

**BIDDING DOCUMENTS FOR PROCUREMENT FROM  
(RATE CONTRACT TENER)**

**INSTALLATION OF SOLAR PANEL SYSTEM**



***SCHOOLS EDUCATION DEPARTMENT  
DISTRICT JAMSHORO***



**OFFICE OF THE DISTRICT EDUCATION OFFICER ELEMENTARY /  
SECONDARY & HIGHER SECONDARY (JAMSHORO) (Sindh)**

No: DEO/E.S.H.S/JAM/- (ADMN)

OF2016-17, Dated / / 2017

Email [doesecjamshoro@yahoo.com](mailto:doesecjamshoro@yahoo.com)

Phone No: 022-9279411-12

Mobile No: 00344-8326098

(05-01-17)/16/01/02k16

To

The Managing Director,  
SPPRA, Government of Sindh, Karachi

Subject **REQUEST FOR HOISTING OF TENDER NOTICE**

Find enclosed herewith NITs (Tender Notice), Procurement committee, Rederessal Committee Procurement Plan and Standard of Bidding documents Technical and Financial Proposal.

You are therefore kindly requested for hoisting of Tender Notice on SPPRA Website, Government of Sindh and Oblige.

DISTRICT EDUCATION OFFICER  
ELEMENTARY SECONDARY HIGHER  
SECONDARY / CHAIRMAN  
PROCUREMENT COMMITTEE  
DISTRICT JAMSHORO

C.C to

1. P.S to Secretary, Education & Literacy Department, Government of Sindh Karachi
2. P.S to C.P.M RSU Karachi
3. P.S to Director, Schools Education Elementary, Secondary Higher Secondary, Hyderabad, Region Hyderabad
4. Member of Procurement Committee



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(05-01-17)/16/01/02k16

To

The Director,  
Information and Advertisement  
Sindh, Karachi.

Subject **REQUEST FOR PUBLICATION OF TENDER NOTICE**

Find enclosed herewith 05 five copies of NITs (Tender Notice), for publication in 03 three leading daily Newspapers i.e English, Urdu and Sindhi, the Charges advertisement will be paid by the Director, Schools Education, Elementary, Secondary and Higher Secondary, Hyderabad, Region Hyderabad, Letter Copy is enclosed with this.

You are therefore kindly requested for publication of Tender Notice and Oblige.

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ELEMENTARY SECONDARY HIGHER  
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DISTRICT JAMSHORO

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**TENDER NOTICE**

The Chairman Procurement Committee, District Education Officer (Elementary Secondary & Higher Secondary Jamshoro), invites sealed tenders for procurement / Installation of **SOLAR PENAL SYSTEM** on **RATE CONTRACT BASIS** for whole year 2016-17, ended on 30<sup>th</sup> June 2017. However orders shall be placed by the Schools institutions as per proven Budget. (List of Institutes are attached with this), as per single stage two envelop Procurement process of SPPRA rules:-.

The last date and Time

Sr. No	Description of Tender	Quantity/ Specification	Last Date and Time for Bid Submission	opening time of Technical Bid	opening time of Financial Bid
01	Procurement / installation of Solar Penal System	-do-	28.04.2017 11:00 AM	28.04.2017 12:00 Noon	01.05.2017 03:00 PM

Bidding document can be obtained on submission of a written application, upon payment of non-refundable fee of **Rs. 1000/= (One Thousand Only)** of each bidding documents through Bank Draft/ Pay order in favor of District Education Officer Elementary Secondary & Higher Secondary Jamshoro, from below order on 9:00 am to 4:00 pm, after the publication of notice inviting till closing thereof.

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

Bid Security of 2% of the Bid price must be accompanied by Financial proposal seal envelop pay order from any Bank in favor of District Education Officer Elementary Secondary & Higher Secondary Jamshoro.

