



TENDER NOTICE

In accordance with Sindh Public Procurement Rules, 2010 (Amended 2017), the Police Department, Government of Sindh, invites tenders from Suppliers & well reputed firms registered with FBR for Sales Tax, Income Tax & other related taxes for the supply of following Furniture Articles for Sindh Police:-

S#	Name of Item	Qty	
1.	Officer Table	400	Nos.
2.	Revolving Chair	400	Nos.
3.	Office Table	4400	Nos.
4.	Staff Chair	8430	Nos.
5.	Visitor Chair	961	Nos.
6.	Computer Trolley	1524	Nos.
7.	Computer Chair	1451	Nos.
8.	File Rack (Iron)	1000	Nos.
9.	Rifle Rack	400	Nos.
10.	Sofa Set	160	Nos.
11.	Center Table	160	Nos.
12.	Plastic Chair	2799	Nos.
13.	Almirah	2006	Nos.
14.	File Cabinet	1270	Nos.
15.	Wooden Bench	937	Nos.
16.	Steel Chair 2 Seater	173	Nos.
17.	Dinning Table	214	Nos.
18.	Executive Table	29	Nos.
19.	Executive Revolving Chair	8	Nos.
20.	Mess Chair Plastic	1180	Nos.
21.	White Board 8/6	98	Nos.
22.	Plastic Student Chair	1950	Nos.
23.	Plastic Table	205	Nos.

INSTRUCTIONS:

1. Single Stage-Two envelope Procedure will be adopted for the tender process. Bid shall comprise of a single package containing two separate envelopes. Each envelope shall contain separately sealed financial proposal and technical proposal. Envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold and legible letters to avoid confusion.
2. Interested Suppliers, Authorized dealers & well reputed firms may obtain the tender document along with tender fees Rs.1,000/- each item for the supply of above equipment from the office of the AIGP (Logistics), 2nd floor Central Police Office, I.I. Chundrigar Road, Karachi by submitting an application on their letter head along with tender fees from the date of publication of the tender upto 22-11-2017 during office hours on working days.
3. Sealed tenders on prescribed proforma in duplicate along with 2% earnest money of the total bid in the form of Pay Order (Payee's A/c in favour of AIGP/Logistics) should be dropped in the tender box kept in office of AIGP (Logistics), 2nd floor Central Police Office, I.I. Chundrigar Road, Karachi on or before 23-11-2017 at 1400 hours.

Handwritten signature

4. The tender shall be opened on 23-11-2017 at 1430 hours in presence of Procurement Committee and in presence of representatives of bidders who choose to be present on the occasion, in the Committee Room of Central Police Office, Sindh, Ground Floor, I.I.Chundrigar Road, Karachi.
5. Only Manufactures, Suppliers and well reputed firms registered with FBR for Sales Tax, Income Tax & other related Taxes are eligible to participate in the tenders (Documentary proof required).
6. Only bids offered on the prescribed tender form issued by the Police Department shall be accepted. However, additional sheets may be attached, if required.
7. Bidders should submit their bid/bids alongwith sample/samples. Without samples bids will not be entertained.
8. Conditional tender / application will not be entertained.
9. Police Department reserves the right to increase or decrease the quantity of items as per SPPRA Rules.
10. Competent authority can cancel the bidding process at any time prior to the acceptance of a proposal as per provision of Rule-25(1) of SPP-Rules.2010 (Amended 2017).
11. Bid documents can be downloaded from SPPRA website www.pprasindh.gov.pk and Sindh Police website www.sindhpolice.gov.pk.



AIGP/Logistics,
For Inspector General of Police,
Sindh Karachi.

ANNUAL PROCUREMENT PLAN (WORKS , GOODS & SERVICES) FINANCIAL YEAR 2017-2018

S.#	Description of Procurement	Quantity Where Applicable	Estimated Unit Cost (Where Applicable)	Estimated Total Cost	Funds Allocated	Source of Fund (ADP/ Non ADP)	Procurement Method	Timing of Procurement		
								1st Qtr	2nd Qtr	3rd Qtr
1	Officer Table	400 Nos.	14,000	5,600,000	222,850,000	Non ADP	Single Stage Two Envelope	1st Qtr	2nd Qtr	
2	Revolving Chair	400 Nos.	10,500	4,200,000						
3	Office Table	4400 Nos.	5,704	25,095,400						
4	Staff Chair	8430 Nos.	8,195	69,083,850						
5	Visitor Chair	961 Nos.	6,716	6,453,596						
6	Computer Trolley	1524 Nos.	4,620	7,040,880						
7	Computer Chair	1451 Nos.	4,290	6,224,790						
8	File Rack (Iron)	1000 Nos.	10,000	10,000,000						
9	Rifle Rack	400 Nos.	22,000	8,800,000						
10	Sofa Set	160 Nos.	63,250	10,120,000						
11	Center Table	160 Nos.	51,150	8,184,000						
12	Plastic Chair	2799 Nos.	1,238	3,463,763						
13	Almirah	2006 Nos.	9,680	19,418,080						
14	File Cabinet	1270 Nos.	9,570	12,153,900						
15	Wooden Bench	937 Nos.	4,796	4,493,852						
16	Steel Chair 2 Seater	173 Nos.	14,950	2,586,350						
17	Dinning Table	214 Nos.	13,035	2,789,490						
18	Executive Table	29 Nos.	235,000	6,815,000						
19	Executive Revolving Chair	8 Nos.	89,200	713,600						
20	Mess Chair Plastic	1180 Nos.	1,260	1,486,800						
21	White Board 8/6	98 Nos.	8,000	784,000						
22	Plastic Student Chair	1950 Nos.	3,300	6,435,000						
23	Plastic Table	205 Nos.	4,400	902,000						
			Total	222,844,350						

(Qamar Raza Jiskani),PSP
AIGP/Logistics CPO, Sindh
(Secretary)

(Suhail Anjum Jafri)
Section Officer (Budget)
Home Department Sindh
(Member)

(Mr. Zulfikar Ali Larik),PSP
DIGP/West Zone, Karachi
(Chairman)

(Tanveer Alam Odho),PSP
AIGP/Operation CPO, Sindh
(Member)

(Abdul Saleem Khan)
Instructor Wood Department
Sindh Vocational Training
Institute Hyderi Karachi
(Member)



GOVERNMENT OF SINDH
POLICE DEPARTMENT

No. G-I/ 469 /2017/Karachi

Dated 27.07.2017.

