



Government of Sindh Sports and Youth Affairs Department

TENDER NOTICE

Sports and Youth Affairs Department, Government of Sindh is initiating new project under the ADP scheme #2210 namely "Career Counselling for Youth" to address poverty and unemployment in Sindh.

The Department invites proposals from reputable well known Organizations registered under The Societies Registration Act 1860 for executing of its above ADP Scheme # 2210 under Single stage – two envelope procedure rule 46(2) of SPPR 2010(amended 2013).

Eligibility Criteria:

The Interested organizations must have following in their profiles:

- Valid NTN in the name of firm.
- Minimum 15 years of experience in providing services for youth specific programs.
- Provide Evidence of youth specific projects.
- Capacity of human resource.
- Financial Strength.
- Capabilities of organization in respect of infrastructure.

All interested organizations, who meets the above eligibility criteria can obtain the tender document from the address mentioned below from May 4th, 2017 till May 19th, 2017 against Rs.2500/= as tender fee(Non Refundable/Transferable).

The last date of submission of RFP is 19th May, 2017 at 02:00pm. The proposals shall be opened at 03:30 p.m on 19th May, 2017. (In case of falling a public holiday, the next working day will be treated as closing date). There should be a "Technical Proposal" and a "Financial Proposal" separate envelop marked in bold and legible letters. Incomplete or late received proposals will stand rejected. Proposals must be completed in all respect along with pay order of 2% bid amount in the name of Section Officer (General).

The S&YAD reserves the right to accept or rejected any proposal at its discretion at any stage.

Section Officer (General)

Sports and Youth Affairs Department, Government of Sindh
Barrack # 93, Opposite Sindh Assembly Building, Sindh Secretariat
Phone: 021-99203009 Fax: 021-99203010

Ph#: 021-99203009
Fax#: 021-99203010

SAY NO TO CORRUPTION



**GOVERNMENT OF SINDH
SPORTS AND YOUTH AFFAIRS
DEPARTMENT**

Karachi dated 17th April, 2017

NOTIFICATION

With the approval of competent authority to constitute a committee to consider the "Tender Notice and evaluate the bids received from bidders in respect of ADP scheme #2210 namely "Career Counseling for Youth" of Sports and Youth Affairs Department.

Following is the composition of committee:-

1	Dr. Shakir Qayoom Khanzada, Deputy Secretary (Sports),S&YAD	Chairman
2	Representative from Industries Department	Member
3	Mr. Asif Khan, Superintendent / Assistant Director, Directorate of Youth	Member

Terms of Reference:-

- I. To invite bids in the light of SPPRA Rules.
- II. To consider, evaluate and access the bids received in respect of ADP scheme #2210 namely "Career Counseling for Youth".
- III. The committee will finalize result of bids received and announce the bidder candidate for work order as laid down under SPPRA Rules.
- IV. The Committee may reject the bids without assigning reason thereof.


**MUHAMMAD SALEEM RAZA
SECRETARY TO GOVT. OF SINDH**

No. SO(Dev)/S&YAD/2017/ 760

Karachi dated 17th April, 2017.

A copy is forwarded for information to:-

1. The Deputy Secretary, Sports & Youth Affairs Department, Karachi.
2. The Director, Directorate of Youth Affairs, Sindh, Karachi.
3. The Concerned Officer / Member.
4. P.S. to Secretary, Sports & Youth Affairs Department, Government of Sindh, Karachi.


**(MUHAMMAD MALOOK JAKHRO)
SECTION OFFICER (DEV)**

Ph#: 021-99203009
Fax#: 021-99203010

SAY NO TO CORRUPTION



**GOVERNMENT OF SINDH
SPORTS AND YOUTH AFFAIRS
DEPARTMENT**

Karachi dated 17th April, 2017

NOTIFICATION

With the approval of competent authority, a committee with the following composition, in terms of Rule-7 of Sindh Public Procurement Rules-2010, is hereby constituted in the Sports and Youth Affairs Department for redressal of grievances and settlement of disputes, if any, arises between procuring agency and bidders in the office of Sports and Youth Affairs Department in respect of ADP scheme #2210 namely "Career Counseling for Youth" :-

1.	Secretary, Sports & Youth Affairs Department, Govt. of Sindh	Chairman
2.	Section Officer (Admin), Sports & Youth Affairs Department	Member
3.	Section Officer (Dev), Sports & Youth Affairs Department	Member

The function & responsibilities of the committee will be same as specified in Rules-31(4) and (5) of Sindh Public Procurement Rules, 2010.


**MUHAMMAD SALEEM RAZA
SECRETARY TO GOVT. OF SINDH**

No. SO(Dev)/S&YAD/2017/ 761

Karachi dated 17th April, 2017.

