



OFFICE OF THE
DEPUTY COMMISSIONER,
MIRPURKHAS

NO. DC/(MPS) / ACCTT:1640 /2018/ , DATED:28 -06-2018

To,

The Managing Director,
SPPRA Government of Sindh,
Karachi

Subject: **REQUEST HOISTING OF TENDER NOTICE**

Find enclosed herewith NIT Tender Notice (soft copy) for procurement of video surveillance system (Equipment + Services) to be installed at Highly sensitive polling stations in District Mirpurkhas during the General Elections 2018.

You are therefore, requested for hoisting of Tender Notice on Sindh PPRA official website at earliest.


DEPUTY COMMISSIONER
MIRPURKHAS

A copy is forwarded for information to :

1. The Accountant General Sindh, Karachi.
2. The Secretary to Govt: of Sindh (GA) SGA&CD, Karachi
3. The Secretary to Govt: of Sindh, Home Department, Karachi.
4. The Secretary to Govt: of Sindh Finance Department, Karachi
5. The Commissioner, Mirpurkhas Division Mirpurkhas
6. The Managing Director, SPPRA Karachi.
7. The Chairman / Members of the Committee.

SPPRA INWARD DIARY

NO : 10062

DATED : 29-06-2018



OFFICE OF THE
DEPUTY COMMISSIONER,
MIRPURKHAS

NO.DC/(MPS)/ACCTT:/ 634 /2018/, DATED: 26-06-2018

NOTICE INVITING TENDER

Deputy Commissioner in accordance with the Sindh public procurement Rules, 2010 (Amended 2017) invites sealed bids from interested firms duly registered with the SECP, FBR, National Tax Number (NTN), Sales Tax Registration Number (STRN) and Sindh Service Tax Number (SSTN) for the Procurement of "Video Surveillance System (equipment +Services)" in District Mirpurkhas. The firm/ service provider having legal presence in Pakistan for the Procurement IT/Computer Hardware & Furniture for the year 2017-18. The Manufacturers / Authorized Companies duly registered with FBR and SRB for relevant Government taxes can apply.

S.No	Equipment / Item & Specification	Quantity	Tender Fee
1	IP Camera Day and Night Vision(2 MP)	Video Surveillance System (equipment +Services) to be installed at 40 Highly Sensitive Polling Stations (113 polling booths) in District Mirpurkhas, during General Election 2018	2000/-
2	SD Card 128 GB		
3	NVR 4 Channel		
4	Hard Disk Drive for Recording 2 TB		
5	4 Port PoE Gigabit Switch		
6	LCD Screen / Monitor 14 Inches		
7	1 KVA UPS with 1200 AMP wet Battery or Generator		

Instruct to Bidder

- I. The Bidder is expected to examine the Bidding Documents, including all instructions, forms, terms, Specifications and charts / drawings. Failure to furnish all information required by the Biding documents or submission of a Bid not substantially responsive to the bidding Documents in every respect would result in the rejection of the Bid.
- II. The Deputy Commissioner Mirpurkhas, request Tender Bids in sealed envelopes as per information required in this documents. Proponents applying for bids should submit Financial Proposal and Technical Proposal under single stage-one envelope.
- III. Interested / Eligible bidders may obtain further information on the bid and inspect the bidding documents at the office of the Deputy Commissioner, Mirpurkhas, during office hours on working days.
- IV. All bids must be accompanied by a earnest money (2%) of total bid amount, and must be delivered to the office of the Deputy Commissioner Mirpurkhas on or before 14:00 hours on 05-07-2018 the bids will be publicly opened in the conference Room at Darbar Hall, Deputy Commissioner Office Mirpurkhas 15:00 hours on the same day in presence of bidders who wish to remain present.
- V. The Deputy Commissioner Office will not be responsible for any costs or expense incurred by bidders in connection with the preparation or delivery bids.
- VI. All Prices quoted must include any taxes applicable, i.e Income Tax, Sales Tax or any other tax imposed by government by law. If not specifically mentioned in the Quotation, then it will be presumed that the prices include all the taxes.
- VII. queries regarding this RFT shall be submitted in writing to:

Accounts Branch
Deputy Commissioner Office, Mirpurkhas
Phone: 0233-9290069

- VIII. Every Page of the tender document should be signed and sealed by the bidder.
IX. The details of this notice are also available on website of SPPRA, Government of Sindh (www.PPrasindh.gov.pk)

