

OFFICE OF THE TOWN COMMITTEE JAMSHORO
TALUKA KOTRI, DISTRICT JAMSHORO

NO: TCJ/CHAIRMAN/ 739 /2017

Date: 20 / 12 / 2017

To,

The Director (A & F),
Sindh Public Procurement Regulatory Authority,
Karachi.

Subject: HOSTING OF BIDDING DOCUMENTS/NIT FOR PURCHASE VEHICLES
OF TOWN COMMITTEE JAMSHORO.

Enclosed please find herewith Bidding Documents for the hosting on
SPPRA website detail of documents is as under:

1. Administrative Approval.
2. Annual Procurement Plan.
3. Notification of Procurement Committee.
4. Notification of Redressal Committee.
5. Bidding Documents.
6. Cheque Rs. 2000/- for the hosting fees (cheque No. 20715226
dated: 2.1.18).

It is therefore, requested that aforementioned documents may please
hoisted on SPPRA Website.


CHAIRMAN
TOWN COMMITTEE
JAMSHORO

OFFICE OF THE TOWN COMMITTEE JAMSHORO

No.CH/TCJ/ 13 of 2017

Dated. 2/11/18



ٽائون ڪميٽي ڄامشورو جو الون اجلاس سنڌ لوڪل گورنمنٽ ايڪٽ 2013 جي سيڪشن 83 تحت ۽ سنڌ ڪونسلز ڪنڊڪٽ آف بزنس رولز 2016 جي چيپٽر 2 جي سيڪشن 3 تحت 27.09.2017 بروز اربع بوقت شام 5:00 وڳي مقرر تاريخ تي زير صدارت چيئرمين جناب فيصل خان صاحب وائيس چيئرمين جناب لياقت خاصخيلي جي معاونت سان ٿي گذريو

اجلاس ۾ ٽائون ڪميٽي ڄامشورو جي سڀني ميمبرن شرڪت ڪئي

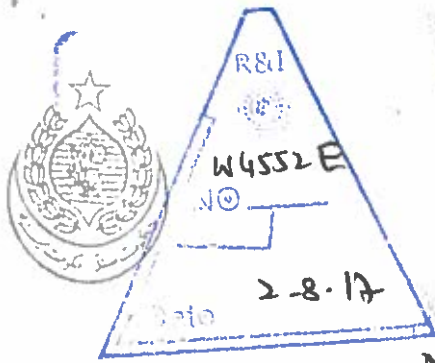
نمبر	پيش ڪيل قرارداد	منظور ٿيل قرارداد جا تفصيل
1	جناب عطا الله خان بروهي صاحب (چيئرمين ايڊيو ڪيشن اينڊ هيلٿ ڪميٽي) قرارداد پيش ڪئي ته موجوده بجيٽ ۾ ٽائون ڪميٽي ڄامشورو لاءِ جيڪي گاڏين جي خريداري رکي وڃي ان ۾ هڪ عدد فائر برگيڊ جي گاڏي ورتي وڃي ڇو ته ڄامشورو شهر لاءِ فائر برگيڊ جي گاڏي جو هجڻ لازمي آهي ڇو ته شهر ۾ مختلف ٽائيمز تي باه لڳڻ جا واقعا ٿي چڪا آهن جناب بلال قادر صاحب ۽ محترم آءِ. ڀٽو صاحب هن قرارداد جي تاعيد ڪئي	جناب چيئرمين صاحب جناب عطا الله خان بروهي صاحب (چيئرمين ايڊيو ڪيشن اينڊ هيلٿ ڪميٽي) جي طرفان پيش ڪيل قرارداد ايوان ۾ موجود سڀني ميمبرن جي اڳيان رکي جنهن تي سڀني ميمبرن هٿ مٿي کڻي قرارداد جي حق ۾ منظوري ڏني جنهن تي چيئرمين صاحب سڀني ميمبرن جي متفق را تي هن قرارداد جي منظوري ڏني
2	جناب اسرار احمد جتوئي صاحب (چيئرمين ٽيڪسيشن ڪميٽي) قرارداد پيش ڪئي ته ٽائون ڪميٽي ڄامشورو جا رهائشي ڪافي وقت کان صفائي جي مسئلي جي ڪري گند ڪچري جو عذاب پوڳي رهيا آهن جنهن لاءِ خاص طور ڄامشورو شهر جي گند ڪچري کڻڻ لاءِ ٻه عدد ٽريڪٽر ٽرايلون ۽ هڪ عدد شاول ورتا وڃن جنهن سان هتي جي رهندڙن کي رليف ملي سگهي گند ڪچري جو نيڪال ٿي سگهي ۽ صفائي جي مسئلو حل ٿي سگهي جناب حاجي عبدالغني بليدي صاحب ۽ جناب خميسو خان بروهي صاحب هن قرارداد جي تاعيد ڪئي	جناب چيئرمين صاحب جناب اسرار احمد جتوئي صاحب (چيئرمين ٽيڪسيشن ڪميٽي) جي طرفان پيش ڪيل قرارداد ايوان ۾ موجود سڀني ميمبرن جي اڳيان رکي جنهن تي سڀني ميمبرن هٿ مٿي کڻي قرارداد جي حق ۾ منظوري ڏني جنهن تي چيئرمين صاحب سڀني ميمبرن جي متفق را تي هن قرارداد جي منظوري ڏني

3	<p>جناب بلال قادر صاحب قرارداد پيش ڪئي ته ڄامشورو شهر ڪجهه علائقن ۾ پاڻي جو مسئلو ڪافي سالن کان هلندڙ آهي موجوده بجيٽ ۾ ٽائون ڪميٽي ڄامشورو لاءِ جيڪي گاڏين جي خريداري رکي ويئي آهي ان ۾ ٻه عدد واٽر ٽينڪر ورتا وڃن جناب فقير خوشي مسيح صاحب ۽ محترم سعيده چنه صاحبه هن قرارداد جي تاعيد ڪئي</p>	<p>جناب چيئرمين صاحب جناب بلال قادر صاحب) جي طرفان پيش ڪيل قرارداد ايوان ۾ موجود سڀني ميمبرن جي اڳيان رکي جنهن تي سڀني ميمبرن هٿ مٿي ڪئي قرارداد جي حق ۾ منظوري ڏني جنهن تي چيئرمين صاحب سڀني ميمبرن جي متفق را تي هن قرارداد جي منظوري ڏني</p>
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فيصل خان

چيئرمين

ٽائون ڪميٽي ڄامشورو



GOVERNMENT OF SINDH
LOCAL GOVERNMENT DEPARTMENT

Karachi, dated the 2nd August, 2017

NOTIFICATION

No.SO-III(LG)/14-04/2017:- With the approval of Competent Authority, a Procurement Committee consisting on following for undertaking Development Works/Schemes Town Committee Jamshoro is hereby constituted under Section-7 of SPPRA Rule 2010:-

1.	The Assistant Director, Local Government District Jamshoro	Chairman
2.	The Town Officer, Town Committee Jamshoro	Member.
3.	The Municipal Engineer Town Committee Jamshoro	Member

The functions and responsibilities of procurement committee shall be as under: -
(Section-8 of SPPRA Rule 2010):-

- Preparing bidding documents.
- Carrying out technical as well as financial evaluation of the bids.
- Preparing evaluation report as provided in Rule 45.
- Making recommendations for the award of contract to the competent authority, and
- Perform any other function ancillary and incidental to the above.

SECRETARY TO GOVT: OF SINDH

No.SO-III(LG)/14-04/2017,

Karachi, dated the 2nd August, 2017.

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

1. The Director, Sindh Public Procurement Regulatory Authority, Karachi
2. The Director, Local Government, Hyderabad.
3. The Assistant Director, Local Government, District Jamshoro.
4. The Chairman, Town Committee Jamshoro, District Jamshoro w/r to his letter No. EB/TCJ/260/2017, dated 19-05-2017.
5. The Town Officer, Town Committee Jamshoro.
6. The Municipal Engineer, Town Committee Jamshoro, District Jamshoro.
7. P.S. to Secretary Local Government Department, GoS, Karachi.
8. Office order file.

(MIAN SARFARAZ KHERO)
SECTION OFFICER-III



☎:021-99213672
☎:021-99211537

No.SO-III(LG)/14-04/2017
GOVERNMENT OF SINDH
LOCAL GOVERNMENT DEPARTMENT

Karachi, dated the 2nd August, 2017



To,

The Chairman,
Town Committee Jamshoro
DISTRICT JAMSHORO.

**SUBJECT: PERMISSION TO PURCHASE THE VEHICLES FOR THE NEWLY
CREATED TOWN COMMITTEE JAMSHORO.**

I am directed to refer to your letter No. EB/TCJ/261/2017 dated 19-05-2017 on the subject captioned above and to convey permission of Competent Authority for purchase of following vehicles from its own funds for Town Committee Jamshoro, District Jamshoro, subject to fulfillment of all required codal formalities and as per SPPRA rules 2010:-

S.NO.	NAME OF VEHICLE	TOTAL
1.	Fire Brigade	01 No
2.	Tractor with Trolley	02 Nos
3.	Shawal with accessories	01 No
4.	Water Tanker	02 Nos.

2. Further necessary action may be taken in the matter as per rules/ policy.

(MIAN SARFRAZ KHERO)
SECTION OFFICER-III

A copy is forwarded for information to: -

1. The Director, Local Government, Hyderabad Division, Hyderabad.
2. The Town Officer Town Committee Jamshoro. He is directed to ensure fulfillment of all codal formalities in accordance with rules/ Policy.
3. The Assistant Director Local Fund Audit District Jamshoro.
4. P.S. to Secretary, Local Govtt: & Housing Town Planning Deptt: GoS, Karachi.
5. Office order file.