A copy is forwarded for information to:-

1. The Accountant General Sindh, Karachi.
2. The Managing Director, SPPRA, Karachi.
3. The Chairman / Members of the Committee.
4. PS to Secretary Finance Department, Govt. of Sindh, Karachi.
5. PS to Secretary Industries, Govt. of Sindh, Karachi.
6. P.S. to Secretary, Sports & Youth Affairs Department, Government of Sindh, Karachi.


**(MUHAMMAD MALOOK JAKHRO)
SECTION OFFICER (DEV)**

**SPORTS & YOUTH AFFAIRS DEPARTMENT
GOVERNMENT OF SINDH**



NOTICE FOR TENDER DOCUMENTS

FOR

ADP SCHEME # 2210

“CAREER COUNSELLING FOR YOUTH”

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1. Letter of Invitation(LOI)



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TENDER NOTICE

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The Department invites proposals from reputable well known Organizations registered under The Societies Registration Act 1860 for executing of its above ADP Scheme # 2210 under Single stage - two envelope procedure rule 46(2) of SPPR 2010(amended 2013).

Eligibility Criteria:

The Interested organizations must have following in their profiles:

- Valid NTN in the name of firm.
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- Provide Evidence of youth specific projects.
- Capacity of human resource.
- Financial Strength.
- Capabilities of organization in respect of infrastructure.

All interested organizations, who meets the above eligibility criteria can obtain the tender document from the address mentioned below from May 4th, 2017 till May 19th, 2017 against Rs.2500/= as tender fee(Non Refundable/Transferable).

The last date of submission of RFP is ~~29~~³⁰ May, 2017 at 02:00pm. The proposals shall be opened at 03:30 p.m on ~~29~~³⁰ May, 2017. (In case of falling a public holiday, the next working day will be treated as closing date). There should be a "Technical Proposal" and a "Financial Proposal" separate envelop marked in bold and legible letters. Incomplete or late received proposals will stand rejected. Proposals must be completed in all respect along with pay order of 2% bid amount in the name of Section Officer (General).

The S&YAD reserves the right to accept or rejected any proposal at its discretion at any stage.

Section Officer (General)

Sports and Youth Affairs Department, Government of Sindh
Barrack # 93, Opposite Sindh Assembly Building, Sindh Secretariat
Phone: 021-99203009 Fax: 021-99203010

2. INSTRUCTIONS:

Please read this application form and Tender Document carefully before you fill this form.

The application form should be filled in English. This filled-in form must be accompanied with a detailed "Technical Proposal" and separately sealed "Financial Proposal"

REQUIRMENTS

Attach a copy of NTN

Valid Registration Certificate of Registration Body (Societies registered under Societies Registration Act 1860)

INSTRUCTIONS FOR PREPARATION OF:

1) Technical Proposal:

Ensure that Technical Proposal MUST include details provided in eligibility criteria.

2) Financial Proposal:

Ensure that "Financial Proposal" is enclosed in a separate sealed envelope. This must include details of program cost, furniture fixture and operational budget cost..

NOTE:

(S&YAD reserves the right of rejecting any application in which the "Financial Proposal" is found unsealed/Not provided/within technical proposal.

5. DATA SHEET

S.NO	Features	Description
1	Name of Project/ Service	CAREER COUNSELING FOR YOUTH
2	Name of the Procurement Agency	Sports & Youth Affairs Department, Government of Sindh
	Address	Barrack # 93, Opposite Sindh Assembly Building, Sindh Secretariat
	Telephone	Tel: +92(21) 99203009
	Facsimile	Fax: +92(21) 99203010
	Website	
3	Time Schedule of Project	_____ 2017 to June 2019
4	Method of Selection	<p>Single stage two envelop procedure as per SPPR Rule-46 (2)</p> <p>A. Evaluation of Technical Proposal:</p> <p>Total Marks of Technical Proposal 100 as per</p> <p>following breakup:</p> <ul style="list-style-type: none"> • Minimum 15 years of experience in providing services for youth specific programs -20marks • Provide Evidence of youth specific projects - 20marks • Capacity of human resource -20marks • Financial Strength - 20marks • Capabilities of organization in respect of infrastructure - 20marks <p>Minimum Score for Technical Qualification is 80 marks out of 100.</p> <p>B. Evaluation of Financial Proposal:</p> <p>Financial Proposal of technically qualified firms only shall be opened and evaluated in accordance with the obtaining minimum marks mentioned above.</p>
5	Financial Proposal to be submitted together with Technical Proposal	Yes

S.NO	Features	Description
6	The Proposals submission address	Section Officer(General) Barrack # 93, Opposite Sindh Assembly Building, Sindh Secretariat
7	Proposals must be submitted not later than the mentioned date& time	22 th May, 2017 at 02:00 p.m.
8	Bid Validity Period	90days
9	Organization	<p>Organization shall have:</p> <ul style="list-style-type: none"> • Valid NTN/ in the name of firm • Relevant experience and past performance • Separate bank account for funds to be provided by Department • Not been blacklisted by any organization. • Technical Proposals with Consortium will not be accepted.

