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OFFICE OF THE EXECUTIVE ENGINEER BUILDINGS DIVISION SANGHAR.

No. TC/G-55/ 1323 of 2017

Sanghar Dated 4-10-17

INVITATION FOR BIDS

Sealed Tenders on Standard Bid Documents forms B-I & BII are invited from all interested persons / parties / contractors / firms meeting with eligibility criteria of SPPRA Rules 2010 for the following works.

S.No.	Name of Work	Estimated Cost	Earnest Money	Tender Fees	Completion Period
	ADP Schemes 2017-18.				
1	Rehabilitation / Renovation of Deputy Commissioner Office Sanghar.	0.860	43000	1500	12 (Months)

TERMS AND CONDITIONS OF THE TENDERS.

- 1 The Procuring agency Executive Engineer Buildings Division Sanghar invites sealed bid from interested firms or persons meeting with eligibility criteria of SPPRA 2010.

Address:- Office of the Executive Engineer Buildings Division Sanghar (Works & Services) Department at Old Boys College Hostel Building Nawabshah road Sanghar.	Telephone:- 0235-541378. email:- xenbuildingdivisionsanghar@gmail.com
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- 2 The Complete set of Bidding Documents may be purchased by an interested eligible / bidder on submission of a written application to the office given below and upon payment of bid price / tender fee mentioned against each work from the date of publication of NIT upto 26-10-17 at 12:00 PM
- 3 All bids must be accompanied by a Bid Security / Earnest Money in the amount mentioned against each work in the form of Call Deposit from any scheduled Bank duly pledged in the name of Executive Engineer Buildings Division Sanghar and must be to this office on 27-10-17 upto 2:00 PM Bids will be opened at 3:00 PM on the same day in the presence of bidders representatives who choose to attend, at the same address.

- 4 If the undersigned is out of head quarter, the bid be issued and opened on next working day as per standard time schedule

- 5 Registration with Income Tax Department (NTN Certificates) and copy of C.N.I.C.
- 6 Registration with SRB (Sindh Revenue Board).
- 7 In case of works costing to above Rs: 4.00 (M) the PEC Certificate will be applicable.
- 8 Affidavit to the effect that the Firm / Contractor have not been black listed previously by any executing agency.
- 9 The detail of all works can be seen at web site www.sindh.gov.pk Govt: of Sindh and SPPRA web site www.pprasindh.gov.pk
- 10 In case the tenders are cancelled / rejected or un-responded, the next date for issue and opening will be as under:
Conditional and Telegraphic tender will not be entertained.
The competent authority reserved the right to reject any or all tenders / bid proposals as per provision of SPPRA Rules and shall be communicated to bidder on request.

Received Date & Time.

2nd Attempt

Date of Issue upto 16-11-17 at 12:00 PM & will be received back on 17-11-17 upto 2:00 pm and Open on

EXECUTIVE ENGINEER
BUILDINGS DIVISION
SANGHAR.

SPPRA TENDER DIARY
NO: 1620

DATED: 05-10-17

C.C to:

- 1 The Director Information (Advertisement) Relation Sindh Directorate Block No. 96 Sindh Karachi, for Publication in three leading News Papers English, Urud & Sindhi (7 copies NIT enclosed).
- 2 The Director (CB) Sindh Public Procurement Regularity Authority (SPPRA) Barrack No 8 Secretariate A4 Court Road Karachi.
- 3 The Deputy Commissioner Sanghar for information
- 4 The Superintending Engineer, Works & Services Department Sanghar.
- 5 The Executive Engineer all under Superintending Engineer (W&S) Department Sanghar for information.
- 6 The Assistant Engineer (all) under Executive Engineer Building Division Sanghar.
- 7 Copy to Notice Board / C.B / D.B (Local).



**EXECUTIVE ENGINEER
BUILDINGS DIVISION
SANGHAR.**

STANDING BIDDING DOCUMENTS

FOR

Rehabilitation / Renovation of Deputy Commissioner Office Sanghar.

(LETTER OF OFFER)

Bid Reference No. TC/G-55/

Dated:-

**Rehabilitation / Renovation of Deputy Commissioner
Office Sanghar.**

To,

The Executive Engineer Buildings Division Sanghar.

Gentlemen,

- 1 Having examined the Bidding Documents including Instructions to Bidders, Bidding Data, Conditions of Contract, Contract Data, Specifications, Drawings, if any, Schedule of Prices and Addenda for the execution of the above-named works, we, the undersigned, being a company doing business under the name of and address (as follows) and being duly incorporated under the laws of Pakistan hereby offer to execute and complete such works and remedy any defects therein in conformity with the said Documents including Addenda thereto for the Total Bid Price of Rs _____ (Rupees _____) or such other sum as may be ascertained in accordance with the said Documents
- 2 We understand that all the Schedules attached hereto form part of this Bid
- 3 As security for due performance of the undertakings and obligations of this Bid, we submit herewith a Bid Security in the shape of Call Deposit for amounting Rs. _____ (Rupees _____) & Call Deposit No. _____ issued from _____ pledged in your favour and valid for a period of twenty eight (28) days beyond the period of validity of Bid
- 4 We undertake, if our Bid is accepted, to commence the Works and to deliver and complete the Works comprised in the Contract within the time(s) stated in Contract Data
- 5 We agree to abide by this Bid for the period of (90) days from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period
- 6 Unless and until a formal Agreement is prepared and executed, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us
- 7 We undertake, if our Bid is accepted, to execute the Performance Security referred to in Conditions of Contract for the due performance of the Contract
- 8 We understand that you are not bound to accept the lowest or any bid you may receive
- 9 We do hereby declare that the Bid is made without any collusion, comparison of figures or arrangement with any other person or persons making a bid for the Works

Dated:- _____

Signature: _____

Name of Bidder in Block Capitals: _____

Seal: _____

Address: _____

Issued to M/s _____

Vide D.R.No. _____ Dated:- _____

and charged Rs. _____ as Tender Fee.

