



BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

No. BSE/P&P/ 798 /2017

Dated 03-11-2017

Notice Inviting Tender

Scaled bids are invited from interested suppliers/firms for items mentioned below:-

<u>S. No.</u>	<u>Name of Items</u>	<u>Quantity</u>	<u>Bid Security</u>	<u>Tender Fee</u>	<u>Completion Time</u>
1.	Procurement of Stationery (General, Computer & Printable) & other consumable articles	—	2% (two percent) of the bid price (Refundable) in shape of Pay Order in the name of <i>Secretary, Board of Secondary Education Karachi</i>	Rs.500/- (Rupees Five Hundred only) (Non-Refundable) in shape of Pay Order in the name of <i>Secretary, Board of Secondary Education Karachi</i>	One month after issuance of contract award which may be increased or decreased due to demand of time/situation

Note:- (Complete specification of above items are mentioned in bidding documents)

2. ELIGIBILITY CRITERIA

- 03 years experience in the relevant field
- Turn-over of at least last three years having a sum of minimum Rs.7,500,000/-
- Registration with Federal Board of Revenue (FBR), for Income Tax and Sales Tax in case of procurement of goods
- Registration with the Sindh Revenue Board (SRB) in case of procurement of works and services
- An Affidavit on Stamp Paper that the firm has never been Blacklisted

3. Method of Procurement: (Single Stage One Envelope Procedure)

4. Bidding/Tender Documents:

- Issuance:** Bid Documents will be issued from the first date of publication/hoisting to Tuesday 28-11-2017 up to 12:00 Noon.
- Submission:** Last date will be Tuesday 28-11-2017 up to 01:00 p.m.
- Opening:** will be opened on Tuesday 28-11-2017 up to 02:00 p.m.
- Un-responded Tenders:** will be again issued/submitted opened on following dates:-

Attempt:
2nd

(a) Issue Date:
Wednesday 29-11-2017

(b) Submission & opening Date:
Monday 18-12-2017



BOARD OF SECONDARY EDUCATION, KARACHI

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5. Terms & Conditions:

a) Under following conditions bid will be rejected:-

- i. Conditional and telegraphic bids/tenders
- ii. Bids not accompanied by Bid Security of required amount and form
- iii. Bids received after specified date and time
- iv. Bids of Blacklisted firms

(Detailed Terms & Conditions are mentioned in bidding documents)

b) **Bid Validity Period:** 90 days from the date of opening of Tender.

c) Procuring Agency reserves the right to reject all or any bids subject to the relevant provisions of Sindh Public Procurement Rules-2010 (Amended 2017).

d) **Purpose and Scope:** Smooth conduct of SSC Examinations.

6. In case any inconvenient situation created in the city or public holiday is declared by the Government on the date of opening of tender, the next official working day shall deemed to be the last date for issuance, submission and opening of bids/tenders at the same time as mentioned.

(Handwritten signature and date: 23/11/17)

(ACTING SECRETARY)
BOARD OF SECONDARY EDUCATION KARACHI
NAZIMABAD KARACHI-75990



BOARD OF SECONDARY EDUCATION, KARACHI

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**PRICE: RS.500/-
(NON-REFUNDABLE)**

Bidding Document # _____

M/S _____

STANDARD BIDDING DOCUMENTS FOR NATIONAL COMPETITIVE BIDDING

SINGLE STAGE – ONE ENVELOPE PROCEDURE

TENDER FOR PROCUREMENT OF STATIONERY (GENERAL, COMPUTER & PRINTABLE) & OTHER CONSUMABLE ARTICLES

*IN RESPECT OF THE
IFB No.BSE/P&P/798/2017 dated 03-11-2017*



PART ONE (FIXED)

- Instructions to Bidders (ITB)
- General Conditions of Contract (GCC)

Issued by:

Assistant Secretary (P&P)
Board of Secondary Education
Karachi



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(Complete specification of above items are mentioned in bidding documents)

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(ACTING SECRETARY)
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INSTRUCTIONS TO BIDDERS & GENERAL CONDITIONS OF CONTRACT:

The Instructions to Bidders (ITB) and General Conditions of Contract (GCC) applied in this Contract shall be the same as per draft Bidding Documents for Goods, issued by SPPRA. For further references the same may be downloaded from SPPRA's website www.pprasindh.gov.pk or it may be provided from this Office if it may be demanded by the bidder. Whenever there is a conflict, the provisions hereafter shall prevail over those in the Instructions to Bidders & General Conditions of Contract. The corresponding clause number of the ITB & GCC is indicated in parentheses.

