



OFFICE OF THE  
DEPUTY INSPECTOR GENERAL OF POLICE  
SUKKUR RANGE

Email: digpsukkur@hotmail.com  
Phone # 071-9310997 Fax # 071-9310996

**NOTICE INVITING TENDER**

The sealed tenders for the supply of food, drinking water, stationery, printed forms & other misc: items and repairs of transport, machinery, and furniture (estimated cost Rs. 4.223 million) for the office of undersigned are invited on single stage single envelope procedure from all interested firms meeting the eligibility criteria (SBR, FBR, GST & Income Tax registered firms)

S#	Description of items	Estimated cost	Earnest money	Tender fee
1	Pure drinking water	696,000	2%	500
2	Purchase of stationery & Printing	774,000	2%	500
3	Feeding diet food	350,000	2%	500
4	Repairs machinery	310,000	2%	500
5	Repairs furniture	200,000	2%	500
6	Repairs transport	1,100,000	2%	500
7	Misc: items	793,000	2%	500

Tender documents will be hoisted/ downloaded at SPPRA website from 12.09.2017 to 27.09.2017, bid documents can also be obtained from office of DIGP Sukkur Range in above mentioned dates during office hours on receipt of demand draft/ pay order of tender fee (non-refundable) or may submit the tender documents alongwith tender fee.

The last date for submission of tender is fixed on 28.09.2017 at 10.30 a.m. which will be opened on same day i.e. 28.09.2017 at 11.00 a.m. in the office of undersigned in presence of bidders. If government declares holiday the bids shall be submitted and opened as per given schedule on the next working day.

The competent authority reserves the right to reject any or all bids subject to relevant provision of SPPRA Rules 2010 (amended 2017)

All government taxes are applicable on bill.

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**GENERAL TERMS AND CONDITIONS**

**1) Tender Opening Date & Procedure**

The procurement shall be completed in accordance with SPPRA Rules on single stage- single envelope bidding procedure

- The tender documents and details will be obtained from 12.09.2017 to 27.09.2017 during office hours or it can be downloaded from SPPRA website
- The last date for submission of tender documents is fixed on 28.09.2017 at 10.30 a.m. and will be opened on same day i.e. 28.09.2017 at 11.00 a.m. in presence of firms or their representatives who wish to attend.
- In case of closed/ forced holidays, tender opening time/ date will be considered as the next working day.

**2) Tender fee, bid security**

- Bids must be accompanied by tender fee in form of pay order/ demand draft in favour of DIGP Sukkur Range
- All the tender documents must accompany an amount of 2% (earnest money) of total value of the tender (refundable) in form of pay order/ demand draft in the name of DIGP Sukkur Range

**3) Validity offer**

- Offers shall be valid as per SPPRA rule (90 days)
- Withdrawal, modification of the original offer within the validity period shall entitle the procuring agency to forfeit bid security

**4) Terms and conditions**

The companies are requested to read carefully the following terms and conditions and sign the tender form in token of having understood and accepted the same in all respects. They are also requested to submit the bids complete in all respects. Tender without earnest money will be out-rightly rejected.

- The company should quote their rates against each item sequence wise in the official format of tender document based on the invoice / quotation
- The bidder has to provide prices as per BOQ and total with GST
- The company must be registered with Income Tax Department (valid NTN certificate, copy must be attached)
- The company must be registered with Sales Tax Department (valid SRB & GST certificate, copy must be attached)

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- The company must have 5 years experience of similar projects (Pos must be attached)
- Annual turn-over for last three (03) years (copy must be attached)
- Minimum (03) years income tax return (copy must be attached)
- Authorization letter from manufacturer (copy must be attached)
- Conditional/ incomplete tenders will not be entertained
- Telephone, telexed, faxed, telegraphic quotations will not be entertained.
- The company must provide the warranty of the products as per attached BoQ
- All government taxes are applicable on bills
- Any bids received after the prescribed date and time for submission of bids shall be returned un-opened to the company
- The Procuring Agency reserves right to reduce or increase the quantity and accept or reject all or any bid and to stop the bidding process and reject all bids under Sindh Public Procurement Rules 2010 (amended 2017)
- No cutting/ corrections will be allowed in the BOQs
- Delivery of material will be effective only after successful TIR (Technical Inspection Report) by the procuring agency. The company will send technical staff for TIR
- The company will make sure that all documents/ manual/ software CDs (if applicable) are included in BOX