Bids will be rejected if following conditions do not meet:

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

The procuring agency reserves the rights to accept or reject any tender or to enhance the quantity. The cost of additional quantities of items shall not exceed 15% of the Original Contract amount, quantity subject to the relevant provision of SPPRA Rules 2010. No bids shall be entertained after the last bid submission date and time as mentioned above. The Tender Notice can be also be downloaded from the SPPRA website: [www.spprasindh.gov.pk](http://www.spprasindh.gov.pk)

All applicable Government Taxes shall apply.

DISTRICT EDUCATION OFFICER  
ELEMENTARY SECONDARY HIGHER  
SECONDARY / CHAIRMAN  
PROCUREMENT COMMITTEE  
DISTRICT JAMSHORO



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Mobile No: 00344-8326098

(05-01-17)/16/01/02k16

**BIDDING DOCUMENTS FOR PROCUREMENT / INSTALATION OF SOLAR  
PENAL SYSTEM (RATE CONTRACT BASIS)**

Cost of Tender Documents	Rs:- 1000/= One Thousand only Non-refundable
Tender Selling Date	12 <sup>th</sup> April to 27 <sup>th</sup> April 2017
Tender Submission Date and Time	28 <sup>th</sup> April 2017 @ 11-00 am
Tender Submission Place	District Education Officer, Elementary / Secondary & Higher Secondary Jamshoro, @ Bureau of Curriculum Extension Wing Jamshoro
Tender Opening Date and Time	28 <sup>th</sup> April 2017 @ 12-00 Noon
Tender Opening Place	District Education Officer, Elementary / Secondary & Higher Secondary Jamshoro, @ Bureau of Curriculum Extension Wing Jamshoro

**01- INSTRUCTIONS FOR PREPARATION OF BID**

- 01.01 Bidder are required to comply with all the clauses mention in the Terms and conditions of the bid documents and any deviation will for expel bid them from competing in the Tender.
- 01.02 The quoted rates should be in Pak Rupees. **Bid shall be valid for 60 days** from the date of opening of bid. The bid shall be inclusive of the all applicable duties and taxes/ transportations etc, and all other expenses on free delivery to consignee's and at the school institutions (**with Installation**) as enclosed list throughout District.
- 01.03 Quoted price shall be in figures and words both, if discrepancies between two, prices quoted in words shall prevail
- 01.04 The bidders shall sign a rate contract for whole year 2016-2017, **ended on 30<sup>th</sup> June 2017**. However order shall be placed by the school/ institutions / Chairman of procurement as per proven of budget and policy of Education Department, Government of Sindh Karachi.
- 01.05 The Tender shall be submitted with all documents and sealed envelopes. Envelops must contain tender inquiry No. on the top. The name of bidder should be affixed on the face of the envelope on the left side. The bidder should prepare the tender in form of Technical and Financial proposals separately in accordance with rule 46 (2) SPPRA rule 2010, amended 2013. The envelope should be marked Technical Proposals and Financial Proposals in Bold and legible letters to avoid confusion. Envelops should be sealed and addressed to the Chairman District Procurement Committee, District Jamshoro and submitted in tender box on the scheduled date and time

- 01.06 Any alteration / correction must be initiated and each page is to be signed and stamp at the bottom.
- 01.07 The Schedule is prepared with the generic name however the bidder may also mention the brand name against the generic name
- 01.08 I items have to be quoted duly filled stamped and signed by the authorized bidder

**Note: -** No tender will be accepted after closing of the Tender Box, what so ever reason may be.

02- **Technical proposal should have the following documents**

- 02-01 Original tender receipt
- 02-02 Photocopy of pay Order / demand draft of earnest money in which should not be readable otherwise the bid ignored.
- 02-03 NTN / Income Certificate
- 02-04 Professional Tax Certificate
- 02-05 GST Registration Certificate, if applicable
- 02-06 SRB Sindh Revenue Board
- 02-07 Bidder should submit documentary evidence that can perform over all business of more than / equal to Rs:-50.00 Million, which is mandatory requirement otherwise bid will be rejected

03- **Financial proposals should have the following documents**

- 03-01 Original pay order / Bank draft of earnest money
- 03-02 Original copy bid offer with quoted price
- 03-03 Only those items financially offer will be announced / considered which are technically qualified by the formulary committee. If any firm was to give the separate item wise financial bid, they are advice to give separate item wise sealed envelope (s) of every item and should mention the name item and tender Sr. No. on the front in the bold and legible letter to avoid the confusion. Else the financial proposal envelops will be opened on qualified items basis and it will not be challenged by the suppliers / contractors to open the financial proposals of the Dis-qualified items.
- 03-04 In case the rates of two or more bidders found equal, all will be accepted on equal sharing basis.

