



NOTICE INVITING TENDER

FOR ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS IN KARACHI FOR TASK FORCE SECRETARIAT FOR SINDH ENHANCING RESPONSE TO REDUCE STUNTING PROJECT

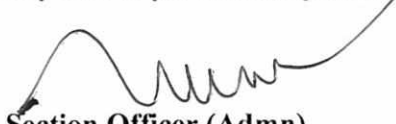
Sealed bids are invited from the eligible and interested bidders / property owners having registration with FBR and other relevant taxes for the requirement of office premises on rental basis for TASK FORCE SECRETARIAT FOR SINDH ENHANCING RESPONSE TO REDUCE STUNTING PROJECT, Planning & Development Department, Government of Sindh in the independent building/portion/Commercial building (free from all encumbrances) for establishment of its office at Karachi. The requirements for the premises are as under:

Description	Schedule of Issuance of Bidding Documents	Schedule of Submission	Schedule of Opening
Bungalow on 800 to 1000 Sq.Yds. in Clifton	w.e.f. the date of publication to 05.12.2017 at 1:00 pm	05.12.2017 at 2:00 pm	05.12.2017 at 3:00 pm

The bidding documents containing evaluation criteria and other relevant details may be collected on payment of Rs.1000/= in favour of "TASK FORCE SECRETARIAT FOR SINDH ENHANCING RESPONSE TO REDUCE STUNTING PROJECT " from office of the undersigned and can also be downloaded from email:secypndsindh@gmail.com. The bids will be submitted / opened in the office of the undersigned.

Attachment of a refundable in the shape of Pay Order / demand draft (1% of the total sum of Eleven (11) months rent demanded for the premises offered) as "Bid Security" in the name of "TASK FORCE SECRETARIAT FOR SINDH ENHANCING RESPONSE TO REDUCE STUNTING PROJECT" with the bid is mandatory.

In case of undesirable circumstances on submission / opening date & time or if the Government declares a holiday, the tender shall be submitted/opened on the next working day at the same time & venue. The Procuring Agency may reject all or any bids as per relevant provision of SPP Rules.


Section Officer (Admn)

Planning & Development Department
Government of Sindh, Karachi,

2nd Floor, Sindh Secretariat Building No.2, Karachi.

Tel: +92 21 99211926 Fax: +92 21 99211423 email:secypndsindh@gmail.com

Section Officer (Admn-I)

Planning & Development Department
Government of Sindh Karachi



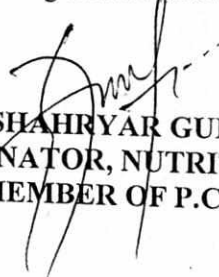
No.SO(Admn-I)/(P&D)12(163)/2017
**PLANNING & DEVELOPMENT BOARD SINDH,
PLANNING & DEVELOPMENT
DEPARTMENT
GOVERNMENT OF SINDH**


Karachi, 16th November, 2017


**MINUTES OF MEETING OF PROCUREMENT COMMITTEE OF TASK FORCE
SECRETARIAT FOR SINDH ENHANCING RESPONSE TO REDUCE STUNTING
PROJECT, PLANNING & DEVELOPMENT BOARD SINDH, PLANNING &
DEVELOPMENT DEPARTMENT, GOVERNMENT OF SINDH**

Meeting of the Procurement Committee constituted vide P&D's Notification No.SO(ADMN-I)/(P&D)12(163)/2017, dated 31.05.2017 in respect of Task Force Secretariat for Sindh Enhancing Repose to Reduce Stunting Project (P&D) was held on 16.11.2017.

2. List of Participants of the Meeting is attached.
3. Opening the discussion, the chair apprised the participants that Government of Sindh has established Provincial Task Force on Nutrition through credit received from International Development Association for the Sindh Enhancing Response to Reduce Stunting. The Project requires a well maintained double storeyed bungalow on 800 to 1000 Sq. Yds. Having Drawing-cum-Dining Room, Lounges, 06 rooms with attached Batches, Kitchen, Parking preferably in Clifton, Karachi. The property should be clear from all liabilities and free from legal and family disputes.
4. Accordingly, Draft Bidding/Tender documents were placed before the members of the Procurement Committee. After due deliberations and in-put of the members of the committee the documents were finalized and it was decided to furnish them to Information & Archives Department/SPPRA for appropriate advertisement.
5. Meeting ended with a vote of thanks to and from the chair.

