



SAY NO TO CORRUPTION

No. SO(GEN/IYEP)/S&YAD/2017/ 377

**GOVERNMENT OF SINDH
SPORTS & YOUTH AFFAIRS
DEPARTMENT**

Karachi dated 19TH December, 2017

The Director,
Sindh Public Procurement Regulatory Authority,
Barrack No.8, 4-A Sindh Secretariat,
Government of Sindh,
Karachi

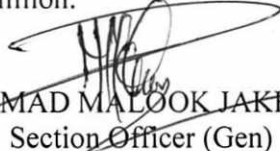
SUBJECT: PUBLICATION OF EXPRESSION OF INTEREST (EOI) ON
THE SPPRA WEB SITE

I am directed to refer to the subject noted above and to enclose herewith Expression of Interest (EOI) in respect of ADP Scheme No.2410 titled "International Youth Exchange Programme".

2. Following documents are submitted:-

- i. Copy of Notification of Bid Evaluation Committee
- ii. Copy of Notification of Complaint Redressal Committee
- ~~iii.~~ Annual Procurement Plan for the FY 2017-18
- iv. Complete RFP (Request for Proposals) in soft / hard form.
- v. Cross cheque amounting to Rs.2,000/- (Rupees Two Thousand only) in favour of SPPRA on account of website hosting charges.

3. It is therefore, requested that the above tender notice may kindly be uploaded on the SPPRA Website. The cost of tender is above one million.


(MUHAMMAD MALOOK JAKHRO)
Section Officer (Gen)

Copy to:-

PS to Secretary Sports & Youth Affairs Department Sindh, Karachi

SPPRA INWARD DIARY

No: 377

DATED: 20-12-17



**GOVERNMENT OF SINDH
SPORTS AND YOUTH AFFAIRS
DEPARTMENT**

Karachi dated 20th December, 2017

NOTIFICATION

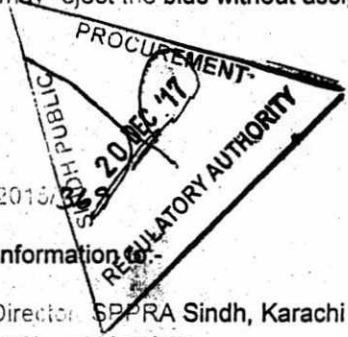
No. SO(Admn)S& AD/2017: A Committee with the following composition is constituted to consider the "Expression of Interest (EOI)" and evaluate the bids received from bidders in respect of ADP Scheme No. 2410 International Youth Exchange Programme:-

1.	Deputy Secretary, Sports & Youth Affairs Department	Chairman
2.	Deputy Director Industries	Member
3.	Section Officer (YA)- Sports & Youth Affairs Department	Member

Handwritten signature
20/12/17

Terms of Reference:-

- To invite bids in the light of SPPRA Rules.
- To consider, evaluate and assess the bids received in respect of International Youth Exchange Programme.
- The Committee shall finalize result of bids received and announce the bidder candidate for work order as laid down under SPPRA Rules.
- The Committee may reject the bids without assigning reason thereof.



DR. NIAZ ABBASI
SECRETARY TO GOVT. OF SINDH

Karachi dated 20th December, 2017

No. SO(Admn)/S&YAD/2017

A copy is forwarded for information to:-

- The Managing Director, SPPRA Sindh, Karachi
- The Concerned Officer / Member.
- PS to Secretary Finance Department, Govt. of Sindh, Karachi
- PS to Secretary Industries, Govt. of Sindh, Karachi
- P.S. to Secretary, Sports & Youth Affairs Department, Government of Sindh, Karachi.

