



OFFICE OF THE DEPUTY COMMISSIONER
SANGHAR

No.PA/DC/SGR/ 59 /2018
SANGHAR DATED:- 17 .01.2018
Phone # 0235-920116, 920117 Fax # 920101
Email: dcsanghar2013@gmail.com

SAY NO TO CORRUPTION

To

The Managing Director,
SPPRA,
Government of Sindh, Karachi

Subject

REQUEST FOR HOSTING OF TENDER NOTICE

The requisite documents viz. Annual Procurement Plan, Notification of Procurement Committee, Notification regarding Complaint Redressal Committee and pay order amounting to Rs.2,000/- website hosting charges alongwith NIT are sent herewith.

It is, therefore, requested that the above Notice Inviting Tender (NIT) for procurement of furniture for various educational institutions of Distract Sanghar may please be hosted on SPPRA website.


DEPUTY COMMISSIONER,
SANGHAR.

C.C:

The Commissioner, Shaheed Benazirabad Division Nawabshah.
The Regional Coordinator, OGDCL, Hyderabad.

ANNUAL PROCUREMENT PLAN
OFFICE OF THE DEPUTY COMMISSIONER SANGHAR FOR THE YEAR 2017-18

S#	Description of Procurement	Quantity (where applicable)	Estimated Total Cost (Million)	Funds Allocated (Million)	Source of Funds	Proposed Procurement Method	Timing of Procurement				Remarks
							1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	
1	Supply of Cooked Food (Prison-wsie) for the prisons on daily basis (Breakfast, Midday and evening meals for inmates in judicial lockups of District Sanghar viz. Shahdadpur, Khipro and Tando Adam in accordance with prescribed diet menu and scale of rate for the year 2017-18		Rs.4.000	1.000	Govt. of Sindh	Open Competitive Bidding	--	--	--	--	
2.	Provision of well-equipped Ambulances (04 Nos.) a. DHQ Hospital (1) b. TH Sinjhor (1) c. RHC, Shahpurchakar (1) d. RHC, Jam Nawaz Ali And provision of medical equipment for DHQ Hospital Sanghar		Rs.14.000	Rs.14.000	Others	Open Competitive Bidding	-	-	-	-	
3.	Provision of furniture for various educational institutions.		Rs.15.000	Rs.15.000	--do--	--do--	-	-	-	-	
4	Provision of medical equipments for Operation Theater (OT) of Tal:Hospital T. Adam and provision of medical equipments in SIMS Shahdadpur.		Rs.5.000	Rs.5.000	--do--	--do--	-	-	-	-	
5	Provision of furniture and fixture in Govt. Fatima Jinnah H/School T. Adam		Rs.1.000	Rs.1.000	--do--	--do--	-	-	-	-	
6	Provision of furniture/fixture including Lab. Equipment for various High schools of District Sanghar.		Rs.3.000	Rs.3.000	--do--	--do--	-	-	-	-	

DEPUTY COMMISSIONER
SANGHAR



Phone: 0244-9370333-303
 Fax: 0244-9370392
 e-mail: commissionersba@hotmail.com
SAY NO TO CORRUPTION

No: Commr/SBA/- 2485 of 2017
OFFICE OF THE COMMISSIONER
SHAHJED BENAZIRABAD DIVISION
 Nawabshah, Dated: 13-12-2017

READ

Letter No.SOB(SGA&CD)11-21/2017 dated 07.12.2017 of Section officer, (Budget), Services General Administration & Coordination Department, Government of Sindh, Karachi conveying necessary concurrence for issuance of Notification for Procurement Committee and Complaint Redressal Committee in accordance with SPPRA Rules, 2010 for the office of Deputy Commissioner Sanghar.

NOTIFICATION

In pursuance of Rule-7 of Sindh Public Procurement Regulatory Authority (SPPRA) Rules 2010, Procurement Committee Comprising of following Officers is hereby constituted for procurement of Goods & Works to be carried out in the office of Deputy Commissioner Sanghar.