BID DATA SHEET

INTRODUCTION		
ITB 1.1	Name of Contract	Procurement of Stationery (General, Computer & Printable) & other consumable articles
ITB 4.1	Name of Procuring Agency	Board of Secondary Education Karachi
ITB 6.1	Procuring agency's address, telephone, telex, and facsimile numbers	Board of Secondary Education Nazimabad, Karachi-75990 Tel: 99260252-6 Tel: 99260268 Fax: 99260262
ITB 8.1	Language of the bid	English, Urdu or Sindhi

BID PRICE AND CURRENCY	
ITB 11.2	The price shall be in Pakistani currency inclusive of all Taxes, Transportation, Material and Labour charges involved therein.
ITB 11.5	During the entire period of bid validity, the price shall be fixed and the bidder will have to supply the required items as per specifications and quoted rates.

PREPARATION AND SUBMISSION OF BIDS			
ITB 13.3 (d)	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; vertical-align: top;">Qualification Requirements</td> <td style="vertical-align: top;"> <ul style="list-style-type: none"> 03 years experience in the relevant field Turn-over of at least last three years having a sum of minimum Rs.7,500,000/- Registration with Federal Board of Revenue (FBR), for Income Tax and Sales Tax in case of procurement of goods Registration with the Sindh Revenue Board (SRB) in case of procurement of works and services An Affidavit on Stamp Paper that the firm has never been Blacklisted </td> </tr> </table>	Qualification Requirements	<ul style="list-style-type: none"> 03 years experience in the relevant field Turn-over of at least last three years having a sum of minimum Rs.7,500,000/- Registration with Federal Board of Revenue (FBR), for Income Tax and Sales Tax in case of procurement of goods Registration with the Sindh Revenue Board (SRB) in case of procurement of works and services An Affidavit on Stamp Paper that the firm has never been Blacklisted
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PREPARATION AND SUBMISSION OF BIDS		
ITB 15.1	Amount of bid security (refundable)	<ul style="list-style-type: none"> 2% (two percent) of the bid price, which should be submitted in shape of Pay Order in the name of <i>Secretary</i>, Board of Secondary Education Karachi and shall remain valid for a period of 28 days beyond the validity period for bid.
ITB 16.1	Bid Validity Period	90 days from the date of opening of Tender.
ITB 17.1	Number of copies	02 Copies of the Bid shall be submitted by the bidder. One original and one photocopy of the same.
ITB 18.2 (a)	Address for bid submission	The office of the <i>Secretary</i> (Room No. 33), 1 st Floor, Block-B, Board of Secondary Education, Nazimabad Karachi.
ITB 18.2 (b)	IFB title and number	Title: Procurement of Stationery (General, Computer & Printable) & other consumable articles IFB No: <i>BSE/P&P/798/2017</i> <i>dated 03-11-2017</i>
ITB 19.1	Deadline for bid submission	<u>Tuesday 28-11-2017 up to 01:00 p.m</u> Sealed bids duly filled-in, mentioning on top of the envelope " <i>Tender for Procurement of Stationery (General, Computer & Printable) & other consumable articles</i> "
ITB 22.1	Time, date, and place for bid opening	Bids duly stamped on each document must be submitted in the office of the <i>Secretary</i> (Room No. 33), 1 st Floor, Block-B, Board of Secondary Education, Nazimabad Karachi, in a sealed cover up to <u>01:00 P.M</u> and will be opened on the same day at <u>02:00 P.M</u> in the presence of bidders' representatives who choose to attend at <u>02:00 P.M</u> on <u>Tuesday 28-11-2017</u> .
ITB 25.4 (b)	Delivery schedule	The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least one month after issuance of contract award which may be increased or decreased due to demand of time/situation.



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BID EVALUATION CRITERIA

Bids of only those Bidders will be evaluated who can fulfill the Eligibility Criteria and enclose Bid Security.

Shortcomings in submission of documents related to Eligibility Criteria or non-submission of Bid Security or specimen/samples shall be rejected.

Prior to submission of bids, the bidders may obtain further information and completely satisfy themselves about the required items for which they are bidding for.

An interested bidder, who has obtained bidding documents, may request for clarification of contents of the bidding document in writing, and procuring agency shall respond to such queries in writing within three calendar days, provided they are received at least five calendar days prior to the date of opening of bid.

The offered products should be prime quality products. Cheap products of low quality or substandard shall not be accepted and the said bid shall be treated as Irresponsive.

Inferior, low quality or substandard products will be rejected and Security Money shall be forfeited and the bidder may also be blacklisted.

The bidder with the "Lowest Evaluated Cost" but not necessarily the "Lowest Submitted Price" shall be awarded the Procurement Contract.

SECTION III. SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. DEFINITIONS (GCC CLAUSE 1)

1)	GCC 1.1 (g)	The Procuring agency is:	Board of Secondary Education Karachi.
2)	GCC 1.1 (h)	The Procuring agency's country is:	Islamic Republic of Pakistan.
3)	GCC 1.1 (j)	The Project Site is:	Same as GCC 1.1(g) mentioned above.

