Provincial Disaster Management Authority
Rehabilitation Department
Government of Sindh

Bidding Documents

For

National Competitive Bidding

Pakistan

Procurement of Relief Goods/ Items/ Equipments -2017-18

PART ONE (FIXED)

- Instructions to Bidders (ITB)
- General Conditions of Contract (GCC)

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Instructions to Bidders

A. Introduction

1. Source of Funds

1.1 The Procuring agency has received funds from provincial government for the procurement of relief goods/ items / equipments in anticipation of monsoon/ floods/ heat stroke and to meet the demand of Pak Army for the FY2016-17 and the said funds will be applied to eligible payments under the contract for which these bidding documents are issued.

1.2 Payment by the Fund will be made only at the request of the Procuring agency and upon approval by the competent authority, and in all respect to the terms and conditions of the agreement. No party other than the Procuring agency shall derive any rights or have any claim to the allocated fund proceeds.

2. Eligible Bidders

2.1 This Invitation for Bids is open to all suppliers from eligible source as defined in the SPP Rules, 2010 (amended 2013) and its Bidding Documents except as provided hereinafter.

2.2 Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring agency to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation for Bids.

2.3 Government-owned enterprises in the Province of Sindh may participate only if they are legally and financially autonomous, if they operate under commercial law, and if they are not a dependent agency of the Government of Sindh.

2.4 Bidders shall not be eligible to bid if they are under a declaration of ineligibility for corrupt and fraudulent practices issued by theany

government organization in accordance with sub clause 34.1

3. Eligible Goods and Services

3.1 All goods and related services to be supplied under the contract shall have their origin in eligible source countries, defined in the SPP Rules, 2010 (amended 2013) and its Bidding Documents ,and all expenditures made under the contract will be limited to such goods and services.

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

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

4. Cost of Bidding

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

B. The Bidding Documents

5. Content of Bidding Documents

5.1 The bidding documents include:

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

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

rejection of its bid.

6. Clarification of Bidding Documents

6.1 A interested Bidder requiring any clarification of the bidding documents may notify the Procuring agency in writing. The Procuring agency will respond in writing to any request for clarification of the bidding documents which it receives no later than three working days prior to the deadline for the submission of bids prescribed in the Bid Data Sheet. Written copies of the Procuring agency's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all interested bidders that have received the bidding documents.

7. Amendment of Bidding Documents

7.1 At any time prior to the deadline for submission of bids, the Procuring agency, for any reason, whether at its own initiative or in response to a clarification requested by a interested Bidder, may modify the bidding documents by amendment.

7.2 All interested bidders that have received the bidding documents will be notified of the amendment in writing, and will be binding on them.

7.3 In order to allow interested bidders reasonable time in which to take the amendment into account in preparing their bids, the Procuring agency, at its discretion, may extend the deadline for the submission of bids.

C. Preparation of Bids

8. Language of Bid

8.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring agency shall be written in the language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified in the Bid Data Sheet, in which case, for purposes of interpretation of the Bid, the translation shall govern.

9. Documents Comprising the Bid

9.1 The bid prepared by the Bidder shall comprise the following components:

(a) a Bid Form and a Price Schedule completed in accordance with ITB Clauses 10, 11, and 12;

(b) documentary evidence established in accordance with ITB

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

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

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

10. Bid Form

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

11. Bid Prices

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

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

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

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

12. Bid Currencies

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

13. Documents Establishing Bidder's

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

Eligibility and Qualification

13.2 The documentary evidence of the Bidder's eligibility to bid shall establish to the Procuring agency's satisfaction that the Bidder, at the time of submission of its bid, is from an eligible country as defined under ITB Clause 2.

13.3 The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the Procuring agency's satisfaction:

(a) that, in the case of a Bidder offering to supply goods under the contract which the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the goods' Manufacturer or producer to supply the goods in the Procuring agency's country;

(b) that the Bidder has the financial, technical, and production capability necessary to perform the contract;

(c) that, in the case of a Bidder not doing business within the Procuring agency's country, the Bidder is or will be (if awarded the contract) represented by an Agent in that country equipped, and able to carry out the Supplier's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications; and

(d) that the Bidder meets the qualification criteria listed in the Bid Data Sheet.

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

14.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the eligibility and conformity to the bidding documents of all goods and services which the Bidder proposes to supply under the contract.

14.2 The documentary evidence of the eligibility of the goods and services shall consist of a statement in the Price Schedule of the country of origin of the goods and services offered which shall be confirmed by a certificate of origin issued at the time of shipment.

14.3 The documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, and data, and shall consist of:

(a) a detailed description of the essential technical and

performance characteristics of the goods;

(b) a list giving full particulars, including available sources and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods for a period to be specified in the Bid Data Sheet, following commencement of the use of the goods by the Procuring agency; and

(c) an item-by-item commentary on the Procuring agency's Technical Specifications demonstrating substantial responsiveness of the goods and services to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications.

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

15. Bid Security

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

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

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

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

(b) irrevocable encashable on-demand Bank call-deposit.

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

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

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

15.7 The bid security may be forfeited:

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

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

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

or

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

16. Period of Validity of Bids

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

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

17. Format and Signing of Bid

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

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

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

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

17.4 The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid, and to contract execution if the Bidder is awarded the contract.

D. Submission of Bids

18. Sealing and Marking of Bids

18.1 The Bidder shall seal the original and each copy of the bid in separate envelopes, duly marking the envelopes as "ORIGINAL" and "COPY." The envelopes shall then be sealed in an outer envelope.

18.2 The inner and outer envelopes shall:

(a) be addressed to the Procuring agency at the address given in the Bid Data Sheet; and

(b) bear the Project name indicated in the Bid Data Sheet, the Invitation for Bids (IFB) title and number indicated in the Bid Data Sheet, and a statement: "DO NOT OPEN BEFORE," to be completed with the time and the date specified in the Bid Data Sheet, pursuant to ITB Clause 2.2.

18.3 The inner envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared "late".

18.4 If the outer envelope is not sealed and marked as required by ITB Clause 18.2, the Procuring agency will assume no responsibility for the bid's misplacement or premature opening.

19. Deadline for Submission of Bids

19.1 Bids must be received by the Procuring agency at the address specified under ITB Clause 18.2 no later than the time and date specified in the Bid Data Sheet.

19.2 The Procuring agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in accordance with ITB Clause 7, in which case all rights and

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

20. Late Bids

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

21. Modification and Withdrawal of Bids

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

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

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

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

E. Opening and Evaluation of Bids

22. Opening of Bids by the Procuring agency

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

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

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

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

23. Clarification of Bids

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

24. Preliminary Examination

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

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

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

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

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

Note: In case it is found that any of the requisite document is missing, the bid will be considered non responsive and rejected accordingly. **Each bid for goods must be accompanied with sample.**

25. Evaluation and Comparison of Bids

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

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

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

(a) incidental costs

(b) delivery schedule offered in the bid;

(c) deviations in payment schedule from that specified in the Special Conditions of Contract;

(d) the cost of components, mandatory spare parts, and service;

(e) the availability Procuring agency of spare parts and after-sales services for the equipment offered in the bid;

(f) the projected operating and maintenance costs during the life of the equipment;

(g) the performance and productivity of the equipment offered; and/or

(h) other specific criteria indicated in the Bid Data Sheet and/or in the Technical Specifications.

