



# OFFICE OF THE DIRECTOR

## MINORITIES AFFAIRS HYDERABAD

SHAHBAZ BUILDING, BLOCK-A, GROUND FLOOR, HYDERABAD.  
BARRACK # 12, SINDH SECRETARIAT BLOCK- NO: - 4-A, KARACHI.

TELEPHONE NO:-

(0213) 6160962

NO: - XEN/MA/DEV/SINDH/456 DATED: - 24-05-2018.

To,

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

R&I Incharge  
Advertisement Section  
Information Department  
Govt. of Sindh, Karachi

Subject: - **PUBLICATION OF NOTICE INVITING TENDER.**

Enclosed please find herewith (7 copies) of Notice Inviting Tender for publication in one insertion of three well reputed National Dailies in English, Urdu and Sindhi.

**DA As Above.**

(RIAZ ALI BHUTTO)  
Executive Engineer  
Minorities Affairs Sindh

Copy along with NIT is forwarded for information to:-

1. The P.S to Secretary to Government of Sindh, Minorities Affairs Department, Karachi.
2. The P.S to Director, Minorities Affairs Sindh, Hyderabad.
3. The Assistant Engineer, Minorities Affairs, Sindh.
4. The Member Procurement Committee.
5. Notice Board / NIT File.

(RIAZ ALI BHUTTO)  
Executive Engineer  
Minorities Affairs Sindh

SPPRA INWARD DIARY  
NO: 9322  
DATED: 24-05-2018



171849505152

NO.XEN/MA/TC/SINDH  
GOVERNMENT OF SINDH  
OFFICE OF THE EXECUTIVE ENGINEER, SINDH  
Barrack No 12 Sindh Secretariats 4A, Karachi  
Karachi dated:

**NOTICE INVITING TERDER**

Sealed Bid in single envelopes method from all the interested Bidders under SPPRA Rules 2010 who meet the following qualification criteria:

- i. List of similar assignments with cost (at least three) under-taken over the past 2 years.
- ii. Details of machinery and equipments to carry out the work owned by the Bidders.
- iii. Financial statements (summary) and income tax return for the last 2 years.
- iv. List of litigation (if any) and nature of litigation.
- v. Affidavit that the firm has never been black listed.
- vi. In case of PEC registration, only PEC certificate and NTN are required.
- vii. Electrical License is required.
- viii. SRB Registration is required.

The tender documents should accompany the 2% earnest money of the estimated cost mentioned in the list in the shape of pay order or call deposit form any of the scheduled Banks duly pledged to the undersigned.

The estimates, drawing, design and specifications can be seen /obtained on any working day during the office hours.

Blank tender documents can be obtained from the office of the undersigned on payment of cost of tender (not refundable) via pay order as mentioned in the list on any working day during the office hours up to from date 24-05-2018 up to (11.00 AM) up to 08-06-2018. The same will be received back in sealed envelope on dated 08 - 06 -2018 up to (11:30 AM) and the same will be opened on the same day at 12:30(P.M) in presence of the intending contractors or their authorized representative who may like to be present. The un-responded tenders will be issued on 11-06-2018 up to 25-06-2018 up to (11.00 AM) received and open at 25-06-2018 at 1.30pm respectively.

Contractors are bound to quote workable rates, failing which they will be blacklisted in future tendering.

The conditional tenders will not be accepted and the procuring Agency may reject all if any bids subject to the relevant provisions of the SPPRA Rules.

The successful contractors whose tenders are accepted will have to obtain adhesive stamps from Assistant Superintendent Stamps, Government of Sindh, and Karachi on payment of Stamps fees according to Schedule prescribed in the Sixth Finance Act 1996 amended rule 2003 and sign the agreement.

