



**OFFICE OF THE REGIONAL DIRECTOR
PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH
SECRETARIAT**

ADDRESS: B/177, Unit 2, Makli Cooperative Housing Society, Thatta 73150
Tel: 0298 920187 Fax: 0298 920 197 E-mail: mohtasibthatta@ymail.com

No: POS/TTA/ADMN/04/2018/705 Dated: 18-04-2018

To,

The Director of Information,
(Advertisement),
Government of Sindh,
Karachi

Subject: **PUBLICATION OF *NIT* FOR PURCHASE OF OFFICE EQUIPMENTS**


Enclosed please find herewith (07 Copies) of Notice Inviting Purchase of Office Equipments for Publication in one insertion of three well reputed National Dealers in Sindhi, Urdu & English as per Sindh Public Procurement Regulatory Authority, Rules - 2010 (Amended Upto Date).

It is to inform that the advertisement will be met from the development budget of current financial year as such bill may please be sent immediately after publication so, as to clear charges without accumulation as arrears.

MANZOOR AHMAD MUGHAL
S.st, QPM, PPM & Bar
REGIONAL DIRECTOR THATTA

Copy forwarded with compliments to:

1. The PS to Honourable Ombudsman Sindh
2. The PS to Secretary, Provincial Ombudsman Sindh
3. The Director A&F, Sindh Public Procurement Regulatory Authority, Government of Sindh, Karachi for incorporating on the Web Portal of SPPRA, Government of Sindh (along with C. D Notification of Procurement Committee, Notification of Complaint Redressal Committee (CRC), Annual Procurement Plan 2017-2018 & Bidding Documents).
4. The Accountant General Sindh, Karachi
5. The District Accounts Officer, Thatta
6. The Assistant Director (Admn), Librarian / A.D (Store), Secretariat Provincial Ombudsman (Mohtasib) Sindh Karachi
7. The Chairman / Members of Procurement Committee
8. The Chairman / Members of Redressal Committee
9. Notice Board / NIT File


MANZOOR AHMAD MUGHAL
S.st, QPM, PPM & Bar
REGIONAL DIRECTOR THATTA

8272
19-04-2018



OFFICE OF THE REGIONAL DIRECTOR
PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH
SECRETARIAT

ADDRESS: B/177, Unit 2, Makli Cooperative Housing Society, Thatta 73150
Tel: 0298 920187 Fax: 0298 920 197 E-mail: mohtasibthatta@ymail.com

No: POS/TTA/ADMN/04/2018/705

Dated: 18-04-2018

NIT FOR PURCHASE OF OFFICE EQUIPMENTS

Sealed Bids for the works mentioned below are invited from the interested Bidders / Private Firms Standard Bidding Documents of SPPRA under Sindh Public Procurement Regulatory Authority, Rules 2010 (amended to date).

2. The bidding documents will be issued to all the interested Bidders on written request to the undersigned on firms original letterhead & payment of bidding documents fee in cash as shown against each (non refundable) .

(Programme for issuance / submission and opening of bids)

S.NO	PARTICULARES	1 ST ATTEMPT	2 ND ATTEMPT
A	Date of issuance of bidding documents	From the date of publication in press & hoisting on website of SPPRA at or before 2.00 pm on 15.05.2018	From the date 16-5-2018 upto 30/05/2018
B	Dead line for submission of bids	16.05.2018 up to 3.00 pm in the office of the undersigned	30/05/2018 up to 3.00pm in the office of the undersigned
C	Venue, time and date of bids opening	16.05.2018 up to 4.00pm in the office of the undersigned	22/05/2018 up to 4.00pm in the office of the undersigned

3. Bidders is open to all interested bidders.

4. Method of procurement i-e Single-Stage-Single Envelope.

5. Bid Validity Period is (30) thirty Days.

List of Purchase of Computer Equipments

Sr. No:	Name of Items	Quantity	Estimated Cost	Bid Security 5%	Time Period	Bidding Documents Fee
01	Computer (Core 2 Duo with LCD System)	01	80,000	12500/=	07 Days	500
02	Lazer Printer	01	50,000			
03	UPS	01	20,000			
04	Laser Fax Machine	01	50,000			
05	Scanner Machine	01	50,000			
Total		05	2,50,000			

List of Purchase of Plant & Machinery

Sr. No:	Name of Items	Quantity	Estimated Cost	Bid Security 5%	Time Period	Bidding Documents Fee
01	Generator 5-KV (Honda)	01	2,00,000	25500/=	01 Month	500
02	Split Air Conditioner 2.0 Ton	01	1,20,000			
03	Photostat Machine	01	2,00,000			
04	Stablizer (01 Each for A.C & Photostate Machine)	02	50,000			
Total		05	5,70,000			

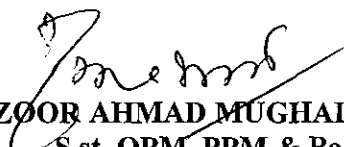
List of Purchase of Furniture & Fixture

Sr. No:	Name of Items	Quantity	Estimated Cost	Bid Security 5%	Time Period	Bidding Documents Fee
01	Furniture & Fixture		500,000	25000/=	01 Month	500
Total		05	5,50,000			