ORDER

Subject:- **COMMITTEES FOR PROCUREMENT OF FURNITURE & FIXTURE FOR SINDH POLICE DURING FINANCIAL YEAR 2017-18**

The following committees are hereby constituted for procurement of Furniture & Fixture for Sindh Police during the current financial year 2017-18:-

1. Procurement Committee

- | | |
|---|-------------|
| i) Mr. Zulfiqar Ali Larik, PSP | |
| DIGP/West Zone, Karachi | (Chairman) |
| ii) Mr. Qamar Raza Jiskani, PSP | |
| AIGP/Logistics CPO Sindh, Karachi | (Secretary) |
| iii) Mr. Tanveer Alam Odho, PSP | |
| AIGP/Operation, CPO, Sindh, Karachi | (Member) |
| iv) Rep. of Home Department Sindh | (Member) |
| v) Rep. of Directorate of Manpower & Training | (Member) |
| Govt. Technical Training Center Karachi | |

Functions and Responsibilities of Procurement Committee:-

- i) Finalization of Procurement Plan.
- ii) Preparing specifications.
- iii) Preparing bidding Documents/NIT.
- iv) Opening of tender.
- v) Carrying out Technical as well as Financial Evaluation of bids.
- vi) Preparing Evaluation Report as provided in Rule 45.
- vii) Make recommendation for award of contract to the competent authority; and
- viii) If required, the Procurement Committee may Co-Opt any Officer, Official or Private person Expert in relevant field to share his expertise concerning to procurement.
- ix) Perform any Other function ancillary and incidental to the above.

2. Redressal of Grievances and Settlement of Disputes Committee

- | | |
|---|-------------|
| i) Mr. Mushtaq Ahmed Maher, PSP | |
| Addl.IGP/Traffic, Sindh, Karachi | (Chairman) |
| ii) Mr. Javed Akber Riaz, PSP | |
| AIGP/Forensic Division, Sindh, Karachi | (Secretary) |
| iii) Mr. Asad Raza, PSP | |
| AIGP/Admin, CPO, Sindh, Karachi | (Member) |
| iv) Rep. of Accountant General Sindh | (Member) |
| v) Rep. of Sindh Technical Education & Vocational | (Member) |
| Training Authority (STEVTA), Karachi | |

Sd/-

INSPECTOR GENERAL OF POLICE,
SINDH, KARACHI.

Copy to following for information and request for nominating the representatives:-

1. Secretary Home Department, Govt. of Sindh, Karachi.
2. Accountant General Sindh, Karachi.
3. Managing Director Sindh Technical Education & Vocational Training Authority (STEVTA).
4. Directorate of Manpower & Training Govt. Technical Training Center Karachi.
5. All concerned Police Officers.
6. PS to IGP Sindh.
7. PS to DIGP/Finance Sindh

(Qamar Raza Jiskani) PSP
AIGP/Logistics,
For Inspector General of Police,
Sindh Karachi.



REQUEST FOR PROPOSAL
Procurement of Furniture Articles

www.sindhpolice.gov.pk

M/s _____

2017-2018

Handwritten signatures and initials:
Jia
Sindh
2/5/18

POLICE DEPARTMENT
GOVERNMENT OF SINDH

Invitation to Bid

Instruction to bidder

- i. The bidder is expected to examine the Bidding Documents, including all instructions, forms, terms, specifications and charts/drawings. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.
- ii. The Police Department, Government of Sindh, request Tender Bids in sealed envelopes as per information required in this document. Proponents applying for bids should submit Financial Proposal and Technical Proposal in two separate envelopes.
- iii. The Technical Proposal should contain all the bid items without quoting the price and must list firm's clientele, details of past project, items specification etc. Financial bids of firms not obtaining minimum passing criteria on Technical basis will not be opened.
- iv. Interested /Eligible bidders may obtain further information on the bid and inspect the bidding documents at the office of AIGP/Logistics, 2nd Floor, CPO Building, I.I.Chundrigar Road, Karachi during office hours on working days.
- v. All bids must be accompanied by a earnest money (2%) of total bid amount, and must be delivered to the office of the AIGP/Logistics, 2nd Floor, CPO Building, I.I.Chundrigar Road, Karachi on or before 1400 hours on _____ 2017. The bids will be publicly opened in the Committee Room of CPO Ground Floor at 1430 hours on the same day in presence of bidders who wish to remain present.
- vi. The Police Department, Government of the Sindh will not be responsible for any costs or expense incurred by bidders in connection with the preparation or delivery bids.
- vii. Bidders shall submit bids, which comply with the bidding documents, for alternate bids bidder has to purchase separate bidding documents and alternate bid shall be treated as separate bid.
- viii. Competent authority can cancel the bidding process at any time prior to the acceptance of a proposal as per provision of Rule-25(1) of SPPRA Rules.2010.
- ix. All prices quoted must include any Taxes applicable, i.e. Income Tax, Sales Tax or any other tax imposed by government by law. If not specifically mentioned in the Quotation, then it will be presumed that the prices include all the taxes.
- x. Enquiries regarding this RFP shall be submitted in writing to:
AIGP/Logistics,
2nd Floor, CPO Building, I.I. Chundrigar Road, Karachi
Phone: (92-21) – 99212631, Fax (92-21) –99213839.
- xi. Every page of the tender document should be signed and sealed by the bidder.
- xii. The details of this notice are also available on website of Police department (www.sindhpolice.gov.pk) and SPPRA, Government of Sindh (www.pprasindh.gov.pk).

