



Telephone No. 0242-920190  
Fax No. 0242-448639  
Email: [dpnferoze123@gmail.com](mailto:dpnferoze123@gmail.com)

**OFFICE OF THE  
SUPERINTENDENT DISTRICT PRISON  
NAUSHAHRO FEROZE**

No. TR. 04 of 2017

Dated: 21/04/2017

To

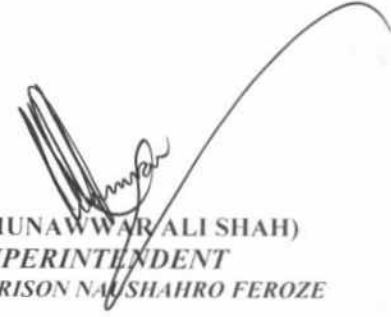
The Managing Director,  
Sindh Public Procurement Authority,  
Sindh, Karachi.

**SUBJECT: NIT REGARDING PROCUREMENT OF ULTRA SOUND MACHINE  
WITH CONVEX PROBE / ACCESSORIES.**

Please find enclosed herewith subject NIT along with following tender documents for uploading/hoisting on authority's website.

1. Notice inviting Tender
2. Notification/ Order for constitution of "Procurement Committee".
3. Notification/ Order for constitution of "Complaint Redressal Committee"
4. Bidding documents complete
5. Annual Procurement Plan
6. Original Pay Order of Rs.2,000/- in favor of Sindh Public Procurement Regulatory Authority

It is requested that the above tender documents may please be uploaded on authority's website at the earliest, please.

  
(SYED MUNAWWAR ALI SHAH)  
SUPERINTENDENT  
DISTRICT PRISON NAUSHAHRO FEROZE

SPPRA INVITATION DIARY  
NO: 2668  
DATE: 24-04-17



Telephone No. 0242-920190  
Fax No. 0242-448639  
Email: dpnferoze123@gmail.com

**OFFICE OF THE  
SUPERINTENDENT DISTRICT PRISON  
NAUSHAHRO FEROZE**

No. SB/- 03 of 2017

Dated: - 21/04/2017

## **TENDER NOTICE (WEB SITE)**

Sealed bids are invited according to SPPRA Rules 2010 (amended upto Date) from the Authorized Persons / Contractors / Firms and General order suppliers duly registered with Income Tax/Sales Tax & other applicable taxes (Federal/Provincial) for supply of following articles during the current fiscal year 2016-2017.

S #	Name of Items	Quantity	Tender Fee
I.	<b>ULTRA SOUND MACHINE WITH CONVEX PROBE / ACCESSORIES</b>	01	Rs.200/-

- i. Bid documents containing details i.e. bid security, performance security, terms & conditions, evaluation criteria, quantity and specifications etc can be obtained from the office of the Superintendent District Prison Naushahro Feroze upto **08/05/2017** from the date of first publication of tender notice in SPPRA Website. Tender fee of each item as mentioned above will be in cash (non-refundable).
- ii. Bid document of above mentioned articles shall be received back on **09/05/2017 up to 11:00 a.m** (complete in all respect) by hand only at the Office of the Superintendent District Prison Naushahro Feroze and shall be opened on the same day i.e. **09/05/2017 at 12:00 noon** by the Procurement Committee, in presence of bidders who intend to be present. In case, any public holiday falls due to any reason on the opening day of bids, then it shall be received and opened on the next working day, at the given time and venue.
- iii. Bid documents of aforesaid items are available at SPPRA website i.e. [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk).
- iv. Tender Notice (NIT) is also available at SPPRA website ([www.pprasindh.gov.pk](http://www.pprasindh.gov.pk)).
- v. The bidder who gets the bid document by downloading from website must attach tender fee in shape of pay order as mentioned above.
- vi. Conditional Bid / application will not be entertained.
- vii. Any further information, if needed, may be obtained from the Office of Superintendent District Prison Naushahro Feroze on any working day during Office hours or on phone No. 0242-920190.
- viii. The Procuring Agency reserves the right to accept or reject all or any proposal(s) under the relevant SPPRA Rules 2010 (amended upto date).

  
(SYED MUNAWWAR ALI SHAH)  
SUPERINTENDENT  
DISTRICT PRISON NAUSHAHRO FEROZE



Telephone No. 021-99231418  
Fax #: 021-99231084  
Email: sindhprisons@gmail.com

**OFFICE OF THE  
INSPECTOR GENERAL OF PRISONS, SINDH**

Pir Illahi Buksh Road Muslimabad, Karachi.