SECTION OFFICER-III



ANNUAL PROCUREMENT PLAN OF DEVELOPMENT FOR

OFFICE OF THE TOWN COMMITTEE JAMSHORO DISTRICT JAMSHORO

(FISCAL YEAR 2017-18)

S#	Description Of Procurement	Quantity	Estimated Unit Cost	Estimated Total Cost	Funds Allocated	Sources Of ADP/Non ADP	Proposed Procurement Method	Timing Of Procurement			
								1 st QTR 2018	2 nd QTR 2018	3 rd QTR 2018	4 th QTR 2018
1	Supply of Fire Brigade.	1 No.	7.7(M)	8.0(M)	8.0(M)	Non ADP	Single Stage, One Envelop Procurement	-	1 st	-	-
2	Supply of Tractor with Trolley.	2 Nos.	3.5(M)	4.0(M)	4.0(M)	Non ADP	Single Stage, One Envelop Procurement	-	1 st	-	-
3	Supply of Shawal with accessories.	1 No.	1.6(M)	2.0(M)	2.0(M)	Non ADP	Single Stage, One Envelop Procurement	-	1 st	-	-
4	Supply of Water Tankers.	2 Nos.	1.7(M)	2.0(M)	2.0(M)	Non ADP	Single Stage, One Envelop Procurement	-	1 st	-	-

SUB ENGINEER

TOWN COMMITTEE JAMSHORO

TOWN OFFICER

TOWN COMMITTEE JAMSHORO

CHAIRMAN

TOWN COMMITTEE JAMSHORO

OFFICE OF THE TOWN COMMITTEE JAMSHORO
TALUKA KOTRI, DISTRICT JAMSHORO

NO: TCJ/CHAIRMAN/ 728 /2017

Date: 18 /



NOTIFICATION

A Redressal Complaint Committee is hereby constituted under Rules-31 (1) (2) of SPPRA 2010 Amended 2017. Town Committee Jamshoro District Jamshoro for the year 2017-18.

S.NO	Designation of officer	Position
1	Chairman, Town Committee, Jamshoro	Chairman
2	Accounts Officer, Town Committee, Jamshoro	Member
3	Mr. Abdul Raheem Jamali, Member of Civil Society, Jamshoro	Member

The function and responsibilities of Complaint Redressal Committee should be under (Rule-31 (1) (2) of SPPRA 2010.

CHAIRMAN
TOWN COMMITTEE
JAMSHORO

Copy f.w.c.s for information to:

1. The Secretary, Local Government & HTP Department, Karachi.
2. The Director, SPPRA, Karachi.
3. The Director, Local Government, Hyderabad Division.
4. The Deputy Director, Local Fund Audit, District Jamshoro.
5. PS to Minister Local Government Karachi.
6. PS to Secretary, Local Government & HTR, Karachi.
7. The Town Officer, Town Committee Jamshoro.



CHAIRMAN
TOWN COMMITTEE
JAMSHORO

TOWN COMMITTEE JAMSHORO

NOTE SHEET



SUBJECT: ADMINISTRATIVE APPROVAL AS "SPPRA" RULE-11/12.

It is requested that as per Public Demand/ Requisition of Councilor & Town Committee Jamshoro for the Procurement of necessary vehicles are proposed for favor of Public Demand/Requisition of Councilor & Town Committee, (Total Supply Items 04 Nos.) offer rates details of supply items also enclosed Annexure "A" procurements will be executed through (Own Sources) funds of Town Committee Jamshoro i.e. saving from OZT Share/Recovery Tax and Fees.

This is submitted for Administrative Approval may be allowed.

ACCOUNTS OFFICER

TOWN OFFICER

CHAIRMAN

OFFICE OF THE TOWN COMMITTEE JAMSHORO

No:EB/TCJ/ 1314

of 2018

Dated. 02/01/2018


NOTICE INVITING TENDERS

The Sealed tenders/ Quotation are invited from the interested Firms / Contractors under Sindh Public Procurement Regulatory Authority "Rule 2010"(Amended 2013) for the following Works :-

S.No	Name of Work	Qty	Estimated Cost	Bid Security	Tender Fee	Time for Completion
1	Supply of Fire Brigade.	1 No.	Offer Rate	2%	5,000	3 Months
2	Supply of Tractor with Trolley.	2 Nos.	Offer Rate	2%	5,000	3 Months
3	Supply of Shawal with accessories.	1 No.	Offer Rate	2%	5,000	3 Months
4	Supply of Water Tankers.	2 Nos.	Offer Rate	2%	5,000	3 Months

- 1 The Bid forms will be available office of the undersigned during office hours on payment of the tender fee, in Cash (Non refundable) specified against each work on any working day from the date of **08-01-2018 upto 23-01-2018 at 1.00 P.M.**
- 2 The tenders will be received back on **24-01-2018 upto 1.00 P.M** and opened on same date at 2:00 P.M. in the presence of interesting Bidders or their authorized representative on same date.
- 3 Tender documents will be opened in the presence of Procurement Committee approved by the Secretary Local Government Department, Government of Sindh Karachi
- 4 If due to some certain official activities, the under signed is out of head quarter, the next dates for issue and opening will be as under.
 - i. Date of issue:- **25.01.2018 upto 05-02-2018**
 - ii. Date of submit:- **06-02-2018 (1.00 PM).**
 - iii. Date of Opening:- **06-02-2018 (2:00 PM)**
- 5 **ELIGIBILITY CONDITIONS FOR INTENDING PARTICIPANTS ARE AS UNDER :-**
 - a) Full name permanent address , mobile No, Fax No, E-Mail Address & the organizational; structure.
 - b) Bio data of technical staff employees and to be made available with the firm to be produced .
 - c) Financial stability certificate issued by scheduled Bank.(Last Three Years)
 - d) Affidavit with undertaking that the information /particulars provided by him are true and correct.
 - e) Registration with Pakistan Engineering Council (PEC) for the updated.
 - f) Registration with Income Tax Department (NTN-Certificate) and copy of CNIC.
 - g) The intending agency /firms should have register/approved with Sindh Revenue Board.(SRB)
 - h) The intending agency /firms have to submit the affidavit to the effect that his firm / agency is not involved in any litigation and left abandoned the work in any Government Department and not black listed.
 - i) List of Machinery and equipments available with documentary evidence of its ownership.
 - j) Documentary evidence of works executed, works in progress and certificate of satisfactory completions of work of same nature have by the applicant firm / companv.
 - k) The earnest money specified would be pledged in the name of Town Officer Town Committee Jamshoro the Shape of call deposit from any Scheduled Bank and must be attached with bid documents: otherwise it will not be entertained.
 - l) If firm/ partner involved in partnership deed, such details and power of attorney will be submitted on affidavit by the proprietor.
 - m) Conditional and telegraphic tender will not be entertained.
 - n) The procuring agency may reject all or any bids or proposals at any time prior to the acceptance of a bid or proposal. Subject to the relevant provision of "SPPRA Rules".
 - o) Relevant Experience apply the contract (Last Three Years)
- 6 Bid Validity (Period 90 Days).
- 7 Method of Procurement (Single Stage Single Envelope)

D.A/AS ABOVE.


Chairman
Town Committee
Jamshoro

Copy forwarded for information:-

- 1 The Secretary, Local Government Department Government of Sindh Karachi.
- 2 The Director (A&F) of, Sindh Public Procurement Regularity Authority Court Road Karachi
- 4 The Director Local Government Hyderabad (Division)
- 5 The Assistant Director Local Government Jamshoro
- 6 The Assistant Director Local Fund Audit Jamshoro.
- 7 Copy Notice Board .


Chairman
Town Committee
Jamshoro

OFFICE OF THE TOWN COMMITTEE JAMSHORO
DISTRICT JAMSHORO

BIDDING DOCUMENT



Supply /Purchase Of Fire Brigade Vehicle Scheme 01.



OFFICE OF THE TOWN COMMITTEE JAMSHORO

List of Contents

Part	DESCRIPTION
Part I	INTRODUCTION
Part II	NOTICE INVITING BIDS
Part III	INSTRUCTIONS FOR BIDDERS
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Part VI	SCHEDULE OF REQUIREMENT

PART I

**OFFICE OF THE
TOWN COMMITTEE
JAMSHORO**



INTRODUCTION

NIT No. EB/T.C/JAMSHORO274/2017 dated: 19-06-2017

Bid document Issued to: M/S _____

Bid document fee Rs: _____/- vide Receipt No. _____ dated: _____

Bid Security 2% Rs: _____ No. _____ Dated: _____

The Town Committee Jamshoro intends to invite sealed bids for Repair and Maintenance of Firefighting vehicle shown in NIT on Bid Document to be carried out from OZT Saving, which can be obtained from the Office of Town Committee Jamshoro at High School Road Jamshoro as per schedule given below.