MEMORANDUM

a).	General Description:	Rehabilitation / Renovation of Deputy Commissioner Office Sanghar.
b).	Estimated Cost:	Rs. 0.860 (M)
c).	Earnest Money:	Rs. 43000/=
d).	Time allowed for completion:	12 Months
e).	Percentage to be deducted from contractors' bills:	5% as Security Deposit & 7.50% as Income Tax (NTN holders) Any other Taxes / Levies, if notified by the Government.


EXECUTIVE ENGINEER
BUILDINGS DIVISION
SANGHAR

SUMMARY OF BID PRICES

Bill No.	Description	Total Amount (Rs)
1	Part-A (Civil Work)	Rs.
2	Part-B (W/S & S/F)	Rs.
3	Part-C (Non-Schedule Item)	Rs.

Total Bid Price Rs. _____

(In words Rupees: _____

CONTRACTOR

SCHEDULE OF PRICES (BOQ)

(Description and rate of items based on Composite Schedule of Rates)

NAME OF WORK: - Rehabilitation / Renovation of Deputy Commissioner Office Sanghar.

S.#	Items of Work	Qty:	Rate	Unit	Amount
Part-A (Civil Work)					
1	Dismantling C.C Plain (1:2:4) (S.I.No 19-C-P.No 10)	148 Cft	3327.50	%Cft	4925
2	Cement Concrete plain including placing compacting finishing and curing complete including screeding and washing of stone aggregate without shuttering ratio 1:2:4 (S.I.No 5-f-P.No 15) .	101 Cft	14429.25	%Cft	14574
3	Providing and Fixing Deodar Almirah 9"- 12"depth i/c boxing with back shalves shulter brass fitting complete (S.I.No. 23 P.No. 61)	48 Sft	1778.50	P.Sft	85368
4	Removing cement palster from walls (S.I.No. 53 P-13)	793 Sft	121.00	%Sft	960
5	Applying fleating coat of cement 1/32" thick (S.I.No.14 P-52)	793 Sft	660	%Sft	5234
6	Cement plaster 1/2" thick upto height ratio 1:6 (S.I.No. 13-b- P-51)	793 Sft	2206.60	%Sft	17498
7	Cement plaster 3/8" thick ratio 1:4 (S.I.No: 11 (a) P.No: 51)	289 Sft	2197.52	%Sft	6351
9	Laying Floor of approved colour glazed tiles 1/4" thick laid in white cement and pigments on the bad of 3/4" thick cement mortar (S.I.No 25 P.No 42)	593 Sft	27747.06	%Sft	164540
10	Providing and laying glazed tiles dado 1/4" thick laid in pigment over 1:2 cement sand mortor 3/4" thick i/c finishing lish etc complete (S.I.No 38 P.No 45)	546 Sft	28299.30	%Stt	154514
11	Supplying and fixing false ceiling of paster of paris in pannel l/c making fram work of deodar wood l/c pointing with galigia paint (S.I.No. 52 P-63)	660 Sft	25293.42	%Sft	166937
12	Preparing the old surface and painting with matt finish 2 cost (S.I.No..... P.No.....)	1118 Sft	1772.38	%Sft	19815
13	Scraping in ordinary distemper oil bound distemper or paint on walls (S. 54 (b) P13)	1572 Sft	226.28	%Sft	3557
14	Preparing Old Surface with Plastic Emulation pait three cost (S.I.No. 41 P.No 50)	1572 Sft	1980.83	%Sft	31139
15	Galvonized wire guaze fixed to chowkats with 3/4" deodar strip and screws (S.I.No 14-D-P.No: 60)	99 Sft	190.72	P.Sft	18881
16	Preapring Old Surface & Painting doors and windows any type three coats (S.I.No.4-c P-67)	130 Sft	1662.21	%Sft	2161
Amount of Schedule Items			Total	Rs:	696454

Add: / Deduct _____ %Above / Below of rates oc CSR Rs:

Total (A)

Part-B (W/S & S/F)						
1	P/F: squanting eurptan type white glazed earthen ware w.c pan with complete with and i/c the cost of white black bast quality and lid with c.p sraws hinges and buffer 3 gallon white glazed earthen ware low level flushing cistern with siphon fitting 1-1/2" dia white precelian flush bound 3/4" dia and making required no of hold in wall plinth and floor for pipe crossing and making good cement concret 1:2:4: (foregion quality.) S.I.No. 5 (P-2)	2	Nos	4846.60	Each	9693

