



GOVERNMENT OF SINDH  
FINANCE DEPARTMENT

Karachi dated the 11<sup>th</sup> July, 2017

Ph: 021-99222113

**NOTICE OF REQUEST FOR PROPOSAL**

**PROCUREMENT OF LAPTOP COMPUTERS AND OTHER HARDWARE ACCESSORIES**

Government of Sindh, Finance Department invites sealed Bids from only Tier-I Partners or Manufacturer Authorized Vendors/ Partners/Resellers/Agents/Firms/Companies whose Principal Manufacturer should have a comprehensive presence in Pakistan as well well-reputed Organizations who are registered with GST & Income Tax, regarding the Procurement of Laptop Computers and Other Hardware Accessories under the Tender Inquiry No.FD (CTC-I) 04(01)/2017-2018. The detail is as under:-

Sr. #	Description	Quantity
1.	Laptop Note-Books with Table Locks	30-Units
2.	Multimedia Projector with Screen	01-Unit
3.	Access Point Switches	30-Nos

The complete Details in respect of above items with specifications including brand & model have been given in the Standard Bidding Documents (SBD).

Finance Department would adopt **Single Stage – Two envelopes Procedure** for selection of Bidder(s). The Bidder(s) shall submit a single package containing Two (02) separate sealed envelopes. One envelope shall contain the Technical Proposal and the other envelope shall contain the Financial Proposal, both indicating the Tender Inquiry No. FD (CTC-I) 04 (01)/2017-2018. The Envelopes shall be clearly marked as **“TECHNICAL PROPOSAL”** and **“FINANCIAL PROPOSAL”**.

Technical Proposal(s) includes the GST / NTN Certificates and other valid Documentary Evidence as prescribed in the Standard Bidding Documents which could be purchased by any interested authorized bidder(s)/firm(s) at the address given below, or also downloaded from the SPPRA as well as Government of Sindh, Finance Department Official websites i.e. <http://www.fdsindh.gov.pk/> and <http://www.pprasindh.gov.pk/> from **11<sup>th</sup> July, 2017 to 30<sup>th</sup> July, 2017 till 05:00 pm** and shall submit Bid(s) along with a non-refundable fee of Rs. 1,500/- cash (amount and manner of payment of Tender fee) by mail or by hand at the address given below latest by **Monday, 31<sup>st</sup> July, 2017 at 11:00 am**. The Technical bid(s) will be opened on the same day at **12:00 Noon** in the office of Additional Finance Secretary (Admn/Sr), while the Financial Proposal(s) shall contain the Bid Security & cost offered by the Bidder(s) along with the valid relevant documents as set down in the Standard Bidding Documents.

Interested eligible bidders may obtain further information on the bid and inspect the bidding documents at the office of Section Officer (B&A)/CTC-I Section, Government of Sindh, Finance Department, Karachi, during the office hours from 09:00 am to 05:00 pm excluding public holidays or as announced by Government.



Contd to P-2.....

(-2- )

All applicants firm(s) shall be required to deposit a Bid's Earnest Money in shape of pay order equivalent to 5% of total value of the Bid, in favor of the Drawing & Disbursing Officer (Finance Department), Finance Department Government of Sindh, along with their sealed Financial Bid(s).

Finance Department, Government of Sindh reserves the right in accordance of Sindh Public Procurement Regulatory Authority Rule-25 to cancel the bidding process at any time prior to the acceptance of a Bid(s) or proposal(s).



(AAMIR ZIA ISRAN)  
DEPUTY SECRETARY (ADMN)

Address:

Room No. 171, Care Taker Cell-I, Ground Floor Finance Department, Government of Sindh, Building No. 06, Sindh Secretariat A.K Lodhi Block, Kamal Attaturk Road , Karachi.



GOVERNMENT OF SINDH  
FINANCE DEPARTMENT

Karachi dated the 07<sup>th</sup> July, 2017

**NOTIFICATION**

**No. F.D (CTC-I) 04(01) / 2017-2018:-** Finance Department hereby constitutes a Departmental Procurement Committee in respect of Procurement of Laptop Computers and Other Hardware Accessories for the Auditorium of Finance Department Government of Sindh. The composition of committee is as under:-

- |   |                 |
|---|-----------------|
| 1. <b>ADDITIONAL SECRETARY (ADMN/SR),</b><br>Finance Department, Government of Sindh.   | <b>Chairman</b> |
| 2. <b>DEPUTY SECRETARY (ADMIN),</b><br>Finance Department, Government of Sindh.   | <b>Member</b>   |
| 3. <b>SECTION OFFICER (ADMIN),</b><br>Finance Department, Government of Sindh.  | <b>Member</b>   |
| 4. <b>SECTION OFFICER (GENERAL),</b><br>Services, General, Administration &<br>Co-ordination Department, Government of Sindh. | <b>Member</b>   |
| 5. <b>REPRESENTATIVE OF INFORMATION, SCIENCE &amp;<br/>TECHNOLOGY DEPARTMENT, (BS-17 and Above)</b><br>Government of Sindh.   | <b>Member</b>   |

**TERMS OF REFERENCE:-**

- To carry out Technical as well as Financial evaluation of the Bids.
- To select the most suitable Firm or reject all applicants, as per their professional assessment.
- To make recommendations for the award of contract to the competent authority.
- To prepare evaluation report as provided in Rule-45 of SPPRA-2010 (Amended-2017).