- | | |
|---|----------|
| 1. Deputy Commissioner, Sanghar | Chairman |
| 2. Executive Engineer, Education Works Division Sanghar | Member |
| 3. District Accounts Officer, Sanghar | Member |

The function and responsibilities of the Committee, in term of Rule-7 & 8 of SPPRA 2010 shall be as under:

- (i) Preparing bidding documents;
- (ii) Carrying out Technical as well as Financial Evaluation of the bids;
- (iii) Preparing Evaluation report as provided in Rule-45;
- (iv) Making recommendation for the award of contract to the competent authority; and
- (v) Perform any other function ancillary and incidental to the above.


 COMMISSIONER

C.C to:-

1. The Accountant General Sindh, Karachi
2. The Secretary Finance, Department Government of Sindh, Karachi.
3. The Deputy Commissioner, Sanghar.
4. The Managing Director, Sindh Public Procurement Regulatory Authority (SPPRA) Karachi.
5. The Section officer (Budget) Government of Sindh SGA&CD Department, Karachi.
6. The PS to Commissioner.
7. Master File-2017.



Phone: 0244-9370333-393
 Fax: 0244-9370392
 e-mail: commissioner_sba@beamail.com
SAY NO TO CORRUPTION

No: Commr/SBA/- 2486 of 2017
OFFICE OF THE COMMISSIONER
SHAHEED BENAZIRABAD DIVISION
 Nawabshah, Dated: 13-12-2017

READ

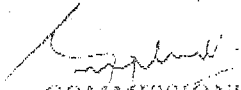
Letter No.SOB(SGA&CD)11-21/2017 dated 07.12.2017 of Section officer, (Budget), Services General Administration & Coordination Department, Government of Sindh, Karachi conveying necessary concurrence for issuance of Notification for Procurement Committee and Complaint Redressal Committee in accordance with SPPRA Rules, 2010 for the office of Deputy Commissioner Sanghar.

NOTIFICATION

In pursuance of Rule-31 of Sindh Public Procurement Regulatory Authority (SPPRA) Rules 2010, Complaint Redressal Committee comprising of following Officers is hereby constituted for the purpose of Redressal of Grievances and settlement of dispute / issue thereof with regard to procurement process in the office of Deputy Commissioner Sanghar.

- | | |
|---|----------|
| 1. Commissioner, Shaheed Benazirabad Division | Chairman |
| 2. District Accounts Officer, Shaheed Benazirabad | Member |
| 3. Additional Deputy Commissioner-I, Sanghar | Member |
| 4. Executive Engineer, Education Works Division Sanghar | Member |
| 5. Executive Engineer (PHED), Sanghar | Member |

The function and responsibilities of the Committee will be same as specified in Rule-31 of SPPRA 2010.


 COMMISSIONER

C.C to:-

1. The Accountant General Sindh, Karachi
2. The Secretary Finance, Department Government of Sindh, Karachi.
3. The Deputy Commissioner, Sanghar.
4. The Managing Director, Sindh Public Procurement Regulatory Authority (SPPRA) Karachi.
5. The Section officer (Budget) Government of Sindh SGA&CD Department, Karachi.
6. The PS to Commissioner.
7. Master File-2017.

12/5



OFFICE OF THE DEPUTY COMMISSIONER
SANGHAR

No.PA/DC/SGR/ 57 /2018
SANGHAR DATED:- 17.01.2018
Phone # 0235-920116, 920117 Fax # 920101
Email: dcsanghar2013@gmail.com

SAY NO TO CORRUPTION

NOTICE INVITING BID/TENDER

The Procurement Committee for office of DC Sanghar, invites sealed tenders for procurement of Furniture for various educational institutions of District Sanghar under social welfare obligation Funds of OGDCL on Rate Contract Basis for year 2017-18, ended on 30th June 2018. List is provided in the bidding document, as per single stage two envelop Procurement Process of SPPRA rules:-

Sr. No.	Description of Tender	Quantity / Specification	Last date and time for Bid Submission	Opening time of Technical Bid	Opening Time to Financial Bid
01	Provision of furniture for various educational institutions of District Sanghar	Refer bidding documents	19/2/2018 01:00 PM	19/2/2018 01:30 PM	19/2/2018 02:30 PM

Bidding document can be obtained on submission of a written application, upon payment of non-refundable fee of Rs. 3000 (Three Thousand Only) of each bidding documents through Bank draft/ pay order in favour of Deputy Commissioner Sanghar, from below address on 9:00 AM to 4:00 PM, after the publication of notice inviting till closing thereof.

