



سنڌي لئنگئيج اٿارٽي، سنڌ

Sindhi Language Authority, Sindh



Ref: No: SLA/863/2018


Dated: 16/02/2018

ڊائريڪٽر (اي ائنڊ ايف)
سنڌ پبلڪ پروڪيورمينٽ ريگيوليٽري اٿارٽي
بلاڪ-8، سنڌ سيڪريٽريٽ نمبر 4-A
ڪورٽ روڊ، ڪراچي

موضوع: SPPRA جي ويب سائيٽ تي اشتهار رکڻ لاءِ گذارش

سنڌي ٻوليءَ جو بااختيار ادارو آهي ۽ ملٽي ميڊيا جي سامان جي خريداري جو هڪ اشتهار اوهان جي اداري جي ويب سائيٽ تي مشتھر ڪرائڻ چاهي ٿو، ان سلسلي ۾ اشتهار جي هڪ ڪاپي، مبلغ ٻه هزار روپين جو چيڪ (نمبر 33787675، تاريخ 31-01-2018، جي ايس بئنڪ، صدر برانچ حيدرآباد) اوهان ڏانهن موڪلي رهيا آهيون. مهرباني ڪري هن اشتهار کي اوهان پنهنجي اداري جي سرڪاري ويب سائيٽ تي جاري ڪندا ته جيئن ٽينڊر جي سلسلي ۾ اڳڀرائي ٿي سگهي.

اوهان جو مخلص


(هارون عنايت عباسي)
سيڪريٽري

SPPRA INWARD DIARY
NO : 5985
DATED : 19-02-2018



Let's Eradicate Corruption
Sindhi Language Authority
TENDER NOTICE No.04



Supply of IT & Multimedia Equipment

Sindhi Language Authority, Hyderabad, would like to invite sealed bid / Tender from well reputable dealers / distributors, under SPPRA Rules 2010, for supply of following IT and Multimedia Equipment.

S.No	Item	Description	Quantity Required
01	Laptop	Dell Inspiron 15 3567 - 7th Gen Ci7 08GB DDR4 1TB 02GB AMD R5 M430 15.6" HD LED 720p (Black)	01
02	Laptop	Dell Inspiron 15 5558 5th Gen Ci3 06GB 1TB 15.6" W8.1 White Glossy	01
03	LED	Samsung LED S24D300H	01
04	Scanner	HP ScanJet Pro 2500 f1 Flatbed Scanner, (L2747A)	03
05	Printer	HP LaserJet Pro M402dn (C5F94A)	02
06	UPS	Green Power 1000 watt	01
07	Toner	Genuine Black HP laserjet 85A	01
08	Toner	Genuine Black HP 51A Toner Cartridge - (Q7551A)	01
09	Wifi USB Adopter	TP link 7200ND	01
10	Lavalier Microphone	BOYA BY-WM8 UHF Dual-Channel Wireless Lavalier Microphone	03
11	Wireless Hand Mic	BOYA BY-WHM8 Wireless Hand Mic	06
13	Conference Mic	Shure MX412 & MX418 Gooseneck Microphones	06
14	Projector	Casio - Casio XJ-V110W Core Series WXGA Laser/LED DLP LampFree Projector with 3500 Lumens	01
15	Project Screen	Elite Screen - Manual Series 150" Diag. (74x131) Wall/Ceiling Projector Screen, HDTV Format, Max White Fabric	01

Terms & Conditions

- Tender documents containing evaluation criteria and other relevant details may be collected (during office hours) on submission of a written request by the interested companies from the following address on payment of Rs.1000/- (non-refundable) through Pay Order / Demand Draft in the name of SINDHI LANGUAGE AUTHORITY.
- No tender will be accepted without Bid Security & such tender(s) will be rejected on the spot.
- The dealer / distributor should not be black listed in any public or private organization.
- In case of undesirable circumstances on submission / opening date & time or if the Government declares a holiday, the tender shall be submitted / opened on the next working day at the same time & Venue.
- The Authority reserves the rights to accept / reject any/all bid or a portion in accordance to SPPRA Rules.
- The Quoted rates should be Valid for 1 month.
- This advertisement is also available on the Sindhi Language Authority's & SPPRA's Website: www.sindhila.org & www.sppra.org.pk
- Tender receiving date & time 11.00 Am 08th March 2018- Tender opening date & time 12.00 PM 08th March 2018.