AIGP/Logistics
For Inspector General of Police
Sindh Karachi.

BID FORM for _____

To:

Inspector General of Police,
Sindh Karachi.

Sir,

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, for the above Contract, we, the undersigned, offer to supply, deliver and test in conformity with the said bidding documents (Technical and Financial proposals are attached as annexure-B and annexure-C respectively) are submitted herewith separately as per your requirement.

We undertake, if our Bid is accepted, to complete the supply in accordance with the delivery time mention in this tender documents.

If our Bid is accepted, we will provide the performance security in the sum equivalent to equal to 10% percent of the Contract Price i.e., Rs. for the due performance of the Contract as per bid Security Form.

Dated this _____ day of _____ 2017.

WITNESS

BIDDER (Sign + Seal)

Signature: -----

Signature: -----

Name:-----

Name:-----

Title:-----

Title:-----

Address:-----

Address:-----

CNIC #:-----

CNIC #:-----

Handwritten signatures and initials:
Left side: "Sindh" and "Sindh" (written vertically).
Right side: A large, stylized signature with a checkmark-like flourish.

BID SECURITY FORM

WHEREAS _____ (hereinafter called "the Bidder" has submitted its bid dated _____ for the purchase of " _____", (hereinafter called "the Bid").

KNOW ALL MEN by these presents that We _____ (Name of Bank) of _____ (Name of Country) having our registered office at _____ (address of Bank) hereinafter called "the Bank") are bound into the Inspector General of Police, Sindh, Karachi, Pakistan (hereinafter called "the Purchaser") in the sum of _____, for which payment well and truly to be made to the said Purchaser, the Bank bonds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this _____ day of _____, 2017.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder does not accept the corrections of his Total Bid Price; or
3. If the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity:
 - (a) Fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders; or
 - (b) Fails or refuses to execute the Contract Form, when requested.

We undertake to pay to the Purchaser up to the above amount, according to, and upon receipt of, its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both or all the three above stated conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to _____ 2017, the period of bid validity, and any demand in respect thereof should reach the Bank not later than such date.

(NAME OF BANK)
By _____
(Title)
Authorized Representative

[Handwritten signature]
[Handwritten signature]

[Handwritten signature]

PERFORMANCE SECURITY FORM (Applicable in case of bank guarantee)

To: Inspector General of Police, Sindh,
Karachi-Pakistan.

WHEREAS (Name of the Contractor)

Hereinafter called "the Contractor" has undertaken, in pursuance of the bid for the purchase of hardware including "_____", dated _____ 2017 (hereinafter called "the Contract").

AND WHEREAS we have agreed to give the Contractor a Guarantee:

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total Sum of Rs. _____/- 10% of the total contract value (Amount of the guarantee), and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums, within the limits of 10% of the total contract value (Amount of Guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until ____ day of _____ 2017, or the warranty period.

[NAME OF GUARANTOR]

Signature _____

Name _____

Titel _____

Address _____

Seal _____

[Handwritten signatures and initials]

1. General Terms & Conditions

i) Bid Bond

A bid bond, and bid security in the shape of a Pay Order / Bank Draft in favor of AIGP/Logistics equivalent to 2% of the total cost of bid should be submitted along with the tender.

ii) Validity of the proposal

All proposal and price shall remain valid for a period of 90 days from the date of the opening of Technical Proposals. However, the responding organization is encouraged to state a longer period of validity for the proposal.

iii) Currency

All currency in the proposal shall be quoted in Pakistan Rupees (PKR).

iv) Withholding Tax, Sales Tax and other Taxes

The responding organization is hereby informed that the Government shall deducted tax at the rate prescribed under the tax laws of Pakistan, from all payments for services rendered by any responding organization who signs a contract with the Police department. The responding organization will be responsible for all taxes on transaction and/or income, which may be levied by government. If responding organization is exempted from any specific taxes, then it will provide the relevant documents with the proposal.

v) Stamp Duty

Stamp duty for contract documents shall be borne by responding organization/bidder at the time of signing of contract.

vi) OEM relationships & Warranties

- Furniture items should have warranty, including parts and labour.

vii) Supply Capabilities

Responsive Organization should clearly indicate the duration of replacement/repair of quoted item(s) specified in Annexure-D.

S.#	Item	Action Item	Response Time (in hours)
1		Replacement	
		Repair	

Handwritten signatures and initials:
- "Pace Jila" (written vertically)
- "S. J." (written vertically)
- A large checkmark and signature "AS" with a diagonal line through it.

viii) **Compliance to Specification**

The Responding Organization (RO) to provide information as per (Annexure-D). RO may not propose any kind of refurbished item in their technical proposals.

ix) **Financial Capabilities**

The RO(s) shall describe the financial position of its organization. Income Statement or Annual Report should be included in the detailed Technical proposal.

x) **Liquidated damages.**





- a) It is utmost importance that schedule to tender should be filled in very carefully and the instructions set forth above, scrupulously complied with failing which the offer will be ignored. In case of non-completion of supply within stipulate period Security deposit will be forfeited in favor of the Police Department, Government of Sindh, Karachi as stated at sub clause (d).
- b) An affidavit that the firm declares details of litigation with any client during the last 5 years be provided.
- c) An affidavit that the firm has never been blacklisted by any Government Department.
- d) Liquidated damages upto 2% per month of the contract price will be deducted for delayed supply/delivery of item/equipments then purchaser reserve the right to cancel the contract, forfeit the performance security and black list the firm.

xi) **Delivery Time**

- 90 days after issuance of purchase order or as mutually agreed in the contract.
- **Mode of payment:** 100% after supply of item(s)/equipment(s) and successful Inspection.