2	P/F: European white glazed earthen ware wash down w.c pan complete with and i/c the cost of white / black plastic seat (Best Quality) and lid with C.P brass hinges and buffers, 3 gallons white glazed earthen ware low level flushing cistern with siphon fitting 1-1/2" dia white porcelain enamelled flush bend 3/4" dia and making requisite number of holes in walls, plinth and floor for pipe connections and making good in cement concrete (1:2:4) Foreign Quality (S.I.No 5 P.No 2)	1	Nos:	11477.40	Each	11477
3	F.Fixing flat back lipped from urinal basin of white glazed earthen (S.I.No. 6 P.No 2)	1	Nos	3890.7	Each	3891
4	P/f: 22"x16" lavatory basin in white glazed earthen ware complete white and i/c the cost at of W.I or C.I Cost of W.I or C.I cantilever brackets 6" built into walls, painted white in 2 coat after a primary coat of red lead paint, a pair of 1/2" rubber plug & chrome brass waste of approved pattern 1-1/4" dia malleable iron or C.P brass traps, malleable iron or brass unions and making requisite number of holes in walls plinth and floor for pipe connection & making good in cement concrete 1:2:4 (Foreign or Equivalent) (S.I.No 13 P.No: 4)	2	Nos	6237.00	Each	12474
5	Add: Extra for labour for providing and fixing of earthen ware pedestal white or coloured glazed (Foreign or Equivalent)	1	Nos	2533.47	Each	2533
6	P/f: 6" X 2" or 6" X 3" C.I floor trap of the approved self cleaning design with a C.I screw down gating with out a vent arm complete with a nd i/c making request number of holes in cement walls plinth and floor pipe connection and making good in c.c. 1:2:4 ratio (S.I.No 20 P.No 6)	4	Nos:	2042.43	Each	8170
7	P/F: Nylon connection 1/2" dia complete with brass stop cock with pair of brass nuts and lining joints to nylon connection (S.I.No 23 P.No 6)	6	Nos	447.15	Each	2683
8	P/F: Handle valve (Chine Make) (3/4" dia)	4	Nos:	271.92	Each	1088
9	S/F: Cancelled Tee stop cock of superior quality	3	Nos:	843.92	Each	2532
10	S/F: long bib cock of superior quality with 1/2" thick c.p head	4	Nos:	1109.46	Each	4438
11	S/F: sawan type of pillar cock superior quality single C.P head 1/2" dia (S.I.No 16-b-P.No 19)	1	Nos:	795.00	P.No:	795
12	Providing G.I pipe special etc including fixing cutting and fitting complete with and i/c the cost of breaking through walls and roof making good etc painting two coats after cleaning the pipe etc with white zinc paint with pigment to match. (S.I.No 1 P.No 12)					
	A---do--- 1/2" dia	25	Rft	73.21	P.Rft	1830
	B---do--- 3/4" dia	20	Rft	95.79	P.Rft	1916
13	Providing & Laying UPVC pipe of Class "B" fixing in trench i/c cutting, fitting, and jointing with solvent cement i/c testing with water to a head of 61 meter or 200 ft (S.I.No 4-b-P.No 23) (P.H.E)	25	Nos:	136.00	Each	3400
14	Supplying and Fixing C.P Muslim shower with double bib cock & ring pipe etc complete (S.I.No 19-a-P.No19)	1	No	3432.0	Each	3432
15	S/F: Jet shower with rod of superior quality with C.P handle 1/2" dia (S.I.No: 15 / P-19).	1	No:	1142.24	Each	1142
16	S/F: Cancelled stop stop cock of superior quality	1	No:	509.74	Each	510

17	Supplying and fixing bath room accessories set (7 pices) l/c towel rod brush holder shop try half half of approved design l/c cost of scrows nuts etc complete master brand (S.I.No. 25 P-16)	1	Nos:	8122.40	Each	8122
				Total (B)		80126

Add: / Deduct _____ %Above / Below on Sanitary Items Rs:

Add: / Deduct _____ %Above / Below only G.I & RCC Pipe Rs:

Total (B) _____

Part-C (Non-Schedule Item)

1	Supplying and fixing bath room accessories set (7 pices) l/c towel rod brush holder shop try half half of approved design l/c cost of scrows nuts etc complete master brand (S.I.No. 25 P-16)	2	Nos:		Each	
				Total (C)		

Total (A+B+C) _____

Note: Any variation in the description on item Quantites, Rates if any as per Sanctioned Estimate will be accepted

CONTRACTOR


EXECUTIVE ENGINEER
BUILDINGS DIVISION
BANGHAR.

SPPRA BIDDING DOCUMENT

STANDARD BIDDING DOCUMENT

PROCUREMENT OF WORKS

(For Contracts Costing up to Rs 2.5 MILLION)

Bidding Document is intended as a model for admeasurement (unit price for unit rates in a Bill of Quantities) types of contracts. The main text refers to admeasurements contracts.

BIDDING DOCUMENT

(This section should be filled in by the Engineer / Procuring Agency before issuance of the Bidding Document).

- (a) Name of Procuring Agency:- Executive Engineer, Building Division Sanghar.
- (b) Brief Description of Work: Rehabilitation / Renovation of Deputy Commissioner Office Sanghar.
- (c) Procuring Agency's Address: Nawab Shah Road Near Boys Degree College
- (d) Estimated Cost: 0.860 (M)
- (e) Amount of Bid Security Rs:17200/= "(Fill in lump sum amount or in %age of bid amount / estimated cost, but not exceeding 5%)
- (f) Period of Bid Validity (days) 90 Days (Not More than Ninety days).
- (g) Security Deposit (i/c Bid Security) Rs:43000/= "(in %age of bid amount/Estimated cost equal to 10%)
- (h) Percentage, if any, to be deducted from Bills Rs:43000/= (5%)
- (i) Deadline for Submission of Bids along with Time _____
- (j) Venue, Time, and Date of Bid Opening Office of the Executive Engineer Buildings Division Sanghar Nawab Shah Road Near Boys Degree College Sanghar.
- (k) Time for Completion from writing order of commence 12 Month
- (L) Liquidity damages:-0.05% per day (0.05 of Estimated Cost or Bid Cost per day of delay, but total exceeding 10%)
- (m) Deposit Receipt No. _____
- (n) Deposit Receipt No. & Date _____ Dated _____ Rs. _____
- (o) Rate quoted by Contractor _____ Above/Below Schedule items
Rs. _____ & Non-Schedule Items Rs. _____
- Total Tender Cost Rs: _____


**EXECUTIVE ENGINEER
BUILDINGS DIVISION
SANGHAR.**

ANNUAL PROCUREMENT PLAN.

OFFICE OF THE EXECUTIVE ENGINEER BUILDINGS DIVISION SANGHAR FOR THE 2017-18.