Name of Scheme: _____

Time Schedule for Bids

S.No	Particulars	1 st Attempt	2 nd Attempt
1.	Last date for obtaining bid documents from office of Town Committee Jamshoro during office hours up to 4.00 pm		
2.	Last date for submitting bids at office of Town Committee Jamshoro at 2.00 pm		
3.	Date and time of Opening at Office of Town Committee Jamshoro 1.45 pm		


Sub Engineer
Town Committee
Jamshoro

Part II

TOWN COMMITTEE JAMSHORO



NO. EB/TC/J/ /2017
Hyd: Dated /2017

Notice inviting Tender / Sealed Bids

Part- III
Instruction to bidders

Preparation of Bids



- | | | |
|--|------------|---|
| 1. Scope | 1.1 | The Town Committee Jamshoro intends to Supply / Purchase Fire Fighting Vehicle. |
| 2. Language of Bid | 2.1 | The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and procuring agency, shall be written in English, Sindhi or Urdu language. |
| 3. Documents comprising the Bid | 3.1 | <p>The bid prepared by the Bidder shall comprise the following components:</p> <p style="margin-left: 40px;">(a) Price schedule completed in accordance with ITB Clauses 4, 5 and 6.</p> <p style="margin-left: 40px;">(b) Bid security furnished in accordance with ITB Clause 8.</p> |
| 4. Bid Prices | 4.1 | 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. |
| | 4.2 | The prices shall be quoted on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery location specified in the Schedule of Requirements. No separate payment shall be made for incidental services. |
| | 4.3 | 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. |
| | 4.4 | Prices shall be quoted in Pak rupees unless otherwise specified in the Bid Data Sheet. |
| 5. Bid Form | 5.1 | The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating goods to be supplied, with a brief description of the goods their country of origin, and prices. |
| 6. Bid Currencies | 6.1 | Prices Shall be quoted in Pak Rupees. |
| 7. Documents Establishment Bidder's Eligibility and Qualification | 7.1 | <p>The Bidders shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualification to perform the contract if its bid is accepted.</p> <p style="margin-left: 40px;">(a) That the bidder has financial, technical and production capability necessary to perform the contract.</p> <p style="margin-left: 40px;">(b) That the Bidder meets the qualification criteria listed in the Bid Data Sheet.</p> |
| 8. Bid Security | 8.1 | The Bid security is required to protect the procuring agency against the risk of Bidder's conduct, which would warrant the security's |

forfeiture. The bid security shall be denominated in the currency of the bid:



a) At the Bidder's option, be in the form of either demand draft/ call deposit.

b) Be submitted in its original form; copies will not be accepted.

c) Remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity.

8.2

Bid security shall be released to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired.

8.3 The successful Bidder's bid security shall be retained till completion of successful contract.

8.4 The bid security may be forfeited.

a) If a Bidder withdraws its bid during the period of bid validity or

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

i) To sign the contract in accordance with terms and conditions mentioned in Bid document.

9. Period of Validity of Bids

9.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the procuring agency. A bid valid for a shorter period shall be rejected by the procuring agency as non responsive.

9.2 In exceptional circumstances, the procuring agency may solicit the Bidder's consent to an extension of the period of validity. The request and responses thereto shall be made in writing. The bid security 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.

10. Format and Signing of Bid

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

10.2 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 unamended printed literature, shall be initialed by the person or person signing the bid.

10.3 Any interlineations, erasures or overwriting shall be valid only if they are initialed by the person or person signing the bid.

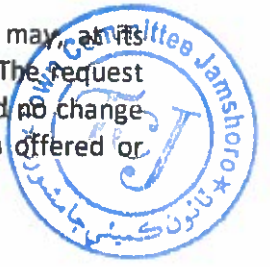
Submission of Bids

- 11. Sealing and Marking of Bids**
- 11.1 The Bidder shall seal the original and each copy of the bid in separate envelopes, duly marking the envelopes as "ORIGINAL BID" and "ONE COPY". The envelopes shall then be sealed in an outer envelope. The inner and outer envelopes shall be addressed to the Procuring agency at the address given in the BDS, and carry statement "DO NOT OPEN BEFORE _____".
- 11.2 If the outer envelope is not sealed and marked as required, the Procuring agency assumes no responsibility for the bid's misplacement or premature opening.
- 12. Deadline for submission of Bids**
- 12.1 Bids must be received by the Procuring agency at the address specified in BDS, not later than the time and date specified in the Bid Data Sheet.
- 12.2 The procuring agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in such 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.
- 13. Late Bids**
- 13.1 Any bids received by the Procuring agency after the deadline for submission of bids prescribed by the procuring agency shall be rejected and returned unopened to the Bidder.
- 14. Modification and withdrawal of Bids**
- 14.1 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.
- 14.2 No bid may be modified after the deadline for submission of bids.
- 14.3 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bids validity. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security.

Opening and Evaluation of Bids

- 15. Opening of Bids by the procuring agency**
- 15.1 The Procuring agency shall open all bids in the presence of bidder's representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidder's representatives who are present shall sign a register/ attendance sheet evidencing their attendance.
- 15.2 The bidder's name, bid modification or withdrawals, bid prices, discount 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 opening.

16. **Clarification of Bids** 16.1 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 of substances of the bid shall be sought or permitted.
17. **Preliminary Examination** 17.1 The procuring agency shall 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.
- 17.2 Arithmetical errors will be rectified on the following basis. If there is discrepancy 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 forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.
- 17.3 Prior to the detailed evaluation, the procuring agency will determine the substantial responsiveness of each bid to the bidding documents. A substantially responsive bid is one which conforms to all the term and conditions of the bidding documents without material deviation. Procuring agency's determination of bid's responsiveness is to be based on the contents of the bid itself.
- 17.4 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 nonconformity.
18. **Evaluation and Comparison of Bids** 18.1 The procuring agency will evaluate and compare the bids which have been determined to be substantially responsive.
- 18.2 The procuring agency's evaluation of a bid will be on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees, installation and integration charges imposed till the delivery location and shall exclude any allowance for price adjustment during the period of execution of the contract.
19. **Contacting the procuring agency** 19.1 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 announcement of Bid Evaluation Report. If the Bidder wishes to bring additional information to the notice of the procuring agency, it should do so in writing.
- 19.2 Any effort by a Bidder to influence the procuring agency in its decision on bid evaluation, bid comparison, or contract award may result in the rejection the Bidder's bid.



Part IV

GENERAL TERMS & CONDITIONS OF CONTRACTS



- (i) Transportation of required items in proper condition up to office of Town Committee Jamshoro at Main High School Road Jamshoro shall be responsibility of the suppliers and no separate payment shall be charged on this account.
- (ii) All the procurement process shall be governed by "Sindh Public Procurement Regulatory Authority Rules 2010" and instructions of Sindh Government issued in this regard from time to time.
- (iii) Only the Bids/Quotations of those bidders will be considered who are tax payers having proper "National Tax Number" and duly registered with Income Tax Department as per required Government policy. Such NTN and Registration certificates of income tax' sale tax should be submitted with the tenders/bids.
- (iv) All bids/quotations shall be opened in presence of Members of "procurement Committee" (constituted in respect of Town Committee Jamshoro Office) and Bidders or their authorized representatives.
- (v) All bids/quotations shall be evaluated and finalized by the "Procurement Committee"
- (vi) The "Procurement Committee" reserves the rights to postpone or reject all or any quotations/bids as per SPP Rules, 2010.
- (vii) "Bid Security / call Deposit" (2% of total cost) should be deposited in shape of Demand Draft or pay order in the name of Town Committee Jamshoro
- (viii) Incomplete bids/quotations shall not be entered.
- (ix) The cost of preparing bids or negotiating bids including any visit to the office of Town Committee Jamshoro is not reimbursable and cannot be included as costs in the bids.
- (x) A bid by any bidder who is found involved in any fraudulent activities or misleading facts shall not be considered for the bids and shall be liable to be rejected at any stage.
- (xi) All prices should be quoted in Pakistani rupees only with clear mention of Income Tax due on total costs plus sales tax etc.
- (xii) Failure to comply with the supply schedule (schedule for supply of items) shall render the bidder concerned to pay up the losses sustained by the office of Town Committee Jamshoro due to delay on the part of suppliers/bidders.
- (xiii) If competitive rates are not offered by the bidders, the Procuring Agency shall in its discretion, at liberty to reject all the bids.
- (xiv) No cost escalation will be allowed after approval of initial bids and the successful bidders shall be bound to supply the items concerned on the rates already quoted without any increase.
- (xv) Income Tax, and sales Tax shall be deducted on the bills at source as per existing rates and rules of the Government and any other taxes (including stamp duty) shall also be paid by the successful bidder.
- (xvi) The Town Committee Jamshoro may withhold payments of suppliers if the products supplied by them are found substandard, faulty or if any consequential loss is sustained due to any fault in these items/products.
- (xvii) Minor modifications in the specifications of required product may be made by the Procuring Agency, in case of exigency, but before the last date for submission of the proposals.
- (xviii) The bidders shall be responsible for satisfactory processing of the claims of warranty / guaranty of such products which are sold with warranty / guaranty by the bidders.
- (xix) The bidders shall be subject to local laws as are applicable for supply and transportation of the required items.
- (xx) Tenders shall be evaluated on the basis of economy of cost.

MANNER OF SUBMISSION OF BIDS



1. The Bidder /firm shall furnish complete information about their company's name, status, contact numbers, location, method of supplying items, delivery schedule, time-limits for rates, etc.
2. The Bidders are required to submit their Bid in sealed envelope, which may be submitted at office of Town Committee Jamshoro
3. The price should include supply of items concerned and their transportation up to at Office of Town Committee Jamshoro District Jamshoro.

PROCUREMENT COMMITTEE

A "Procurement Committee" has already been proposed by Town Committee Jamshoro for procurements.

ADDITIONAL INFORMATION

Any additional information may be sought from the office of Town Committee Jamshoro, through following contact numbers.

Phone _____

Fax numbers _____

The Successful bidder shall be bound to supply the required items as per schedule mentioned above.

