



OFFICE OF THE REGIONAL DIRECTOR
PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH SECRETARIAT
OLD ANTI-CORRUPTION BUILDING, SESSION COURT COMPOUND, LARKANA
Phone No.074-9410222

Most Urgent,
Important Matter
Through : T.C.S

POS/RL-Budget(LKA)2017-18 1342 Dated: 10.05.2018

To,

The Managing Director,
Sindh Public Procurement Regulatory Authority,
Government of Sindh (SPPRA),
Block-8 Sindh Secretariat NO.4-A, Court Road,
KARACHI.

Subject: PROCUREMENT PLAN OF PLANT & MACHINERY PURCHASE OF FURNITURE AND FIXTURE FOR THE PROCUREMENT OF PHYSICAL ASSETS FOR THE CURRENT FINANCIAL YEAR 2017-2018.

Reference Assistant Director (Assessment)SPPRA Karachi letter NO.PO(Larkana)18-19/2697 dated: 27.04.2018, on the above subject.

2. As desired, I am directed to forward following documents for procurement of Plant and Machinery, Furniture and Fixture for the official use of the office of Regional Director, Provincial Ombudsman (Mohtasib) Sindh Larkana during C.F.Y 2017-18 for hosting on website of SPPRA, accordingly.

- i) Notification of complaint redressal committee in terms of Rule-31.
- ii) Notification of procurement committee in terms of Rule-7.
- iii) Tender documents.
- iv) Procurement Plan.
- v) Original Demand Draft NO.02348021 dated: 24.04.2018 Rs:2000/- National Bank of Pakistan Main Branch Karachi on the name of Director (Admin & Finance)SPPRA Karachi.
- vi) Soft copy of Procurement Plan, NIT.
- vii) Notice Inviting Tender (NIT).


(ZULQURNAIN ABRO)
REGIONAL DIRECTOR
LARKANA

Copy to:-

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

2. The Librarian (Store) Secretariat Provincial Ombudsman (Mohtasib) Sindh Karachi.

(ZULQURNAIN ABRO)
REGIONAL DIRECTOR
LARKANA

SPPRA INVTAR
NO 8989
DATE 10/05/2018

No. 8/1171-6/Jan

SECRETARIAT
PROVINCIAL OMBUDSMAN (SINDBH)
SINDBH
 Hashim-e-Casual Area, Opp: Sindh Secretariat, Karachi

Karachi, Date: 25/07/16

NOTIFICATION

In continuation of Notification of even number dated 11-12-2013, the Hon'ble Member, 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 Rules-2013 as follows:-

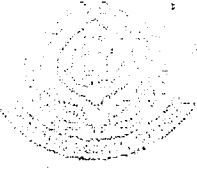
- | | |
|--|----------|
| 1. Secretary,
Provincial Provincial Ombudsman, Sindh, Karachi. | Chairman |
| 2. Director General,
Government Provincial Ombudsman, Sindh, Karachi | Member |
| 3. Director General (Finance),
Provincial Provincial Ombudsman, Sindh, Karachi. | Member |
| 4. Representative of Accountant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

25/07/16

(Signature)
 (HASHIM BAZAFADE)
 SECRETARY

1. Chairman, Sindh Public Procurement Regulatory Authority,
Karachi, Sindh, Karachi.
2. Director, Information Technology Department, Government of Sindh,
Karachi.
3. Accountant General Sindh, Karachi.
4. Director, Electronics Department, Govt. of Sindh, Karachi
5. Personnel Officer / All Regional Directors

(Signature)
 (OZAIR AHMUD SIDDIQUE)
 ASSISTANT DIRECTOR (ADMN)
 Tel: 59211714



SECRETARIAT
PROVINCIAL OMBUDSMAN (MOHTASIB)
SINDH
Provincial Office, Opp. Minis Secretariat, Karachi.

323
10-05-18

9705

Karachi, dated the 09-05-2018

NOTIFICATION

In terms of Rule-7 of Sindh Public Procurement Authority Rules-2010 (Amended-2017), Government of Sindh, the Procurement Committee is re-constituted as under for procurement of Hardware/Computer, Plant & Machinery and Furniture & Fixture, etc., for Regional Office, Larkana of Provincial Ombudsman Sindh.

