



**OFFICE OF THE REGIONAL DIRECTOR**  
**PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH SECRETARIAT**  
**Near Bilawal Park, One Unit Building District Khairpur Mir's**

POS/ROK-Admn/(Khp)/2018 / 2260

Dated: 24-4-2018

To,

The Managing Director,  
Sindh Public Procurement Regulatory Authority,  
Government of Sindh,  
**KARACHI.**

**SUBJECT: REQUEST FOR UPLOADING OF TENDER NOTICE IN THE WEB SITE OF SPPRA.**

Please find enclosed following mentioned documents of this office, for uploading of tender notice, in the website of SPPRA as per clause-17(1), because the total involved cost below one million rupees.

- 1) Procurement Plan.
- 2) Tender Document.
- 3) Notification of Procurement Committee.
- 4) Notification of Committee for Redressal of Complaint
- 5) Copy of Notice Tender (NIT)

It is therefore, requested that the above Tender Notice may kindly be uploaded in the Web Site of SPPRA as early as possible without loss of time, positively for further proceedings accordingly.

Encl: As Above

*Sd/*  
( HAJI GHULAM KASIM BALOCH )  
Regional Director

Copy forwarded for information & necessary action to:-

01. The Worthy Director General (Finance), Secretariat Provincial Ombudsman (Mohtasib) Sindh, Karachi.
02. The Secretary/Director/Deputy Director (Advertisement), Information Department, Government of Sindh, Karachi, is requested to kindly publish the enclosed Tender Notice (Only) of this Office in three leading Newspapers in Sindhi, Urdu & English as early as possible without loss of time, positively.
03. The Assistant Director (Admn), Secretariat Provincial Ombudsman (Mohtasib) Sindh, Karachi.
04. Mr. Noor Alam Khan (Incharge Librarian Store), Secretariat Provincial Ombudsman (Mohtasib) Sindh, Karachi.

*E. Baloch*  
( HAJI GHULAM KASIM BALOCH )  
Regional Director

SPPRA INWARD DIARY

NO : 8528

DATED 26.04.2018

**PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH, REGIONAL OFFICE KHAIRPUR**

**PROCUREMENT PLAN FOR PLANT & MACHINERY**

**FOR THE C.F.Y 2017-18**

S. No.	Title of Procurement	Estimated Cost	Method	Tentative / Actual Date of NIT	Tentative / Actual Closing Date of NIT	Tentative / Actual Date of Award of Contract	Tentative Deadline / Actual Date for Execution	Remarks
1.	<u>Plant &amp; Machinery</u>							
(i).	One Split Air-Conditioner	Rs. 70,000/-	One Envelope Procedure	1 <sup>st</sup> Week of May, 2018	3 <sup>rd</sup> Week of May, 2018	4 <sup>th</sup> Week of May, 2018	May-2018	
(ii)	One Photostat Machine	Rs. 160,000/-	One Envelope Procedure	1 <sup>st</sup> Week of May, 2018	3 <sup>rd</sup> Week of May, 2018	4 <sup>th</sup> Week of May, 2018	May-2018	
	<b>TOTAL:</b>	<b>Rs. 230,000/-</b>						

( HAJI GHULAM KASIM BALOCH )  
Regional Director



Ph#: 0243-9280357

**OFFICE OF THE REGIONAL DIRECTOR**  
**PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH SECRETARIAT**  
Near Bilawal Park, One Unit Building District Khairpur Mir's

**Rs. 100/-**

TENDER NO. POS/ROK/PPA/2017-18

**TENDER DOCUMENTS**

*For*

**PLANT & MACHINERY EQUIPMENT**



**OFFICE OF THE REGIONAL DIRECTOR**  
**PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH SECRETARIAT**  
Near Bilawal Park, One Unit Building District Khairpur Mir's

**TENDER DOCUMENT**

SCHEDULE TO INVITATION TO TENDER NO. POS/ROK/PPA/2017-18

1. Date & Time of Receipt of Tender: 25/04/2018 till 1.00 PM.
2. Date & Time of Opening Tender: 15/05/2018 at 3.00 PM.

As per above mentioned schedule tenders shall be opened before the bidders or their representatives at Provincial Ombudsman (Mohtasib) Sindh, Regional Office Khairpur.