No.SB-1/ 7813/18

Dated: 3/4/17

**ORDER**

In pursuance of Rule No.7 as prescribed in Sindh Public Procurement Act 2009 and Sindh Public Procurement Regulatory Authority 2010 (amended 2013), the following Committee are constituted for the procurement of machinery & equipment and Drug / medicine & Medical Equipment for District Prison Nausheroferoze during the current financial year 2016-2017.

**Procurement Committee for Machinery & Equipment**

i.	Superintendent, District Prison Nausheroferoze	Head of the Committee
ii.	Divisional Forest Officer, Nausheroferoze	Member
iii.	Deputy Superintendent, District Prison Nausheroferoze	Member

**Procurement Committee for Drugs / Medicine & Medical Equipment.**


i.	Superintendent, District Prison Nausheroferoze	Head of the Committee
ii.	Deputy Director Information, District Nausheroferoze	Member
iii.	Medical Officer, District Prison Nausheroferoze	Member

The Procurement Committee shall follow the rules & regulations relating to procurement as prescribed in Sindh Public Procurement Act 2009 and Sindh Public Procurement Regulatory Authority 2010 (amended 2013).

(NUSRAT HUSSAIN MANGAN)  
INSPECTOR GENERAL OF PRISONS  
SINDH KARACHI

Copy forwarded for information & necessary action to:

1. The Deputy Inspector General of Prisons Sukkur Region.
2. The Superintendent, District Prison Nausheroferoze.
3. The Deputy Superintendent, District Prison Nausheroferoze.
4. The Medical Officer, District Prison Nausheroferoze.
5. The Deputy Director Information, District Nausheroferoze.
6. The Divisional Forest Officer, Nausheroferoze.

  
(NUSRAT HUSSAIN MANGAN)  
INSPECTOR GENERAL OF PRISONS  
SINDH KARACHI



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Fax #: 021-99231084  
Email: sindhprisons@gmail.com

**OFFICE OF THE  
INSPECTOR GENERAL OF PRISONS, SINDH**

Pir Illahi Buksh Road Muslimabad, Karachi.

No.SB-1/ 7819/22

Dated: 3/4/2017

**ORDER**

In pursuance of Rule No.31 of Sindh Public Procurement Regulatory Authority 2010 (amended 2013), a Committee known as "Redressal of Grievances and Settlement of Disputes" to address the complaints of bidders that may occur during the procurement proceedings for the prisons of Sukkur Region consisting of following officers is constituted with immediate effect for the financial year 2016-2017.

i.	Deputy Inspector General of Prisons Sukkur Region	Head of the Committee
ii.	District Accounts Officer, Sukkur	Member
iii.	Executive Engineer, Provincial Buildings Division Sukkur	Member

(NUSRAT HUSSAIN MANGAN)  
INSPECTOR GENERAL OF PRISONS  
SINDH KARACHI

Copy forwarded for information & necessary action to:

1. The Deputy Inspector General of Prisons Sukkur Region.
2. The Superintendent Prisons all in Sukkur Region.
3. The District Accounts Officer, Sukkur.
4. The Executive Engineer, Provincial Buildings Division Sukkur.

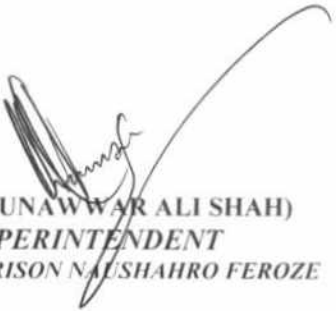
(NUSRAT HUSSAIN MANGAN)  
INSPECTOR GENERAL OF PRISONS  
SINDH KARACHI

## ANNUAL PROCUREMENT PLAN

(WORKS, GOODS & SERVICES)

FINANCIAL YEAR 2016-17

S.#	Description of Procurement	Estimated Unit Cost (where applicable)	Estimated total cost	Funds Allocated	Source of Funds (ADP / Non ADP)	Proposed Procurement Method	Timing of Procurements			
							1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
1	Supply & Installation of Ultra Sound Machine with Convex Probe / Accessories at District Prison Naushahro Feroze for security purpose	-	-	160,000/-	Provision of Fund in Revised Estimate (4 <sup>th</sup> Quarter)	Single Stage Two Envelope Procedure	N/A	N/A	N/A	4 <sup>th</sup> Quarter