6. Bidders Qualification / Eligibility Criteria

- (a) For Electrical Works Valid license issued from Inspectorate of Electrical Licence Government Of Sindh of the Similar Region with respect to works shown above.
- (b) Relevant Experience of last three years (list of works with copies of letter of award of works and completion certificates of equivalent cost or above.
- (c) Turn-over of last three years as per SPPRA Rules 2010 with current turn over as 30% of the bid cost.
- (d) Valid Registration with Federal Board of Revenue (FBR) for income tax (N.T.N)
- (e) Valid Registration with the Sindh Revenue Board (S.R.B).
- (f) The Bid security 5% (five percent) in the shape of call deposit / pay order issued from any schedule bank of Pakistan in favor undersigned shall be submit at the time of submission of bidding documents.
- (g) Full Name Complete Address, Telephone Number, Fax Number, E-Mail & Organization of structure.
- (h) Copy of C.N.I.C of proprietor / Partners (if any)
- (i) Undertaking on stamp paper that firm is involved in any litigation, Departmental rift, abandoned or un-necessary delay in completion of any work in the Government Department
- (j) Under Taking on Stamp paper regarding Non-Black Listing of firm previously by Government's. Semi Government's Autonomous Bodies as Executing Agency.

- (k) Affidavit regarding list of partners / partnership Deed with Director / Proprietor etc with complete information along with power of attorney / sole proprietor.
- (la) Undertaking on stamp paper that information submitted by Bidder / Firms is correct.
- (m) Incomplete / Conditional bids will not be entertained and will be rejected out rightly.
7. Procuring agency reserve right to annul the bidding process and reject all bids and proposals as per SPPRA Rules 2010 (amended to-date).


MANZOOR AHMAD MUGHAL
S.st, QPM, PPM & Bar
REGIONAL DIRECTOR THATTA



**OFFICE OF THE REGIONAL DIRECTOR
PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH
SECRETARIAT**

ADDRESS: B/177, Unit 2, Makli Cooperative Housing Society, Thatta 73150
Tel: 0298 920187 Fax: 0298 920 197 E-mail: mohtasibthatta@ymail.com

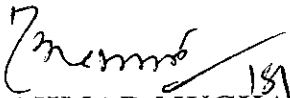
POS/RDT/2018

Dated:

✓ **The Managing Director
Sindh Public Procurement Regulatory Authority (SPPRA)
Government of Sindh, Karachi.**

**SUBJECT: PROCUREMENT PLAN OF PHYSICAL ASSETS FOR THE
C.F.Y 2017-18.**

I am forwarding herewith the procurement plan for Procurement of Physical Assets for the official use of the office of Regional Director, Provincial Ombudsman (Mohtasib) Sindh, Regional Office Thatta during the current financial year 2017-18 for hosting on the website of SPPRA, as desired accordingly.


MANZOOR AHMAD MUGHAL
S.st, QPM, PPM & Bar
REGIONAL DIRECTOR, THATTA

Encl: As Above.

POS/RDT/2018

Dated:

Copy to:

The Director (Finance)
Secretariat Provincial Ombudsman (Mohtasib) Sindh,
Karachi.



OFFICE OF THE REGIONAL DIRECTOR
 PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH
 SECRETARIAT
 ADDRESS: B/177, Unit 2, Makli Cooperative Housing Society, Thatta 73150
 Tel: 0298 920187 Fax: 0298 920 197 E-mail: mokhtasibthatta@gmail.com

No: POS/TTA/ADMIN/

Dated: 19-04-2018

ANNUAL PROCUREMENT PLAN FOR THE YEAR 2017-18

Sr. No:	Description of Procurement	Quantity (where applicable)	Estimated Unit Cost (Where Applicable)	Funds Allocated	Source of Funds	Proposed Procurement Method	Timing of Procurement				Remarks
							1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr	

I) PURCHASING OF COMPUTER EQUIPMENTS

01	Computer (Core 2 Duo with LCD System)	01	80,000	80,000	Ombudsman (Mokhtasib) Sindh	Single stage one envelope procurement					Budget Available
02	Lazer Printer	01	50,000	50,000							
03	UPS	01	20,000	20,000							
04	Laser Fax Machine	01	50,000	50,000							
05	Scanner Machine	01	50,000	50,000							
Total		05	250,000	250,000							

II) PURCHASING OF PLANT & MACHINERY

01	Generator 5-KV (Honda)	01	2,00,000	80,000	Ombudsman (Mokhtasib) Sindh	Single stage one envelope procurement					Budget Available
02	Split Air Conditioner 2.0 Ton	01	1,20,000	50,000							
03	Photostat Machine	01	2,00,000	20,000							
04	Stabilizer (01 Each for A.C & Photostate Machine)	02	50,000	50,000							
Total		05	5,70,000	5,70,000							

III) PURCHASING OF FURNITURE & FIXTURE

01	Furniture & Fixture		5,00,000	5,00,000	Ombudsman (Mokhtasib) Sindh	Single stage one envelope procurement					Budget Available
Total			5,00,000	5,00,000							

Manzoor Ahmad Mughal
 MANZOOOR AHMAD MUGHAL
 Sst, QPM, FPM & Bar
 REGIONAL DIRECTOR THATTA



OFFICE OF THE REGIONAL DIRECTOR
PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH SECRETARIAT
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SPPRA BIDDING DOCUMENTS

STANDARD BIDDING DOCUMENTS

PROCUREMENTS OF WORKS

(For Contracts Costing upto Rs: 2.500 Million)