**04 TERMS AND CONDITIONS OF CONTRACT**

- 04-01 The Successful bidder shall submitted 5% of contract amount as performance security in shape of Call deposit or in payment order.
- 04-02 The Successful bidder shall sign the **District Level Rate Contract agreement** with the Department of Education on Judicial Stamp paper of Rs: - 100/- as per approved format and may get supply orders from all education institution of District Jamshoro.
- 04-03 The Rate Contractor, shall affix 0.30% stamp duty. The Income Tax GST or any other payable tax shall be deducted from the bills of Contractors / suppliers
- 04-04 If the contractor / supplier requires Tax exemption facility regarding non deduction of advance income tax, the exemption certificate issued by the concerned authority must be attached and on C.I.F basis a copy of entry and Tax paid Challan copy should be attached with the bill

- 04-05 The Supplies shall be in commercial pack delivered at the school institutions throughout District Jamshoro by the authorized representative of the Firm at the risk and cost of the suppliers. Any breakage or shortage of the stock will be recovered from the supplier

#### **05- DELIVERY**

- 05-01 The required stores or required in 30 calendar days

#### **06- LIQUIDATED DAMAGES**

- 06-01 The Liquidated / Damage in the event of completion beyond the given schedule, shall be 0.1% each day of delay from the targeted period

#### **07- REDRESSAL**

- 07-01 Redressal of grievances and settlement of dispute will be as per SSPRA Rule 2010, amended 2013

#### **08- UNDERTAKING ON RS:-100/- ON JUDICIAL STAMP PAPER**

- 08.1 I / we read / understand the specified in the tender inquiry and undertake:-
- 08.02 That I / we will remain bound to supply any item as an additional quantity at the same rate on which said item I / we have supplied during the contract period
- 08.03 That I / we agree whether our tender for total out tender accepted for total/ partial or enhanced quantity for all or any single item
- 08.04 I / we also agree to supply and accept the said item at the rate for the supply of Contracted within the stipulated period shown in the contract
- 08.05 I / we understand and ensure for the supply of quality goods. I / we also agree to supply of 100% additional quantity without any additional charges, If the supplies / part of the supplies declared sub standard
- 08.06 I / we undertake that if any of the information submitted in accordance to this Tender inquiry found incorrect, our contract may be cancelled at any stage on our cost and risk
- 08.07 I / we undertake to deposit the goods testing fees per item to the District Level Committee, the said fees will be deposited directly to POL/CDL, if the assignment given to the said committee
- 08.09 I / we undertake that / I / we will replace the goods
- 08.10 I / we undertake that I / w have never been black listed
- 08.11 I / we also agree supply the 100% additional quantity without any additional charges
- 08.12 The Bidder also to provide the Technical specification and broacher of the Each Item
- 08.13 The DDO / Bidder after passing out the bills, the payment is reserved in shape of pay order or bank draft, till the delivery is over.



**TERMS AND CONDITIONS ACCEPTANCE CERTIFICATE**

I / we M/s \_\_\_\_\_

is hereby confirmed that we have carefully read all terms and conditions of the tender and also agreed to abide SPPRA-2010 amended 2013 for the procurements of Furniture & Fixture / Goods etc. during the validity of the tender

Signature of Vendor \_\_\_\_\_

Name of Authorized Person \_\_\_\_\_

Designation \_\_\_\_\_

Seal and Address \_\_\_\_\_

Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_ Email Address \_\_\_\_\_

Witness

01. Name in Full \_\_\_\_\_ Signature \_\_\_\_\_

02. Name in Full \_\_\_\_\_ Signature \_\_\_\_\_

## Bid Data Sheet

The following specification for the Solar Penal System to be procured shall complement, supplementary amend the provisions in the Instructions to Bidders (ITB) Part One. Whenever there is a conflict, the provisions here in shall prevail over those in ITB.

