



**SINDH EDUCATION FOUNDATION  
GOVERNMENT OF SINDH**



SEF (Plot No. 21/A, Block No. 7 & 8 Overseas  
Cooperative Housing Society, Ameer Khusro Road) Karachi. 021-34169182 & 184

**Request for Proposals**

**TENDER # SEF/NP/2017-18/09**

Sindh Education Foundation (SEF), Government of Sindh (GoS) invites sealed bids from eligible bidders (firms / organizations) for Hiring of Firm for Electronic / Manual-Marking & Execution / Invigilation of Student's Assessments. The eligible bidders must meet the following eligibility criteria duly substantiated with documentary evidences:

- i. Firms having at least 3 years' experience in providing consulting services for Electronic / Manual-Marking & Execution / Invigilation of Student's Assessments or similar nature of projects / assignment.
  - (a) Firm should have experience using Item Response Theory (IRT) mechanisms and at least 03 similar assignments completed in the past 03 years.
- ii. Having a minimum per annum financial turnover of PKR 30 Million.
- iii. Having required registration documents including required tax documentation (NTN, FBR, and SRB etc.)
- iv. List of litigations with clients (if any) and nature of litigations along with an Affidavit on 50/- rupees stamp / bond paper declaring / certifying that the firm has never been blacklisted.

Further details and guidelines are available in the Bidding Documents. The interested bidders can either obtain the Bidding Document(s) from **9th October, 2017 till 25th October, 2017** from the Procurement Department, SEF (Karachi) or download it from SPPRA and SEF Website, [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk) and [www.sef.org.pk](http://www.sef.org.pk) respectively against the Pay Order of Rs. 1000/- (non-refundable) in favor of "SINDH EDUCATION FOUNDATION" and in case of download of the bidding documents from SPPRA or SEF website, at the time of submitting of bid, the Pay Order of tender fee Rs. 1000/- (non-refundable) must be enclosed along with the bid in favor of "SINDH EDUCATION FOUNDATION".

The bidder will be selected in accordance with the provision of Quality and Cost Based Selection Method (Rule 72 (3) (b) of SPP Rules 2010).

Proposal must be submitted in the booklet/binding form as a single package containing two separate envelopes as per SPP Rule 46 (2). Each envelope shall contain separately the **TECHNICAL PROPOSAL AND FINANCIAL PROPOSAL**. A Pay Order of 3% Bid Security of the total bid value (refundable) in the name of "SINDH EDUCATION FOUNDATION" shall also be enclosed with the sealed financial proposal. The address on the envelope should be marked to the Procurement Department of SEF. No tender will be accepted without Bid Security or short amount of Bid Security & Such tender(s) will be rejected on the spot.

The last submission date of proposals is **October 26, 2017 till 3:00 pm**. Technical proposal shall be opened on the same date at **3:30 pm**, at SEF Head Office Plot No. 21, Block-7/8, Overseas Housing, Ameer Kusro Road Karachi, Pakistan in the presence of bidders or their representatives who may like to attend the session (in case of any holiday/law-an-orders situation/mishaps the last date of Tender Opening Date will be on the next working day).

The Financial Proposal(s) / Bid(s) of the technically qualified bid(s) will be opened at the time and venue formally communicated to the qualified bidders in advance. The sealed financial proposals of technically non-qualified bids will be returned.

The Procuring Agency may reject any bid subject to provisions of SPP Rules 2010 and may cancel the bidding process at any time prior to the acceptance of bid(s) as per Rule 25(1) of said SPP Rules.