**PURCHASE OF COMPUTER EQUIPMENTS
FOR THE OFFICE OF PROVINCIAL OMBUDSMAN (MOHTASIB)
REGIONAL OFFICE, THATTA**

Rs: 250,000/=

**Standard Bidding Documents is intended as a model for
admeasurements (Percentage Rate / unit price for unit rates
in a Bill of Quantities) type of contract. The main text refers to
admeasurements contracts.**

OFFICE OF THE REGIONAL DIRECTOR
PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH

Sr. No: 01

SPPRA BIDDING DOCUMENT
STANDARD FORM OF BIDDING DOCUMENT
FOR
PROCUREMENT OF WORKS
(For Contract (Small) Amounting between Rs: 2.500 Million
to Rs: 50.00 Million)

NOTICE INVITING TENDERS NO: **POS/TTA/ADMN/04/2018/705** Dated: **18-04-2018**

Name of Scheme / Work : **Purchase of Computer Equipments**

Tender Amount : **Rs: 250,000**

Completion Period : **07 Days**

Earnest Money : **5% of Bid Price Rs: 12500/=**

Call Deposit / Pay Order No: :

Date :

Name of Bank :

Amount of Call Deposit / Pay Order : **Rs:**

Date & Time of Issue : **15-05-2018 (Upto 02.00PM)**

Date & Time of Return : **16-05-2018 (Upto 03.00PM)**

Date & Time of Opening : **16-05-2018 (@ 04.00PM)**

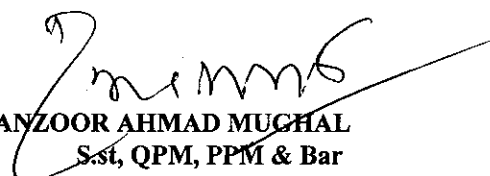
Issued to (Name of Bidders) :

DR: No: :

Date :


Tender Fee : **Rs: 500/=**

Signature of Contractor


MANZOOR AHMAD MUGHAL
S.st, QPM, PPM & Bar
REGIONAL DIRECTOR THATTA

Bidders Qualification Criteria

Refer to Rule - 46 (1) (a) (I & ii) of SPP Rules, 2010

- 1 Single Stage - One Envelope Procedure
 - a Notice Inviting Tenders & Bidding Documents of this method shall contain the following eligibility Criteria.
 - i Relevant Experience of 3 years.
 - ii Turn-Over of last 3 years.
 - iii Registration with Federal Board of Revenue (FBR) for Income Tax (N.T.N) .
 - iv Registration with the Sindh Revenue Board (SRB).
 - v 
 - vi Full Name, Complete Address, Telephone No., Fax No, Email & Organization of Structure.
 - vii Copy of C.N.I.C of Proprietor / Partner (if any).
 - viii Complete Bio-Data of Technical Staff (One B.E & One Diploma Engineer).
 - ix Affidavite regarding any dispute in Court of Law & stopping of work of firm @ any Executing Agency.
 - x Affidavite regarding Non-Blank listing of firm by Governments, Semi Governments Auttonomous Bodies Executing Agency.
 - xi Affidavite regarding List of Partners / Partnership Deed with Director / Proprietor etc with complete information along with Power of Attorney / Sole Proprietor.
 - xii Affidavite regarding information submitted by Bidder / Firm is correct.
 - xiii Conditional Bids will not be accepted.



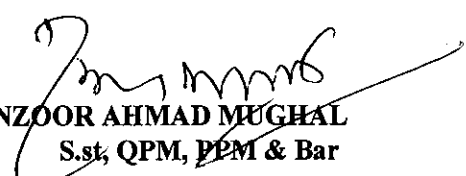
BIDDING DATA

(This section should be filled in by the Engineer / Procuring Agency before issuance of the Bidding Documents. The following specific data for the works to be tendered shall complement, amend, or supplement the provisions in instructions to Bidders. Where ever there is conflict, the provision here in shall prevail over those in instructions to Bidders).

Instructions to Bidders Clause Reference

- | | | | |
|---|--|---|---|
| a | Name of Procuring Agency | : | <u>Provincial Ombudsman (Mohtasib), Sindh Regional Office, Makli</u> |
| b | Brief Description of Works | : | <u>Purchasing of Computer Equipments</u> |
| c | Procuring Agency Adress | : | <u>B/177, Unit 2, Makli Cooperative Housing Society, Thatta 73150</u> |
| d | Estimated Cost | : | <u>Rs: 250,000/=</u> |
| e | Amount of bid security (full in Lump Sum amount of in %age of bid amount / estimated cost, but not exceeding 5%) | : | <u>Rs: 12,500/= (5%)</u> |
| f | Period of Bid Validity (days) | : | <u>30 Days</u> |
| g | Security Deposit (Including Bids Security)
(In %age of Bid amount / estimated cost equal to 10%) | : | <u>Rs: 25,000/= (10%)</u> |
| h | Percentage, if any, to be deducted from bills | : | <u>Rs: 28750/= (11.50%)</u> |
| i | Deadline for submission of bid alongwith time | : | <u>16-03-2018 (Upto 02:00pm) in the office of the undersigned</u> |
| j | Venue, time & date of Bid Opening | : | <u>16-03-2018 (Upto 03:00pm) in the office of the undersigned</u> |
| k | Time for completion from written order of commence | : | <u>07 Days</u> |
| l | Liquidity damages (0.05 of estimated cost or bid cost perday of delay, but total not exceeding 10%) | : | ----- |
| m | Deposit receive No: Date amount (in words & figures) | : | ----- |

Signature with Stamp of Bidder


MANZOOR AHMAD MUGHAL
S.st, QPM, PPM & Bar
REGIONAL DIRECTOR THATTA

1. LIST OF COMPUTER EQUIPMENTS

Sr. No:	Name of Item	Quantity	Amount
1	Computer (Core 2 Duo with LCD System)	1	80,000
2	Lazer Printer	1	50,000
3	UPS	1	20,000
4	Laser Fax Machine	1	50,000
5	Scanner Machine	1	50,000
Total		5	250,000

James M. B.