Offer shall remain valid for 90 days from the date of opening of tender. Tender should quote their price clearly on the basis of free delivery to consignee at Khairpur Mir's, inclusive of all taxes.



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Near Bilawal Park, One Unit Building District Khairpur Mir's

**TENDER DOCUMENT**

Bidders are requested to confirm the specifications and specify the model and make of the product with technical literature/proposal, if any.

**TERMS & CONDITIONS:**

Reputed interested firms/bidders having relevant experience at least three years in dealing with Hardware Computer, Plant & Machinery and Furniture items are requested to submit following information/documents.

1.
  - i. Tender documents will be received up to 1:00 PM. on 15-05-2018 and will be opened on the same date at 3:00 PM in presence of bidders or their representatives at Provincial Ombudsman (Mohtasib) Sindh, Regional Office Khairpur.
  - ii. Sealed tenders should be addressed to Regional Director, Provincial Ombudsman (Mohtasib) Sindh, Regional Office Khairpur, Near Bilawal Park, One Unit Building, District Khairpur, by clearly marking on the top of the Envelope "TENDER".
  - iii. The bidder should provide Registration Certificates of Income Tax & Sales Tax Department.
  - iv. National Competitive Bidding method will be applied as per SPPRA Rules-2010 by following Single Stage One Envelope Procedure.
  - v. Free delivery shall be made within 15 days from the date of award of contract/supply order to consignee premises.

**2. BID SECURITY**

- (a) Bid Security (refundable) at five percent of the bid amount in shape of pay order/demand draft in favour of Director, Regional Office, Provincial Ombudsman (Mohtasib), Sindh, Khairpur Mir's shall be deposited with the offer otherwise offer will be rejected.
- (b)
  - (i). Bid security shall remain valid for a period of 28 days beyond the validity period for bids.
  - (ii). Bids security shall be released to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired.



**OFFICE OF THE REGIONAL DIRECTOR**  
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Near Bilawal Park, One Unit Building District Khairpur Mir's  
**TENDER DOCUMENT**

**3. PERFORMANCE SECURITY**

- (a) Successful bidder will have to deposit Performance Security @ 10% of the contract amount in shape of Pay order/Demand Draft/Bank Guarantee in favour of Regional Director, Provincial Ombudsman (Mohtasib), Sindh, Regional Office Khairpur (Proforma enclosed).
  - (b) Validity of performance security shall extend at least ninety days beyond the date of completion of contract to cover defects liability period or maintenance period subject to final acceptance by the procuring agency as per rule-39 of SPPRA-2010.
4. Payment will be released / made on completion of supply/work (in all respect) subject to inspection.
  5. The vendor shall enclosed copy of GST invoice along with bill for the amount due on goods supplied.
  6. All bidders shall sign in attendance sheet.
  7. In case of any holiday or uncertainly in the city Tenders/Bids will be opened on next working day.

**SPECIAL CONDITIONS:**

1. Tender should be properly sealed.
2. Bidders are required to quote the amount separately for each item both in figures and words on Tender/Bid Documents only along with covering letter head duly sealed and signed.
3. Provincial Ombudsman (Mohtasib) Sindh, Regional Office Khairpur, reserves the right to increase or decrease the quantity without assigning any reason.
4. (i) Provincial Ombudsman (Mohtasib) Sindh, Regional Office Khairpur, may cancel the bidding process at any time prior to the acceptance of a bid or proposal.  
(ii) Intimation of the cancellation of bidding process shall be given promptly to all bidders and bid security shall be returned along with such intimation.  
(iii) The procuring agency shall, upon request by any of the bidders, communicate to such bidder, grounds for the cancellation of bidding process, but is not required to justify such grounds.