Address for submission / venue of opening of tender documents is as under:
Secretary, Sindhi Language Authority, National Highway, Qasimabad, Hyderabad-71000,
Office: +92-22-9240050 Fax: +92-22-9240051 E-mail: contact@sindhila.edu.com

ANNUAL PROCUREMENT PLANE

For Year 2017-2018

SINDHI LANGUAGE AUTHORITY, HYDERABAD, SINDH

S.No	Description of procurement	Quantity	Estimated Unit Cost (Where applicable)	Estimated Total Cost (Million)	Funds Allocated	Source of Funds (ADP/Non ADP)	Proposed procurement method	Timing of Procurements				Remarks
								1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	
1	2	3	4	5	6	7	8	9	10	11	12	13
1.	Printing of Books	As per Tender	As per Tender	10.0	10.0	Non ADP	National Competitive Bidding Single Stage Two envelope system	1 st to 4 th quarter				Subject to availability of funds
2.	Printing of Books	As per Tender	As per Tender	3.3	3.3	ADP	National Competitive Bidding Single Stage Two envelope system	1 st to 4 th quarter				Subject to availability of funds
3.	Health Insurance	As per Tender	As per Tender	4	4	Non ADP	National Competitive Bidding Single Stage Two envelope system	1 st to 4 th quarter				Subject to availability of funds
4.	Printing of Books	As per Tender	As per Tender	1.0	1.0	ADP	National Competitive Bidding Single Stage Two envelope system	1 st to 4 th quarter				Subject to availability of funds
5.	Machinery	As per Tender	As per Tender	1.0	1.0	Non ADP	National Competitive Bidding Single Stage Two envelope system	1 st to 4 th quarter				Subject to availability of funds



[Signature]
SECRETARY
 Sindhi Language Authority
 Hyderabad



TENDER DOCUMENTS

SLA /Tender No 04/2018

Single Stage
Two Envelope Procedure

Supply of IT & Multimedia Equipment

To be opened on

08th March, 2018
12.00 PM



سندھي لئنگئيج اٿارٽي، سندھ
Sindhi Language Authority, Hyderabad, Sindh

SECTION-I

INSTRUCTIONS TO BIDDERS

PREPARATION OF BID

1. COST OF BIDDING

The Bidder shall bear all costs associated with the preparation and submission of the bid, and the Authority shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

2. DOCUMENTS COMPRISING THE BID:-

The Bid shall comprise the following

- (a) Bid Submission Sheet and the Financial Bid in accordance with ITB Clause 8.
- (b) Bid Security

3. BID SUBMISSION SHEET & PRICE SCHEDULES:-

- 3.1 The Bidder shall submit the Bid Submission Sheet using the form furnished in Section-II, Bidding Forms. This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.
- 3.2 The Bidder shall submit the Financial Bid proposal in separate envelope for Supply, Installation (if required) and fitting of equipments.
- 3.3 The Bidder shall submit the technical Bid proposal in separate envelope for press documents, Bank statement, security deposit, affidavit and all required technical data.

4. ALTERNATE BIDS

Unless otherwise indicated in Section-II, alternative bids shall not be considered.



5. PERIOD OF VALIDITY OF BIDS:-

- 5.1 Bids shall remain valid for the period of 90 days from the date of opening of Bid i.e 08. 03. 2018.
- 5.2 A bid valid for a shorter period shall be rejected by the Authority as non responsive.