(SYED MUNAWWAR ALI SHAH)  
SUPERINTENDENT  
DISTRICT PRISON NAUSHAHRO FEROZE

**DISTRICT PRISON NAUSHAHRO FEROZE**



**BID DOCUMENT**  
*Single Stage Two Envelope Procedure*

**SUPPLY & INSTALLATION OF ULTRA SOUND MACHINE  
WITH CONVEX PROBE/ACCESSORIES**

Name of bidder \_\_\_\_\_

No. SB/ \_\_\_\_\_ R.T NO. \_\_\_\_\_ Dated \_\_\_\_ / \_\_\_\_ 2016-2017

**GOVERNMENT OF SINDH**

**OFFICE OF THE SUPERINTENDENT DISTRICT PRISON**  
**NAUSHAHRO FEROZE**

**LIST OF CONTENTS**

<b>PART #</b>	<b>DESCRIPTION</b>
Part-I	Invitation of Bid
Part-II	Instructions
Part-III	Special Terms and Conditions
Part-IV	General Terms and Conditions
Part-V	Bidding Data
Part-VI	Post Evaluation Steps
Part-VII	Declaration on Part of the Bidder
Part-VIII	Articles of Agreement
Part-IX	Specifications of items
Part-X	Bill of Quantities (BOQ) - (Financial Proposal)



## **Part-I**

Telephone # 0242-448639, 920190, email: [dpnferoze123@gmail.com](mailto:dpnferoze123@gmail.com)

### **OFFICE OF THE SUPERINTENDENT DISTRICT PRISON** **NAUSHAHRO FEROZE**

#### **NOTICE INVITING BIDS**

Sealed tenders are invited from the sales tax registered firms / supplies from Sindh Revenue Board and Income tax department for **Supply & Installation of Ultra Sound Machine with Convex Probe / Accessories.**

Interested firms / companies / bidders may obtain the tender documents (single stage two envelope procedure) for supply of above mentioned articles from the Office of the Superintendent District Prison Naushahro Feroze up to **08/05/2017** from the date of first publication of tender notice in SPPRA Website by submitting application on their letterhead along with non-refundable tender fee **Rs.200/-** in cash for each bid document.

Bid documents will be received up to **09/05/2017 at 11:00 AM** at the Office of the Superintendent District Prison Naushahro Feroze along with **1% bid security** of the total bid price in the shape of pay order / demand draft in favour of Superintendent District Prison Naushahro Feroze along with following relevant papers and will be opened on the same day at **12:00 noon** by the Committee in presence of bidders or through their representative who wish to be present. If any holiday falls on the opening day of bids, it will be opened on next working day at the given time and venue.

1. Company Name, Postal Address, Contract Phone Number, Email Address and Company Profile.
2. National Tax Number, Professional and Sales Tax Registration & Other applicable taxes.
3. Affidavit declaring that the contractor is not involved in any litigation or not black listed.
4. Any other Relevant Document.

Only bids offered on the prescribed Bid form issued by the Superintendent District Prison Naushahro Feroze shall be accepted. However additional sheets may be attached, if required.

Any further information needed, may be obtained from the Office of Superintendent District Prison Naushahro Feroze on any working day during Office hours on phone No.0242-920190.

The Procuring Agency reserves the right to reject all or any bid subject to the relevant provision of SPP Rules 2010 (amended up to date)



## Part-II

### INSTRUCTIONS:

#### Scope of work:

Supply, Installation & Commissioning of **Ultra Sound Machine with Convex Probe / Accessories.**

Bidder has to submit following information:

- a. Extended Warranty for at least 06 months.
- b. Recommended running hours of Ultra Sound Machine Accessories for routine service.
- c. Availability of spare parts backup & documentary evidence to be competent to provide after sale service.

## Part-III

### SPECIAL TERMS AND CONDITIONS:

#### 1. **Submission of Bids:**

- a. Bids must be submitted under a proper letter mentioning important points / enclosures.
- b. Bids should be submitted under Single-Stage-Two-Envelope procedure in a sealed package.
- c. The bid shall comprise a single package containing two separate envelopes. Each Envelope shall contain separately the Financial Proposal and the Technical Proposal With following documents / information noted against each:-

<b>1. TECHNICAL PROPOSAL:</b>	(Bidding documents in original, earnest money, details of specifications of respective offering item alongwith catalogues and dealership certificate. Sales Tax and Income Tax certificate etc)
<b>2. FINANCIAL PROPOSAL:</b>	(Rate of respective item including all taxes / charges whatsoever).

- d. No conditional offer shall be accepted.
- e. Sealed Bids should be addressed to:  
The Superintendent District Prison Naushahro Feroze, Sindh.

#### 2. **Bid Security:**

- a. A bid should accompany Bid Security @ rate of 1% of bid cost in shape of call deposit / Pay order.
- b. A bidder offering more than one option / alternative / brand of the same machine / item / product, should purchase separate bidding documents.