S.No.	Description of Procurement)	Quantity (Where applicable)	Estimated Total Cost (M)	Funds Allocated (M)	Source of Funds ADP / Non-ADP	Proposed Procurement Method	Timing of Procurement				Remarks
							1st Qtr	2nd Qtr:	3rd Qtr:	4th Qtr:	
1	Rehabilitation/Renovation of Mukhtiarkar Residence Tando Adam.		6.733	2500000	District ADP	Open Competitive Bidding	---	---	---	---	
2	Rehabilitation/Renovation of Mukhtiarkar Office Jam Nawaz Ali.		11.217	1335000	District ADP	Open Competitive Bidding	---	---	---	---	
3	Rehabilitation / Renovation of Deputy Commissioner House Sanghar		19.948	685000	District ADP	Open Competitive Bidding	---	---	---	---	
4	Rehabilitation / Renovation of Deputy Commissioner Office Sanghar.		9.876	890000	District ADP	Open Competitive Bidding	---	---	---	---	
5	Rehabilitation / Renovation of Additional Deputy Commissioner-I Bungalow Sanghar.		9.318	2065000	District ADP	Open Competitive Bidding	---	---	---	---	
6	Rehabilitation / Renovation of Various Quarters & Bungalow in District Head Quarter Sanghar		7.500	2500000	District ADP	Open Competitive Bidding	---	---	---	---	
7	Rehabilitation / Renovation of Lavatory Block in Deputy Commissioner Office Sanghar.		5.204	3500000	District ADP	Open Competitive Bidding	---	---	---	---	
8	Rehabilitation / Renovation of Treasury Officer Bungalow Sanghar.		3.000	2580000	District ADP	Open Competitive Bidding					
9	Rehabilitation / Renovation of Mukhtiarkar Office Sinjhora.		8.500	6000000	District ADP	Open Competitive Bidding					
10	Rehabilitation / Renovation of Mukhtiarkar Office Tando Adam.		10.000	6100000	District ADP	Open Competitive Bidding					
11	Construction of Compound Wall Around Revenue Coony Shahdadpur		3.448	2585000	District ADP	Open Competitive Bidding					
12	Rehabilitation / Renovation of Assistant Commissioner Tando Adam / Shahdadpur / Sinjhora (Residential Block)		3.000	2500000	District ADP	Open Competitive Bidding					
13	Construction of Office Building for Union Council Office Koro Khan Umrani Taluka Shahdadpur District Sanghar.		4.993	3750000	District ADP	Open Competitive Bidding					

S.No.	Description of Procurement)	Quantity (Where applicable)	Estimated Total Cost (M)	Funds Allocated (M)	Source of Funds ADP / Non-ADP	Proposed Procurement Method	Timing of Procurement				Remarks
							1st Qtr	2nd Qtr:	3rd Qtr:	4th Qtr:	
14	Construction of Bus Stand Tando Adam Muhammad Faqir Dero Chowk Bhit Shah Tando Adam Shahdadpur Road District Sanghar.		40.00	5800000	District ADP	Open Competitive Bidding					
15	Rehabilitation / Renovation of existing Historical Place at Gurang Bungalow Sanghar		20.00	2500000	District ADP	Open Competitive Bidding					
16	Rehabilitation / Renovation of existing of Children Park Sanghar		20.00	3500000	District ADP	Open Competitive Bidding					
17	Construction of C.C Road in Various Streets of UC-I,II,III,IV & V Tando Adam District Sanghar (New).		20.00	2600000	District ADP	Open Competitive Bidding					
18	Rehabilitation / Renovation of City Public Park (Old Rani Bagh) Sanghar		12.000	4548000	District ADP	Open Competitive Bidding					
19	Construction of C.C Block at Village Mushtaque Ali Rind UC-Berani Taluka Jam Nawaz Ali District Sanghar.		4.938	1938000	District ADP	Open Competitive Bidding					
20	Construction of C.C Block in Various Streets of UC-I,II,III,IV & V Taluka Tando District Sanghar (Old)		15.000	6000000	District ADP	Open Competitive Bidding					
21	Construction Compound Wall Around Graveyard Juman Shah at Village Mir Muhammad Kharrat Taluka Sinjhor District Sanghar.		4.025	2370000	District ADP	Open Competitive Bidding					
22	Construction of C.C Block / Road at Perumal Town Taluka & District Sanghar.		5.521	2660000	District ADP	Open Competitive Bidding					
23	Renovation / Rehabilitation of Main Eid Gah Near Dilber Chowk Sanghar		8.571	2150000	District ADP	Open Competitive Bidding					
24	Construction of Compound Wall Around Graveyard Block No: 11, UC-II Sanghar.		12.380	4000000	District ADP	Open Competitive Bidding					
25	Construction of Janaze Gah at Berani City Taluka Jam Nawaz Ali District Sanghar.		1.000	800000	District ADP	Open Competitive Bidding					
26	Construction of CC Block at Village Sikander Magsi UC Berani Taluka Jam Nawaz Ali District Sanghar.		1.000	800000	District ADP	Open Competitive Bidding					

S.No.	Description of Procurement)	Quantity (Where applicable)	Estimated Total Cost (M)	Funds Allocated (M)	Source of Funds ADP / Non-ADP	Proposed Procurement Method	Timing of Procurement				Remarks
							1st Qtr	2nd Qtr:	3rd Qtr:	4th Qtr:	
27	Construction of Taxi Stand at Nouabad Taluka Jam Nawaz Ali District Sanghar.		1.000	800000	District ADP	Open Competitive Bidding					
28	Rehabilitation / Renovation of Dargah Syed Muhib Ali Shah UC-Koro Khan Umrani Taluka Shahdadpur District Sanghar.		2.714	2200000	District ADP	Open Competitive Bidding					
29	Construction of Compound Wall and Room of (Massan) Hindu Graveyard Near Old Dhak Naka Sanghar.		3.000	2500000	District ADP	Open Competitive Bidding					
30	Rehabilitation/Renovation of Rural Health Center at Sarhari Taluka Shahdadpur District Sanghar		13.252	261000	District ADP	Open Competitive Bidding					
31	Rehabilitation/Renovation of Rural Health Center at Shahpurchakar Taluka Shahdadpur District Sanghar		17.743	3500000	District ADP	Open Competitive Bidding					
32	Rehabilitation/Renovation of Rural Health Center at Jhol Taluka Sinjhor District Sanghar		16.088	760000	District ADP	Open Competitive Bidding					
33	Rehabilitation/Renovation of Rural Health Center at Jam Nawaz Ali Taluka Jam Nawaz Ali District Sanghar		13.728	700000	District ADP	Open Competitive Bidding					
34	Rehabilitation/Renovation of Taluka Head Quarter Hospital Tando Adam District Sanghar.		19.971	3500000	District ADP	Open Competitive Bidding					
35	Rehabilitation/Renovation of EYE & ENT Block in D.H.Q Hospital Sanghar.		19.824	3500000	District ADP	Open Competitive Bidding					
36	Rehabilitation / Renovation of District Head Quarter Hospital Sanghar (External Development)		19.709	4542000	District ADP	Open Competitive Bidding					


 EXECUTIVE ENGINEER
 BUILDING DIVISION
 SANGHAR



**GOVERNMENT OF SINDH
WORKS & SERVICES DEPARTMENT**

Karachi, dated the December, 2015.