Bid should be submitted at the office of Deputy Commissioner Sanghar, on or before the last date and time of Bid submission. Received bids shall be opened at the same address on the Bid date & time as mentioned above.

Bid security of 2% of the Bid price must be accompanied by Financial proposal seal envelop pay order from any Bank in favour of Deputy Commissioner Sanghar.

Bids will not be accepted / considered / entertained in the following conditions:

1. Conditional and telegraphic bids / tender.
2. Bids not accompanied by bid security of required amount and form.
3. Bids received after the specific date and time.
4. Bids of black listed firms.

The procuring agency reserves the rights to accept or reject any tender or to enhance the quantity. The cost of additional quantities of items shall not exceed 15% of the original

contract amount, quantity subject to the relevant provision of SPPRA Rules 2010 (Amended 2013). No bids shall be entertained after the last bid submission date and time as mentioned above. The Tender notice can be downloaded from the SPPRA website. www.spprasindh.gov.pk.

In case the tenders are cancelled/rejected or un-responded, the next date for issue and opening will as under: -

2nd Attempt	Sale of blank tenders upto 27.02.2018 @ 1:00 PM	Tender will be received back and opened at 1:30 PM on same date i.e. 27.2.2018
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All applicable Government Taxes shall apply.

Address:

Office of the Deputy Commissioner
Sanghar, Zila @ Sanghar,
Sanghar
Tel: 0235-920116


**DEPUTY COMMISSIONER
SANGHAR**

OFFICE OF THE
DEPUTY COMMISSIONER SANGHAR



BIDDING DOCUMENTS
FOR
PROCUREMENT OF FURNITURE FOR VARIOUS
EDUCATIONAL INSTITUTIONS UNDER SOCIAL WELFARE
OBLIGATION FUNDS OF OGDCL



OFFICE OF THE DEPUTY COMMISSIONER
SANGHAR

No.PA/DC/SGR/ 60 /2018
SANGHAR DATED:- 17.01.2018
Phone # 0235-920116, 920117 Fax # 920101
Email: dcsanghar2013@gmail.com

SAY NO TO CORRUPTION

**BIDDING DOCUMENTS FOR PROCUREMENT OF FURNITURE FOR VARIOUS
EDUCATIONAL INSTITUTIONS OF DISTRICT SANGHAR**

Cost of Tender Documents	Rs:- 3000/= Three Thousand only Non-refundable
Tender Selling Date	20/1/2018 to 19/02/2018
Tender Submission Date and Time	19/02/2018 @ 09:30 am
Tender Submission Place	Office of the Deputy Commissioner, Sanghar
Tender Opening Date and Time	19/2/2018 @ 1:30 PM
Tender Opening Place	Office of the Deputy Commissioner, Sanghar

01- INSTRUCTIONS FOR PREPARATION OF BID

- 01.01 Bidder are required to comply with all the clauses mention in the Terms and conditions of the bid documents and any deviation will forexpel bid them from competing in the Tender
- 01.02 The quoted rates should be in Pak Rupees.Bid shall be valid for 60 days from the date of opening of bid. The bid shall be inclusive of the all applicable duties and taxes/ transportations etc, and all other expenses on free delivery to consignee's and at the school institutions as enclosed list throughout District.
- 01.03 Quoted price shall be in figures and words both, if discrepancies between two, prices quoted in words shall prevail
- 01.04 The bidders shall sign a rate contract for whole year 2017-2018, ended on 30th June 2018.
- 01.05 The Tender shall be submitted with all documents and sealed envelopes. Envelops must contain tender inquiry No. on the top. The name of bidder should be affixed on the face of the envelope on the left side. The bidder should prepare the tender in form of Technical and Financial proposals separately in accordance with rule 46 (2) SPPRA rule 2010, amended 2013.The envelope should be marked Technical Proposals and Financial Proposals in Bold and legible letters to avoid confusion. Envelops should be sealed and addressed to the Chairman District Procurement Committee, DC office Sanghar and submitted in tender box on the scheduled date and time
- 01.06 Any alteration / correction must be initiated and each page is to be signed and stamp at the bottom
- 01.07 The Schedule is prepared with the generic name however the bidder may also mention the brand name against the generic name
- 01.08 I items have to be quoted duly filled stamped and signed by the authorized bidder