Handwritten signature
20.12.17

Handwritten signature
(MIRZA MUSHTAQ BAIG)
SECTION OFFICER (ADMN)





F.# 021-99203009
Fax# 021-99203010

**GOVERNMENT OF SINDH
SPORTS AND YOUTH AFFAIRS
DEPARTMENT**

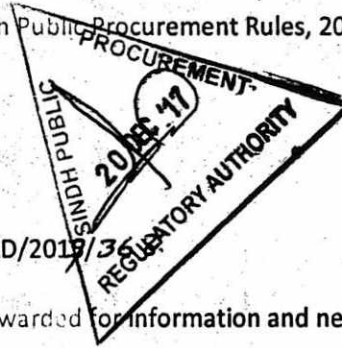
Karachi dated 20th December, 2017

NOTIFICATION

No. SO(Admn)S&YAD/2017/3 With the approval of competent authority, a Committee with the following composition, in terms of Rule-7 of Sindh Public Procurement Rules-2010, is hereby constituted in the Sports and Youth Affairs Department for redressal of grievances and settlement of disputes, if any, arises between procuring agency and bidders in the office of Sports and Youth Affairs Department in Event Management Services / Firms for ADP No.2410 International Youth Exchange Programme:-

- | | | |
|-----|---|----------|
| i) | Secretary, Sports & Youth Affairs Department
Department, Govt. of Sindh, Karachi | Chairman |
| ii) | XEN (Eng. Wing), Sports & Youth Affairs Department | Member |
| i) | Representative of Accountant General Sindh | Member |

2. The function & responsibilities of the committee will be same as specified in Rules-31(4) and (5) of Sindh Public Procurement Rules, 2010.



DR. NIAZ ALI ABBASI
SECRETARY TO GOVT. OF SINDH

No. SO(Admn)/S&YAD/2017/3

Karachi dated 20th December, 2017

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

1. The Managing Director, SPPRA, Karachi
2. The XEN (Engineering Wing), Sports & Youth Affairs Department, Sindh, Karachi
3. PS to Secretary Sports & Youth Affairs Department, Sindh, Karachi
4. PS to Accountant General Sindh, Karachi.
5. Members of the Committee
6. Notification file.

Handwritten signature and date: 20/12/17
4:00 PM


M/F

Handwritten signature
(MIRZA MUSHTAQ BAIG)
SECTION OFFICER (ADMN)

Handwritten signature

ANNUAL PROCUREMENT PLAN AS PER PC-I
ADP NO. 2410 INTERNATIONAL YOUTH EXCHANGE PROGRAMME

Year 2016-17	Rs.05.00 million
Year 2017-18	<u>Rs.15.00 million</u>
	Rs.20.00 million


MUHAMMAD MALOOK JAKHRO
Section Officer (General)/DDO
Sports & Youth Affairs Department
Government of Sindh

**SPORTS & YOUTH AFFAIRS DEPARTMENT
GOVERNMENT OF SINDH**



REQUEST FOR PROPOSALS

FOR

**“INTERNATIONAL YOUTH EXCHANGE
PROGRAMME ”**

Table of Contents

Sr. #	Description	Page #
1.	Letter of Invitation (LOI)	03
2.	Instructions	04
3.	Introduction of the Project	05
4.	Major Objectives	05
5.	Data Sheet	6-7
	• Technical Proposal	08
	• Technical Evaluation Form	9-13
6.	Proforma Covering Letter for Submission of the Financial Proposal	14
	• Financial Proposal	15



Karachi dated 19th December, 2017

INVITATION FOR EXPRESSION OF INTEREST

Sports and Youth Affairs Department, Government of Sindh invites Expression of Interest from reputable and experienced "Event Management Companies / Firms" registered with Income Tax, Sales Tax Departments & SRB (Sindh Revenue Board) and are on Active Taxpayers List of the Federal Board of Revenue & having past experience of sending local youths abroad to implement the Annual Development Program No. 2410 "International Youth Exchange Programme" during current financial year. The proposal is required to contain detail financial implications towards visit of a delegation consisting of 60 students & officials to England & Turkey in two / three phases. The proposal shall contain separately cost of group of 20 as well as 30 persons for tour of 15 days with all expenses.

The firm is required to arrange a programme consisting of following two components:-

- i) To arrange lectures / seminars in well reputed institutes of England & Turkey for capacity building of the students.
- ii) Tour of historical places of England & Turkey.

The firm shall arrange visa, air travel / return tickets, stay in hostels / hotels, food and transports and all allied expenses for 15 days tour programme.

The Host institution in England should be registered with at least any four of the following International Organizations/ Institutions or such other equivalent institutions:-

- a. British Council
- b. English UK
- c. Young Learners English UK
- d. UK Visas & Immigration
- e. Trinity College London
- f. El-gazette.