TERMS AND CONDITION OF THE TENDERS

- I. Registration with income Tax department (NTN certificates) and copy N.I.C of the bidder.
II. Under Taking on affidavit that firm is not involved in any litigation or abandoned any work in the department.
III. Affidavit to the effect that the firm/contractor have not been black listed previously by any executing agency.
IV. Affidavit with effect that all documents / Particulars I information furnished are true correct.
V. Tenders will not be received after the schedule time.
VI. No conditional and Telegraphic tenders will be entertained
VII. No tenders without call deposit will be considered.
VIII. The proceeding Agency may reject all or any bids subject to relevant provision of SPP Rules 2010 / Amendment of 2017.
IX. Contractor should be registered with Sindh Revenue Board in terms of Rule 46-1 (iii) of SPP Rule 2010 (Amended 2017)
X. If the tenders are un-responded the same will be issued and opened in the presence of the under signed and the committee on the following dated & time.
XI. Number of CCTV cameras alongwith specifications like Megapixel, coverage area, zooming, storage capacity etc: & accessories required.
XII. The successful bidder shall furnished to the procuring agency the performance security at the rate of 10% of the total quoted bid amount alongwith his letter of acceptance, in case of issuance of letter of award and refunded after satisfactory completion of the supply order as well as all other legal formalities.

S.No	Sale of Blank Tenders	Received of the Tenders.	Opening of the Tenders
01	30-06-2018 (12.00 hours)	05-07-2018 (14.00 hours)	05-07-2018 at (16.00 hours)


DEPUTY COMMISSIONER
MIRPURKHAS

A copy is forwarded for information to :

1. The Accountant General Sindh, Karachi.
2. The Secretary to Govt: of Sindh (GA) SGA&CD, Karachi
3. The Secretary to Govt: of Sindh, Home Department, Karachi.
4. The Secretary to Govt: of Sindh Finance Department, Karachi
5. The Managing Director, SPPRA Karachi.
6. The Chairman / Members of the Committee

SPPRA BIDDING DOCUMENT

DEPUTY COMMISSIONER
OFFICE MIRPURKHAS

STANDARD BIDDING DOCUMENTS

Name of Work :- Video Surveillance System (equipment + Services) to be installed at Highly Sensitive Polling Stations in District Mirpurkhas, during General Election 2018

Financial and Technical Proposal under single stage-one envelope

Issued to Mr. / M/s. _____

DR. No. _____

Dated: _____

Tender Fee Amount.

Rs. _____

Standard Bidding Document 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 contract.



OFFICE OF THE
DEPUTY COMMISSIONER,
MIRPURKHAS

NO.DC/(MPS)/ACCTT:/ /2018/, DATED: -06-2018

BIDDING DOCUMENTS FOR PROCUREMENT OF VIDEO SURVEILLANCE SYSTEM (EQUIPMENT + SERVICES) TO BE INSTALLED AT HIGHLY SENSITIVE POLLING STATIONS IN DISTRICT MIRPURKHAS DURING GENERAL ELECTION 2018

Cost of Tender documents	Rs.2000/- Two Thousand non refundable
Tender selling Date	From the date of publication of NIT in the newspapers till 30-06-2018 up to 12.00 hours.
Tender Submission date and Time	05-07-2018 up to 14.00 hours
Tender opening Date and Time	05-07-2018 at 16 hours
Tender submission and opening place	Darbar Hall Deputy Commissioner, Office, Mirpurkhas

01 INTRUCTIONS FOR PREPARATION OF BID

- 1.1 Bidders are required to comply with all the clauses mention in the terms and conditions of bid documents and any deviation will expel them from competing in the Tender.
- 1.2 The quoted rates should be in Pak Rupees. Bid shall be valid for 60 days from the date of opening of bid.
- 1.3 The bid shall be inclusive of the all applicable duties and taxes / transportations /Services / installations of the devices at the designated places, etc, and all other expenses on free delivery to consignee's and at the concerned polling stations as mentioned in the enclosed list throughout District Mirpurkhas.
- 1.4 Quoted price shall be in figures and words both, if discrepancies between two, prices quoted in words shall prevail.
- 1.5 The Tender shall be submitted with all documents and sealed envelopes. Envelops must contain tender No. on the top. The name of bidder should be affixed on the face of the envelope on the left side.
- 1.6 The bidder should prepare the tender in accordance with the SPPRA rules 2010 amended till 2017.
- 1.7 The Envelops should be sealed and addressed to the Chairman District Procurement Committee / Deputy Commissioner, Mirpurkhas and submitted in tender box on the scheduled date and time.
- 1.8 Any Alteration / correction must be initiated and each pate is to be signed and stamp at the bottom.
- 1.9 Items have to be quoted duly stamped and signed by the authorized bidder.

NOTE: (No tender will be accepted after closing of the Tender Box, what so ever reason may be).