Note: - No tender will be accepted after closing of the Tender Box, what so ever reason may be.

02- Technical proposal should have the following documents

- 02-01 Original tender receipt
- 02-02 Photocopy of pay Order / demand draft of earnest money in which should not be readable otherwise the bid ignored.
- 02-03 NTN / Income Certificate
- 02-04 Professional Tax Certificate
- 02-05 GST Registration Certificate, if applicable
- 02-06 SRB Sindh Revenue Board
- 02-07 Bidder should submit documentary evidence that can perform over all business of more than / equal to Rs:-50.00 Million, which is mandatory requirement otherwise bid will be rejected

03- Financial proposals should have the following documents

- 03-01 Original pay order / Bank draft of earnest money
- 03-02 Original copy bid offer with quoted price
- 03-03 Only those items financially offer will be announced / considered which are technically qualified by the formulary committee. If any firm was to give the separate item wise financial bid, they are advice to give separate item wise sealed envelope (s) of every item and should mention the name item and tender Sr. No. on the front in the bold and legible letter to avoid the confusion. Else the financial proposal envelops will be opened on qualified items basis and it will not be challenged by the suppliers / contractors to open the financial proposals of the Dis-qualified items.
- 03-04 In case the rates of two or more bidders found equal, all will be accepted on equal sharing basis.

04 TERMS AND CONDITIONS OF CONTRACT

- 04-01 The Successful bidder shall submitted 5% of contract amount as performance security in shape of Call deposit or in payment order.
- 04-02 The Successful bidder shall sign the **District Level Rate Contract agreement** with the Department of Education on Judicial Stamp paper of Rs: - 100/- as per approved format and the work/supply order will be issued by the Deputy Commissioner, Sanghar.
- 04-03 The Rate Contractor, shall affix 0.30% stamp duty. The Income Tax GST or any other payable tax shall be deducted from the bills of Contractors / suppliers
- 04-04 If the contractor / supplier requires Tax exemption facility regarding non deduction of advance income tax, the exemption certificate issued by the concerned authority must be attached and on C.I.F basis a copy of entry and Tax paid Challan copy should be attached with the bill
- 04-05 The Supplies shall be in commercial pack delivered at the school institutions throughout DistrictSanghar, by the authorized



representative of the Firm at the risk and cost of the suppliers. Any breakage or shortage of the stock will be recovered from the supplier

05- DELIVERY

- 05-01 The required stores or required in 30 calendar days

06- LIQUIDATED DAMAGES

- 06-01 The Liquidated / Damage in the event of completion beyond the given schedule, shall be 0.1% each day of delay from the targeted period

07- REDRESSAL

- 07-01 Redressal of grievances and settlement of dispute will be as per SSPRA Rule 2010, amended 2013