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

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

the final destination.

(b) *Delivery schedule.*

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

or

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

or

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

(c) *Deviation in payment schedule.*

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

or

(ii) The SCC stipulates the payment schedule offered by

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

(d) *Cost of spare parts.*

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

or

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

or

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

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

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

(f) *Operating and maintenance costs.*

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

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

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

or

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

(h) *Specific additional criteria indicated in the Bid Data Sheet and/or in the Technical Specifications.*

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

Alternative 25.4 Merit Point System:

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

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

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

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

26. Contacting the Procuring agency

26.1 Subject to ITB Clause 23, no Bidder shall contact the Procuring agency on any matter relating to its bid, from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the Procuring agency, it should do so in writing.

26.2 Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

F. Award of Contract

27. Post-qualification

27.1 In the absence of prequalification, the Procuring agency will determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in ITB Clause 13.3.

27.2 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 13.3, as well as such other information as the Procuring agency deems necessary and appropriate.

27.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

28. Award Criteria

28.1 Subject to ITB Clause 30, the Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is

determined to be qualified to perform the contract satisfactorily.

29. Procuring agency's Right to Vary Quantities at Time of Award

29.1 The Procuring agency reserves the right at the time of contract award to increase or decrease, by the percentage indicated in the Bid Data Sheet, the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions.

30. Procuring agency's Right to Accept any Bid and to Reject any or All Bids

30.1 The Procuring agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Procuring agency's action.

31. Notification of Award

31.1 Prior to the expiration of the period of bid validity, the Procuring agency will notify the successful Bidder in writing by registered letter or by cable, to be confirmed in writing by registered letter, that its bid has been accepted.

31.2 The notification of award will constitute the formation of the Contract.

31.3 Upon the successful Bidder's furnishing of the performance security pursuant to ITB Clause 33, the Procuring agency will promptly notify each unsuccessful Bidder and will discharge its bid security, pursuant to ITB Clause 15.

32. Signing of Contract

32.1 At the same time as the Procuring agency notifies the successful Bidder that its bid has been accepted, the Procuring agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.

32.2 Within thirty (30) days of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency. **The procuring agency reserves the right to change the period of signing of contract according to the circumstances.**

33 Performance Security

33.1 Within twenty (20) days of the receipt of notification of award from the Procuring agency, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, in the Performance Security Form provided in the bidding documents, or in another form acceptable to the Procuring agency.

33.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 32 or ITB Clause 33.1 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid

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

34. Corrupt or Fraudulent Practices

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

(a) defines, for the purposes of this provision, the terms set forth below as follows:

(i) "corrupt practice" means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution; and

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

(b) will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;

(c) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a Government-financed contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a Government-financed contract.

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

Part One - Section II.
General Conditions of Contract

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General Conditions of Contract

1. Definitions

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

(a) "The Contract" means the agreement entered into between the Procuring agency and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

(b) "The Contract Price" means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.

(c) "The Goods" means all of the items, goods, equipment, machinery, and/or other materials which the Supplier is required to supply to the Procuring agency under the Contract.

(d) "The Services" means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract.

(e) "GCC" means the General Conditions of Contract contained in this section.

(f) "SCC" means the Special Conditions of Contract.

(g) "The Procuring agency" means the organization purchasing the Goods, as named in SCC.

(h) "The Procuring agency's country" is the country named in SCC.

(i) "The Supplier" means the individual or firm supplying the Goods and Services under this Contract.

(j) "The Project Site," where applicable, means the place or places named in SCC.

(k) "Day" means calendar day.

2. Application

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

not superseded by provisions of other parts of the Contract.

3. Country of Origin

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

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

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

4. Technical Specifications

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

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

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

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

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

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

6. Patent Rights

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

7. Performance Security

7.1 Within twenty (20) days of receipt of the notification of Contract award or as mentioned in the award of contract, the successful Bidder shall furnish to the Procuring agency the performance security in the amount specified in SCC.

7.2 The proceeds of the performance security shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

7.3 The performance security shall be denominated in the currency of the Contract acceptable to the Procuring agency and shall be in one of the following forms:

(a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the Procuring agency's country, in the form provided in the bidding documents or another form acceptable to the Procuring agency; or

(b) a cashier's or certified check.

7.4 The performance security will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC.

8. Inspections and Tests

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

8.2 The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at

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

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

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

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

9. Packing

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

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

10. Delivery and Documents

10.1 Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in the Schedule of Requirements. The details of shipping and/or other documents to be furnished by the Supplier are specified in SCC.

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

11. Insurance

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

12. Transportation

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

13. Incidental Services

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

(a) performance or supervision of on-site assembly and/or start-up of the supplied Goods;

(b) furnishing of tools required for assembly and/or maintenance of the supplied Goods;

(c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;

(d) performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and

(e) training of the Procuring agency's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.

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

14. Spare Parts

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

(a) such spare parts as the Procuring agency may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under the Contract; and

(b) in the event of termination of production of the spare parts:

(i) advance notification to the Procuring agency of the pending termination, in sufficient time to permit the Procuring agency to procure needed requirements; and

(ii) following such termination, furnishing at no cost to the Procuring agency, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

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

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

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

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

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

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

16. Payment

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

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

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

16.4 The currency of payment is Pak. Rupees.

17. Prices

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

18. Change Orders

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

(a) drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Procuring agency;

(b) the method of shipment or packing;

(c) the place of delivery; and/or

(d) the Services to be provided by the Supplier.

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

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

19. Contract Amendments

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

20. Assignment

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

21. Subcontracts

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

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

22. Delays in the Supplier's Performance

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

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

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

23. Liquidated

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

Damages

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

24. Termination for Default

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

(a) if the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring agency pursuant to GCC Clause 22; or

(b) if the Supplier fails to perform any other obligation(s) under the Contract.

(c) if the Supplier, in the judgment of the Procuring agency has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this clause:

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

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

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

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

25. Force Majeure

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

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

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

26. Termination for Insolvency

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

27. Termination for Convenience

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

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

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

(a) to have any portion completed and delivered at the Contract terms and prices; and/or

(b) to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Supplier.

28. Resolution of Disputes

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

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

29. Governing Language

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

30. Applicable Law

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

31. Notices

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

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

32. Taxes and Duties

32.1 Supplier shall be entirely responsible for all taxes, duties, licenses and fees, etc., incurred until delivery of the Contracted goods to the Procuring Agency.

Provincial Disaster Management Authority Rehabilitation Department Government of Sindh

Bidding Documents

For

National Competitive Bidding

Procurement of Relief Goods / Items/ Equipments & Office Supplies 2017-18

PART TWO (PROCUREMENT SPECIFIC PROVISIONS)

- Invitation for Bids (IFB)
- Bid Data Sheet (BDS)
- Special Conditions of Contract (SCC)
- Schedule of Requirements
- Technical Specifications
- Sample Form

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Invitation for Bids for Newspapers

PROVINCIAL DISASTER MANAGEMENT AUTHORITY
GOVERNMENT OF SINDH

Date: 26th March, 2018
IFB No: _____

TENDER NOTICE

The Provincial Disaster Management Authority (PDMA), Rehabilitation Department, Government of Sindh, Karachi invites sealed bids (with duties/taxes such as income tax, sales & customs) from eligible bidders, who must be registered with the Income & Sales Tax Departments for the supply of relief goods as detailed below in accordance with Sindh Public Procurement Rules (SPPRA) 2010 amended 2013.