PROCUREMENT COMMITTEE FOR REGIONAL OFFICE, LARKANA,
PROVINCIAL OMBUDSMAN (MOHTASIB), SINDH.

- | | | |
|----|---|----------|
| 1. | Mr. Zulqurnain Abro,
Regional Director (Mohtasib)
Larkana. | Chairman |
| 2. | Mr. Abdul Rauf Siyal,
Assistant Superintendent,
Regional Office (Mohtasib),
Larkana. | Member |
| 3. | Mr. Ahmed Ali Soomro,
Senior Auditor,
District Accounts Office,
Larkana. | Member |

The Procurement Committee will be made strictly in conformity with SPPRA Rules-2010 (Amended-2017).

(IQBAL NAFEEES KHAN)
SECRETARY

Copy for information to:-

1. The Managing Director, Sindh Public Procurement Regulatory Authority
Government of Sindh, Karachi
2. Chairman and Members of Procurement Committee of Regional Office,
Larkana of Provincial Ombudsman, Sindh.
3. Regional Director, Regional Office, Larkana of Provincial Ombudsman, Sindh
with direction to ensure compliance of SPPRA Rules-2010 (Amended-2017),
strictly.
4. District Accounts Officer, Larkana.
5. P.S to Hon'ble Ombudsman.
6. P.S to Secretary.

(OZAIR AHMED SIDDIQUI)
ASSISTANT DIRECTOR (ADMN)



Rs.100/-

REGIONAL OFFICE PROVINCIAL OMBUDSMAN
(MOHTASIB), SINDH, LARKANA)

Old Anti-Corruption Building, Session Court, Larkana

Ph No. 074-9410222

TENDER NO.POS/RD/SPPRA/ 2017-2018/RL

TENDER DOCUMENTS
FOR
PLANT & MACHINERY AND FURNITURE ITEMS



REGIONAL OFFICE PROVINCIAL OMBUDSMAN

(MOHTASIB), SINDH, LARKANA

Old Anti-Corruption Building, Session Court, Larkana

Ph No. 074-9410222

TENDER DOCUMENT

SCHEDULE TO INVITATION TO TENDER NO. POS/RD/SPPRA/2017-2018/RL.

1. Date & Time of Receipt of Tender: 28/05/2018 till 1.00 p.m.
2. Date & Time of Opening Tender: 28/05/2018 at 2.00 p.m.

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

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 Larkana, inclusive of all taxes.

REGIONAL OFFICE PROVINCIAL OMBUDSMAN

(MOHTASIB), SINDH, LARKANA

Old Anti-Corruption Building, Session Court, Larkana

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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 P.M. on 28.05.2018 and will be opened on the same date at 2:00 P.M in presence of bidders or their representatives at Regional Office Provincial Ombudsman (Mohtasib) Sindh, Larkana.
 - ii. Sealed tenders should be addressed to Director, Regional Office, Provincial Ombudsman (Mohtasib) Sindh, Larkana Old Anti-Corruption, Session Court, Larkana by clearly marking on the top of the Envelop "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, Larkana 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.

REGIONAL OFFICE PROVINCIAL OMBUDSMAN

(MOHTASIB), SINDH, LARKANA

Old Anti-Corruption Building, Session Court, Larkana

Ph No. 074-9410222

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 Director, Regional Office, Provincial Ombudsman (Mohtasib), Sindh, Larkana (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 alongwith covering letter head duly sealed and signed.
3. Regional Office, Provincial Ombudsman (Mohtasib) Sindh, Larkana reserves the right to increase or decrease the quantity without assigning any reason.
4. (i) Regional Office, Provincial Ombudsman (Mohtasib) Sindh, Larkana, 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.
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 (proforma attached) within 07 days. In case of failure the bid security shall be liable to be forfeited.