S.No	Name of Work	Estt Cost	Tender Fee	Complication Time
1	Supply & Installation of 10 KVA Diesel Generator at Sant Asuda Ram Darbar Panoakil District Sukkur	2.50	3000/-	-Do-

  
EXECUTIVE ENGINEER  
MINORITIES AFFAIRS, SINDH

**GOVERNMENT OF SINDH**  
**MINORITIES AFFAIRS DEPARTMENT**

Karachi dated 27 February, 2018

**NOTIFICATION**

No.SO(G)MA//2018: 785 In pursuance of Rule-7, SPPR 2010, a Procurement Committee comprising of the following officers is hereby constituted to open the tenders in respect of Development Schemes of this department out of Annual Development Program and other development works to be undertaken out of Grant-in-Aid for conservation and procurement of physical assets of Minorities Affairs Department during current financial year 2017-18.

- |   |        |
|---|--------|
| 1. Executive Engineer, Minorities Affairs, Sindh. | Head   |
| 2. Assistant Engineer (Headquarters)              | Member |
| 3. Assistant Engineer Civil (South)               | Member |
| Karachi Metropolitan Corporation                  |        |

The Functions and responsibilities of the Committee:

1. Preparing Bidding documents
2. Carrying out Technical as well as financial evaluation of the bids
3. Preparing evaluation report as provided in rule 45.
4. Making recommendations of the award of contract to the competent authority.
5. Perform any other function ancillary and incidental to the above.

/

**TAMEEZUDDIN KHERO**  
**SECRETARY**

**C c:**

1. The M.D Sindh Public Procurement Regulatory Authority, Karachi
2. The Municipal Commissioner, K.M.C. Karachi.
3. The Director, Minorities Affairs Sindh, Karachi.
- ✓ 4. The P.S to Special Assistant to Chief Minister Sindh for Minorities Affairs, Karachi.
- ✓ 5. The P.S to Secretary Minorities Affairs Department, Govt. of Sindh, Karachi.
6. The office record/file.

*Hajir*  
Section Officer (General) 27/2/2018

**GOVERNMENT OF SINDH  
MINORITIES AFFAIRS DEPARTMENT**

Karachi dated 27 February, 2018

**NOTIFICATION**

No.SO(G)MA/2018: 786 In pursuance of Rule-31(1) of SPPR 2010, a Grievances Redressal Committee is hereby constituted to redress the complaints with regard to procurements in respect of Development Schemes of this department out of Annual Development Program and development works to be undertaken out of Grant-in-aid for conservation and procurement of physical assets of Minorities Affairs Department during the current financial year 2017-18.

- |  |        |
|--|--------|
| 1. Director, Minorities Affairs Sindh, Hyderabad   | Head   |
| 2. Divisional Accountant, Minorities Affairs Division,<br>a representative of Accountant General Sindh | Member |
| 3. Assistant Engineer Civil (South)<br>Sindh Small Industries Corporation                              | Member |

FORs of the Committee are as provided under Rule-31, Sindh Public Procurement Rules, 2010. The Committee shall also perform any other function ancillary and incidental to the above.

TAMEEZUDDIN KHERO  
SECRETARY

Cc:

1. The Accountant General Sindh Karachi.
2. The M.D Sindh Public Procurement Regulatory Authority, Karachi
3. The Director, Minorities Affairs Sindh, Karachi.
4. the M.D. Sindh Small Industries Corporation.
- ✓ 5. The Executive Engineer, Minorities Affairs Sindh, Karachi.
6. The P.S to Special Assistant to Chief Minister Sindh for Minorities Affairs, Karachi.
- The P.S to Secretary Minorities Affairs Department, Govt. of Sindh, Karachi.
8. The office record/file.

*Hajir*  
27/2/2018  
Section Officer (General)

# **SPPRA BIDDING DOCUMENT**

**STANDARD FORM OF BIDDING DOCUMENT**

**FOR**

**PROCUREMENT OF WORKS**

(For Contracts (Small) amounting between Rs.2.5 million to Rs.50 million)

## 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 the Instructions to Bidders. Wherever there is a conflict, the provisions herein shall prevail over those in the Instructions to Bidders.)

### Instructions to Bidders

#### Clause Reference

#### 1.1 Name of Procuring Agency

Executive Engineer, Minorities Affair Department, Karachi.