S No	Package s	Items	Quantity	Specification
01	**Relief Package 1 (Item # 1 to 7)**	**Tents**	5,000	Tent Single Fly Single Fold Size: 4X3 Yards. Centre Height of 2 Yards, Side Wall height 0.75 yards. Made out of single layer Dyed or Natural Color Waterproof Canvas quality 350 Gms/Sq.Mt. 2 Iron standing poles of 2 Yds height each and one ridgepole folding all painted with color. All required tools and accessories for ready use such as 8 iron pegs, 8 iron pins and one iron hammer with wooden handle. Ground sheet made of PE Laminated cloth as per size of the tent. PDMA logo on each. Firm must be ISO Certified.
02		**Portable Washroom**	2,500	Tent Size 1 Mt. X 1 Mt. Made out of Heavy Duty Waterproof Canvas. Having four standing poles on each corner. Includes squatting plate, Pegs, pins and hammer. PDMA logo on each
03		**Portable Chairs**	5,000	Folding chairs material: Strong cloth + steel Black color Item size: 40x80CM Item gross weight: 2.5 to 5KG Seat Height 40 Cm Weight Capacity 110 KG PDMA logo on each
04		**Stoves**	5,000	Good Quality Stove with 2 kg Gas cylinder and burner.
05		**Bedding (Mets)/Chaddar**	10,000	Size: length 104" width 60" raw material: 100% cotton. Total weight of bed sheet: below 500 gm. Shrinkage: 2% maximum each side. Scouring loss: 2% maximum finish: soft feel, full bleached, snow white should not turn yellow after repeated laundering. General: the fabric should be free from weaving defects strong stitching boundary. PDMA logo on each
06		**Jerry Cans**	5,000	10 Litter Collapsible Jerry Can, UN Standard Collapsible 10Litter Jerry Can Made out of Food Grade LDPE Material suitable for storing drinking water with screwable cap.
07		**Pillows**	25,000	*The cover is made of soft 100% cotton, 200 thread count Fabric, box baffled to maximize loft and has double stitched edges with Sateen pipin.* *Soft springy Ball Fiber is blown into a duvet shell.* *Hypo-allergenic, washable.* *With PDMA logo*
08	**Relief Package 2 (Item # 8 to 12)**	**Wheel Chairs**	100	*Good quality Folding wheelchair made out of iron pipes, Heavy duty wheelchair Fixed, PVC fixed PVC seat, with manual breaks, aluminum foot plates, frame color chrome/ black, along with fixed footrest.* *Heavy duty wheelchair* *PDMA logo on each*
09		**Stretchers**	100	*Single fold Stretchers made from superior quality wooden pipe with thick tarpaulin Canvas cloth and wings size 24X90.* *PDMA logo on each*
10		**Folding Bed/ Tabular Charpoy**	2,500	*Tabular Charpoy with specification, metal pipe size 1½ inch Dia of 16 gauge, well balanced , Tape Niwar Three Roll with folding legs and completely painted with black color.*

11		**Folding Cupboards/racks**	2,500	*Frame made out of Aluminum pipes with good quality waterproof Fabric Cover including zipper for opening.* *PDMA Logo in each*
12		**Water Cooler**	2,500	*Plastic water cooler, storage capacity up to 10 liters, with the capability of keeping the water cool up to 5 to 7 hours .* *PDMA logo on each*
13	**Relief Package 3 (Item # 13 to 15)**	**First Aid Kit**	5,000	*Composition of the set shall be as under:-* *Glove 1 X* *Sanitary Cotton 3 X pieces.* *Adhesive Tape with Pad (L. M size) 4 X pieces.* *Adhesive tape with pad (s. size) 5 X pieces.* *Wound Protection pad 2 X Pieces* *Bandage 2 X Triangular Bandage 1 X* *Tape 1 X* *Scissors 1 X* *Tweezers 1 X* *Content to be securely packed, preventing any damage or goods dispersion in the carton* *PDMA logo on each individual Kit/ pouch*
14		**Hygiene Kit**	5000	*Hygiene Kit should contain the following items:* *1 x Towel-Cotton material of size 2 x 4 Feet.* *2 x Towel (Medium)- Cotton material of size 1.5 x3 feet.* *3 x Toothpaste with tooth brushes(Medium)-Minimum 100 grams* *3 x Miswak-Minimum 8-10 inches in length* *2 x Liquid Soap(250ml)* *2 x Soap(Dish wash 215 grams)* *2 x Laundry Soap-250 grams* *1 x Nail Cutter-Stainless steel* *3 x Cotton Roll(400 gms)* *6 x Gauze pieces – sterilized* *6 x disposable razors / shavers with a plastic handle in with strength rubbing foiling in a pack* *2 x roll of environmentally friendly toilet papers* *4 x Pieces of cotton cloth(Absorbent- length & width- 1 meter)* *1 x Large comb(anti lice) with wide spikes (women style)* *1 x Small plastic comb with small plastic spikes (men style)* *All items to be packed in one master pack made of carton. Content to be securely packed, preventing any damage or goods dispersion in the carton* *PDMA logo on each Kit.*