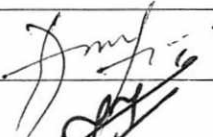
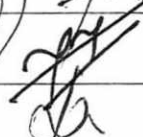


(SHAHRYAR GUL)
COORDINATOR, NUTRITION SECTION/
MEMBER OF P.C.


REPRESENTATIVE OF
INDUSTRIES & COMMERCE
MEMBER OF P.C.


(MUHAMMAD ALI KHOSO)
ADDITIONAL SECRETARY (ADMN)
CHAIRMAN OF P.C.

ATTENDANCE SHEET

MEETING OF THE PROCUREMENT COMMITTEE OF TASK FORCE
SECRETARIAT FOR SINDH ENHANCING RESPONSE TO REDUCE STUNTING
PROJECT.

S.No.	Name	Designation	Contact No
1.			
2.	Shehryar Memon.	Co-ordinator Nutrition	
3-	Musarrat Javed	Dy. Dir. Food	
By.	M. Ahsan Khoso	ASLA	



GOVERNMENT OF SINDH
PLANNING & DEVELOPMENT
DEPARTMENT

Karachi dated the 31st May, 2017.

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NOTIFICATION

No. SO(ADMN-I)(P&D)12(163)/2017: In supersession of this department's Notification of even number dated 17.04.2017. Committee for Procurement of Goods / Non Consultancy Services in Task Force Secretariat for implementation of Accelerated Action Plan for Reduction of Malnutrition and Stunting is hereby re-constituted with following Compositions / TORs:-

1	Additional Secretary (Admn), P&D Department. Govt. of Sindh.	Chairman
2	Coordinator, Nutrition Section, P&D Department. Govt. of Sindh	Member/Secretary
3.	Representative of Industries Department, Govt. of Sindh (Not below the rank of BS-18).	Member

The Term of references (TORs)

1. Preparing Binding documents.
2. Carrying out technical as well as financial evaluation of the bids.
3. Preparing evaluation report provided in Rule-45 of SPPRA.
4. Making recommendations for the award of contract to the competent authority and;
5. Perform any other function ancillary and incidental to the above.
6. Committee may co-opt any professional from relevant field.


-MUHAMMAD WASEEM-
CHAIRMAN
PLANNING & DEVELOPMENT BOARD

No. SO(ADMN-I)(P&D)12(163)/2017:

Karachi dated the 31st May, 2017

A copy is forwarded for information and necessary action to the:-

1. The Chairman/Members of the Committee.
2. The Members (all), P&D Board, Govt. of Sindh.
3. The Chief Economist, P&D Deptt. Govt. of Sindh.
4. The Spl. Secretary, P&D Deptt. Govt. of Sindh.
5. The Accountant General Sindh..
6. The Deputy Secretary (Staff) to Chief Secretary, Government of Sindh.
7. The Deputy Secretary (Admn), P&D Deptt. Govt. of Sindh, Karachi.
8. The Superintendent, Sindh Govt. Printing Press, Karachi.
9. The Section Officer (Gen), P&D Deptt. Govt. of Sindh.
10. P.S to Chairman, P&D Board, Government of Sindh.
11. P.S to Secretary (P), P&D Deptt. Govt. of Sindh.
12. PA to Additional Secretary (Admn), P&D Deptt. Govt. of Sindh.
13. Personal/Master File.


(IMRAN SIBTAIN)
SECTION OFFICER (ADMN-I)
PH.021-991211926



GOVERNMENT OF SINDH
PLANNING & DEVELOPMENT
DEPARTMENT

NOTIFICATION

No. SO(G)(P&D)CRC/2015-16: In pursuance of Rule-31 of SPP Rules-2010, Government of Sindh is pleased to constitute a Complaint Redressal Committee (CRC) for any procurement of Goods & Works at Planning & Development Department, Government of Sindh, Karachi with the following composition:-

01	Additional Chief Secretary (Dev.) Planning & Development Department.	Chairman
02	Representative of A.G Sindh (not below the rank of BS-18)	Member
03	An Independent Professional from relevant field (to be nominated by Head of Procuring Agency)	Member

The TOR of the Committee is as under:-

- TORs of the committee are as provided under Rule 31 of SPP Rules 2010 and to perform any other function ancillary and incidental to the above.