SECRETARIAT PROVINCIAL OMBUDSMAN(MOHTASIB),SINDH
Tender Document for Headquarter at Karachi for Office Equipment

PABX Nos. 99211025, 99211028 & 99211031

Data Sheet with Specification of Items

Item	Description of Stores	Quantity Required	Price in rupees per Unit both in figures & words free delivery to Consignee's end (inclusive of all taxes)
1	<p><u>COMPUTER</u></p> <p>Dell Optiplex 3050 Core i5 7500 7th Generation 4-GB. 1-TB Sata</p> <p>Processor : Corei5 7500 or Equivalent</p> <p>Mother Board Original : Intel or Equivalent</p> <p>RAM : 4GB</p> <p>Hard Disk : 1-TB SATA</p> <p>Removable Media : Combo Drive</p> <p>-LED : Dell 20" wide screen</p> <p>-Keyboard : USB Keyboard</p> <p>-Mouse : USB Mouse</p> <p>-Brand : Internationally Reputable (Dell) or Equivalent</p>	03 Nos.	Rs _____





**OFFICE OF THE REGIONAL DIRECTOR
PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH SECRETARIAT**

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SPPRA BIDDING DOCUMENTS

STANDARD BIDDING DOCUMENTS

PROCUREMENTS OF WORKS

(For Contracts Costing upto Rs: 2.500 Million)

**PURCHASE OF PLANT & MACHINERY EQUIPMENTS
FOR THE OFFICE OF PROVINCIAL OMBUDSMAN (MOHTASIB)
REGIONAL OFFICE, THATTA**

Rs: 570,000/=

**Standard Bidding Documents is intended as a model for
admeasurements (Percentage Rate / unit price for unit rates
in a Bill of Quantities) type of contract. The main text refers to
admeasurements contracts.**

OFFICE OF THE REGIONAL DIRECTOR
PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH

Sr. No: 02

SPPRA BIDDING DOCUMENT
STANDARD FORM OF BIDDING DOCUMENT
FOR
PROCUREMENT OF WORKS
(For Contractors Upto Rs: 2.500 Millions)

NOTICE INVITING TENDERS NO: **POS/TTA/ADMN/04/2018/705** Dated: **18-04-2018**

Name of Scheme / Work : **Purchase of Plant & Machinery Equipments**

Tender Amount : **Rs: 570,000**

Completion Period : **01 Month**

Earnest Money : **5% of Bid Price Rs: 28500/=**

Call Deposit / Pay Order No: :

Date :

Name of Bank :

Amount of Call Deposit / Pay Order : **Rs:**

Date & Time of Issue : **15-05-2018 (Upto 02.00PM)**

Date & Time of Return : **16-05-2018 (Upto 03.00PM)**

Date & Time of Opening : **16-05-2018 (@ 04.00PM)**

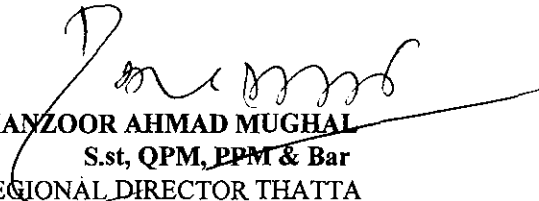
Issued to (Name of Bidders) :

DR: No: :

Date :

Tender Fee : **Rs: 500/=**

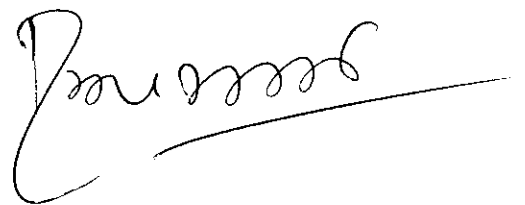
Signature of Contractor


MANZOOR AHMAD MUGHAL
S.st, QPM, PPM & Bar
REGIONAL DIRECTOR THATTA

Bidders Qualification Criteria

Refer to Rule - 46 (1) (a) (I & ii) of SPP Rules, 2010

- 1 Single Stage - One Envelope Procedure
 - a Notice Inviting Tenders & Bidding Documents of this method shall contain the following eligibility Criteria.
 - i Relevant Experience of 3 years.
 - ii Turn-Over of last 3 years.
 - iii Registration with Federal Board of Revenue (FBR) for Income Tax (N.T.N) .
 - iv Registration with the Sindh Revenue Board (SRB).
 - v *Registration with the Sindh Revenue Board (SRB) for Income Tax (N.T.N) .*
 - vi Full Name, Complete Address, Telephone No., Fax No, Email & Organization of Structure.
 - vii Copy of C.N.I.C of Proprietor / Partner (if any).
 - viii Complete Bio-Data of Technical Staff (One B.E & One Diploma Engineer).
 - ix Affidavite regarding any dispute in Court of Law & stopping of work of firm @ any Executing Agency.
 - x Affidavite regarding Non-Blank listing of firm by Governments, Semi Governments Auttonomous Bodies Executing Agency.
 - xi Affidavite regarding List of Partners / Partnership Deed with Director / Proprietor etc with complete information along with Power of Attorney / Sole Proprietor.
 - xii Affidavite regarding information submitted by Bidder / Firm is correct.
 - xiii Conditional Bids will not be accepted.