08- UNDERTAKING ON RS:-100/- ON JUDICIAL STAMP PAPER

- 08.1 I / we read / understand the specified in the tender inquiry and undertake:-
- 08.02 That I / we will remain bound to supply any item as an additional quantity at the same rate on which said item I / we have supplied during the contract period
- 08.03 That I / we agree whether our tender for total out tender accepted for total/ partial or enhanced quantity for all or any single item
- 08.04 I / we also agree to supply and accept the said item at the rate for the supply of Contracted within the stipulated period shown in the contract
- 08.05 I / we understand and ensure for the supply of quality goods. I / we also agree to supply of 100% additional quantity without any additional charges, If the supplies / part of the supplies declared sub standard
- 08.06 I / we undertake that if any of the information submitted in accordance to this Tender inquiry found incorrect, our contract may be cancelled at any stage on our cost and risk
- 08.07 I / we undertake to deposit the goods testing fees per item to the District Level Committee, the said fees will be deposited directly to POL/CDL, if the assignment given to the said committee
- 08.09 I / we undertake that / I / we will replace the goods
- 08.10 I / we undertake that I / w have never been black listed
- 08.11 I / we also agree supply the 100% additional quantity without any additional charges
- 08.12 The Bidder also to provide the Technical specification and broacher of the Each Item
- 08.13 The DDO / Bidder after passing out the bills, the payment is reserved in shape of pay order or bank draft, till the delivery is over.



TERMS AND CONDITIONS ACCEPTANCE CERTIFICATE

I / we M/s _____ is hereby confirmed that we have carefully read all terms and conditions of the tender and also agreed to abide SPPRA-2010 amended 2013 for the procurements of Furniture & Fixture / Goods etc. during the validity of the tender

Signature of Vendor _____

Name of Authorized Person _____

Designation _____

Seal and Address _____

Telephone No. _____ Fax No. _____ Email Address _____

Witness

01. Name in Full _____ Signature _____

02. Name in Full _____ Signature _____



Bid Data Sheet

The following specification for the goods to be procured shall complement, supplementary amend the provisions in the Instructions to Bidders (ITB) Part One. Whenever there is a conflict, the provisions here in shall prevail over those in ITB.

[Instructions for completing the Bid Data Sheet are provided, as needed, in the note in italics mentioned for the relevant ITB Clauses.]

Introduction	
01 1.1	Deputy Commissioner Sanghar
01	Name of Contract/ Project. Procurement of School [Furniture Items for various educational institutions of District [SANGHAR] .
03	Language of the bid. English

Bid Price and Currency	
04	The price quoted shall be Fixed along with DDP.
05	The price shall be fixed and will not be negotiated once finalized.

Preparation and Submission of Bids	
06	Qualification requirements as per criteria mentioned.
07	Amount of bid security. 2% of Total Bid Price.
08	Bid validity period. 60(Sixty) Days
09	Number of copies. One Original along with one photocopy.
10	IFB title and number procurement of Goods and furniture & Fixture.
11	Dead line for bid submission is [19/02/2018 @ 9:30 AM]
12	Time, date, and place for bid opening is 1:300 PM on [19th February 2018, at The Office of the Deputy Commissioner Sanghar, [Phone No.: [0235-920116]

Bid Evaluation	
13- a	Criteria for bid evaluation. As per criteria attached.
13- b	Or Adjustment expressed in an amount in the currency of Bid evaluation
13- c	Or Adjustment expressed is a percentage
14	Deviation in payment schedule. N/A
15	Cost of spare parts. N/A
16	spare parts and after sales services facilities in the procuring Agency's country N/A
17	Operating and maintenance costs. Factors for calculation of the life cycle cost: (i) number of years for life cycle <i>[it is recommended that the life cycle period should not exceed the usual period before a planned major overhaul of the goods]; N/A</i> (ii) operating costs <i>[e.g., fuel and/or other input, unit cost, and annual and total operational requirements]; N/A</i> (iii) maintenance costs <i>[e.g spare parts—with out duplication of above Clause 25.4(d) requirements—and/or other inputs]; N/A</i> and (iv) rate, as a percentage, to be used to discount all annual future costs calculated under (ii) and (iii) above to present value. N/A or Reference to the methodology specified in the Technical Specifications or else wherein the bidding documents. <i>[The contractually liquidated damages specified in the SCC shall be higher than the evaluation advantage.]</i>
18	Performance and productivity of equipment. 15% of the award contract price
19	Delivery Schedule with 30 Days after award contract and District Procurement Committee / District Sanghar, Constitute, District Inspection and Technical Committee Relevant Parameter in accordance with option selected. Adjustment as a percentage
20	Details on the evaluation method or reference to the Technical Specifications.
21	Specify the evaluation factors. As mentioned evaluation criteria
Contract Award	
22	Percentage of increase or decrease 15 % Bid Value.