5.1 TECHNICAL PROPOSAL

S.No	Required	Response
	Legal Name of Firm	
	Name of Owner / CEO / Director	
	Designation	
	Phone (Line/Cell)	
	Email	
	Fax	
	Postal Address (with Tehsil / Taluka)	
	Phone	
	Fax	
	E-mail	
	Website	
	Name of Focal Person	
	Phone(Line/Cell)	
	E-mail	
	Fax	

5.2 Eligibility of Firms (Relevant documents must be attached).

S.no	Required Information	Response
	Name of Registration Body such as Societies registered under Societies Registration Act 1860/Trusts registered under Societies Registration,	
	Valid Registration Certificate Number & Date of Registration (attach copy of registration /certification/affiliation).	
	National Tax Number or Free Tax Number in the name of organization (attach copy of certificate)	

5.2 Eligibility of Firms (Relevant documents must be attached).

S.no	Required Information	Response
	Name of Registration Body such as Societies registered under Societies Registration Act 1860/Trusts registered under Societies Registration,	
	Valid Registration Certificate Number & Date of Registration (attach copy of registration /certification/affiliation).	
	National Tax Number or Free Tax Number in the name of organization (attach copy of certificate)	

T.2

Provide Evidence of youth specific projects. (Attached separate sheet if necessary)

Marks = 20 out of 100

S.no	Required Information	Response
	Provide Evidence of youth specific projects.(provide evidence of at least two projects not less than 30million each)	

T.3 Capacity of human resource. (Attached separate sheet if necessary)

Marks = 20 out of 100

S.no	Required Information	Response
	Capacity of Human Resource.(Attached sheet of Human resource)	

T.6

Financial Strength. (Attached separate sheet if necessary)

Marks = 20 out of 100

S.no	Required Information	Response
	Financial Strength. (provide bank statement and evidence of capital not less than 5 million)	

T.5

Capabilities of organization in respect of infrastructure.
(Attached separate sheet if necessary)

Marks = 20 out of 100

S.no	Required Information	Response
	Capabilities of organization in respect of infrastructure.(Provide evidence of infrastructure and assets of organization)	

5. **Proforma Covering Letter for Submission of the Financial Proposal (to be used by firms)**

Date: _____

To:

Section Officer (General),
Youth Affairs Department,
Government of Sindh
Barrack # 93, Opposite Sindh Assembly Building,
Sindh Secretariat,
Karachi.

Subject: Financial Proposal in Response to Advertisement No. RFP Career Counseling for youth.

Dear Sir,

We offer to provide the services in respect of **Career Counseling for youth** in accordance with your Request for Proposal and our Technical Proposal. Our attached Financial Proposal is for the sum of Rs. _____ *in words*

Our Financial Proposal shall be binding upon us up to the expiration of the validity period of the Proposal as indicated in the Data Sheet. We understand that you are not bound to accept any or all Proposals you receive.

Yours
sincerely,

Dated this _____ day of _____ 2017 _____.

[signature]

[in the capacity of]

6. Financial Proposal

Name of Firm: _____

Address: _____

6.1 Prepare Program cost, furniture and fixture cost and Operational Cost

6.2 Program Cost

S.No	Description	Amount
1		
2		
3		
4		
6		
	Total	

6.3 Furniture & Fixture Cost

S.NO	Description	Qty	Amount
1	Note Book Core i-7	2	
2	Phone Set	2	
3	Fax machine	1	
4	Printers	1	
5	Scanner	1	
6	Furniture & Fixture	(2-Executive tables, 10-chairs, 2-Almari)	
7	Projector	1	
8	Air conditioner 1.5ton	3	
	Total		

6.4 Operational Cost.

S.NO	Description	Amount
1	Electricity	
2	Water	
3	Fuel	
4	Postage	
5	Repair & Maintenance	
6	Office Expenses	
7	Office Accessories	
8	Office rent	
9	Conveyance cost	
	Total	

INSTRUCTIONS FOR PREPARATION OF:

3) Financial Proposal:

Ensure that "Financial Proposal" is enclosed in a separate sealed envelope. This must include details of program cost, furniture and fixture cost and operational budget cost.

NOTE:

(S&YAD reserves the right of rejecting any application at any stage. "Financial Proposal" will not be accepted if found unsealed/Not provided/within technical proposal.