15		**Kitchen Sets**	5,000	*Composition of the set shall be as under:-* *1 x 7 Litres Cooking Pot made of stainless steel (0.8mm) with Lid. Having size of 25-28 cms, with lid thickness1mm, two round thick wire rode handle, sandpaper finish.* *1 x 5 Litres Cooking Pot made of stainless steel (0.8mm) with Lid. Having size of 22- 24 cms, with lid thickness 1mm, two round thick wire handle, sandpaper finish.* *1 x 2.5 Litres Frying Pan made of stainless steel (0.8mm) or with handle covered by insulating materials.* *5 x 1 Litres Bowl metallic. Having thickness of 1.50mm, with 16-18 cm diameter with border.* *5 x 0.75 Litres Plates metallic with 24/25 cm diameter with border.* *5 x 0.3 Litres Cups made of Plastics, with handle* *1 x Stainless steel spoon having size of 30-35 cms.* *5 x 15 ml table-spoons, polished finished.* *5 x Fork-table of size 17 cm, polished finished.* *1 x Kitchen knife- stainless steel blade, cutting edge 14/15 cm long, 2.5 cm wide with molded plastic handle.* *1 x Scouring Pad* *1 x Emergency Light/ lantern medium-Rechargeable with battery cell* *All items to be packed in one master pack made of carton. Content to be securely packed, preventing any damage or goods dispersion in the carton.* *PDMA logo on each*
16	**Relief Package 4 (Item # 16 to 19)**	**Sweater**	10,000 Sets	*Good Quality woolen Sweaters. A Set of 3 Sweaters, One male, one female and one Child (approximately 5 to 7 years old).*
17		**Rubber Shoes**	2,000	*Good Quality Imported Rubber Shoes of size 9/ 43-44.*
18		**Hand Fan**	25,000	*Made out of Good Grade plastic with proper finish.*
19		**Plastic Mats/ Chatai**	5,000	*Product: Polypropylene Mats* *Size: W: 8 feet x L: 12 feet (96 SFT)* *Colors: Single or Multi Color* *Weight: 345~370 GSM (+/-10%)* *Weight/Mat: 3.0~3.5KG (+/-10%)*
20	**Water Proof Torch**		715	**All-purpose flashlight:** Designed for outdoor search & rescue, etc. Rechargeable by USB port for convenient power charging, With a maximum output of 1000 Lumens, can be used as a handheld flashlight, waterproof and 1m drop resistance, including 2400mAh rechargeable battery and the USB cable.
21	**Wireless set / Wakie Talkie Set**		40	Removable Antenna Li-ion Battery, Wight Approx. 340g/02.0oz, Two way radio, 128 channels / 8 zones, 400 to 450 MHz or 450-512MHz VHF frequencies, LCD display.
22	**Search Lights**		300	Aluminum housing Schwazz color, hand held search light, weight approx less than 1900g, power supply 12 V-24V, back up time minimum 3 hours, luminous intensity 3000lm to 5000lm,
23	**GPS**		65	**Physical:** Fully –gasketed case , high impact plastic alloy, waterproof to IPX7 standard approx 5.3 ounces (150g) with batteries and 4.4" H x 2" W x 1. 2" D in size. **Performance:** Differential – ready receiver, 12parallel channels, GPS accuracy 15 meters (49fit) rms and built in antenna. **Power:** Two 1.5 volts AA batteries input and up to 16 hours for typical use battery life.
24	**Fiber Glass Boats**		40	Fiberglass Rescue Boats 19ft length overall, width 5'5", depth 2'3" overall, with nonslip blue color floor with driver seat at back for OBM operation. Along with 6 oars for manual operation, 3 towing hooks fixed on boat, 100 meter floatable rope. The manufacturer must have minimum 5 years of experience of boat building and supply of similar boats for relief operations in Sindh. The manufacturer must have a proper boat building facility in Sindh to facilitate after sales service and repairs. With PDMA, s /Gos colored logo
25	**OBM (40 HP)**		40	Two stroke with manual start and tiller model. Having fuel tank and tool kit. Preferable made in Japan, Europe ,America or equivalent with warranty. The brand must have a complete 3S supports facility in Sindh. Authorization certificate is mandatory. One year warranty.
26	**Buoy/ Life Ring**		173	Life ring with reflective strips filled with polyurethane foam carrying structure in plastic material .External Dia 70cm, internal Dia 44cm weight 2.5kg approx.
27	**Ladders**		100	30 feet free shipping aluminum alloy rung steel folding aluminum escape ladder for rescue purpose.
28	**Generator 4 KVA**		30	4 KVA Generator Set , Japan, Europe ,America or equivalent , Self Start with manual

			option, battery 12 volts, Single Phase, Output : ± 4.0KVA, Fuel Tank of at least 20 Liters on strong moveable frame with wheel and handle with cleaning accessories i.e. general tool kit along with one year warranty.
29	**Generator 35 KVA**	02	35 KVA Generator Set , Japan, Europe ,America or equivalent , Self / Automatic Start, battery as per the optimal requirement of the said generator , 03 Phase, Diesel Engine, Exhaust Silencer, control panel with load panel, sound proof canopy, Output : ±34 KVA, standard Installation wires sets, Fuel Tank with cleaning accessories i.e. general tool kit, along with one year warranty.
30	**De-watering Pump 36 HP**	20	Trolley mounted 36 HP (30 KW) diesel engine pump with a discharge capacity of 1500 to 2500 gallons per minute. Suction pipe dia: 8 inch, delivery pipe dia: 8 inch, canvas pipe, delivery pipe length 100 feet, suction length 15 feet. All requisite accessories such as nozzle, bend, nuts bolts etc to accompany each pump .
31	**Anchor for relief boat**	142	10-15 kg steel, galvanized flower type or folding anchor

2. The Interested eligible bidders may either down load the detailed Bidding Documents for the relief goods having specifications mentioned and terms & conditions from websites of PDMA (www.pdma.gos.pk) and SPPRA (www.pprasindh.gov.pk) or can collect the Bidding Documents from PDMA Head Office during office hours from the date of publication of NIT till 12.04.2018 on payment of Rs. 3000/- for each item / relief package separately through Pay Order as Tender Fees (non-refundable) in favor of Provincial Disaster Management Authority Sindh. Those who download bidding documents from the website will have to submit the Tender Fees via Pay Order in the name of PDMA amounting to Rs.3000/- for each item / relief package separately, at the time of submission of bids. The last date to submit the bids is 13.04.2018 till 1430 hours. Bids will be opened in the presence of bidders or their authorized representatives who choose to attend at 1530 hours on 13.04.2018 at the office of Director General PDMA, Bungalow # 82, Lane No. 10, Khayaban-e- Hilal, DHA Phase-VI, Karachi. Bids can be submitted for all or any of the items mentioned above along with 2 % earnest money in the form of Pay Order in the name of PDMA Sindh.

3. The proposal shall be submitted as single stage-two envelop; each envelop should consist of technical and financial proposal separately and should be clearly marked and placed inside a single envelop. The Bidders applying/ bidding for the Relief Packages must bid for all the items of that package. Bidders are required to provide samples for all the items for evaluation purpose except items No. 21, 23, 28, 29 & 30 for which the bidders are required to submit catalogue / user manual & onsite inspection will be conducted for the samples of item No. 24, & 25. The competent authority reserves the right to reject all or any bid thereof if the forms provided in the bidding documents are not duly filled (along with sign & stamp of the bidders) or submitted without relevant documents & the bids are not found in accordance with SPP Rules 2010.

4. The bidder are required to provide (Income Tax & Sales Tax) Registration Certificate, ISO Certificate(s), Manufacturing authorization certificate (for the relevant item(s)), Original manufacturer of the products will be give preference. In the case of bidding for the relief packages the bidders must also intimate / quote the prices of individual items of that relief package with the total quoted price of the relief package, supplier / bidder have minimum 05 year experience of supply.

5. Prices should include all applicable taxes & transportation charges (inclusive of loading / unloading charges) to the warehouses of PDMA Sindh . Successful bidders are required to supply 100 % delivery within 30 days of signing of agreement. Technical qualification criteria are available in the bidding document which will be strictly adhered to.

-sd-
ASSISTANT DIRECTOR (P)
Provincial Disaster Management
Authority, Sindh (PDMA) Bungalow No.
82, Lane. 10, Khayaban -e- Hilal,
DHA Phase –VI, Karachi.
Ph: 021-99332701-2, Fax: 021-99332700

Invitation of Bids on Web for Relief goods

Date: 26th March, 2018
IFB No: __

The Provincial Disaster Management Authority (PDMA), Rehabilitation Department, Karachi now invites sealed bids (with duties/taxes such as income, sales & customs) from eligible bidders who must be registered with the Income & Sales Tax Departments for the supply of relief goods detailed below. In case rendering services like "transport services", the bidder must be having valid registration with Sindh Revenue Board as per Sindh Revenue Act 2010.

2. A complete set of bidding documents may also be obtained by interested bidders on the submission of a written application to the Director General, PDMA Sindh (email: dg@pdma.gos.pk/ info@pdma.gos.pk)

3. Tenders must be supported with 2% earnest money of the total quoted bid value (Re-fundable) in shape of Bank Draft in favour of PDMA Sindh. In case of non- provision or in-sufficient earnest money, the bid(s) will not be considered.