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

<b>Introduction</b>	
<b>01 1.1</b>	<b>DISTRICT Education OFFICER Elementary Secondary Jamshoro</b>
01	Name of Contract/ Project. Procurement of School [ <b>Solar Penal System</b> ] Items for Middle, Elementary, Secondary & Higher secondary, schools of District Jamshoro under SSB & One Time Grant [ <b>HYDERABAD</b> ] Region.
<b>03</b>	Language of the bid. <b>English</b>

<b>Bid Price and Currency</b>	
<b>04</b>	The price quoted shall be Fixed along with DDP.
<b>05</b>	The price shall be fixed and will not be negotiated once finalized.

<b>Preparation and Submission of Bids</b>	
<b>06</b>	Qualification requirements as per criteria mentioned.
<b>07</b>	Amount of bid security. <b>2% of Total Bid Price.</b>
<b>08</b>	Bid validity period. <b>60(Sixty) Days</b>
<b>09</b>	Number of copies. <b>One Original</b> along with <b>one photocopy.</b>
<b>10</b>	IFB title and number procurement of Goods and furniture & Fixture.
<b>11</b>	Dead line for bid submission is [ <b>28<sup>th</sup> APRIL 2017 at 11:00 am</b>
<b>12</b>	Time, date, and place for bid opening is 12-:00 Noon on [ <b>28<sup>th</sup> April 2017</b> , at The Office of the District Education Elementary Secondary Higher Secondary Jamshoro [ <b>Region HYDERABAD</b> Region Phone No.: <b>[0229213411</b>

<b>Bid Evaluation</b>	
<b>13- a</b>	Criteria for bid evaluation. As per criteria attached.
13- b	Or Adjustment expressed in an amount in the currency of Bid evaluation
13-c	Or Adjustment expressed is a percentage
<b>14</b>	Deviation in payment schedule. <b>N/A</b>
<b>15</b>	Cost of spare parts. <b>N/A</b>
<b>16</b>	spare parts and after sales services facilities in the procuring Agency's country <b>N/A</b>
<b>17</b>	<p>Operating and maintenance costs.</p> <p>Factors for calculation of the life cycle cost:</p> <p>(i) number of years for life cycle <i>[it is recommended that the life cycle period should not exceed the usual period before a planned major overhaul of the goods]</i>; <b>N/A</b></p> <p>(ii) operating costs <i>[e.g., fuel and/or other input, unit cost, and annual and total operational requirements]</i>; <b>N/A</b></p> <p>(iii) maintenance costs <i>[e.g spare parts—with out duplication of above Clause 25.4(d) requirements—and/or other inputs]</i>; <b>N/A</b> and</p> <p>(iv) rate, as a percentage, to be used to discount all annual future costs calculated under (ii) and (iii) above to present value. <b>N/A</b></p> <p><b>or</b></p> <p>Reference to the methodology specified in the Technical Specifications or else wherein the bidding documents. <i>[The contractually liquidated damages specified in the SCC shall be higher than the evaluation advantage.]</i></p>
<b>18</b>	<p>Performance and productivity of equipment.</p> <p>15% of the award contract price</p>
<b>19</b>	<p>Delivery Schedule with 30 Days after award contract and District Procurement Committee / District Jamshoro, Constitute, District Inspection and Technical Committee Relevant Parameter in accordance with option selected. Adjustment as a percentage</p>
<b>20</b>	Details on the evaluation method or reference to the Technical Specifications.
<b>21</b>	Specify the evaluation factors. As mentioned evaluation criteria
<b>Contract Award</b>	
<b>22</b>	Percentage of increase or decrease <b>15 % Bid Value.</b>