2. COUNTRY OF ORIGIN (GCC CLAUSE 3)

All countries and territories as indicated in Part Two Section VI of the bidding documents, "Eligibility for the Provisions of Goods, Works, and Services in Government-Financed Procurement".



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3. PERFORMANCE SECURITY (GCC CLAUSE 7)

1)	GCC 7.1	The amount of performance security, as a percentage of the Contract Price, shall be Ten (10) percent of the Contract Price which should be submitted in shape of Pay Order in the name of <i>Secretary</i> , Board of Secondary Education Karachi.
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4. RESOLUTION OF DISPUTES (GCC CLAUSE 28)

The dispute resolution mechanism to be applied pursuant to relevant SPPRA Rules.

5. GOVERNING LANGUAGE (GCC CLAUSE 29)

1)	GCC 29.1	The Governing Language shall be:	English.
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6. NOTICES (GCC CLAUSE 31)

GCC 31.1 — Procuring agency's address for notice purposes:

Office of the Assistant Secretary (P&P) Room No. 40, 1st Floor, Block-B, Board of Secondary Education, Nazimabad Karachi.

7. PENALTY

- 1) Preferred penalties according to the issue\subject may be imposed upon the Supplier(s) such as:
 - i. rejection of the unsatisfactory Supplied material
 - ii. Blacklisting of the firm
 - iii. deduction of amount from 2% to 10% per week of the total value of the bill
 - iv. forfeiting of whole Security amount

Anyone or more than one from the aforesaid penalties may be imposed upon the Supplier(s) in the following cases:

- a) In case of transgression/deviation of the time given in the Contract Award
- b) In case of transgression, deviation, mistake or low quality found in the supplied Item(s)
- c) In case the specification, quantity, rate or stuff of a Tender in certain item or items are approved and the Bidder backs out of his commitment on any pretext or fails to supply the material or complete the job in time or in the required criteria.



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8. SUBJECT TO RELEVANT SPPRA RULES, THE COMPETENT AUTHORITY RESERVES THE RIGHT TO:

- (a) divert/distribute a particular work among different Bidders on the lowest approved rate(s) in the interest of the office due to demand of time/situation.
- (b) accept or reject all or any bid.
- (c) increase or decrease quantity without any notice at any time/stage subject to ITB Clause 29.

9. SPECIAL CLAUSE (TERMS & CONDITIONS)

- 1) Under following conditions bid will be rejected:-
 - i. Conditional and telegraphic bids/tenders
 - ii. Bids not accompanied by Bid Security of required amount and form
 - iii. Bids received after specified date and time
 - iv. Bids of Blacklisted firms
- 2) Bids of only those Bidders will be evaluated who can fulfill the Eligibility Criteria and enclose Bid Security.
- 3) Shortcomings in submission of documents related to Eligibility Criteria or non-submission of Bid Security shall be rejected.
- 4) Prior to submission of bids, the bidders may obtain further information and completely satisfy themselves about the required items for which they are bidding for.
- 5) An interested bidder, who has obtained bidding documents, may request for clarification of contents of the bidding document in writing, and procuring agency shall respond to such queries in writing within three calendar days, provided they are received at least five calendar days prior to the date of opening of bid.
- 6) The offered products should be prime quality products. Cheap products of low quality or substandard shall not be accepted and the said bid shall be treated as Irresponsive.
- 7) Inferior, low quality or substandard products will be rejected and Security Money shall be forfeited and the bidder may also be blacklisted.
- 8) The bidder with the "Lowest Evaluated Cost" but not necessarily the "Lowest Submitted Price" shall be awarded the Procurement Contract subject to compatibility/suitability of the item(s).
- 9) The bidder shall supply the article(s) as per approved specifications mentioned in the Contract Award. The article(s) not found in conformity with the approved specifications shall be rejected at the risk & cost of the bidder.
- 10) The Contract Award may be assigned at any time during the period of bid validity.



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- 11) The successful bidder will have to deposit Performance Security @ 10% of the value of Contract Award which is refundable after Ninety days of the satisfactory completion of supplies.
- 12) The amount of Performance Security is in addition to the amount of Bid Security which should be deposited by the successful bidder(s). Bid Security shall remain valid for a period of 28 days beyond the validity period for bids, whereas Performance Security shall be released ninety days beyond the date of completion of contract to cover defects liability period subject to final acceptance by the procuring agency.
- 13) Placement of Contract Award will be subject to payment of Performance Security.
- 14) The material shall be delivered to Storekeeper, through the concerned Officers as the case may be, against delivery challan in triplicate along with samples of material in duplicate. Two copies of the bills and challan shall be retained by the Storekeeper while the third copy shall be returned to the supplier for his own record.
- 15) The items should be supplied strictly in accordance with the approved samples.
- 16) The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least one month after issuance of contract award which may be increased or decreased due to demand of time/situation.
- 17) SPPRA Rules-2010 (Amended 2017) shall strictly be followed.