4. Interested eligible bidders may download the detailed Bidding Documents for the relief goods having specifications mentioned and terms & conditions from websites of PDMA (www.pdma.gos.pk) and SPPRA (www.pprasindh.gov.pk). Those who download bidding documents from the website will have to submit the Tender Fees via Pay Order in the name of PDMA amounting to Rs.3000/- at the time of submission of bids whereas bidders collecting tender documents from the Head office will have to submit Tender Fees of Rs.3000 vide Pay Order. Bids must be delivered to the above office on or before ***1430 hours*** on ***13.04. 2018 .*** Bids will be opened in the presence of bidders or their authorized representatives who choose to attend at ***1530 hours on 13.04. 2018*** at the office of Director General PDMA, Bunglow No. 82, Lane No. 10, Khayaban-e-Hilal, DHA Phase-VI, Karachi.

5. The bidders are requested to give their best and final prices as no negotiations are allowed. The bidders are eligible to bid for the complete package or for a single item. Bids containing overwriting or incomplete in terms of documentations as requested in bidding documents will not be accepted.

6. As provided in the Bidding Documents, bidder(s) engaged in corrupt or fraudulent practices (including collusion / polling) will be declared ineligible either indefinitely or for a stated period of time.

7. The Authority reserves the right to accept or reject, any or all bids in pursuance to the provision of SPPRA Rules. However, the Authority shall upon request communicate, to any supplier or contractor who submitted a bid, the grounds for its rejection of all bids, but is not required to justify those grounds.

-sd-
ASSISTANT DIRECTOR (P)
Provincial Disaster Management
Authority, Sindh (PDMA) Bungalow No.
82, Lane. 10, Khayaban -e- Hilal,
DHA Phase –VI, Karachi.
Ph: 021-99332701-2, Fax: 021-99332700

Section II. Bid

Data Sheet

Bid Data Sheet

The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Part One. Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

INTRODUCTION		
ITB 1.1	Name of Borrower	Provincial Disaster Management Authority, Rehabilitation Department, Government of Sindh.
ITB 1.1	Name of Project	-Not applicable-
ITB 1.1	Name of Contract	Procurement of Relief Goods/ Items/ Equipments FY 2017-18
ITB 4.1	Name of Purchaser	Provincial Disaster Management Authority, Rehabilitation Department, Government of Sindh.
ITB 6.1	Purchaser's Address	ASSISTANT DIRECTOR (P) Provincial Disaster Management Authority (PDMA) Bunglow No.82, Lane No. 10, Khayaban-e-Hilal, DHA, Phase-VI, Karachi.
ITB 8.1	Language of the Bid	English

BID PRICE & CURRENCY		
ITB 11.2	The price quoted shall be	Delivered duty paid (DDP) in Pak Rupees.
ITB 11.5	The price shall be	Fixed and must include the General Sales Tax (GST) and other taxes and duties, where applicable as per law. In case rendering services like "transport services", the bidder must be having valid registration with Sindh Revenue Board as per The Sindh Sales Tax on Services Act, 2011. If there is no mention of taxes, the offered / quoted price(s) will be considered as inclusive of all prevailing taxes / duties.

PREPARATION AND SUBMISSION OF BIDS		
ITB 13.3 (d)	**Qualification requirements**	1. The bidder must have at least five years of experience in manufacturing or supplying of similar items as requisitioned in the bid. 2. The bidder must submit manufacturers / supplier authorization on the format provided in Section VI of the bidding documents with his bid for all the equipments. Since un-branded equipments have no authorization, therefore, specified authorizations having brands therein must be accompanied. 3. The bidder must submit National Tax No., Sales Tax No.

		Certificates & Income Tax clearance certificate on the last income Tax returns of the current fiscal year. Proof of valid registration with Sindh Revenue Board as per The Sindh Sales Tax on Services Act, 2011 2010, in case of "transport service". 4. If an agent submits bid on behalf of more than one manufacturer, unless a separate Bid Form for each bid, and a bid security, when required, for each bid and authorization from the respective Manufacturer, all such bids will be rejected as non-responsive. 5. Tenders are required to be supported with a Bank Draft / Pay Order / Call Deposit not less than 2% of the total bid value (refundable) as earnest money from any schedule Bank of Pakistan. The tenders found deficient of the earnest money compared to total bid value will not be considered. No personal cheques will be acceptable at any cost. The previous earnest money will not be considered or carried forward. The earnest money will not be entertained/calculated on itemized basis. 6. Price offered for any item should be for the entire quantity demanded; partial quantity offers shall straightaway be rejected. 7. The tenderer has to quote only one rate for each item as per tender specification. No alternate model or separate accessories will be accepted and only first offer will be considered. 8. The bidders may participate in all items or any of the specified item(s). 9. The bidder has to submit the **sample of the products / goods or the user manual / catalogue as the case may be** for which the bid is being is submitted at the time of submission of bid. Relevant certification of the sample with respect to its specs from the Manufacturer should be supported with the documents. 10. In the case of bidding for the relief packages the bidders must also intimate / quote the prices of individual items of that relief package with the total quoted price of the relief package. The bids will be evaluated on the lowest package price in case of packages. Evaluation of the bidder will also be made on the basis of (i) Financial Data (Bank Statement, Audit Reports, Company's financial position, etc.) of the bidder's company and (ii) Past Experience & clientele (work order as proof). Thus, 10 marks (10%) will be allocated for the two components in the overall evaluation.
ITB 15.1	Amount of bid Security/ Earnest Money	2% of the total quoted bid value.
ITB 16.1	Bid validity period.	60 days from the date of opening of the tender.
ITB 17.1	Number of copies.	One original & One additional Copy.
ITB 18.2 (a)	Address for bid submission.	ASSISTANT DIRECTOR (P) Provincial Disaster Management Authority (PDMA) Bunglow No.82, Lane No.10, Khayaban-e-Hilal, DHA Phase-VI, Karachi. Ph: 021-99332701-2. Fax No. 021-99332700
ITB 18.2 (b)	IFB title and number.	IFB Title: Procurement of Relief Goods & IFB. No.___.
	Deadline for collection of	12.04.2018 till closure of business hours

	tender documents	
ITB 19.1	Deadline for bid submission.	1430 hours on 13.04.2018
ITB 22.1	Time, date, and place for bid opening.	1530 hours on 13.04.2018 in the office of the, Provincial Disaster Management Authority (PDMA) Bunglow No.82, Lane No.10, Khayaban-e-Hilal, DHA Phase-VI, Karachi. Ph: 021-99332701-2. Fax No. 021-99332700
	Method of procurement used	Single stage two envelope. Each envelope shall clearly and separately be marked as Technical proposal and Financial proposal and both envelops are then sealed in a single envelop on which the name of the item should be mentioned.

BID EVALUATION		
ITB 25.3	Criteria for bid evaluation.	(i) Delivered Duty Paid Price. (ii) Technical Evaluation of Sample, catalogue & onsite inspection. (iii) Miscellaneous Forms as specified at A-F. (iv) Performance and productivity of the items offered. (v) Capacity and capability of the bidder to fulfill the Contract. (vi) The firm should not be blacklisted (Affidavit attested). (vii) Registration from Pakistan Engineering Council, (where applicable). (viii) All the clauses/ conditions mentioned in the NIT will be strictly adhered to .