BIDDING DATA

(This section should be filled in by the Engineer / Procuring Agency before issuance of the Bidding Documents. The following specific data for the works to be tendered shall complement, amend, or supplement the provisions in instructions to Bidders. Where ever there is conflict, the provision here in shall prevail over those in instructions to Bidders).

Instructions to Bidders Clause Reference

- | | | | |
|---|---|---|---|
| a | Name of Procuring Agency | : | <u>Provincial Ombudsman (Mohtasib), Sindh Regional Office, Makli</u> |
| b | Brief Description of Works | : | <u>Purchasing of Plant & Machinery Equipments</u> |
| c | Procuring Agency Adress | : | <u>B/177, Unit 2, Makli Cooperative Housing Society, Thatta 73150</u> |
| d | Estimated Cost | : | <u>Rs: 570,000/=</u> |
| e | Amount of bid security (full in Lump Sum amount of in %age of bid amount / estimated cost, but not exceeding 5% | : | <u>Rs: 28,500/= (5%)</u> |
| f | Period of Bid Validity (days) | : | <u>30 Days</u> |
| g | Security Deposit (Including Bids Security)
(In %age of Bid amount / estimated cost equal to 10%) | : | <u>Rs: 57,000/= (10%)</u> |
| h | Percentage, if any, to be deducted from bills | : | <u>Rs: 65550/= (11.50%)</u> |
| i | Deadline for submission of bid alongwith time | : | <u>16-03-2018 (Upto 02:00pm) in the office of the undersigned</u> |
| j | Venue, time & date of Bid Opening | : | <u>16-03-2018 (Upto 03:00pm) in the office of the undersigned</u> |
| k | Time for completion from written order of commence | : | <u>01 Month</u> |
| l | Liquidity damages (0.05 of estimated cost or bid cost perday of delay, but total not exceeding 10%) | : | ----- |
| m | Deposit receive No: Date amount (in words & figures) | : | ----- |

Signature with Stamp of Bidder


MANZOOR AHMAD MUGHAL
S.st, QPM, PPM & Bar
REGIONAL DIRECTOR THATTA

2. LIST OF PLANT & MACHINERY EQUIPMENTS

Sr. No:	Name of Item	Quantity	Amount
1	Generator 5-KV (Honda) <i>or Equivalent</i>	1	2,00,000
2	Split Air Conditioner 2.0 Ton	1	1,20,000
3	Photostat Machine	1	2,00,000
4	Stablizer (01 Each for A.C & Photostate Machine)	2	50,000
Total		5	570,000

[Handwritten Signature]

SECRETARIAT PROVINCIAL OMBUDSMAN(MOHTASIB),SINDH
Tender Document for Headquarter at Karachi for Office Equipment

PABX Nos. 99211025, 99211028 & 99211031

10.	<p><u>PHOTOSTATE MACHINE</u></p> <p><u>DIGITAL PHOTOCOPIER OF LATEST MODEL EASY OPERATION ALONGWITH TROLLEY WITH FOLLOWING SPECIFICATIONS</u></p> <p>Technology : Laser Single Component (Developer Less means without developer)</p> <p>Type : Desktop Copier</p> <p>Copy Speed : 22 CPM (Minimum)</p> <p>Continuous Copying: 1-999 Copies</p> <p>Memory Capacity : 32 MB Standard</p> <p>Original copy Size : Max. A-3</p> <p>Zoom Range : 25% - 400%</p> <p>Paper Feeding : 1 X 300 Sheets, Universal Cassette .</p> <p>Drum Life : Minimum 150,000 copies</p> <p>Toner Life : Minimum 8000 copies per bottle</p> <p>Service : After expiry of warranty period prompt service must be given.</p> <p>Country of Manufacturer : should be mentioned in the tender</p> <p>Note:- Cost of following accessories may be indicated in case of replacement in future:</p> <ul style="list-style-type: none">i. Cost of Tonerii. Cost of Drumiii. Cost of Mother Boardiv. Cost of Power supply	1 No.	Rs. _____
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OFFICE OF THE REGIONAL DIRECTOR
PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH SECRETARIAT
ADDRESS: B/177, Unit 2, Makli Cooperative Housing Society, Thatta 73150
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SPPRA BIDDING DOCUMENTS

STANDARD BIDDING DOCUMENTS

PROCUREMENTS OF WORKS

(For Contracts Costing upto Rs: 2.500 Million)

**PURCHASE OF FURNITURE & FIXTURE
FOR THE OFFICE OF PROVINCIAL OMBUDSMAN (MOHTASIB)
REGIONAL OFFICE, THATTA**

Rs: 500,000/=

**Standard Bidding Documents is intended as a model for
admeasurements (Percentage Rate / unit price for unit rates
in a Bill of Quantities) type of contract. The main text refers to
admeasurements contracts.**

OFFICE OF THE REGIONAL DIRECTOR
PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH

Sr. No: 03

SPPRA BIDDING DOCUMENT
STANDARD FORM OF BIDDING DOCUMENT
FOR
PROCUREMENT OF WORKS

(For Contractor Upto Rs: 2.500 Millions)