*(Insert name of the Procuring Agency)*

#### Brief Description of Works

**Supply & Installation of 10 KVA Diesel Generator at Sant Asuda Ram Darbar Panoakil District Sukkur**

#### 5.1 (a) Procuring Agency's address:

Barrack No.12 Sindh Secretariat 4-A Saddar Karachi.

*(Insert address of the Procuring Agency with telex/fax)*

#### (b) Engineer's address:

Barrack No:12, Block 4-A, Sindh Secretariat Saddar Karachi.

*(Insert name and address of the Engineer, if any, with telex/fax.)*

10.3 Bid shall be quoted entirely in Pak. Rupees. The payment shall be made in Pak. Rupees.

11.2 The bidder has the financial, technical and constructional capability necessary to perform the Contract as follows: *(Insert required capabilities and documents)*

i. Financial capacity: *(must have turnover of Rs-----Million);*

ii. Technical capacity: *(mention the appropriate category of registration with PEC and qualification and experience of the staff);*

iii. Construction Capacity: *(mention the names and number of equipments required for the work).*



- 12.1 (a) A detailed description of the Works, essential technical and performance characteristics.
- (b) Complete set of technical information, description data, literature and drawings as required in accordance with Schedule B to Bid, Specific Works Data. This will include but not be limited to a sufficient number of drawings, photographs, catalogues, illustrations and such other information as is necessary to illustrate clearly the significant characteristics such as general construction dimensions and other relevant information about the works to be performed.

**13.1 Amount of Bid Security**

2% of the Bid (2% of the Bid Amount will be converted into performance guarantee after successful bidding)

*(Fill in lump sum amount or in % age of bid amount /estimated cost, but not below 1% and not exceeding 5%)*

**14.1 Period of Bid Validity**

90-days

*(Fill in "number of days" not exceeding 90)*

**14.4 Number of Copies of the Bid to be submitted:**

One original plus ( ) copies.

**14.6 (a) Procuring Agency's Address for the Purpose of Bid Submission**

Executive Engineer, Minorities Affairs Department, Barrack No:12, Block 4-A, Sindh Secretariat  
Saddar Karachi.

*(insert postal address or location of bid box for delivery by hand)*

**15.1 Deadline for Submission of Bids**

Time: 11.30 AM/PM on 08.06.2018

**16.1 Venue, Time, and Date of Bid Opening**

Venue: Executive Engineer, Electrical Energy, I, Karachi.

Time: 12.30 P.M. Date: 08.06.2018

**16.4 Responsiveness of Bids**





## CONTRACT DATA

*(Note: Except where otherwise indicated, all Contract Data should be filled in by the Procuring Agency prior to issuance of the Bidding Documents.)*

### Sub-Clauses of

#### Conditions of Contract

1.1.3 Procuring Agency's Drawings, if any

*(To be listed by the Procuring Agency)*

1.1.4 The Procuring Agency means

Executive Engineer, Minorities Affairs Department , Karachi.

1.1.5 The Contractor means

Bidder.

1.1.7 Commencement Date means the date of issue of Engineer's Notice to Commence which shall be issued within fourteen (14) days of the signing of the Contract Agreement.

1.1.9 Time for Completion 15 days after completion of buildings work

*(The time for completion of the whole of the Works should be assessed by the Procuring Agency)*

1.1.20 Engineer (mention the name along with the designation including whether he belongs to department or consultant) and other details

Procuring Agency (as mentioned above)

1.3 Documents forming the Contract listed in the order of priority:

- (a) The Contract Agreement
- (b) Letter of Acceptance
- (c) The completed Form of Bid
- (d) Contract Data
- (e) Conditions of Contract
- (f) The completed Schedules to Bid including Schedule of Prices
- (g) The Drawings, if any
- (h) The Specifications
- (i) \_\_\_\_\_
- (j) \_\_\_\_\_

*(The Procuring Agency may add, in order of priority, such other documents as form part of the Contract. Delete the document, if not applicable)*





