



GOVERNMENT OF SINDH
PLANNING AND DEVELOPMENT BOARDS, SINDH,
PLANNING AND DEVELOPMENT DEPARTMENT
(MONITORING AND EVALUATION CELL)

NOTICE INVITING TENDER

RENOVATION OF PROJECT OFFICE & PURCHASE OF FURNITURE / FIXTURES

NIT No. AD(MEC)/052/TPM/MEC/P&D/2017-18/7396

Karachi, Dated: 25-01-2018

The Monitoring & Evaluation Cell, Planning & Development Department, Government of Sindh has received an allocation from Public Fund in Pak rupees towards the cost of "Establishment of Regional Offices of M&EC at Karachi & Larkana". It is intended that part of the proceeds of this allocation will be applied to eligible payments under the contract for the "Renovation of project office & purchase of Furniture / Fixtures for Regional office Karachi."

2. The Monitoring & Evaluation Cell, Planning & Development Department, Government of Sindh now invites sealed bids from the interested recognized Companies / Firms and Authorized Distributors / Dealers / Resellers and experienced suppliers in specific services & items under Sales Tax for the supply of equipments & accessories listed below:

Sr. #	Description	Bid Security	Tender Fee	Delivery Period
1.	Renovation of project office & purchase of Furniture / Fixture for Regional office Karachi."	2% of the total quoted bid amount	Rs. 2000/-	within 02 Months
2.	Furniture & Fixtures for project office Karachi			Within 01 Month

3. The firm should be registered with the Income Tax & Sales Tax Departments.
4. The procedure for open competitive bidding shall be Single Stage -- One Envelope Procedure Rule No. 46(1) SPPRA Rules 2010 (Amended in 2013).
5. Bidding / Tender Documents availability schedule:

- (i) **Issuance:** Documents will be issued from 29th January, 2018 to 14th February, 2018 (during office working hours) on the payment of Rs.2000/- as tender fee.
- (ii) **Last date for bids submission:** Last date will be 15th February, 2018 at 11:00 am.
- (iii) **Date of bids opening:** Bids will be opened on 15th February, 2018 at 11:30 am.
- (iv) **Place of bid issuance, inquiries & submission is:-**

Address:

ASSISTANT DIRECTOR (MEC)

P&D Department, Room No. 430, 3rd Floor,

Tughlaque House, Sindh Secretariat No.2, Karachi.

Phone No. 021-992213444 / 99211927, Fax No. 021-99211416

Email: mjavedk65@gmail.com

6. Complete details regarding bid evaluation criteria and other terms & conditions have been mentioned in tender bidding document.

7. The interested bidders can either obtain the bidding document from the MEC Head Officer or download it from SPPRA (www.pprasindh.gov.pk) and / or MEC websites: (www.mecsindh.pk/tenders.html) against the pay order of Rs.2,000/- (non-refundable) drawn in favour of DDO (MEC), P&D Department, Government of Sindh from any SBP scheduled bank (to be submitted along with the Pay Order of the amount aforementioned.)

(M. JAVED KHAN)

ASSISTANT DIRECTOR (MEC)

MONITORING & EVALUATION CELL, PLANNING & DEVELOPMENT DEPARTMENT

GOVERNMENT OF SINDH, TEL: 021-99213444.

INF-KRY: 505/18

ہم دیکھ رہی کے خلاف تحریک

Say No to Corruption



حکومت سندھ
پانکب اینڈ ایڈمنسٹریشن (مائیکرو انفراسٹرکچر ڈیولپمنٹ سیکشن)
ٹینڈر طلبی نوٹس

پروجیکٹ آفیس کی تزیین اور فرنیچر / فیکسچر کی خریداری

NTN No. AD(MEC)052/TFM(MEC)/P&ID/017-18/336 Karachi Dated: 25-01-2018

1. پانکب اینڈ ایڈمنسٹریشن، پانکب اینڈ ایڈمنسٹریشن (مائیکرو انفراسٹرکچر ڈیولپمنٹ سیکشن) کے رجسٹرڈ ایڈریس کے تحت
2. پانکب اینڈ ایڈمنسٹریشن، پانکب اینڈ ایڈمنسٹریشن (مائیکرو انفراسٹرکچر ڈیولپمنٹ سیکشن) کے رجسٹرڈ ایڈریس کے تحت
3. پانکب اینڈ ایڈمنسٹریشن، پانکب اینڈ ایڈمنسٹریشن (مائیکرو انفراسٹرکچر ڈیولپمنٹ سیکشن) کے رجسٹرڈ ایڈریس کے تحت