All Interested firms which meet the above eligibility criteria can obtain Request for Proposal document from the address mentioned below from 22ND December, 2017 till 14th January, 2018 (03:00pm) against Rs.2000/= (Non Refundable/Transferable). The last date of submission of RFP is 15th January, 2018 (12.00 Noon). There should be a "Technical Proposal" and a "Financial Proposal" separate envelop, marked in bold and legible letters. Incomplete or late received proposals will stand rejected. Proposals completed in all respect along with pay order of 2% bid amount should be addressed to Section Officer (Youth Affairs). The Technical Proposal will be opened on 15th January, 2018 at 02:00pm whereas the financial bids of the technically qualified firms will be opened on 18th January, 2018 at 02.00 p.m. This advertisement is also available on SPPRA Website.

The procuring agency may reject any bid subject to relevant provision of SSP Rules-2010 (Amended-2013) and may cancel the bidding process at any time prior to acceptance of bid or proposal as per Rules-25(i) of said rules.

Section Officer (Youth Affairs)
Sports and Youth Affairs Department, Government of Sindh
Barrack # 93, Opposite Sindh Assembly Building, Sindh Secretariat
Phone: 021-99203009 Fax: 021-99203010

1. INSTRUCTIONS:

Please read this application form and RFP carefully before you fill this form.

The application form should be filled in English. This filled-in form must be accompanied with a detailed "Technical Proposal" and separately sealed "Financial Proposal".

REQUIRMENTS

Attach a copy of NTN

INSTRUCTIONS FOR PREPARATION OF:

1) Technical Proposal:

Ensure that Technical Proposal is also enclosed which MUST include:-

- ✓ Relevant experience of arranging such type of International programs / trips.
- ✓ Capacity of Human Resource.
- ✓ Affiliation with International Firms / Organizations / Institutes.
- ✓ Affiliation with colleges and universities at international level.
- ✓ Annual Financial Report of Last three years.

2) Financial Proposal:

Ensure that "Financial Proposal" is enclosed in a separate sealed envelope.

NOTE:

(S&YAD reserves the right of rejecting any application in which the "Financial Proposal" is found unsealed/Not provided/within technical proposal.

2. Introduction of the Program:

One of the objectives of the Sindh Government is to expose youth to works and examples of high achievers in the world in various walks of the life, to install a passion to excel and achieve excellence, develop an international outlook and desire to learn lessons from the achievements and errors of others.

Major Objectives:

- To further international goodwill and understanding by enabling students to study issues and accomplishments of people in lands other than their own.
- To enable students to advance their education and experience by learning from an environment entirely different from their own.
- To provide the students opportunities to broaden their outlook by learning to live with and meet people of different cultures, creeds and colors and understanding day-today problems in an environment completely different from the one they have experienced at home.
- To let students act as ambassadors for their own country, community, organizations and youth groups in the host country; by sharing information / facts of their own country, with the people they meet during their stay abroad.

3. DATA SHEET

S.NO	Features	Description
1	Name of Project/ Service	International Youth Exchange Program
2	Name of the Procurement Agency	Youth Affairs Department, Government of Sindh
	Address	Barrack # 93, Opposite Sindh Assembly Building, Sindh Secretariat
	Telephone	Tel: +92(21) 99203009
	Facsimile	Fax: +92(21) 99203010
	Website	
3	Time Schedule of Project	January, 2018 to 30 th June, 2018
4	Method of Selection	<p>Single stage two envelop procedure as per SPPR Rule-46 (2)</p> <p>A. Evaluation of Technical Proposal: Total Marks of Technical Proposal 100 as per following breakup:</p> <ul style="list-style-type: none"> ✓ Relevant experience of arranging such type of International programs / trips. ✓ Capacity of Human Resource. ✓ Association with International Firms. ✓ Association with colleges and universities at international level. ✓ Annual Financial Report of last three years. <p>Minimum Score for Technical Qualification is 80 marks out of 100.</p> <p>B. Evaluation of Financial Proposal: Financial Proposal of technically qualified firms only shall be opened and evaluated in accordance with the obtaining minimum marks mentioned above and awarded to the lowest evaluated bidders as</p>
5	Financial Proposal to be submitted together with Technical Proposal	Yes

S.NO	Features	Description
6	The Proposals submission address	Section Officer(YA) Barrack # 93, Opposite Sindh Assembly Building, Sindh Secretariat
7	Proposals must be submitted not later than the mentioned date& time	15 th January, 2018 (12.00 Noon)
8	Project Duration	30 th June, 2018
9	Organization	<p>Organization shall have:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Valid NTN/ in the name of firm <input type="checkbox"/> <input type="checkbox"/> Relevant experience and past performance <p>????????? Separate bank account for funds to be provided by Department.</p> <ul style="list-style-type: none"> • Not been blacklisted by any organization.