SYED HASAN NAQVI  
SECRETARY TO GOVERNMENT OF SINDH

No. F.D (CTC-I) 04 (01) / 2017-2018

Karachi dated 07<sup>th</sup> July, 2017

**A copy is forwarded for information to:-**

- The Secretary to Government of Sindh, General & Administration Department, Karachi.
- The Secretary to Government of Sindh, IS&T Department, Karachi.
- The Managing Director, Sindh Public Procurement Regulatory Authority, Karachi.
- The Accountant General Sindh, Karachi.
- The R.O to Secretary Finance.
- Office order File.



No. F.D (CTC-I) 04 (01) / 2017-2018 Laptop Computers

(AAMIR ZIA ISRAN)  
DEPUTY SECRETARY (ADMIN)  
For Secretary to Govt. of Sindh



**GOVERNMENT OF SINDH  
FINANCE DEPARTMENT**

Karachi dated the 07<sup>th</sup> July, 2017

**NOTIFICATION**

**No. F.D (CTC-I) 04(01) / 2017-2018:-** Government of Sindh, Finance Department is hereby pleased to constitute a Complaint Redressal Committee (CRC) in respect of any grievance regarding the Tender for Procurement of Laptop Computers & Other Hardware Accessories for the Auditorium of Finance Department Building. The Composition of Committee is as under:-

- |   |                                      |
|---|--------------------------------------|
| <b>1. SPECIAL FINANCE SECRETARY (BUDGET),</b><br>Finance Department, Government of Sindh.                 | <b>Chairman</b>                      |
| <b>2. REPRESENTATIVE OF A.G SINDH,</b><br>(BPS-18 and Above)<br>Accountant General Sindh Office, Karachi. | <b>Member</b>                        |
| <b>3. PROGRAM OFFICER,</b><br>Community Development Program,<br>P&D Department, Government of Sindh.      | <b>Procurement Specialist/Expert</b> |

**TERM OF REFERENCES :**

ToRs of the CRC are as per provision under Rule-31 of SPP Rules, 2010 (Amended- 2017) and to perform any other function ancillary and incidental to the above.

**SYED HASAN NAQVI**  
SECRETARY TO GOVERNMENT OF SINDH

No. F.D (CTC-I) 04(01)/2017-2018

Karachi dated 07<sup>th</sup> July, 2017

**A copy is forwarded for information to:-**

1. The Accountant General, Sindh, Karachi.
2. The Managing Director, Sindh Public Procurement Regulatory Authority, Karachi.
3. The P.O. Secretary Finance.
4. Office order file.



(AAMIR ZIA ISHAN)  
**DEPUTY SECRETARY (ADMIN)**  
For Secretary to Govt. of Sindh  
Finance Department



Ph:021-99222113

GOVERNMENT OF SINDH  
FINANCE DEPARTMENT

**ANNUAL PROCUREMENT PLAN**  
**(GOODS & SERVICES)**  
**FINANCIAL YEAR 2017-2018**

Sr. No	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			
								1 <sup>st</sup> Qtr.	2 <sup>nd</sup> Qtr.	3 <sup>rd</sup> Qtr.	4 <sup>th</sup> Qtr.
1.	Procurement of Laptop Computers and other Hardware Accessories	30-Laptop Note-Books 01-Multimedia Projector 30-Access Point Switches	-	-	7.00 (M)	Non-ADP	Single Stage Two Envelopes Procedure	July	-	-	-
2.	Procurement of Uniform & Protective Cloths	550-600 approximately	-	-	7.5 (M)	Non-ADP	Single Stage Two Envelopes Procedure	-	Oct	-	-
3.	Procurement of Computer Hardware & Machinery Items	30-Computer Systems 30-Laser jet Printers 30-UPS (1000 watts) 08-Fax Machines 3 in 1	-	-	5.592 (M)	Non-ADP	Single Stage Two Envelopes Procedure	-	Dec	-	-
4.	Procurement of Papers for Printers & Photocopier Machines	A4 Size 600-Boxes (80-Gram) A4 Size 600-Boxes (70-Gram) Legal Size 20-Boxes (80-Gram)	-	-	14.520 (M)	Non-ADP	Single Stage Two Envelopes Procedure	-	Dec	-	-
5.	Procurement of Heavy Duty Photocopier Machines	05-Units	-	-	3.750 (M)	Non-ADP	Single Stage Two Envelopes Procedure	-	-	Jan	-
6.	Procurement of 2.0 Ton of Split Air Conditioners	25-Units	-	-	1.875 (M)	Non-ADP	Single Stage Two Envelopes Procedure	-	-	Feb	-
7.	Procurement of Furniture & Fixtures	-	-	-	3.00 (M)	Non-ADP	Single Stage Two Envelopes Procedure	-	-	March	-

- Any other Procurement item(s) required on need basis shall be part of procurement plan & Revised Plan shall be reported to Sindh Public Procurement Regulatory Authority with the approval of the Competent Authority



(AAMIR ZIA ISRAN)  
Deputy Secretary (Admn)