Contractor


Sub Engineer
Town Committee
Jamshoro

BIDDING DATA

A	Name of procuring Agency	TOWN COMMITTEE JAMSHORO
B	Brief of WORK	Supply /Purchase of fire brigade Scheme No 01
D	Procuring Agency's Address	Office Of Town Committee Jamshoro at Main High School Road Jamshoro District Jamshoro.
D	Estimated Cost	Market Rate:
E	Amount of Bid Security in %age of bid amount/ estimated cost equal to 10%	2%
F	Period of Bid validity (days) Not more than NINTY days)	90 DAYS
G	Deadline for submission of bids along with time	As per NIT
H	Venue, time and date of Bid Opening	As per NIT
I	Deposit receipt No. date Amount (in words and figures)	(i) Call deposit Rs: _____ No. _____ dated: _____ (ii) Bid document fee Rs. /- vide No. _____ dated: _____
K	Liquidity damages	0.5% of estimated cost per day of delay but total not exceeding 10%


 Sub Engineer
 Town Committee
 Jamshoro

Schedule B

Name of Work: **Supply /Purchase Of Fire Brigade Vehicle Scheme 01.**
NIT No:- /2017



Item No.	Quantity	Description of Items to be executed at Site	Rate	Unit	Amount in Rupees
1.	01	Supply / Purchase of fire fighting vehicle right hand drive truck chassis japan(assembled in Pakistan) 09 ton GVW with crew cabin behind Drivers Cab. Transmission P.T.O Water Tank Capacity 4000 Liter. Foam Tank 500 Liter. Fire Pump Rear Mounted Rotary Van 500 GPM at 10 bar. Water/Foam Monitor. Pump Control Panel. First aid and Hose reel along with standard equipment /accessories to be provided with the fire vehicle including the entire vehicle should be in fire Red color with identification/logo of customer etc Complete.			


Sub Engineer
Town Committee
Jamshoro

OFFICE OF THE TOWN COMMITTEE JAMSHORO

PART- VI

SCHEDULE OF REQUIREMENTS



The delivery schedule hereafter expressed the date of deliver required.

S. No	Product	Quantity	Required delivery schedule from the date of contract award	Location
1.	<u>Fire Brigade Vehicle.</u>	01	90 Days	Office Of Town Committee Jamshoro at Main High School Road Jamshoro.

**Sub Engineer
Town Committee
Jamshoro**

SAMPLE FORMS

Letter of Acceptance

FORM I



Date: _____

To,

Chairman
Town Committee, Jamshoro
District Jamshoro.

Dear Sir:

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

We undertake, that if, our Bid is accepted, we will deliver the cooked food in accordance with delivery schedule specified in the Schedule of Requirements.

We agree to abide by this Bid for a period of 90 days from the date fixed for Bid opening under clause 9 of the Instruction 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.

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

Date this _____ day of _____ 2014 _____.

(Signature of bidder)

(in the capacity of)

CONTRACT FORM



This agreement is made on the _____ day of _____: 2017 between the Town Committee Jamshoro herein after called the "Procuring Agency" of the one part and M/S _____ S/O _____ contractor resident of _____ here in after called "the supplier" of the other part.

Whereas the (Procuring Agency)/ Town Committee, Jamshoro invited bids for _____

_____ has accept a bid supplier for supplier of those goods in the sum of Rs: _____ (in words Rupees _____ (here in after called the "contract prices") .

NOW THIS AGREEMENT AS FOLLOWS:

1. In this agreement words and expressions shall have the same meaning as are respectively assigned to them in the conditions of contract referred to.
2. The following document 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 requirement
 - (c) Instruction to bidders / general terms and conditions of contracts
 - (d) 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 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 of 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 where of the parties have agreed and signed and delivered this agreement in presence of following witnesses.

Mr. _____ S/o _____

R/O _____

NIC No. _____

Contractor or supplier other part of agreement

Chairman
Town Committee, Jamshoro

Witnesses

1. _____

2. _____

1. _____

2. _____

OFFICE OF THE TOWN COMMITTEE, JAMSHORO



OFFICE OF THE TOWN COMMITTEE JAMSHORO
DISTRICT JAMSHORO

BIDDING DOCUMENT
FOR

Name of Work / Job: **Supply /Purchase Of Tractor with**
Trolley.



OFFICE OF THE TOWN COMMITTEE JAMSHORO

List of Contents

Part	DESCRIPTION
Part I	INTRODUCTION
Part II	NOTICE INVITING BIDS
Part III	INSTRUCTIONS FOR BIDDERS
Part IV	GENERAL CONDITIONS OF CONTRACT
Part V	BID DATA SHEET / Schedule to Bid / Price Schedule
Part VI	SCHEDULE OF REQUIREMENT

PART I

**OFFICE OF THE
TOWN COMMITTEE
JAMSHORO**



INTRODUCTION

NIT No. EB/T.C/Jamshoro /2017 dated: 23-12-2017

Bid document Issued to : M/S _____

Bid document fee Rs: _____/- vide Receipt No. _____ dated: _____

Bid Security 2% Rs: _____ No. _____ Dated: _____

The Town Committee Jamshoro intends to invite sealed bids for Repair and Maintenance of Firefighting vehicle shown in NIT on Bid Document to be carried out from OZT Saving, which can be obtained from the Office of Town Committee Jamshoro at Khuda Ki Basti Bolhari as per schedule given below.

Name of work: _____

Time Schedule for Bids

S.No	Particulars	1 st Attempt	2 nd Attempt
1.	Last date for obtaining bid documents from office of Town Committee Jamshoro during office hours up to 4.00 pm		
2.	Last date for submitting bids at office of Town Committee Jamshoro at 2.00 pm		
3.	Date and time of Opening at Office of Town Committee Jamshoro 1.45 pm		

**Sub Engineer
Town COMMITTEE
Jamshoro**

Part II

Town COMMITTEE Jamshoro

NO. E.B/T.C/J/

Jamshoro: Dated

/2017

/2017



Notice inviting Tender / Sealed Bids

Part- III
Instruction to bidders

Preparation of Bids



- | | | |
|--|-----|---|
| 1. Scope | 1.1 | The Town Committee Jamshoro intends to Supply / Purchase. Tractor with Trolley |
| 2. Language of Bid | 2.1 | The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and procuring agency, shall be written in English, Sindhi or Urdu language. |
| 3. Documents comprising the Bid | 3.1 | <p>The bid prepared by the Bidder shall comprise the following components:</p> <p style="margin-left: 40px;">(a) Price schedule completed in accordance with ITB Clauses 4, 5 and 6.</p> <p style="margin-left: 40px;">(b) Bid security furnished in accordance with ITB Clause 8.</p> |
| 4. Bid Prices | 4.1 | 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. |
| | 4.2 | The prices shall be quoted on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery location specified in the Schedule of Requirements. No separate payment shall be made for incidental services. |
| | 4.3 | 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. |
| | 4.4 | Prices shall be quoted in Pak rupees unless otherwise specified in the Bid Data Sheet. |
| 5. Bid Form | 5.1 | The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating goods to be supplied, with a brief description of the goods their country of origin, and prices. |
| 6. Bid Currencies | 6.1 | Prices Shall be quoted in Pak Rupees. |
| 7. Documents Establishment Bidder's Eligibility and Qualification | 7.1 | <p>The Bidders shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualification to perform the contract if its bid is accepted.</p> <p style="margin-left: 40px;">(a) That the bidder has financial, technical and production capability necessary to perform the contract.</p> <p style="margin-left: 40px;">(b) That the Bidder meets the qualification criteria listed in the Bid Data Sheet.</p> |

800. Bid Security

8.1 The Bid security is required to protect the procuring agency against the risk of Bidder's conduct, which would warrant the security's forfeiture. The bid security shall be denominated in the currency of the bid:

a) At the Bidder's option, be in the form of either demand draft/ call deposit.

b) Be submitted in its original form; copies will not be accepted;

c) Remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity.

8.2

Bid security shall be released to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired.

8.3 The successful Bidder's bid security shall be retained till completion of successful contract.

8.4 The bid security may be forfeited.

a) If a Bidder withdraws its bid during the period of bid validity or

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

i) To sign the contract in accordance with terms and conditions mentioned in Bid document.

9. Period of Validity of Bids

9.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the procuring agency. A bid valid for a shorter period shall be rejected by the procuring agency as non responsive.

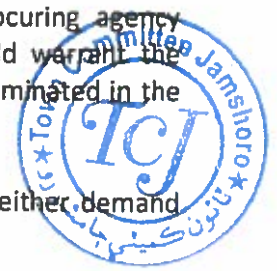
9.2 In exceptional circumstances, the procuring agency may solicit the Bidder's consent to an extension of the period of validity. The request and responses thereto shall be made in writing. The bid security shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid.

10. Format and Signing of Bid

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

10.2 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 unamended printed literature, shall be initiated by the person or person signing the bid.

10.3 Any interlineations, erasures or overwriting shall be valid only if



they are initialed by the person or person signing the bid.