- c. Bid security of unsuccessful bidders will be returned after signing of contract or expiry of bid validity period.
  - d. Bid security shall be forfeited in case a bidder withdraws his bid during validity of bids or fails to fulfill conditions of tender in any way, or – in case of a successful bidder – fails to fulfill pre-contract or post-contract requirements.
- 3. Quantity:**
- Quantity of advertised items can be increased or decreased or any item(s) can be included/excluded / dropped as per availability of funds.
- 4. Specifications of machines / goods:**
- Bidders should provide the following:
- a. Complete specifications: make, model, origin, and full technical information, as per proforma given in the bid document.
  - b. In case of a machine manufactured in one country and assembled in another country, clear information may be provided of the parts which are manufactured in the country of assembled.
  - c. Complete set of necessary literature (catalogues / brochures).
  - d. Affidavit on non-judicial stamp paper – or company letterhead:
    - The bidder is not blacklisted by any government or semi government organization.
    - The machine quoted is new in all respects and there is not 2<sup>nd</sup> hand/low quality material or part / accessory in the machine.
- 5. Price:**
- a. Price should be quoted in Pak Rupees, including all taxes, duties, charges and inclusive packing / freight till delivery at the office of the Superintendent District Prison Naushahro Feroze and offer shall be valid upto / /2017.
  - b. Bidder must offer rates of all the items mentioned in Bill of Quantities (BOQ). Lowest bid will be accepted only of the bidder who's offer lowest rates of the package (BOQ).
- 6. Company Profile and Eligibility of bidder:**
- The bidders should submit the following documents with Technical Proposals.
- a. Relevant experience and managerial capability.
  - b. Valid dealership certificate of the principal.
  - c. Two sets of Brochures.
- 7. Contract & Stamp duty:**
- 0.3 % will be paid by successful bidders as stamp duty to be fixed on the agreement and contract will be signed within 15 days from the date of receipt of work / supply order.
- 8. Sample, Demonstration and Inspection:**
- Bidder shall provide sample / original broacher alongwith bids and arrange demonstration of the supplied store.

## Part-IV

### GENERAL TERMS AND CONDITIONS:

1. **Clarification:** A bidder shall not alter or modify the bid after the bids have been opened. Procurement Committee may, however, seek or accept clarification to the bid that does not change the substance of the bid.
2. **Delivery & Installation** shall be made in **07 days** of the contract is signed. Extension in period of delivery can be given on reasonable grounds.
3. **Liquidated Damages (L.Ds):** The Superintendent District Prison Naushahro Feroze shall impose LDs @ 0.25% per week (to the maximum of 10% of the total value) on delayed delivery.
4. **Grievance Redressal:** Any bidder feeling aggrieved by any act of **Procurement Committee**, may lodge written complaint concerning his grievances to the Grievance Redressal Committee.
5. **The Procuring Agency** may reject all or any bid by assigning reason as per SPP Rules 2010 (amended upto date).

## Part-V

### BIDDING DATA

1. **Name of Procuring Agency:** Superintendent District Prison Naushahro Feroze.
2. **Brief Description of Works:** Supply, Installation & Commissioning of Ultra Sound Machine with Convex Probe / Accessories at District Prison Naushahro Feroze.
3. **Procuring Agency's address:** Office of the Superintendent District Prison Naushahro Feroze, Sindh.
4. **Currency:** Bid shall be quoted entirely in Pak Rupees. The payment shall be made in Pak Rupees.

5. **Literature:** Bidder must provide with bid photographs, catalogues, illustration and such other information as is necessary to illustrate clearly the significant characteristics such as general construction dimensions and other relevant information about the works to be performed.
6. **Amount of Bid Security:** 1% of bid cost.
7. **Period of Bid Validity:** 90 days counted from date of opening.
8. **Number of Copies of the Bid to be submitted:** One original.
9. **Procuring Agency's Address for the Purpose of Bid Submission:** Same as above.
10. **Deadline for Submission of Bids:** Date: **09/05/2017** Time: **11:00 am.**
11. **Venue, Time and Date of Bid Opening:** Office of the Superintendent District Prison Naushahro Feroze Date: **09/05/2017**, Time: **12:00 noon.**
12. **Responsiveness of Bids:**
  - (i) Bid is valid till required period.
  - (ii) Bid prices are firm during currency of contract / price adjustment.
  - (iii) Completion period offered is within specified limits.
  - (iv) Bidder is eligible to Bid and possesses the requisite experience, capability and qualification.
  - (v) Bid does not deviate from basic technical requirement and
  - (vi) Bids are generally in order, etc.
13. **Performance Security:** The successful bidder shall furnish performance security 1% of the total value of bid in shape of pay order / demand draft in favour of Superintendent District Prison Naushahro Feroze.