Execution / Delivery of all the items of the Bid will be at Central Police Office, I.I. Chundrigar Road, Karachi.

- xii) The earnest money is refundable after finalization of the bid in case of return of financial bids un opened to non responsive bidders, on request after opening of financial bids or when award / placement of purchase order is finalized. The bidders will, however, have to apply for refund through a written request on their company/firm letter head addressed to AIGP/Logistics.
- xiii) The successful bidder will have to deposit 10% security of the amount of contract, in the form of pay order or bank guarantee, to the satisfaction of AIGP/Logistics. The same will be returned on due completion of the contract and warranty period.
- xiv) Parties whose bids are accepted shall have to sign a written contract with Police Department, Government of Sindh as per format at Annexure "A" or on mutually agreed terms & conditions/format by both the parties.
- xv) To conform, the approved specifications, the evaluation criteria of bids/samples will be base on the technical expert opinion, observation of procurement committee and terms and condition set forth in the bidding documents, tender notice and Bid Form or as deemed appropriate by the Procurement Committee.

- xvi) Date of opening of the Financial Proposals will be announced separately. The proposal of only those bidders will be considered/ opened which are declared qualified after evaluation of technical bids and upon fulfilling all the condition by the Procurement Committee. Further enquiry can be made from AIGP/Logistics, CPO, on telephone No.99212631 during office hours on working days.
- xvii) Conditional tenders/bids will not be acceptable.
- xviii) Authority Letter from Principal Company for product and vender authentication shall be provided with the bid.
- xix) Police department reserves the right to increase or decrease the scope of work/number of items/quantity as per SPPRA Rules.

2. Delivery of RFP (Request for Proposals) is as under:-

Technical & Financial proposals (2 copies each) should be submitted by 1400 hours at the address given below:

Office of AIGP/Logistics, CPO
2nd Floor, CPO Building, I.I. Chundrigar Road, Karachi
Tel # 99212631, Fax # 99213839

- (i) The technical proposals will be opened on the same day at 1430 hours at the same address. The responding organization shall deliver 2 (two) copies of the technical & financial proposal each copy being physically separated, bound, sealed and labeled as "TEHNICAL PROPOSAL" and "FINANCIAL PROPOSAL" (one Original and one copy), labeled as such on their respective envelopes. The bid security of 2% of the offer in shape of Bank guarantee or Pay Order shall be enclosed in the envelope marked "FINANCIAL PROPOSAL" without the financial proposal shall not be considered and bid shall be rejected.
- (ii) Proposals shall be dropped in the sealed tender box kept in the office of AIGP/Logistics, 2nd Floor, CPO Building, I.I. Chundrigar Road, Karachi upto 1400 hours. Samples should however be delivered by hand or courier so as to reach the address given above by the last date indicated for submission. **PROPOSALS RECEIVED BY FAX OR EMAIL SHALL NOT BE ACCEPTED.**

(iii) Submission of Proposal

The complete proposals should be submitted by 1400 hours on 07-12-2017 at the address given in 2(ii) above.

The format of submission of proposal is attached as Annexure-B and Annexure-C.

CNIC copies of Owner/Authorized person along with witness should be enclosed. (Please provide photocopies of relevant documents).

(iv) Opening of Proposals.

The proposals submitted against this RFP will be opened on date mentioned above at 14:30 hours in front of the Procurement Committee of Sindh Police.

[Handwritten signatures and initials]

3. Evaluation and Comparison of Technical and Financial Bids

The evaluation will be performed assuming the Contract will be awarded to the bid confirming to Eligibility Criteria and most closely conforming to evaluation criteria and other conditions specified in the bidding documents and having lowest evaluated cost.

a. Eligibility Criteria

- Valid Registration with Income Tax.
- Valid Registration with Sales Tax
- Company History years in business
- Under taking on stamp paper that firm is not involved in any litigation, Department rift, abandoned or unnecessary delay in completion of any work in the Government Department.
- Affidavit/Undertaking on stamp paper that the firm has not been black listed previously by any executing agency.

(Note: All documents are mandatory and must be provided otherwise the bid will not be considered).

b. Evaluation Criteria and Comparison of Bid

The Proposals shall be evaluated on the basis of following parameters.