**EVOLUTION CRITERIA FOR PROCUREMENT FURNITURE FIXTURE &  
SCHOOL GOODS (UNDER SSB AND ONE TIME GRANT FOR  
THE YEAR 2016-17**

The Technical Bids Shall be Evaluated on the basis of following Parameters				
Sr#	Evaluation Parameters		Total Marks	Brief
	Company / Firm / Individual Information	Marks		
01	Required Field		45	02 Marks for each year in business Max (10) 0.75 Marks per Million turnover Max (15) 10 Marks firm have NTN Certificate 10 Marks firm with register and Sale Tax
	• No. of years in Business	10		
	• Annual Turnover in Million	15		
	• NTN Registration Certificate	10		
	• Sales Tax Registration Certificate	10		
02	Technical Proposal Specification and Brochures	10	10	10 Marks if firm provide complete details specification and brochures provide supplied item which are quoted
	Financial Capabilities			
03	Income Tax Annual Return 3 Years	09	25	3 Marks production of each year Income Tax return Max (09)
	Audited Financial Statement 3 Years	06		2 Marks production of Financial Audit Statement each year Max (06)
	Monthly Sale Tax Summary of last 10 Months	10		1 Marks production of each month Sale Tax return Max (10)
	Relevant Fields Experience			20
<b>Note:</b> firm must get 75% Marks in Technical Evaluation for qualifying as per above mention Criteria				

SPECIMEN FOR AUTHORIZATION LETTER BY MANUFACTURER / IMPORTER FOR THEIR  
DISTRIBUTER

I / we M/s \_\_\_\_\_ hereby  
authorize M/s \_\_\_\_\_ Address  
\_\_\_\_\_ as our authorized Distributor, Education Department,  
District Jamshoro,

We give undertaking that if there is any sub-standard spurious, counterfeit, misbranded or contaminated and short supply of item (s) by our Distributor, we will be responsible for the same, we also undertake that we have read and understood the terms and conditions of the tender enquiry

Signature of Manufacturer / Importer \_\_\_\_\_

Name and Designation \_\_\_\_\_

Address \_\_\_\_\_

Note: - All the above said instruction must be read carefully for compliance: else the offer will be ignored

Department reserves the right to ask and verify any document from the participants related with manufacturer / importer of item, to assess the quality

<b>OFFICE OF THE DISTRICT EDUCATION OFFICER, ELEMENTARY SECONDARY HIGHER SECONDARY, JAMSHORO</b>								
<b>STANDARD BIDDING DOCUMENTS</b>								
<b>PROCUREMENT PLAN (NON – DEVELOPMENT)</b>								
<b>S#</b>	<b>Name of Work &amp; Break Up</b>	<b>Allocated Funds and Break for Different Locations / Sites</b>	<b>Items to be Executed</b>	<b>Method of Procurement</b>	<b>Anticipat ed Actual Date of Advertisement</b>	<b>Anticipated Actual Date of Start</b>	<b>Anticipated / Actual Date of Completion</b>	<b>Remarks</b>
1	Solar Penal System	9538950	List attached	Tender	Apr-17	Apr-17	20.06.2017	

DISTRICT EDUCATION OFFICER  
 ELEMENTARY SECONDARY HIGHER  
 SECONDARY / CHAIRMAN  
 PROCUREMENT COMMITTEE  
 DISTRICT JAMSHORO

PROCUREMENT / INSTALLATION OF SOLAR PENAL  
SYSTEM  
FOR THE FINANCIAL YEAR 2016-2017

S.NO	Description & Specification	Quantity
01	Penal (300 volt)	260
02	Innovator (03 KV)	25
03	Battery (200 AMP)	50
04	Controller (50 AMP)	25
05	Stand	310
06	Battery	50
07	Terminal	100
08	Rowel Bult	200