Submission of Bids

- | | |
|--|--|
| 11. Sealing and Marking of Bids | 11.1 The Bidder shall seal the original and each copy of the bid in separate envelopes, duly marking the envelopes as "ORIGINAL BID" and "ONE COPY". The envelopes shall then be sealed in an outer envelope. The inner and outer envelopes shall be addressed to the Procuring agency at the address given in the BDS, and carry statement "DO NOT OPEN BEFORE _____". |
| | 11.2 If the outer envelope is not sealed and marked as required, the Procuring agency assumes no responsibility for the bid's misplacement or premature opening. |
| 12. Deadline for submission of Bids | 12.1 Bids must be received by the Procuring agency at the address specified in BDS, not later than the time and date specified in the Bid Data Sheet. |
| | 12.2 The procuring agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in such 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. |
| 13. Late Bids | 13.1 Any bids received by the Procuring agency after the deadline for submission of bids prescribed by the procuring agency shall be rejected and returned unopened to the Bidder. |
| 14. Modification and withdrawal of Bids | 14.1 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. |
| | 14.2 No bid may be modified after the deadline for submission of bids. |
| | 14.3 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bids validity. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security. |

Opening and Evaluation of Bids

- | | |
|--|---|
| 15. Opening of Bids by the procuring agency | 15.1 The Procuring agency shall open all bids in the presence of bidder's representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidder's representatives who are present shall sign a register/attendance sheet evidencing their attendance. |
| | 15.2 The bidder's name, bid modification or withdrawals, bid prices, discount 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 opening.



- | | |
|--|---|
| 16. Clarification of Bids | 16.1 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 of substances of the bid shall be sought or permitted. |
| 17. Preliminary Examination | 17.1 The procuring agency shall 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.

17.2 Arithmetical errors will be rectified on the following basis. If there is discrepancy 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.

17.3 Prior to the detailed evaluation, the procuring agency will determine the substantial responsiveness of each bid to the bidding documents. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviation. The procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself.

17.4 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 nonconformity. |
| 18. Evaluation and Comparison of Bids | 18.1 The procuring agency will evaluate and compare the bids which have been determined to be substantially responsive.

18.2 The procuring agency's evaluation of a bid will be on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees, installation and integration charges imposed till the delivery location and shall exclude any allowance for price adjustment during the period of execution of the contract. |
| 19. Contacting the procuring agency | 19.1 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 announcement of Bid Evaluation Report. If the Bidder wishes to bring additional information to the notice of the procuring agency, it should do so in writing. |

- 19.2 Any effort by a Bidder to influence the procuring agency in its decision on bid evaluation, bid comparison, or contract award may result in the rejection the Bidder's bid.



Part IV

GENERAL TERMS & CONDITIONS OF CONTRACTS



- (i) Transportation of required items in proper condition up to office of Town Committee Jamshoro at Main High School Road Jamshoro shall be responsibility of the suppliers and no separate payment shall be charged on this account.
- (ii) All the procurement process shall be governed by "Sindh Public Procurement Regulatory Authority Rules 2010" and instructions of Sindh Government issued in this regard from time to time.
- (iii) Only the Bids/Quotations of those bidders will be considered who are tax payers having proper "National Tax Number" and duly registered with Income Tax Department as per required Government policy. Such NTN and Registration certificates of income tax' sale tax should be submitted with the tenders/bids.
- (iv) All bids/quotations shall be opened in presence of Members of "procurement Committee" (constituted in respect of Town Committee Jamshoro Office) and Bidders or their authorized representatives.
- (v) All bids/quotations shall be evaluated and finalized by the "Procurement Committee"
- (vi) The "Procurement Committee" reserves the rights to postpone or reject all or any quotations/bids as per SPP Rules, 2010.
- (vii) "Bid Security / call Deposit" (2% of total cost) should be deposited in shape of Demand Draft or pay order in the name of Town Committee Jamshoro
- (viii) Incomplete bids/quotations shall not be entered.
- (ix) The cost of preparing bids or negotiating bids including any visit to the office of Municipal Committee Bolhari are not reimbursable and cannot be included as costs in the bids.
- (x) A bid by any bidder who is found involved in any fraudulent activities or misleading facts shall not be considered for the bids and shall be liable to be rejected at any stage.
- (xi) All prices should be quoted in Pakistani rupees only with clear mention of Income Tax due on total costs plus sales tax etc.
- (xii) Failure to comply with the supply schedule (schedule for supply of items) shall render the bidder concerned to pay up the losses sustained by the office of Town Committee Jamshoro due to delay on the part of suppliers/bidders.
- (xiii) If competitive rates are not offered by the bidders, the Procuring Agency shall in its discretion, at liberty to reject all the bids.
- (xiv) No cost escalation will be allowed after approval of initial bids and the successful bidders shall be bound to supply the items concerned on the rates already quoted without any increase.
- (xv) Income Tax, and sales Tax shall be deducted on the bills at source as per existing rates and rules of the Government and any other taxes (including stamp duty) shall also be paid by the successful bidder.
- (xvi) The Town Committee Jamshoro may withhold payments of suppliers if the products supplied by them are found substandard, faulty or if any consequential loss is sustained due to any fault in these items/products.
- (xvii) Minor modifications in the specifications of required product may be made by the Procuring Agency, in case of exigency, but before the last date for submission of the proposals.
- (xviii) The bidders shall be responsible for satisfactory processing of the claims of warranty / guaranty of such products which are sold with warranty / guaranty by the bidders.
- (xix) The bidders shall be subject to local laws as are applicable for supply and transportation of the required items.
- (xx) Tenders shall be evaluated on the basis of economy of cost.

MANNER OF SUBMISSION OF BIDS



1. The Bidder /firm shall furnish complete information about their company's name, status, contact numbers, location, method of supplying items, delivery schedule, time-limits for rates, etc.
2. The Bidders are required to submit their Bid in sealed envelope, which may be submitted at office of Town Committee Jamshoro
3. The price should include supply of items concerned and their transportation up to at Office of Town Committee Jamshoro District Jamshoro.

PROCUREMENT COMMITTEE

A "Procurement Committee" has already been proposed by Town Committee Jamshoro for procurements.

ADDITIONAL INFORMATION

Any additional information may be sought from the office of Town Committee Jamshoro, through following contact numbers.

Phone _____

Fax numbers _____

The Successful bidder shall be bound to supply the required items as per schedule mentioned above.

Contractor

**Sub Engineer
Town Committee
Jamshoro**

BIDDING DATA

A	Name of procuring Agency	TOWN COMMITTEE JAMSHORO
B	Brief of WORK	Supply / Purchase Of Tractor with Trolley
D	Procuring Agency's Address	Office Of Town Committee Jamshoro at Main High School Road Jamshoro District Jamshoro.
D	Estimated Cost	Market Rate:
E	Amount of Bid Security in %age of bid amount/ estimated cost equal to 10%	2%
F	Period of Bid validity (days) Not more than NINTY days)	90 DAYS
G	Deadline for submission of bids along with time	As per NIT
H	Venue, time and date of Bid Opening	As per NIT
I	Deposit receipt No. date Amount (in words and figures)	(i) Call deposit Rs: _____ No. _____ dated: _____ (ii) Bid document fee Rs. /- vide No. _____ dated: _____
K	Liquidity damages	0.5% of estimated cost per day of delay but total not exceeding 10%


 Sub Engineer
 Town Committee
 Jamshoro

Schedule B

Name of Work: **Supply / Purchase Of Tractor with Trolley.**
NIT No:- /2017



Item No.	Quantity	Description of Items to be executed at Site	Rate	Unit	Amount in Rupees
1.	02	Messi Tractor 240 Model 2017 With Complete accessories. Trolley Size 07 x 14 x 3 (Hydraulic Trolley Made by MS Sheet 3.25 mm. 7 x 14 x 3 New 04 No Tyres (India) Size 900.20 best Quality single axle size 4 x 4 square or round solid bar. Main Chassis will be made of 8 x 3, Flour size 7 x 3, one No Heavy duty jac Cylinder, two no quick action coupler for easy attachment / detachment tractor Messi 240 compatibility, color premier with anti-rusting coat as per your advised etc Complete.			


Sub Engineer
Town Committee
Jamshoro

OFFICE OF THE TOWN COMMITTEE JAMSHORO

PART- VI

SCHEDULE OF REQUIREMENTS

The delivery schedule hereafter expressed the date of deliver required.

S. No	Product	Quantity	Required delivery schedule from the date of contract award	Location
1.	Tractor with Trolley.	02	90 Days	Office Of Town Committee Jamshoro at Main High School Road Jamshoro.



**Sub Engineer
Town Committee
Jamshoro**



SAMPLE FORMS

Letter of Acceptance



Date: _____

To,

Chairman
Town Committee, Jamshoro
District Jamshoro.

Dear Sir:

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

We undertake, that if, our Bid is accepted, we will deliver the cooked food in accordance with delivery schedule specified in the Schedule of Requirements.

We agree to abide by this Bid for a period of 90 days from the date fixed for Bid opening under clause 9 of the Instruction 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.

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

Date this _____ day of _____ 2017 _____.

(Signature of bidder)

(in the capacity of)

CONTRACT FORM



This agreement is made on the _____ day of _____: 2017 between the Town Committee Jamshoro herein after called the "Procuring Agency" of the one part and M/S _____ S/O _____ contractor resident of _____ here in after called "the supplier" of the other part.

Whereas the (Procuring Agency)/ Town Committee, Jamshoro invited bids for _____
_____ has accept a bid supplier for
supplier of those goods in the sum of Rs: _____ (in words
Rupees _____ (here in after called the "contract prices") .

NOW THIS AGREEMENT AS FOLLOWS:

1. In this agreement words and expressions shall have the same meaning as are respectively assigned to them in the conditions of contract referred to.
2. The following document 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 requirement
 - (c) Instruction to bidders / general terms and conditions of contracts
 - (d) 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 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 of 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 where of the parties have agreed and signed and delivered this agreement in presence of following witnesses.