S.#	Evaluation Parameter	Marks	Brief Questionnaire						
1	Specifications	400	Compliance with required specifications (Annexure "D") and samples of quoted items.						
2	Financial Capabilities	200	<ul style="list-style-type: none">Balance Sheet and documents to show net worth/financial stability to be provided<ul style="list-style-type: none">Tangible net worth is Rs.10 million = 100 marksTangible net worth is Rs.5 to 9.999 million = 75 marksTangible net worth is Rs.3 to 4.999 million = 50 marksTangible net worth less than 3 million = "0" marks <p>Nonsubmission of Balance sheet bids will be rejected.</p> <ul style="list-style-type: none">Annual Turn Over for last 02 years<ul style="list-style-type: none">Rs.50 Million or above = 100 marksRs.40 to 49.999 million = 75 marksRs.30 to 39.999 million = 50 marksLess than Rs.30 million = "0" marks <p>Non submission of annual turnover bids will be rejected.</p>						
3	Relevant Experience	200	<ul style="list-style-type: none">Bidder should provide Work Orders relating to work/supply mentioned in the Tender Notice.<table><tr><td>More than three Work Orders</td><td>Marks 200</td></tr><tr><td>Three Work Orders</td><td>Marks 150</td></tr><tr><td>Less than three Work Orders</td><td>Each year obtain 50-Marks</td></tr></table>	More than three Work Orders	Marks 200	Three Work Orders	Marks 150	Less than three Work Orders	Each year obtain 50-Marks
More than three Work Orders	Marks 200								
Three Work Orders	Marks 150								
Less than three Work Orders	Each year obtain 50-Marks								
	Total Marks	800							

N.B.

Minimum passing/qualifying marks is 80% i.e. 640 marks out of 700 marks. The bid not obtaining minimum qualifying score shall not be considered and rejected. Out of the bids qualifying the Evaluation Criteria, the bid with lowest evaluated cost shall be awarded contract provided it meets all other procedural requirements.

- The Bidder should provide the following required information and placing this Form on top of the Technical Proposal. Relevant portions of the Technical Proposal should be referenced in this form.

Information Required

A General

- 1 Name of Bidder
- 2 No of Years in business in Pakistan
- 3 No of Offices locations in Pakistan
- 4 Annual Turnover (Million Rs.)
- 5 Value of projects in hand (details may be given)
- 6 Year of Incorporation
- 7 Status of the Bidder
 - Sole Proprietor
 - Partnership Firm
 - Private Limited Company
 - Public Limited Company
 - Entity registered / incorporated outside Pakistan (Give details)
 - Other (Please specify)
- 8 Names of Owner / Partners / Chief Executive / Directors.
- 9 Details of Registered Head Office (Address, Phone, Facsimile, Email and Website information).

4. Contacting the Purchaser

Any effort by a bidder to influence the Purchaser in the Purchaser's decisions in respect of bid evaluation, or Contract award will result in the rejection of the bidder's bid.

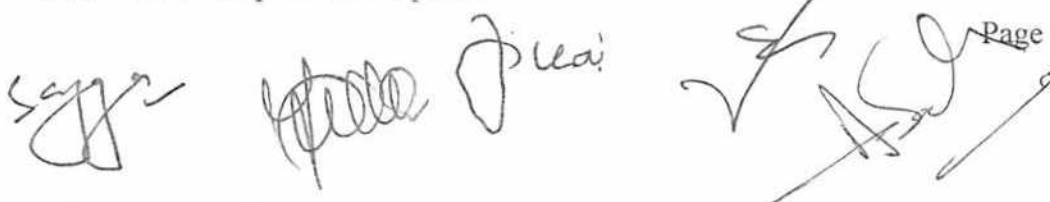
5. Purchaser's Right to Accept the Bid or Reject the Bid.

The Purchaser reserves the right to accept or reject the bid in according with SPPRules-2010, and to annul the bidding process at any time prior to award of Contract, without thereby incurring any liability to the bidder or any obligation to inform the bidder of the grounds for the Purchase's action.

Definitions

In this Contract, the following terms shall be interpreted as indicated:

- "Purchaser" means the Sindh Police Department, Government of the Sindh, Karachi – Pakistan
- "Contractor" means the individual or firm whose bid has been accepted by the Purchaser and the legal successors, in title to the Contractor.
- "Contract" means the agreement entered into between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.
- "Commencement Date of the Contract" means the date of signing of the Contract between the Purchaser and the Contractor.
- "Contractor Price" means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.
- "Contractor Value" means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract, which is properly apportionable to the Software or Services in question.
- "Services" means services, such as testing and other such obligations of the Contractor covered under the Contract.
- "Works" means all items to be provided and work to be done by the Contractor under the Contract.
- "RO" means Responding Organization/ Bidder Firm.
- "RFP" means Request for Proposal.



Sample Contract Agreement

1. This contract agreement is made and entered into on _____, 2017, BY AND BETWEEN.

- i) **Inspector General of Police, Sindh Central Police Office, I.I. Chundrigar Road, Karachi**, hereinafter referred as Purchaser, which expression shall unless repugnant to the context or meaning thereof, be deemed to include its successors and permitted assigns officers delegated to perform functions procurements for and on behalf of various units of Sindh Police department of ONE PART.

AND

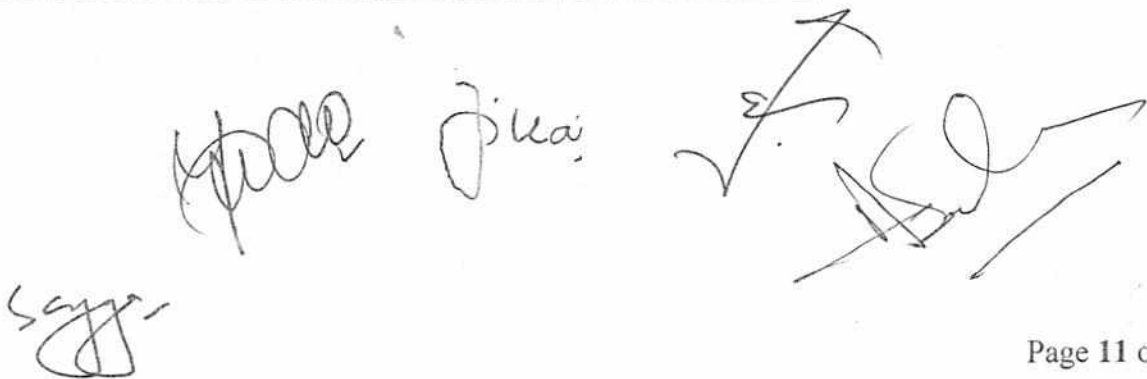
- ii) _____
_____ having its registered office at hereinafter referred as supplier, which expression shall, unless repugnant to the context of meaning thereof, be deemed to include its successors and permitted assigns of the OTHER PART.

