

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

**PLANT AND MACHINERY**

**Installation of Solar Panel System (Complete Solution) & Water Tank**



***SCHOOLS EDUCATION DEPARTMENT  
DISTRICT SHAHEED BNAZIRABAD***



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	XI/N (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



SINDH EDUCATION &  
LITERACY DEPARTMENT



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



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

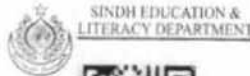
- To perform according to Rules-31of SPPRA,2010 (Amended 2013);
- Perform any other function ancillary and incidental to above.

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 NIMATI) 10  
SECTION OFFICER (G-III)

OFFICE OF THE DISTRICT EDUCATION OFFICER (ELEMENTARY / SECONDARY & HIGHER SECONDARY SHAHEED BENAZIR ABAD) (Sindh)

No: DEO/E.S.H.S/ 900 /-(ADMN) OF 2016-17, Dated /13/4 /2017



Email : acbranch.doe@gmail.com  
Phone No: 0244-9370154  
Mobile No: 0300-3050322

**TENDER NOTICE**

The Chairman Procurement Committee, District Education Officer (Elementary Secondary & Higher Secondary Shaheed Benazir Abad), invites sealed tenders for procurement of Plant & Machinery (Installation of Solar System (with Complete Solution) & Water Tank) for various schools of District Shaheed Benazir Aabd on **Rate Contract Basis** for whole year 2016-17, ended on 30<sup>th</sup> June 2017. List of schools are provided in the bidding document, as per single stage two envelop Procurement process of SPPRA rules:-.

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 Plant & Machinery (Installation of Solar Penal System & Water Tank)	-do-	29.04.2017 11:00 AM	29.04.2017 12:00 Noon	02.05.2017 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)** through Bank Draft/ Pay order in favor of District Education Officer Elementary Secondary & Higher Secondary Shaheed Benazir Abad, from below address on 9:00 am to 4:00 pm, after the publication of notice inviting till 28<sup>th</sup>, April 2017.

Bid should be submitted at the office of District Education Officer Elementary Secondary & Higher Secondary Shaheed Benazir Abad, 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 Shaheed Benazir Abad.

Bids will not be accepted/ considered/entertained in the following conditions:

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 (Amended 2013). No bids shall be entertained after the last bid submission date and time as mentioned above. The Tender Notice can 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 SHAHEED BENAZIR ABAD

OFFICE OF THE DISTRICT EDUCATION OFFICER (ELEMENTARY / SECONDARY &  
HIGHER SECONDARY SHAHEED BENAZIR ABAD) (Sindh)

No: DEO/E.S.H.S/ /-(ADMN) OF 2016-17, Dated / /2017



Email : acbranch.doe@gmail.com  
Phone No: 0244-9370154  
Mobile No: 0300-3050322

**BIDDING DOCUMENTS FOR PROCUREMENT OF PLANT AND MACHINERY  
(INSTALLATION OF SOLAR SYSTEM COMPLETE SOLUTION AND WATER  
TANK**

Cost of Tender Documents	Rs:- 1000/= One Thousand only Non-refundable
Tender Selling Date	14 <sup>th</sup> April to 28 <sup>th</sup> April 2017
Tender Submission Date and Time	29 <sup>th</sup> April 2017 @ 11-00 am
Tender Submission Place	District Education Officer, Elementary / Secondary & Higher Secondary Shaheed Benazir Abad
Tender Opening Date and Time	29 <sup>th</sup> April 2017 @ 12-00 Noon
Tender Opening Place	District Education Officer, Elementary / Secondary & Higher Secondary Shaheed Benazir Abad

**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 forexpel 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 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 as per their specific 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 Shaheed Benazir Abad 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 Items have to be quoted duly filled stamped and signed by the authorized bidder