- 2.1 **Provision of Site:** On the Commencement Date
- 3.1 **Authorized person:** Procuring Agency.
- 3.2 **Name and address of Engineer's/Procuring Agency's representative**  
Riaz Hussain Bhutto , Executive Engineer, Minorities Affairs Department ,  
Barrack No.12.4-A, Sindh Secreariat Saddar Karachi.
- 4.4 **Performance Security:**  
Amount 10% (2% performance guarantee and 8% will be deducted in running payment.  
Validity Three Months after completion of work.  
*(Form: As provided under Standard Forms of these Documents)*
- 5.1 **Requirements for Contractor's design (if any):**  
Specification Clause No's NO.
- 7.2 **Programme:**  
**Time for submission:** Within fourteen (14) days\* of the Commencement Date.  
**Form of programme:** \_\_\_\_\_ *(Bar Chart/CPM/PERT or other)*
- 7.4 Amount payable due to failure to complete shall be Nil % per day up to a maximum of (10%) of sum stated in the Letter of Acceptance  
*(Usually the liquidated damages are set between 0.05 percent and 0.10 percent per day.)*
- 7.5 **Early Completion**  
In case of earlier completion of the Work, the Contractor is entitled to be paid bonus up-to limit and at a rate equivalent to 50% of the relevant limit and rate of liquidated damages stated in the contract data.
- 9.1 **Period for remedying defects**  
Not applicable.
- 10.2 (e) **Variation procedures:**  
Day work rates \_\_\_\_\_  
\_\_\_\_\_ (details)
- 11.1 **Terms of Payments**

**a) Mobilization Advance**

- (1) Mobilization Advance up to 10 % of the Contract Price stated in the Letter of Acceptance shall be paid by the Procuring Agency to the Contractor on the works costing Rs.2.5 million or above on following conditions:



- (i) on submission by the Contractor of a Mobilization Advance Guarantee for the full amount of the Advance in the specified form from a Scheduled Bank in Pakistan to the Procuring Agency;
- (ii) Contractor will pay interest on the mobilization advance at the rate of 10% per annum on the advance; and
- (iii) This Advance including the interest shall be recovered in 5 equal installments from the five (05) R.A bills and in case the number of bills is less than five (05) then 1/5<sup>th</sup> of the advance **inclusive of the interest** thereon shall be recovered from each bill and the balance together with interest be recovered from the final bill. It may be insured that there is sufficient amount in the final bill to enable recovery of the Mobilization Advance.

OR

2) **Secured Advance on Materials**

- (a) The Contractor shall be entitled to receive from the Procuring Agency Secured Advance against an INDENTURE BOND in P W Account Form No. 31(Fin. R. Form No. 2 acceptable to the Procuring Agency of such sum as the Engineer may consider proper in respect of non-perishable materials brought at the Site but not yet incorporated in the Permanent Works provided that:

- (i) The materials are in accordance with the Specifications for the Permanent Works;
- (ii) Such materials have been delivered to the Site and are properly stored and protected against loss or damage or deterioration to the satisfaction and verification of the Engineer but at the risk and cost of the Contractor;
- (iii) The Contractor's records of the requirements, orders, receipts and use of materials are kept in a form approved by the Engineer, and such records shall be available for inspection by the Engineer;
- (iv) The Contractor shall submit with his monthly statement the estimated value of the materials on Site together with such documents as may be required by the Engineer for the purpose of valuation of materials and providing evidence of ownership and payment therefore;
- (v) Ownership of such materials shall be deemed to vest in the Procuring Agency and these materials shall not be removed from the Site or otherwise disposed of without written permission of the Procuring Agency;
- (vi) The sum payable for such materials on Site shall not exceed 75 % of the (i) landed cost of imported materials, or (ii) ex-factory / ex-warehouse price of locally manufactured or produced materials, or (iii) market price of stands other materials;