NOTICE INVITING TENDERS NO: **POS/TTA/ADMN/04/2018/705** Dated: **18-04-2018**

Name of Scheme / Work : **Purchase of Furniture & Fixture**

Tender Amount : **Rs: 500,000**

Completion Period : **01 Month**

Earnest Money : **5% of Bid Price Rs: 25000/=**

Call Deposit / Pay Order No: :

Date :

Name of Bank :

Amount of Call Deposit / Pay Order : Rs:

Date & Time of Issue : **15-05-2018 (Upto 02.00PM)**

Date & Time of Return : **16-05-2018 (Upto 03.00PM)**

Date & Time of Opening : **16-05-2018 (@ 04.00PM)**

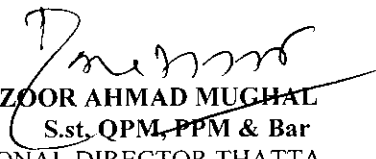
Issued to (Name of Bidders) :

DR: No: :

Date :

Tender Fee : **Rs: 500/=**

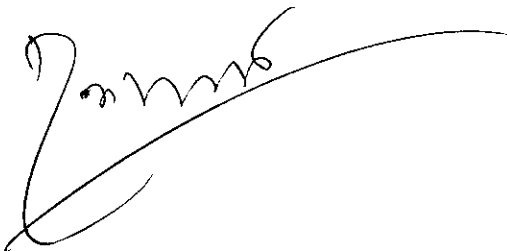
Signature of Contractor


MANZOOR AHMAD MUGHAL
S.st. QPM, PPM & Bar
REGIONAL DIRECTOR THATTA

Bidders Qualification Criteria

Refer to Rule - 46 (1) (a) (I & ii) of SPP Rules, 2010

- 1 Single Stage - One Envelope Procedure
 - a Notice Inviting Tenders & Bidding Documents of this method shall contain the following eligibility Criteria.
 - i Relevant Experience of 3 years.
 - ii Turn-Over of last 3 years.
 - iii Registration with Federal Board of Revenue (FBR) for Income Tax (N.T.N) .
 - iv Registration with the Sindh Revenue Board (SRB).
 - vii Full Name, Complete Address, Telephone No., Fax No, Email & Organization of Structure.
 - viii Copy of C.N.I.C of Proprietor / Partner (if any).
 - ix Complete Bio-Data of Technical Staff (One B.E & One Diploma Engineer).
 - x Affidavite regarding any dispute in Court of Law & stopping of work of firm @ any Executing Agency.
 - xi Affidavite regarding Non-Blank listing of firm by Governments, Semi Governments Auttonomous Bodies Executing Agency.
 - xii Affidavite regarding List of Partners / Partnership Deed with Director / Proprietor etc with complete information along with Power of Attorney / Sole Proprietor.
 - xiii Affidavite regarding information submitted by Bidder / Firm is correct.
 - xiii Conditional Bids will not be accepted.



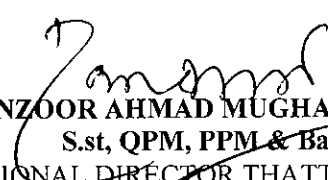
BIDDING DATA

(This section should be filled in by the Engineer / Procuring Agency before issuance of the Bidding Documents. The following specific data for the works to be tendered shall complement, amend, or supplement the provisions in instructions to Bidders. Where ever there is conflict, the provision here in shall prevail over those in instructions to Bidders).

Instructions to Bidders Clause Reference

- | | | | |
|---|--|---|---|
| a | Name of Procuring Agency | : | <u>Provincial Ombudsman (Mohtasib), Sindh Regional Office, Makli</u> |
| b | Brief Description of Works | : | <u>Purchase of Furniture & Fixture</u> |
| c | Procuring Agency Adress | : | <u>B/177, Unit 2, Makli Cooperative Housing Society, Thatta 73150</u> |
| d | Estimated Cost | : | <u>Rs: 500,000/=</u> |
| e | Amount of bid security (full in Lump Sum amount of in %age of bid amount / estimated cost, but not exceeding 5%) | : | <u>Rs: 25,000/= (5%)</u> |
| f | Period of Bid Validity (days) | : | <u>30 Days</u> |
| g | Security Deposit (Including Bids Security)
(In %age of Bid amount / estimated cost equal to 10%) | : | <u>Rs: 50,000/= (10%)</u> |
| h | Percentage, if any, to be deducted from bills | : | <u>Rs: 57,500/= (11.50%)</u> |
| i | Deadline for submission of bid alongwith time | : | <u>16-03-2018 (Upto 02:00pm) in the office of the undersigned</u> |
| j | Venue, time & date of Bid Opening | : | <u>16-03-2018 (Upto 03:00pm) in the office of the undersigned</u> |
| k | Time for completion from written order of commence | : | <u>01 Month</u> |
| l | Liquidity damages (0.05 of estimated cost or bid cost perday of delay, but total not exceeding 10%) | : | ----- |
| m | Deposit receive No: Date amount (in words & figures) | : | ----- |

Signature with Stamp of Bidder


MANZOOR AHMAD MUGHAL
S.st, QPM, PPM & Bar
REGIONAL DIRECTOR THATTA

3. LIST OF FURNITURE & FIXTURE

Sr. No:	Name of Item	Quantity	Amount
1	Furniture & Fixture		500,000
Total			500,000

Z. M. H. H.

AGREEMENT

This agreement is made on this _____ day of Month of _____ 2018, between Secretariat Provincial Ombudsman, Sindh Karachi & Prop. of _____ party of the first part (hereinafter called and referred to as the "CONTRACTOR" and Government of Sindh, represented by the Secretariat Provincial Ombudsman, Sindh, - the party of the second part (hereinafter called and referred to as the "Authority").

