



**OFFICE OF THE  
ADDL. INSPECTOR GENERAL OF POLICE,  
KARACHI RANGE**

No. AB/A-II/ 36773-76 / Karachi.  
dated 2-03-2017

To,

The Director information (Advertisement),  
Public Relation Department,  
Govt. of Sindh,  
Block-95 Sindh Secretariat, Karachi

**SUBJECT: PUBLICATION OF TENDER NOTICE.**

Enclosed please find herewith a draft Tender / inviting Notice in-respect of Purchase of Furniture of Madadgar 15 (Police Help Line) for publication in the daily Newspapers in English, Urdu & Sindhi at the earliest.

**(DR. GHULAM SARWAR JAMALI) PSP, PPM**  
DIGP / Administration,

For. Addl. Inspector General of Police,  
Karachi Range.

Copy to the following for information please.

1. The Inspector General of Police Sindh Karachi.
- ✓ 2. The Manager (Assessment), Government of Sindh Public Procurement Regulatory Authority, (SPPRA) Barrack No.8 Sindh Secretariat No.4 Court Road Karachi.
3. The Director I.T. Sindh Police for advertisement display on Sindh Police Official website (www.sindh police.gov.pk).
4. Master File.

**(DR. GHULAM SARWAR JAMALI) PSP, PPM**  
DIGP / Administration,

For. Addl. Inspector General of Police,  
Karachi Range.

## TENDER NOTICE.

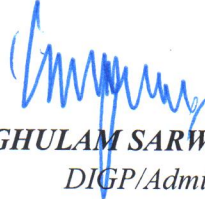
Sealed tenders are invited in accordance with the Sindh Public Procurement Rules, 2010 from contractors/contracting firms for following works of the Police Department, Karachi Range,

S#	Name of Work	Estimated Cost	Earnest Money	Tender FEE	Completion time	Opening Date	Opening place
1	Purchase of Furniture in different nature for Madadgar 15 (Police Help Line) Call Centre shifting from CPO to PS Air Port Karachi.	2 million	2.5% of quoted Bid Cost	2,000/- (non-refundable)	30 days	28-04-2017 at 16:00 hrs	Add:IGP Karachi Conference Room

### INSTRUCTION

01. Single Stage-Two envelope Procedure will be adopted for the tender process. Bid shall comprise of a single package containing two separate envelopes. Each envelope shall contain separately sealed financial proposal and technical proposal =. Envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold and legible letters to avoid confusion.
02. Interested Manufactures, Suppliers, Authorized dealer & well reputed firms may obtain the tender documents along with tender fees Rs. 2,000/- each item for the supply of above Furniture item from the office of the Addl: IGP Karachi, 3<sup>rd</sup> floor Account Branch, Karachi Police Office (KPO) near P.S Saddar Shahra-e-eFaisal, Karachi by submitting an application on their letter head alongwith tender fees from the date of publication of the tender upto 27.04-2017 during office hours on working days.
03. Sealed tenders on prescribe performa in duplicate along with 2% earnest money of the total bid in the form of Pay Order (Payee's A/C in favour of DIGP/Admin) should be dropped in the tender box kept in office of the Addl: IGP Karachi, 4<sup>th</sup> floor Conference Room, Karachi Police Office (KPO) near P.S Saddar Shahra-e-eFaisal, Karachi on or before 28.04.2017 at 1400 hours.
04. The tender shall be opened on 28.04.2017 at 14:30 hours in presence of Procurement Committee and in presence of representatives of bidders who choose to be present on the occasion in the Committee Room of Addl: IGP Karachi, 4<sup>th</sup> floor Karachi Police Office (KPO) near P.S Saddar Shahra-e-eFaisal, Karachi.
05. Only Manufacture, Suppliers, Authorized dealers and well reputed firms registered with Income Tax ans Sales Tax department are eligible to participate in the tenders (Documentary proof required).

06. Only bids offered on the prescribed tender form issued by the Police Department shall be accepted. However, additional sheets may be attached, if required.
07. Bidders should submit their bid/bids along with sample/samples. Without samples bids will not be entertained.
08. Conditional Tender/application will not be entertained.
09. Police Department reserves the right to increase or decrease the quantity of items without assigning any reason.
10. Competent authority can cancel the bidding process at any time prior to the acceptance of a proposal as per provision of Rule-25(1) of SPP-Rules.2010(Amended 2013).
11. Bid documents can be downloaded from SPPRA website [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk) and Sindh Police website [www.sindhpolice.gov.pk](http://www.sindhpolice.gov.pk).