6. BID SECURITY

- 6.1 Bid Security @ 02% of total value of bid in favour of Sindhi Language Authority, in the shape of Pay Order / Bank Draft or CDR issued by any scheduled bank should be attached.
- 6.2 Any bid not accompanied by a substantially responsive Bid Security in accordance with rules shall be rejected by the Authority as non-responsive.
- 6.3 The Bid Security of successful Bidders shall be returned as promptly as possible upon the successful Bidder's furnishing of the Performance Security.
- 6.4 The Bid Security may be forfeited: If a Bidder withdraws its bid during the period of bid validity.
- 6.5 The Bid Security of Sole Proprietor/ Company/JV/Consortium/AOP/Group must be in the name of sole proprietor, company & as group leader or one or more than one of its members of the JV/Consortium/AOP/Group that submits the bid. If the JV/Consortium/AOP/Group have not been legally constituted at the time of bidding, the Bid Security may be on behalf of names of one or more than one or all future partners as named in the letter of intent or deed of JV/Consortium/AOP/Group.

7. FORMAT & SIGNING OF BID:-

- 7.1 The Bidder shall prepare one original of the documents comprising the bid as described in Section-II and clearly mark it "ORIGINAL".
- 7.2 The original bid shall be typed or written in indelible ink & shall be signed by a person duly authorized to sign on behalf of the Bidder.
- 7.3 Any interlineations, erasures, or overwriting shall be valid only if they are signed or initiated by the person signing the bid.

8. SEALING & MAKING OF BIDS:-

- 8.1 Bidders may submit their bids by hand.
 - (a) The Bidder shall enclose the Financial Bid along with all relevant attachments in sealed envelope, duly marking the envelope as "FINANCIAL BID"
- 8.2 The envelope shall.
 - (a) Bear the name & address of the Bidder;
 - (b) Be addressed to the Authority.
- 8.3 If the envelope is not sealed and marked as required, the Authority will assume no responsibility for misplacement or premature opening of the bid.



9. DEADLINE FOR SUBMISSION OF BIDS:-

- 9.1 Bids must be received by the Authority at the address and no later than the date and time indicated in the Tender Notice.
- 9.2 The Authority may, at its discretion, extend the deadline for the submission of bids by amending the Bidding Documents in accordance with rules, in which case all rights and obligations of the Authority and Bidders previously subject to deadline shall thereafter be subject to the deadline as extended.

10. LATE BIDS

The Authority shall not consider any bid that arrives after the deadline for submission of bids. Any bid received by the Authority after the deadline for submission of bids shall be declared later, rejected, and returned unopened to Bidder

11. CONFIDENTIALLY

- 11.1 Information relating to the examination, evaluation, comparison, and post qualification of bids, and recommendation of contract award, shall not be disclosed to bidders or any other person (s) not officially concerned with such process until information on Contract award is communicated to all bidders.
- 11.2 Any effort by a Bidder to influence the Authority in the examination, evaluation, comparison, and post qualification of the bids or Contract award decisions may result in the rejection of its bid.
- 11.2 Notwithstanding ITB from the time of bid opening to the time of Contract award, if any Bidder wishes to contact the Authority, on any matter related to the bidding process, it should do so in writing.

12. CLARIFICATION OF BIDS

To assist in the examination, evaluation, comparison and post qualification of the bids, the Authority may, at its discretion, ask any Bidder for a clarification of its bid. Any clarification submitted by a Bidder in respect of its bid and that is not in response to a request by Authority shall not be considered. The Authority's request for clarification and the response shall be in writing. No change in the prices or substance of the bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the Authority in the evaluation of the bids.

13. AUTHORITY'S RIGHT TO ACCEPT ANY BID, AND TO REJECT ANY OR ALL BIDS

The Chairman, Sindhi Language Authority reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders.

14. AWARD CRITERIA

The Authority shall award the Contract/ work order to the Bidder whose offer has been determined to be the lowest evaluated bid and is substantially responsive to the Bidding Documents, provided further that the Bidder is determined to be qualified to perform the Contract satisfactory.

15. AUTHORITY'S RIGHT TO VARY QUANTITIES AT TIME OF AWARD

At the time the Contract is awarded, the Chairman, Sindhi Language Authority, reserves the right to increase or decrease the quantity of pages of a book or number of book originally specified in Schedule of Requirements, without any change in the unit prices or other terms and conditions of the bid and the Bidding Documents.