Both the parties have agreed upon the terms and conditions laid down in tender documents hereinafter for items _____ for the financial year 2017-2018.

1. That the contractor (First Party) do hereby agreed and bound to supply the required items _____, accept the order for the supply of said items/installation at the rates approved by the Competent Authority to Secretariat Provincial Ombudsman, Sindh, Karachi.
2. That the contractor/bidder is ready and bound to provide the sample of said items required by Secretariat Provincial Ombudsman Sindh, Karachi, which will be inspected by the Departmental Inspection Committee appointed by the Hon'ble Ombudsman within one week from the date of receipt of supply order failing which the order shall be cancelled and will be placed next to lowest and the security will be forfeited.
3. That the Contractor undertakes to supply all the articles as per bid/tender documents and repeated in supply orders.
4. That the Supply of items will be accepted by Authority (this Sectt.) subject to inspection by Departmental Inspection Committee according to specifications given in the tender documents.
5. That the contractor undertakes that they will get inspected their supplied items from Departmental Inspection Committee of Provincial Ombudsman (Mohtasib), Sindh and they will present at the time of inspection of items.
6. That the contractor undertakes that they will demonstrate their supplied items before Procurement Committee if Authority desire
7. That the contractor is ready and bound to deliver all the articles /the required work at the place of destination as shown in the supply orders at their risk and cost and handed over the complete delivery of full articles/work as per supply orders to the consignees.
8. That the contractor is ready and bound to provide Standard Warrantee of their supplied items of Office Equipment. They are also ready and bound to provide warranty that their supplied items will not be damaged due to substandard material



9. That the contractor is ready and bound to replace any or all the articles broken or damaged or defective or out of order in transit at his own risk and cost and shall deliver all the articles in good and sound condition.
10. That if the contractor fail to provide satisfactory performance for maintenance services, after sale the items, this Secretariat would be constrained to disqualify the contract from the contract besides getting firm blacklisting as per SPPRA Rules-2010 (Amended-2017).
11. The Successful bidder/bidder(s) will be bound to give immediate response within warranty period to replace the defective goods or to remove the defects on telephonic complaint of this Secretariat to them, failing which their performance guarantee may be forfeited or action of black listing of supplier may be initiated as per Rule-35 of SPPRA Rules-2010(Amended-2017).
12. The successful bidder will be bound to pay visit charges (if any) to manufacturing firms/dealer during the warranty period.
13. That the contractor also undertakes to bear all kind of taxes i.e. General Sales Tax, Income Tax, Zila / Octroi Tax (if any) or any other tax etc. and all other incidental charges etc. up to the place of destination.
14. That it is also hereby declared and agreed that in case of default being made by the Contractor in the performance of the conditions herein agreed to it shall be lawful for the authority to forfeit part/ full bid security/ performance guarantee and cancel the order for the supply of articles and bring the firm on black list. That the decision of the Authority shall be final and binding upon the contractor and his successors, nominees etc.
15. That in case the contractor fail to supply the articles within the stipulated time the penalty will be charges at the rate of 2% (Month 30 days chargeable on basis of days) for the unsupplied store.
16. The authority will arrange the inspection of items.
17. That in case of any dispute it shall be lawful for the Secretariat Provincial Ombudsman Sindh, Karachi to forfeited full or part of the Bid Security/Performance guarantee and or cancel the whole part of the supply order with contractor and the decision of the Competent Authority will be the final and legally binding on the contractor.
18. That the contractor is ready to abide with terms and condition as mentioned above & Tender Documents.
19. That the contractor is bound to provide 10% Performance guarantee of supplied items in shape of Pay Order or Bank Draft or Bank guarantee along with Performance Security Form.
20. The following documents shall be deemed to form and be read and construed as part of this agreement, viz:
 - (a) the Bid document and the Price quoted/ submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specification of items;
 - (d) the General Conditions of Bid documents;



- (e) the Special Conditions of Bid documents; and
- (f) the Procuring agency's Notification of Award(i.e Advance Acceptance of Tender of this Secretariat)

IN WITNESSES WHEREOF: the parties have bound themselves with the above mentioned terms and conditions with sound mind and their senses without any coasion and force and act their hands below in the presence of the witnesses.

For and on behalf of
Secretariat Provincial Ombudsman
Sindh, Karachi.

CONTRACTOR

Signature: _____
(Proprietor)

Name: _____

M/s: _____

Seal: _____

WITNESSES



OFFICE OF THE REGIONAL DIRECTOR
PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH
SECRETARIAT

ADDRESS: B/177, Unit 2, Malji Cooperative Housing Society, Thatta. 73150
Tel: 0298 920187 Fax: 0298 920 197 E-mail: mohtasibthatta@gmail.com.