NOTIFICATION

No.E&A(W&S)3-9/91-2015: With the approval of Competent Authority, a Committee comprising following is hereby constituted in accordance with Rule 31 of Sindh Public Procurement Rules-2010 (Amended 2013), for the purpose of redressal of grievances complainants and settlement of disputes / issues thereof with regard of procurement process in the Office of Executive Engineer, Highways / Buildings Division (Works & Services), Sanghar.

- | | | |
|------|--|----------|
| i) | Chief Engineer (Highways / Buildings),
Hyderabad. | Chairman |
| ii) | Deputy Commissioner / Project Director,
District Development Committee,
Sanghar or his representative
(not below the rank of BS-18) | Member |
| iii) | District Accounts Officer,
Sanghar. | Member |

2. The Functions & Responsibilities of the Committee will be same as specified in Rules-31(4) and (5) of Sindh Public Procurement Rules-2010.

**AIJAZ AHMED MEMON
SECRETARY TO GOVT. OF SINDH**

No.E&A(W&S)3-9/91-2015:

Karachi, dated the 17th December, 2015.

A copy is forwarded for information to:-

1. The Accountant General, Sindh, Karachi.
2. The Managing Director, SPPRA, Karachi.
3. The Chief Engineer (Buildings), Hyderabad.
4. The Deputy Secretary (Staff) to Chief Secretary Sindh, Karachi.
5. The Superintending Engineer, Works & Services, Sanghar.
6. The Chairman / Members of the Committee.
7. The Executive Engineer, Highways / Buildings Division, Sanghar
8. The Deputy Director, PM&E Cell, W&S Department, Govt. of Sindh, Karachi.
9. P.S to Secretary, W&S Department, Govt. of Sindh, Karachi.
10. Notification file.

Dhab
17/12/15
**SECTION OFFICER (GENERAL)
FOR SECRETARY TO GOVT. OF SINDH**



**GOVERNMENT OF SINDH
WORKS & SERVICES DEPARTMENT**

Karachi dated the November, 2013.

CORRIGENDUM

No. E&A(W&S)3-9/91/2013: In supersession of this Department's Notification of even number and with the approval of competent authority, a Procurement Committee with the following composition, in terms of Rule-7 of Sindh Public Procurement Rules-2010, is hereby constituted for procurement of "Goods & Works" in the Office of Superintending Engineer, Works & Services Department, Sanghar, excluding procurement involving foreign exchange with the following composition:-

- | | | |
|------|--|----------|
| i) | Superintending Engineer,
Works & Services Department,
Sanghar. | Chairman |
| ii) | Executive Engineer,
Concerned Division. | Member |
| iii) | Assistant Engineer,
Public Health Engineering Sub-Division,
Sanghar, | Member ✓ |

2. The Functions & Responsibilities of the Committee, in term of Rule-7 & 8 of SPPRA-2010, shall be as under:

- Preparing of bidding documents
- Carrying out Technical as well as Financial Evaluation of the bids.
- Preparing Evaluation report as provided in Rule-45;
- Making recommendation for the award of contract to the competent authority; and
- Perform any other function ancillary and incidental to the above.


**QAZI SHAHID PERVEZ
SECRETARY TO GOVT. OF SINDH**

No. E&A(W&S)3-9/91-2013

Karachi dated the November, 2013.

A copy is forwarded for information to:-

- The Accountant General, Sindh, Karachi.
- The Secretary to Govt. of Sindh, Public Health Engg. Department, Karachi.
- The Managing Director, SPPRA, Karachi.
- The Chief Engineer (Buildings/ Highways), Hyderabad.
- The Chairman / Members of the Committee.
- PS to Minister Works & Services Department.
- PS to Secretary Works & Services Department.
- PA to Additional Secretary (Tech), Works & Services Department.
- The Deputy Secretary (Tech) Works & Services Department.
- The Deputy Secretary (Admn), W&SD.
- The Deputy Secretary Staff to Chief Secretary Sindh,
- The Deputy Director, PM&E Cell, W&SD.
- Notification file.


**(MUHAMMAD ZAKIR)
SECTION OFFICER (GENERAL)
FOR SECRETARY TO GOVT. OF SINDH**

Instructions to Bidders/ Procuring Agencies.

General Rules and Directions for the Guidance of Contractors.

This section of the bidding documents should provide the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Agency. It should also give information on bid submission, opening and evaluation, and on the award of contract.

Matters governing the performance of the Contract or payments under the Contract, or matters affecting the risks, rights, and obligations of the parties under the Contract are included as Conditions of Contract and *Contract Data*.

The *Instructions to Bidders* will not be part of the Contract and will cease to have effect once the contract is signed.

1. All work proposed to be executed by contract shall be notified in a form of Notice Inviting Tender (NIT)/Invitation for Bid (IFB) hoisted on website of Authority and Procuring Agency and also in printed media where ever required as per rules.

NIT must state the description of the work, dates, time and place of issuing, submission, opening of bids, completion time, cost of bidding document and bid security either in lump sum or percentage of Estimated Cost/Bid Cost. The interested bidder must have valid NTN also.

2. Content of Bidding Documents must include but not limited to: Conditions of contract, Contract Data, specifications or its reference, Bill of Quantities containing description of items with scheduled/item rates with premium to be filled in form of percentage above/ below or on item rates to be quoted, Form of Agreement and drawings.

3. **Fixed Price Contracts:** The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.