16. NOTIFICATION OF AWARD:-

- 16.1 Prior to the expiration of the period of the bid validity, the Authority shall notify the successful Bidder, in writing that its bid has been accepted.
- 16.2 Until a formal contract is prepared and executed, the notification of award shall constitute a Binding Contract.

17. SIGNING OF CONTRACT

- 17.1 The successful bidders, within three days of issuance of "Notification of Award" shall be issued work order for supply of items.
- 17.2 The bidder shall enter into a contract agreement mentioning in it the specification of each item supplied and other required details.

18. BID SECURITY

- 18.1 Within Seven (7) days of the issue of notification of award from the Authority, the successful Bidder shall furnish the Bid security @ 02% of the total cost of Bid using for that purpose the Bid Security Form included with Contract Form.
- 18.2 Failure of the successful Bidder to submit the above mentioned Bid Security or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security. In that event the Authority may award the Contract to the next lowest evaluated Bidder, whose offer is substantially responsive and is determined by the Authority to be qualified to perform the Contract satisfactorily.

19. INCOME TAX AND SST

- 19.1 In case of filer 4.5%. In case of Non-filer 7.75% income tax shall be deducted at source.
- 19.2 13% Sindh Sales Tax shall be deducted at source on service cost (The minimum service cost not less than 10% of total cost).



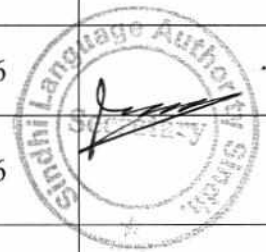
SECTION-II

**FINANCIAL BID PROFORMA
SINDHI LANGUAGE AUTHORITY, HYDERABAD
TENDER FORM FOR PRINTING AND BINDING**

1. Name of the firm _____
2. Address: _____
3. Phone No. _____ Fax No./E-mail: _____
4. National Tax Number (Compulsory): _____
5. Sale Tax Number (if any): _____
6. Sindh Sales Tax No (if any): _____
7. Capacity offered by the bidder _____
8. Rate per copy inclusive of all inputs/taxes offered are as under;
9. Bid Security: Pay order/Demand Draft No. _____ dated _____ for
Rs. _____ Drawn on (Bank name) _____
Date: _____
Signature _____
Name of Firm: _____ Name of Proprietor /
Director _____
CNIC No. _____ Seal of the Firm _____

Detail of Items Required

S.No	Item	Description	Quantity Required	Rate Per item
01	Laptop	Dell Inspiron 15 3567 - 7th Gen Ci7 08GB DDR4 1TB 02GB AMD R5 M430 15.6" HD LED 720p (Black)	01	
02	Laptop	Dell Inspiron 15 5558 5th Gen Ci3 06GB 1TB 15.6" W8.1 White Glossy	01	
03	LED	Samsung LED S24D300H	01	
04	Scanner	HP ScanJet Pro 2500 f1 Flatbed Scanner, (L2747A)	03	
05	Supplier	HP LaserJet Pro M402dn (C5F94A)	02	
06	UPS	Green Power 1000 watt	01	
07	Toner	Genuine Black HP laserjet 85A	01	
08	Toner	Genuine Black HP 51A Toner Cartridge - (Q7551A)	01	
09	Wifi USB Adopter	TP link 7200ND	01	
10	Lavalier Microphone	BOYA BY-WM8 UHF Dual-Channel Wireless Lavalier Microphone	03	
11	Wireless Hand Mic	BOYA BY-WHM8 Wireless Hand Mic	06	
13	Conference Mic	Shure MX412 & MX418 Gooseneck Microphones	06	
14	Projector	Casio - Casio XJ-V110W Core Series WXGA Laser/LED DLP LampFree Projector with 3500 Lumens	01	
15	Project Screen	Elite Screen - Manual Series 150" Diag. (74x131) Wall/Ceiling Projector Screen, HDTV Format, Max White Fabric	01	



