Purchase of Security articles	30.000	CCTV/Camera and other relevant items for security purpose	as per SPPRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date		
13	Civil Work & other components as per approved Scheme Establishment of Khairpur College of Agriculture and Management Sciences, Khairpur Mir's	Construction of new infrastructures as per scope defined in project including other components.	162.000	Execution of Civil works and procurement of rest of components	as per SPPRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date		Pre-Qualification of contractors are in process, Notice published in Newspapers.
14	Civil work & other components as approved Scheme Establishment of SAU Sub-Campus at Umerkot District	Rehabilitation & O&M Cost as per scope defined in project including other components.	10.000	Execution of Civil works and procurement of rest of components	as per SPPRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	as per NIT date		As per PC-I establishment of SAU Sub-Campus at Umerkot the allocation will be utilized & procurement be made.
15	Health Scheme	In door hospitalization services to the employee & their dependant family members.	30.000	Major / serious in door hospital facilities	as per SPPRA rules 2010/13	during the FY 2016-17	as and when required during the FY 2016-17	One-Year agreement with the agency/firm / company	The amount/cost so required on health facility will also be covered from the health allowance of employees as per policy.	

Mumtaz
ASSISTANT DIRECTOR
Planning & Development
Sindh Agriculture University
Tandojam.

Ali
DIRECTOR
Planning & Development
Sindh Agriculture University
Tandojam.