**LIST OF SCHOOL INSTITUTION  
PROCUREMENT / INSTALLATION OF SOLAR PENAL SYSTEM  
FOR THE FINANCIAL YEAR 2016-2017**

Sr. No	Taluka	Name of School
1	Manjhand	GBHS Aamri
2	Manjhand	GBHS Wada Chhachhar
3	Manjhand	GGMS Manjhad
4	Manjhand	GBHS Kalri
5	Manjhand	GBHS Lakha
6	Manjhand	GBHS Manjhand
7	Manjhand	GBHS Manzoorabad
8	Manjhand	GGHS Sann
9	Sehwan	GGHS Bajara
10	Sehwan	GGHS Jhangara
11	Sehwan	GBHS Bubak
12	Sehwan	GBMS Sayed Murad Ali Shah
13	Sehwan	GBHS MANAHYOON
14	Sehwan	GBHS Karampur
15	KOTRI	GBHS Khuresheed Colony
16	KOTRI	GBHS A.B SHORO
17	KOTRI	GGHS LABOUR SQUIRE KOTRI
18	KOTRI	GBMS AKRO
19	KOTRI	GBHSS SUS Jamshoro
20	KOTRI	GGHSS SUC Jamshoro
21	KOTRI	GBMS Sikandarabad
22	T.B Khan	GBMS Karchat
23	T.B Khan	GBHS Sarri
24	T.B Khan	GBES Wali Dad Jokhio
25	T.B Khan	GBHS Ali Murad Barejo

**BIDDING DOCUMENTS FOR PROCUREMENT FROM  
(RATE CONTRACT TENER)**

**FINANCIAL PROPOSAL**

**INSTALLATION OF SOLAR PANEL SYSTEM**



***SCHOOLS EDUCATION DEPARTMENT  
DISTRICT JAMSHORO***

**M.K.B**

## Section VI. Sample Forms

### Notes on the Sample Forms

The Bidder shall complete and submit with its bid the **Bid Form** and **Price Schedules** pursuant to ITB Clause 9 and in accordance with the requirements included in the bidding documents.

When requested in the Bid Data Sheet, the Bidder should provide the **Bid Security**, either in the form included hereafter or in another form acceptable to the Procuring agency, pursuant to ITB Clause 15.3.

The **Contract Form**, when it is finalized at the time of contract award, should incorporate any corrections or modifications to the accepted bid resulting from price corrections pursuant to ITB Clause 16.3 and GCC Clause 17, acceptable deviations (e.g., payment schedule pursuant to ITB Clause 25.4 (c), spare parts pursuant to ITB Clause 25.4 (d), or quantity variations pursuant to ITB Clause 29. The Price Schedule and Schedule of Requirements deemed to form part of the contract should be modified accordingly.

The **Performance Security** and **Bank Guarantee for Advance Payment** forms should not be completed by the bidders at the time of their bid preparation. Only the successful Bidder will be required to provide performance security and bank guarantee for advance payment in accordance with one of the forms indicated herein or in another form acceptable to the Procuring agency and pursuant to GCC Clause 7.3 and SCC 11, respectively.

The **Manufacturer's Authorization** form should be completed by the Manufacturer, as appropriate, pursuant to ITB Clause 13.3 (a).

## Sample Forms

<i>1. BID FORM AND PRICE SCHEDULES.....</i>	<i>23</i>
<i>2. BID SECURITY FORM.....</i>	<i>26</i>
<i>3. CONTRACT FORM.....</i>	<i>27</i>
<i>4. PERFORMANCE SECURITY FORM .....</i>	<i>28</i>
<i>5. BANK GUARANTEE FOR ADVANCE PAYMENT.....</i>	<i>29</i>
<i>6. MANUFACTURER'S AUTHORIZATION FORM.....</i>	<i>30</i>

## 1. Bid Form and Price Schedules

Date: \_\_\_\_\_  
IFB N<sup>o</sup>: \_\_\_\_\_

To: *[name and address of Procuring Agency]*

Gentlemen and/or Ladies:

Having examined the bidding documents including Addenda Nos. *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver *[description of goods and services]* in conformity with the said bidding documents for the sum of *[total bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to Percent of the Contract Price for the due performance of the Contract, in the form prescribed by the Procuring agency.