4. The Procuring Agency shall have right of rejecting all or any of the tenders as per provisions of SPP Rules 2010.

5. **Conditional Offer:** Any person who submits a tender shall fill up the usual printed form stating at what percentage above or below on the rates specified in Bill of Quantities for items of work to be carried out: he is willing to undertake the work and also quote the rates for those items which are based on market rates. Only one rate of such percentage, on all the Scheduled Rates shall be framed. Tenders, which propose any alternative in the works specified in the said form of invitation to tender or in the time

allowed for carrying out the work, or which contain any other conditions, will be liable to rejection. No printed form of tender shall include a tender for more than one work, but if contractor wish to tender for two or more works, they shall submit a separate tender for each.

The envelope containing the tender documents shall refer the name and number of the work.

6. All works shall be measured by standard instruments according to the rules.

7. Bidders shall provide evidence of their eligibility as and when requested by the Procuring Agency.

8. Any bid received by the Agency after the deadline for submission of bids shall be rejected and returned unopened to the bidder.

9. Prior to the detailed evaluation of bids, the Procuring Agency will determine whether the bidder fulfills all codal requirements of eligibility criteria given in the tender notice such as registration with tax authorities, registration with PEC (where applicable), turnover statement, experience statement, and any other condition mentioned in the NIT and bidding document. If the bidder does not fulfill any of these conditions, it shall not be evaluated further.

10. Bid without bid security of required amount and prescribed form shall be rejected.

11. Bids determined to be substantially responsive shall be checked for any arithmetic errors. Arithmetical errors shall be rectified on the following basis;

- (A) **In case of schedule rates**, the amount of percentage quoted above or below will be checked and added or subtracted from amount of bill of quantities to arrive the final bid cost.
- (B) **In case of item rates**, .If there is a discrepancy between the unit rate and the total cost that is obtained by multiplying the unit rate and quantity, the unit rate shall prevail and the total cost will be corrected unless in the opinion of the Agency there is an obvious misplacement of the decimal point in the unit rate, in which case the total cost as quoted will govern and the unit rate corrected. If there is a discrepancy between the total bid amount and the sum of total costs, the sum of the total costs shall prevail and the total bid amount shall be corrected.
- (C) Where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.

BIDDING DATA

(This section should be filled in by the Engineer/Procuring Agency before issuance of the Bidding Documents).

(a). Name of Procuring Agency _____

(b). Brief Description of Works _____

(c). Procuring Agency's address:- _____

(d). Estimated Cost:- _____

(e). Amount of Bid Security:- _____ (Fill in lump sum amount
or in % age of bid amount /estimated cost, but not exceeding 5%)

(f). Period of Bid Validity (days):- _____ (Not more than sixty days).

(g). Security Deposit:- (including bid security):- _____

(in % age of bid amount /estimated cost equal to 10%)

(h). Percentage, if any, to be deducted from bills :- _____

(i). Deadline for Submission of Bids along with time :- _____

(j). Venue, Time, and Date of Bid Opening:- _____

(k). Time for Completion from written order of commence: - _____

(L). Liquidity damages:- _____ (0.05 of Estimated Cost or Bid cost
per day of delay, but total not exceeding 10%).

(m). Deposit Receipt No: Date: Amount: (in words and figures)

(Executive Engineer/Authority issuing bidding document)

Conditions of Contract

Clause – 1: Commencement & Completion Dates of work. The contractor shall not enter upon or commence any portion or work except with the written authority and instructions of the Engineer-in-charge or of in subordinate-in-charge of the work. Failing such authority the contractor shall have no claim to ask for measurements of or payment for work.

The contractor shall proceed with the works with due expedition and without delay and complete the works in the time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall reckoned from the date on which the order to commence work is given to the contractor. And further to ensure good progress during the execution of the work, contractor shall be bound, in all in which the time allowed for completion of any work exceeds one month, to achieve progress on the prorate basis.

Clause – 2: Liquidated Damages. The contractor shall pay liquidated damages to the Agency at the rate per day stated in the bidding data for each day that the completion date is later than the Intended completion date; the amount of liquidated damage paid by the contractor to the Agency shall not exceed 10 per cent of the contract price. Agency may deduct liquidated damages from payments due to the contractor. Payment of liquidated damages does not affect the contractor's liabilities.

Clause – 3: Termination of the Contract.

(A) Procuring Agency/Executive Engineer may terminate the contract if either of the following conditions exists:-

- (i) contractor causes a breach of any clause of the Contract;
- (ii) the progress of any particular portion of the work is unsatisfactory and notice of 10 days has expired;
- (iii) in the case of abandonment of the work owing to the serious illness or death of the contractor or any other cause.
- (iv) contractor can also request for termination of contract if a payment certified by the Engineer is not paid to the contractor within 60 days of the date of the submission of the bill;

(B) The Executive Engineer/Procuring Agency has power to adopt any of the following courses as may deem fit:-

- (i) to forfeit the security deposit available except conditions mentioned at A (iii) and (iv) above;
- (ii) to finalize the work by measuring the work done by the contractor.

(C) In the event of any of the above courses being adopted by the Executive Engineer/Procuring Agency, the contractor shall have:-

- (i) no claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials, or entered into any engagements, or made any advances on account of, or with a view to the execution of the work or the performance of the contract,
- (ii) however, the contractor can claim for the work done at site duly certified by the executive engineer in writing regarding the performance of such work and has not been paid.

Procuring Agency/Engineer may invite fresh bids for remaining work.

Clause 4: Possession of the site and claims for compensation for delay. The Engineer shall give possession of all parts of the site to the contractor. If possession of site is not given by the date stated in the contract data, no compensation shall be allowed for any delay caused in starting of the work on account of any acquisition of land, water standing in borrow pits/ compartments or in according sanction to estimates. In such case, either date of commencement will be changed or period of completion is to be extended accordingly.

Clause -5: Extension of Intended Completion Date. The Procuring Agency either at its own initiatives before the date of completion or on desire of the contractor may extend the intended completion date, if an event (which hinders the execution of contract) occurs or a variation order is issued which makes it impossible to complete the work by the intended completion date for such period as he may think necessary or proper. The decision of the Executive Engineer in this matter shall be final; where time has been extended under this or any other clause of this agreement, the date for completion of the work shall be the date fixed by the order giving the extension or by the aggregate of all such orders, made under this agreement.