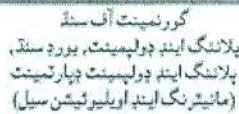
نوٹس	پانکب اینڈ ایڈمنسٹریشن	پانکب اینڈ ایڈمنسٹریشن	پانکب اینڈ ایڈمنسٹریشن
1	پانکب اینڈ ایڈمنسٹریشن	پانکب اینڈ ایڈمنسٹریشن	پانکب اینڈ ایڈمنسٹریشن

2. پانکب اینڈ ایڈمنسٹریشن، پانکب اینڈ ایڈمنسٹریشن (مائیکرو انفراسٹرکچر ڈیولپمنٹ سیکشن) کے رجسٹرڈ ایڈریس کے تحت
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- (i) پانکب اینڈ ایڈمنسٹریشن، پانکب اینڈ ایڈمنسٹریشن (مائیکرو انفراسٹرکچر ڈیولپمنٹ سیکشن) کے رجسٹرڈ ایڈریس کے تحت
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- (iv) پانکب اینڈ ایڈمنسٹریشن، پانکب اینڈ ایڈمنسٹریشن (مائیکرو انفراسٹرکچر ڈیولپمنٹ سیکشن) کے رجسٹرڈ ایڈریس کے تحت

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(ایم جاوید خان)
اسسٹنٹ ڈائریکٹر (MEC)
پانکب اینڈ ایڈمنسٹریشن
پانکب اینڈ ایڈمنسٹریشن (مائیکرو انفراسٹرکچر ڈیولپمنٹ سیکشن)
021-99213444



Dated: 25-01-2018

فرنيچر/فڪسچر جي خريداري ۽ پروجيڪٽ آفيس جي ريتوريشن

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انڈیویس:

أسست في ١٩٨٠م. (MEC).

P&D چهار فصلیست، روزی یکبار، 430، شرد غلظت،

تغلقی ۱۸۸۰ء، سنٹ سیچریشیت نمبر ۲، سکرانچی،

لہذا نمبر: 99211927/99213444، 021-99221344، فیکس نمبر: 021-99211416، ایمیل: najaved65@gmail.com

چنانچہ ان کے معیار، عام شریعت و ضابطوں کے مکمل تکمیل، تیار و اکہ دستاویز پر قائل آہی۔

تأليف: د. محمد عبد الحليم عبد الله، د. محمد عبد الحليم عبد الله، د. محمد عبد الحليم عبد الله

وٽا MCT جي ويب سائٽ (www.mctcisd.gov.pk/tenders.html) تان 2000 روپن جي ٻي آفر (ٽائيل)

وایس ایچ (WGC) بی ایچ بی وزارت صحت کے مطابق، 200 شہریوں بشمول علی حارثی شہید (محکمہ

منشی چنانچه در فرجی بی (اردو سال گزاشیر و ستاره) قریب ہی حاصل نظری سکتی تہ:

است بتر ستر (NEC) مایتر تک ایفد لویوئیشن سلیه

پلاننگ ایتم دیو ایسیست ویرال میستیم، عطا کویت سکت

021-99213301

INF/KRY.M

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GOVERNMENT OF SINDH
PLANNING AND DEVELOPMENT BOARD, SINDH,
PLANNING AND DEVELOPMENT DEPARTMENT
(MONITORING AND EVALUATION CELL)

Tender No. NIT # AD (MEC) / OS2 / TPM / MEC / PED / 2017-18 Date: 25 - 01 - 2018
73

**Tender Document
For
"Renovation of project office & purchase of Furniture/Fixtures for
Regional office Karachi"**

**Last date for Bid Submission: 15th February, 2018 @ 11:00 am
Date of Bid Opening: 15th February, 2018 @ 11: 30 am**

**Under the project Scheme "Establishment of Regional Offices of M&EC at
Karachi & Larkana"**

January, 2018



**Monitoring & Evaluation Cell,
P&D Department, Government of Sindh
Room No. 430, 3rd Floor, Sindh Secretariat No. 2, (Tughlaque House), Karachi
Phone: 021-99211418**

Disclaimer

This tender document ('Tender') does not constitute a binding agreement or an offer or invitation by the Monitoring & Evaluation Cell, Planning & Development Department, Government of Sindh to any party other than the qualified bidders to submit the Bids. The principle purpose of this Tender is to provide the bidders with information that shall form the basis of their proposals or bids. This Tender contains the minimum requirements and information desired by the Monitoring & Evaluation Cell, Planning & Development Department, Government of Sindh. The contents hereof may be supplemented by the Monitoring & Evaluation Cell, Planning & Development Department, Government of Sindh as it deems appropriate. Each bidder may conduct its own investigations and analysis and check the accuracy, reliability and completeness of the information given in this Tender to its satisfaction. The Monitoring & Evaluation Cell, Planning & Development Department, Government of Sindh makes no representation or warranty and shall incur no liability under any law, rules or regulations as to the accuracy, reliability or completeness of the Tender. The Monitoring & Evaluation Cell, Planning & Development Department, Government of Sindh may, at its sole discretion but without being under any obligation to do so, update, improve or supplement the information in this Tender.