SECTION III – GENERAL CONDITIONS OF CONTRACT

1. Bid Security @ 2% of value of bid in favour of Chairman Sindhi Language Authority, Hyderabad in the shape of Pay Order/Bank Draft issued by any scheduled bank should be attached with the Bid.
2. The successful bidder while entering into agreement with Sindhi Language Authority shall also furnish for faithful performance of contract, Pay Order/CDR/Bank Guarantee having validity up to 90 days issued by a scheduled bank equivalent to 2% of the value of the contract amount, in favour of Chairman, Sindhi Language Authority and thereafter earnest money would be released in favour of the successful bidder. The successful bidder will be required to submit a fresh Pay Order/CDR/Bank Guarantee of the of the amount equivalent to 02% of the value for every additional award within 15 days of the issuance of letter of intent, however, no additional agreement will be required and every additional work order will be deemed a part of the present agreement.
3. The contract shall be governed by and interpreted in accordance with the Laws of Pakistan.
4. The rate should be inclusive of cost of items delivery at SLA as per prescribed specifications and all taxes levied by the Government in that regard.
5. The rate per item (per unit) is to be quoted for the total mentioned quantity.
6. The quantities mentioned in Schedule of Requirements with Financial Bid Proforma are tentative which may vary at the time of award of supply order.
7. In case of any increase or decrease in number of pages of book, their rate shall be calculated on proportionate basis.
8. Prices charged by the Supplier for the book delivered and performed under the contract shall not vary from the prices quoted by the Supplier in its bid.
9. The Supplier's request for payment shall be made to the Authority in writing, accompanied by invoices describing, as appropriate for book etc. delivered at warehouse (s) in Hyderabad.
10. The Supplier shall be entirely responsible for all taxes, duties, license fees, etc. livable at the time of submission of bid and incurred until delivery of the goods etc.. to the Authority at the specified destinations.
11. The proceeds of the Bid security shall be payable to the Authority as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.
12. The Bid security shall be discharged by the Authority and returned to the Supplier after satisfactory completion of supply.
13. The inspections can be conducted on at the premises of the Supplier or its Supplier/Binder, at point where work is carried out.
14. The period for repair or replacement shall be 15 days after issuance of notice.



15. In particular and without prejudice, the following penalties may be imposed judiciously by the Chairman Sindhi Language Authority for irregularities committed by the successful bidder in execution of work awarded to him/her by the Authority. Any decision with this regard to imposition of penalty / penalties will be enforced only after service of show cause notice (s) on the bidder and providing an opportunity of being heard.
16. The Authority, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate the Contract in whole or in part:
- (i) If the Supplier fails to deliver any or all of the items within the period specified in the Contract / work order, or within any extension thereof granted by the Authority.
 - (ii) If the Supplier fails to perform any other obligation under the Contract / work order.
 - (iii) If the Supplier, in the judgment of the Authority has engaged in fraud, misrepresentation and corruption, in competing for or in executing the Contract.
17. The successful bidder shall neither sublet, nor transfer his rights or obligations to any body else whatsoever the case may be.
18. (i) The successful bidder may submit bill of supplied items under this agreement. However, the payment of final bill will be made after deduction of all the penalties. The payment to the bidder will be made within ten days of the submission of bill complete in all respect.
- (ii) In case of additional allocation, bill for payment shall be submitted after completion of supply of 100% additional award.
19. Any serious and negligent violation of the terms & conditions of the agreement shall lead to black listing of firm, forfeiture of the security deposit in shape of Pay Order/CDR/Bank Guarantee and cancellation of the contract.
20. Other instructions issued by the Authority from time to time for printing of the book, will be binding on the successful bidder.
21. In case the successful bidder fails to perform the contract in accordance with the terms and conditions as laid down in the agreement/ work order , and instructions issued by the Sindhi Language Authority, the security amount deposited by him shall be got encashed / forfeited in addition to cancellation of contract.



22. If any tax is levied by the Government or is changed during the currency of the agreement, separate instructions will be issued to the bidder. Such instructions will be deemed to be a part of the agreement.
23. If any question/difference or dispute whatsoever with regard to the matters connected with or arising out of this agreement, then every such matter shall be referred to the Chairman, Sindhi Language Authority, and if not resolved, will be settled in light of relevant Clause (s) of SPPRA 2010.