SECRETARY (PLANNING)

No. SO(G) (P&D) CRC/2015-16

Karachi, dated 05th January, 2015

Copy forwarded for information and necessary action to:-

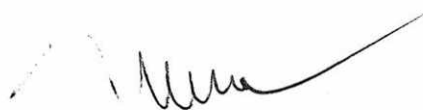
- Account General Sindh, Karachi.
- All Members of Committee.
- Deputy Secretary (Staff) to Chief Secretary, Sindh, Karachi.
- PS to ACS (Dev), P&D Department, Government of Sindh, Karachi.
- P.S to Secretary (Planning), P&D Department, Government of Sindh, Karachi.

(MUHAMMAD HANIF)
SECTION OFFICER (GENERAL)

Task Force Secretariat (Budget Requirements for 2017-18)

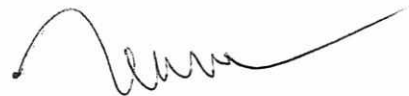
Summary of Total Programme Cost By Components

Sr. No.	Components	Budget Requirement Year 2017-18
1	Hiring of Program Staff	40,265,000.00
2	Procurements	37,857,000.00
3	Operational Cost	19,221,600.00
	Total Base Cost	97,343,600.00



Section Officer (Admn-I)
Planning & Development Department
Government of Sindh Karachi

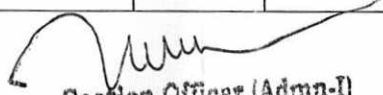
S. No.	Activities	Unit Type	No of units	Frequency/Months	Cost per unit (PKR)	Budget requirement 2017-18
1.1.1	Project Management Specialist	Person	1	8	350,000	2,800,000
1.1.2	Financial Management Specialist	Person	1	8	300,000	2,400,000
1.1.3	Procurement Specialist	Person	1	8	400,000	3,200,000
1.1.4	Safeguard Specialist	Person	1	8	300,000	2,400,000
1.1.5	Environmental Specialist	Person	1	8	300,000	2,400,000
1.1.6	Citizen Engagement Specialist	Person	1	5	300,000	1,500,000
1.1.7	CCT Institutional Specialist	Person	1	5	300,000	1,500,000
1.1.8	Gender Specialist	Person	1	5	300,000	1,500,000
1.1.9	Communication Specialist	Person	1	5	300,000	1,500,000
1.1.10	Monitoring & Evaluation Specialist	Person	1	5	300,000	1,500,000
1.1.11	Manager Admin	Person	1	7	150,000	1,050,000
1.1.12	Assistant Manager (all portfolios)	Person	6	7	100,000	4,200,000
1.1.13	Assistant Manger Field Monitoring	Person	2	7	100,000	1,400,000
1.1.14	PS Coordinator to CM (BPS 17)	Person	1	7	100,000	700,000
1.1.15	Staff Officer to Coordinator CM	Person	1	7	150,000	1,050,000
1.1.16	Accounts Officer	Person	1	7	100,000	700,000
1.1.17	MIS Staff (Data entry operators etc.)	Person	1	7	75,000	525,000
1.1.18	Statistician	Person	1	7	100,000	700,000
1.1.19	IT Assistants	Person	2	7	75,000	1,050,000
1.1.20	Accounts Assistant	Person	1	7	60,000	420,000
1.1.21	Office Assistants	Person	7	7	50,000	2,450,000
1.1.22	Junior Clerks	Person	2	7	30,000	420,000
1.1.23	Drivers	Person	3	7	25,000	525,000
1.1.24	Naib Qasid	Person	5	7	25,000	875,000
1.1.25	Security Guards	Person	2	7	25,000	350,000
1.1.26	Sweepers	Person	2	7	25,000	350,000
1.1.27	Project Allowance	Person	4	8	-	2,800,000
	Component 1: Total					40,265,000



Section Officer (Admn-I)
 Planning & Development Department
 Government of Sindh Karachi