We agree to abide by this Bid for a period of *[number]* days from the date fixed for Bid opening under Clause 22 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Currency	Purpose of Commission or Gratuity
_____	_____	_____
_____	_____	_____
_____	_____	_____

(if none, state "none")

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

Part Two - Section VII. Eligibility for the Provision of Goods, Works  
and Services in Bank Financed Procurement

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Dated this \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_.

\_\_\_\_\_  
*[signature]*

\_\_\_\_\_  
*[in the capacity of]*

Duly authorized to sign Bid for and on behalf of \_\_\_\_\_

### Price Schedule in Pak. Rupees

Name of Bidder \_\_\_\_\_ . IFB Number \_\_\_\_\_ . Page of \_\_\_\_\_ .

1	2	3	4	5	6	7
Item	Description	Country of origin	Quantity	Unit price DDP named place	Total DDP per item	Unit price of Delivered duty paid (DDP) to final destination plus price of other incidental services if required <sup>3</sup>

Signature of Bidder \_\_\_\_\_

*Note:* In case of discrepancy between unit price and total, the unit price shall prevail.

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<sup>3</sup> Must be included if required under ITB 11.2

## 2. Bid Security Form

Whereas *[name of the Bidder]* (Hereinafter called “the Bidder”) has submitted its bid dated *[date of submission of bid]* for the supply of (hereinafter called “the *[name and/or description of the goods]* Bid”).

KNOW ALL PEOPLE by these presents that WE *[name of bank]* of *[name of country]*, having our registered office at *[address of bank]* (hereinafter called “the Bank”), are bound unto *[name of Procuring agency]* (hereinafter called “the Procuring agency”) in the sum of for which payment well and truly to be made to the said Procuring agency, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this \_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_.

THE CONDITIONS of this obligation are:

Part Two - Section VII. Eligibility for the Provision of Goods, Works  
and Services in Bank Financed Procurement

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1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its Bid by the Procuring agency during the period of bid validity:
  - (a) fails or refuses to execute the Contract Form, if required; or
  - (b) fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders;

we undertake to pay to the Procuring agency up to the above amount upon receipt of its first written demand, without the Procuring agency having to substantiate its demand, provided that in its demand the Procuring agency will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including twenty eight (28) days after the period of bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

---

*[signature of the bank]*



### 3. Contract Form

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_ between *[name of Procuring Agency]* of *[country of Procuring agency]* (hereinafter called “the Procuring agency”) of the one part and *[name of Supplier]* of *[city and country of Supplier]* (hereinafter called “the Supplier”) of the other part:

WHEREAS the Procuring agency invited bids for certain goods and ancillary services, viz., *[brief description of goods and services]* and has accepted a bid by the Supplier for the supply of those goods and services in the sum of *[contract price in words and figures]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
  - (a) the Bid Form and the Price Schedule submitted by the Bidder;
  - (b) the Schedule of Requirements;
  - (c) the Technical Specifications;
  - (d) the General Conditions of Contract;
  - (e) the Special Conditions of Contract; and
  - (f) the Procuring agency’s Notification of Award.
3. In consideration of the payments to be made by the Procuring agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Procuring agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the Procuring agency)

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the Supplier)

## 4. Performance Security Form

To: *[name of procuring agency]*

WHEREAS *[name of Supplier]* (hereinafter called “the Supplier”) has undertaken, in pursuance of Contract No. *[Reference number of the contract]* dated \_\_\_\_\_ 19\_\_\_\_ to supply *[description of goods and services]* (hereinafter called “the Contract”).

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

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

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_\_.

Signature and seal of the Guarantors

\_\_\_\_\_  
*[name of bank or financial institution]*

\_\_\_\_\_  
*[address]*

\_\_\_\_\_  
*[date]*

## 5. Bank Guarantee for Advance Payment

To: *[name of procuring agency]*

*[Name of Contract]*

Gentlemen and/or Ladies:

In accordance with the payment provision included in the Special Conditions of Contract, which amends Clause 16 of the General Conditions of Contract to provide for advance payment, *[name and address of Supplier]* (hereinafter called “the Supplier”) shall deposit with the Procuring agency a bank guarantee to guarantee its proper and faithful performance under the said Clause of the Contract in an amount of *[amount of guarantee in figures and words]*.

