



Shaheed Benazir Bhutto
University of Veterinary and Animal Sciences Sakrand
Chartered By Government of Sindh Act No. XV of 2012



No. SBBUVAS/P.D/486/2017


Dated: 28-11-2017
"SAY NO TO CORRUPTION"

The Director (A&F), Govt. of Sindh
Sindh Public Procurement Regulatory
Authority, (SPPRA), Services, General
Administration & Coordination Department, Karachi.

SUBJECT: NIT.: SBBUVAS/ NIT/PD /10 /2017 & Dated 28/11/2017

Find enclosed herewith the documents of the Notice Inviting Tender for Supplying of furniture for Shaheed Benazir Bhutto University of Veterinary and Animal Sciences Sakrand for uploading / hosting on SPPRA website before December 4th, 2017.

Sr. No.	Description	Annexure
1.	Notice Inviting Tender	Annexure-1
2.	Notification of Procurement Committee	Annexure-2
3.	Notification of the Complaint Redressal Committee.	Annexure-3
4.	Bidding Documents	Annexure-4
5.	Annual Procurement Plan 2016-17	Annexure-5
6.	Hosting Charges an Amount Rs.2000/-	Annexure-6
7.	Soft Copy-USB	Annexure-7


Engr. Muhammad Khan Bhangwar
Project Director

Enclosed :- Hard Copy & Soft Copy

C.C to:

1. PS to Vice Chancellor, SBBUVAS Sakrand.
2. File.



Shaheed Benazir Bhutto
University of Veterinary and Animal Sciences Sakrand
Chartered By Government of Sindh Act No. XV of 2012



Main Campus, Nawabshah Road, Sakrand Tel: 0244-323151, 0244-322150

No. & Dated: SBBUVAS/ NIT /PD /10/2017 & 28/11/2017

Email: info@sbbuvas.edu.pk

NOTICE INVITING TENDER

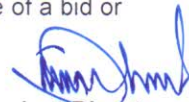
"SAY NO TO CORRUPTION"

Sealed tenders are invited from the reputed and well experienced Contractors / Supplier /Manufacturers / Dealers meeting eligibility criteria, viz. having registration with Income Tax/Sales Tax Departments as the case may be and are not black listed in any procuring agency or authority and meeting the technical requirement and having experience of supplying of following goods as per SPPRA Rules 2010 (amended - 2017):

Name of Work:				
Supplying of furniture Items for class room, labs, offices, computer room, Hostel, Guest Houses, and Meeting Rooms etc. Shaheed Benazir Bhutto University of Veterinary and Animal Sciences (SBBUVAS)- Sakrand				
Tender No. SBBUVAS/ NIT /PD /10/2017				
Date of issuance /purchase	Submission Date/Time(on/before)	Opening Date/Time	Venue of Bid Submission & Opening	Tender Fee
From 4-12-2017 to 18-12-2017	19-12-2017 11.00 A.M	19-12-2017 11:45 A.M	Office of P.D, SBBUVAS, Sakrand	3,000/-

The terms and conditions are given as under:-

1. The tender documents can be obtained from office of the Project Director or can be downloaded from SPPRA website i.e. <http://www.pprasindh.gov.pk/activetenders.php> and University website www.sbbuvas.edu.pk on the payment noted above (non-refundable) on any working day except the day of opening of tenders. The sealed tender on prescribed Performa along with 2% bid security of total offered bid amount in the form of Pay Order in favour of the Director Finance, SBBUVAS, Sakrand shall be submitted at the under mentioned address and will be opened on the same day according to above mentioned schedule in the same place, in presence of the Contractors / Firm / representatives, who so ever will be present at that time. In case of any disturbance, the tenders will be opened on next working day as per schedule.
2. The Method of Procurement is Single Stage Two Envelop.
3. Any conditional or un-accompanied of the Bid Security with financial proposal, partial and incomplete Bids will not be considered. Bid received after the prescribed time and dates shall be rejected.
4. Bid validity Period-90 days as per SPPRA.
5. The Procuring Agency reject any or all bids subject to relevant provision SPPA Rule 2010 (amended 2013) and may cancel the bidding process at any time prior to acceptance of a bid or proposal under rule – 25 of the said rule.


Project Director

Engr. Muhammad Khan Bhangwar

Shaheed Benazir Bhutto University of Veterinary
& Animal Sciences at Main Campus, Nawabshah Road,
Sakrand, Sindh. Tel: 0244-323151, 0244-322152



Shaheed Benazir Bhutto
University of Veterinary and Animal Sciences Sakrand
District: Shaheed Benazirabad



Engr. Muhammad Khan Bhangwar
Registrar

No. SBBUVAS/Reg. / 4539 /2017
Dated: 02-10-2017
"SAY NO TO CORRUPTION"

NOTIFICATION (Revised)

Pursuant to Rule -7 of Sindh Public Procurement Rules, 2010 (Amended 2017), the Vice Chancellor SBBUVAS is pleased to constitute the Procurement Committee for under taking works of the Non-ADP Schemes and supplying of various items of Shaheed Benazir Bhutto University Of Veterinary And Animal Sciences Sakrand consisting of following to ensure that Public Procurement are conducted in a fair and transparent manner.

- | | |
|---------------------------------|---|
| 1. Prof. Dr. Ahmed Sultan Jatoi | Dean, FAPT, SBBUVAS, Sakrand /Member |
| 2. Dr. Daddan Khan | Assistant Professor Civil Engineering
Department QUEST, Nawabshah / Member |
| 3. Engr. Manthar Ali | Assistant Executive Engineer/ Member
Town Committee Taluka Qazi Ahmed |
| 4. Mr. Hakim Ali Zardari | Director Finance
/Advisor (F & A)/ Member |
| 5. Engr. Muhammad Khan Bhangwar | Project Director. SBBUVAS / Secretary |

TOR's of the Committee:

- i. Prepare bidding documents.
- ii. To open tenders.
- iii. Carrying out technical as well as financial evaluation of the bids.
- iv. Prepare evaluation report as provided in Rule 45.
- v. To recommend the eligible tenders to Vice Chancellor for decision.
- vi. Perform any other function ancillary and incidental to the above.

By Order of Vice Chancellor


Engr. Muhammad Khan Bhangwar
O/C

C.C to:

1. PS to Vice Chancellor, SBBUVAS Sakrand.
2. All Members of Procurement Committee.
3. File.



Shaheed Benazir Bhutto
University of Veterinary and Animal Sciences Sakrand
District: Shaheed Benazirabad



Engr. Muhammad Khan Bhangwar
Registrar

No. SBBUVAS/Reg. /4540 /2017

Dated: 02 - 10 - 2017

"SAY NO TO CORRUPTION"

NOTIFICATION (Revised)

Pursuant to Rule – 31 of Sindh Public Procurement Rules, 2010 (Amended 2017), the Vice Chancellor SBBUVAS is pleased to constitute the Committee for Complaint Redressal of Grievances and settlement of disputes for the Non-ADP Schemes and supplying of various items of Shaheed Benazir Bhutto University Of Veterinary And Animal Sciences Sakrand consisting of following:-

- | | |
|---|----------|
| 1. Vice Chancellor
SBBUVAS, Sakrand. | Chairman |
| 2. District Account Officer Shaheed Benazirabad
Representative of Finance Department
Government of Sindh. | Member |
| 3. Director Works
QUEST, Nawabshah | Member |

TOR's of the Committee:

1. To receive grievance applications.
 2. To resolve the grievance issue.
- By Order of Vice Chancellor
By Order of Vice Chancellor


Engr. Muhammad Khan Bhangwar

O/c

C.C to:

1. PS to Vice Chancellor, SBBUVAS Sakrand.
2. All Members of Procurement Committee.
3. File.



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Shaheed Benazir Bhutto
University of Veterinary and Animal Sciences Sakrand
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Main Campus, Nawabshah Road, Sakrand Tel: 0244-323151, 0244-322150

No. & Dated: *SBBUVAS/ NIT /PD /10/2017 & 28/11/2017*

Email: info@sbbuvas.edu.pk

NOTICE INVITING TENDER

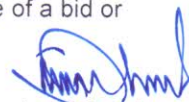
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Project Director

Engr. Muhammad Khan Bhangwar

Shaheed Benazir Bhutto University of Veterinary
& Animal Sciences at Main Campus, Nawabshah Road,
Sakrand, Sindh. Tel: 0244-323151, 0244-322152

Part One - Section II
Instructions to Bidders



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Instructions to Bidders

A. Introduction

1. Source of Funds

- 1.1 The Procuring agency has received /applied for loan/grant/federal/provincial/local government funds from the source(s) indicated in the bidding data in various currencies towards the cost of the project /schemes specified in the bidding data and it is intended that part of the proceeds of this loan/grant/funds/ will be applied to eligible payments under the contract for which these bidding documents are issued.
- 1.2 Payment by the Fund will be made only at the request of the Procuring agency and upon approval by the Government of Sindh., and in case of a project will be subject in all respect to the terms and conditions of the agreement. The Project Agreement prohibits a withdrawal from the allocated fund account for the purpose of any payment to persons or entities, or for any import of goods, if such payment or import, to the knowledge of the Federal Government/ Sindh Government, is prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations. No party other than the Procuring agency shall derive any rights from the Project Agreement or have any claim to the allocated fund proceeds.

