

**OFFICE OF THE PROJECT DIRECTOR (WORKS)**

**SHIKARPUR UNIVERSITY CAMPUS OF SHAH ABDUL LATIF UNIVERSITY**

NO.PD/SC/SALU/35

DATED: 11-05-2018

To,

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

**SUBJECT: REQUEST FOR HOISTING OF THE NOTICE "SUPPLY OF FURNITURE" ON THE SCHEME "CONSTRUCTION OF SHIKARPUR UNIVERSITY CAMPUS" ADP SCHEME NO. 584/2017-18"**

In continuation to this office NIT. The following details of furniture are enclosing herewith for your office record and early hoisting also:-

| S.No. | Description                     | Quantity | Rate             | Unit | Amount            |
|-------|---------------------------------|----------|------------------|------|-------------------|
| 1     | Sofa Set Five Seater            | 1        | 80,000.00        | Each | 80,000.00         |
| 2     | Center Table Single Mould Glass | 1        | 12,000.00        | Each | 12,000.00         |
| 3     | Executive Revolving Chair       | 1        | 20,000.00        | Each | 20,000.00         |
| 4     | Visitor Revolving Chair         | 5        | 5,000.00         | Each | 25,000.00         |
| 5     | Revolving Chair                 | 4        | 11,000.00        | Each | 44,000.00         |
| 6     | Office Chair                    | 6        | 5,500.00         | Each | 33,000.00         |
| 7     | Wooden File Cabinet             | 2        | 18,000.00        | Each | 36,000.00         |
|       |                                 |          | <b>Total Rs.</b> |      | <b>250,000.00</b> |

*Note: Sample of the Item shall be approved by the Consultants/Client before Supply and are deemed to include in the price quoted.*

*M. 11/5/2018*  
**(ENGR. AMEER AHMED BHATTI)**  
Project Director (Works)  
Shikarpur University Campus-SALU

A copy is forwarded for information to:-

1. The Director, Shikarpur University Campus
2. The Secretary to Vice-Chancellor, Shah Abdul Latif University, Khairpur.

**(ENGR. AMEER AHMED BHATTI)**  
Project Director (Works)  
Shikarpur University Campus-SALU

SPPRA INWARD DIARY  
NO : 9261  
DATED : 21-05-2018

**SHAH ABDUL LATIF UNIVERSITY, KHAIRPUR**

NO.ADMN:/SALU/KHP/

2057



DATED: 8.05.2018

**NOTIFICATION**

The Vice Chancellor, Shah Abdul Latif University, Khairpur has been pleased to constitute a "Complaint Redressal Committee" consisting on the following for the purchase of furniture for the scheme of construction Shikarpur University Campus to act as per Sindh Public Procurement Rules 2010 (Amended 2017).

- |   |          |
|---|----------|
| 1. The Director, Shikarpur Campus,  | Convener |
| 2. The District Accounts Officer (Shikarpur) or his Representative                  | Member   |
| 3. The Executive Engineer<br>(Roads Shikarpur Division Works & Services Department) | Member   |

  
**REGISTRAR**

**Copy to all concerned.**

Copy to Secretary to Vice Chancellor, Shah Abdul Latif University, Khairpur for kind perusal of the Vice Chancellor.

# **SHAH ABDUL LATIF UNIVERSITY, KHAIRPUR**

NO.ADMN:/SALU/KHP

2058



DATED: 8.05.2018

## **NOTIFICATION**

The Vice Chancellor, Shah Abdul Latif University, Khairpur has been pleased to constitute a "Procurement Committee" consisting on the following for purchasing of furniture for the scheme of construction Shikarpur University Campus ADP Scheme No.584/2017-18 as per Sindh Public Procurement Rules 2010 (Amended 2017).

- |   |          |
|---|----------|
| 1. The Project Director (Works),<br>Shuikarpur University Campus (SALU)                   | Convener |
| 2. The Project Manager,<br>Shuikarpur University Campus (SALU)                            | Member   |
| 3. The Accounts Officer (Shikarpur University Campus)                                     | Member   |
| 4. The Deputy Director<br>(Administration Shikarpur University Campus)                    | Member   |
| 5. The Executive Engineer (Buildings)<br>(Shikarpur Division Works & Services Department) | Member   |

  
REGISTRAR

### **Copy to all concerned.**

Copy to Secretary to Vice Chancellor, Shah Abdul Latif University, Khairpur for kind perusal of the Vice Chancellor.

**OFFICE OF THE PROJECT DIRECTOR (WORKS)**  
**SHIKARPUR UNIVERSITY CAMPUS OF SHAH**  
**ABDUL LATIF UNIVERSITY**

**TENDER DOCUMENTS**

**FOR**

**SUPPLY OF FURNITURE ITEMS**

**OFFICE OF THE PROJECT DIRECTOR (WORKS)**  
**SHIKARPUR UNIVERSITY CAMPUS OF SHAH ABDUL LATIF UNIVERSITY**  
Ph No. 0726-920371 Fax No. 0726-512054

**TENDER DOCUMENT**

**SCHEDULE TO INVITATION TO TENDER NO. PD/SC/SALU/39**

1. Date & Time of Receipt of Tender; 18/05/2018 to 04/06/2018 till 11.30 a.m.
2. Date & Time of Opening Tender; 04/06/2018 at 12.00 p.m.

As per above mentioned schedule tenders shall be opened before the bidders or their representatives at Office of the Project Director (Works) Shikarpur University Campus of Shah Abdul Latif University, 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 Shikarpur, inclusive of all taxes.