CONTRACT AWARD		
ITB 29.1	Percentage for quantity increase or decrease	15% as per Procuring agency requirements.

Section III.

Special Conditions of Contract

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Special Conditions of Contract

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

1. Definitions (GCC Clause 1)

GCC 1.1(g)---The Purchaser is:

Provincial Disaster Management Authority (PDMA), Bunglow No.82, lane no.10,

Khayaban-e-Hilal, DHA Phase-VI, Karachi.: Phone: 021-99332701-2, Fax: 021-99332700

GCC 1.1 (h)--- The Purchaser's country is: Islamic Republic of Pakistan.

GCC 1.1 (j)--- The Project Site is: Provincial Disaster Management Authority, Karachi.

2. Country of Origin (GCC Clause 3)

All countries and territories as per laws of the Islamic Republic of Pakistan.

3. Performance Security (GCC Clause 7)

GCC 7.1--- The amount of performance security, as a percentage of the Contract Price shall be **5%** of the Contract Price.

GCC 7.4--- after delivery and acceptance of the goods, the performance security shall be **5%** of the contract price to cover the supplier's warranty obligations in accordance with Clause GCC 15.2.

4. Inspections and Tests (GCC Clause 8)

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

The Purchaser or its representative shall have the right to inspect and or to test the supplies at the destination to confirm their conformity to the Contract specifications at no extra cost to the Purchaser.

5. Packing (GCC Clause 9)

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

The bidder shall deliver the supplies at the destination i.e. PDMA Warehouses (Jamshoro, sukkur & Karachi) in scratch less condition with all the manufacturer supplied accessories.

6. Delivery and Documents (GCC Clause 10)

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

(i) Copies of the Supplier's invoice showing Vehicles description, quantity, unit price, and total amount;

(ii) Original and two copies of the usual transport document, a road consignment note, or a multimode transport document, which the buyer may require to take the supplies.

(iii) insurance certificate;

(iv) Manufacturer's or Supplier's warranty certificate where required;

(v) Inspection report issued by the nominated inspection agency and the supplier's factory inspection report.

(vi) Certificate of origin.

(vii) Copies of the packing list identifying contents of each package

7. Insurance (GCC Clause 11)

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

8. Warranty (GCC Clause 15)

GCC 15.2--- In partial modification of the provisions, the warranty period of the supplied goods shall be 12 (Twelve) months from date of acceptance of the supplies, whichever occurs earlier. The Supplier shall, in addition, comply with the performance and / or consumption guarantees specified under the Contract. If, for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall, at its discretion, either:

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

Or

(b) Pay liquidated damages to the Purchaser with respect to the failure to meet the contractual guarantees. The rate of these liquidated damages shall be 0.5 % per week up-to maximum 10 % of the total price

GCC 15.4 and 15.5--- The period for correction of defects in the warranty period is 30 (Thirty) days.

9. Payment (GCC Clause 16)

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

Payment for Goods supplied:

100% of the contract price in Pak Rupees on complete delivery of store within stipulated time as per NIT and on submission of claim supported by an acceptance certificate from the Procuring Agency declaring that the goods have been delivered as per specifications and that all other contracted services have been performed(unless no any untoward situation arises).

10. Prices (GCC Clause 17)

GCC 17.1--- Prices shall be: Fixed.

11. Liquidated Damages (GCC Clause 23)

GCC 23.1--- Applicable rate: Applicable rates shall be (01%) one percent of the cost of item every day which is not delivered after the delivery period till delivered.

12. Resolution of Disputes (GCC Clause 28)

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

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

13. Governing Language (GCC Clause 29)

GCC 29.1--- The Governing Language shall be: English.

14. Applicable Law (GCC Clause 30)

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

i) The Employment of Children (ECA) Act 1991
ii) The Bonded Labour System (Abolition) Act of 1992
iii) The Factories Act 1934
iv) Other relevant rules and laws.

The Secretary, Rehabilitation Department or his nominees shall act as the sole arbitrator. The courts of Karachi shall have exclusive jurisdiction

15. Notices (GCC Clause 31)

GCC 31.1--- Purchaser's address for notice purposes:
ASSISTANT DIRECTOR (P), Provincial Disaster Management Authority (PDMA), Bunglow No. 82, Lane No. 10, DHA ,Khayaban-e- Hilal, Karachi.
Ph: 021-9932701-2, Fax: 021-99332700

—Supplier's address for notice purposes:

16. Inspection Committee:

The supplied relief items shall be inspected by Inspection Committee. The payment will only be released after the Inspection Committee issues the Certificate / Stamp & Sign the Delivery Challan to specify that the items are exactly in accordance with Tender specifications.

Section IV.

Schedule of Requirements

Schedule of Requirements

The entire delivery of a particular good/items as per details in technical specifications shall be made within thirty days from the date of award of contract on the locations as identified in the notification of award of contract.

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date, which is the date of delivery, required.

Item	Number	Description	Quantity	Delivery schedule in weeks/months from_____ (Dt. Of start of delivery i.e. contract award date or contract signature date)

Dated:_____

Signature:_____

Section V.

Technical Specifications

Technical Specifications

S No	Package s	Items	Specification
01	Relief Package 1 (Item # 1 to 7)	**Tents**	Tent Single Fly Single Fold Size: 4X3 Yards. Centre Height of 2 Yards, Side Wall height 0.75 yards. Made out of single layer Dyed or Natural Color Waterproof Canvas quality 350 Gms/Sq.Mt. 2 Iron standing poles of 2 Yds height each and one ridgepole folding all painted with color. All required tools and accessories for ready use such as 8 iron pegs, 8 iron pins and one iron hammer with wooden handle. Ground sheet made of PE Laminated cloth as per size of the tent. PDMA logo on each. Firm must be ISO Certified.
02		**Portable Washroom**	Tent Size 1 Mt. X 1 Mt. Made out of Heavy Duty Waterproof Canvas. Having four standing poles on each corner. Includes squatting plate, Pegs, pins and hammer. PDMA logo on each
03		**Portable Chairs** –	Folding chairs material: Strong cloth + steel Black color Item size: 40x80CM Item gross weight: 2.5 to 5KG Seat Height 40 Cm Weight Capacity 110 KG PDMA logo on each
04		**Stoves**	Good Quality Stove with 2 kg Gas cylinder and burner.
05		**Bedding (Mets)/Chaddar**	Size: length 104" width 60" raw material: 100% cotton. Total weight of bed sheet: below 500 gm. Shrinkage: 2% maximum each side. Scouring loss: 2% maximum finish: soft feel, full bleached, snow white should not turn yellow after repeated laundering. General: the fabric should be free from weaving defects strong stitching boundary. PDMA logo on each
06		**Jerry Cans**	10 Litter Collapsible Jerry Can, UN Standard Collapsible 10Litter Jerry Can Made out of Food Grade LDPE Material suitable for storing drinking water with screwable cap.
07		**Pillows**	*The cover is made of soft 100% cotton, 200 thread count Fabric, box baffled to maximize loft and has double stitched edges with Sateen pipin.* *Soft springy Ball Fiber is blown into a duvet shell.* *Hypo-allergenic, washable.* *With PDMA logo*
08	Relief Package 2 (Item # 8 to 12)	**Wheel Chairs**	*Good quality Folding wheelchair made out of iron pipes, Heavy duty wheelchair Fixed, PVC fixed PVC seat, with manual breaks, aluminum foot plates, frame color chrome/ black, along with fixed footrest.* *Heavy duty wheelchair* *PDMA logo on each*
09		**Stretchers**	*Single fold Stretchers made from superior quality wooden pipe with thick tarpaulin Canvas cloth and wings size 24X90.* *PDMA logo on each*
10		**Folding Bed/ Tabular Charpoy**	*Tabular Charpoy with specification, metal pipe size 1½ inch Dia of 16 gauge, well balanced , Tape Niwar Three Roll with folding legs and completely painted with black color.*
11		**Folding Cupboards/racks**	*Frame made out of Aluminum pipes with good quality waterproof Fabric Cover including zipper for opening.* *PDMA Logo in each*
12		**Water Cooler**	*Plastic water cooler, storage capacity up to 10 liters, with the capability of keeping the water cool up to 5 to 7 hours .* *PDMA logo on each*
13	Relief Package 3 (Item # 13 to 15)	**First Aid Kit**	*Composition of the set shall be as under:-* *Glove 1 X* *Sanitary Cotton 3 X pieces.* *Adhesive Tape with Pad (L. M size) 4 X pieces.* *Adhesive tape with pad (s. size) 5 X pieces.* *Wound Protection pad 2 X Pieces* *Bandage 2 X Triangular Bandage 1 X*