02 THE BID SHOULD HAVE THE FOLLOWING DOCUMENTS.

- 2.1 Original Tender receipt
- 2.2 Pay Order / Demand Draft of bid Security
- 2.3 Registration with Income Tax and other relevant authorities
- 2.4 Professional Tax Certificate.
- 2.5 GST Registration Certificate. (if applicable)
- 2.6 Registration with Sindh Revenue Board
- 2.7 Documentary evidence of having relevant experience for at least 05 years.

Note: (In case the rates of two or more bidders found equal, all will be accepted on equal sharing basis.)

03 TERMS AND CONDITIONS OF CONTRACT.

- 2.8 The successful bidder shall furnished to the procuring agency the performance security at the rate of 10% of the total quoted bid amount alongwith his letter of acceptance, in case of issuance of letter of award and refunded after satisfactory completion of the supply order as well as all other legal formalities
- 2.9 The successful bidder shall sign the an agreement with the office of Deputy Commissioner, Mirpurkhas on Judicial stamp paper of Rs.100/- as per approved formate and may get the work order.
- 2.10 The rate contractor/supplier shall affix 0.30% stamp duty. The Income Tax, GST and any other payable tax shall be deducted from the bills of contractors / suppliers.
- 2.11 If the contractor / supplier requires Tax exemption facility regarding non deduction of advance income tax, the exemption certificate issued by the concerned authority must be attached and on C.I.F basis a copy of entry and Tax paid challan copy should be attached with the bill.
- 2.12 The suppliers devices shall be in commercial pack delivered and installed at the designated Polling Stations throughout District Mirpurkhas by the authorized representative of the Firm at the risk and cost of the suppliers. Any breakage or shortage of the stock should be recovered from the supplier.
- 2.13 The Supplier /contractor/company will also provide technical assistance /services (if needed) at the designated Polling stations till the General Election 2018 are over.
- 2.14 TA/DA and loading / boarding facilities expenses are not covered during the installation process and that shall be borne by the supplier/company/service provider/bidder.

04 DELIVERY

- 4.1 The required supply / devices/Services will be provided and installed at the concerned Polling stations within 05 days of the award of work order.
- 4.2 The devices will be duly checked by the authorized representative of the supplier/contractor/company.

05 DELIVERY

The liquidated / Damage in the event of completion beyond the given schedule, shall be 2% each day delay form the targeted period.

06. REDRESSAL

6-1 Redressal of grievances and settlement of dispute will be as per SSPRA rule 2010, amended till 2017

07 UNDERTAKING ON RS:100/-ON JUDICIAL STAMP PAPER

7.1 I / we read / understand the specified conditions of the tender and undertake:

7.2 That I / we will remain bound to supply any item as an additional quantity at the same rate on which said item I / we have supplied during the contract period.

7.3 That I / we agree whether our tender for total out tender accepted for total / partial or enhanced quantity for all or any single item.

7.4 I / we also agree to supply and accept the said item at the rate for the supply of Contracted within the stipulated period shown in the contract.

7.5 I / we understand and ensure for the supply of quality goods. I/ we also agree to supply of 100% additional quantity without any additional charges, if the supplies / part of the supplies declared sub standard.

7.6 I / we undertake that if any of the information submitted in accordance to this Tender inquiry found incorrect, our contract may be cancelled at any stage on our cost and risk.

7.7 I / we undertake that I / we have never been black listed.

7.8 The Bidder will also Provide the Technical Specifications and broacher of the Each item.

7.9 The Procurement agency shall reserve the payment in shape of the Pay Order or bank draft, till the delivery is complete in all respects.

TERMS AND CONDITIONS ACCEPTANCE CERTIFICATE

I / we M/S _____

Is hereby confirmed that we have carefully read all terms and conditions of the tender and also agreed to abide SPPRA-2010 amended 2017 for the procurement of video Surveillance System (Equipment + Service), to be installed at Highly Sensitive Polling Stations in District Mirpurkhas, during the validity of the tender.

Signature of Vendor _____

Name of Authorized Person _____

Designation _____

Seal and address _____

Telephone No. _____ Fax No. _____

Email Address _____

**SPECIMEN FOR AUTHORIZATION LETTER BY MANUFACTURER / IMPORTER
FOR THEIR DISTRIBUTER**

I / we M/s, _____ hereby authorize
M/S _____ Address _____ as our
authorized Distributor, for the office of Deputy Commissioner Mirpurkhas, we give
undertaking that if there is any sub-standard spurious, counterfeit, misbranded or contaminated
and short supply of item (s) by our Distributor, we will be responsible for the same we also
undertake that we have read and understood the terms and conditions of the tender enquiry.

signature of Manufacturer / Importer _____

Name and Designation _____

Address _____

Note:- All the above said instruction must be read carefully for compliance: else the offer will
be ignored.