01-08 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:-20.00 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 envelopes 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 the work/supply order will be issued by the respective Drawing & Disbursement Officers (DDOs) of District Shaheed Benazir Abad.
- 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 Shaheed Benazir Abad 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 goods 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>	DISTRICT Education OFFICER Elementary Secondary <b>SHAHEED BENAZIR</b>
	Name of Contract/ Project.
01	Procurement of Schools [ <b>Installation of Solar System (with Complete Solution)&amp; Water Tank</b> ] Items for Middle, Elementary, Secondary & Higher secondary, schools of District Shaheed Benazir Abad under Missing facility (Plant & Machinery) 2016-17 [ <b>Shaheed Benazirabad</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 installation of Solar System with Complete
<b>11</b>	Dead line for bid submission is [ <b>29<sup>th</sup> APRIL 2017</b> at 11:00 am
<b>12</b>	Time, date, and place for bid opening is 12-:00 Noon on [ <b>29<sup>th</sup> April 2017</b> , at The Office of the District Education Elementary Secondary Higher Secondary Shaheed Benazir Abad [ Region Shaheed Benazirabad Region Phone No.
<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	
14	Deviation in payment schedule. <b>N/A</b>	
15	Cost of spare parts. <b>N/A</b>	
16	spare parts and after sales services facilities in the procuring Agency's country <b>N/A</b>	
17	<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>	
18	Performance and productivity of equipment.  15% of the award contract price	
19	Delivery Schedule with 30 Days after award contract and District Procurement Committee / District Shaheed Benazir Abad, Constitute, District Inspection and Technical Committee Relevant Parameter in accordance with option selected. <del>Adjustment as a percentage</del>	
20	Details on the evaluation method or reference to the Technical Specifications.	
21	Specify the evaluation factors. As mentioned evaluation criteria	
<b>Contract Award</b>		
22	Percentage of increase or decrease <b>15 % Bid Value.</b>	

### Evaluation Criteria

The Technical Bids Shall be Evaluated on the basis of following Parameters				
Sr#	Evaluation Parameters		Total Marks	Brief
	Company / Firm / Individual Information	Marks		
01	• No. of years in Business	10	45	02 Marks for each year in business Max (10)
	• Annual Turnover in Million	15		0.75 Marks per Million turnover Max (15)
	• NTN Registration Certificate	10		10 Marks firm have NTN Certificate
	• Sales Tax Registration Certificate	10		10 Marks firm with register and Sale Tax
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	20	4 Marks for each similar complete assignment documentation proof Max (05)
<b>Note:</b> firm must get 65% 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 Shaheed Benazir Abad,

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

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

**FINANCIAL PROPOSAL**

**Installation of Solar Panel System (Complete Solution) & Water Tank**



***SCHOOLS EDUCATION DEPARTMENT  
DISTRICT SHAHEED BNAZIRABAD***

## 2. Bid Security Form

Whereas *[name of the Bidder]* (Hereinafter called "the Bidder") has submitted its bid dated *[date of submission]* for the supply of (hereinafter called "the *[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

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)



### 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]*

---

*[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.

---

*[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.

**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.

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

Sr. No.	Item with Specification	Quantity	Offered Rate	Amount
1	<b><u>Solar Panel</u></b> Solar Panel /Solution 5 KV 500 w Panel mounting solar panel with installation. Supports: Galvanized Roof Supported, steel frame size and thickness as per Solar Panels.	150		
2	<b><u>Solar Panel</u></b> Solar Panel /Solution 3 KV 300 w Panel mounting solar panel with installation. Galvanized Roof Supported, steel frame size and thickness as per Solar Panels alongwith inlet and outlet pipeline fitting with upvc pipe as per site requirement.	150		
3	<b><u>Celling Solar Fan</u></b> 12 volt 56"	250		
4	<b><u>Tube Light (LED) 20w</u></b>	250		
4	<b><u>Solar Wire</u></b> 12volt Veeto	100		
5	<b><u>Solar points</u></b>	250		
6	<b><u>Solar Motor 0.5 h/power 12 volt</u></b>	51		
7	<b><u>Boring for Water supply with upvc pipe p/job</u></b>	51		
8	<b><u>Drinking Water</u></b> 200 Gallon Plastic water tank length 48" width 33" & two nozzle with iron stand alongwith inlet and outlet pipeline fitting with upvc pipe as per site requirement.	25		
9	<b><u>Drinking Water</u></b> 100 Gallon Plastic water tank length 36" width 24" & two nozzle with iron stand	26		