2. Eligible Bidders

- 2.1 This Invitation for Bids is open to all suppliers from eligible source as defined in the SPP Rules, 2009 and its Bidding Documents except as provided hereinafter.
- 2.2 Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring agency to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation for Bids.
- 2.3 Government-owned enterprises in the Province of Sindh may participate only if they are legally and financially autonomous, if they operate under commercial law, and if they are not a dependent agency of the Government of Sindh.
- 2.4 Bidders shall not be eligible to bid if they are under a declaration of ineligibility for corrupt and fraudulent practices issued by the



any government organization in accordance with sub clause 34.1

3. Eligible Goods and Services

3.1 All goods and related services to be supplied under the contract shall have their origin in eligible source countries, defined in the SPP Rules, 2009 and its Bidding Documents, and all expenditures made under the contract will be limited to such goods and services.

3.2 For purposes of this clause, "origin" means the place where the goods are mined, grown, or produced, or the place from which the related services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially-recognized product results that is substantially different in basic characteristics or in purpose or utility from its components.

3.3 The origin of goods and services is distinct from the nationality of the Bidder.

4. Cost of Bidding

4.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring agency named in the Bid Data Sheet, hereinafter referred to as "the Procuring agency," will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

B. The Bidding Documents

5. Content of Bidding Documents

5.1 the bidding documents include:

- (a) Instructions to Bidders (ITB)
- (b) Bid Data Sheet
- (c) General Conditions of Contract (GCC)
- (d) Special Conditions of Contract (SCC)
- (e) Schedule of Requirements
- (f) Technical Specifications
- (g) Bid Form and Price Schedules
- (h) Bid Security Form
- (i) Contract Form
- (j) Performance Security Form
- (k) Manufacturer's Authorization Form

5.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the

rejection of its bid.

- 6. Clarification of Bidding Documents**
- 6.1 A interested Bidder requiring any clarification of the bidding documents may notify the Procuring agency in writing. The Procuring agency will respond in writing to any request for clarification of the bidding documents which it receives no later than three working days prior to the deadline for the submission of bids prescribed in the Bid Data Sheet. Written copies of the Procuring agency's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all interested bidders that have received the bidding documents.
- 7. Amendment of Bidding Documents**
- 7.1 At any time prior to the deadline for submission of bids, the Procuring agency, for any reason, whether at its own initiative or in response to a clarification requested by a interested Bidder, may modify the bidding documents by amendment.
- 7.2 All interested bidders that have received the bidding documents will be notified of the amendment in writing, and will be binding on them.
- 7.3 In order to allow interested bidders reasonable time in which to take the amendment into account in preparing their bids, the Procuring agency, at its discretion, may extend the deadline for the submission of bids.

C. Preparation of Bids

- 8. Language of Bid**
- 8.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring agency shall be written in the language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified in the Bid Data Sheet, in which case, for purposes of interpretation of the Bid, the translation shall govern.
- 9. Documents Comprising the Bid**
- 9.1 The bid prepared by the Bidder shall comprise the following components:
- (a) a Bid Form and a Price Schedule completed in accordance with ITB Clauses 10, 11, and 12;
 - (b) documentary evidence established in accordance with ITB

Clause 13 that the Bidder is eligible to bid and is qualified to perform the contract if its bid is accepted;

(c) documentary evidence established in accordance with ITB Clause 14 that the goods and ancillary services to be supplied by the Bidder are eligible goods and services and conform to the bidding documents; and

(d) bid security furnished in accordance with ITB Clause 15.

10. Bid Form

10.1 The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, their country of origin, quantity, and prices.

11. Bid Prices

11.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the goods it proposes to supply under the contract.

11.2 Prices indicated on the Price Schedule shall be delivered duty paid (DDP) prices. The price of other (incidental) services, if any, listed in the Bid Data Sheet will be entered separately.

11.3 The Bidder's separation of price components in accordance with ITB Clause 11.2 above will be solely for the purpose of facilitating the comparison of bids by the Procuring agency and will not in any way limit the Procuring agency's right to contract on any of the terms offered.

11.5 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. A bid submitted with an adjustable price quotation will be treated as nonresponsive and will be rejected, pursuant to ITB Clause 24. If, however, in accordance with the Bid Data Sheet, prices quoted by the Bidder shall be subject to adjustment during the performance of the contract, a bid submitted with a fixed price quotation will not be rejected, but the price adjustment would be treated as zero.

12. Bid Currencies

12.1 Prices shall be quoted in Pak Rupees unless otherwise specified in the Bid Data Sheet.

13. Documents Establishing Bidder's

13.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted.

Eligibility and Qualification

- 13.2 The documentary evidence of the Bidder's eligibility to bid shall establish to the Procuring agency's satisfaction that the Bidder, at the time of submission of its bid, is from an eligible country as defined under ITB Clause 2.
- 13.3 The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the Procuring agency's satisfaction:
- (a) that, in the case of a Bidder offering to supply goods under the contract which the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the goods' Manufacturer or producer to supply the goods in the Procuring agency's country;
 - (b) that the Bidder has the financial, technical, and production capability necessary to perform the contract;
 - (c) that, in the case of a Bidder not doing business within the Procuring agency's country, the Bidder is or will be (if awarded the contract) represented by an Agent in that country equipped, and able to carry out the Supplier's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications; and
 - (d) that the Bidder meets the qualification criteria listed in the Bid Data Sheet.

14. Documents Establishing Goods' Eligibility and Conformity to Bidding Documents

- 14.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the eligibility and conformity to the bidding documents of all goods and services which the Bidder proposes to supply under the contract.
- 14.2 The documentary evidence of the eligibility of the goods and services shall consist of a statement in the Price Schedule of the country of origin of the goods and services offered which shall be confirmed by a certificate of origin issued at the time of shipment.
- 14.3 The documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, and data, and shall consist of:
- (a) a detailed description of the essential technical and



performance characteristics of the goods;

- (b) a list giving full particulars, including available sources and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods for a period to be specified in the Bid Data Sheet, following commencement of the use of the goods by the Procuring agency; and
- (c) an item-by-item commentary on the Procuring agency's Technical Specifications demonstrating substantial responsiveness of the goods and services to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications.

14.4 For purposes of the commentary to be furnished pursuant to ITB Clause 14.3(c) above, the Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Procuring agency in its Technical Specifications, are intended to be descriptive only and not restrictive. The Bidder may substitute alternative standards, brand names, and/or catalogue numbers in its bid, provided that it demonstrates to the Procuring agency's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

15. Bid Security

15.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, a bid security in the amount specified in the Bid Data Sheet.

15.2 The bid security is required to protect the Procuring agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to ITB Clause 15.7.

15.3 The bid security shall be in Pak. Rupees and shall be in one of the following forms:

- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the Procuring agency's country, in the form provided in the bidding documents or another form acceptable to the Procuring agency and valid for thirty (30) days beyond the validity of the bid; or
- (b) irrevocable encashable on-demand Bank call-deposit.

15.4 Any bid not secured in accordance with ITB Clauses 15.1 and 15.3 will be rejected by the Procuring agency as nonresponsive, pursuant to ITB Clause 24.



15.5 Unsuccessful bidders' bid security will be discharged or returned as promptly as possible but not later than thirty (30) days after the expiration of the period of bid validity prescribed by the Procuring agency pursuant to ITB Clause 16.

15.6 The successful Bidder's bid security will be discharged upon the Bidder signing the contract, pursuant to ITB Clause 32, and furnishing the performance security, pursuant to ITB Clause 33.

15.7 The bid security may be forfeited:

(a) if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or

(b) in the case of a successful Bidder, if the Bidder fails:

(i) to sign the contract in accordance with ITB Clause 32;

or

(ii) to furnish performance security in accordance with ITB Clause 33.

16. Period of Validity of Bids

16.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the Procuring agency, pursuant to ITB Clause 19. A bid valid for a shorter period shall be rejected by the Procuring agency as nonresponsive.

16.2 In exceptional circumstances, the Procuring agency may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security provided under ITB Clause 15 shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in the bidding document.

17. Format and Signing of Bid

17.1 The Bidder shall prepare an original and the number of copies of the bid indicated in the Bid Data Sheet, clearly marking each "ORIGINAL BID" and "COPY OF BID," as appropriate. In the event of any discrepancy between them, the original shall govern.

17.2 The original and the copy or copies of the bid shall be typed or written in indelible ink and shall be signed by the Bidder or a

person or persons duly authorized to bind the Bidder to the contract. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.

- 17.3 Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.
- 17.4 The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid, and to contract execution if the Bidder is awarded the contract.