**Acting Deputy Director  
Procurement Department**

Head Office: House # 21-A, Block 7/8 Overseas Cooperative Housing Society, Ameer Khusro Road, Karachi, Pakistan.  
Tel: 021-34305753-4, 34305754 | Fax: 021-34169182  
E-mail: [procurement.sef@gmail.com](mailto:procurement.sef@gmail.com), [procurement@sef.org.pk](mailto:procurement@sef.org.pk)  
Website: [www.sef.org.pk](http://www.sef.org.pk)

/KRY/4201/17



**SINDH EDUCATION FOUNDATION  
GOVERNMENT OF SINDH**



SEF (Plot No. 21/A, Block No. 7 & 8 Overseas  
Cooperative Housing Society, Ameer Khusro Road) Karachi. 021-34169182 & 184

**Request for Proposals**

**TENDER # SEF/NP/2017-18/09**

Sindh Education Foundation (SEF), Government of Sindh (GoS) invites sealed bids from eligible bidders (firms / organizations) for Hiring of Firm for Electronic / Manual-Marking & Execution / Invigilation of Student's Assessments. The eligible bidders must meet the following eligibility criteria duly substantiated with documentary evidences:

- i. Firms having at least 3 years' experience in providing consulting services for Electronic / Manual-Marking & Execution / Invigilation of Student's Assessments or similar nature of projects / assignment.
  - (a) Firm should have experience using Item Response Theory (IRT) mechanisms and at least 03 similar assignments completed in the past 03 years.
- ii. Having a minimum per annum financial turnover of PKR 30 Million.
- iii. Having required registration documents including required tax documentation (NTN, FBR, and SRB etc.)
- iv. List of litigations with clients (if any) and nature of litigations along with an Affidavit on 50/- rupees stamp / bond paper declaring / certifying that the firm has never been blacklisted.

Further details and guidelines are available in the Bidding Documents. The interested bidders can either obtain the Bidding Document(s) from **9th October, 2017 till 25th October, 2017** from the Procurement Department, SEF (Karachi) or download it from SPPRA and SEF Website, [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk) and [www.sef.org.pk](http://www.sef.org.pk) respectively against the Pay Order of Rs. 1000/- (non-refundable) in favor of "SINDH EDUCATION FOUNDATION" and in case of download of the bidding documents from SPPRA or SEF website, at the time of submitting of bid, the Pay Order of tender fee Rs. 1000/- (non-refundable) must be enclosed along with the bid in favor of "SINDH EDUCATION FOUNDATION".

The bidder will be selected in accordance with the provision of Quality and Cost Based Selection Method (Rule 72 (3) (b) of SPP Rules 2010).

Proposal must be submitted in the booklet/binding form as a single package containing two separate envelopes as per SPP Rule 46 (2). Each envelope shall contain separately the **TECHNICAL PROPOSAL AND FINANCIAL PROPOSAL**. A Pay Order of 3% Bid Security of the total bid value (refundable) in the name of "SINDH EDUCATION FOUNDATION" shall also be enclosed with the sealed financial proposal. The address on the envelope should be marked to the Procurement Department of SEF. No tender will be accepted without Bid Security or short amount of Bid Security & Such tender(s) will be rejected on the spot.

The last submission date of proposals is **October 26, 2017 till 3:00 pm**. Technical proposal shall be opened on the same date at **3:30 pm**, at SEF Head Office Plot No. 21, Block-7/8, Overseas Housing, Ameer Khusro Road Karachi, Pakistan in the presence of bidders or their representatives who may like to attend the session (in case of any holiday/law-an-orders situation/mishaps the last date of Tender Opening Date will be on the next working day).

The Financial Proposal(s) / Bid(s) of the technically qualified bid(s) will be opened at the time and venue formally communicated to the qualified bidders in advance. The sealed financial proposals of technically non-qualified bids will be returned.

The Procuring Agency may reject any bid subject to provisions of SPP Rules 2010 and may cancel the bidding process at any time prior to the acceptance of bid(s) as per Rule 25(1) of said SPP Rules.

**Acting Deputy Director  
Procurement Department**

Head Office: House # 21-A, Block 7/8 Overseas Cooperative  
Housing Society, Ameer Khusro Road, Karachi, Pakistan.  
Tel: 021-34305753-4, 34305754 | Fax: 021-34169182  
E-mail: [procurement.sef@gmail.com](mailto:procurement.sef@gmail.com), [procurement@sef.org.pk](mailto:procurement@sef.org.pk)  
Website: [www.sef.org.pk](http://www.sef.org.pk)

INF/KRY/4201/17



No. SEF/232/17  
(PROCUREMENT DEPARTMENT)

Dated: 15-08-17

**SAY NO TO CORRUPTION**

### **NOTIFICATION**

Notification No. SEF/Proc./2016-17/...: With reference to the Notification dated 27<sup>th</sup> July 2017 (Annex-A). in this regard the note sheet (Annex-B) initiated by the Director (H.R) dated 27.07.2017, the previous notification for the Chairman, CSC, is cancelled and the Director General Administration & Co-ordination /IT will continue as the Chairman, Consultant Selection Committee from the last notification issued dated April 11<sup>th</sup>, 2017( Annex-C).