- (vii) Secured Advance should not be allowed unless & until the previous advance, if an, fully recovered:
  - (viii) Detailed account of advances must be kept in part II of running account bill; and
  - (ix) Secured Advance may be permitted only against materials/quantities anticipated to be consumed / utilized on the work within a period of 3 months from the date of issue of secured advance and definitely not for full quantities of materials for the entire work/contract
- (b) Recovery of Secured Advance:
- (i) Secured Advance paid to the Contractor under the above provisions shall be effected from the monthly payments on actual consumption basis, but not later than period specified in the rules not more than three months (even if unutilized); other conditions.
  - (ii) As recoveries are made the outstanding accounts of the items concerned in Part II should be reduced b making deduction entries in the column; —deduct quantity utilized in work measured since previous bill. equivalent to the quantities of materials used by the contractor on items of work shown as executed in part I of the bill.
- (c) Interim payments: The Contractor shall submit to the Engineer monthly statements of the estimated value of the work completed less the cumulative amount certified previously.
- (i) The value of work completed comprises the value of the quantities of the items in the Bill of Quantities completed.
  - (ii) value of secured advance on the materials and valuation of variations (if any).
  - (iii) Engineer may exclude any item certified in a previous certificate or reduce the proportion of any item previously certified in any certificate in the light of later information.
  - (v) Retention money and other advances are to be recovered from the bill submitted by contractor.

11.2 \*(a) **Valuation of the Works:**

- i) Lump sum price \_\_\_\_\_(details), or
- ii) Lump sum price with schedules of rates \_\_\_\_\_ (details), or
- iii) Lump sum price with bill of quantities \_\_\_\_\_(details), or
- iv) Re-measurement with estimated/bid quantities in the Schedule of Prices or on premium above or below quoted on the rates mentioned in CSR \_\_\_\_\_(details), or/and



# SCHEDULE B/ B.O.Q

NAME OF WORK:-Supply & Installation of 10 KVA Diesel Generator at Sant Asuda Ram Darbar Panoakil District  
Sukkur

S.No	Item of Work	Qty	Rate	Unit	Amount
1	Providing Installation , commissioning of 10 KVA Diesel Generator sound proof canopy Body made of Galvanized steel having Epoxy Double coated paint system with polyester powder coating stainless steel door hinges with double lock system & keys to lock Each individual door. Lube oil and cooling water drains piped to exterior of the canopy for easy maintenance or local sound proof standard type canopy safety & security Emergency stop switch mounted on the exterior of the canopy. Control panel viewing window to easily view status of the Generation set cooling fan and battery charging and alternator fully guarded exhausting silencing system totally enclosed for operator safety special Radiator Tropical type designed for 50 degrees Celsius temperature operation manual / key start module controller Denyo Japan or equivalent it.	1	No	Each	
2	Providing & fixing Lt Pannel double shhuter heavy guage complete with following acsesseries(i) MCB 200AMPs 1 no(ii) Bus Bar 4 copper strips 200AMPs 1set (iii) Current Transformer 1 No (iv) Pilot Lamp 3 Nos (v) Amper Meter Heavy Duty (vi)Volt Meter 3Nos with necessary electric connection etc	1	No	Each	
3	Supplying of canopy Imorted make this rate include all Charges of carrtage Karachi Market to Site	1	No	Each	
4	Providing & fixing ATS pannel of 200AMP three Phase , incoming out going circuit complete with current Transformer amp Meter ,Volt Meter , Heavy Duty Piolt Lamps Including necessary Electric connection with copper luggs	1	No	Each	
5	Supplying & Laying of cable 25mm2 4core unarmoured, laying in prepared trunch	170	Rft	P.Rft	
6	Providing & fixing earthing set size 2.0x2.0 Copper plate i/c excavation of rock earth 12' ft depth i/c salt and choracale mixed , GI rod with nuts and bolts.installation testing & commissioning of earth pit separate for bldy and neutral to schleve an earth resistance of work include making earth electrodes as per site required depth which ever is less complete with all accessories	1	No	Each	
7	Making of cable trunch size(2.0+2.0) filling with sand and pavor work etc complete	155	Rft	P.Rft	
<b>Total</b>					

**CONDITIONS.**

- 1 50% of total cost will be paid after receipt of LC from the bidder after taking some security in shape of pay order or bank grantee etc 25% will be paid after reciept of genrator at site.
- 2 Remaining 25% of total cost will be paid after the genrator is made operational and smooth running .
- 3 Price quoted will be not subject to any change due to change of custom rates , Government taxes or foreign exchange rates.
- 4 8% Security Deposit will be deducted from running bills of the registered firms and 18% from the unregistered from the make total of 10% and 12% respectively and will be refuned after guarantee period.