Mr. _____ S/o _____

R/O _____

NIC No. _____

Contractor or supplier other part of agreement

Chairman
Town Committee, Jamshoro

Witnesses

1. _____

2. _____

1. _____

2. _____

OFFICE OF THE TOWN COMMITTEE, JAMSHORO



OFFICE OF THE TOWN COMMITTEE JAMSHORO
DISTRICT JAMSHORO

BIDDING DOCUMENT
FOR

Name of Work / Job:

**Supply / Purchase Shawal (Tractor
Loader With Cumblade) With all
accessories. _.**



OFFICE OF THE TOWN COMMITTEE JAMSHORO

List of Contents

Part	DESCRIPTION
Part I	INTRODUCTION
Part II	NOTICE INVITING BIDS
Part III	INSTRUCTIONS FOR BIDDERS
Part IV	GENERAL CONDITIONS OF CONTRACT
Part V	BID DATA SHEET / Schedule to Bid / Price Schedule
Part VI	SCHEDULE OF REQUIREMENT

PART I

**OFFICE OF THE
TOWN COMMITTEE
JAMSHORO**



INTRODUCTION

NIT No. EB/T.C/Jamshoro /2017 dated: 23-12-2017

Bid document Issued to : M/S _____

Bid document fee Rs: _____/- vide Receipt No. _____ dated: _____

Bid Security 2% Rs: _____ No. _____ Dated: _____

The Town Committee Jamshoro intends to invite sealed bids for Repair and Maintenance of Firefighting vehicle shown in NIT on Bid Document to be carried out from OZT Saving, which can be obtained from the Office of Town Committee Jamshoro at Main Road High School Jamshoro as per schedule given below.

Name of work: _____

Time Schedule for Bids

S.No	Particulars	1 st Attempt	2 nd Attempt
1.	Last date for obtaining bid documents from office of Town Committee Jamshoro during office hours up to 4.00 pm		
2.	Last date for submitting bids at office of Town Committee Jamshoro at 2.00 pm		
3.	Date and time of Opening at Office of Town Committee Jamshoro 1.45 pm		

**Sub Engineer
Town COMMITTEE
Jamshoro**

Part II

Town COMMITTEE Jamshoro

NO. E.B/T.C/J/ /2017

Jamshoro: Dated

/2017

Notice inviting Tender / Sealed Bids





Part- III
Instruction to bidders

Preparation of Bids

- | | | |
|---|------------|---|
| 1. Scope | 1.1 | The Town Committee Jamshoro intends to Supply & Purchase. Purchase Shawal (Tractor Loader With Cumblade) With all accessories. . |
| 2. Language of Bid | 2.1 | The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and procuring agency, shall be written in English, Sindhi or Urdu language. |
| 3. Documents comprising the Bid | 3.1 | <p>The bid prepared by the Bidder shall comprise the following components:</p> <p style="margin-left: 40px;">(a) Price schedule completed in accordance with ITB Clauses 4, 5 and 6.</p> <p style="margin-left: 40px;">(b) Bid security furnished in accordance with ITB Clause 8.</p> |
| 4. Bid Prices | 4.1 | 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. |
| | 4.2 | The prices shall be quoted on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery location specified in the Schedule of Requirements. No separate payment shall be made for incidental services. |
| | 4.3 | 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. |
| | 4.4 | Prices shall be quoted in Pak rupees unless otherwise specified in the Bid Data Sheet. |
| 5. Bid Form | 5.1 | The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating goods to be supplied, with a brief description of the goods their country of origin, and prices. |
| 6. Bid Currencies | 6.1 | Prices Shall be quoted in Pak Rupees. |
| 7. Documents Establishing Bidder's Eligibility and Qualification | 7.1 | <p>The Bidders shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualification to perform the contract if its bid is accepted.</p> <p style="margin-left: 40px;">(a) That the bidder has financial, technical and production capability necessary to perform the contract.</p> <p style="margin-left: 40px;">(b) That the Bidder meets the qualification criteria listed in the Bid Data Sheet.</p> |

800. Bid Security

8.1 The Bid security is required to protect the procuring agency against the risk of Bidder's conduct, which would warrant the security's forfeiture. The bid security shall be denominated in the currency of the bid:

a) At the Bidder's option, be in the form of either demand draft/ call deposit.

b) Be submitted in its original form; copies will not be accepted;

c) Remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity.

8.2

Bid security shall be released to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired.

8.3 The successful Bidder's bid security shall be retained till completion of successful contract.

8.4 The bid security may be forfeited.

a) If a Bidder withdraws its bid during the period of bid validity or

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

i) To sign the contract in accordance with terms and conditions mentioned in Bid document.

9. Period of Validity of Bids

9.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the procuring agency. A bid valid for a shorter period shall be rejected by the procuring agency as non responsive.

9.2 In exceptional circumstances, the procuring agency may solicit the Bidder's consent to an extension of the period of validity. The request and responses thereto shall be made in writing. The bid security 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.

10. Format and Signing of Bid

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

10.2 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 unamended printed literature, shall be initiated by the person or person signing the bid.

- 10.3 Any interlineations, erasures or overwriting shall be valid only if they are initialed by the person or person signing the bid.



Submission of Bids

- | | |
|--|--|
| 11. Sealing and Marking of Bids | 11.1 The Bidder shall seal the original and each copy of the bid in separate envelopes, duly marking the envelopes as "ORIGINAL BID" and "ONE COPY". The envelopes shall then be sealed in an outer envelope. The inner and outer envelopes shall be addressed to the Procuring agency at the address given in the BDS, and carry statement "DO NOT OPEN BEFORE _____". |
| | 11.2 If the outer envelope is not sealed and marked as required, the Procuring agency assumes no responsibility for the bid's misplacement or premature opening. |
| 12. Deadline for submission of Bids | 12.1 Bids must be received by the Procuring agency at the address specified in BDS, not later than the time and date specified in the Bid Data Sheet. |
| | 12.2 The procuring agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in such 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. |
| 13. Late Bids | 13.1 Any bids received by the Procuring agency after the deadline for submission of bids prescribed by the procuring agency shall be rejected and returned unopened to the Bidder. |
| 14. Modification and withdrawal of Bids | 14.1 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. |
| | 14.2 No bid may be modified after the deadline for submission of bids. |
| | 14.3 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bids validity. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security. |

Opening and Evaluation of Bids

- | | |
|--|---|
| 15. Opening of Bids by the procuring agency | 15.1 The Procuring agency shall open all bids in the presence of bidder's representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidder's representatives who are present shall sign a register/attendance sheet evidencing their attendance. |
| | 15.2 The bidder's name, bid modification or withdrawals, bid prices, discount 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 opening.



- | | | |
|--|-------------|---|
| 16. Clarification of Bids | 16.1 | 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 of substances of the bid shall be sought or permitted. |
| 17. Preliminary Examination | 17.1 | The procuring agency shall 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. |
| | 17.2 | Arithmetical errors will be rectified on the following basis. If there is 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. |
| | 17.3 | Prior to the detailed evaluation, the procuring agency will determine the substantial responsiveness of each bid to the bidding documents. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviation. The procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself. |
| | 17.4 | 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 nonconformity. |
| 18. Evaluation and Comparison of Bids | 18.1 | The procuring agency will evaluate and compare the bids which have been determined to be substantially responsive. |
| | 18.2 | The procuring agency's evaluation of a bid will be on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees, installation and integration charges imposed till the delivery location and shall exclude any allowance for price adjustment during the period of execution of the contract. |
| 19. Contacting the procuring agency | 19.1 | 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 announcement of Bid Evaluation Report. If the Bidder wishes to bring additional information to the notice of the procuring agency, it should do so in writing. |

- 19.2 Any effort by a Bidder to influence the procuring agency in its decision on bid evaluation, bid comparison, or contract award may result in the rejection the Bidder's bid.



Part IV

GENERAL TERMS & CONDITIONS OF CONTRACTS



- (i) Transportation of required items in proper condition up to office of Town Committee Jamshoro at Main High School Road Jamshoro shall be responsibility of the suppliers and no separate payment shall be charged on this account.
- (ii) All the procurement process shall be governed by "Sindh Public Procurement Regulatory Authority Rules 2010" and instructions of Sindh Government issued in this regard from time to time.
- (iii) Only the Bids/Quotations of those bidders will be considered who are tax payers having proper "National Tax Number" and duly registered with Income Tax Department as per required Government policy. Such NTN and Registration certificates of income tax' sale tax should be submitted with the tenders/bids.
- (iv) All bids/quotations shall be opened in presence of Members of "procurement Committee" (constituted in respect of Town Committee Jamshoro Office) and Bidders or their authorized representatives.
- (v) All bids/quotations shall be evaluated and finalized by the "Procurement Committee"
- (vi) The "Procurement Committee" reserves the rights to postpone or reject all or any quotations/bids as per SPP Rules, 2010.
- (vii) "Bid Security / call Deposit" (2% of total cost) should be deposited in shape of Demand Draft or pay order in the name of Town Committee Jamshoro
- (viii) Incomplete bids/quotations shall not be entered.
- (ix) The cost of preparing bids or negotiating bids including any visit to the office of Town Committee Jamshoro is not reimbursable and cannot be included as costs in the bids.
- (x) A bid by any bidder who is found involved in any fraudulent activities or misleading facts shall not be considered for the bids and shall be liable to be rejected at any stage.
- (xi) All prices should be quoted in Pakistani rupees only with clear mention of Income Tax due on total costs plus sales tax etc.
- (xii) Failure to comply with the supply schedule (schedule for supply of items) shall render the bidder concerned to pay up the losses sustained by the office of Town Committee Jamshoro due to delay on the part of suppliers/bidders.
- (xiii) If competitive rates are not offered by the bidders, the Procuring Agency shall in its discretion, at liberty to reject all the bids.
- (xiv) No cost escalation will be allowed after approval of initial bids and the successful bidders shall be bound to supply the items concerned on the rates already quoted without any increase.
- (xv) Income Tax, and sales Tax shall be deducted on the bills at source as per existing rates and rules of the Government and any other taxes (including stamp duty) shall also be paid by the successful bidder.
- (xvi) The Town Committee Jamshoro may withhold payments of suppliers if the products supplied by them are found substandard, faulty or if any consequential loss is sustained due to any fault in these items/products.
- (xvii) Minor modifications in the specifications of required product may be made by the Procuring Agency, in case of exigency, but before the last date for submission of the proposals.
- (xviii) The bidders shall be responsible for satisfactory processing of the claims of warranty / guaranty of such products which are sold with warranty / guaranty by the bidders.
- (xix) The bidders shall be subject to local laws as are applicable for supply and transportation of the required items.
- (xx) Tenders shall be evaluated on the basis of economy of cost.