**(DR. GHULAM SARWAR JAMALI) PSP, PPM**  
*DIGP/Administration,*  
*For Addl: Inspector General of Police,*  
*Karachi Range*



# ٹینڈر نوٹس

محکمہ پولیس، کراچی ریجن کو مندرجہ ذیل کاموں کے لئے سندھ پبلک پروکيورمنٹ رولز 2010 کے مطابق کٹریکٹرز/کٹریکٹنگ فرمز سے سر بہر ٹینڈرز مطلوب ہیں:-

نمبر شمار	کام کا نام	تخمینی لاگت	ذریعہ عائد	ٹینڈر فیس	مدت تکمیل	کھلنے کی تاریخ	کھلنے کا مقام
1	مدگار 15 (پولیس ہیلس لائن) کے لئے مختلف نوعیت کے فرنیچر کی خریداری۔ کال سینٹر کی پنی او سے پی ایس ایئر پورٹ کراچی منتقلی	2 ملین	درجہ کردہ پیشکش (واپسی) لاگت کا 2.5%	2000/-	30	28-4-17	ایڈیشنل آئی جی پی کراچی کانسٹبل روم

## ہدایات:-

- (1) ٹینڈر کارروائی کے لئے منگل اسٹیج۔ دو لفافہ طریق کار اختیار کیا جائے گا۔ پیشکش جداگانہ لفافوں پر مشتمل سنگل بیکیج پر مبنی ہوگی۔ ہر لفافہ علیحدہ سر بہر فنانشل پروپوزل اور ٹیکنیکل پروپوزل کا حامل ہوگا۔ لفافوں پر الجھتاؤ سے بچنے کے لئے "فنانشل پروپوزل" اور "ٹیکنیکل پروپوزل" جلی اور واضح الفاظ میں تحریر ہونا چاہیے۔
- (2) دلچسپی رکھنے والے مینوفیکچررز/سپلائرز، مجاز ڈیلرز اور مشہور و معروف فرمز ایجنٹ مندرجہ بالا فرنیچر آئٹمز کے لئے ٹینڈر دستاویزات اپنے لیٹر ہیڈ پر ایک درخواست مع ٹینڈر فیس 2000/- روپے ہر ایک آئٹم جمع کرانے پر دفتر ایڈیشنل آئی جی پی کراچی، تیسری منزل اکاؤنٹ برانچ، کراچی پولیس آفس (KPO) نزد پی ایس صدر شاہراہ فیصل کراچی سے تاریخ اشاعت سے مورخہ 27-04-2017 تک دوران دفتری اوقات حاصل کر سکتے ہیں۔
- (3) مقررہ ٹینڈر پرو فارما پر سر بہر ٹینڈر دو نقول مع مجموعی پیشکش کا 2% ذریعہ عائد بشکل پے آرڈر (پے ایزا کاؤنٹ بحق ڈی آئی جی پی/ایڈمن دفتر ایڈیشنل آئی جی پی کراچی چوتھی منزل کانسٹبل روم کراچی پولیس آفس (KPO) نزد پی ایس صدر شاہراہ فیصل کراچی میں رکھے ہوئے ٹینڈر کس میں 28-4-2017 یا اس سے قبل سہ پہر 2:00 بجے تک ڈال دیں۔
- (4) ٹینڈر 28-04-2017 کو سہ پہر 2:30 بجے پر چیز کمیٹی اور موقع پر حاضری کے خواہشمند پیشکش دہندگان کے نمائندوں کی موجودگی میں دفتر ایڈیشنل آئی جی پی کراچی چوتھی منزل کانسٹبل روم کراچی پولیس آفس (KPO) نزد پی ایس صدر شاہراہ فیصل کراچی کے کمیٹی روم میں کھولے جائیں گے۔
- (5) دلچسپی کے حامل صرف وہ مینوفیکچررز/سپلائرز، مجاز ڈیلرز اور مشہور و معروف فرمز جو محکمہ انکم ٹیکس اور سیلز ٹیکس کے پاس رجسٹرڈ ہیں ٹینڈر میں شرکت کرنے کے اہل ہیں (دستاویزی ثبوت درکار ہے)۔
- (6) محکمہ پولیس سے جاری کردہ مقررہ ٹینڈر فارم پر پیش کردہ پیشکشیں ہی قبول کی جائیں گی تاہم اگر ضروری ہو تو اضافی ٹیٹس منسلک کی جائیں۔
- (7) مشروط ٹینڈرز درخواستیں زیر غور نہیں لائی جائیں گی۔
- (8) پیشکش دہندگان نمونہ/نمونہ جات کے ساتھ اپنی پیشکش/پیشکش داخل کریں۔ نمونہ جات کے بغیر پیشکشیں زیر غور نہیں لائی جائیں گی۔
- (9) محکمہ پولیس بلا اظہار وجوہ آئٹمز کی تعداد میں اضافے/کمی کرنے کا حق محفوظ رکھتا ہے۔
- (10) افسر مجاز SPPRA رولز 2010 (ترمیم شدہ 2013) کے رول (1) 25 کے مطابق کسی بھی پروپوزل کی قبولیت سے قبل کسی بھی وقت پیشکش کی کارروائی منسوخ کر سکتے ہیں۔
- (11) پیشکش دستاویزات SPPRA ویب سائٹ [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk) اور سندھ پولیس کی ویب سائٹ [www.sindhpolice.gov.pk](http://www.sindhpolice.gov.pk) سے ڈاؤن لوڈ کی جا سکتی ہیں۔

دستخط... ڈی آئی جی پی / ایڈمنسٹریشن

برائے ایڈیشنل انسپکٹر جنرل آف پولیس کراچی ریجن

ہم دہشت گردی کی سخت لائف سٹند ہیں (INF/KRY-1858/2017)

SAY NO TO CORRUPTION

8398



S.No 11

15 Masoodpur

روز نامہ جنگ کراچی پیر 10 اپریل 2017ء

In Partnership with



File #002  
Furniture



ABC  
Certified

سورهيه مريڻ سوپ کي ته دل جا وهم وسار - پٽائي

روزاني سنڌ جي عوام جو حقيقي آواز

Daily  
**SOBH**  
Karachi

ايڊيٽر: ظهير علي شاه

S.No - 11

15 - Madadgar

File No. 2

Furniture.