Department reserves the right to ask verify any document from the participant related with
manufacturer / importer of item, to assess the quality.

Evolution criteria for procurement video surveillance system

The Bids shall be Evaluated on the basis of following Parameters			
Sr #	Evaluation Parameters	Total Marks	Brief
	Company / Firm / Individual Information		
	Required Field	Marks	
	• No. of Years in Business	10	20
	• Annual Turnover in Million at least 5 years	10	
	• NTN Registration Certificate	Mandatory	
	• Sales Tax Registration Certificate	Mandatory	
	• Technical Proposal Specification and Brochures	15	15
	• Financial Capabilities		
	• Income Tax Annual Return 3 Years	09	25
	• Audited Financial Statement 3 Years	06	
	• Monthly Sale Tax Summary of last 10 Months	10	
	• Relevant Fields Experience	20	20
Note: firm must get 70% Marks (ie 56) for qualifying as per above mention criteria			

Contractor

FROM :

FAX NO. : 95222933

24 Jun. 2018 3:09AM P1



**MOST URGENT
GENERAL ELECTIONS-2018**

**NO.SOB(SG&CD)11-01/2017
GOVERNMENT OF SINDH
SERVICES, GENERAL ADMINISTRATION
& COORDINATION DEPARTMENT
Karachi, dated 24th June, 2018**

To,

The Deputy Commissioner (All) in Sindh.

**SUBJECT: GENERAL ELECTION 2018 – INSTALLATION OF CCTV CAMERAS AT
HIGHLY SENSITIVE POLLING STATIONS**

I am directed to refer to the letters of Home Department No. SO(LE-II)/HD/3-1/17(general Elections)-2018 dated: 11.06.2018 and Finance Department No. FD/ SO(B&E-I)General Election,2018 dated: 23.06.2018 on the subject noted above (Copies enclosed).

2. It is further informed that the Competent Authority has advised the Finance Department, Government of Sindh to release the requisite funds for the procurement of Video Surveillance System (equipment + services) in the first week of July, 2018 to the Deputy Commissioners through General Administration Wing, SG&CD, after due appropriation.

3. In this regard, it is further informed that considering the time constraint and urgency of the subject matter, the competent authority has been pleased to relax the operation of the Sindh Public Procurement Regulatory Authority (SPPRA) Rules, 2009 under Section 21 of SPP Act, 2009 on procurement of Video Surveillance System (equipment + services); however, it is strictly advised to complete all the requisite codal formalities of Public Procurement and to adopt following timelines / procedure in order to ensure transparency, fairness and achieving the value for money and best use of public money:

S.No.	Name of Activities	Timelines
1.	Publication / Hoisting of Advertisements on the basis of BOQs for installation of CCTV Cameras at sensitive Polling Stations	As soon as possible
2.	Response Time for submission of bids / EoI under exemption of normal response Rule 19 of Sindh Public Procurement Rules	Five days
3.	Scrutiny of Technical & Financial Bids & declaration of Successful bidder	One day
4.	Hoisting of Technical & Financial Bid Evaluation Reports, Contract Evaluation Reports, Agreements, Schedule of requirement and supply orders & details of successful bidders at SPPRA's website, after award of contract in terms of Rule-10 of SPP Rules, 2010 (Amended in 2017).	Three days
5.	Declaration of Successful bidder & issuance of letter of Award / Issuance of Work order	One day

- A. The Deputy Commissioner shall personally supervise the procurement process;
B. Wide dissemination of requirement either through local or national level newspapers;

Contd...P/2

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#2366 P.002

FROM :

FAX NO. : 99222933

24 Jun. 2018 3:09AM P2

(Page#2)

C. Preparing clear set of requirements and terms & conditions as simple as possible including but not limited to:

- a) Number of CCTV Cameras along with Specifications like Megapixel, coverage area, zooming, storage capacity etc and accessories required
- b) Requirements for registration of bidders with tax authorities is necessary
- c) Price should be inclusive of all taxes, installation, transportation charges and all the services prescribed and required by the Government / district administration
- d) Maximum Time for the completion of procurement process upto the award of work is Ten (10) days, after publication of the advertisement. However, additional time shall only be allowed in order to safeguard the Government interests and to ensure the objectives of free, fair and transparent Elections.

D. Keeping record of all procurement related documents.

E. Submission of Bid Evaluation Reports, Contract Evaluation Reports, Agreements, Schedule of requirement and supply orders for hoisting on website as soon as possible after award of contract in terms of Rule-10.