#### **5) Failure and Termination**

No offer of a firm, supplier will be considered if: -

- Bid received without tender fee and bid security CDR or less than required
- Bids received not in accordance with specification of Tender Documents
- Alternate bids received or alternative arrangement offered
- Bid received later than the date and time fixed for tender
- Tender is incomplete in any respect or is unsigned
- Offer is ambiguous and the offer is conditional
- Offer from a firm which is black-listed at any level
- Any erasing / cutting / overwriting etc
- The firms fails to make delivery within specified delivery period strictly in accordance with the terms and conditions as laid down in the work order
- Situation warranted, then the Procuring Agency is authorized to forfeit the bid security and the firm may also be black listed.

#### **6) Terms of payment**

- No payment shall be made in advance to the firm as mobilization advance
- Payments shall be made through cross cheque in the Pak Rupees
- Taxes will be deducted at source as per government rules at the time of payment

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*Jang Malik*



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**Tender notice for supply of stationery, printed forms, drinking water  
and other misc: items and repairs**

S#	Description	Quantity required	Per unit cost	Total cost
1	<b>Drinking Water</b>	200 tanker (2000 liters)		
2	<b>Stationery</b> 1. Ink Film Roll for fax 2. Paper Legal size 3. Paper A4 size 4. Color Papers A4 size 5. Register 400 pages 6. Register 200 pages 7. Calculator 8. File board 9. File Folders 10. Stamp pad 11. Hand Books 12. Paper Pin 13. Stapler Pin 14. U-Clips 15. Envelope Large 16. Envelope Medium 17. Envelope Small 18. Pointer Pen 19. Ball point 20. Pencil 21. Stapler Machine 22. Eraser 23. Pad Ink 24. Fluid 25. Steel Scale 26. Gum Full size 27. Tags Large 28. Tags Small	60 Nos. 200 Rims 350 Rims 50 Rims 30 Nos 20 Nos 10 Nos. 100 Nos. 50 Nos. 12 Nos. 100 Nos. 100 Packs 100 Packs 100 Packs 200 Nos. 200 Nos. 700 Nos. 12 Packs 100 packs 12 Packs 12 Nos. 12 Packs 12 Bottles 80 Nos. 12 Nos. 12 bottles 100 bundles 200 bundles		
3	<b>Printing</b> 1. Log books vehicle P-I 2. Log books vehicle P-II 3. File Cover legal size 4. File Cover A4 size 5. TA Forms Gazeted 6. TA Forms Staff.	25 Nos 25 Nos. 1000 Nos 500 Nos 100 Nos 100 Nos		
4	<b>Feeding</b> 1. Roti Roll 2. Biryani Deg 3. Zarda Deg 4. Crockery (rented)	As per need As per need As per need As per need		

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5	<b>Repair of Machinery</b> 1. Computers 2. Printers 3. Photostat machine 4. Fax Machine 5. Water motor pump 6. Electric water cooler 7. Refrigerator 8. Water dispenser 9. MM Projector 10. Gross cutter	When repair is required		
6	<b>Furniture Repairs</b> 1. Officer table 2. Staff table 3. Revolving Chairs 4. Staff chairs 5. Visitor Chairs 6. Wooden racks 7. Steel chairs 8. Almaris	When repair is required		
7	<b>Transport repair</b> All available transport	When repair is required		
8	<b>Others (Misc:)</b> 1. Wire 7/44 2. Wire 3/29 3. Wire 7/29 4. Saver light 5. Tube lights 6. Power plug 7. Mosquito killer spray 8. Room spray 9. Tissue papers 10. Wall clocks 11. Telephone sets 12. bell 13. Tea set 14. Broom 15. Vim 16. Detergent powder 17. Mop stick 18. Phenyl 19. Harpic 20. Paste control (finis) 21. Tea bags 22. Milk powder 23. Sugar 24. Biscuits 25. Plastic Sheets A5 26. Plastic Sheets A4 27. Sheet Cover A5 28. Sheet Cover A4 29. Plastic Tape	One coil One coil One coil 100 Nos. 10 Nos. 12 Nos. 12 Nos. 100 Nos. 100 Nos 5 Nos. 5 Nos. 5 Nos. 1 Set 24 Nos 24 Nos. 24 Nos 12 Nos 50 Nos. 50 Nos. 24 Nos. 24 Packs 12 KG 6 KG 100 Packets 100 Sheets 100 Sheets 100 Sheets 100 Sheets 24 Nos.		