**OFFICE OF THE REGIONAL DIRECTOR**  
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 Near Bilawal Park, One Unit Building District Khairpur Mir's

**TENDER DOCUMENT**

5. Supply will be accepted subject to inspection according to specification given in the schedule.
6. After acceptance of offer the firm shall be required to submit performance security and execute agreement (performa attached) within 07 days. In case of failure the bid security shall be liable to be forfeited.
7. In case of dispute, if any between the parties the same shall be settled as per arbitrations laws being in force in Pakistan.
8. Free installation/documentation at Bidders responsibility shall be confirmed by the Bidders where necessary.
9. Quoting Firms/Bidders shall be bound to provide warrantee that in case of any material/manufacturing defects, the Firms/Bidders will replace the same/remove the defect free of cost within one year.
10. The successful Bidder/Bidders will be bound to supply the items as per specification mentioned in the Tender Document within specific period given in the supply order. In case of failure, penalty of 3% of the supply order per month or part thereof up to maximum limit of 10% shall be imposed on the supplier or their performance guarantee shall be liable to be forfeited.
11. The firms/bidders will demonstrate/display their quoted item(s) (if procurement agency desire), before procurement committee of this .
12. Presence of representative of successful Bidder(s) is compulsory at the time of Inspection of their supplied items (as per mentioned in the Tender Documents).
13. The bidder should submit the brochures and pictures of the items along with the rates
14. Firms/Bidders will attach the receipt of Accounts Section of this office with the tender document.

( HAJI GHULAM KASIM BALOCH )

*Regional Director*  
*Provincial Ombudsman (Mohtasib) Sindh*  
*Regional Office Khairpur*  
*Chairman, Procurement Committee*



**OFFICE OF THE REGIONAL DIRECTOR**  
**PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH SECRETARIAT**  
Near Bilawal Park, One Unit Building District Khairpur Mir's

**TENDER DOCUMENT**

Items	Description of Stores	Quantity Required	Price per Unit both in figures & words free delivery to Consignee's end (inclusive all taxes)
01.	One Split Air-Conditioner	01 No.	Rs. _____
02.	One Photostat Machine	01 No.	Rs. _____

\_\_\_\_\_  
*Signature of Bidder*





**OFFICE OF THE REGIONAL DIRECTOR  
PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH SECRETARIAT**  
Near Bilawal Park, One Unit Building District Khairpur Mir's

**TENDER DOCUMENT**

TENDER NO. POS/ROK/PPA/2017-18

(The Bidders shall fill in the certificate below failing which the Tender will  
liable to be considered as cancelled

**CERTIFICATE**

WE GUARANTEE TO SUPPLY THE STORES EXACTLY IN ACCORDANCE WITH THE REQUIREMENT SPECIFIED IN THE INVITATION TO TENDER & AGREED ACCORDING TO ABOVE TERMS AND CONDITIONS. WE WILL COMPLETE ALL THE FORMALITIES TILL FINAL OF PROCUREMENT PROCESS AT REGIONAL OFFICE, PROVINCIAL OMBUDSAMAN, SINDH, KHAIRPUR MIR'S. WE WILL NOT BACK OUT (IF WE BECOME SUCCESSFUL BIDDER).

Name (in Block Letter): \_\_\_\_\_

Designation : \_\_\_\_\_

Office Address: \_\_\_\_\_

Signature with Date: \_\_\_\_\_

Office Stamp : \_\_\_\_\_

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 \_\_\_\_\_ 201*[year]* 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 \_\_\_\_\_ : 201*[year]*

Signature and seal of the Guarantors

\_\_\_\_\_  
*[name of bank or financial institution]*

\_\_\_\_\_  
*[address]*

\_\_\_\_\_  
*[date]*

*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 \_\_\_\_\_ 2015.