			Tape 1 X *Scissors 1 X* *Tweezers 1 X* *Content to be securely packed, preventing any damage or goods dispersion in the carton* *PDMA logo on each individual Kit/ pouch*
14		**Hygiene Kit**	*Hygiene Kit should contain the following items:* *1 x Towel-Cotton material of size 2 x 4 Feet.* *2 x Towel (Medium)- Cotton material of size 1.5 x3 feet.* *3 x Toothpaste with tooth brushes(Medium)-Minimum 100 grams* *3 x Miswak-Minimum 8-10 inches in length* *2 x Liquid Soap(250ml)* *2 x Soap(Dish wash 215 grams)* *2 x Laundry Soap-250 grams* *1 x Nail Cutter-Stainless steel* *3 x Cotton Roll(400 gms)* *6 x Gauze pieces – sterilized* *6 x disposable razors / shavers with a plastic handle in with strength rubbing foiling in a pack* *2 x roll of environmentally friendly toilet papers* *4 x Pieces of cotton cloth(Absorbent- length & width- 1 meter)* *1 x Large comb(anti lice) with wide spikes (women style)* *1 x Small plastic comb with small plastic spikes (men style)* *All items to be packed in one master pack made of carton. Content to be securely packed, preventing any damage or goods dispersion in the carton* *PDMA logo on each Kit.*
15		**Kitchen Sets**	*Composition of the set shall be as under:-* *1 x 7 Litres Cooking Pot made of stainless steel (0.8mm) with Lid. Having size of 25-28 cms, with lid thickness1mm, two round thick wire rode handle, sandpaper finish.* *1 x 5 Litres Cooking Pot made of stainless steel (0.8mm) with Lid. Having size of 22-24 cms, with lid thickness 1mm, two round thick wire handle, sandpaper finish.* *1 x 2.5 Litres Frying Pan made of stainless steel (0.8mm) or with handle covered by insulating materials.* *5 x 1 Litres Bowl metallic. Having thickness of 1.50mm, with 16-18 cm diameter with border.* *5 x 0.75 Litres Plates metallic with 24/25 cm diameter with border.* *5 x 0.3 Litres Cups made of Plastics, with handle* *1 x Stainless steel spoon having size of 30-35 cms.* *5 x 15 ml table-spoons, polished finished.* *5 x Fork-table of size 17 cm, polished finished.* *1 x Kitchen knife- stainless steel blade, cutting edge 14/15 cm long, 2.5 cm wide with molded plastic handle.* *1 x Scouring Pad* *1 x Emergency Light/ lantern medium-Rechargeable with battery cell* *All items to be packed in one master pack made of carton. Content to be securely packed, preventing any damage or goods dispersion in the carton.* *PDMA logo on each*
16	**Relief**	**Sweater**	*Good Quality woolen Sweaters. A Set of 3 Sweaters, One male, one female and one Child (approximately 5 to 7 years old).*

17	**Package 4**	**Rubber Shoes**	*Good Quality Imported Rubber Shoes of size 9/ 43-44.*
18	**(Item # 16 to 19)**	**Hand Fan**	*Made out of Good Grade plastic with proper finish.*
19		**Plastic Mats/ Chatai**	*Product: Polypropylene Mats* *Size: W: 8 feet x L: 12 feet (96 SFT)* *Colors: Single or Multi Color* *Weight: 345~370 GSM (+/-10%)* *Weight/Mat: 3.0~3.5KG (+/-10%)*
20	**Water Proof Torch**		**All-purpose flashlight**: Designed for outdoor search & rescue, etc. Rechargeable by USB port for convenient power charging, With a maximum output of 1000 Lumens, can be used as a handheld flashlight, waterproof and 1m drop resistance, including 2400mAh rechargeable battery and the USB cable.
21	**Wireless set / Wakie Talkie Set**		Removable Antenna Li-ion Battery (BP-232N), Wight Approx. 340g/02.0oz (with BP-22N), Two way radio, 512 channels / 128 zones, 400 to 450 MHz or 450-512MHz VHF frequencies (UHF version), 136-174MHZ VHF frequencies (VHF version), full back light LCD dot matrix display along with warranty .
22	**Search Lights**		Aluminum housing Schwazz color. Weight approx. 1900g, power supply 12 V-24V charging time 6 hours, luminous intensity 5000lm, 750gms
23	**GPS**		**Physical:** Fully –gasketed case , high impact plastic alloy, waterproof to IPX7 standard approx 5.3 ounces (150g) with batteries and 4.4" H x 2" W x 1. 2" D in size. **Performance:** Differential – ready receiver, 12parallel channels, GPS accuracy 15 meters (49fit) rms and built in antenna. **Power:** Two 1.5 volts AA batteries input and up to 16 hours for typical use battery life.
24	**Fiber Glass Boats**		Fiberglass Rescue Boats 19ft length overall, width 5'5", depth 2'3" overall, with nonslip blue color floor with driver seat at back for OBM operation. Along with 6 oars for manual operation, 3 towing hooks fixed on boat, 100 meter floatable rope. The manufacturer must have minimum 5 years of experience of boat building and supply of similar boats for relief operations in Sindh. The manufacturer must have a proper boat building facility in Sindh to facilitate after sales service and repairs. With PDMA, s /Gos colored logo
25	**OBM (40 HP)**		Two stroke with manual start and tiller model. Having fuel tank and tool kit. Preferable made in Japan, Europe ,America or equivalent with one year warranty. The brand must have a complete 3S supports facility in Sindh. Manufacture authorization certificate is mandatory.
26	**Buoy/ Life Ring**		Life ring with reflective strips filled with polyurethane foam carrying structure in plastic material .External Dia 70cm, internal Dia 44cm weight 2.5kg approx.
27	**Ladders**		30 feet free shipping aluminum alloy rung steel folding aluminum escape ladder for rescue purpose
28	**Generator 4 KVA**		4 KVA Generator Set , Japan, Europe ,America or equivalent , Self Start with manual option, battery 12 volts, Single Phase, Output : ± 4.0KVA, Fuel Tank of at least 20 Liters on strong moveable frame with wheel and handle with general tool kit along with one year warranty.
29	**Generator 35 KVA**		35 KVA Generator Set , Japan, Europe ,America or equivalent , Self / Automatic Start, battery as per the optimal requirement of the said generator , 03 Phase, Diesel Engine, Exhaust Silencer, control panel with load panel, sound proof canopy, Output : ±34 KVA, standard Installation wires sets, Fuel Tank with general tool kit, along with one year warranty.
30	**De-watering Pump 36 HP**		Trolley mounted 36 HP (30 KW) diesel engine pump with a discharge capacity of 1500 to 2500 gallons per minute. Suction pipe dia: 8 inch, delivery pipe dia: 8 inch, canvas pipe, delivery pipe length 100 feet, suction length 15 feet. All requisite accessories such as nozzle, bend, nuts bolts etc to accompany each pump .
31	**Anchor for relief boat**		10-15 kg steel, galvanized flower type or folding anchor