**OFFICE OF THE PROJECT DIRECTOR (WORKS)**  
**SHIKARPUR UNIVERSITY CAMPUS OF SHAH ABDUL LATIF UNIVERSITY**  
Ph No. 0726-920371 Fax No. 0726-512054

**TENDER DOCUMENT**

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

**1. TERM & CONDITIONS**

Reputed interested firm/bidders having relevant experience at least three years in dealing with Furniture items are requested to submit following information/documents.

- I. Tender documents will be received up to 11:00 A.M. on 04.06.2018 and will be opened on the same date at 12:00 P.M in presence of bidders or their representative at Office of the Project Director (Works) Shikarpur University Campus of Shah Abdul Latif University.
- II. Sealed should be addressed to Office of the Project Director (Works) Shikarpur University Campus of Shah Abdul Latif University by clearly marking on the top of the Envelop "TENDER".
- III. The bidder should provide Registration Certificate 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 favor of Project Director (Works), Shikarpur University Campus of Shah Abdul Latif University 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.

**3. PERFORMANCE SECURITY**

- a) Successful bidder will have to deposit Performance Security @ 05% of the contract amount in shape of Pay order/Demand Draft/Bank Guarantee in favor of Project Director (Works), Shikarpur University Campus of Shah Abdul Latif University (Performa 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 releases/made on completion of supply/work (in all respect) subject to inspection.
  5. The vendor should enclosed the copy of G.S.T. 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 Tender/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. Project Director (Works), Shikarpur University Campus of Shah Abdul Latif University reserves the right to increase or decrease the quantity without assigning any reason.
4. (i) Project Director (Works), Shikarpur University Campus of Shah Abdul Latif University, 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 it is not required to justify such grounds.
5. Supply will be accepted subject to inspection accordingly 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.
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 specifications 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 bidders 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 documents.



(ENGR. AMEER AHMED BHATTI)

Project Director (Works)

Shikarpur University Campus

**PROJECT DIRECTOR (Works)**

**Shikarpur Campus**



**OFFICE OF THE PROJECT DIRECTOR (WORKS)**  
**SHIKARPUR UNIVERSITY CAMPUS OF SHAH ABDUL LATIF UNIVERSITY**  
Ph No. 0726-920371 Fax No. 0726-512054

**TENDER DOCUMENT**

**SCHEDULE TO INVITATION TO TENDER NO. PD/SC/SALU/39**

| <b>S.No.</b>   | <b>Description</b>              | <b>Quantity</b>  | <b>Rate</b> | <b>Unit</b> | <b>Amount<br/>(Inclusive of all<br/>taxes)</b> |
|--|---------------------------------|------------------|-------------|-------------|--|
| 1  | Sofa Set Five Seater            | 1                |             | Each        |  |
| 2  | Center Table Single Mould Glass | 1                |             | Each        |  |
| 3  | Executive Revolving Chair       | 1                |             | Each        |  |
| 4  | Visitor Revolving Chair         | 5                |             | Each        |  |
| 5  | Revolving Chair                 | 4                |             | Each        |  |
| 6  | Office Chair                    | 6                |             | Each        |  |
| 7  | Wooden File Cabinet             | 2                |             | Each        |  |
|  |                                 | <b>Total Rs.</b> |             |             |  |
| <b>Note: Sample of the Item shall be approved by the Consultants/Client before Supply and are deemed to include in the price quoted.</b> |                                 |                  |             |             |  |

**OFFICE OF THE PROJECT DIRECTOR (WORKS)**  
**SHIKARPUR UNIVERSITY CAMPUS OF SHAH ABDUL LATIF UNIVERSITY**  
Ph No. 0726-920371 Fax No. 0726-512054

**TENDER DOCUMENT**

**SCHEDULE TO INVITATION TO TENDER NO. PD/SC/SALU/39**

(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 OFFICE OF THE PROJECT DIRECTOR (WORKS) SHIKARPUR UNIVERSITY CAMPUS OF SHAH ABDUL LATIF UNIVERSITY, KHAIRPUR. WE WILL NOT BACK OUT (IF WE BECOME SUCCESSFUL BIDDER)

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

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

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

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

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

**ANNUAL PROCUREMENT PLAN**  
**FINANCIAL YEAR 2017-2018**

| S. No. | Description of Procurement  | Quantity<br>(where<br>applicable) | Estimated unit<br>Cost (where<br>applicable) | Fund<br>Allocated | Source of<br>Funds<br>(ADP/<br>Non ADP) | Proposed<br>Procurement<br>method | Timing of procurements |                        |                        |                        | Remarks |
|--------|---|-----------------------------------|--|-------------------|---|-----------------------------------|------------------------|------------------------|------------------------|------------------------|---------|
|        |   |                                   |  |                   |   |                                   | 1 <sup>st</sup><br>Qtr | 2 <sup>nd</sup><br>Qtr | 3 <sup>rd</sup><br>Qtr | 4 <sup>th</sup><br>Qtr |         |
| 1      | 2   | 3                                 | 4  | 5                 | 6                                       | 7                                 | 8                      | 9                      | 10                     | 11                     | 12      |
| 1.     | Supply of Furniture for the project Establishment of Shikarpur University Campus (SALU) | ---                               | Rs.250,000/-                                 | Rs.250,000/-      | ADP                                     | QCBS                              | √                      |                        |                        |                        |         |