GOVERNMENT OF SINDH  
POLICE DEPARTMENT

No. G-I/ 275 /2017/Karachi

Dated 20 .03.2017.

**ORDER**

SUBJECT:- **CONSTITUTION OF COMMITTEES FOR PURCHASE OF FURNITURE FOR MCC-15 WHICH ARE SHIFTING FROM CPO HQ TO AIRPORT PS FOR THE YEAR 2016-17**

The following Committees are hereby constituted for Purchase of Furniture for MCC-15 which are shifting from CPO HQ to Airport PS during current financial year 2016-17:-

i) **Procurement Committee**

1. DIGP/South Zone, Karachi (Chairman)
2. SSP/Korangi, Karachi (Member)
3. Assistant Engineer CPO (Member/Secretary)
4. Rep. of Home Department Sindh (Member)
5. Rep. of Works & Services Department (Member)

ii) **Inspection Committee**

1. DIGP/West Zone, Karachi (Chairman)
2. SSP/Central, Karachi (Member)
3. SSP/City, Karachi (Member)
4. Rep. of Industries Deptt: Karachi (Member)
5. Rep. of Education Works Deptt., Karachi (Member)

iii) **Redressal of Grievance & Settlement of Disputes Committee**

1. Addl.IGP/Karachi (Chairman)
2. SSP/East, Karachi (Member)
3. SSP/West, Karachi (Member)
4. Rep. of Accountant General Sindh (Member)
5. Rep. of Sindh Technical Education & Vocational Training Authority Sindh (Member)

Sd/-

INSPECTOR GENERAL OF POLICE,  
SINDH, KARACHI.

Copy to following for information:-

1. Secretary Home Department, Government of Sindh for nominating the representative.
2. Secretary Works & Services Deptt., Govt. of Sindh for nominating the representative.
3. Secretary Education Deptt., Govt. of Sindh for nominating the representative.
4. Accountant General Sindh Karachi for nominating the representative.
5. Addl.IGP/Karachi
6. Director of Industries & Commerce Deptt: Govt. of Sindh for nominating the representative.
7. M.D. Sindh Technical Education & Vocational Training Authority Sindh for nominating the representative.
8. DIGP/South Zone, Karachi.
9. DIGP/West Zone, Karachi.
10. SSP/Korangi, Karachi.
11. SSP/Central, Karachi.
12. SSP/City, Karachi.
13. SSP/East, Karachi.
14. SSP/West, Karachi.
15. Asstt: Engineer CPO.
16. PS to IGP Sindh.
17. PS to DIGP/Finance Sindh.

*OS Accts.*  
*For my actg. pd.*

ADDITIONAL INSPECTOR GENERAL OF POLICE

*21/03*  
KARACHI RANGE

(Qamar Raza Jiskani)PSP

AIGP/Logistics,

For Inspector General of Police,  
Sindh Karachi.

No PS/Addl.IGP/Khi/ 2078  
Karachi, dated: 21-3-2017



# AIRPORT THANA

## PURCHASE OF FURNITURE

S.NO	DESCRIPTION	UNIT	QTY	UNIT PRICE	GST/SST	GRAND TOTAL PRICE WITH TAX
	<b>Furniture Work</b>					
	<b>Call Center Work Stations &amp; Chairs</b>					
	<b>WORKTOP:</b> Worktop are off 16mm thick MDF board of Fomite make with 2mm thick PVC hot pressed edge bending all across the worktop. Worktops are supported, powder coated legs with finished work surface. Special pre-defined metal inserts are there for better & aligned fitment. All worktops has standard PVC wire manager	Nos	16			
	<b>LEGS:</b> Leas are made up of 1.2mm thick CRCA powder coated steel with powder coating of 40-60 microns. All legs of standard width are totally modular & are replaceable with each other					
	<b>CABLE BEEM:</b> Specially designed cable beam are the integrated part of system giving concealed wire managements facility. Cable beam are made up of 1.2mm thick CRCA powder coated steel with snap s hutted cover section for mounting electrical & data points					
b	Supply of low back chairs make Master or equivalent brand for call centre Agents with 02 year Warranty with free replacement of parts	Nos	16			