2. WHEREAS the Inspector General of Police, Sindh is entrusted with responsibility of procurement of item / articles during current financial year 2017-2018 as per description, with specification and quantity, given below:-

S.NO.	DESCRIPTION OF ARTICLES WITH SPECIFICATION	QUANTITY/ NUMBER	Delivery
---	---	---	
---	---	---	
---	---	---	

3. AND WHEREAS, the Inspector General of Police, Sindh, in accordance with The Public Procurement Rules, 2010 as adopted by Government of Sindh vide notification No.

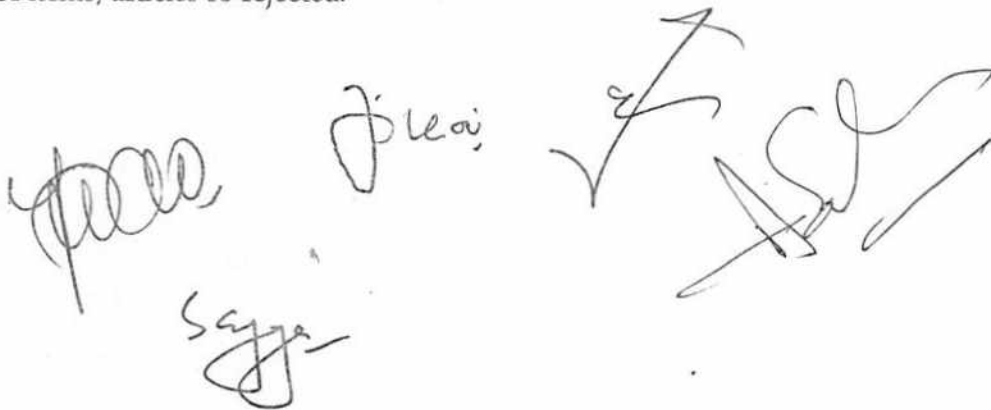
_____ dated: _____.

The block contains several handwritten signatures and initials. On the left, there is a signature that appears to be 'Sagor'. In the center, there are initials 'Jia' and 'Kia'. On the right, there is a large, stylized signature with a checkmark-like flourish above it.

4. That M/s. _____ participated in the response of open tenders, floated by IGP Sindh, by submitting technical and financial bids, after necessary evaluation of the item / articles described above; the Departmental Committee opened the financial bids in front of all bidders on _____.
5. That the rates offered by M/s. _____ for the item / articles as shown and given above, were found to be lowest offered in comparative terms with the rates of other bidders participating in the process. Therefore, on the recommendation of Departmental Committee, the IGP Sindh has accorded approval to place purchase/procurement order with M/s. _____ on terms and conditions specified below:-

NOW THEREFORE PARTIES HEREBY AGREE AS FOLLOWS

- i) That M/s. _____ shall supply products/items, articles described and specified alongwith quantity the above within _____ days from the date of signing of this agreement.
- ii) That all deliveries shall be made at _____, Sindh, Karachi between on working days only.
- iii) That every article shall be made and finished in all respects to entire satisfaction of Departmental Inspection Committee which shall be at liberty to reject any item/article or part thereof if it is not in accordance with approved sample and specification mentioned in the tender documents submitted by supplier at the time of bidding, and evaluated and approved for this purchase order and such rejection shall be final. The no appeal or review will be permissible against the decision of inspection committee.
- iv) That the AIGP/Logistics, CPO, Sindh, shall give written receipt signed by him giving out complete details, exhibiting the number of items/articles delivered and the number items/articles accepted and rejected, and such receipts shall be conclusive evidence of the acceptance and rejection of the number of articles specified as accepted and rejected.
- v) That all articles rejected shall be taken back and removed by the M/s. _____ and nothing shall become due or recoverable by the M/s. _____ in respect on account of items/articles so rejected.

The block contains several handwritten signatures and initials. On the left, there is a signature that appears to be 'S. J. Khan' and another below it that looks like 'S. J. Khan'. In the center, there is a signature that looks like 'J. Khan'. On the right, there is a large, stylized signature that appears to be 'S. J. Khan' with a checkmark above it.

- vi) That all articles accepted shall be paid for the AIGP/Logistic, CPO, Sindh at the rate of specified below (FOR Destination) within financial year _____.

ITEM / ARTICLE	RATE PER UNIT

- vii) In case M/s. _____ make default, in the due performance of this agreement/contract in part or full, AIGP/Logistic, CPO, Sindh shall be at liberty to impose and recover L.D. Charges not exceeding 2% per month thereof.. The penalty shall be applicable only to the extent of items/articles supplied late.
- viii) The AIGP/Logistic, CPO, Sindh shall have right to assess, demand and recover any damages suffered by Police Department due to late supply of the items/articles from the supplier.
- ix) The AIGP/Logistic, CPO, Sindh shall be at liberty to deduct and retain the amount so assessed from the bill that may be or may become due and payable at or after the time of such failure to the M/s. _____ by the said AIGP/Logistic, CPO, Sindh, whether by virtue of agreement or otherwise.
- x) The IGP Sindh shall not be responsible for non-performance of this agreement due to change in law, rules and policy of the government as notified in official gazette from time to time.
- xi) That all conditions laid down in the rules framed for procurement by the Government shall apply to transactions made under this contract agreement and both parties shall be bound by it.
6. This contract agreement shall be construed, and the legal relations created herein will be determined in accordance with the laws of Islamic Republic of Pakistan.
7. Any notice required under this contract agreement shall be in writing and shall be effective when received by the addressee at its given address.