D. Submission of Bids

18. Sealing and Marking of Bids

- 18.1 The Bidder shall seal the original and each copy of the bid in separate envelopes, duly marking the envelopes as "ORIGINAL" and "COPY." The envelopes shall then be sealed in an outer envelope.
- 18.2 The inner and outer envelopes shall:
- (a) be addressed to the Procuring agency at the address given in the Bid Data Sheet; and
 - (b) bear the Project name indicated in the Bid Data Sheet, the Invitation for Bids (IFB) title and number indicated in the Bid Data Sheet, and a statement: "DO NOT OPEN BEFORE," to be completed with the time and the date specified in the Bid Data Sheet, pursuant to ITB Clause 2.2.
- 18.3 The inner envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared "late".
- 18.4 If the outer envelope is not sealed and marked as required by ITB Clause 18.2, the Procuring agency will assume no responsibility for the bid's misplacement or premature opening.

19. Deadline for Submission of Bids

- 19.1 Bids must be received by the Procuring agency at the address specified under ITB Clause 18.2 no later than the time and date specified in the Bid Data Sheet.
- 19.2 The Procuring agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in accordance with ITB Clause 7, in which case all rights and

obligations of the Procuring agency and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

20. Late Bids

20.1 Any bid received by the Procuring agency after the deadline for submission of bids prescribed by the Procuring agency pursuant to ITB Clause 19 will be rejected and returned unopened to the Bidder.

21. Modification and Withdrawal of Bids

21.1 The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Procuring agency prior to the deadline prescribed for submission of bids.

21.2 The Bidder's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of ITB Clause 18. by a signed confirmation copy, postmarked not later than the deadline for submission of bids.

21.3 No bid may be modified after the deadline for submission of bids.

21.4 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Form. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security, pursuant to the ITB Clause 15.7.

E. Opening and Evaluation of Bids**22. Opening of Bids by the Procuring agency**

22.1 The Procuring agency will open all bids in the presence of bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign a register evidencing their attendance.

22.2 The bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the Procuring agency, at its discretion, may consider appropriate, will be announced at the opening. No bid shall be rejected at bid opening, except for late bids, which shall be returned unopened to the Bidder pursuant to ITB Clause 20.

22.3 Bids (and modifications sent pursuant to ITB Clause 21.2) that are not opened and read out at bid opening shall not be considered further for evaluation, irrespective of the circumstances. Withdrawn bids will be returned unopened to the bidders.

22.4 The Procuring agency will prepare minutes of the bid opening.

23. Clarification of Bids

23.1 During evaluation of the bids, the Procuring agency may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

24. Preliminary Examination

24.1 The Procuring agency will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

24.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.

24.3 The Procuring agency may waive any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

24.4 Prior to the detailed evaluation, pursuant to ITB Clause 25 the Procuring agency will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these Clauses, a substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, **such as** those concerning Bid Security (ITB Clause 15), Applicable Law (GCC Clause 30), and Taxes and Duties (GCC Clause 32), will be deemed to be a material deviation. The Procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.

- 24.5 If a bid is not substantially responsive, it will be rejected by the Procuring agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

25. Evaluation and Comparison of Bids

- 25.1 The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive, pursuant to ITB Clause 24.

- 25.2 The Procuring agency's evaluation of a bid will be on delivered duty paid (DDP) price inclusive of prevailing duties and will exclude any allowance for price adjustment during the period of execution of the contract, if provided in the bid.

- 25.3 The Procuring agency's evaluation of a bid will take into account, in addition to the bid price quoted in accordance with ITB Clause 11.2, one or more of the following factors as specified in the Bid Data Sheet, and quantified in ITB Clause 25.4:

- (a) incidental costs
- (b) delivery schedule offered in the bid;
- (c) deviations in payment schedule from that specified in the Special Conditions of Contract;
- (d) the cost of components, mandatory spare parts, and service;
- (e) the availability Procuring agency of spare parts and after-sales services for the equipment offered in the bid;
- (f) the projected operating and maintenance costs during the life of the equipment;
- (g) the performance and productivity of the equipment offered; and/or
- (h) other specific criteria indicated in the Bid Data Sheet and/or in the Technical Specifications.

- 25.4 For factors retained in the Bid Data Sheet pursuant to ITB 25.3, one or more of the following quantification methods will be applied, as detailed in the Bid Data Sheet:

- (a) Incidental costs provided by the bidder will be added by Procuring agency to the delivered duty paid (DDP) price at



the final destination.

(b) *Delivery schedule.*

- (i) The Procuring agency requires that the goods under the Invitation for Bids shall be delivered at the time specified in the Schedule of Requirements which will be treated as the base, a delivery "adjustment" will be calculated for bids by applying a percentage, specified in the Bid Data Sheet, of the DDP price for each week of delay beyond the base, and this will be added to the bid price for evaluation. No credit shall be given to early delivery.

or

- (ii) The goods covered under this invitation are required to be delivered (shipped) within an acceptable range of weeks specified in the Schedule of Requirement. No credit will be given to earlier deliveries, and bids offering delivery beyond this range will be treated as nonresponsive. Within this acceptable range, an adjustment per week, as specified in the Bid Data Sheet, will be added for evaluation to the bid price of bids offering deliveries later than the earliest delivery period specified in the Schedule of Requirements.

or

- (iii) The goods covered under this invitation are required to be delivered in partial shipments, as specified in the Schedule of Requirements. Bids offering deliveries earlier or later than the specified deliveries will be adjusted in the evaluation by adding to the bid price a factor equal to a percentage, specified in the Bid Data Sheet, of DDP price per week of variation from the specified delivery schedule.

(c) *Deviation in payment schedule.*

- (i) Bidders shall state their bid price for the payment schedule outlined in the SCC. Bids will be evaluated on the basis of this base price. Bidders are, however, permitted to state an alternative payment schedule and indicate the reduction in bid price they wish to offer for such alternative payment schedule. The Procuring agency may consider the alternative payment schedule offered by the selected Bidder.

or

- (ii) The SCC stipulates the payment schedule offered by



the Procuring agency. If a bid deviates from the schedule and if such deviation is considered acceptable to the Procuring agency, the bid will be evaluated by calculating interest earned for any earlier payments involved in the terms outlined in the bid as compared with those stipulated in this invitation, at the rate per annum specified in the Bid Data Sheet.

(d) *Cost of spare parts.*

- (i) The list of items and quantities of major assemblies, components, and selected spare parts, likely to be required during the initial period of operation specified in the Bid Data Sheet, is annexed to the Technical Specifications. The total cost of these items, at the unit prices quoted in each bid, will be added to the bid price.

or

- (ii) The Procuring agency will draw up a list of high-usage and high-value items of components and spare parts, along with estimated quantities of usage in the initial period of operation specified in the Bid Data Sheet. The total cost of these items and quantities will be computed from spare parts unit prices submitted by the Bidder and added to the bid price.

or

- (iii) The Procuring agency will estimate the cost of spare parts usage in the initial period of operation specified in the Bid Data Sheet, based on information furnished by each Bidder, as well as on past experience of the Procuring agency or other procuring agencies in similar situations. Such costs shall be added to the bid price for evaluation.

(e) *Spare parts and after sales service facilities in the Procuring agency's country.*

The cost to the Procuring agency of establishing the minimum service facilities and parts inventories, as outlined in the Bid Data Sheet or elsewhere in the bidding documents, if quoted separately, shall be added to the bid price.



(f) *Operating and maintenance costs.*

Since the operating and maintenance costs of the goods under procurement form a major part of the life cycle cost of the equipment, these costs will be evaluated in accordance with the criteria specified in the Bid Data Sheet or in the Technical Specifications.

(g) *Performance and productivity of the equipment.*

- (i) Bidders shall state the guaranteed performance or efficiency in response to the Technical Specification. For each drop in the performance or efficiency below the norm of 100, an adjustment for an amount specified in the Bid Data Sheet will be added to the bid price, representing the capitalized cost of additional operating costs over the life of the plant, using the methodology specified in the Bid Data Sheet or in the Technical Specifications.

or

- (ii) Goods offered shall have a minimum productivity specified under the relevant provision in the Technical Specifications to be considered responsive. Evaluation shall be based on the cost per unit of the actual productivity of goods offered in the bid, and adjustment will be added to the bid price using the methodology specified in the Bid Data Sheet or in the Technical Specifications.
- (h) *Specific additional criteria indicated in the Bid Data Sheet and/or in the Technical Specifications.*

The relevant evaluation method shall be detailed in the Bid Data Sheet and/or in the Technical Specifications.

Alternative

25.4 Merit Point System:

The following merit point system for weighing evaluation factors can be applied if none of the evaluation methods listed in 25.4 above has been retained in the Bid Data Sheet. The number of points allocated to each factor shall be specified in the Bid Data Sheet.

[In the Bid Data Sheet, choose from the range of]



Evaluated price of the goods	60 to 90
Cost of common list spare parts	0 to 20
Technical features, and maintenance and operating costs	0 to 20
Availability of service and spare parts	0 to 20
Standardization	0 to 20
Total	100

The bid scoring the highest number of points will be deemed to be the lowest evaluated bid.