REGIONAL OFFICE PROVINCIAL OMBUDSMAN

(MOHTASIB), SINDH, LARKANA

Old Anti-Corruption Building, Session Court, Larkana

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TENDER DOCUMENT

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 Office.
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.

(ZULQURNAIN ABRO)
REGIONAL DIRECTOR
REGIONAL OFFICE, PROVINCIAL OMBUDSMAN
(MOHTASIB) SINDH, LARKANA /
CHAIRMAN, PROCUREMENT COMMITTEE

REGIONAL OFFICE PROVINCIAL OMBUDSMAN
(MOHTASIB), SINDH, LARKANA
Ph No. 074-9410222
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.	<u>HONDA PETROL GENERATOR 5 KVA</u>	1 No.	Rs _____
02.	<u>SPLIT AIR CONDITIONER 1.5 TON FOR CONFERENCE ROOM</u>	02 No.	Rs _____
03.	REFRIGERATOR	01 No.	Rs _____
04.	STABLIZER 10000 VOLTAGE	02 No.	Rs _____
05.	<u>CONFERENCE TABLE</u> size 8`x 4`x 2 ½ ` , frame & legs of conference table should be made of she sham wood, top should be made of partex pasted with ply wood, fine made polish of best quality.	01 No.	Rs _____
06.	<u>CHAIRS FOR CONFERENCE ROOM</u> Wooden Conference Room Chairs of standard size, Height 18.2" she sham wood with arms and laker polish full cushion master molty foam in back 3" thickness and seat 3" thickness minimum and artificial best quality leather	12 No.	Rs _____
07.	<u>05 SEATER EXECUTIVE SOFA SET</u> Standard Size, Frame should be made of wood (Best Quality). Inner frame work will be of new partal wood. Master Molty Foam will be used in seat (at least 6") back 4" and arms. Its colour should be matched with the executive officer table.	01 No.	Rs _____
08.	<u>CENTER TABLE</u>	01 Nos.	Rs _____
09.	<u>SHOW CASE / COMPUTER TABLE</u> Size 4`x 2`x 2 ½ with four draws + CPU Box with lock + Keyboard Tray, brown colour, both side laminated wood/Formica	01 No.	Rs _____

Signature of Bidder: _____

REGIONAL OFFICE PROVINCIAL OMBUDSMAN
(MOHTASIB), SINDH, LARKANA
Ph No. 074-9410222
TENDER DOCUMENT

Items	Description of Stores	Quantity Required	Price per Unit both in figures & words free delivery to Consignee's end (inclusive all taxes)
10.	<p><u>OFFICER TABLE WITH SIDE RACK</u> Size 6' X 3' X 2 ½' with side rack size 4' X 20" X 27"(Height) having computer facility (size of Key Board tray 24"), mobile drawers with lock made with artificial partial of standard quality, brown colour, alongwith 5mm tinted table glass.</p>	02 No.	Rs _____
11.	<p><u>EXECUTIVE REVOLVING CHAIR</u> High back, back care design, artificial leather, master molty foam in seat at least 3" and back 2 ½" to 3" thickness imported iron/steel base having round solid moving wheels with imported hydraulic system with iron arms cover with foam & leather.</p>	01 No.	Rs _____
12.	<p><u>VISITOR CHAIRS.</u> Wooden visitor chair of standard size, Height 18.2" sheesham wood with arms and laker polish full cushion master molty foam in back 3" thickness and seat 3" thickness minimum and artificial best quality leather .</p>	20 No.	Rs _____
13.	<p><u>WOODEN FILE CABINET</u> Size 54"x20"x24" both side laminated best quality wood ,brown colour, easy moving 04 drawers with best quality lock.</p>	01 No.	Rs _____
14.	<p><u>STEEL ALMIRAH</u> Steel Almirah in 20 gauge iron size 4' X 6' X18 Double doors, inside 05 shelf, grey colour & best quality key lock.</p>	02 No.	Rs _____
15.	<p><u>WOODEN REVOLVING CHAIR.</u> High back, back care design, imported iron/steel base having round solid moving wheels with imported hydraulic system with iron arms.</p>	01 No.	Rs: _____
16.	<p><u>OFFICE TABLE WITH (03) THREE DRAWERS</u> Size 3 ½ X 29" X 2 ½' full oak lamination Formica wooden lipping having 03 easy moving (fixed) drawers with lock of best quality. (As per sample available).</p>	04 No.	Rs: _____