Section VI.
Sample Forms

Sample Forms

1. *Bid Form and Price Schedules* *57*
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12. *Form-F Transporter* *70*

1. Bid Form and Price Schedules

Date: _____
IFB N^{O}: _____

To: [name and address of Procuring Agency] _____

Gentlemen and/or Ladies:

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

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

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

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

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

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

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

(if none, state "none")

We understand that you are not bound to accept the lowest or any bid you may receive.
Dated this _____ day of _____ 20_____.

_____

[signature] *[in the capacity of]*

Duly authorized to sign Bid for and on behalf of _____

Price Schedule in Pak. Rupees

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

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

Signature of Bidder _____

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

[3] Must be included if required under ITB 11.2

Price Schedule in Pak. Rupees (For Transport)

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

S. No.	***Mileage (km)***	***Rate for Type of Transport (Rs.) incl. of all taxes, loading, unloading (where required in case of unloading)***					
		Mazda	***Mazda crane***	***6 wheeler***	***10 wheeler***	***20 ft. trawler***	***40 ft. trawler***
1.	*0-50*						
2.	*50-100*						
3.	*100-150*						
4.	*150-200*						
5.	*200-250*						
6.	*250-300*						
7.	*300-350*						
8.	*350-400*						
9.	*400-450*						
10.	*450-500*						
11.	*500-550*						
12.	*550-600*						
13.	*600-650*						
14.	*650-700*						

Signature of Bidder _____

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

2. Bid Security Form

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

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

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or

2. If the Bidder, having been notified of the acceptance of its Bid by the Procuring agency during the period of bid validity:

   (a) fails or refuses to execute the Contract Form, if required; or
   (b) fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders;

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

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

_____

[signature of the bank]

3. Contract Form

THIS AGREEMENT made the _____ day of _____ 19_____ between *[name of Procuring Agency]* of *[country of Procuring agency]* (hereinafter called "the Procuring agency") of the one part and *[name of Supplier]* of *[city and country of Supplier]* (hereinafter called "the Supplier") of the other part:

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

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
(a) the Bid Form and the Price Schedule submitted by the Bidder;
(b) the Schedule of Requirements;
(c) the Technical Specifications;
(d) the General Conditions of Contract;
(e) the Special Conditions of Contract; and
(f) the Procuring agency's Notification of Award.

3. In consideration of the payments to be made by the Procuring agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract

4. The Procuring agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

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

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

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

4. Performance Security Form

To: *[name of Procuring agency]*

WHEREAS *[name of Supplier]* (hereinafter called "the Supplier") has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated _____ 19_____ to supply *[description of goods and services]* (hereinafter called "the Contract").

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

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

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the _____ day of _____20_____.

Signature and seal of the Guarantors

_____

[name of bank or financial institution]

_____

[address]

_____

[date]

5. Bank Guarantee for Advance Payment

To: *[name of Procuring agency]*

[name of Contract]

Gentlemen and/or Ladies:

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

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

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

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

Yours truly,

Signature and seal of the Guarantors

_____

[name of bank or financial institution]

_____

[address]

_____

[date]

6. Manufacturer's Authorization Form

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

To: *[name of the Procuring agency]*

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

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

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

_____

[signature for and on behalf of Manufacturer]

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

FORM A – LETTER OF APPLICATION

Registered Business Name: _____

Registered Business Address: _____

_____

Telephone: _____ Fax: _____ email: _____

To,

_____

_____

1. We hereby apply for tender with Provincial Disaster Management Authority (PDMA), Sindh as a Firm/contractor/Vendor/Supplier.

2. We authorize PDMA or its authorized representatives to carry out verification of the statements, documents and information submitted and to clarify the financial and technical aspects of this application from any person, Business department, Agency or Firm.

3. The names and positions of contact persons who may be contacted for further information, if required, are as follows:

S.No.	Name	Position in the company	Contac No.
01			
02			
03			
04			

We declare that

i) The statements made and the information provided in the application are complete, true and correct in every detail.
ii) This firm has never been black listed by any Government Department, Semi- Government Authority or Corporation. **(Certificate to this effect on Rs.20 non-judicial stamp paper to be provided.)**

Respectfully,

(Authorized representative of application)

Dated:

FORM B – GENERAL INFORMATION

Company Name: _____.

1. Head Office Address: _____

   _____

   TelePhone No. _____ Fax No. _____ email: _____

2. Local Office Address: _____

   _____

   Telephone No. _____ Fax No. _____ email: _____

3. Income Tax Registration No. _____ (Attach copy of Registration Certificate)

4. Bankers: _____

FORM C - PAST EXPERIENCE

No.	*Year*	*Goods/Services provided*	*TO*	*CERTIFICATE*
01	*2017*			
02	*2016*			
03	*2015*			
04	*2014*			
05	*2013*			
06	*2012*			

Note: The Form-C must be supported with documentary evidence eg. (copies of work orders/ Purchase Orders and Award of Contract.

Form D – Detail of Clientele

S No.	*Name of Client*	*Address*	*Contact*	*Focal Person*
01				
02				
03				
04				
05				
06				
07				
08				
09				

Note: The Form-D must be supported with documentary evidence.

FORM E - FINANCIAL DATA

A. **Bank Statement** A current Bank statement in respect of bidder's financial soundness.

B. Financial Statement

1. Current Contract Commitments

Sr. No	Name of organization/Firm	Approximate Value of Business (P KR)	Period Of Contract (Years)
01			
02			
03			
04			

2. Annual Turnover

Year	Turn over amount (in Pak Rupees)

3. Other business

Type of business	Other Details

Note: The Form-Emust be supported with documentary evidence.

Form F – TRANSPORTER

DETAILS OF VEHICLES OWNED/ LEASED/ HIRED/ THIRD PARTY/ SPECIAL VEHICLES (CRANE/LIFTER) BY THE TRANSPORTER.

S No.	***Registration No.***	***Type of Vehicle***	***Status of vehicle (leased/ owned/ hired/ 3rd party)***

Note: The Form-F must be supported with documentary evidence.