Following are the composition of CSC, SEF, in accordance with rules 67 of SPP Rules 2010 (Amended 2013).

- Director, General Administration & Co-ordination, SEF (Chairman).
- Deputy Director Monitoring and Evaluation Unit, SEF (Secretary).
- Assistant Director Adopt a School Program, SEF (Member).
- Representative from Planning & Development Department Govt. Of Sindh, (Not Below the rank of BS-18, Member).
- Representative from Finance Department, Govt. of Sindh, (Not Below the rank of BS-18, Member).

The Committee's TORs are:

- Approval of Request for Proposal before issuance;
- Shortlisting of consultants, responding to the request of Expression of Interest, where applicable, in accordance with the criteria mentioned in request for Expression of Interest;
- Evaluation of technical and financial proposals, according to the selection method and evaluation criteria, mentioned in the Request for Expression of proposal;
- Finalization of recommendation based on evaluation as mentioned above;

**Ms. Naheed S. Durrani**  
**Managing Director,**  
**Sindh Education Foundation**

Copy to:

1. The Secretary, Education & Literacy Department, Govt. of Sindh.
2. The Secretary Finance Department, Govt. of Sindh.
3. The Secretary Planning & Development, Govt. of Sindh.
4. Director, Human Resource Department, SEF. (Ex-Chairman Consultant Selection Committee)
5. All Consultant Selection Committee Members.
6. P.S to M.D-SEF.

  
**Shahnawaz Ali Khan**  
**Acting Deputy Director, Procurement**  
**Sindh Education Foundation**



**GOVERNMENT OF SINDH  
SERVICES, GENERAL ADMINISTRATION &  
COORDINATION DEPARTMENT**

*Attention: Mr. Rafiqe Mustafa*

**NOTIFICATION**

**NO:SO(C-IV)SGA&CD/3-7/10:** The Government of Sindh is pleased to constitute a "Complaint Redressal Committee" under Rule 31 of SPP Rules 2010 (Amended 2013) Sindh Education Foundation, Government of Sindh, with the following composition and TORs;

1.	Managing Director, Sindh Education Foundation, Government of Sindh.	Chairperson
2.	Representative of Accountant General Sindh.	Member/Secretary
3.	Independent Representative of relevant field.	Member

**Terms of Reference:**

- To address / redress the complaint(s) / grievances of the aggrieved bidders in line with the relevant provisions of Rule 31 of SPP Rules 2010 (Amended 2013).

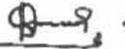
**CHIEF SECRETARY SINDH**

**NO:SO(C-IV)SGA&CD/3-7/10:**

**Karachi, dated the 30<sup>th</sup> December, 2015.**

Copy is forwarded for information & necessary action to:-

- ✓ Additional Chief Secretary (All), Government of Sindh, Karachi.
- ✓ Secretary to Governor Sindh.
- ✓ Secretary to Chief Minister Sindh.
- ✓ Secretary, Education & Literacy Department, Government of Sindh.
- ✓ Managing Director, Sindh Education Foundation, Government of Sindh.
- ✓ Accountant General Sindh, Karachi.
- ✓ Managing Director, Sindh Public Procurement Regulatory Authority, Govt. of Sindh.
- ✓ Deputy Secretary (Staff) to Chief Secretary.
- ✓ P.S. to Chief Secretary Sindh.
- ✓ P.S. to Secretary (I&C), SGA&CD.
- ✓ Master file.

  
 30/12/2015  
**(SYED SAADAT ALI)**  
**SECTION OFFICER (C-IV)**