**Total Prices with applicable Taxes**

**(REVISED)**  
**ANNUAL PROCUREMENT PLAN**  
(WORKS, GOODS & SERVICES)

FINANCIAL YEAR 2016-17

S.	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	1. REPAIR / RENOVATION WORK OF PROTOTYPE REPORTING ROOM IN 36 PS OF WEST ZONE												
2	2. REPAIR / RENOVATION WORK OF PROTOTYPE REPORTING ROOM IN 26 PS OF SOUTH ZONE	FACILITATION CENTRE OF SSPs KARACHI RANGE	POLICE STATIONS & ZONAL SSPs OFFICE	60 MILLION	GOVT OF SINDH	ADP	SINGLE STAGE ONE ENVELOPE	-	-	-	-	FUND RECEIVED FROM GOVT OF SINDH	
3	3. REPAIR / RENOVATION WORK OF PROTOTYPE REPORTING ROOM IN 38 PS OF EAST ZONE												
4	4. WORK OF ADDL.:IGP/KHI BANGLOW	ADDL.:IGP/KHI BANGLOW	CAMP OFFICE	2 MILLION ONE HUNDRED & SEVENTY FOUR	GOVT OF SINDH	ADP	SINGLE STAGE ONE ENVELOPE	-	-	-	-	FUND RECEIVED THROUGH RE-APPROPRIATION	
5	5. PARTIALLY OUT SOURCE OF CALL CENTRE 15 MADADGAR	MADADGAR 15	MADADGAR 15	9 MILLION	GOVT OF SINDH	ADP	SINGLE STAGE TWO ENVELOPE	-	-	-	-	FUND RECEIVED THROUGH RE-APPROPRIATION	
6	6. WORK OF MADADGAR 15 CALL CENTRE (AIRPORT PS)	MADADGAR 15	MADADGAR 15	8 MILLION	GOVT OF SINDH	ADP	SINGLE STAGE ONE ENVELOPE	-	-	-	-	FUND RECEIVED THROUGH RE-APPROPRIATION	



S.	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	
7	PURCHASE OF FURNITURE FOR RECEPTION ROOMS, EAST, WEST & SOUTH PS	FACILITATION CENTRE OF SSPs KARACHI RANGE	POLICE STATIONS & ZONAL SSPs OFFICE	22 MILLION	GOVT OF SINDH	ADP	SINGLE STAGE TWO ENVELOPE	-	-	-	-	FUND RECEIVED THROUGH RE-APPROPRIATION
8	PURCHASE OF EQUIPMENT FOR RECEPTION ROOMS, EAST, WEST & SOUTH PS	FACILITATION CENTRE OF SSPs KARACHI RANGE	POLICE STATIONS & ZONAL SSPs OFFICE	18 MILLION	GOVT OF SINDH	ADP	SINGLE STAGE TWO ENVELOPE	-	-	-	-	FUND RECEIVED THROUGH RE-APPROPRIATION
9	PURCHASE OF FURNITURE FOR 15 MADADGAR	MADADGAR 15	MADADGAR 15	5 MILLION	GOVT OF SINDH	ADP	SINGLE STAGE TWO ENVELOPE	-	-	-	-	FUND RECEIVED THROUGH RE-APPROPRIATION
10	PURCHASE OF EQUIPMENT FOR 15 MADADGAR	MADADGAR 15	MADADGAR 15	14 MILLION	GOVT OF SINDH	ADP	SINGLE STAGE TWO ENVELOPE	-	-	-	-	FUND RECEIVED THROUGH RE-APPROPRIATION
11	REPAIR & MAINTENANCE OF 01 NO APC OF COURT POLICE	REPAIR & MAINTENANCE OF 01 APC OF SSP COURT POLICE	01 APC OF COURT POLICE	EIGHT HUNDRED & NINETY FIVE THOUSAND	GOVT OF SINDH	ADP	SINGLE STAGE ONE ENVELOPE	-	-	-	-	FUND RECEIVED THROUGH RE-APPROPRIATION

APPROVED & SIGNED BY THE HEAD OF PROCURING AGENCY



**D.D.O.**  
**(SYED SOHAIL HUSSAIN SHAH)**  
 DSP / PCA  
 For Addl: Inspector General of Police  
 Karachi Range



**POLICE DEPARTMENT  
GOVERNMENT OF SINDH**

**REQUEST FOR PROPOSAL**  
Procurement of Furniture Articles

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[www.sindhpolice.gov.pk](http://www.sindhpolice.gov.pk)

M/s \_\_\_\_\_

2016-2017





## Invitation to Bid

### Instruction to bidder

- i. The bidder is expected to examine the Bidding Documents, including all instructions, forms, terms, specifications and charts/drawings. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.
- ii. The Police Department, Government of Sindh, request Tender Bids in sealed envelopes as per information required in this document. Proponents applying for bids should submit Financial Proposal and Technical Proposal in two separate envelopes.
- iii. The Technical Proposal should contain all the bid items without quoting the price and must list firm's clientele, details of past project, items specification etc. Financial bids of firms not obtaining minimum passing criteria on Technical basis will not be opened.
- iv. Interested /Eligible bidders may obtain further information on the bid and inspect the bidding documents at the office of the Addl:IGP/Karachi, 4<sup>th</sup> Floor, Karachi Police Office, during office hours on working days.
- v. All bids must be accompanied by a earnest money (2%) of total bid amount, and must be delivered to the office of the Addl:IGP/Karachi, 4<sup>th</sup> Floor, Karachi Police Office on or before **14:00** hours on **28.04.2017** The bids will be publicly opened in the Conference Room of KPO 4<sup>th</sup> Floor at **16:00** hours on the same day in presence of bidders who wish to remain present.
- vi. The Police Department, Government of the Sindh will not be responsible for any costs or expense incurred by bidders in connection with the preparation or delivery bids.
- vii. Bidders shall submit bids, which comply with the bidding documents, for alternate bids bidder has to purchase separate bidding documents and alternate bid shall be treated as separate bid.
- viii. Competent authority can cancel the bidding process at any time prior to the acceptance of a proposal as per provision of Rule-25(1) of SPPRA Rules.2010.
- ix. All prices quoted must include any Taxes applicable, i.e. Income Tax, Sales Tax or any other tax imposed by government by law. If not specifically mentioned in the Quotation, then it will be presumed that the prices include all the taxes.
- x. Enquiries regarding this RFP shall be submitted in writing to:  
Addl:IGP/Karachi,  
4<sup>th</sup> Floor, Karachi Police Office  
Phone: 99225300-1, Fax 99225302.
- xi. Every page of the tender document should be signed and sealed by the bidder.
- xii. The details of this notice are also available on website of Police department ([www.sindhpolice.gov.pk](http://www.sindhpolice.gov.pk)) and SPPRA, Government of Sindh ([www.pprasindh.gov.pk](http://www.pprasindh.gov.pk)).