- 26. Contacting the Procuring agency**
- 26.1 Subject to ITB Clause 23, no Bidder shall contact the Procuring agency on any matter relating to its bid, from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the Procuring agency, it should do so in writing.
- 26.2 Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

F. Award of Contract

- 27. Post-qualification**
- 27.1 In the absence of prequalification, the Procuring agency will determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in ITB Clause 13.3.
- 27.2 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 13.3, as well as such other information as the Procuring agency deems necessary and appropriate.
- 27.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.
- 28. Award Criteria**
- 28.1 Subject to ITB Clause 30, the Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is

determined to be qualified to perform the contract satisfactorily.

- | | |
|---|--|
| 29. Procuring agency's Right to Vary Quantities at Time of Award | 29.1 The Procuring agency reserves the right at the time of contract award to increase or decrease, by the percentage indicated in the Bid Data Sheet, the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions. |
| 30. Procuring agency's Right to Accept any Bid and to Reject any or All Bids | 30.1 The Procuring agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Procuring agency's action. |
| 31. Notification of Award | <p>31.1 Prior to the expiration of the period of bid validity, the Procuring agency will notify the successful Bidder in writing by registered letter or by cable, to be confirmed in writing by registered letter, that its bid has been accepted.</p> <p>31.2 The notification of award will constitute the formation of the Contract.</p> <p>31.3 Upon the successful Bidder's furnishing of the performance security pursuant to ITB Clause 33, the Procuring agency will promptly notify each unsuccessful Bidder and will discharge its bid security, pursuant to ITB Clause 15.</p> |
| 32. Signing of Contract | <p>32.1 At the same time as the Procuring agency notifies the successful Bidder that its bid has been accepted, the Procuring agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.</p> <p>32.2 Within thirty (30) days of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency.</p> |
| 33 Performance Security | <p>33.1 Within twenty (20) days of the receipt of notification of award from the Procuring agency, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, in the Performance Security Form provided in the bidding documents, or in another form acceptable to the Procuring agency.</p> <p>33.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 32 or ITB Clause 33.1 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid</p> |

security, in which event the Procuring agency may make the award to the next lowest evaluated Bidder or call for new bids.

**34. Corrupt or
Fraudulent
Practices**

34.1 The Government of Sindh requires that Procuring agency's (including beneficiaries of donor agencies' loans), as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the SPPRA, in accordance with the SPP Act, 2009 and Rules made thereunder:

- (a) defines, for the purposes of this provision, the terms set forth below as follows:
 - (i) "corrupt practice" means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution; and
 - (ii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring agency, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Procuring agency of the benefits of free and open competition;
- (b) will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
- (c) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a Government-financed contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a Government-financed contract.

34.2 Furthermore, Bidders shall be aware of the provision stated in sub-clause 5.4 and sub-clause 24.1 of the General Conditions of Contract.



Section-3

General Conditions of Contract



General Conditions of Contract

1. Definitions 1.1 In this Contract, the following terms shall be interpreted as indicated:

- (a) "The Contract" means the agreement entered into between the Procuring agency and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- (b) "The Contract Price" means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
- (c) "The Goods" means all of the equipment, machinery, and/or other materials which the Supplier is required to supply to the Procuring agency under the Contract.
- (d) "The Services" means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract.
- (e) "GCC" means the General Conditions of Contract contained in this section.
- (f) "SCC" means the Special Conditions of Contract.
- (g) "The Procuring agency" means the organization purchasing the Goods, as named in SCC.
- (h) "The Procuring agency's country" is the country named in SCC.
- (i) "The Supplier" means the individual or firm supplying the Goods and Services under this Contract.
- (j) "The Project Site," where applicable, means the place or places named in SCC.
- (k) "Day" means calendar day.

2. Application

2.1 These General Conditions shall apply to the extent that they are



not superseded by provisions of other parts of the Contract.

3. Country of Origin

3.1 All Goods and Services supplied under the Contract shall have their origin in the countries and territories eligible under the rules and further elaborated in the SCC.

3.2 For purposes of this Clause, "origin" means the place where the Goods were mined, grown, or produced, or from which the Services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.

3.3 The origin of Goods and Services is distinct from the nationality of the Supplier.

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4.1 The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods' country of origin. Such standards shall be the latest issued by the concerned institution.

5. Use of Contract Documents and Information; Inspection and Audit by the Government

5.1 The Supplier shall not, without the Procuring agency's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring agency in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

5.2 The Supplier shall not, without the Procuring agency's prior written consent, make use of any document or information enumerated in GCC Clause 5.1 except for purposes of performing the Contract.

5.3 Any document, other than the Contract itself, enumerated in GCC Clause 5.1 shall remain the property of the Procuring agency and shall be returned (all copies) to the Procuring agency on completion of the Supplier's performance under the Contract if so required by the Procuring agency.



- 5.4 The Supplier shall permit the Procuring agency to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the procuring agency, if so required.

6. Patent Rights

- 6.1 The Supplier shall indemnify the Procuring agency against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in the Procuring agency's country.

7. Performance Security

- 7.1 Within twenty (20) days of receipt of the notification of Contract award, the successful Bidder shall furnish to the Procuring agency the performance security in the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.
- 7.3 The performance security shall be denominated in the currency of the Contract acceptable to the Procuring agency and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the Procuring agency's country, in the form provided in the bidding documents or another form acceptable to the Procuring agency; or
 - (b) a cashier's or certified check.
- 7.4 The performance security will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC.

8. Inspections and Tests

- 8.1 The Procuring agency or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring agency. SCC and the Technical Specifications shall specify what inspections and tests the Procuring agency requires and where they are to be conducted. The Procuring agency shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.
- 8.2 The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at



the Goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring agency.

8.3 Should any inspected or tested Goods fail to conform to the Specifications, the Procuring agency may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Procuring agency.

8.4 The Procuring agency's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival in the Procuring agency's country shall in no way be limited or waived by reason of the Goods having previously been inspected, tested, and passed by the Procuring agency or its representative prior to the Goods' shipment from the country of origin.

8.5 Nothing in GCC Clause 8 shall in any way release the Supplier from any warranty or other obligations under this Contract.

9. Packing 9.1 The Supplier shall provide such packing of the Goods as is

required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the Procuring agency.

10. Delivery and 10.1 Delivery of the Goods shall be made by the Supplier in **Documents** accordance with the terms specified in the Schedule of

Requirements. The details of shipping and/or other documents to be furnished by the Supplier are specified in SCC.

10.2 Documents to be submitted by the Supplier are specified in SCC.



11. Insurance 11.1 The Goods supplied under the Contract shall be delivered duty paid (DDP) under which risk is transferred to the buyer after having been delivered, hence insurance coverage is sellers responsibility.

12. Transportation 12.1 The Supplier is required under the Contract to transport the Goods to a specified place of destination within the Procuring agency's country, transport to such place of destination in the Procuring agency's country, including insurance and storage, as shall be specified in the Contract, shall be arranged by the Supplier, and

related costs shall be included in the Contract Price.

13. Incidental 13.1 The Supplier may be required to provide any or all of the **Services** following services, including additional services, if any, specified in SCC:

- (a) performance or supervision of on-site assembly and/or start-up of the supplied Goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied Goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;
- (d) performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
- (e) training of the Procuring agency's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.

13.2 Prices charged by the Supplier for incidental services, if not included in the Contract Price for the Goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged for other parties by the Supplier for similar services.

14. Spare Parts 14.1 As specified in SCC, the Supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:



- (a) such spare parts as the Procuring agency may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under the Contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) advance notification to the Procuring agency of the pending termination, in sufficient time to permit the Procuring agency to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the Procuring agency, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty 15.1 The Supplier warrants that the Goods supplied under the

Contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the Procuring agency's specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The Procuring agency shall promptly notify the Supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the Supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective Goods or parts thereof, without costs to the Procuring agency.

15.5 If the Supplier, having been notified, fails to remedy the defect(s)



within the period specified in SCC, within a reasonable period, the Procuring agency may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Procuring agency may have against the Supplier under the Contract.

16. Payment

16.1 The method and conditions of payment to be made to the Supplier under this Contract shall be specified in SCC.

16.2 The Supplier's request(s) for payment shall be made to the Procuring agency in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and Services performed, and by documents submitted pursuant to GCC Clause 10, and upon fulfillment of other obligations stipulated in the Contract.

16.3 Payments shall be made promptly by the Procuring agency, but in no case later than sixty (60) days after submission of an invoice or claim by the Supplier.

16.4 The currency of payment is Pak. Rupees.

17. Prices

17.1 Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid, with the exception of any price adjustments authorized in SCC or in the Procuring agency's request for bid validity extension, as the case may be.

18. Change Orders

18.1 The Procuring agency may at any time, by a written order given to the Supplier pursuant to GCC Clause 31, make changes within the general scope of the Contract in any one or more of the following:

- (a) drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Procuring agency;
- (b) the method of shipment or packing;
- (c) the place of delivery; and/or
- (d) the Services to be provided by the Supplier.

18.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be



made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from the date of the Supplier's receipt of the Procuring agency's change order.