When time has been extended as aforesaid, it shall continue to be the essence of the contract and all clauses of the contract shall continue to be operative during the extended period.

Clause -6: Specifications. The contractor shall execute the whole and every part of the work in the most substantial and work-man-like manner and both as regards materials and all other matters in strict accordance with the specifications lodged in the office of the Executive Engineer and initialed by the parties, the said specification being a part of the contract. The contractor shall also confirm exactly, fully and faithfully to the designs, drawing, and instructions in writing relating to the work signed by the Engineer-in-charge and lodge in his office and to which the contractor shall be entitled to have access at such office or on the site of work for the purpose of inspection during office hours and the contractor shall, if he so requires, be entitled at his own expense to make or cause to be made copies of the specifications, and of all such designs, drawings, and instructions as aforesaid.

Clause – 7: Payments.

- (A) **Interim/Running Bill.** A bill shall be submitted by the contractor as frequently as the progress of the work may justify for all work executed and not included in any previous bill at least once in a month and the Engineer-in-charge shall take or cause to be taken the requisite measurements for the purpose of having the same verified and the claim, as far as admissible, adjusted, if possible before the expiry of ten days from the presentation of the bill, at any time depute a subordinate to measure up the said work in the presence of the contractor or his authorized agent, whose countersignature to the measurement list will be sufficient to warrant and the Engineer-in-charge may prepare a bill from such list which shall be binding on the contractor in all respects.

The Engineer /Procuring Agency shall pass/certify the amount to be paid to the contractor, which he considers due and payable in respect thereof, subject to deduction of security deposit, advance payment if any made to him and taxes.

All such intermediate payment shall be regarded as payments by way of advance against the final payment only and not as payments for work actually done and completed, and shall not preclude the Engineer-in-charge from recoveries from final bill and rectification of defects and unsatisfactory items of works pointed out to him during defect liability period.

- (B) **The Final Bill.** A bill shall be submitted by the contractor within one month of the date fixed for the completion of the work otherwise Engineer-in-charge's certificate of the measurements and of the total amount payable for the works shall be final and binding on all parties.

Clause – 8: Reduced Rates. In cases where the items of work are not accepted as so completed, the Engineer-in-charge may make payment on account of such items at such reduced rates as he may consider reasonable in the preparation of final or on running account bills with reasons recorded in writing.

Clause – 9: Issuance of Variation and Repeat Orders.

- (A) Agency may issue a Variation Order for procurement of works, physical services from the original contractor to cover any increase or decrease in quantities, including the introduction of new work items that are either due to change of plans, design or alignment to suit actual field conditions, within the general scope and physical boundaries of the contract.
- (B) Contractor shall not perform a variation until the Procuring Agency has authorized the variation in writing subject to the limit not exceeding the contract cost by of 15% on the same conditions in all respects on which he agreed to do them in the

work, and at the same rates, as are specified in the tender for the main work. The contractor has no right to claim for compensation by reason of alterations or curtailment of the work.

- (C) In case the nature of the work in the variation does not correspond with items in the Bill of Quantities, the quotation by the contractor is to be in the form of new rates for the relevant items of work, and if the Engineer-in-charge is satisfied that the rate quoted is within the rate worked out by him on detailed rate analysis, and then only he shall allow him that rate after approval from higher authority.
- (D) The time for the completion of the work shall be extended in the proportion that the additional work bear to the original contact work.
- (E) In case of quantities of work executed result the Initial Contract Price to be xceeded by more than 15%, and then Engineer can adjust the rates for those quantities causing excess the cost of contract beyond 15% after approval of Superintending Engineer.
- (F) **Repeat Order:** Any cumulative variation, beyond the 15% of initial contract amount, shall be subject of another contract to be tendered out if the works are separable from the original contract.

Clause-10: Quality Control.

- (A) **Identifying Defects:** If at any time before the security deposit is refunded to the contractor/during defect liability period mentioned in bid data, the Engineer-in-charge or his subordinate-in-charge of the work may instruct the contractor to uncover and test any part of the works which he considers may have a defect due to use of unsound materials or unskillful workmanship and the contractor has to carry out a test at his own cost irrespective of work already approved or paid.
- (B) **Correction of Defects:** The contractor shall be bound forthwith to rectify or remove and reconstruct the work so specified in whole or in part, as the case may require. The contractor shall correct the notified defect within the Defects Correction Period mentioned in notice.
- (C) **Uncorrected Defects:**
 - (i) In the case of any such failure, the Engineer-in-charge shall give the contractor at least 14 days notice of his intention to use a third party to correct a defect. He may rectify or remove, and re-execute the work or remove and replace the materials or articles complained of as the case may be at the risk and expense in all respects of the contractor.

- (ii) If the Engineer considers that rectification/correction of a defect is not essential and it may be accepted or made use of; it shall be within his discretion to accept the same at such reduced rates as he may fix therefore.

Clause – 11:

- (A) **Inspection of Operations.** The Engineer and his subordinates, shall at all reasonable times have access to the site for supervision and inspection of works under or in course of execution in pursuance of the contract and the contractor shall afford every facility for and every assistance in obtaining the right to such access.
- (B) **Dates for Inspection and Testing.** The Engineer shall give the contractor reasonable notice of the intention of the Engineer-in-charge or his subordinate to visit the work shall have been given to the contractor, then he either himself be present to receive orders and instructions, or have a responsible agent duly accredited in writing present for that purpose, orders given to the contractor's duly authorized agent shall be considered to have the same force an effect as if they had been given to the contractor himself.

Clause – 12: Examination of work before covering up.