GOVERNMENT OF SINDH
PLANNING AND DEVELOPMENT BOARD, SINDH,
PLANNING AND DEVELOPMENT DEPARTMENT
(MONITORING AND EVALUATION CELL)

NOTICE INVITING TENDER

**RENOVATION OF PROJECT OFFICE & PURCHASE OF
FURNITURE/FIXTURES**

NIT No.- _____

Karachi, Date: _____

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(M. JAVED KHAN)

ASSISTANT DIRECTOR (MEC)
MONITORING & EVALUATION CELL,
PLANNING & DEVELOPMENT DEPARTMENT
GOVERNMENT OF SINDH



TELE: 021-99213444



**GOVERNMENT OF SINDH
PLANNING AND DEVELOPMENT BOARD, SINDH,
PLANNING AND DEVELOPMENT DEPARTMENT
(MONITORING AND EVALUATION CELL)**

Part A: Instruction For Bidders

1. INTRODUCTION

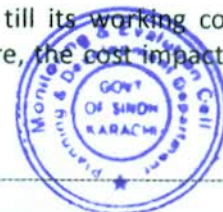
- i. Name of Procuring Agency is "Monitoring & Evaluation Cell (MEC), P&D Department, Government of Sindh".
- ii. Name of Project is "Establishment of Regional Offices of M&EC at Karachi & Larkana".
- iii. Name of Contract is "Renovation of project office & purchase of Furniture/Fixtures Regional office Karachi "
- iv. Address of procuring agency correspondence is as under:

DIRECTOR GENERAL (MEC),
Monitoring & Evaluation Cell,
P&D Department, Room No. 414, 3rd Floor,
Tughlaque House, Sindh Secretariat No. 2, Karachi.
Phone No. 021-99211418
Fax No. 021-99211416
Email: imtiazshah0@gmail.com

- v. The bid prepared by the Bidder, as well as all correspondences and documents relating to the bid exchanged by the Bidder and the Monitoring & Evaluation Cell, P&D Department, GoS, shall be written in English. Supporting documents furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Bid, the translation shall govern.

2. BID PRICE & CURRENCY:

- i. Bids are invited in Pak Currency.
- ii. Price shall be written in figures as well as in words.
- iii. The price shall be fixed and final and shall include all applicable government taxes, duties and other levies as of the date of Bid opening. In case of any change in rates due to imposition of new taxes by the federal or provincial government, change in existing tax rates on the Contract goods, the rate differential shall be payable by the Bidder.
- iv. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Bidder/ Supplier do not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.
- v. All the incidental services like installation/commissioning of equipment till its working condition and training to the concerned staff will also the responsibility of bidder; therefore, the cost impact of all those activities should be included in the bid price.



vi. All Zila, Octroi and other provincial taxes will be born by the Supplier.

vii. Transportation including loading/ unloading shall be arranged and paid for by the Supplier, and related cost shall be inclusive in the Contract price.

viii. Price offered for any item should be for the entire quantity demanded; partial quantity offers shall straightaway be rejected. **Conditional offer will also be considered as non-responsive Bidder.**

3. VALIDITY PERIOD FOR BID

Bids shall remain valid for the period of **ninety (90) days** after the date of opening of bids. A bid valid for a shorter period may be rejected by the Purchaser as non-responsive.

4. BID SECURITY MONEY

i. Bid Security Money at the rate of 2% of the quoted value, should accompany the tender in the shape of Pay Order from a SBP scheduled bank drawn in favor of DDO (MEC), P&D Deptt, Government of Sindh. **The Tenders received without Bid Security Money will stand rejected.**

ii. Bid Security Money shall remain valid for a period of 28 days beyond the validity period for bids.

5. DATE & PLACE FOR BID DOCUMENTS ISSUANCE & SUBMISSION

Bidding documents will be issued from & submitted to Assistant Director (MEC), P&D Department, Room No. 430, 3rd Floor, Sindh Secretariat No. 2, (Tughlaque House), Karachi latest by 15th February, 2018 at 11:00 am. The tender received late will not be entertained.