**19. Contract
Amendments**

19.1 Subject to GCC Clause 18, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.

20. Assignment

20.1 The Supplier shall not assign, in whole or in part, its obligations to perform under this Contract, except with the Procuring agency's prior written consent.

21. Subcontracts

21.1 The Supplier shall notify the Procuring agency in writing of all subcontracts awarded under this Contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the Supplier from any liability or obligation under the Contract.

21.2 Subcontracts must comply with the provisions of GCC Clause 3.

**22. Delays in the
Supplier's
Performance**

22.1 Delivery of the Goods and performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring agency in the Schedule of Requirements.

22.2 If at any time during performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Procuring agency in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Procuring agency shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.

22.3 Except as provided under GCC Clause 25, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 23, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the application of liquidated damages.

23. Liquidated 23.1 Subject to GCC Clause 25, if the Supplier fails to deliver any or



Damages

all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in SCC. Once the maximum is reached, the Procuring agency may consider termination of the Contract pursuant to GCC Clause 24.

24. Termination 24.1 The Procuring agency, without prejudice to any other remedy for **for Default** breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part:

- (a) if the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring agency pursuant to GCC Clause 22; or
- (b) if the Supplier fails to perform any other obligation(s) under the Contract.
- (c) if the Supplier, in the judgment of the Procuring agency has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this clause:

“corrupt practice” means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.

“fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition.

24.2 In the event the Procuring agency terminates the Contract in whole or in part, pursuant to GCC Clause 24.1, the Procuring agency may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those

undelivered, and the Supplier shall be liable to the Procuring agency for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.

25. Force Majeure 25.1 Notwithstanding the provisions of GCC Clauses 22, 23, and 24, the Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

25.2 For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Procuring agency in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

25.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring agency in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring agency in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

26. Termination for Insolvency 26.1 The Procuring agency may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring agency.

27. Termination for Convenience 27.1 The Procuring agency, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring agency's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

27.2 The Goods that are complete and ready for shipment within thirty (30) days after the Supplier's receipt of notice of termination shall be accepted by the Procuring agency at the



Contract terms and prices. For the remaining Goods, the Procuring agency may elect:

- (a) to have any portion completed and delivered at the Contract terms and prices; and/or
- (b) to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Supplier.

28. Resolution of Disputes

28.1 The Procuring agency and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

28.2 If, after thirty (30) days from the commencement of such informal negotiations, the Procuring agency and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms specified in SCC. These mechanisms may include, but are not restricted to, conciliation mediated by a third party, adjudication in an agreed manner and/or arbitration.

29. Governing Language

29.1 The Contract shall be written in the language specified in SCC.

Subject to GCC Clause 30, the version of the Contract written in the specified language shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.

30. Applicable Law

30.1 The Contract shall be interpreted in accordance with the laws of the Procuring agency's country, unless otherwise specified in SCC.

31. Notices

31.1 Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by cable, telex, or facsimile and confirmed in writing to the other party's address specified in SCC.

31.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

32. Taxes and Duties

32.1 Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Procuring agency.



SECTION - 4

SPECIAL CONDITIONS OF CONTRACT



Special Conditions of Contract

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

[Instructions for completing the Special Conditions of Contract are provided, as needed, in the notes in italics mentioned for the relevant SCC. Where sample provisions are furnished, they are only illustrative of the provisions that the Procuring agency should draft specifically for each procurement.]

1. Definitions (GCC Clause 1)

GCC 1.1 (g)—The Procuring agency is:

GCC 1.1 (h)—The Procuring agency's country

is: GCC 1.1 (i)—The Supplier is:

Sample Provision

GCC 1.1 (j)—The Project Site is: *[if applicable]*

2. Country of Origin (GCC Clause 3)

All countries and territories as indicated in Part Two Section VI of the bidding documents, "Eligibility for the Provisions of Goods, Works, and Services in Government-Financed Procurement".

3. Performance Security (GCC Clause 7)

GCC 7.1—The amount of performance security, as a percentage of the Contract Price, shall be: *[Five (5) to ten (10) percent of the Contract Price would be reasonable; it should not exceed ten (10) percent in any case.]*

[The following provision should be used in the case of Goods having warranty obligations.]

GCC 7.4—After delivery and acceptance of the Goods, the performance security shall be reduced to two (2) percent of the Contract Price to cover the Supplier's warranty obligations in accordance with Clause GCC 15.2.



4. Inspections and Tests (GCC Clause 8)

GCC 8.6—Inspection and tests prior to shipment of Goods and at final acceptance are as follows:

5. Packing (GCC Clause 9)*Sample provision*

GCC 9.3—The following SCC shall supplement GCC Clause 9.2:

6. Delivery and Documents (GCC Clause 10)*Sample provision (DDP terms)*

GCC 10.3—Upon shipment, the Supplier shall notify the Procuring agency the full details of the shipment, including Contract number, description of Goods, quantity and usual transport document. The Supplier shall mail the following documents to the Procuring agency:

- (i) copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;
- (ii) original and two copies of the usual transport document (for example, a negotiable bill of lading, a non-negotiable sea waybill, an inland waterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document) which the buyer may require to take the goods;
- (iii) copies of the packing list identifying contents of each package;
- (iv) insurance certificate;
- (v) Manufacturer's or Supplier's warranty certificate;
- (vi) inspection certificate, issued by the nominated inspection agency, and the Supplier's factory inspection report; and
- (vii) certificate of origin.

7. Insurance (GCC Clause 11)

GCC 11.1— The Goods supplied under the Contract shall be delivered duty paid (DDP) under which risk is transferred to the buyer after having been delivered, hence insurance coverage is sellers responsibility. Since the Insurance is seller's responsibility they may arrange appropriate coverage.

8. Incidental Services (GCC Clause 13)

GCC 13.1—Incidental services to be provided are:

[Selected services covered under GCC Clause 13 and/or other should be specified with the desired features. The price quoted in the bid price or agreed with the selected Supplier shall be included in the Contract Price.]

9. Spare Parts (GCC Clause 14)

GCC 14.1—Additional spare parts requirements are:

Sample provision

GCC 14.1—Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the Goods. Other spare parts and components shall be supplied as promptly as possible, but in any case within six (6) months of placing the order and opening the letter of credit.

10. Warranty (GCC Clause 15)***Sample provision***

GCC 15.2—In partial modification of the provisions, the warranty period shall be _____ hours of operation or _____ months from date of acceptance of the Goods or (_____) months from the date of shipment, whichever occurs earlier. The Supplier shall, in addition, comply with the performance and/or consumption guarantees specified under the Contract. If, for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall, at its discretion, either:

- (a) make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests in accordance with SCC 4,

or

- (b) pay liquidated damages to the Procuring agency with respect to the failure to meet the contractual guarantees. The rate of these liquidated damages shall be (_____).

[The rate should be higher than the adjustment rate used in the bid evaluation under ITB 25.4 (f) or (g).]

GCC 15.4 & 15.5—The period for correction of defects in the warranty period is:



11. Payment (GCC Clause 16)***Sample provision***

GCC 16.1—The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:

Payment for Goods supplied:

Payment shall be made in Pak. Rupees in the following manner:

- (i) **Advance Payment:** Ten (10) percent of the Contract Price shall be paid within thirty (30) days of signing of the Contract, and upon submission of claim and a bank guarantee for equivalent amount valid until the Goods are delivered and in the form provided in the bidding documents or another form acceptable to the Procuring agency.
- (ii) **On Shipment:** Eighty (80) percent of the Contract Price of the Goods shipped shall be paid through irrevocable confirmed letter of credit opened in favor of the Supplier in a bank in its country, upon submission of documents specified in GCC Clause 10.
- (iii) **On Acceptance:** Ten (10) percent of the Contract Price of Goods received shall be paid within thirty (30) days of receipt of the Goods upon submission of claim supported by the acceptance certificate issued by the Procuring agency.

Payment of local currency portion shall be made in _____ [currency] within thirty (30) days of presentation of claim supported by a certificate from the Procuring agency declaring that the Goods have been delivered and that all other contracted Services have been performed.

(iv) 100% of the Contract Price on complete delivery of store within thirty (30) days on submission of claim supported by acceptance certificate from procuring agency declaring Goods have been delivered and that all contracted services have been performed.

(v) Part payment on part supply may be allowed



12. Prices (GCC Clause 17)***Sample provision***

GCC 17.1—Prices shall be adjusted in accordance with provisions in the Attachment to SCC.

*[To be inserted **only** if price is subject to adjustment.]*

13. Liquidated Damages (GCC Clause 23)

GCC 23.1—Applicable rate:

Maximum deduction:

[Applicable rate shall not exceed one-half (0.5) percent per week, and the maximum shall not exceed ten (10) percent of the Contract Price.]

14. Resolution of Disputes (GCC Clause 28)

GCC 28.3—The dispute resolution mechanism to be applied pursuant to GCC Clause 28.2 shall be as follows:

In the case of a dispute between the Procuring agency and the Supplier, the dispute shall be referred to adjudication or arbitration in accordance with the laws of the Procuring agency's country.