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]*



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*Near Bilawal Park, One Unit Building District Khairpur Mir's*

POS/ROK/PPA/2017-18


Dated: \_\_\_\_\_

**NOTIFICATION**

In order to maintain total 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 Plants & Machinery, comprising the following:-


**PROCUREMENT COMMITTEE FOR REGIONAL DIRECTOR OF HON'BLE**  
**PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH, REGIONAL OFFICE**  
**KHAIRPUR**

- |     |   |          |
|-----|---|----------|
| 01. | <b><u>HAJI GHULAM KASIM BALOCH</u></b><br><i>Regional Director, Khairpur.</i>   | Chairman |
| 02. | <b><u>MR. MOHAMMAD HASSAN BROHI</u></b><br><i>Assistant Registrar,<br/>Regional Office, Khairpur.</i>   | Member   |
| 03. | <b><u>MR. MALHEER KHAN</u></b><br><i>Focal Person, Project Coordinator Management<br/>Khairpur Special Economic Zone<br/>District Khairpur.</i> | Member   |

  
( **HAJI GHULAM KASIM BALOCH** )  
*Regional Director*

**Copy to for kind information & further proceedings accordingly.**

1. *The Managing Director, Sindh Public Procurement Regulatory Authority, Government of Sindh, Karachi.*
2. *The Director (Finance), Secretariat Provincial Ombudsman (Mohtasib) Sindh, Karachi.*
3. *The Assistant Director (Admn), Secretariat Provincial Ombudsman (Mohtasib) Sindh, Karachi.*
4. *The Librarian (Store), Secretariat Provincial Ombudsman (Mohtasib) Sindh, Karachi.*
5. *The District Accounts Officer, District Khairpur.*

  
( **HAJI GHULAM KASIM BALOCH** )  
*Regional Director*



No. 8/1/91-Adm (44)

SECRETARIAT  
PROVINCIAL OMBUDSMAN (MOHTASIB)

SINDH, 23940 to 23954  
Shahrah-e-Kamal Ataturk, Opp Sindh Secretariat, Karachi.

Karachi, dated the 11-12-2013

NOTIFICATION

In continuation of Notification of even number dated 04-06-2013, the Hon'ble Ombudsman, Sindh has been pleased to reconstitute the Committee for Complaint Redressal as under:

- |    |   |          |
|----|---|----------|
| 1. | Malik Asrar Hussain, Secretary,<br>Secretariat Provincial Ombudsman, Sindh.   | Chairman |
| 2. | Sayed Amir Ali Shah, Director General (Finance)<br>Secretariat Provincial Ombudsman, Sindh.                         | Member   |
| 3. | Mr. Baqaullah Unar, Director General,<br>Secretariat Provincial Ombudsman, Sindh.                                   | Member   |
| 4. | Representative of Accountant General, Sindh, Karachi.   | Member   |
| 5. | Representative of Information Technology Department<br>Government of Sindh, Karachi. (Preferably Deputy Secretary). | Member   |

(MALIK ASRAR HUSSAIN)  
SECRETARY

Copy to:

1. All Concerned Officers.
2. The Principal Secretary to Hon'ble Governor, Sindh, Karachi.
3. The Principal Secretary to Chief Minister, Sindh, Karachi.
4. The Chief Secretary, Government of Sindh, Karachi.
5. The Secretary, Finance Department, Government of Sindh, Karachi.
6. The Secretary, Industries Department, Government of Sindh, Karachi.
7. The Secretary, Information Technology Department, Govt. of Sindh, Karachi.
8. The Managing Director, Sindh Public Procurement Regulatory Authority,  
Government of Sindh, Karachi.
9. The Accountant General Sindh, Karachi.
10. The Director General, Audit, Sindh, Karachi.
11. P.S. to Minister for Law, Parliamentary Affairs & Criminal Prosecution  
Services, Government of Sindh/Chairman SPPRA Board, Karachi.