Component 2. Procurements

S. No.	Activities	Unit Type	No of units	Frequency	Cost per unit (PKR)	Budget requirement 2017-18
2.1.1	Procurement of 1600 CC Vehicle (Toyota Corolla Altis), including Registration) for Coordinator to CM	Vehicle	1	1	2,200,000	2,200,000
2.1.2	Procurement of 1300 CC Vehicle (Toyota XLI, including Registration) for managers	Vehicle	2	1	1,800,000	3,600,000
2.1.3	Procurement of 70cc Motor Cycle for routine work	Vehicle	2	1	100,000	200,000
2.1.4	Procurement of Staff Car for field Monitoring & Visits (2700 CC 4WD ,including Registration)	Vehicle	1	1	6,000,000	6,000,000
Sub Total			6			12,000,000
2	Procurement & Supplies					
2.2.1	Desktop Computers (With Licensed Windows)	Unit	15	1	90,000	1,350,000
2.2.2	Laptops/Notebooks (With Licensed Windows)	Unit	4	1	140,000	560,000
2.2.3	UPS for Computers	Unit	15	1	15,000	225,000
2.2.4	Computer accessories (flash drives, external HDD, DSL etc)	Lump Sum	1	1	100,000	100,000
2.2.5	Printers (Laser)	Unit	4	1	50,000	200,000
2.2.6	Network Pinter	Unit	1	1	60,000	60,000
2.2.7	Colour Printer (Laser)	Unit	1	1	150,000	150,000
2.2.8	DSLR Camera	Unit	1	1	100,000	100,000
2.2.9	Multimedia HD LCD Smart TV 50"	Unit	1	1	150,000	150,000
2.2.10	Telephone Exchange for 5 lines (75 extensions) with installation	Unit	1	1	300,000	300,000


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Component 2. Procurements

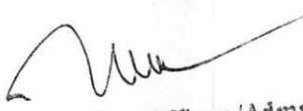
S. No.	Activities	Unit Type	No of units	Frequency	Cost per unit (PKR)	Budget requirement 2017-18
2.2.11	Telephone Sets	Unit	40	1	7,000	280,000
2.2.12	Local Area Networking (wire and/or wireless)	Lump Sum	1	1	400,000	400,000
2.2.13	Microphones for conference room with Speaker along with installation.	Lump Sum	1	1	300,000	300,000
2.2.14	Photocopying Machine - heavy duty with RADF	Unit	1	1	300,000	300,000
2.2.15	Facsimile machine	Unit	1	1	20,000	20,000
2.2.16	Multimedia Project with Screen & wall Mounting	Unit	1	1	150,000	150,000
2.2.17	Air conditioner (Split Wall Mounted)	Unit	9	1	90,000	810,000
2.2.18	Air conditioner Floor Standing	Unit	2	1	140,000	280,000



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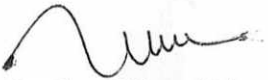
Component 2. Procurements

S. No.	Activities	Unit Type	No of units	Frequency	Cost per unit (PKR)	Budget requirement 2017-18
2.2.19	Chillers/Water Dispensers	Unit	4	1	18,000	72,000
2.2.20	Heavy Duty Scanner	Unit	1	1	50,000	50,000
2.2.21	Heavy Duty Generator (20-30 KVA) with Installation	Unit	1	1	2,000,000	2,000,000
2.2.22	Development of Project Website	Unit	1	1	2,000,000	2,000,000
2.2.23	Preparation of Operational Manual	Unit	1	1	1,000,000	10,000,000
	Sub Total		108			19,857,000
2	Sub Component 4.6: Furniture					
2.3.1	Office Furniture (Table, Chair, Sofa Set, Side Racks, Almirah, Cabinets, Visitor Chairs, Curtains, Centre Tables, partitions etc.) for Conference Room / Coordinator to CM and manager's Room and General hall	Lump Sum	1	1	6,000,000	6,000,000
	Sub Total					6,000,000
	GRAND TOTAL OF PROCUREMENTS & SUPPLIES					37,857,000


 Section Officer (Admn-I)
 Planning & Development Department
 Government of Sindh Karachi