**DIGP/ADMINISTRATION**  
For Addl:Inspector General of Police  
Karachi Range.



**BID FORM for**

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To:

Addl: Inspector General of Police,  
Karachi Range.

Sir,

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, for the above Contract, we, the undersigned, offer to supply, deliver and test in conformity with the said bidding documents (Technical and Financial proposals are attached as annexure-B and annexure-C respectively) are submitted herewith separately as per your requirement.

We undertake, if our Bid is accepted, to complete the supply in accordance with the delivery time mention in this tender documents.

If our Bid is accepted, we will provide the performance security in the sum equivalent to equal to 10% percent of the Contract Price i.e.,Rs. .... for the due performance of the Contract as per bid Security Form.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

**WITNESS**

\_\_\_\_\_  
BIDDER (Sign + Seal)

Signature: -----

Signature: -----

Name:-----

Name:-----

Title:-----

Title:-----

Address:-----

Address:-----

CNIC #:-----

CNIC #:-----





**BID SECURITY FORM**

**WHEREAS** \_\_\_\_\_ (hereinafter called “**the Bidder**” has submitted its bid dated \_\_\_\_\_ for the purchase of “ \_\_\_\_\_ ”, (hereinafter called “**the Bid**”).

**KNOW ALL MEN** 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 into the Addl: Inspector General of Police, Karachi Range, Pakistan (hereinafter called “the Purchaser”) in the sum of \_\_\_\_\_, for which payment well and truly to be made to the said Purchaser, the Bank bonds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

**THE CONDITIONS** of this obligation are:

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 does not accept the corrections of his Total Bid Price; or
3. If the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity:
  - (a) Fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders; or
  - (b) Fails or refuses to execute the Contract Form, when requested.

We undertake to pay to the Purchaser up to the above amount, according to, and upon receipt of, its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both or all the three above stated conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to \_\_\_\_\_2017, the period of bid validity, and any demand in respect thereof should reach the Bank not later than such date.

(NAME OF BANK)  
By \_\_\_\_\_  
(Title)  
**Authorized Representative**

**PERFORMANCE SECURITY FORM (Applicable in case of bank guarantee)**

To: Addl: Inspector General of Police,  
Karachi Range.

**WHEREAS** \_\_\_\_\_ (Name of the Contractor)

Hereinafter called "the Contractor" has undertaken, in pursuance of the bid for the purchase of hardware including "\_\_\_\_\_", dated \_\_\_\_\_ 2017 (hereinafter called "the Contract").

**AND WHEREAS** we have agreed to give the Contractor a Guarantee:

**THEREFORE WE** hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total Sum of Rs. \_\_\_\_\_/- 10% of the total contract value (Amount of the guarantee), and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums, within the limits of 10% of the total contract value (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 \_\_\_ day of \_\_\_\_\_ 2017, or the warranty period.

**[NAME OF GUARANTOR]**

Signature \_\_\_\_\_

Name \_\_\_\_\_

Titel \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Seal \_\_\_\_\_



**1. General Terms & Conditions**

**i) Bid Bond**

A bid bond, and bid security in the shape of a Pay Order / Bank Draft in favor of Addl:IGP/Karachi equivalent to 2% of the total cost of bid should be submitted along with the tender.

**ii) Validity of the proposal**

All proposal and price shall remain valid for a period of \_\_\_\_\_ days from the date of the opening of Technical Proposals. However, the responding organization is encouraged to state a longer period of validity for the proposal.

**iii) Currency**

All currency in the proposal shall be quoted in Pakistan Rupees (PKR).

**iv) Withholding Tax, Sales Tax and other Taxes**

The responding organization is hereby informed that the Government shall deducted tax at the rate prescribed under the tax laws of Pakistan, from all payments for services rendered by any responding organization who signs a contract with the Police department. The responding organization will be responsible for all taxes on transaction and/or income, which may be levied by government. If responding organization is exempted from any specific taxes, then it will provide the relevant documents with the proposal.

**v) Stamp Duty**

Stamp duty for contract documents shall be borne by responding organization/bidder at the time of signing of contract.

**vi) OEM relationships & Warranties**

- Hardware items/equipment should have warranty, including parts and labour and license(if any)
- All Management software provided should have warranties for one year against defects/bugs as well as updates.
- The responding organization (RO) to be authorized Partner/reseller of the original manufacturer.

**vii) Supply Capabilities**

Responsive Organization should clearly indicate the duration of replacement/repair of quoted item(s) specified in Annexure-D.