10. EQUIVALENCY OF STANDARDS AND CODES

Reference to brand name, catalogue number or country where used, they should always be read with followed by the words "or at least equivalent."

Reference to the required weight/grammage where used, a difference of plus/minus 05 should be tolerated.

SECTION-IV.

SCHEDULE OF REQUIREMENTS

SCHEDULE OF REQUIREMENTS:

The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least one month after issuance of contract award which may be increased or decreased due to demand of time/situation.



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SECTION-V.

TECHNICAL SPECIFICATIONS

STATIONERY & GENERAL ITEMS

<u>S. NO.</u>	<u>SPECIFICATION</u>	<u>QUANTITY</u>	<u>RATES INCLUDING ALL TAXES</u>
1)	AIR FRESHENER (AS PER SAMPLE)	200 Nos.	Rs. _____ Per Dozen.
2)	Ball Point Dollar Clear Stick (F)	Blue = 7000 Nos. Black = 2500 Nos. Red = 500 Nos.	10,000 Nos. Rs. _____ Per Packet.
3)	BULL DOG CLIP (BIG) (AS PER SAMPLE)	48 Nos.	Rs. _____ Per Dozen.
4)	BLANCO FLUID WITH THINNER (U.H.U) 20 ML	160 Pkts.	Rs. _____ Per Packet.
5)	BROOM COCONUT 750 G (AS PER SAMPLE)	100 Nos.	Rs. _____ Per Dozen.
6)	BUCKET PLASTIC (BIG)	12 Nos.	Rs. _____ Per Dozen.
7)	BROOM FLOWER (BEST QUALITY)	24 Nos.	Rs. _____ Per Dozen.
8)	CARBON PAPER K.C.R (As Per Sample)	Blue = 50 Pkts. Black = 50 Pkts.	100 Nos. Rs. _____ Per Packet.
9)	CALCULATOR CITIZEN 12 (DIG) ORIGINAL	160 Nos.	Rs. _____ Each
10)	CANDLE BIG SIZE 1 x 8" (BEST QUALITY)	60 Nos.	Rs. _____ Per Dozen.
11)	COTTON WASTE 250 G (BEST QUALITY)	100 Pkts.	Rs. _____ Per Packet.
12)	CUP AND SAUCERS (Royal China) (As per Sample) (Quality cum rate basis)	200 Nos.	Rs. _____ Per Dozen.
13)	DUSTER SIZE: 24" x 20" (As per Sample)	500 Nos.	Rs. _____ Per Dozen.
14)	DUST BIN PLASTIC SIZE: 12 x 10	60 Nos.	Rs. _____ Each.



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<u>S. NO.</u>	<u>SPECIFICATION</u>	<u>QUANTITY</u>	<u>RATES INCLUDING ALL TAXES</u>
15)	ERASER FOR PENCIL (PELICAN) AL-30	400 Nos.	Rs. _____ Per Dozen.
16)	FOOT SCALE 12" (STEEL) CHINA	200 Nos.	Rs. _____ Per Dozen.
17)	FILE FOLDER with CLIP GALAXY	24 Nos.	Rs. _____ Per Dozen.
18)	FINIS OIL BOTTLES 450 ML (JOHNSON)	150 Nos.	Rs. _____ Per Bottle.
19)	FINIS OIL 03 LITER (BOTTLES)	18 Bottles.	Rs. _____ Per Bottle.
20)	GUM STIC (U.H.U.) 21 G.	120 Nos.	Rs. _____ Per Dozen.
21)	GEM CLIPS 30 mm (THREE FLOWER)	600 Pkts.	Rs. _____ Per Dozen Pkts.
22)	GUM FIXOL DOLLAR 1000 G	240 Bottles.	Rs. _____ Per Dozen Bottles.
23)	GLASS TOYO NASIC PLAIN (BIG SIZE)	300 Nos.	Rs. _____ Per Dozen.
24)	HOLE PUNCH ONE HOLE (BEST QUALITY)	60 Nos.	Rs. _____ Per Dozen.
25)	HIGHLIGHTER (MULTICOLOR)	Yellow = 100 Nos. Orange = 50 Nos. Pink = 50 Nos. Green = 100 Nos.	300 Nos. Rs. _____ Per Dozen.
26)	INK FOR STAMP PAD DOLLAR (BLUE)	300 Nos.	Rs. _____ Per Dozen.
27)	INK FOR NUMBERING MACHINE (LION)	96 Nos.	Rs. _____ Per Dozen.
28)	JUG PLASTIC BIG SIZE WITH COVER	24 Nos.	Rs. _____ Per Dozen.
29)	MARKER DOLLAR NO.90	Blue = 2000 Nos. Black = 2600 Nos. Red = 1000 Nos. Green = 400 Nos.	6000 Nos. Rs. _____ Per Dozen.
30)	MARKER DOLLAR NO.70	Blue = 400 Nos. Black = 600 Nos. Red = 200 Nos.	1200 Nos. Rs. _____ Per Dozen.