[Handwritten signatures and initials]

8. If any term, conditions, or provision in this Agreement is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavour in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in the Agreement. If the parties fail to agree on such amendments, such invalid terms, condition or provision will be served from remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
9. This agreement may be amended only in writing signed by both the parties.
10. IN WITNESS WHEREOF, the parties have executed this agreement on the date set forth above.

AIGP/Logistics
On behalf of IGP, Sindh

M/s.

Witness:

1) _____

2) _____

Handwritten signature: *John Doe*

Technical Proposal Form

Bidder's Profile


Name	
Official Address	
Telephone(s) No.	
Official Fax No.	
GST Registration No.	
Income Tax Reg. No.	

S#	Name of Item	Model	Made in	Supply During (in Months)
Sample				

Note: Please read carefully the whole document and provide all necessary details with proof of evidence.

BIDDER (Sign + Seal)

Signature of Bidder



Financial Proposal Form

Bidder's Profile				
Name				
Official Address				
Telephone(s) No.				
Official Fax No.				
GST Registration No.				
Income Tax Reg. No.				
No. of years in business				
Sr.No.	Quoted ItemName	Quantity	Unit Cost (Rs) with all Govt: Taxes	Total Cost (Rs) inclusive all taxes
Sample				
Total Cost in Pak Rupees				
(in words. _____)				

Note: Earnest money will be equivalent to 2% of the total bid cost.

Only Pay Order/Bank Draft for earnest money will be acceptable in favour of AIGP/Logistics, Central Police Office, Sindh, Karachi.

BIDDER (Sign + Seal)

Signature and Seal of Bidder

SPECIFICATIONS OF FURNITURE & FIXTURE


S#	Name of Item	Specification
1.	Officer Table with Side Racks	<ul style="list-style-type: none"> ➤ Officer Table wooden size 60"x36"x30" with side Rack size 36x18x30 ➤ Top & full body made of Veneer board, solid wooden edges with Lacquer / sprit polish of Table & Side Rack ➤ Glass 5mm on Top of Table & Side Rack. ➤ 3 drawers with good quality lock & key arrangement and steel handle of Table & Side Rack. ➤ Drawers will be fixed with 2 bearing good quality channel Patti.
2.	Revolving Chair	<ul style="list-style-type: none"> ➤ Revolving Chair with armrest. ➤ Seat & back foam with leatherette best quality. ➤ Good quality hydraulic with 5 legs base. ➤ Fully synchronized knee tilt mechanism for full body-hugging lumbar support regardless of the degree of inclination. ➤ Fixed position angle control system at any desired position. ➤ Adjustable seat height-gas lifts type and swivel. ➤ Guaranteed Molty Foam seat and backrest.
3.	Office Table	<ul style="list-style-type: none"> ➤ Office Table wooden size 48"x30"x30". ➤ Top made of Lassani wood & full body covered with Lasani lamination sheets, solid wooden edges with Lacquer / sprit polish. ➤ 3 drawers with good quality lock & key arrangement and steel handle. ➤ Drawers will be fixed with 2 bearing good quality channel patti. ➤ Wire Cape on top of the table.
4.	Staff Chair	<ul style="list-style-type: none"> ➤ Functional, ergonomic and eminently aesthetic. ➤ Lockable Revolving and tilting mechanism with extra thickness for stability and strength. ➤ Extra torsion adjustment control to provide the desire tilting function. ➤ Double shell system for extra comfort, easy handling and extra strength for the chair structure. ➤ High frequency compression process on multi-layered veneer shell, anatomically designed for posture care. ➤ Adjustable seat height-gas lifts type and swivel. ➤ Arm rest in co-polymers. ➤ Upholstery fabric. ➤ Guaranteed Molty Foam seat and backrest. ➤ 5 Leg Base imported quality.
5.	Visitor Chair	<ul style="list-style-type: none"> ➤ Sleek and stylish polypropylene armrests. ➤ Guaranteed Molty Foam seat and backrest. ➤ Upholstery fabric. ➤ High frequency compression process on multi-layered veneer shell. ➤ Anatomically designed for posture support. ➤ M.S. Powder Coated Frame.
6.	Computer Table	<ul style="list-style-type: none"> ➤ Computer Table size 36" x 20" x 30". ➤ Top made of Lassani wood & full body covered with Lasani lamination sheets, solid wooden edges with Lacquer / sprit polish. ➤ Good quality channel patti. ➤ Wire Cape on top of the table. ➤ Complete in all respect to keeping PC
7.	Computer Chair	<ul style="list-style-type: none"> ➤ Computer Chair revolving with armrest. ➤ Back & seat fabric best quality ➤ Good quality hydraulic with 5 legs steel base. ➤ Guaranteed Molty Foam seat and backrest.
8.	File Rack Iron	<ul style="list-style-type: none"> ➤ Size 6ftx3ftx15" ➤ Made of iron angle frame gauge 14 ➤ Iron sheet with 5 shelves made of iron sheet gauge 20 ➤ All shelves will be folding and adjustable with different heights ➤ High quality nuts & bolts should be used ➤ All frame and shelves having high quality powder coated colour