S.#	Item	Action Item	Response Time (in hours)
1		Replacement	
		Repair	
		Re-configuration	
		Backup Replacement	



viii) **Compliance to Specification**

The Responding Organization (RO) to provide information as per (Annexure-D). RO may not propose any kind of refurbished item in their technical proposals.

ix) **Financial Capabilities**

The RO(s) shall describe the financial position of its organization. Income Statement or Annual Report should be included in the detailed Technical proposal.

x) **Liquidated damages.**

- a) It is utmost importance that schedule to tender should be filled in very carefully and the instructions set forth above, scrupulously complied with failing which the offer will be ignored. In case of non-completion of supply within stipulate period Security deposit will be forfeited in favor of the Police Department, Government of Sindh, Karachi as stated at sub clause (d).
- b) An affidavit that the firm declares details of litigation with any client during the last 5 years be provided.
- c) An affidavit that the firm has never been blacklisted by any Government Department.
- d) Liquidated damages of 2% per month of the contract price will be deducted for delayed supply/delivery of item/equipments then purchaser reserve the right to cancel the contract, forfeit the performance security and black list the firm.

xi) **Delivery Time**

- \_\_\_\_\_ days after issuance of purchase order or as mutually agreed in the contract.
- **Mode of payment:** 100% after supply of item(s)/equipment(s) and successful Inspection.
- Release of performance guarantee after completion of warranty period.

Execution / Delivery of all the items of the Bid will be at Karachi Police Office near Police Station Saddar.

- xii) The earnest money is refundable after finalization of the bid in case of return of financial bids un opened to non responsive bidders, on request after opening of financial bids or when award / placement of purchase order is finalized. The bidders will, however, have to apply for refund through a written request on their company/firm letter head addressed to Addl:IGP/Karachi.
- xiii) The successful bidder will have to deposit 10% security of the amount of contract, in the form of pay order or bank guarantee, to the satisfaction of Addl:IGP/Karachi. The same will be returned on due completion of the contract and warranty period.
- xiv) Parties whose bids are accepted shall have to sign a written contract with Police Department, Government of Sindh as per format at Annexure "A" or on mutually agreed terms & conditions/format by both the parties.
- xv) To conform, the approved specifications, the evaluation criteria of bids/samples will be base on the technical expert opinion, observation of procurement committee and terms and condition set forth in the bidding documents, tender notice and Bid Form or as deemed appropriate by the Procurement Committee.





- xvi) Date of opening of the Financial Proposals will be announced separately. The proposal of only those bidders will be considered/ opened which are declared qualified after evaluation of technical bids and upon fulfilling all the condition by the Procurement Committee. Further enquiry can be made from Addl:IGP/Khi KPO on telephone No.99225300-1 during office hours on working days.
- xvii) Conditional tenders/bids will not be acceptable.
- xviii) Authority Letter from Principal Company for product and vender authentication shall be provided with the bid.
- xix) Police department reserves the right to increase or decrease the scope of work/number of items/quantity without assigning any reason.

2. Delivery of RFP (Request for Proposals) is as under:-

Technical & Financial proposals (2 copies each) should be submitted by **14:00** hours at the address given below:

Office of Addl:IGP/Karachi KPO  
4<sup>th</sup> Floor, KPO Building, near PS Saddar, Karachi  
Tel # 99225300-1, Fax # 99225302

- (i) The technical proposals will be opened on the same day at **16:00** hours at the same address. The responding organization shall deliver 2 (two) copies of the technical & financial proposal each copy being physically separated, bound, sealed and labeled as "TEHNICAL PROPOSAL" and " FINANCIAL PROPOSAL" (one Original and one copy), labeled as such on their respective envelopes. The bid security of 2% of the offer in shape of Bank guarantee or Pay Order shall be enclosed in the envelope marked "FINANCIAL PROPOSAL" without the financial proposal shall not be considered and bid shall be rejected.
- (ii) Proposals shall be dropped in the sealed tender box kept in the office of Office of Addl:IGP/Karachi 4<sup>th</sup> Floor, KPO Building, near PS Saddar, Karachi upto **14:00** hours. Samples should however be delivered by hand or courier so as to reach the address given above by the last date indicated for submission. **PROPOSALS RECEIVED BY FAX OR EMAIL SHALL NOT BE ACCEPTED.**

(iii) **Submission of Proposal**

The complete proposals should be submitted by **14:00** hours on **28.04.2017** at the address given in 2(ii) above.

The format of submission of proposal is attached as Annexure-B and Annexure-C.

**CNIC copies of Owner/Authorized person along with witness should be enclosed. (Please provide photocopies of relevant documents).**

(iv) **Opening of Proposals.**

The proposals submitted against this RFP will be opened on date mentioned above at **16:00** hours in front of the **Procurement Committee** of Sindh Police.

### 3. Evaluation and Comparison of Technical and Financial Bids

The evaluation will be performed assuming the Contract will be awarded to the bid confirming to Eligibility Criteria and most closely conforming to evaluation criteria and other conditions specified in the bidding documents and having lowest evaluated cost.

#### a. Eligibility Criteria

- Valid Registration with Income Tax.
- Valid Registration with Sales Tax
- Company History years in business
- Under taking on stamp paper that firm is not involved in any litigation, Department rift, abandoned or unnecessary delay in completion of any work in the Government Department.
- Affidavit/Undertaking on stamp paper that the firm has not been black listed previously by any executing agency.