5 fee for award of contract at the rate of 0.30% of the value of contract in shape of levies stamp will be realized /charged at the time of award of contract.

6 Income Tax will be deducted from running bills @ rate of 7.5%

7 Bidder are requested to mention make and country of origin in their bid

8 One Year free service i/c parts .three years service guarantee and availability of spare parts must be confirmed by the bidder.

9 The jobs will be completed within 03-months and Generator will be made operational and smooth running before the end of June 2018.

10 Free demonstration of consignees will be made and shall be responsibility of the firm where necessary.

11 Time are the essence of the contract and contractor /firm must adhere into the agreed time frame.

12 Duration of storage due to any major fault (During the warranty period) will not be counted towards warranty time.

13 All technical details regarding software testing and instrument control machine /motors and circuits through original changes and literatures shall be submitted by the firms to the client before issuance of completion certificates.

14 All scaffolding planks, ladder and any other items required for testing and commissioning of Generators is i/c in the scope of work of the firms.

15 The civil works i/c new /renovation/dismantling/making good to complete the installation shall be firms responsibility

16 The work involving hammering /drilling and chiseling should be carried out after office hours or holiday.

17 Inspection of material imported will be made by the Technical committee at the port or site of work before instalation of Generators.

18 The contractor /firm should provide on technician for maintenance of Generators continuously through out warranty period(One Year).

19 The tender shall be quoted on the prescribed schedule to this NIT on the bases indicated therein and shall sign the certificate given therein to the effect that the store shall be supplied exactly in accordance with the requirement specified in the schedule . In case there is any deviation ,it should be clearly stated by tenders otherwise it will be presumed that offer is strictly in accordance with the requirement of the tender notice.


20 In the case of offers of supply of stores both imported and indigenous from within the country price quoted shall be inclusive all taxes ,duties and charges for packing making handing etc and sales tax is livable and is included in the prices quoted to tenders.

21 Tender should be properly sealed with wax.

22 The tenders will be accepted alongwith the 2.0% of the quoted amount as earnest money in the form of Bank Draft/Pay Order etc.

23 The work will strictly be carried out as per specification and terms & condition agreed upon within stipulated time.

**Contractor**

  
**Executive Engineer**  
**Minorities Affairs(Electrical)**  
**Sindh**

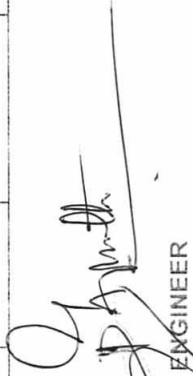
ANNUAL PROCUREMENT PLAN FOR THE YEAR 2017-18(2. QUARTERS)

(WORKS, GOODS & SERVICE)

EXECUTIVE ENGINEER, MINORITIES AFFAIRS DEPARTMENT GOVERNMENT OF SINDH

DEPARTMENT NAME:-

S.No	Description of procurement	Quantity where Applicable	Estimated Unit Cost (Where Applicable in Million)	Fund Allocated (1000) Million	source of funds (ADP/ NON ADP)	Proposed Procurement Method	Timing of procurement				Remarks
							1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
1	Supply & Installation of 10 KVA Diesel Generator at Sant Asuda Ram Darbar Panoakil District Sukkur		2.500		ADP	Single Stage-one envelop					



EXECUTIVE ENGINEER  
MINORITIES AFFAIRS DEPARTMENT  
GOVERNMENT OF SINDH