



OFFICE OF THE  
SENIOR SUPERINTENDENT OF POLICE  
SANGHAR

Tel No. 0235-543044

**NOTICE INVITATION TENDER**

Tender is invited under sealed cover from authorized Firms, Industries , Autos Companies & enterprises registered with Income Tax/SRB & Sales Tax for the repair of APC vehicle for the current financial year 2016-2017.

S.No	Name of Article	Funds Allcoated	Bid Security	Tender Fee	Time for completion
1	Repair of APC Vehicle	Rs.9,33,112/-	1%	500/-	1 Month

**Note:-**

Prescribed tender proforma along with terms & conditions can be downloaded from SPPRA website i.e. [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk) and [www.sindhpolice.gov.pk](http://www.sindhpolice.gov.pk) or collected from the SSP Office Sanghar on payment of Rs.500/- with tender form within Due Date.

- The bidding shall be on single stage one envelope procedure along with security deposit 1% of offered rate in favour of SSP Sanghar in the shape of pay order/Call Deposit (refundable to un-successful bidders).
- The bid documents will be issued from date of publication to 19.05.2017 upto 12 Noon. The bid document will be received back in the office of undersigned on 19.05.2017 at 4.00 p.m & opened on same day at 4.30 p.m
- The bids shall be opened in the presence of bidder/representative, who wish to attend.
- The Committee may cancel/delete any item or decrease or increase repair work as per SPPRA Rules.
- Tender who do not fulfill the criteria will not be entertained.
- The procuring agency may reject all or any bids subject to the relevant provisions of SPPRA Rules.
- Affidavit that the bidder/firms /suppliers has not been black listed by any Government / semi Government / Autonomous body should be attached.

**(FARRUKH ALI)PSP**  
SENIOR SUPERINTENDENT OF POLICE  
SANGHAR

**POLICE DEPARTMENT  
GOVERNMENT OF SINDH**



**BID DOCUMENT  
REPAIR MAINTANT OF  
ARMOREDPERSONNAL CARRIER  
(APC)**

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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 Senior Superintendent of Police District Sanghar.
- v. All bids must be accompanied by a earnest money (2%) of total bid amount, and must be delivered to the office of Senior Superintendent of Police District Sanghar. on or before \_\_\_\_\_ hours on \_\_\_\_\_, 2016. The bids will be publicly opened in the Committee Room of SSP/Sanghar office at \_\_\_\_\_ 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.



***Invitation to Bid***  
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Police Department, Government of Sindh ([www.sindhpolice.gov.pk](http://www.sindhpolice.gov.pk))

- x. Enquiries regarding this RFP shall be submitted in writing to:
- xi. office of Senior Superintendent of Police District Sanghar.**  
**Phone: (92-235) – 920200, Fax (92-235) – 541715.**
- 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.sppra.gov.pk](http://www.sppra.gov.pk)).

**Senior Superintendent of Police  
Sanghar**



**BID FORM** for \_\_\_\_\_

To:

**The Senior Superintendent of Police,  
Sanghar.**

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-A and annexure-B 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 \_\_\_\_\_ 201\_\_\_\_

**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 office of the Senior Superintendent of Police Sanghar, 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 \_\_\_\_\_, 201\_\_\_\_\_.

**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 28 days beyond 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: **The Senior Superintendent of Police,  
Sanghar.**

**WHEREAS** (Name of the Contractor)

Hereinafter called "the Contractor" has undertaken, in pursuance of the bid for the purchase of hardware including "\_\_\_\_\_", dated \_\_\_\_\_ 201\_\_\_\_, (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 \_\_\_\_\_ 201\_\_\_\_, 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 Senior Superintendent of Police Sanghar 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 90 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) Compliance to Specification**

The Responding Organization (RO) to provide information as per (Annexure-C).

**vii) 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.

**viii) Liquidated damages.**

- a) It is utmost importance that schedule to tender should be filled in very carefully an 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.



*Police Department, Government of Sindh (www.sindhpolice.gov.pk)*

- 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.
- ix) 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 SSP/Sanghar.
- x) The successful bidder will have to deposit 10% security of the amount of contract, in the form of pay order, bank guarantee or any other financial instrument recognized by Government of Pakistan, to the satisfaction of SSP/Sanghar. The same will be returned on due completion of the contract and warranty period.
- xi) To conform, the approved specifications, the evaluation criteria of bids 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 Purchase Committee.
- xii) 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 Purchase Committee. Further enquiry can be made from SSP/Sanghar on telephone No.99212683-84.
- xiii) Conditional tenders/bids will not be acceptable.
- xiv) Authority Letter from Principal Company for product and vender authentication shall be provided with the bid.
- xv) Police department reserves the right to increase or decrease the scope of work/number of items without assigning any reason.