POS/TIA/ADMN/04/2018

Dated:

The Director General (Finance),
Secretariat Provincial Ombudsman (Mohtasib) Sindh,
Karachi

Subject: REQUEST FOR APPROVAL OF PROCUREMENT PLAN AND
PROCUREMENT COMMITTEE FOR REGIONAL DIRECTOR OF
HON'BLE PROVINCIAL OMBUDSMAN SINDH, REGIONAL
OFFICE THATTA.

Reference: Your office Letter No.1(1)SPOM/ACCTT/2017-2018 dated 11.04.2018 on
the subject noted above.

In order to maintain transparency and in the light of Rule-7 of Sindh
Public procurement Rules -2010, Government of Sindh, the procurement committee is
hereby constituted for procurement of Hardware/ Computer equipment, plant &
Machinery, furniture & Fixture etc, comprising the following.

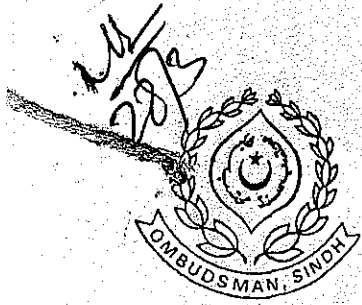
PROCUREMENT COMMITTEE FOR REGIONAL DIRECTOR OF HON'BLE
PROVINCIAL OMBUDSMAN SINDH, REGIONAL OFFICE THATTA.

- | | |
|--|----------|
| 01. Regional Director
Regional office, Thatta. | Chairman |
| 02. Assistant Registrar
Regional Office, Thatta. | Member |
| 03. Assistant Engineer,
Highway Sub-Division, Thatta. | Member |

This is submitted for kind approval of Hon'ble Ombudsman Sindh as desired.


MANZOOR AHMAD MUGHAL
Sst, QPM, PPM & Bar
REGIONAL DIRECTOR THATTA

17/4/18



No. 8/1191-Admn

SECRETARIAT
PROVINCIAL OMBUDSMAN (MOHTASIB)
SINDH

Shahrah-e-Kamal Ataturk, Opp: Sindh Secretariat, Karachi

Karachi, dated the 22/8/16

NOTIFICATION


In continuation of Notification of even number dated 11-12-2013, the Hon'ble Ombudsman, Sindh has been pleased to reconstitute the Committee for Redressal of grievances and settlement of disputes of Bidders in terms of Rule-31(1) of SPPRA Rule-2010, comprising of:-

- | | | |
|----|---|----------|
| 1. | Secretary,
Secretariat Provincial Ombudsman, Sindh, Karachi. | Chairman |
| 2. | Director General-I,
Secretariat Provincial Ombudsman, Sindh, Karachi | Member |
| 3. | Director General (Finance),
Secretariat Provincial Ombudsman, Sindh, Karachi. | Member |
| 4. | Representative of Accountant General Sindh,
Karachi. | Member |
| 5. | Representative of Information Technology
Department, Government of Sindh, Karachi. | Member |


(HASHIM RAZA ZAIDI)
SECRETARY

Copy to:-

- 01) The Managing Director, Sindh Public Procurement Regulatory Authority, Govt. of Sindh, Karachi.
- 02) The Secretary, Information Technology Department, Government of Sindh, Karachi.
- 03) Accountant General Sindh, Karachi.
- 04) The Secretary, Industries Department, Govt. of Sindh, Karachi
- 05) All concerned Officer / All Regional Directors, *Thatta*.


(OZAI AHMED SIDDIQUI)
ASSISTANT DIRECTOR (ADMN)
Tel: 99211714

Copy to:

1. P.S. to Hon'ble Ombudsman, Sindh.
2. P.S. to Secretary.



SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

GOVERNMENT OF SINDH

ASSESSMENT OF BID EVALUATION REPORT

Name of Procuring Agency: Executive Engineer (Water) Kemari Town Karachi.
Advertisement No. and Date: No. KW& SB/EE/W/KEMARI/2018/98, dated 08.03.2018
Section: Assessment Sr. No. 37193,

S.No	Particulars	SPP Rule	AM	M
01	Date of receipt of Bid Evaluation Report (BERs)		17.04.2018	
02	BER is in original		✓	
03	BER is on standard format of SPPRA		✓	
04	BER is signed by all the members of PC as per notification, on each page		✓	
05	BER mentions the names, designations and department of members of PC		✓	
06	BER contains recommendation for award of contract		✓	
07	BER contains reasons for rejection and acceptance of bids		✓	
08	Bids were opened on the date and time mentioned in BDs/ NIT		✓	
09	Minutes of bid opening meeting are furnished	41(9)	✓	
10	Bidders' eligibility/ qualification report has been furnished (SSOE only)	46(1)(a)	✓	
11	Technical Evaluation Report has been furnished (for SSTE/ TSB/ TSTE)	46(2)/(3)/(4)	N/A	
12	Original Comparative Statement is provided (if not mentioned in BER)		✓	
13	BER/CS mention rate of only technical qualified firm (SSTE/ TSB/ TSTE)		N/A	
14	Certificate of compliance of Rule-48 has been furnished (for single bids)	48	✓	
15	Bid evaluation report is received within bid validity period	38(5)	✓	
16	Bids were evaluated as per criteria given in BDs	42	✓	
17	Bidder with the lowest evaluated cost is recommended for award of contract	49	✓	
18	Observations/ Required Info:-		✓	

P.A has furnished Bid Evaluation Report, Comparative Statement, Bidder Qualification Report, Minutes of Meeting and attendance sheet.

Submitted for further examine please.

Assistant

Assistant Director (Assessment).