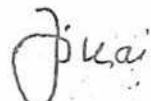
9.	Rifle Rack	<ul style="list-style-type: none"> ✓ Capacity 20 Rifles. ✓ Size 140x70x131 cm ✓ Wooden Arms Rack for 20 Rifles in two rows (both sides). ✓ Locking arrangements.
10.	Sofa Set	<ul style="list-style-type: none"> ✓ Executive Sofa Set 2+1+1 (4 seater). ✓ Made of first class partial wood frame. ✓ Seat and back foam cushioned with Guaranteed Master Molty Foam with imported fabric. ✓ Latest design
11.	Center Table	<ul style="list-style-type: none"> ✓ Size 42"x24"x18" ✓ With 12mm Glass Top. ✓ Sheesham wood with Lacquer polish.
12.	Plastic Chair	<ul style="list-style-type: none"> ✓ Made of good quality co-polypropylene material. ✓ Superior Quality. ✓ Four Heavy Legs with Excellent Finishing. ✓ With Armrest. ✓ Iron pipe 1" dia thickness gauges 18 in legs along with silver powder coating. ✓ Plastic Boot/Shoes properly fixed in Plastic Chair shell.
13.	Steel Almirah	<ul style="list-style-type: none"> ✓ Size 72"x34"x18. ✓ 20 gauge. ✓ Steel Almirah hammer painted with Red oxide coated ✓ Rust protected ✓ 4 shelves. (5 compartments) ✓ Lock & key arrangement.
14.	File Cabinet	<ul style="list-style-type: none"> ✓ Size 52x"24"x18". ✓ 22 Gauge Sheets. ✓ File Cabinet with 4 shelves. ✓ Each shelves has separate lock & key arrangement. ✓ Hammer Painted with Red Oxide coated. ✓ Rust Protected.
15.	Bench Wood	<ul style="list-style-type: none"> ✓ Wooden Bench size 72"x16"x18". ✓ Full Bench Sheeshum wood. ✓ 6 legs base square ✓ Spirit polish.
16.	Steel Chair (2 seater)	<ul style="list-style-type: none"> ✓ Stainless Steel ✓ Two Seator ✓ Best Quality.
17.	Dining Table	<ul style="list-style-type: none"> ✓ Size: 3x5x2½ ft. ✓ Top made of 16 mm MDF lamination sheet edges thickness 2" ✓ made of MDF Malaysian with good high quality sprit polish ✓ Frame made of 16 gauges iron pipe ✓ Leg Size 2x2 inches ✓ Frame pipe size 3x1 inches ✓ All frame cover with powder coated paint good quality ✓ All legs have plastic boot / Shoes. ✓ The top frame should be fixed properly with good quality screws.
18.	Executive Table	<ul style="list-style-type: none"> ✓ Office Desk:- The traditional desk constructed with wood grains with a classic touch. Desk range is designed with Ash wood and Oak veneer along with polish finish ✓ Dimensions: 2133 W 915 D 760 H (mm) ✓ Side Rack:- The structure is made of veneer pressed on solid wood & imported inlay. Polish finish enhances its look ✓ Dimensions: 1220 W 610 D 760 H (mm) ✓ Credenza:- The structure is made of veneer pressed on wood, imported inlay pressed & solid wood edging with polish finish ✓ Dimensions: 2132 W 610 D 760 H (mm)
19.	Executive Revolving Chair	<ul style="list-style-type: none"> ✓ The structure is made of solid wood arms fixed with stainless steel pipe. ✓ Upholstered with best quality foam and leatherite. ✓ It has gas lift mechanism that gives comfort. ✓ Polish finish enhances overall look. ✓ Dimensions: 635 W 610 D 1143 H (mm)

20.	Mess Plastic Chair	<ul style="list-style-type: none"> ➤ Made of good quality co-polypropylene material ➤ Made of Unbreakable Pure Plastic. ➤ Superior Quality. ➤ Four Heavy Legs with Excellent Finishing. ➤ Without Armrest. ➤ Iron pipe 1" dia thickness gauges 18 in legs along with silver powder coating. ➤ Plastic Boot/Shoes properly fixed in Plastic Chair shell.
21.	White Board	<ul style="list-style-type: none"> ➤ White Board Size 8'X6'. Good Quality. ➤ Thickness of Board ¾" ➤ Aluminum edges. ➤ Hanging lock. ➤ Pipe stand with powder coated.
22.	Student Plastic Chair	<ul style="list-style-type: none"> ➤ Seat size 16½"x15" ➤ Seat Back size 16½" from upper side ➤ Chair Height 31". ➤ Floor to Tablet size 27". ➤ Tablet size 20½"x9" with box. ➤ Iron frame gauge 18" and 1" dia with powder coating with rubber shoes. ➤ Sample can be seen in the CPO
23.	Plastic Table	<ul style="list-style-type: none"> ➤ Made of good quality co-polypropylene material ➤ Made of Unbreakable Pure Plastic. ➤ Superior Quality. ➤ Four Heavy Legs with Excellent Finishing. ➤ Iron pipe 1" dia thickness gauges 18 in legs along with silver powder coating. ➤ Plastic Boot/Shoes properly fixed.

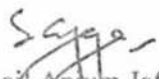


(Tanveer Alam Odho)PSP,
AIGP/Operation, CPO,
Sindh Karachi
(Member)

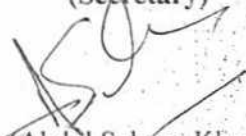

(Zulfiqar Ali Larik)PSP
DIGP/West Zone Karachi
(Chairman)



(Qamar Raza Jiskani),PSP
AIGP/Logistics, CPO
Sindh Karachi
(Secretary)



(Suhail Anjum Jafri)
Section Officer(Budget)
Home Department, Sindh
(Member)



(Abdul Saleem Khan)
Instructor Wood Department
Sindh Vocational Training
Institute Hyderi Karachi
(Member)