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<u>S. NO.</u>	<u>SPECIFICATION</u>	<u>QUANTITY</u>	<u>RATES INCLUDING ALL TAXES</u>
31)	NAPHTHALENE BALL 500 G	24 Nos.	Rs. _____ Per Dozen.
32)	PHENYL BOTTLE 01 LITER (JOHNSON FINIS)	100 Nos.	Rs. _____ Per Dozen Bottles.
33)	PAPER CUTTER (STEEL) BEST QUALITY	48 Nos.	Rs. _____ Per Dozen.
34)	PENCIL GOLD FISH (H.B 5000)	4000 Nos.	Rs. _____ Per Dozen.
35)	PENCIL SHARPENER MILLION STEEL	240 Nos.	Rs. _____ Per Dozen.
36)	PIN CUSSION ORDINARY	24 Nos.	Rs. _____ Per Dozen.
37)	PEN HOLDER CHINA (HERO)	24 Nos.	Rs. _____ Per Dozen.
38)	PAPER ROLL TAPE 1"	96 Nos.	Rs. _____ Per Dozen.
39)	RUBBER BAND (SWAN BRAND) 100 G.	3000 Pkts.	Rs. _____ Per Dozen Pkts.
40)	REGISTER (RULED) (400 PAGES)	200 Nos.	Rs. _____ Per Dozen.
41)	REGISTER (RULED) (200 PAGES)	200 Nos.	Rs. _____ Per Dozen.
42)	SCOTCH TAPE 1" x 72 YARD	160 Nos.	Rs. _____ Per Dozen.
43)	SEALING WAX BEST QUALITY	400 Pkts.	Rs. _____ Per Dozen.
44)	SIGNATURE PEN Blue = 400 Nos. 0.4 JAPAN UNI-BALL Black = 200 Nos. (U-B-157)	600 Nos.	Rs. _____ Per Dozen.
45)	SIGNATURE PEN 0.4 ART LINE (BLACK)	150 Nos.	Rs. _____ Per Dozen.
46)	STAPLER MACHINE (AS PER SAMPLE)	300 Nos.	Rs. _____ Per Dozen.
47)	STAPLE WIRE 24/6 (DOLLAR)	3500 Nos.	Rs. _____ Per Dozen.



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<u>S. NO.</u>	<u>SPECIFICATION</u>	<u>QUANTITY</u>	<u>RATES INCLUDING ALL TAXES</u>
48)	SCISSOR 8" (SINGER) BEST QUALITY	24 Nos.	Rs. _____ Per Dozen.
49)	STAPLE WIRE LARGE (AS PER NO.)	36 Pkts.	Rs. _____ Per Dozen.
50)	STAPLE REMOVER	120 Nos.	Rs. _____ Per Dozen.
51)	STAMP PAD (AS PER SAMPLE)	200 Nos.	Rs. _____ Per Dozen.
52)	SPONCH CUP PLASTIC	100 Nos.	Rs. _____ Per Dozen.
53)	SOAP NYLON (101) AMEEN SOAP	100 Nos.	Rs. _____ Per Dozen.
54)	SOAP LIFE BUOY BIG (WHITE)	100 Nos.	Rs. _____ Per Dozen.
55)	SOAP LUX BIG (WHITE)	300 Nos.	Rs. _____ Per Dozen.
56)	SURF POWDER 150 G	300 Nos.	Rs. _____ Per Dozen.
57)	SEAT CUSHION WITH COVER MOLTY FOAM 15" x 15"	60 Nos.	Rs. _____ Per Dozen.
58)	SUTLI GOLA 3 PLY 730 G EACH	1800 Gola.	Rs. _____ Per Gola.
59)	TABLE DIARY (2018)	84 Nos.	Rs. _____ Per Dozen.
60)	THREAD BALL GOLA 230 G	1000 Gola.	Rs. _____ Per Dozen.
61)	TISSUE PAPER (ROSE PETAL) BIG SIZE	540 Pkts.	Rs. _____ Per Dozen.
62)	TOWEL OXFORD BIG (AS PER SAMPLE)	96 Nos.	Rs. _____ Per Dozen.
63)	VIM POWDER 500 GRAMS	720 Pkts.	Rs. _____ Per Packet.
64)	WATER COOLER 18 LITERS (REHBER)	24 Nos.	Rs. _____ Each.