Component 3 Operational Costs

S. No.	Activities	Unit Type	No of units	Frequency	Cost per unit (PKR)	Budget requirement 2017-18
3.10	Meetings, Seminars & Trainings & Allowances					
3.1.1	Training & Workshops	Meeting	1	2	500,000	1,000,000
3.1.2	Provincial Intersectoral steering Committee/TaskForce Meeting etc.	Meeting	1	4	50,000	200,000
	Sub Total					1,200,000
3.20	Sub Component 4.8: Others (Operations & Maintenance Cost)					
3.2.1	Rent of Building of Provincial Program	Month	1	11+3	700,000	9,800,000
3.2.2	Office equipment maintenance cost	Annual	1	1	25,000	25,000
3.2.3	POL For Staff Car -480 Litres/Month (4 field trips, 120 list/trip)	Cost/Month	1	9	38,400	345,600
3.2.4	POL For Coordinator to CM Car -300 Litres/Month	Cost/Month	1	9	24,000	216,000
3.2.5	POL For Pool Car 300 Litres/Month	Cost/Month	2	9	24,000	432,000
3.2.6	POL for Generator	Cost/Month	1	9	35,000	315,000
3.2.7	Electricity charges	Cost/Month	1	9	200,000	1,800,000
3.2.8	Gas Charges	Cost/Month	1	9	2,000	18,000
3.2.9	Telephone Exchange Connection (five lines)	Lump sum	5	1	15,000	75,000
3.2.10	Telephone Charges (five lines)	Cost/Month	5	8	30,000	1,200,000
3.2.11	Cell Charges (Coordinator)	Cost/Month	1	8	5,000	40,000
3.2.12	Broad Band Internet Services (Installation)	Lump sum	1	1	50,000	50,000
3.2.13	Broad Band Internet Services (Charges)	Cost/Month	1	9	10,000	90,000
3.2.14	Wireless Internet Connection (Charges)	Unit	10	1	4,500	45,000
3.2.15	Stationary & Expendable Items	Lump sum	1	1	1,500,000	1,500,000
3.2.16	Postages and courier	Lump sum	1	1	200,000	200,000
3.2.17	Journals, newspaper & news letter	Lump sum	1	1	40,000	40,000
3.2.18	Printing	Lump sum	1	1	30,000	30,000
3.2.19	TA/DA	Lump sum	1	1	800,000	800,000
3.2.20	Entertainment Cost	Cost/Month	1	10	50,000	500,000
3.2.21	Costs for Advertisement	Lump sum	1	1	500,000	500,000
	Sub Total					18,021,600
					Grand Total	19,221,600


 Section Officer (Admn-I)
 Planning & Development Department
 Government of Sindh Karachi

List of Items to be procured through Tender

	Human Resource	Total Number	Monthly Salary
LOT 1 (Hiring of Program Staff)	Program Manager/Operational Incharge	1	350,000
	Finance Manager	1	300,000
	Procurement Manager	1	300,000
	Communications Manager	1	300,000
	Monitoring & Evaluation Manager	1	300,000
	Environmental & Safeguards Manager	1	300,000
	Admin Manager	1	300,000
	PS Coordinator to CM (BPS 17)	1	100,000
	Staff Officer to Coordinator CM	1	30,000
	Accounts Officer	1	100,000
	Field Monitoring Staff	2	125,000
	MIS Staff (Data entry operators etc.)	1	75,000
	Statistician	1	150,000
	IT Assistants	2	75,000
	Accounts Assistant	1	60,000
	Office Assistants	3	40,000
	Junior Clerks	2	30,000
	Drivers	3	30,000
	Naib Qasid	3	25,000
	Security Guards	2	25,000
	Sweepers	2	25,000
LOT 2 - Office Equipment	Desktop Computers (With Liscensed Windows)	8	Not Applicable
	Laptops/Notebooks (With Liscensed Windows)	12	
	UPS for Computers	8	
	Computer accessories (flash drives, external HDD, numeric pads, DSL etc)	1	
	Printers (Laser)	10	
	Network Pinter	3	
	Colour Printer (Laser)	1	
	DSLR Camera	1	
	Multimedia HD LCD Smart TV 65"	1	
	Multimedia HD LCD Smart TV 42"	1	
	Telephone Exchange for 5 lines (75 extensions) with installation	1	
	Telephone Sets	25	
	Local Area Networking (wire and/or wireless)	1	
	Microphones for conference room with Speaker along with installation.	1	
	Photocopying Machine - heavy duty with RADF	1	
	Facsimile machine	1	
	Multimedia Project with Screen & wall Mounting	2	
	Air conditioner (Split Wall Mounted)	10	
	Air conditioner Floor Standing	2	
Chillers/Water Dispensers	4		
Heavy Duty Generator (20-30 KVA) with Installation	1		
LOT 3 - Office Furniture (As per bidding Document)	Office Furniture (Office Table, Office Chair, Sofa Set, Side Racks, Almirah, Cabinets, Visitor Chairs, Curtains, Centre Tables	Total number of Rooms (15)	Not Applicable
LOT 4 - Office Building	Rent of Building of Provincial Program	1	Not Applicable
LOT 5 - Stationary & Janitorial Items	Miscellenious Items as per list	1	Not Applicable


Section Officer (Admn-I)
Planning & Development Department
Government of Sindh Karachi