We, the *[bank or financial institution]*, as instructed by the Supplier, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the Procuring agency on its first demand without whatsoever right of objection on our part and without its first claim to the Supplier, in the amount not exceeding *[amount of guarantee in figures And words]*.

We further agree that no change or addition to or other modification of the terms of the Contract to be performed thereunder or of any of the Contract documents which may be made between the Procuring agency and the Supplier, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee shall remain valid and in full effect from the date of the advance payment received by the Supplier under the Contract until *[date]*.

Yours truly,

Signature and seal of the Guarantors

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*[name of bank or financial institution]*

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*[address]*

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*[date]*

## 6. Manufacturer's Authorization Form

[See Clause 13.3 (a) of the Instructions to Bidders.]

To: *[name of the Procuring agency]*

WHEREAS *[name of the Manufacturer]* who are established and reputable manufacturers of  
*[Name and/or description of the goods]* having factories at *[address of factory]*

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

We hereby extend our full guarantee and warranty as per Clause 15 of the General Conditions of  
Contract for the goods offered for supply by the above firm against this Invitation for Bids.

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*[Signature for and on behalf of Manufacturer]*

*Note:* This letter of authority should be on the letterhead of the Manufacturer and should be  
signed by a person competent and having the power of attorney to bind the Manufacturer. It  
should be included by the Bidder in its bid.



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



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



Government of Sindh  
School Education Department  
Karachi, dated 30. 03. 2017

**NOTIFICATION**

No.SO(G-III)SED/RSU/SSB&SC/3-712/17(pt.1) In pursuance of Rule-7 of the Sindh Public Procurement Rules,2010 (amended 2013), a Procurement Committee is hereby notified for the Repair & Maintenance, of existing nonfunctional Toilets & damaged Boundary Walls, Solar Panel (Complete solution) and Drinking Water Tanks for both Primary & secondary schools comprising following officers:

S.No.	Procurement Committee	Placement in committee
1.	District Education Officer (concerned)	Chairman
2.	XEN (concerned) Education Works School Education Department	Member/Secretary
3.	Officer to be nominated by Commissioner/Deputy Commissioner of the concerned Division/District	Member

\*The committee may Co-opt any other member in case needed including AEN (concern).

**Terms of Reference:**

- (1) Preparing bidding documents;
- (2) Carrying out technical as well as financial evaluation of the bids;
- (3) Preparing Evaluation Report as provided in SPPRA Rule 45;
- (4) Making recommendations for the award of contract to the competent authority; and
- (5) Perform any other function ancillary and incidental to the above

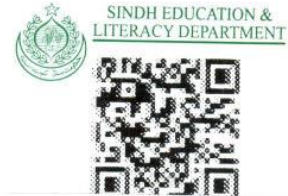
-SECRETARY TO GOVERNMENT OF SINDH-

No.SO(G-III)SED/RSU/SSB&SC/3-712/17(pt.1)

Karachi, dated 30.03. 2017

**A copy is forwarded for information and necessary action to:**

1. The Commissioner concerned Division
2. The Director School Education (Elementary, Secondary & Higher Secondary), Region concerned
3. The Director School Education (Primary), Region concerned
4. The Chief Engineer-Education Works, School Education Department
5. The Chief Program Manager-Reform Support Unit, School Education Department
6. The Deputy Commissioner (All)
7. Project Director –SID, School Education Department, Government of Sindh
8. Superintendent Engineer (All) - Education Works, School Education Department
9. Members of the Committee
10. The PS to Secretary School Education Department, Government of Sindh
11. The PS to Minister, Education & Literacy Department, Government of Sindh
12. Master File
13. Official Website



  
(ALI GUL JALBANI)  
SECTION OFFICER (G-III)