**2. Delivery of RFP is as under:-**

Technical & Financial proposals (2 copies each) should be submitted by 1400 hours at the address given below:



Police Department, Government of Sindh (www.sindhpolice.gov.pk)

**Office of Senior Superintendent of Police  
District Sanghar  
Tel # 0325-9200200 Fax 0235-541715**

(i) The technical proposals will be opened on the same day at \_\_\_\_\_ 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 SSP/Sanghar upto \_\_\_\_\_ hours. 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 \_\_\_\_\_ hours on \_\_\_\_ 2017 at the address given in 2(ii) above.

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

*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 14:30 hours in front of the **Purchase 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).

#### Evaluation Criteria and Comparison of Bid

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

S.#	Evaluation Parameter	Marks	Breakup of Marks
<b>1</b>	<b>Company Profile</b>		
1.1	Experience from date of operation	30	a. More than 7 years 30 b. 5 to 7 years 15 c. Less than 5 years 0
1.2	Annual Turnover	30	a. About 100 million 30 b. 50 to 100 million 15 c. Less than 50 million 0
<b>2</b>	<b>Company Presence</b>		
2.1	Presence of Firm in Country	20	a. Physical verification of list of clients & presence of response team at number of locations. b. Nationwide i.e. all 4 provinces of Pakistan – (20 points) c. In Sindh province – (10 points) d. Only in few cities os Sindh – (0 points)
<b>3</b>	<b>Experience</b>		
3.1	Company Experience in term of repairing APC's (Land Rover)	30	a. Over 500 30 points b. 400 to 500 25 points c. 200 to 300 15 points d. Less than 200 0
4	Complete Engine Analyzer & its trained staff with card of Land Rover Defender	20	
5	Purchase of genuine spare parts from Jaguar Land Rover Company	20	Show genuine verifiable invoice from Land Rover Jaguar a. Above 5 million in year 2015 20 points b. 4 million to 5 million 15 points c. 3 million to 4 million 10 points d. Less than 3 million 0 points
	Total Marks	150	

Total 70% aggregate of all section.



5% in each section is requirement for qualified

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 SPP Rules-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 Purchase 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.









OFFICE OF THE  
DEPUTY INSPECTOR GENERAL OF POLICE  
SHAHEED BENAZIRABAD

No.GB/ /SBA  
Dated. .2017.

ORDER

**SUBJECT:-** CONSTITUTION OF COMMITTEES FOR THE REPAIR & MAINTANCE WORK OF APCs OF DISTRICT SANGHAR..

The following Committees are hereby constituted for the Repair & Maintenance work of APC of District Sanghar during current financial year 2016-17.

Procurement Committee

i)	SSP/Sanghar	Chairman
ii)	Rep: of DC District Sanghar	Member
iii)	DSP/MT Workshop Hyderabad	Secretary

Redressal of Grievance & Settlement of Disputes Committee

iv)	DIGP Shaheed Benazirabad	Chairman
v)	District Accounts Officer Sanghar	Member
vi)	PDSP District Sanghar	Member

(IQBAL DARA)

Deputy Inspector General of Police  
Shaheed Benazirabad.

Copy to:-

1. The Inspector General of Police Sindh Karachi w/r to his letter No. B-II/7009/dated.07.11.2017.
2. The Senior Superintendent of Police District Sanghar.
3. The Deputy Commissioner Sanghar for nominating of ADC-I as representative as member of procurement committee.
4. The Director A&F SPPRA Barrak No.8 Secretariat 4-A Court Road Karachi.
5. The District Account Officer Sanghar.
6. The PDSP Sanghar.
7. PA to DIGP/SBA Range for information.
8. Order file.

(IQBAL DARA)

Deputy Inspector General of Police  
Shaheed Benazirabad.



OFFICE OF THE  
SENIOR SUPERINTENDENT OF POLICE  
DISTRICT SANGHAR

**ANNULA PROCUREMENT PLAN**

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 Procurement			Remarks
								1st	2nd	3rd	
1.	Repair & Maintance A-13301 Transport			Rs.933,000/-	Rs.933,000/-	Non ADP	Single Stage One Envelope				Items to be procured after opening of tender

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