MANNER OF SUBMISSION OF BIDS



1. The Bidder /firm shall furnish complete information about their company's name, status, contact numbers, location, method of supplying items, delivery schedule, time-limits for rates, etc.
2. The Bidders are required to submit their Bid in sealed envelope, which may be submitted at office of Town Committee Jamshoro
3. The price should include supply of items concerned and their transportation up to at Office of Town Committee Jamshoro District Jamshoro.

PROCUREMENT COMMITTEE

A "Procurement Committee" has already been proposed by Town Committee Jamshoro for procurements.

ADDITIONAL INFORMATION

Any additional information may be sought from the office of Town Committee Jamshoro, through following contact numbers.

Phone _____

Fax numbers _____

The Successful bidder shall be bound to supply the required items as per schedule mentioned above.

Contractor

**Sub Engineer
Town Committee
Jamshoro**

BIDDING DATA

A	Name of procuring Agency	TOWN COMMITTEE JAMSHORO
B	Brief of WORK	Supply / Purchase Shawal (Tractor Loader With Cumblade) With all accessories.
D	Procuring Agency's Address	Office Of Town Committee Jamshoro at Main High School Road Jamshoro District Jamshoro.
D	Estimated Cost	Market Rate:
E	Amount of Bid Security in %age of bid amount/ estimated cost equal to 10%	2%
F	Period of Bid validity (days) Not more than NINTY days)	90 DAYS
G	Deadline for submission of bids along with time	As per NIT
H	Venue, time and date of Bid Opening	As per NIT
I	Deposit receipt No. date Amount (in words and figures)	(i) Call deposit Rs: _____ No. _____ dated: _____ (ii) Bid document fee Rs. /- vide No. _____ dated: _____
K	Liquidity damages	0.5% of estimated cost per day of delay but total not exceeding 10%

**Sub Engineer
Town Committee
Jamshoro**

PART- VI

SCHEDULE OF REQUIREMENTS

The delivery schedule hereafter expressed the date of deliver required.

S. No	Product	Quantity	Required delivery schedule from the date of contract award	Location
1.	Shawal (Tractor Loader With Cumblade) With all accessories.	01	90 Days	Office Of Town Committee Jamshoro at Main High School Road Jamshoro.



**Sub Engineer
Town Committee
Jamshoro**

Part- VII

SAMPLE FORMS

Letter of Acceptance



Date: _____

To,

Chairman
Town Committee, Jamshoro
District Jamshoro.

Dear Sir:

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

We undertake, that if, our Bid is accepted, we will deliver the cooked food in accordance with delivery schedule specified in the Schedule of Requirements.

We agree to abide by this Bid for a period of 90 days from the date fixed for Bid opening under clause 9 of the Instruction 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.

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

Date this _____ day of _____ 2017 _____.

(Signature of bidder)

(in the capacity of)

CONTRACT FORM



This agreement is made on the _____ day of _____: 2017 between the Town Committee Jamshoro herein after called the "Procuring Agency" of the one part and M/S _____ S/O _____ contractor resident of _____ here in after called "the supplier" of the other part.

Whereas the (Procuring Agency)/ Town Committee, Jamshoro invited bids for _____

_____ has accept a bid supplier for supplier of those goods in the sum of Rs: _____ (in words Rupees _____ (here in after called the "contract prices") .

NOW THIS AGREEMENT AS FOLLOWS:

1. In this agreement words and expressions shall have the same meaning as are respectively assigned to them in the conditions of contract referred to.
2. The following document 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 requirement
 - (c) Instruction to bidders / general terms and conditions of contracts
 - (d) 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 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 of 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 where of the parties have agreed and signed and delivered this agreement in presence of following witnesses.

Mr. _____ S/o _____

R/O _____

NIC No. _____

Contractor or supplier other part of agreement

Chairman
Town Committee, Jamshoro

Witnesses

1. _____

2. _____

1. _____

2. _____

OFFICE OF THE TOWN COMMITTEE, JAMSHORO

OFFICE OF THE TOWN COMMITTEE JAMSHORO
DISTRICT JAMSHORO

BIDDING DOCUMENT



Gallons Supply / Purchase 02 Nos Water Bouzer
(Tanker) 1200



OFFICE OF THE TOWN COMMITTEE JAMSHORO

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PART I

**OFFICE OF THE
TOWN COMMITTEE
JAMSHORO**



INTRODUCTION

NIT No. EB/T.C/JAMSHORO274/2017 dated: 19-06-2017

Bid document Issued to: M/S _____

Bid document fee Rs: _____/- vide Receipt No. _____ dated: _____

Bid Security 2% Rs: _____ No. _____ Dated: _____

The Town Committee Jamshoro intends to invite sealed bids for Repair and Maintenance of Firefighting vehicle shown in NIT on Bid Document to be carried out from OZT Saving, which can be obtained from the Office of Town Committee Jamshoro at High School Road Jamshoro as per schedule given below.

Name of Scheme: _____

Time Schedule for Bids

S.No	Particulars	1 st Attempt	2 nd Attempt
1.	Last date for obtaining bid documents from office of Town Committee Jamshoro during office hours up to 4.00 pm		
2.	Last date for submitting bids at office of Town Committee Jamshoro at 2.00 pm		
3.	Date and time of Opening at Office of Town Committee Jamshoro 1.45 pm		


Sub Engineer
Town Committee
Jamshoro

Part II

TOWN COMMITTEE JAMSHORO



NO. EB/TC/J/ /2017

Jamshoro: Dated /2017

Notice inviting Tender / Sealed Bids

Part- III
Instruction to bidders

Preparation of Bids



- | | | |
|---|------------|---|
| 1. Scope | 1.1 | The Town Committee Jamshoro intends to Supply / Purchase water tankers Vehicle. |
| 2. Language of Bid | 2.1 | The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and procuring agency, shall be written in English, Sindhi or Urdu language. |
| 3. Documents comprising the Bid | 3.1 | <p>The bid prepared by the Bidder shall comprise the following components:</p> <p style="margin-left: 40px;">(a) Price schedule completed in accordance with ITB Clauses 4, 5 and 6.</p> <p style="margin-left: 40px;">(b) Bid security furnished in accordance with ITB Clause 8.</p> |
| 4. Bid Prices | 4.1 | 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. |
| | 4.2 | The prices shall be quoted on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery location specified in the Schedule of Requirements. No separate payment shall be made for incidental services. |
| | 4.3 | 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. |
| | 4.4 | Prices shall be quoted in Pak rupees unless otherwise specified in the Bid Data Sheet. |
| 5. Bid Form | 5.1 | The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating goods to be supplied, with a brief description of the goods their country of origin, and prices. |
| 6. Bid Currencies | 6.1 | Prices Shall be quoted in Pak Rupees. |
| 7. Documents Establishing Bidder's Eligibility and Qualification | 7.1 | <p>The Bidders shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualification to perform the contract if its bid is accepted.</p> <p style="margin-left: 40px;">(a) That the bidder has financial, technical and production capability necessary to perform the contract.</p> <p style="margin-left: 40px;">(b) That the Bidder meets the qualification criteria listed in the Bid Data Sheet.</p> |
| 8. Bid Security | 8.1 | The Bid security is required to protect the procuring agency against |

the risk of Bidder's conduct, which would warrant the security's forfeiture. The bid security shall be denominated in the currency of the bid:



a) At the Bidder's option, be in the form of either demand draft/ call deposit.

b) Be submitted in its original form; copies will not be accepted;

c) Remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity.

8.2

Bid security shall be released to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired.

8.3 The successful Bidder's bid security shall be retained till completion of successful contract.

8.4 The bid security may be forfeited.

a) If a Bidder withdraws its bid during the period of bid validity or

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

i) To sign the contract in accordance with terms and conditions mentioned in Bid document.

9. Period of Validity of Bids

9.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the procuring agency. A bid valid for a shorter period shall be rejected by the procuring agency as non responsive.

9.2 In exceptional circumstances, the procuring agency may solicit the Bidder's consent to an extension of the period of validity. The request and responses thereto shall be made in writing. The bid security 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.