15. Governing Language (GCC Clause 29)

GCC 29.1—The Governing Language shall be:

16. Applicable Law (GCC Clause 30)

GCC 30.1—The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan which includes the following legislation:

The Employment of Children (ECA) Act 1991
The Bonded Labour System (Abolition) Act of 1992
The Factories Act 1934

17. Notices (GCC Clause 31)

GCC 31.1—Procuring agency's address for notice purposes:

—Supplier's address for notice purposes:



1. Bid Form and Price Schedules

Date: _____
IFB N^o: _____

To: *[name and address of Procuring Agency]*

Gentlemen and/or Ladies:

Having examined the bidding documents including Addenda Nos. *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver *[description of goods and services]* in conformity with the said bidding documents for the sum of *[total bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to _____ percent of the Contract Price for the due performance of the Contract, in the form prescribed by the Procuring agency.

We agree to abide by this Bid for a period of *[number]* days from the date fixed for Bid opening under Clause 22 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Currency	Purpose of Commission or gratuity
_____	_____	_____
_____	_____	_____
_____	_____	_____

(if none, state "none")

We understand that you are not bound to accept the lowest or any bid you may receive.



Dated this _____ day of _____ 19____.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____



Price Schedule in Pak. Rupees

Name of Bidder _____ . IFB Number _____ . Page of _____ .

1	2	3	4	5	6	7
Item	Description	Country of origin	Quantity	Unit price DDP named place	Total DDP per item	Unit price of Delivered duty paid (DDP) to final destination plus price of other incidental services if required ³

Signature of Bidder _____

Note: In case of discrepancy between unit price and total, the unit price shall prevail.

³ Must be included if required under ITB 11.2



2. Bid Security Form

Whereas *[name of the Bidder]* (hereinafter called "the Bidder") has submitted its bid dated *[date of submission of bid]* for the supply of *[name of bank]* *[description of the goods]* (hereinafter called "the Bid").

KNOW ALL PEOPLE 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 unto *[name of Procuring agency]* (hereinafter called "the Procuring agency") in the sum of for which payment well and truly to be made to the said Procuring agency, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this ____ day of _____ 19 ____.

THE CONDITIONS of this obligation are:

and Services in Bank Financed Procurement

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, having been notified of the acceptance of its Bid by the Procuring agency during the period of bid validity:
 - (a) fails or refuses to execute the Contract Form, if required; or
 - (b) fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders;

we undertake to pay to the Procuring agency up to the above amount upon receipt of its first written demand, without the Procuring agency having to substantiate its demand, provided that in its demand the Procuring agency will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including twenty eight (28) days after the period of bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

[signature of the bank]



3. Contract Form

THIS AGREEMENT made the _____ day of _____ 19____ between [name of Procuring Agency] of [country of Procuring agency] (hereinafter called "the Procuring agency") of the one part and **Shaheed Benazir Bhutto University of Veterinary and Animal Sciences (SBBUVAS)** **Sakrand** of [city and country of Supplier] (hereinafter called "the Supplier") of the other part:

WHEREAS the Procuring agency invited bids for certain goods and ancillary services, viz., [brief description of goods and services] and has accepted a bid by the Supplier for the supply of those goods and services in the sum of [contract price in words and figures] (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Bid Form and the Price Schedule submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications;
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and
 - (f) the Procuring agency's Notification of Award.
3. In consideration of the payments to be made by the Procuring agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Procuring agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by _____ the _____ (for the Procuring agency)

Signed, sealed, delivered by _____ the _____ (for the Supplier)



4. Performance Security Form

To: *[name of Procuring agency]*

WHEREAS *Shaheed Benazir Bhutto University of Veterinary and Animal Sciences (SBBUVAS) Sakrand* (hereinafter called "the Supplier") has undertaken, in pursuance of Contract No. *SBBUVAS/NIT-P/PD/07/2017 & 02/05/2017* to supply *[description of goods and services]* (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Supplier shall furnish you with a bank guarantee by a reputable bank for the sum specified therein as security for compliance with the Supplier's performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Supplier a guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[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 the _____ day of _____ 19____.

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]



5. Bank Guarantee for Advance Payment

To: *[name of Procuring agency]*

[name of Contract]

Gentlemen and/or Ladies:

In accordance with the payment provision included in the Special Conditions of Contract, which amends Clause 16 of the General Conditions of Contract to provide for advance payment, *[name and address of Supplier]* (hereinafter called "the Supplier") shall deposit with the Procuring agency a bank guarantee to guarantee its proper and faithful performance under the said Clause of the Contract in an amount of *[amount of guarantee in figures and words]*.

We, the *[bank or financial institution]*, as instructed by the Supplier, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the Procuring agency on its first demand without whatsoever right of objection on our part and without its first claim to the Supplier, in the amount not exceeding *[amount of guarantee in figures and words]*.

We further agree that no change or addition to or other modification of the terms of the Contract to be performed thereunder or of any of the Contract documents which may be made between the Procuring agency and the Supplier, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee shall remain valid and in full effect from the date of the advance payment received by the Supplier under the Contract until *[date]*.

Yours truly,

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]



6. Manufacturer's Authorization Form

[See Clause 13.3 (a) of the Instructions to Bidders.]

To: *[name of the Procuring agency]*

WHEREAS *[name of the Manufacturer]* who are established and reputable manufacturers of
[name and/or description of the goods] having factories at *[address of factory]*

do hereby authorize *[name and address of Agent]* to submit a bid, and subsequently negotiate and
sign the Contract with you against IFB No. *[reference of the Invitation to Bid]* for the above goods
manufactured by us.

We hereby extend our full guarantee and warranty as per Clause 15 of the General
Conditions of Contract for the goods offered for supply by the above firm against this
Invitation for Bids.

[signature for and on behalf of Manufacturer]

Note: This letter of authority should be on the letterhead of the Manufacturer and should be
signed by a person competent and having the power of attorney to bind the
Manufacturer. It should be included by the Bidder in its bid.



VII Bidding Data Sheet

The following specified data for the work to be tendered shall complement, amend or supplement the provisions in the Instructions or Bidders. Whenever there is a conflict, the provisions herein shall prevail over those in the Instructions to Bidders.

Instruction to Bidders

Clause Reference

1.1 Name and Address of the Procuring Agency: Shaheed Benazir Bhutto University of Veterinary and Animal Sciences Sakrand

1.2 Brief Description of Work: Furniture Items: Manufacturers / Dealers of furniture for class room, labs, offices, computer room, offices, Hostel, Guest Houses, and Meeting Rooms etc

10.3 Bid shall be quoted entirely in Pak. Rupees: The payment shall be made in Pak. Rupees.

2.1 Name of Borrower / Source of Financing / Funding Agency / Funding Source: HEC & Govt. of Sindh: Funded

2.1 Amount and Type of Financing /Scheme Cost and Allocated Funds.

8.1 Time limit for clarification: 05 days

10.1 Bid Language: English

11.1 (a) Prequalification Information to be updated (Where applicable): N/A

11.1 (b) Furnish a company profile in al (single stage two envelope):

11.2 13.1 Amount of Bid Security: 2% of Bid amount.

14.1 Period of Bid Validity: 90 days.

14.4 Number of Copies of the bid to submitted. One original plus two copies

14.6(a) Procuring Agency's address for the purpose of bid submission : Office of the Project Director, Shaheed Benazir Bhutto University of Veterinary and Animal Sciences Sakrand

15.1 Deadline for submission of Bid: Time 11:00 AM on 19-12-2017

16.1 Venue, Time, and Date of the Bid Opening: Office of the Project Director, Shaheed Benazir Bhutto University of Veterinary and Animal Sciences Sakrand @ 11:00 AM on 19-12-2017

18.4 Number of Copies of the Bid to be completed and returned: N/A

(b) Name and Identification Number of the Contract: SBBUVAS/NIT/PD/10/ 2017

20.1 (a) Deadline for submission of Bid: Time 11:00 AM on 19-12-2017

(b) Venue, Time, and Date of the Bid Opening:

Office of the Project
Director, Shaheed Benazir
Bhutto University of
Veterinary and Animal
Sciences Sakrand on @ 11:00
AM on 19-12-2017

32.1 Standard form and amount of performance Security 5% acceptable to the procuring agency:

32.3 Stamp duty: 0.30% or notified by the Govt. of Sindh, will be paid by successful bidder as stamp duty.



VIII-METHOD OF PROCUREMENT

Single stage – two envelope procedure

- a) bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;
- b) envelopes shall be marked as “**FINANCIAL PROPOSAL**” and “**TECHNICAL PROPOSAL**” in bold and legible letters to avoid confusion;
- c) initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened;
- d) envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of the procuring agency without being opened
procuring agency shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements;
- e) no amendments in the technical proposal shall be permitted during the technical evaluation;
- f) financial proposals of technically qualified bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
- g) financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders; and
- h) bid found to be the lowest evaluated or best evaluated bid shall be accepted.



IX-CHECK LIST FOR SUBMISSION OF TECHNICAL PROPOSAL

The Contractor is required to submit the following minimum mandatory documentary information for technical evaluation in the separated envelop of technical proposal with proper annexure and separators. The contractor should check the attachment before submission of Technical proposal.