F. Any other requirements / terms and conditions by the procuring agency, as deems fit to ensure transparency and value for money.

5. I am further directed to request to please complete all the codal formalities in letter & spirit including to **strictly** follow the guidelines already shared by the Home Department and Finance Department vide their above referred letters, while incurring the funds to be released by the Government of Sindh.

Enclosures: As above

[Signature] 24/6/18
SECTION OFFICER (BUDGET)
SGAB&CD

A copy is forwarded for information / necessary action to:-

1. The Chief Secretary, Sindh, Karachi.
2. The Provincial Election Commissioner Sindh, Karachi. He is requested to kindly intimate all DROs and Officers of Election Commission of Pakistan about the procurement process and retrieval of recorded data.
3. The Headquarters 5-Corps, Karachi.
4. The Headquarters, Pakistan Rangers Sindh, Karachi.
5. The Inspector General of Police Sindh, Karachi.
6. The Principal Secretary to Governor Sindh, Governor's Secretariat, Karachi.
7. The Principal Secretary to Chief Minister Sindh, C.M's Secretariat, Karachi.
8. The Secretary (GA), SGAB&CD, Government of Sindh, Karachi.
9. The Secretary, Home Department, Government of Sindh, Karachi.
10. The Secretary, Finance Department, Government of Sindh, Karachi.
11. The Commissioners (All) in Sindh with the request to ensure the fair & transparent procurement process.
12. The Managing Director, Sindh Public Procurement Regulatory Authority (SPPRA), Karachi.

21:22 0010010

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COM :

FAX NO. : 99222933

#2000 P. 000

24 Jun. 2018 3:10AM P3



MOST IMMEDIATE
BY FAX

No. SO(L.E-II)/110/3-1/17(General Election)-2018

GOVERNMENT OF SINDH
HOME DEPARTMENT

Karachi, dated 11th June, 2018

To,

The Deputy Commissioners (All in Sindh)

SUBJECT: INSTALLATION OF CCTV CAMERAS AT HIGHLY SENSITIVE POLLING STATIONS DURING GENERAL ELECTION-2018

Election Commission of Pakistan in its meeting held at its Secretariat on 22.12.2017 had decided that in accordance with the provisions of Section 59(12) of Election Act 2017, Surveillance Cameras would be installed at highly sensitive polling stations to record polling proceedings, counting and preparation of results. Subsequently two meetings at the level of Chief Secretary Sindh and two meetings at the Home Department with the relevant stakeholders have been conducted. In the meeting held on 14.02.2018 under the chairmanship of Chief Secretary Sindh, the Provincial Election Commissioner Sindh clarified that the highly sensitive polling stations even for the purpose of installation of CCTV cameras would be those which are declared highly sensitive from the perspective of law & order where there is imminent danger of clash / friction between the parties coupled with apprehension / allegations of electoral mal-practices.

2. Above in view, all the Commissioners and DisGP were requested to finalize the list of highly sensitive polling stations in consultation with Divisional Election Officers and in the light of survey / field visits of DROs / ROs / AROs. This exercise is still being carried out on the basis of the freshly issued polling stations by the Election Commission of Pakistan for General Election 2018. Previously a figure of 4,154 highly sensitive polling stations was conveyed. The Divisional Commissioners and DisGP have been asked to rationalize the number of highly sensitive polling stations owing to reluctance and inability of private companies working isolatedly or in consortium to provide required equipment and services in such a large number of polling stations through centralized procurement in Home Department. It was therefore decided to place this position before the Honourable Chief Minister Sindh soliciting his orders regarding decentralized procurement through Deputy Commissioners.

4. The Honourable Chief Minister Sindh has been pleased to entrust the task of procurement of Video Surveillance System for highly sensitive polling stations to Deputy Commissioners through their respective Procurement Committees. The Senior Superintendent of Police shall be taken as a Member of such Procurement Committee in order to make the procurement more transparent. The funds for the procurement purpose were available with the Home Department which have been surrendered to Finance Department during the current financial year 2017-18 and the same will be re-allocated and released in the first week of July 2018.

5. You are accordingly requested to initiate the procurement process immediately. Following points may be considered:

- (i) The number of highly sensitive polling stations may be rationalized at the earliest under the guidance of Commissioners / DisGP and in consultation with Divisional / District Election Commissioners, DROs / ROs and SSeP.
- (ii) The purpose of Surveillance Cameras would be to record polling proceedings, counting and preparation of results. The CCTV Cameras should be so installed in each booth / polling station that the process of issuance of ballot papers to the

[Signature]