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No. Accets /- 12314-15 /2017  
Sukkur-Dated 06 /09/2017

**OFFICE ORDER**

Pursuant to SPPRA Rule 7, procurement committee consisting of following officers of DIGP Office Sukkur is hereby constituted to monitor purchasing process and inspect goods/ repairs during current financial year 2017-18

1. Mr. Fida Hussain Solangi, DSP Legal
2. Syed Bashir Hussain Shah, Assistant Admn.
3. Insp: Sajad Ahmed Abbasi
4. Insp: Anwar Hussain Bhutto

The Terms of reference: - The committee shall follow the rules of Pakistan Public Procurement Regulatory Authority (PPPRA) and /or Sindh Public Procurement Regulatory Authority (SPPRA) as the case may be.

(CAPT. ® FEROUZE SHAH) PSP  
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Copy to: -

1. The Inspector General of Police Sindh Karachi (Att: DIGP Finance)
2. The Manager (CB) Govt: of Sindh SPPRA Karachi
3. All concerned officers



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No. Accts /- 12320-22/2017  
Sukkur-Dated 06/09/2017

**OFFICE ORDER**

Pursuant to Rule 31 of Sindh Public Procurement Regulatory Authority Rules 2010, the DIGP Sukkur Range is pleased to constitute following complaint redressal committee in connection to address the complaint of bidders, if any occur during procurement proceedings at DIGP Office Sukkur. during current financial year 2017-18

1. ADIGP Establishment, Range Office Sukkur
2. District Accounts Officer Sukkur.
3. Superintendent Range Office Sukkur

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3. The District Accounts Officer Sukkur
4. All concerned officers



**PROCUREMENT PLAN (2017-18)**

S#	Fund head & Sub head	Name of work and breakup	Allocated funds (in million)	Items to be executed	Method of procurement	Anticipated/ actual date of advertisement	Anticipated / actual date of start	Anticipated / actual date of completion	Remarks
1	Water	Purchase of pure drinking water	0.696	Drinking water	As per SPPRA Rules 2010/13	During the FY 2017-18	As and when required during the FY 2017-18	As per NIT date	
2	Stationery	Purchase of stationery	0.508	Office stationery	As per SPPRA Rules 2010/13	During the FY 2017-18	As and when required during the FY 2017-18	As per NIT date	
3	Printing & publication	Printing of forms & registers etc	0.266	Printing of registers, files, forms etc	As per SPPRA Rules 2010/13	During the FY 2017-18	As and when required during the FY 2017-18	As per NIT date	
4	Feeding diet food	Purchase of food	0.350	Ready diet food	As per SPPRA Rules 2010/13	During the FY 2017-18	As and when required during the FY 2017-18	As per NIT date	
5	Machinery & Equipment	Repair of machinery	0.310	Repair of computers, printers, fax, etc	As per SPPRA Rules 2010/13	During the FY 2017-18	As and when required during the FY 2017-18	As per NIT date	
6	Furniture & Fixture	Repair of furniture	0.200	Repair of office tables, chairs etc	As per SPPRA Rules 2010/13	During the FY 2017-18	As and when required during the FY 2017-18	As per NIT date	
7	Transport	Repair of transport	1.100	Repair of jeep, vans, pickups & motorcycles	As per SPPRA Rules 2010/13	During the FY 2017-18	As and when required during the FY 2017-18	As per NIT date	
8	Misc: items	Various items	0.793	Purchase of recurring & non-recurring items	As per SPPRA Rules 2010/13	During the FY 2017-18	As and when required during the FY 2017-18	As per NIT date	
		Total	4.223						



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