5.1 TECHNICAL PROPOSAL

S.No	Required	Response
	Legal Name of Firm	
	Name of Owner / CEO / Director	
	Designation	
	Phone (Line/Cell)	
	Email	
	Fax	
	Postal Address (with Tehsil / Taluka)	
	Phone	
	Fax	
	E-mail	
	Website	
	Name of Focal Person	
	Phone(Line/Cell)	
	E-mail	
	Fax	

Technical Evaluation Form

T.1 Provide details about relevant experience of arranging such type of International Programs / trips.
(Attached separate sheet if necessary)

Marks = 20 out of 100

S.no	Required Information	Response
	Provide details about relevant experience of arranging such type of International programs / trips.	

T.2

Provide details about Affiliation with International Firms / Organizations / Institutes.
(Attached separate sheet if necessary)

Marks = 20 out of 100

S.no	Required Information	Response
	Provide details about affiliation with International firms / organizations / institutes.	

T.3

Provide details about capacity of Human Resource. (Attached separate sheet if necessary)

Marks = 20 out of 100

S.no	Required Information	Response
	Provide details about Capacity of Human Resource	

T.4

Provide details about affiliation with Colleges and Universities at International Level.

(Attached separate sheet if necessary)

Marks = 20 out of 100

S.no	Required Information	Response
	Provide details about affiliation with Colleges and Universities at International Level	

T.5

Provide details about Annual Financial Report of Last Three Years.
(Attached separate sheet if necessary)

Marks = 20 out of 100

S.no	Required Information	Response
	Provide details about Annual Financial Report of Last Three Years.	

5. **Proforma Covering Letter for Submission of the Financial Proposal (to be used by firms)**

Date: _____

To:

Section Officer (Youth Affairs),
Youth Affairs Department,
Government of Sindh
Barrack # 93, Opposite Sindh Assembly Building,
Sindh Secretariat,
Karachi.

Subject: Financial Proposal in Response to Advertisement No. RFP International Youth Exchange Program.

Dear Sir,

We offer to provide the services in respect of **INTERNATIONAL YOUTH EXCHANGE PROGRAM** in accordance with your Request for Proposal and our Technical Proposal. Our attached Financial Proposal is for the sum of Rs. _____ *in words*

Our Financial Proposal shall be binding upon us up to the expiration of the validity period of the Proposal as indicated in the Data Sheet. We understand that you are not bound to accept any or all Proposals you receive.

Yours sincerely,

Dated this _____ day of _____ 2017 _____.

[signature]

[in the capacity of]

[Type text]

Page 14

6. Financial Proposal

Name of Firm: _____

Address: _____

S	Particulars	Amount
1.	Expenditure for arranging visa invitations for Turkey & England for a group of 20 as well as 30 students / officials separately.	
2.	Visa Assistance (if applicable)	
3.	Air Travel expense of Turkey & England for a group of 20 as well as 30 students / officials separately.	
4.	Hostel / Hotel Accommodation in Turkey / England for a group of 20 as well as 30 students / officials separately.	
5.	Food expense for Turkey / England for a group of 20 as well as 30 students / officials separately.	
6.	Expenses of lectures / seminars in well reputed institutes of England / Turkey for capacity building of the students.	
7.	Expenditure of tour of historical places of Turkey & England.	
8.	Local Transportation in Turkey and England.	
Total:-		

INSTRUCTIONS FOR PREPARATION OF:

3) Financial Proposal:

Ensure that "Financial Proposal" is enclosed in a separate sealed envelope.

NOTE:

(S&YAD reserves the right of rejecting any application at any stage. "Financial Proposal" will not be accepted if found unsealed/Not provided/with technical proposal.