Sr. No.	Description	Yes	No.
1.	Profile of Supplier/Contractor		
2.	Income Tax department /FBR /SBR registration.		
3.	Staff, machinery, experience and past performance, financial status, average annual turn-over in detail.		
4.	Net worth Rs.10 million/Tax return for the last three years.		
5.	List of technical staff employed along with their CVs. and PEC registration certificate.		
6.	List of Equipment, showroom, workshop and factory set-up along with location for verification		
7.	Related experience minimum 5 Jobs.		
8.	Details of 3-6 orders/project in hand indicating name of the client and the scope of work		
9.	Complete detail of last 5-10 orders/projects of similar assignments with cost, under-taken in the last three (3) (attach performance certificates of completed orders/projects		
10.	Performance Certificates of completion for similar assignment issued by the client 5 Nos.		
11.	Affidavit that firm / Company has neither been Blacklisted by any Federal, Provincial, District Government Department and / or by any Government owned Company/ Foundation / Authority) nor is under any		

	Litigation.		
12.	The contractors, dealers and manufacturers has to demonstrate compliance with the quality standards during the past three years (attach five performance certificates of employer).		

1. The Contractors meeting the above requirement will be technically eligible for opening of their financial bid.
2. The PA will verify the above information during evaluation and visit factory and set-up of manufacture.
3. Criteria may be relaxed for manufacturer who has its own work-shop, factory and showroom set-up.
4. The financial bids will not be opened if the criteria is not fulfilled by the contractors.



BILL OF QUANTITIES

A. Preamble

1. The Bill of Quantities shall be read in conjunction with the Conditions of Contract
2. The quantities given in the Bill of Quantities are estimated and are given to provide a common basis for bidding. The basis of payment will be the actual quantities of work executed and measured by the Contractor and verified by the Employer and valued at the rates and prices entered in the priced Bill of Quantities, where applicable, and otherwise at such rates and prices as the Employer may fix as per the Contract (in case of item not mentioned in Bill of Quantities).
3. The rates and prices entered in the priced Bill of Quantities shall, except insofar as it is otherwise provided under the Contract include all costs of Contractor's equipment, labour, supervision, materials, execution, insurance, profit, taxes and duties, together with all general risks, liabilities and obligations set out or implied in the Contract. Furthermore all duties, taxes and other levies payable by the Contractor under the Contract, or for any other cause, as on the date 14 days prior to deadline for submission of Bids in case of ICB/NCB respectively, shall be included in the rates and prices and the total Bid Price submitted by the Bidder.
4. A rate or price shall be entered against each item in the priced Bill of Quantities, whether quantities are stated or not. The cost of items against which the Contractor will have failed to enter a rate or price shall be deemed to be covered by other rates and prices entered in the Bill of Quantities and shall not be paid separately.
5. The whole cost of complying with the provisions of the Contract shall be included in the items provided in the priced Bill of Quantities, and where no items are provided, the cost shall be deemed to be distributed among the rates and prices entered for the related items of the Works.
6. Cartage on all items shall not be payable separately and that the bid offered by the bidder shall be included cost of cartage.
7. Income Tax, Sales Tax/SBR and all other Liabilities to be paid by the Contractor as per latest orders/notification or as per law of Pakistan and that the bid offered by the bidder shall be included cost of such liabilities.



Shaheed Benazir Bhutto
University of Veterinary and Animal Sciences Sakrand

SCHEDULE-B

BILL OF QUANTITIES

SUBJECT: Procurement Furniture Articles (corporate) required for Admin and Academic Block.

S.NO	DESCRIPTION OF ITEM	UNIT	QTY	UNIT RATE (Rs.)	AMOUNT (Rs.)
PART-A LIBRARY					
1	Making, providing & fixing book shelves made of Sheshum venire board & sheshum Wood (class "A" seasoned without sap, knot, cracks and decay) base and high class polish also included. Height of racks About 6.25' & 15" deep having portions as per design, shutters with shesham wood lipping on all edges, all shesham wood polished, all fitting like handles, locks and hinges of best quality (approved) including termite control treatment to all wood work etc; complete in all respect as per drawing, design and as directed by the Employer. (only front measurement is taken no any depth is to be measured)	Sft	550		
2	Providing and making Library Counter 96" x 36" x 30" or as per requirement made of Sheshum Venire Board & sheshum Wood (class "A" seasoned without sap, knot, cracks and decay) which also included base of Sheshum Wood, wood lapping and farming of required size, fixed with German Glue, polished with NC lacquer, etc; and termite control treatment to all wood work etc., complete in all respect as per drawing, design and as directed by the Employer.	EACH	1		
3	Providing And making Library Counter Chair manufactured by "A" class seasoned Sheshum Wood without sap, knot, cracks and decay & with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design And as directed by the Employer.	Nos	1		

(Signature)

4	Providing and making Computer Table 48" x 30" made of Sheshum (class "A" seasoned without sap, knot, cracks and decay) venire Board & sheshum Wood which also included base of Sheshum Wood and termite control treatment to all wood work etc., complete in all respect as per drawing, design and as directed by the Employer.	Nos	1		
5	Providing And making Compute Chair for librarian manufactured by "A" class seasoned Sheshum Wood without sap, knot, cracks and decay & with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design And as directed by the Employer.	Nos	1		
6	Providing and making Library Table 80"x36"x30" with front wall partition, manufactured by Sheshum (seasoned class "A") venire Board & sheshum Wood also included base of Sheshum Wood and termite control treatment to all wood work etc., complete in all respect as per drawing, design and as directed by the Employer.	Nos	8		
7	Providing and making Library Chairs manufactured by Sheshum Wood (class "A" seasoned without sap, knot, cracks and decay) with cushioned seat & back made of master molty foam or equivalent with good quality cloth or Rexene of approved shade and color & high class polish included termite control treatment to all wood work etc., complete in all respect as per	Nos	52		
SUB-TOTAL "A"					
PART-B COMPUTER LAB					
1	Providing and making computer tables manufactured by Sheshum (class "A" seasoned without sap, knot, cracks and decay) venire board & sheshum Wood also wooden Base included sheshum wood with high class polish size 24"x24"x24" or as per design included termite control treatment to all wood work etc., complete in all respect as per drawing, design and as directed by the Employer.	Nos	40		
2	Providing and making Lab Teacher Table 36" x 30" manufactured by Sheshum (class "A" seasoned without sap, knot, cracks and decay) venire Board & sheshum Wood also included base of Sheshum Wood, drawers, brass fitting handles, lock etc. with high class polish included termite control treatment to all wood work etc., complete in all respect as per	Nos	1		

3	Providing and making computer lab revolving chair medium back, with arms, cushioned seat & back made of master molty foam or equivalent with good quality cloth or Rexene of approved shade and color, base made of casted aluminum frame five to six wheels (imported) complete in all respect as per drawing, design and as directed by the Employer.	Nos	40		
	SUB-TOTAL "B"				
	PART-C. PS TO V.C. OFFICE				
1	Providing And Making 04 seater Sofa Set Made by "A" class seasoned Sheshum Wood (without sap, knot, cracks and decay) with Arms, Legs, Back Seat And Frame with High Class Polish, Cushion (Thickness 9") made by Imported Fabric & Master Molty Foam or equivalent included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design And as directed by the Employer.	Nos	4		
2	Providing And Making "L" shape Table 72" x 66" x 30" manufactured by Sheshum (class "A" seasoned without sap, knot, cracks and decay) Venire Board & "A" class seasoned sheshum Wood also include base of Sheshum Wood with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design And as directed by the Employer.	Nos	1		
3	Providing And making office Table 48" x 30" manufactured by Sheshum (class "A" seasoned without sap, knot, cracks and decay) venire Board & "A" class seasoned sheshum Wood also included base of Sheshum Wood with drawers, brass fitting handles, lock etc. high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design And as directed by the Employer.	Nos	1		
4	Providing And making side Rack of standard size for Table manufactured by Sheshum venire Board & "A" class seasoned sheshum Wood also include base of Sheshum Wood with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design And as directed by the Employer.	Nos	2		

5	Providing And making office Chair manufactured by "A" class seasoned Sheshum Wood (without sap, knot, cracks and decay) & with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design And as directed by the Employer.	Nos	4		
6	Providing And making corner Table of standard size manufactured by "A" class seasoned sheshum Wood with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design and as directed by the Employer.	Nos	2		
7	Providing And making Center Table manufactured by "A" class seasoned sheshum Wood of standard size made of shesham wood frame and legs with high class polish included termite control treatment etc; complete in all respect as per drawing, design and as directed by the Employer.	Nos	2		
8	Providing And making Almira 36"x18"x72" or as per design manufactured by Sheshum venire Board & "A" class seasoned sheshum Wood (without sap, knot, cracks and decay) also included base of Sheshum Wood with high class polish which also included desire number of shelf & shutter and all relevant accessories painting & polishing as per instruction of included termite control treatment etc; complete in all respect as per drawing, design and as directed by the Employer.	Sft	90		
9	Providing And making American Kitchen made by Lamination Board & "A" class seasoned sheshum Wood (without sap, knot, cracks and decay) also include base of Sheshum Wood with high class polish. included termite control treatment etc; complete in all respect as per drawing, design and as directed by the Employer.	Sft	1		
10	Providing and making Revolving Chair high back, with arms, cushioned seat & back made of Master Molty Foam or equivalent with good quality cloth of approved shade and color, base made of casted aluminum frame five to six wheels (imported) complete in all respect as per drawing, design and as directed by the Engineer Incharge.	Nos	2		
SUB-TOTAL "C"					
PART-D VICE CHANCELLOR OFFICE					