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ELECTRICAL ITEMS

<u>S. NO.</u>	<u>SPECIFICATION</u>	<u>QUANTITY</u>	<u>RATES INCLUDING ALL TAXES</u>
1)	L.E.D SAVER 18 W (PHILIPS) PIN	24 Nos.	Rs. _____ Per Dozen.
2)	L.E.D SAVER 24 W (PHILIPS) PIN	12 Nos.	Rs. _____ Per Dozen.
3)	BULB 100 W (PHILIPS) PIN	12 Nos.	Rs. _____ Per Dozen.
4)	BATTERY CELL (PENCIL) (TOSHIBA)	360 Nos.	Rs. _____ Per Dozen.
5)	CAPACITOR FOR FAN 3.5 (FUJI)	60 Nos.	Rs. _____ Per Dozen.
6)	FAN DIMMER MILLAT	60 Nos.	Rs. _____ Per Dozen.
7)	PLUG 2 PIN 5 (AMP) (BEST QUALITY)	100 Nos.	Rs. _____ Per Dozen.
8)	PLUG UNIVERSAL 15 (AMP) MULTY PIN	96 Nos.	Rs. _____ Per Dozen.
9)	PLASTIC BOARD (4 HOLE)	12 Nos.	Rs. _____ Per Dozen.
10)	SWITCH PIANO (BEST QUALITY)	120 Nos.	Rs. _____ Per Dozen.
11)	PATTI WITH CHOCK AND STARTER (40W) (PHILIPS) (L.E.D)	100 Nos.	Rs. _____ Per Dozen.
12)	SOCKET 2 PIN (BEST QUALITY)	24 Nos.	Rs. _____ Per Dozen.
13)	STARTER (40W) (PHILIPS)	36 Nos.	Rs. _____ Per Dozen.
14)	TAPE PVC (NITTO) ¾ JAPAN	96 Nos.	Rs. _____ Per Dozen.
15)	WIRE 23/76 (CABLE) ONE ROLL MILLION (90 METER ROLL)	02 Rolls	Rs. _____ Per Roll.
16)	WIRE 40/76 (CABLE) ONE ROLL MILLION (90 METER ROLL)	02 Rolls	Rs. _____ Per Roll.



BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

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<u>S. NO.</u>	<u>SPECIFICATION</u>	<u>QUANTITY</u>	<u>RATES INCLUDING ALL TAXES</u>
17)	WIRE 7/29 (CABLE) ONE ROLL MILLION (90 METER ROLL)	02 Rolls	Rs. _____ Per Roll.
18)	WIRE 3/36 (CABLE) ONE ROLL MILLION (90 METER ROLL)	01 Roll	Rs. _____ Per Roll.
19)	MULTIPIN PLUG (BEST QUALITY)	120 Nos.	Rs. _____ Per Dozen.
20)	2 POL CIRCUIT BREAKER (BEST QUALITY)	36 Nos.	Rs. _____ Per Dozen.
19)	MULTI PLUG BOARD (DABLE) (WOODEN)	60 Nos.	Rs. _____ Per Dozen.
20)	NUT BOLT MULTI PLUG 1"	02 Pkts.	Rs. _____ Per Packet.
19)	NUT BOLT MULTI PLUG 3/4"	02 Pkts.	Rs. _____ Per Packet.

HARDWARE & SANITARY ITEMS

<u>S. NO.</u>	<u>SPECIFICATION</u>	<u>QUANTITY</u>	<u>RATES INCLUDING ALL TAXES</u>
1)	ACID BOTTLE 1 LITER	100 Bottles	Rs. _____ Per Bottle.
2)	BIB COCK GOLDEN (HALF INCH)	12 Nos.	Rs. _____ Per Dozen.
3)	BIB COCK WASH BASIN (GOLDEN) FOR DUCK	12 Nos.	Rs. _____ Per Dozen.
4)	LOCK CHINA 38 MM (AS PER SAMPLE)	50 Nos.	Rs. _____ Per Dozen.
5)	LOCK CHINA 63 MM (AS PER SAMPLE)	50 Nos.	Rs. _____ Per Dozen.
6)	STOP COCK (HALF INCH)	06 Nos.	Rs. _____ Per Dozen.
7)	WASTEE	06 Nos.	Rs. _____ Per Dozen.