(Note: All documents are mandatory and must be provided otherwise the bid will not be considered).

#### b. Evaluation Criteria and Comparison of Bid

The Proposals shall be evaluated on the basis of following parameters.

S.#	Evaluation Parameter	Marks	Brief Questionnaire	
1	Specifications	300	Compliance with required specifications (Annexure "D") and samples of quoted items.	
2	Financial Capabilities	200	<ul style="list-style-type: none"> <li>• Bank Statement and documents to show net worth/financial stability to be provided                             <ul style="list-style-type: none"> <li>▪ Tangible net worth is Rs.10 million = 100 marks</li> <li>▪ Tangible net worth is Rs.5 to 9.999 million = 75 marks</li> <li>▪ Tangible net worth is Rs.3 to 4.999 million = 50 marks</li> <li>▪ Tangible net worth less than 3 million = "0" marks</li> </ul> </li> </ul>	
			Nonsubmission of Balance sheet bids will be rejected. <ul style="list-style-type: none"> <li>• Annual Turn Over for last 02 years                             <ul style="list-style-type: none"> <li>▪ Rs.50 Million or above = 100 marks</li> <li>▪ Rs.40 to 49.999 million = 75 marks</li> <li>▪ Rs.30 to 39.999 million = 50 marks</li> <li>▪ Less than Rs.30 million = "0" marks</li> </ul> </li> </ul> Non submission of annual turnover bids will be rejected.	
3	Relevant Experience	200	<ul style="list-style-type: none"> <li>• Bidder should provide Work Orders relating to work/supply mentioned in the Tender Notice.</li> </ul>	
			More than three Work Orders	Marks 200
			Three Work Orders	Marks 150
	Less than three Work Orders	Each year obtain 50-Marks		
	Total Marks	700		

N.B.

Minimum passing/qualifying marks is 80% i.e. 560 marks out of 700 marks. The bid not obtaining minimum qualifying score shall not be considered and rejected. Out of the bids qualifying the Evaluation Criteria, the bid with lowest evaluated cost shall be awarded contract provided it meets all other procedural requirements.



The Bidder should provide the following required information and placing this Form on top of the Technical Proposal. Relevant portions of the Technical Proposal should be referenced in this form.

### Information Required

#### A General

- 1 Name of Bidder
- 2 No of Years in business in Pakistan
- 3 No of Offices locations in Pakistan
- 4 Annual Turnover (Million Rs.)
- 5 Value of projects in hand (details may be given)
- 6 Year of Incorporation
- 7 Status of the Bidder
  - Sole Proprietor
  - Partnership Firm
  - Private Limited Company
  - Public Limited Company
  - Entity registered / incorporated outside Pakistan (Give details)
  - Other (Please specify)
- 8 Names of Owner / Partners / Chief Executive / Directors.
- 9 Details of Registered Head Office (Address, Phone, Facsimile, Email and Website information).

#### 4. Contacting the Purchaser

Any effort by a bidder to influence the Purchaser in the Purchaser's decisions in respect of bid evaluation, or Contract award will result in the rejection of the bidder's bid.

#### 5. Purchaser's Right to Accept the Bid or Reject the Bid.

The Purchaser reserves the right to accept or reject the bid in according with SPPRules-2010, and to annul the bidding process at any time prior to award of Contract, without thereby incurring any liability to the bidder or any obligation to inform the bidder of the grounds for the Purchase's action.

#### Definitions

In this Contract, the following terms shall be interpreted as indicated:

- **"Purchaser"** means the Sindh Police Department, Government of the Sindh, Karachi – Pakistan
- **"Contractor"** means the individual or firm whose bid has been accepted by the Purchaser and the legal successors, in title to the Contractor.
- **"Contract"** means the agreement entered into between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.
- **"Commencement Date of the Contract"** means the date of signing of the Contract between the Purchaser and the Contractor.
- **"Contractor Price"** means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.
- **"Contractor Value"** means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract, which is properly apportionable to the Software or Services in question.
- **"Services"** means services, such as testing and other such obligations of the Contractor covered under the Contract.
- **"Works"** means all items to be provided and work to be done by the Contractor under the Contract.
- **"RO"** means Responding Organization/ Bidder Firm.
- **"RFP"** means Request for Proposal.



**Sample Contract Agreement**

1. This contract agreement is made and entered into on \_\_\_\_\_, 2017, BY AND BETWEEN.

i) **Add: Inspector General of Police, Karachi Police Office, near Police Station Saddar, Karachi** hereinafter referred as Purchaser, which expression shall unless repugnant to the context or meaning thereof, be deemed to include its successors and permitted assigns officers delegated to perform functions procurements for and on behalf of various units of Sindh Police department of ONE PART.

**AND**

ii) \_\_\_\_\_  
 \_ having its registered office at hereinafter referred as supplier, which expression shall, unless repugnant to the context of meaning thereof, be deemed to include its successors and permitted assigns of the OTHER PART.

2. WHEREAS the Addl: Inspector General of Police, Karachi Range is entrusted with responsibility of procurement of item / articles during current financial year 2016-2017 as per description, with specification and quantity, given below:-

S.NO.	DESCRIPTION OF ARTICLES WITH SPECIFICATION	QUANTITY/ NUMBER	Delivery
---	---	---	
---	---	---	
---	---	---	

3. AND WHEREAS, the **Addl: Inspector General of Police, Karachi Range**, in accordance with The Public Procurement Rules,2010 as adopted by Government of Sindh vide notification No. \_\_\_\_\_ dated: \_\_\_\_\_.