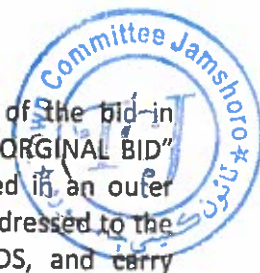
10. Format and Signing of Bid

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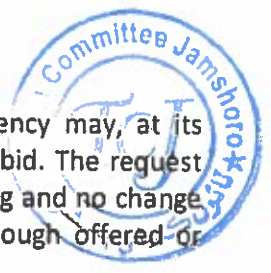
Submission of Bids



- 11. Sealing and Marking of Bids**
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- 12.2 The procuring agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in such 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.
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- 13.1 Any bids received by the Procuring agency after the deadline for submission of bids prescribed by the procuring agency shall be rejected and returned unopened to the Bidder.
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- 14.1 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.
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Opening and Evaluation of Bids

- 15. Opening of Bids by the procuring agency**
- 15.1 The Procuring agency shall open all bids in the presence of bidder's representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidder's representatives who are present shall sign a register/ attendance sheet evidencing their attendance.
- 15.2 The bidder's name, bid modification or withdrawals, bid prices, discount 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 opening.



- 16. Clarification of Bids**
- 16.1 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 of substances of the bid shall be sought or permitted.
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- 17.1 The procuring agency shall 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.
- 17.2 Arithmetical errors will be rectified on the following basis. If there is discrepancy 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.
- 17.3 Prior to the detailed evaluation, the procuring agency will determine the substantial responsiveness of each bid to the bidding documents. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviation. The procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself.
- 17.4 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 nonconformity.
- 18. Evaluation and Comparison of Bids**
- 18.1 The procuring agency will evaluate and compare the bids which have been determined to be substantially responsive.
- 18.2 The procuring agency's evaluation of a bid will be on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees, installation and integration charges imposed till the delivery location and shall exclude any allowance for price adjustment during the period of execution of the contract.
- 19. Contacting the procuring agency**
- 19.1 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 announcement of Bid Evaluation Report. If the Bidder wishes to bring additional information to the notice of the procuring agency, it should do so in writing.
- 19.2 Any effort by a Bidder to influence the procuring agency in its decision on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

Part IV

GENERAL TERMS & CONDITIONS OF CONTRACTS



- (i) Transportation of required items in proper condition up to office of Town Committee Jamshoro at Main High School Road Jamshoro shall be responsibility of the suppliers and no separate payment shall be charged on this account.
- (ii) All the procurement process shall be governed by "Sindh Public Procurement Regulatory Authority Rules 2010" and instructions of Sindh Government issued in this regard from time to time.
- (iii) Only the Bids/Quotations of those bidders will be considered who are tax payers having proper "National Tax Number" and duly registered with Income Tax Department as per required Government policy. Such NTN and Registration certificates of income tax' sale tax should be submitted with the tenders/bids.
- (iv) All bids/quotations shall be opened in presence of Members of "procurement Committee" (constituted in respect of Town Committee Jamshoro Office) and Bidders or their authorized representatives.
- (v) All bids/quotations shall be evaluated and finalized by the "Procurement Committee"
- (vi) The "Procurement Committee" reserves the rights to postpone or reject all or any quotations/bids as per SPP Rules, 2010.
- (vii) "Bid Security / call Deposit" (2% of total cost) should be deposited in shape of Demand Draft or pay order in the name of Town Committee Jamshoro
- (viii) Incomplete bids/quotations shall not be entered.
- (ix) The cost of preparing bids or negotiating bids including any visit to the office of Municipal Committee Bolhari are not reimbursable and cannot be included as costs in the bids.
- (x) A bid by any bidder who is found involved in any fraudulent activities or misleading facts shall not be considered for the bids and shall be liable to be rejected at any stage.
- (xi) All prices should be quoted in Pakistani rupees only with clear mention of Income Tax due on total costs plus sales tax etc.
- (xii) Failure to comply with the supply schedule (schedule for supply of items) shall render the bidder concerned to pay up the losses sustained by the office of Town Committee Jamshoro due to delay on the part of suppliers/bidders.
- (xiii) If competitive rates are not offered by the bidders, the Procuring Agency shall in its discretion, at liberty to reject all the bids.
- (xiv) No cost escalation will be allowed after approval of initial bids and the successful bidders shall be bound to supply the items concerned on the rates already quoted without any increase.
- (xv) Income Tax, and sales Tax shall be deducted on the bills at source as per existing rates and rules of the Government and any other taxes (including stamp duty) shall also be paid by the successful bidder.
- (xvi) The Town Committee Jamshoro may withhold payments of suppliers if the products supplied by them are found substandard, faulty or if any consequential loss is sustained due to any fault in these items/products.
- (xvii) Minor modifications in the specifications of required product may be made by the Procuring Agency, in case of exigency, but before the last date for submission of the proposals.
- (xviii) The bidders shall be responsible for satisfactory processing of the claims of warranty / guaranty of such products which are sold with warranty / guaranty by the bidders.
- (xix) The bidders shall be subject to local laws as are applicable for supply and transportation of the required items.
- (xx) Tenders shall be evaluated on the basis of economy of cost.

MANNER OF SUBMISSION OF BIDS



1. The Bidder /firm shall furnish complete information about their company's name, status, contact numbers, location, method of supplying items, delivery schedule, time-limits for rates, etc.
2. The Bidders are required to submit their Bid in sealed envelope, which may be submitted at office of Town Committee Jamshoro
3. The price should include supply of items concerned and their transportation up to at Office of Town Committee Jamshoro District Jamshoro.

PROCUREMENT COMMITTEE

A "Procurement Committee" has already been proposed by Town Committee Jamshoro for procurements.

ADDITIONAL INFORMATION

Any additional information may be sought from the office of Town Committee Jamshoro, through following contact numbers.

Phone _____

Fax numbers _____

The Successful bidder shall be bound to supply the required items as per schedule mentioned above.

Contractor

**Sub Engineer
Town Committee
Jamshoro**

BIDDING DATA

A	Name of procuring Agency	TOWN COMMITTEE JAMSHORO
B	Brief of WORK	<u>Supply / Purchase 02 Nos Water Bouzer (Tanker) 1200 Gallons</u>
D	Procuring Agency's Address	Office Of Town Committee Jamshoro at Main High School Road Jamshoro District Jamshoro.
D	Estimated Cost	Market Rate:
E	Amount of Bid Security in %age of bid amount/ estimated cost equal to 10%	2%
F	Period of Bid validity (days) Not more than NINTY days)	90 DAYS
G	Deadline for submission of bids along with time	As per NIT
H	Venue, time and date of Bid Opening	As per NIT
I	Deposit receipt No. date Amount (in words and figures)	(i) Call deposit Rs: _____ No. _____ dated: _____ (ii) Bid document fee Rs. /- vide No. _____ dated: _____
K	Liquidity damages	0.5% of estimated cost per day of delay but total not exceeding 10%


 Sub Engineer
 Town Committee
 Jamshoro

Schedule B



Name of Work: **Supply / Purchase 02 Nos Water Bouzer (Tanker
1200 Gallons (Dual System)
NIT No:- /2017**

Item No.	Quantity	Description of Items to be executed at Site	Rate	Unit	Amount in Rupees
1.	02	complete accessories Water Bouzer 1200 Gallons Dual System made up 3.25 (mm) MS Sheet Chassis will be fabricated MS Channel Size 8" x 3" with 2 aber stand, 1 No new single axel 4" x 4", 4 Nos tyres, (India) best Quality 900.20 tyre with rims 02 Nos J6 Hub with important bearing (Russian / Romania) 2 drive system for suction and delivery, dual system water tanker Bouzer use as a mini fire Brigade. In side the tanker rate oxide one coat under coat color out side premier porting etc Complet			

**Sub Engineer
Town Committee
Jamshoro**

OFFICE OF THE TOWN COMMITTEE JAMSHORO

PART- VI

SCHEDULE OF REQUIREMENTS



The delivery schedule hereafter expressed the date of deliver required.

S. No	Product	Quantity	Required delivery schedule from the date of contract award	Location
1.	02 Nos Water Bouzer (Tanker1200 Gallons (Dual System)	02	90 Days	Office Of Town Committee Jamshoro at Main High School Road Jamshoro.

**Sub Engineer
Town Committee
Jamshoro**

SAMPLE FORMS

Letter of Acceptance

FORM I



Date: _____

To,

Chairman
Town Committee, Jamshoro
District Jamshoro.

Dear Sir:

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

We undertake, that if, our Bid is accepted, we will deliver the cooked food in accordance with delivery schedule specified in the Schedule of Requirements.

We agree to abide by this Bid for a period of 90 days from the date fixed for Bid opening under clause 9 of the Instruction 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.

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

Date this _____ day of _____ 2014 _____.

(Signature of bidder)

(in the capacity of)

CONTRACT FORM



This agreement is made on the _____ day of _____: 2017 between the Town Committee Jamshoro herein after called the "Procuring Agency" of the one part and M/S _____ S/O _____ contractor resident of _____ here in after called "the supplier" of the other part.

Whereas the (Procuring Agency)/ Town Committee, Jamshoro invited bids for _____

_____ has accept a bid supplier for supplier of those goods in the sum of Rs: _____ (in words Rupees _____ (here in after called the "contract prices") .

NOW THIS AGREEMENT AS FOLLOWS:

1. In this agreement words and expressions shall have the same meaning as are respectively assigned to them in the conditions of contract referred to.
2. The following document shall be deemed to form and be read and construed as part of this agreement , viz:
 - (a) The bid form and the prince schedule submitted by the bidder:
 - (b) The schedule of requirement
 - (c) Instruction to bidders / general terms and conditions of contracts
 - (d) 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 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 of 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 where of the parties have agreed and signed and delivered this agreement in presence of following witnesses.

Mr. _____ S/o _____

R/O _____

NIC No. _____

Contractor or supplier other part of agreement

Chairman
Town Committee, Jamshoro

Witnesses

1. _____

2. _____

1. _____

2. _____

OFFICE OF THE TOWN COMMITTEE, JAMSHORO