- (A) No part of the works shall be covered up or put out of view/beyond the reach without giving notice of not less than five days to the Engineer whenever any such part of the works or foundations is or are ready or about to be ready for examination and the Engineer shall, without delay, unless he considers it unnecessary and advises the contractor accordingly, attend for the purpose of examining and measuring such part of the works or of examining such foundations;
- (B) If any work is covered up or placed beyond the reach of measurement without such notice having been given, the same shall be uncovered at the contractor's expense, and in default thereof no payment or allowance shall be made for such work, or for the materials with which the same was executed.

Clause – 13: Risks. The contractor shall be responsible for all risks of loss of or damage to physical property or facilities or related services at the premises and of personal injury and death which arise during and in consequence of its performance of the contract. if any damage is caused while the work is in progress or become apparent within three months of the grant of the certificate of completion, final or otherwise, the contractor shall make good the same at his own expense, or in default the Engineer may cause the same to be made good by other workmen, and deduct the expenses from retention money lying with the Engineer.

Clause-14: Measures for prevention of fire and safety measures. The contractor shall not set fire to any standing jungle, trees, bush-wood or grass without a written permit from the Executive Engineer. When such permit is given, and also in all cases when destroying, cutting or uprooting trees, bush-wood, grass, etc by fire, the contractor shall take necessary measures to prevent such fire spreading to or otherwise damaging surrounding property. The contractor is responsible for the safety of all its activities including protection of the environment on and off the site. Compensation of all damage done intentionally or unintentionally on or off the site by the contractor's labour shall be paid by him.

Clause-15:Sub-contracting. The contractor shall not subcontract the whole of the works, except where otherwise provided by the contract. The contractor shall not subcontract any part of the works without the prior consent of the Engineer. Any such consent shall not relieve the contractor from any liability or obligation under the contract and he shall be responsible for the acts, defaults and neglects of any subcontractor, his agents, servants or workmen as if these acts, defaults or neglects were those of the contractor, his agents' servants or workmen. The provisions of this contract shall apply to such subcontractor or his employees as if he or it were employees of the contractor.

Clause – 16: Disputes. All disputes arising in connection with the present contract, and which cannot be amicably settled between the parties, , the decision of the Superintending Engineer of the circle/officer/one grade higher to awarding authority shall be final, conclusive and binding on all parties to the contract upon all questions relating to the meaning of the specifications, designs drawings, and instructions, hereinbefore mentioned and as to the quality of workmanship, or materials used on the work or as to any other questions, claim, right, matter, or thing whatsoever in any way arising out of, or relating to the contract design, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the works, or the execution, of failure to execute the same, whether arising, during the progress of the work, or after the completion or abandonment thereof.

Clause –17: Site Clearance. On completion of the work, the contractor shall be furnished with a certificate by the Executive Engineer (hereinafter called the Engineer in-charge) of such completion, but neither such certificate shall be given nor shall the work be considered to be complete until the contractor shall have removed all temporary structures and materials brought at site either for use or for operation facilities including cleaning debris and dirt at the site. If the contractor fails to comply with the requirements of this clause then Engineer-in-charge, may at the expense of the contractor remove and dispose of the same as he thinks fit and shall deduct the amount of all expenses so incurred from the contractor's retention money. The contractor shall have no claim in respect of any surplus materials as aforesaid except for any sum actually realized by the sale thereof.

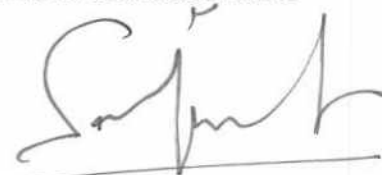
Clause –18: Financial Assistance /Advance Payment.

- (A) **Mobilization advance** is not allowed.
- (B) **Secured Advance against materials brought at site.**
 - (i) Secured Advance may be permitted only against imperishable materials/quantities anticipated to be consumed/utilized on the work within a period of three months from the date of issue of secured advance and definitely not for full quantities of materials for the entire work/contract. The sum payable for such materials on site shall not exceed 75% of the market price of materials;
 - (ii) Recovery of Secured Advance paid to the contractor under the above provisions shall be affected from the monthly payments on actual consumption basis, but not later than period more than three months (even if unutilized).

Clause –19: Recovery as arrears of Land Revenue. Any sum due to the Government by the contractor shall be liable for recovery as arrears of Land Revenue.

Clause –20: Refund of Security Deposit/Retention Money. On completion of the whole of the works (a work should be considered as complete for the purpose of refund of security deposit to a contractor from the last date on which its final measurements are checked by a competent authority, if such check is necessary otherwise from the last date of recording the final measurements), the defects notice period has also passed and the Engineer has certified that all defects notified to the contractor before the end of this period have been corrected, the security deposit lodged by a contractor (in cash or recovered in installments from his bills) shall be refunded to him after the expiry of three months from the date on which the work is completed.

Divisional Accountant



Executive Engineer/Procuring Agency

Contractor

BILL OF QUANTITIES

(A) Description and rate of Items based on Composite Schedule of Rates.

Item No	Quantities	Description of item to be executed at site	Rate	Unit	Amount in Rupees
1	2	3	4	5	6

Amount TOTAL (a)

----- % above/below on the rates of CSR.

Amount to be added/deducted on the basis
Of premium quoted. TOTAL (b)

Total (A) = a+b in words & figures:



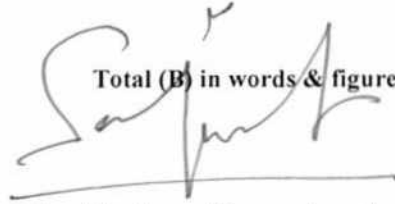
Contractor

Executive Engineer/Procuring Agency

(B) Description and rate of Items based on Market (Offered rates)

Item No	Quantities	Description of item to be executed at site	Rate	Unit	Amount in Rupees

Total (B) in words & figures:



Executive Engineer/Procuring Agency

Contractor

Summary of Bill of Quantities.

Cost of Bid Amount

1. (A) Cost based on Composite Schedule of Rates.

2. (B) Cost based on Non/Offered Schedule of Rates.

TOTAL COST OF BID (C) = Total (A) + Total (B)

Contractor

Executive Engineer/Procuring Agency