BOARD OF SECONDARY EDUCATION, KARACHI

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COMPUTER STATIONERY & OTHER CONSUMABLE ARTICLES

<u>S. NO.</u>	<u>SPECIFICATION</u>	<u>QUANTITY</u>	<u>RATES INCLUDING ALL TAXES</u>
1)	CRAFT PAPER Size : 29" x 44" 500 Sheets per Ream 65 to 70 Grams	10 Reams	Rs. _____ each Ream of 500 Sheets
2)	DRAWING SHEETS Size : 20" x 30" 500 Sheets per Ream 85 to 90 Grams	50 Reams	Rs. _____ each Ream of 500 Sheets
3)	COLOURED CARD (LOCAL) in 5 different Colours Size : 22" x 28" (120 to 125 Grams) 100 Sheets per Packet.	30 Packets	Rs. _____ each Packet of 100 Sheets
4)	COLOURED PAPERS (Size 8 ½ x 13 ½) Light Orange Colour. Each ream containing 100 Sheets.	40 Reams	Rs. _____ each Ream of 100 Sheets
5)	COLOURED PAPERS (Size 8 ½ x 13 ½) Light Brown Colour. Each ream containing 100 Sheets.	15 Reams	Rs. _____ each Ream of 100 Sheets
6)	Plastic Sheets for Lamination Size: 10.8 cm x 8.5 cm Each packet containing 100 Pcs.	25 Packets	Rs. _____ each Packet
7)	Shopping Bags (Big Size) (Size 27½" x 14½")	80 Kg.	Rs. _____ Per Kg.
8)	Shopping Bags (Small Size) (Size 17½" x 11½")	80 Kg.	Rs. _____ Per Kg.
9)	COMPUTER PAPER (IMPORTED) Size : 9½" x 11" (Each Box containing 2000 Sheets One Part) 60 to 65 Grams	80 Boxes	Rs. _____ each Box of 2000 Sheets
10)	COMPUTER PAPER (IMPORTED) Size : 9½" x 11" (Each Box containing 2000 Sheets Two Part) 60 to 65 Grams	80 Boxes	Rs. _____ each Box of 2000 Sheets



BOARD OF SECONDARY EDUCATION, KARACHI

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PART-“B”

*(Procurement from this part is optional/conditional
subject to need & required quantity)*

<u>S. NO.</u>	<u>SPECIFICATION</u>	<u>QUANTITY</u>	<u>RATES INCLUDING ALL TAXES</u>
1)	COLOURED PAPERS (Size 8 ½ x 13 ½) in 4 different Colours. Each ream containing 100 Sheets.	50 Reams	Rs. _____ each Ream of 100 Sheets
2)	COLOURED CARD (IMPORTED) in 5 different Colours Size : 22" x 28" (120 to 125 Grams) 100 Sheets per Packet.	05 Packets	Rs. _____ each Packet of 100 Sheets
3)	COMPUTER PAPER (IMPORTED) Size : 15" x 11" (Each Box containing 2000 Sheets One Part) 60 to 65 Grams.	70 Boxes	Rs. _____ each Box of 2000 Sheets
4)	COMPUTER PAPER (IMPORTED) Size : 15" x 11" (Each Box containing 2000 Sheets Two Part) 55 to 60 Grams.	70 Boxes	Rs. _____ each Box of 2000 Sheets
5)	OFFSET PAPER (IMPORTED) A4 Size: 8½" x 11½" (210 x 297 mm) (70 Grams)	50 Reams	Rs. _____ each Ream
6)	OFFSET PAPER (IMPORTED) Legal Size: 216 x 343 mm Trutone Technology 5 x 500 Sheets (70 Grams)	2000 Reams	Rs. _____ each Ream
7)	Tempo Marker (Different Colours)	10 Packets	Rs. _____ each Packet



BOARD OF SECONDARY EDUCATION, KARACHI

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	<i>Rupees In Words</i>	<i>Rupees In Figures</i>
Total cost of the Bid: <i>(as offered by the Bidder)</i>		
2% (two percent) amount of the Bid Price Bid Security (Refundable)		
10% (ten percent) amount of the Contract Price Performance Security (Refundable)		

SUMMARY OF TURN-OVER OF LAST THREE YEARS		
<i>YEAR-2013</i>	<i>YEAR-2014</i>	<i>YEAR-2015</i>
TOTAL:		



BOARD OF SECONDARY EDUCATION, KARACHI

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CERTIFICATE

I/We have carefully read & understood the Terms & Conditions whatever has been stated herein the enclosed pages and abide to the same. I/We guarantee to supply/deliver/install the items exactly in accordance with the requirements and enclosed the Bid Security payable to Board of Secondary Education, Karachi.

SIGNATURE WITH DATE: _____

NAME OF FIRM: _____

ADDRESS OF FIRM: _____

FULL NAME OF CONCERNED PERSON: _____

CNIC NUMBER: _____

POSITION HELD IN: _____

PHONE NUMBER(S): _____

MOBILE NUMBER(S): _____

FAX NUMBER(S): _____

NATIONAL TAX NUMBER: _____

GENERAL SALES TAX NUMBER: _____

STAMP OF THE FIRM: _____

PAY ORDER NUMBER: _____

BANK & BRANCH NAME: _____

DATED: _____

FOR RUPEES: _____

DRAWN: _____

as Bid Security is enclosed herewith.