Evolution Criteria for Procurement Furniture for various educational institutions of district Sanghar for the year 2017-18

The Technical Bids Shall be Evaluated on the basis of following Parameters				
Sr#	Evaluation Parameters		Total Marks	Brief
	Company / Firm / Individual Information			
	Required Field	Marks		
01	• No. of years in Business	10	45	02 Marks for each year in business Max (10)
	• Annual Turnover in Million	15		0.75 Marks per Million turnover Max (15)
	• NTN Registration Certificate	10		10 Marks firm have NTN Certificate
	• Sales Tax Registration Certificate	10		10 Marks firm with register and Sale Tax
02	Technical Proposal Specification and Brochures	10	10	10 Marks if firm provide complete details specification and brochures provide supplied item which are quoted
Financial Capabilities				
03	Income Tax Annual Return 3 Years	09	25	3 Marks production of each year Income Tax return Max (09)
	Audited Financial Statement 3 Years	06		2 Marks production of Financial Audit Statement each year Max (06)
	Monthly Sale Tax Summary of last 10 Months	10		1 Marks production of each month Sale Tax return Max (10)
	Relevant Fields Experience			20
Note: firm must get 75% Marks in Technical Evaluation for qualifying as per above mention Criteria				

**SPECIMEN FOR AUTHORIZATION LETTER BY MANUFACTURER /
IMPORTER FOR THEIR DISTRIBUTER**

I / we M/s _____ hereby authorize M/s
_____ Address _____

as our authorized Distributor, for DC office Sanghar

We give undertaking that if there is any sub-standard spurious, counterfeit, misbranded or contaminated and short supply of item (s) by our Distributor, we will be responsible for the same, we also undertake that we have read and understood the terms and conditions of the tender enquiry

Signature of Manufacturer / Importer _____

Name and Designation _____

Address _____

Note:- All the above said instruction must be read carefully for compliance: else the offer will be ignored

Department reserves the right to ask and verify any document from the participants related with manufacturer / importer of item, to assess the quality



FURNITURE

Sr. No.	Item with Specification	Quantity	Offered Rate	Amount
1	<p>Dual Desk (wood Made), full frame of angle iron, 1 1/2" x 1 1/2", 1/8 size 35 1/2"x32x30", top plank 35 1/2"x13"x3.4, Plank for book shelf 30"x7x3/4", Seat Plank 35.5"x10x3/4", back 35.5"x3/4" made wood with screw angle iron frame, black color finish all wood spirit polish.</p>	500		
2	<p>Teacher Chair: (Wooden made): Size 21"x18"x17"x36" front leg 2"x2" back leg 2"x2", seat frame parti 2 1/2"x1 1/2" back frame patti 2"x1", seat height 18" nitted with superior nylon joint must, be glued furnish with spirit polish, seat nylon netting with back stappaties 3"x3/4" and 1-1/4"x3/4" 2 Nos.</p>	150		
3	<p>Teacher Table: Size 48"x30"x24" made of Solid wood leg size 2"x2"(4 Nos) Frame patty 2"-1/2"x1-1/4" fppt rest 2-1/2" X1-1/4" with one drawers lock & key with handle top lamination wood drawers front 12"x4"x7/8" thick solid wood drawers bottom 1.8" thick lasani, (moisture 15% to 20%) straight grain and free from all defective specially sap wood with pure spirit polish.</p>	50		
4.	<p>Tablet Chair Overall size depth 450xwidth 470xheight 780 mm seat height 450 mm Tablo height =645 mm Seat size – 430x450 mm (08 Nos. wooden steps) Back size 430x770 mm (03 Nos. bend of wooden pieces fixed with 10 mm wooden dowels. Chair structure made of mild steel. Finished with NC silver print/powder corting having 20x20 mm rubber shoe good quality.</p>	100		