1	Providing And making 05 seater Sofa Set Made by "A" class seasoned Sheshum Wood (without sap, knot, cracks and decay) with Arms, Legs, Back Seat And Frame with High Class Polish, Cushion with High Class Polish, Cushion (Thickness 9") made by Imported Fabric & Master Molty Foam or equivalent included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design And as directed by the Employer.	Nos	1		
2	Providing And making Chief Executive Office Table 96" x 48" manufactured by Sheshum (class "A" seasoned without sap, knot, cracks and decay) Venire Board & "A" class seasoned sheshum Wood also included base of Sheshum Wood with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design And as directed by the Employer.	Nos	1		
3	Providing And making Chief Executive Side Rack of standard size for Table manufactured by Sheshum (class "A" seasoned) venire Board & "A" class seasoned sheshum Wood also included base of Sheshum Wood included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design And as directed by the Employer.	Nos	2		
4	Making, providing and fixing executive LED Unit manufactured by Sheshum venire Board & "A" class seasoned sheshum Wood also included base of Sheshum Wood included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design And as directed by the Employer.	Nos	1		
5	Providing and making executive office Chairs made of "A" class seasoned Sheshum Wood & with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design and as directed by the Employer.	Nos	6		
6	Providing And making corner Table of standard size manufactured by "A" class seasoned sheshum Wood with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design and as directed by the Employer.	Nos	2		

7	Providing And making Executive Center Table of standard size manufactured by "A" class seasoned sheshum Wood with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design and as directed by the Employer.	Nos	1		
8	Providing And making Almirah 02 Door & Dressing Table of standard size for wardrobe manufactured by Sheshum venire Board & "A" class seasoned sheshum Wood also include base of Sheshum Wood with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design and as directed by the Employer.	Nos	1		
9	Providing And making Wall Covered 144" x 84", 16" dept for books & shields made by Sheshum Board & "A" class seasoned sheshum Wood also include base of Sheshum Wood with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design and as directed by the Employer.	Sft	84		
10	Providing And making Executive mini meeting table 04 persons "A" class seasoned sheshum with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design and as directed by the Employer.	Nos	1		
11	Providing and making Chief Executive Revolving Chair of high back (comfort), with arms, cushioned seat & back made of Master Moly Foam or equivalent with good quality cloth or leather of approved shade and color, base made of casted aluminum or S.S frame five to six wheels (imported) complete in all respect as per drawing, design and as directed by the Employer.	Nos	1		
	SUB-TOTAL "D"				
PART-E ADMIN & A ACADEMIC OFFICES (6 Nos) including Dean's, Registrar, Director Finance, Controller of Examination & Project Director.					
1	Providing And making 05 Seater Sofa Set Made by "A" class seasoned Sheshum Wood With Arms, Legs, Back Seat And Frame with High Class Polish, Cushion with High Class Polish, Cushion (Thickness 9") made by Imported Fabric & Master Moly Foam or equivalent included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design And as directed by the Employer.	Nos	7		



2	Providing And Making Table 60" x 30" manufactured by Sheshum (class "A" seasoned) Venire Board & "A" class seasoned sheshum Wood also include base of Sheshum Wood with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design And as directed by the Employer.	Nos	7		
3	Providing And Making Side Rack for Table of standard size manufactured by Sheshum venire Board & "A" class seasoned sheshum Wood also included base of Sheshum Wood with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design And as directed by the Employer.	Nos	21		
4	Providing And making Office Table 48" x 30" manufactured by Sheshum venire Board & "A" class seasoned sheshum Wood also include base of Sheshum Wood with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design And as directed by the Employer.	Nos	14		
5	Providing and making executive office Chairs made of "A" class seasoned Sheshum Wood & with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design and as directed by the Employer.	Nos	14		
6	Providing and making Executive Revolving Chair of high back, with arms, cushioned seat & back made of Master Moly Foam or equivalent with good quality cloth of approved shade and color, base made of casted aluminum frame five to six wheels (imported) complete in all respect as per drawing, design and as directed by the Employer.	Nos	7		
7	Providing and making Revolving Chair of high back, with arms, cushioned seat & back made of Master Moly Foam or equivalent with good quality cloth of approved shade and color, base made of steel frame five to six wheels (imported) complete in all respect as per drawing, design and as directed by the Employer.	Nos	14		

8	Providing And making Center Table manufactured by "A" class seasoned sheshum Wood of stadard size made of shesham wood frame and legs with high class polish included termite control treatment etc; complete in all respect as per drawing, design and as directed by the Employer.	Nos	7		
9	Providing And making Almirah 36" x18" x 72" manufactured by Sheshum venire Board & "A" class seasoned sheshum Wood (without sap, knot, cracks and decay) also include base of Sheshum Wood with high class polish included termite control treatment etc; complete in all respect as per drawing, design and as directed by the Employer.	Nos	21		
10	Providing And making Work Station for four(4) persons complete in all respect as per drawing, design and as directed by the Employer.	Nos	20		
11	Providing And making Revolving chair for Work Station as per drawing, design and as directed by the Employer.	Nos	80		
12	Providing And making file cabinet/racksof 16" depth manufactured by Sheshum (class "A" seasoned without sap, knot, cracks and decay) venire board & sheshum Wood also wooden Base include of sheshum wood with high class polish included termite control treatment etc; complete in all respect as per drawing, design and as directed by the Employer.	Sft	700		
	SUB-TOTAL "E"				
PART-F POST GRADUATE LABORATORY					
1	Providing and making lab chair of standard size manufactured by Stainless Steel, complete in all respect as per drawing, design and as directed by the Employer.	Nos	10		
2	Aluminum and Glass Work (Champion Color or Wood'Color) high Quality material equivalent Prime Almunium.	Sft	300		
	SUB-TOTAL "F"				
PART-G HOSTEL					
1	Providing and making Study Chairs made of "A" class seasoned Sheshum Wood & with high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design and as directed by the Employer.	Nos	75		

2	Providing and making Student Study Tables of standard size made of Sheshum (class "A" seasoned without sap, knot, cracks and decay) venire Board & sheshum Wood which also included base of Sheshum Wood and termite control treatment to all wood work etc., complete in all respect as per drawing, design and as directed by the Employer.	Nos	38		
3	Providing Dining Table for 25 students top made of teak veneer board with sheshum wood frame (class "A" seasoned without sap, knot, cracks and decay) and golay made in pieces complete with lacquer polish and termite control treatment to all wood work etc., complete in all respect as per drawing, design and as directed by the Employer.	Nos	3		
4	Providing and making high back dining chair without arms made of shesham wood completely seasoned including all wood work shesham wood finished with sprit polish and termite control treatment etc, complete in all respect as per drawing, design and as directed by the Employer.	Nos	75		
5	Providing and making Office Chairs manufactured by Sheshum Wood (class "A" seasoned without sap, knot, cracks and decay) & with high class polish included termite control treatment to all wood work etc., complete in all respect as per drawing, design and as directed by the Employer.	Nos	8		
6	Providing And making office Table manufactured by Sheshum (class "A" seasoned without sap, knot, cracks and decay) venire Board & "A" class seasoned sheshum Wood also included base of Sheshum Wood with drawers, brass fitting handles, lock etc. high class polish included Termite Control Treatment Etc; Complete in all respect as per Drawing, Design And as directed by the Employer.	Nos	2		
	SUB-TOTAL "G"				
	G. TOTAL PART (A+B+C+D+E+F+G)				




**Shaheed Benazir Bhutto
University of Veterinary and Animal Sciences Sakrand
Chartered By Government of Sindh Act No. XV of 2012.**

ANNUAL PROCUREMENT PLAN

**Establishment of Shaheed Benazir Bhutto University of Veterinary
and Animal Sciences (SBBUVAS), Sakrand**

FINANCIAL YEAR 2017-2018.

Sr. No	Description of Procurement	Quantity (where applicable)	Estimated unit cost (where applicable)	Estimated total cost	Funds allocated	Source of funds (ADP/Non ADP)	Proposed Procurement method	Timing of procurements				Remarks
								1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	
a	b	c	d	e	f	g	h	i	j	k	l	M
1.	Supplying of furniture items Shaheed Benazir Bhutto University of Veterinary and Animal Sciences (SBBUVAS)- Sakrand	NA	NA	14 Million	15 Million	Non-ADP-	Single Stage Two envelope	NA	Oct. to Dec 2017	Jan. to March 2018	April to June 2018	


Project Director
SBBUVAS, Sakrand