

BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

No. BSE/P&P/ 516 /2017

Dated 19-09-2017

Notice Inviting Tender

Sealed 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.	Duplicating Papers (Imported) Size: 10" x 15"	13,000 Reams	2% (two percent) of the bid price (Refundable) in shape of Pay Order in the name of Secretary, Board of Secondary Education Karachi	Rs.500/- (Rupees Five Hundred only) (Non-Refundable) in shape of Pay Order in the name of Secretary, Board of Secondary Education Karachi	One month after issuance of contract award
2.	Duplicating Papers (Imported) Size: 8 ½" x 13 ½"	2,000 Reams			
3.	Copy Printer Ink RZ and EZ	400 Bottles			
4.	Copy Printer Master Roll (RZ-B4 – Type 331S-4249)	80 Rolls			
5.	Copy Printer Ink CP1-07	400 Bottles			
6.	Master Roll for Nashuatech DX-3443	60 Rolls			

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

2. ELIGIBILITY CRITERIA

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

BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

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

4. Bidding/Tender Documents:

- i. **Issuance:** Bid Documents will be issued from the first date of publication/hoisting to Tuesday 17-10-2017 up to 12:00 Noon.
- ii. **Submission:** Last date will be Tuesday 17-10-2017 up to 01:00 p.m.
- iii. **Opening:** will be opened on Tuesday 17-10-2017 up to 02:00 p.m.
- iv. **Un-responded Tenders:** will be again issued/submitted opened on following dates:-

Attempt:	(a) Issue Date:	(b) Submission & opening Date:
2 nd	Wednesday 18-10-2017	Monday 06-11-2017

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.



(ACTING SECRETARY)

BOARD OF SECONDARY EDUCATION KARACHI
NAZIMABAD KARACHI-75990

BOARD OF SECONDARY EDUCATION, KARACHI
NAZIMABAD KARACHI-75990

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
DUPLICATING PAPERS, INK & MASTER
ROLL FOR SSC EXAMINATIONS-2018

IN RESPECT OF THE
IFB No.BSE/P&P/516/2017 dated 19-09-2017



PART ONE (FIXED)

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

Issued by:

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

BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

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>
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Note:-

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

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- (iii) Registration with Federal Board of Revenue (FBR), for Income Tax and Sales Tax in case of procurement of goods
- (iv) Registration with the Sindh Revenue Board (SRB) in case of procurement of works and services
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BOARD OF SECONDARY EDUCATION, KARACHI
NAZIMABAD KARACHI-75990

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

BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

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.pprasinhd.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 Duplicating Papers, Ink & Master Roll for SSC Examinations-2018
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 (a)	Manufacturer's Authorization Form	The bidder should submit documentary evidence in shape of "Manufacturer's Authorization Form" in case a Bidder offering to supply goods under the contract which the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the goods' Manufacturer or producer to supply the goods.
ITB 13.3 (d)	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

BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

PREPARATION AND SUBMISSION OF BIDS		
ITB 13.3 (d)	Qualification Requirements	<ul style="list-style-type: none"> • 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
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 Duplicating Papers, Ink & Master Roll for SSC Examinations-2018 IFB No: <i>BSE/P&P/516/2017</i> <i>dated 19-09-2017</i>
ITB 19.1	Deadline for bid submission	<u>Tuesday 17-10-2017 up to 01:00 p.m</u> Sealed bids duly filled-in, mentioning on top of the envelope " <i>Tender for Procurement of Duplicating Papers, Ink & Master Roll for SSC Examinations-2018</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 Tuesday 17-10-2017.
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.



BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

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 bidders will have to provide specimen/sample of items (one Ream of Duplicating Papers, One Bottle of Ink and One Master Roll) without any indication of name or seal of supplying firms.

The specimen/sample must be provided at the time of bid opening, in presence of Procurement Committee which shall sign the samples, failing which the bid will not be evaluated and shall be rejected.

Duplicating Papers should be 100% dry paper and up to the required weight/grammage and should be compatible with the Machines in which they are going to be used.

Ink & Master Roll should be genuine/compatible with the Machines in which they are going to be used.

Specimen/samples of only those bidder(s) will be selected for testing in the Machines whose bid(s) are found "Lowest Evaluated Bid".

If a bid found "Lowest Evaluated Bid" but the specimen/samples provided by the said bidder are not found compatible/suitable in the Machines, in that case, Bid Security of the said bidder shall be forfeited and he may also be blacklisted.

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 subject to compatibility/suitability of the item(s).

BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

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".

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.

BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

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 Bid 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.

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.

BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

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 bidders will have to provide specimen/sample of items (one Ream of Duplicating Papers, One Bottle of Ink and One Master Roll) without any indication of name or seal of supplying firms.
- 7) The specimen/sample must be provided at the time of bid opening, in presence of Procurement Committee which shall sign the samples, failing which the bid will not be evaluated and shall be rejected.
- 8) Duplicating Papers should be 100% dry paper and up to the required weight/grammage and should be compatible with the Machines in which they are going to be used.
- 9) Ink & Master Roll should be genuine/compatible with the Machines in which they are going to be used.
- 10) Specimen/samples of only those bidder(s) will be selected for testing in the Machines whose bid(s) are found "Lowest Evaluated Bid".
- 11) If a bid found "Lowest Evaluated Bid" but the specimen/samples provided by the said bidder are not found compatible/suitable in the Machines, in that case, Bid Security of the said bidder shall be forfeited and he may also be blacklisted.
- 12) The offered products should be prime quality products.
- 13) Cheap products of low quality or substandard shall not be accepted and the said bid shall be treated as Irresponsive.
- 14) Inferior, low quality or substandard products will be rejected and Security Money shall be forfeited and the bidder may also be blacklisted.



BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990



- 15) 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).
- 16) 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.
- 17) The Contract Award may be assigned at any time during the period of bid validity
- 18) The rates should be written both in Figures as well as in Words as indicated against the specifications.
- 19) The successful bidder(s) shall be liable to provide documentary evidence in shape of "Manufacturer's Authorization Form" in case a Bidder offering to supply goods under the contract which the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the goods' Manufacturer or producer to supply the goods.
- 20) 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.
- 21) 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.
- 22) Placement of Contract Award will be subject to payment of Performance Security.
- 23) 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.
- 24) The items should be supplied strictly in accordance with the approved samples.
- 25) 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.
- 26) SPPRA Rules-2010 (Amended 2017) shall strictly be followed.

BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

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.

BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

SECTION-V. TECHNICAL SPECIFICATIONS

<u>S. No.</u>	<u>SPECIFICATION</u>	<u>Quantity</u>	<u>Rates Including All Taxes i.e Complete in all respects</u>	
			<u>Rupees in Figures</u>	<u>Rupees in Words</u>
1)	Duplicating Papers (Imported) Size: 10" x 15" (55 to 60 Grams)	13,000 Reams	Rs. _____ each Ream	
2)	Duplicating Papers (Imported) Size: 8 ½" x 13 ½" (55 to 60 Grams)	2,000 Reams	Rs. _____ each Ream	
3)	Copy Printer Ink RZ and EZ (Made in Japan Original) (Box containing 02 Bottles in each Box)	400 Bottles	Rs. _____ each Box of 02 Bottles	
4)	Copy Printer Master Roll (RZ-B4 - Type 331S-4249) (Box containing 02 Rolls in each Box)	80 Nos.	Rs. _____ each Box of 02 Rolls	
5)	Copy Printer Ink CP1-07 for use in Nashuatech Copy Printer DX-3443	400 Bottles	Rs. _____ each Bottle	
6)	Copy Printer Master Roll for use in Nashuatech Copy Printer DX-3443	60 Rolls	Rs. _____ each Roll	

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

BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

SUMMARY OF TURN-OVER OF LAST THREE YEARS		
YEAR-2014	YEAR-2015	YEAR-2016
TOTAL:		

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/ 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:-

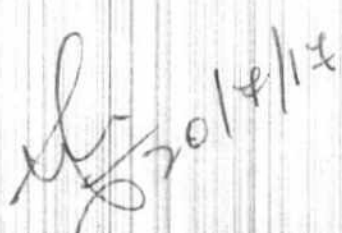
- | | |
|---|---------------------------------------|
| 1) Secretary,
Board of Secondary Education Karachi | Convener |
| 2) Mr. Naveed Ahmed Hashmi,
Principal, Govt. College for Men,
Nazimabad No.2 Karachi. | Member other than
Procuring Agency |
| 3) Audit Officer
Board of Secondary Education Karachi | 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*

Copy also to:-

- 1) Members of Procurement Committee


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

BOARD OF SECONDARY EDUCATION, KARACHI

KARACHI - 75990

No. BSE/P&P/ 788 /2016

Dated 04-11-2016

NOTIFICATION

Subject: CONSTITUTION OF COMPLAINT REDRESSAL COMMITTEE (CRC)

It is hereby notified that the Complaint Redressal Committee (CRC) of the Board of Secondary Education Karachi has been constituted under Rule-31 of SPPRA Rules-2010 (Amended 2013) comprising following Officers:-

- | | |
|---|----------|
| 1) Chairman
Board of Secondary Education
Karachi | Convener |
| 2) Representative of the
Accountant General, Sindh | Member |
| 3) Secretary,
Board of Intermediate Education
Karachi | Member |

This issues with approval of the Authority.

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

Copy to: -


- 1) P/S to Chairman
- 2) P/A to Secretary
- 3) P/A to C.E

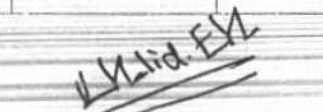
BOARD OF SECONDARY EDUCATION, KARACHI

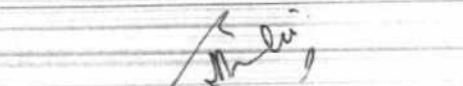
PROCUREMENT PLAN FOR THE FINANCIAL YEAR 2017-2018

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