(AIZAZ AHMED)  
DIRECTOR (FINANCE)

Copy for information to:

1. P.S. to Hon'ble Ombudsman



**OFFICE OF THE REGIONAL DIRECTOR**  
**PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH SECRETARIAT**  
Near Bilawal Park, One Unit Building District Khairpur Mir's

**NOTICE INVITING TENDER**

Regional Office, Provincial Ombudsman (Mohtasib) Sindh, Khairpur Mir's invites sealed bids from interested firms or persons registered with the General Sales Tax, Income Tax and Excise & Taxation Department for supply of the following items during the financial year 2017-2018:-

Durable Goods Including Plant & Machinery Equipment. Details given in Tender Documents.

The Tender Documents can be purchased from Accounts Section of this Office on submission of written application on the letter heads on non-refundable cash payment of Rs.100/- each on any working day up to 15-05-2018 till 1.00 p.m. for Plant & Machinery Equipment.

As per SPPRA Rules-2010 (single stage one envelop procedure), the Tenders will be opened on the same date at 3.00 p.m. in the presence of such bidders who may intended to attend the opening and Procurement Committee in this Office..

The offer must be accompanied by a Bid Security @ five percent of quoted rates in shape of Pay order / Demand draft in favour of each Tender.

The Bidders should follow the detailed terms & conditions indicated in the Bid Documents.

Sealed tenders should be addressed to Regional Director, Provincial Ombudsman (Mohtasib) Sindh, Regional Office Khairpur at Near Bilawal Park, One Unit Building, District Khairpur, by clearly marking on the top of the Envelope "Tender for Plant & Machinery Equipment.

The Procuring Agency may reject any Bid subject to relevant provision of SPPRA Rules-2010 and may cancel the Bidding process at any time prior to the acceptance of bid or proposal as per Rules-25 of SPPRA Rules-2010.

( HAJI GHULAM KASIM BALOCH )  
*Regional Director*  
*Provincial Ombudsman (Mohtasib) Sindh*  
*Regional Office Khairpur*



**OFFICE OF THE REGIONAL DIRECTOR**  
**PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH SECRETARIAT**  
Near Bilawal Park, One Unit Building District Khairpur Mir's

POS/ROK-Admn/(Khp)/2018

Dated: \_\_\_\_\_

To,

The Director (Advertisement),  
Information Department,  
Government of Sindh,  
**K A R A C H I**

**SUBJECT: REQUEST FOR PUBLICATION OF NEWS TENDER NOTICE (NIT) IN THE LARGEST NEWS PAPERS VIZ. ENGLISH NEWSPAPER, SINDHI NEWSPAPER & URDU NEWSPAPER, AS PER SPPRA RULES 2010 (AMENDED UPTO 2017) PERTAINING TO PROCUREMENT COMMITTEE / REGIONAL DIRECTOR, REGIONAL OFFICE PROVINCIAL OMBUDSMAN SINDH, KHAIRPUR, FOR THE CURRENT FINANCIAL YEAR 2017-18.**

I am enclosing herewith the copies of Tender Notice (NIT) about subject mentioned matter for publication of the same in three leading Daily Newspaper viz. (i) English (ii) Urdu & (iii) Sindh by intimating the undersigned as early as possible for further proceedings accordingly under Sindh Public Procurement Rules 2010 (Amended upto 2017).

( **HAJI GHULAM KASIM BALOCH** )  
Regional Director

Copy to:-

01. The Director General (Finance), Secretariat Provincial Ombudsman (Mohtasib) Sindh, Karachi.
02. The Managing Director, Sindh Public Procurement Regulatory Authority, Government of Sindh, Karachi.
- ✓ 03. The Assistant Director (Admn), Secretariat Provincial Ombudsman (Mohtasib) Sindh, Karachi.
04. Mr. Noor Alam Khan (Incharge Librarian Store), Secretariat Provincial Ombudsman (Mohtasib) Sindh, Karachi.

For kind information and further proceedings, as desired accordingly.

( **HAJI GHULAM KASIM BALOCH** )  
Regional Director