AFFIDAVIT

I, Mr. _____ S/O _____ Proprietor
the firm M/s. _____
do hereby solemnly affirm and declare that my firm _____
or its sister concern or any of its partners in individual capacity has not been blacklisted by
any Government/Semi-Government or any Autonomous Body under the control of the
_____ Government.

Deponent _____

N.I.C # _____

Verification

Verified on Oath at _____ on this day _____ that the
contents of the above statement are true to the best of my knowledge and belief and
nothing of importance has been omitted or concealed.

Deponent _____

NIC # _____



NO: SLA/361/2016
Date - 7-12-2016

نوٽيفڪيشن

سنڌ پبلڪ پروڪيورمينٽ رولس جي شق نمبر 31 موجب هيٺين ريت ٽينڊر بابت "شڪايتن جي ازالا ڪميٽي (Complaint Redressal Committee) جي نئين سر جوڙجڪ ڪجي ٿي:

- | | |
|---------|--|
| چيئرمئن | 1. پروفيسر ڊاڪٽر عبدالغفور ميمڻ
چيئرمئن سنڌي لئنگئيج اٿارٽي |
| ميمبر | 2. جناب خادم حسين ميرالهي
اسسٽنٽ اڪائونٽنٽ جنرل |
| ميمبر | 3. جناب هارون عنايت عباسي
اٿلڀمن آفيسر، ايس. ايل. اي |
| ميمبر | 4. جناب فدا حسين سومرو
او. ايس. ايس. ايل. اي |
| ميمبر | 5. جناب محمد علي
ٽيڪنيڪل ماهر |

هيءَ ڪميٽي ٽينڊرن بابت ڪنهن به مسئلي جي حل لاءِ بااختيار ڪميٽي هوندي

(پروفيسر ڊاڪٽر عبدالغفور ميمڻ)
چيئرمئن

o/c



ڪاپي اطلاع لاءِ:

1. پروفيسر ڊاڪٽر عبدالغفور ميمڻ، چيئرمئن، سنڌي لئنگئيج اٿارٽي
2. جناب خادم حسين ميرالهي، اسسٽنٽ اڪائونٽنٽ جنرل
3. جناب هارون عنايت عباسي، اٿلڀمن آفيسر، ايس. ايل. اي
4. جناب فدا حسين سومرو، او. ايس. ايس. ايل. اي
5. جناب محمد علي (ٽيڪنيڪل ماهر)

No SLAF/436/2017
Date: 3/11/2017

ترميمي نوٽيفڪيشن

سنڌ پبلڪ پروڪيورمينٽ رولز 2010ع جي شق نمبر 7 جي پوٽواري ڪندي، سنڌي ٻوليءَ جي بااختيار اداري پر هيٺين ميمبرن تي مشتمل پروڪيورمينٽ ڪميٽيءَ جي نئين سر تشڪيل ڪجي ٿي:

1. جناب امين محمد لغاري (BPS-18) ڪميٽيءَ جو سربراھ

ڊائريڪٽر پبليڪيشن، سنڌي ٻوليءَ جو بااختيار ادارو

ميمبر

2. جناب نياز پنهور

اسسٽنٽ پروفيسر، گورنمينٽ سچل آرٽس ڪاليج، حيدرآباد
ميمبر بورڊ آف گورنرس، سنڌي ٻوليءَ جو بااختيار ادارو

ميمبر

3. جناب ھارون عنايت عباسي

اٽارني آفيسر، سنڌي ٻوليءَ جو بااختيار ادارو

ميمبر

4. محترمہ گلبدن جاويد

ايڊيٽر 'سرتيون'، سنڌي ادبي بورڊ، ڄام شورو

ميمبر

5. جناب احسان احمد ميمڻ

اڪائونٽس آفيسر، سنڌي ٻوليءَ جو بااختيار ادارو

پروڪيورمينٽ ڪميٽي مذڪوره رولز جي شق (8) ۾ ڏنل ذميوارين نڀائيندي

(پروفيسر ڊاڪٽر عبدالغفور ميمڻ)

چيئرمئن

3/11/2017