BOARD OF SECONDARY EDUCATION, KARACHI

KARACHI - 75990

No. BSE/P&P/ 87 /2017

Dated 12-05-2017

NOTIFICATION

Subject: RE-CONSTITUTION OF QUALITY CONTROL COMMITTEE

It is hereby notified that owing to transfer/retirement of certain members the Chairman has been pleased to re-constitute the Quality Control Committee comprising following Officers with immediate effect till further orders:-

16/5/17

Mr. Abdul Razak Deepar
Deputy Controller of
Examinations

Convener

ii) Syed Umair Hussain
Assistant Secretary

Member

15/05

iii) Mr. Habibullah Suhag
Assistant Secretary

Member

15/5/17

15/05/17

iv) Mr. Rizwan Ahmed Khan
Assistant Director (Systems)

Member/ only for Computer and I.T
related items and the matters pertaining
to Computer Cell i.e Printing of Marks
Sheets & Certificates etc.

The above Officers are directed to make it convenient to check the procured items and submit your report(s) as per functions and responsibilities mentioned below.

This issues with the approval of Authority.

Functions and responsibilities:-

- Grammage, weight, size and other related stuff pertaining to quality of the procured goods will be tested/examined before Quality Control Committee.
- The members of Quality Control Committee should ensure their presence at the time of delivery of any procured item.
- After delivery of material(s), Quality Control Committee will randomly carry out counting of the quantity along with grammage/weight and size of the procured goods in premises of Board.
- The Quality Control Committee shall work directly under monitoring of the Secretary without involvement of any Officer/official of P&P Section, in order to ensure the transparency of procurements, however it may consult with the I.T Section Incharge for obtaining expert suggestions/opinions pertaining to technical coordination.

12/5/17

(SYED MUHAMMAD ALI SHAIQ)
Acting Secretary/Inspector of
Institutions

Copy to: -

- 1) P.S to Chairman
- 2) Members of Procurement Committee
- 3) Members of Q.C Committee

15/5/17

OC

15/5/17

BOARD OF SECONDARY EDUCATION, KARACHI

KARACHI - 75990

No. BSE/P&P/ 108 /2017

Dated 20-07-2017

NOTIFICATION


Subject: RE-CONSTITUTION OF PROCUREMENT COMMITTEE

It is hereby notified that the Chairman has been pleased to re-constitute the Procurement Committee under Rule-7 of SPPRA Rules-2010 (Amended 2017). The Procurement Committee shall now comprise of the following Officers:-

- | | |
|---|---------------------------------------|
| 1) Secretary,
Board of Secondary Education Karachi | Convener |
| 2) Mr. Naveed Ahmed Hashmi,
Principal, Govt. College for Men,
Nazimabad No.2 Karachi. | Member other than
Procuring Agency |
| 3) Audit Officer
Board of Secondary Education Karachi | Member |
| 4) Controller of Examinations
Board of Secondary Education Karachi | Co-opted Member |
| 5) Deputy Secretary-I,
Board of Secondary Education Karachi | Co-opted Member |

Copy to: -

- 1) P.S to Chairman
- 2) P.A to Secretary
- 3) Assistant Secretary (P&P) *to continue as supported staff of the Procurement Committee*


(**SYED MUHAMMAD ALI SHAIQ**)
Acting Secretary/Inspector of
Institutions

Copy also to:-

- 1) Members of Procurement Committee

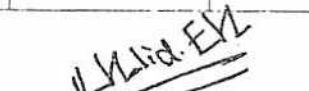
BOARD OF SECONDARY EDUCATION, KARACHI


PROCUREMENT PLAN FOR THE FINANCIAL YEAR 2017-2018

1) SPPRA COPY
2) OFFICE COPY


Sr. No.	Description of Procurement	Quantity (where applicable)	Estimated Unit Cost (where applicable)	Estimated Total Cost (In Million Rs.)	Funds Allocated (In Million Rs.)	Source of Funds (ADP/Non ADP)	Proposed Procurement Method	Timing of Procurement 2016-2017				Timing of Procurement 2017-2018				
								Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
1.	Procurement of Printing Items	-	-	26.00 approx.	30.00 approx.	Non ADP	National Competitive Bidding Single Stage One Envelope Procedure			✓		✓				
2.	Procurement of Duplicating Papers, Ink & Master Roll	-	-	12.00 approx.	15.50 approx.	Non ADP	- do -		✓			✓				
3.	Procurement of Shields, Medals and Badges	-	-	0.90 approx.	0.90 approx.	Non ADP	- do -							✓		
4.	Procurement of Office Furniture	-	-	0.90 approx.	2.50 approx.	Non ADP	- do -				✓					✓
5.	Procurement of Stationery (General, Computer & Printable) & other consumable articles	-	-	3.90 approx.	4.05 approx.	Non ADP	- do -			✓			✓			


(MAXY PAUL D' MELLO)
Deputy Secretary/Co-opted Member


(KHALID EHSAN)
Acting Controller of Examinations/Co-opted Member


(NAVEED AHMED HASHMI)
Principal, Govt. College for Men, Nazimabad No.2 Karachi/Member other than Procuring Agency


(KARIM BUX)
Acting Audit Officer/Member


(SYED MUHAMMAD ALI SHAIQ)
Acting Secretary/Inspector of Institutions/Convener