Signature of Bidder: _____

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

Old Anti-Corruption Building, Session Court, Larkana

PH NO. 074-9410222

TENDER DOCUMENT

TENDER NO.POS/RD/SPPRA/ 2017-2018/RL,

**(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 FORMALTIES TILL FINAL OF PROCUREMENT PROCESS AT REGIONAL OFFICE, PROVINCIAL OMBUDSAMAN, SINDH, LARKANA. WE WILL NOT BACK OUT (IF WE BECOME SUCCESSFUL BIDDER).

Name (in Block Letter): _____

Designation : _____

Office Address: _____

Signature with Date: _____

Office Stamp : _____

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]

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~~3~~ 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:

HEREFORE 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~~3~~

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]

PROVINCIAL OMBUDSMAN (MOHTASIB) SINDH, REGIONAL OFFICE LARKANA

PROCUREMENT PLAN FOR PLANT & MACHINERY FURNITURE AND FIXTURE FOR THE FINANCIAL YEAR 2017-18

**PLANT & MACHINERY
FURNITURE & FIXTURE**

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/Actual Date for Execution	Remarks
	PURCHASE OF PLANT & MACHINERY	Rs:424000/-					June 2016	
01	01 Honda Petrol Generator 5 K.V.A		One envelop procedure	3 rd Week of May 2018	4 th Week of May 2018	4 th Week of May 2018	June 2018	
02	Split Air Conditioner 1.5 ton for conference room (Qty 02)		One envelop procedure	3 rd Week of May 2018	4 th Week of May 2018	4 th Week of May 2018	June 2018	
03	Refrigerator NO.1		One envelop procedure	3 rd Week of May 2018	4 th Week of May 2018	4 th Week of May 2018	June 2018	
04	Stabilizer 10000 voltage (Qty 02)		One envelop procedure	3 rd Week of May 2018	4 th Week of May 2018	4 th Week of May 2018	June 2018	
	PURCHASE OF FURNITURE & FIXTURE							
	FIXTURE	Rs:515000/-	One envelop procedure	3 rd Week of May 2018	4 th Week of May 2018	4 th Week of May 2018	June 2018	
01	01 Conference Room Table (12) Chairs for conference room							
02	02 Sofa set five seater							
03	03 Center Table							
04	04 Show Case / Computer Table							
05	05 Office table with side rack with 5 mm glasses							
06	06 Revolving Chair (Executive)							
07	07 (20) visitors chairs base wooden seat/back cushion							
08	08 Wooden Rack							
09	09 (2) Steel Amira with shells							
10	10 Wooden Revolving Chair for steno No.(1)							
11	11 (04) office table with three drawer							
12	TOTAL	Rs:939000/-						



REGIONAL OFFICE, PROVINCIAL OMBUDSMAN

(MOHTASIB), SINDH, LARKANA

Old Anti-Corruption Building, Session Court, Larkana

Ph No. 074-9410222

NOTICE INVITING TENDER

Regional Office, Provincial Ombudsman (Mohtasib) Sindh, Larkana 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 and Furniture & Fixture Items. 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 **28.05.2018** till 1.00 p.m. for Plant & Machinery Equipment and Furniture & Fixture Items.

As per SPPRA Rules-2010 (single stage one envelop procedure), the Tenders will be opened on the same date at 2.00 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 Director, Regional Office, Provincial Ombudsman (Mohtasib) Sindh, Larkana at Old Anti-Corruption Building, Session Court, Larkana by clearly marking on the top of the Envelope "Tender for Plant & Machinery Equipment and Furniture & Fixture Items.

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.

**(ZULQURNAIN ABRO)
REGIONAL DIRECTOR
REGIONAL OFFICE, PROVINCIAL OMBUDSMAN
(MOHTASIB) SINDH, LARKANA**