## **Part-VI**

### **POST EVALUATION STEPS:**

#### **1. Notification of award and signing the contract:**

Superintendent District Prison Naushahro Feroze shall send to the successful bidder a Purchase Order (PO) / Letter of Acceptance (LoA) and sign contract with the bidder.

#### **2. Performance Security:**

- a. The successful bidder shall furnish a Performance **Security** issued by a Bank in Pakistan before signing of contract @ rate of 1% of bid cost valid for 6 months beyond completion date as mentioned at **Part V condition No.13.**
- b. The Performance **Security** will be released after satisfactory performance of contract and Performance of the Machine / Equipment for 6 months.
- c. The Performance **Security** is liable to be forfeited in the event of failure on part of the supplier in fulfilling the terms of contract any breach thereof, or the item / machine supplied is found deficient in any particular as to workability, quality and quantity.

#### **3. Warranty & After Sale Services:**

The bidder shall provide the following:

- a. Free Installation and commissioning of the machine / equipment and initial operational training to District Prison Naushahro Feroze personnel for a suitable period.
- b. Warranty for a maximum period of 06 months and free of cost after sale service during the period of Warranty that will include: repair, replacement and maintenance of parts & travel to site.
- c. Assurance of the availability of spares for minimum period of 01 year after the warranty.

## Part-VII

### DECLARATION ON PART OF THE BIDDER

We, M/s \_\_\_\_\_ hereby affirm and declare that we have read all the contents of this Bid Document and the same are fully acceptable to us. We have adhered to the Bid Document while framing our Bid.

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

Name of Signatory: \_\_\_\_\_

Designation: \_\_\_\_\_

Seal: \_\_\_\_\_

## Part - VIII

### ARTICLES OF AGREEMENT

This Agreement made this \_\_\_\_\_ day of \_\_\_\_\_ 2017, by and between the Superintendent District Prison Naushahro Feroze, hereinafter called the "Party No.1", of the one part, And \_\_\_\_\_

(Name and Designation of the authorized person)

of \_\_\_\_\_

located at \_\_\_\_\_

hereinafter called the "Party No.2" which expression shall include their successor, legal representatives of the second part.

Whereas the Party No.1 requires the stores and related services for District Prison Naushahro Feroze, and whereas the Party No.2 has agreed to supply, install, put into operation and demonstrate the working of the said stores valued at \_\_\_\_\_

(Amount in figures and words)

in the period of \_\_\_\_\_ days / months, subject to the terms and conditions set forth, hereinafter, which have been accepted by the Party No.2.

#### Now this Agreement witnessed as follows:

1. In this agreement works and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents which, for the purpose of identification, have been signed by \_\_\_\_\_

(name and designation of the authorized person)

on behalf of the **Party No.2**, and by Superintendent District Prison Naushahro Feroze (Party No.1), all of which shall be deemed to form and be read and construed as a part of this **Agreement** viz:

- a) Invitation of Bid;
- b) Instructions;
- c) Special Terms and Conditions
- d) General Terms and Conditions
- e) Bidding Data
- f) Post Evaluation Steps
- g) Declaration on Part of the Bidder
- h) Articles of Agreement
- i) Specifications of Items
- j) Bill of Quantities (BOQ) – (Financial Proposal)





**Part-IX**

**SPECIFICATIONS OF ITEM**

<b>S#</b>	<b>Name of Articles</b>	<b>Requirement</b>
<b>01</b>	Ultra Sound Machine with Convex Probe / Accessories with following specifications:  6OR/3.5MHz Convex Application: Abdomen, GYN,OB, Urology  7.5MHz Linear Application: Small Parts  2OR/5.0MHz Micro---Convex Application: Pediatric. Cardiac  13R/6.5MHz Transvaginal Application: Transvaginal  7.5 MHz Endorectal Linear Application: Endorectal  <b><u>Technical Specification</u></b> Display Modes : B, B+B, M, B+M, 4B Scanning Depth: 240mm (Max) Gray Scales : 256 Cine – Loop : 829 frames (Max) OBS Measurement: Complete Software with report	<b>01 No</b>

Part-X

BILL OF QUANTITIES (BOQ) - (FINANCIAL PROPOSAL)

S#	Item & Description	Qty	Rate per Unit	Rate in Figures & Words including applicable Taxes		Total Amount
				Rate	Applicable Taxes	
1.	ULTRASOUND MACHINE WITH CONVEX PROBE / ACCESSORIES	01				
<b>Grand Total:</b>						

Name, Signature & Stamp of Bidder