4. That M/s. \_\_\_\_\_ participated in the response of open tenders, floated by IGP Sindh, by submitting technical and financial bids, after necessary evaluation of the item / articles described above; the Departmental Committee opened the financial bids in front of all bidders on \_\_\_\_\_.
5. That the rates offered by M/s. \_\_\_\_\_ for the item / articles as shown and given above, were found to be lowest offered in comparative terms with the rates of other bidders participating in the process. Therefore, on the recommendation of Departmental Committee, the IGP Sindh has accorded approval to place purchase/procurement order with M/s. \_\_\_\_\_ on terms and conditions specified below:-

**NOW THEREFORE PARTIES HEREBY AGREE AS FOLLOWS**

- i) That M/s. \_\_\_\_\_ shall supply products/items, articles described and specified alongwith quantity the above within \_\_\_\_\_ days from the date of signing of this agreement.
- ii) That all deliveries shall be made at \_\_\_\_\_, Sindh, Karachi between on working days only.
- iii) That every article shall be made and finished in all respects to entire satisfaction of Departmental Inspection Committee which shall be at liberty to reject any item/article or part thereof if it is not in accordance with approved sample and specification mentioned in the tender documents submitted by supplier at the time of bidding, and evaluated and approved for this purchase order and such rejection shall be final. The no appeal or review will be permissible against the decision of inspection committee.
- iv) That the **Addl: IGP/Karachi Range** shall give written receipt signed by him giving out complete details, exhibiting the number of items/articles delivered and the number items/articles accepted and rejected, and such receipts shall be conclusive evidence of the acceptance and rejection of the number of articles specified as accepted and rejected.
- v) That all articles rejected shall be taken back and removed by the M/s. \_\_\_\_\_ and nothing shall become due or recoverable by the M/s. \_\_\_\_\_ in respect on account of items/articles so rejected.

- vi) That all articles accepted shall be paid for the **Addl:IGP/Karachi Range** at the rate of specified below (FOR Destination) within financial year \_\_\_\_\_.

ITEM / ARTICLE	RATE PER UNIT

- vii) In case M/s. \_\_\_\_\_ make default, in the due performance of this agreement/contract in part or full, **Addl:IGP/Karachi Range** shall be at liberty to impose and recover L.D. Charges not exceeding 0.025% per month thereof.. The penalty shall be applicable only to the extent of items/articles supplied late.
- viii) The **Addl:IGP/Karachi Range** shall have right to assess, demand and recover any damages suffered by Police Department due to late supply of the items/articles from the supplier.
- ix) The **Addl:IGP/Karachi Range** shall be at liberty to deduct and retain the amount so assessed from the bill that may be or may become due and payable at or after the time of such failure to the M/s. \_\_\_\_\_ by the said **Addl:IGP/Karachi Range**, whether by virtue of agreement or otherwise.
- x) The IGP Sindh shall not be responsible for non-performance of this agreement due to change in law, rules and policy of the government as notified in official gazette from time to time.
- xi) That all conditions laid down in the rules framed for procurement by the Government shall apply to transactions made under this contract agreement and both parties shall be bound by it.

6. This contract agreement shall be construed, and the legal relations created herein will be determined in accordance with the laws of Islamic Republic of Pakistan.

7. Any notice required under this contract agreement shall be in writing and shall be effective when received by the addressee at its given address.





8. If any term, conditions, or provision in this Agreement is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavour in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in the Agreement. If the parties fail to agree on such amendments, such invalid terms, condition or provision will be served from remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
9. This agreement may be amended only in writing signed by both the parties.
10. IN WITNESS WHEREOF, the parties have executed this agreement on the date set forth above.

\_\_\_\_\_  
**DIGP/Administration**  
**On behalf of Addl:IGP/Karachi**

\_\_\_\_\_  
M/s \_\_\_\_\_

**Witness:**

1) \_\_\_\_\_

2) \_\_\_\_\_

## Technical Proposal Form

Bidder's Profile				
Name				
Official Address				
Telephone(s) No.				
Official Fax No.				
GST Registration No.				
Income Tax Reg. No.				
S#	Name of Item	Model	Made in	Supply During (in Months)

**Note:** Please read carefully the whole document and provide all necessary details with proof of evidence.

\_\_\_\_\_  
BIDDER (Sign + Seal)



## Financial Proposal Form

Bidder's Profile				
Name				
Official Address				
Telephone(s) No.				
Official Fax No.				
GST Registration No.				
Income Tax Reg. No.				
No. of years in business				
Sr.No.	Quoted ItemName	Quantity	Unit Cost (Rs) with all Govt: Taxes	Total Cost (Rs) inclusive all taxes
<b>Total Cost in Pak Rupees</b>				
(in words. _____)				

**Note:** Earnest money will be equivalent to 2% of the total bid cost.  
Only Pay Order/Bank Draft for earnest money will be acceptable in favour of AIGP/Logistics,  
Central Police Office, Sindh, Karachi.

\_\_\_\_\_  
BIDDER (Sign + Seal)