6. DATE & PLACE OF BID OPENING

Tender will be opened by the notified Procurement Committee in the presence of bidders/ representative of bidders in the office of Director General (MEC), P&D Department, Room No. 414, 3rd Floor, Sindh Secretariat No. 2, (Tughlaque House), Karachi on by 15th February, 2018 at 11:30 am.

7. BID SUBMISSION & OPENING GUIDELINES

i. No Fax, e-mail or telegraphic bid offers will be entertained by the Monitoring & Evaluation Cell, P&D Department, GoS.

ii. Bidder firm / company profile should provide following information as per Part: D(II) :

- a) Details of the firm with name, address, status of the firm (whether Sole proprietorship, partnership or limited company) phone numbers, e-mail
- b) Registration documents: Sales tax registration certificate, NTN, PSEB etc.

iii. A **Single Stage-One-Envelope Procedure** shall be adopted in ranking of bids. The Tender shall be typed or written in indelible black ink and shall be numbered, signed and stamped by the person or persons duly authorized to sign on behalf of the Bidder. Bid shall be submitted in a sealed, opaque envelope.



iv. Bid envelope should inscribed with:

Last date & time:
Address as follows:

Date:----- Time:-----

DIRECTOR GENERAL (MEC),
P&D Department, Room No. 414, 3rd Floor,
Tughlaque House,
Sindh Secretariat No. 2, Karachi.
Phone No. 021-99211418
Fax No. 021-99211416
Email: imtiazshah0@gmail.com

v. Envelopes shall be marked by name of the assignment, and sealed. If the bid is not submitted in a sealed envelope duly marked as indicated above, this will constitute grounds for declaring the bid as non-responsive.

8. BID EVALUATION / ELIGIBILITY CRITERIA:

a) Bid Evaluation Criteria:

The bids, which closely conform to the BOQs & Technical Specification given in bidding documents and are substantially responsive to the bidding documents, will be compared on the basis of their evaluated costs. The bid with the lowest evaluated cost, which may not necessarily be the lowest priced bid, shall be selected for award of contract.

b) Eligibility Criteria:

i. Prior to detailed evaluation, the Procurement Committee shall perform pre-screening on the Yes / No basis to determine the substantial responsiveness of each bid to the bidding documents and under following conditions bid will be rejected and declared as Non-Responsive if the answer is No:

Sr. No	Requisite	Evidence required to be attached	Compliance / Proof (Attached)	
			Yes	No
01	Minimum 03 years in business in the relevant field	Letter of Incorporation / Company Registration Letter / Work Orders (during this period)		
02	Registration with FBR for Income Tax, Sales Tax, and Registration with Sindh Revenue Board (SRB)	NTN & GST Certificates issued by FBR Registration Certificate issued by SRB		
03	Government Experience	At least three projects with Government organization (Work Order / Contract / Work Completion Certification)		
04	Active Tax Payer	Screenshot of online verification for FBR Website		
05	Firm/Company has never been blacklisted	Affidavit on Rs. 100/- Stamp paper from the owner of the company stating that the "Firm" has never been blacklisted by any organization in the past		
06	Bids accompanied by required bid security amount and in proper form.	Bid Security Money at the rate of 2 % of the quoted value in the shape of Pay Order from a SBP scheduled bank drawn in favor of DDO (MEC), P&D Deptt, Government of Sindh		



07	Price offered for any item in bid is for the entire quantity demanded	Price offered for any item should be for the entire quantity demanded; partial quantity offers shall straightaway be rejected.		
8	If Part D (II): Tender Form is properly filled and signed or not			

9. ACCEPTANCE OF OFFERS

The Monitoring & Evaluation Cell, P&D Department, GoS reserves the right to accept or reject part or whole bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Monitoring & Evaluation Cell, P&D Department, GoS's action.

10. INSPECTION & ACCEPTANCE

- i. All the Renovation Service & Furniture /Fixture items shall be acceptable only after physical inspection/ examination to be carried out by the Inspection Team nominated by the Director General, Monitoring & Evaluation Cell, P&D Department, GoS.
- ii. The Monitoring & Evaluation Cell, P&D Department, GoS reserves the right to reject Renovation Service and Furniture/Fixture items that do not conform to the provided BOQ and specification given in bidding documents.

11. PAYMENT

- i. The payment will be made to the Supplier on receipt of original invoice(s) including those of GST in triplicate duly completed in all respect and GRIR (Goods Receiving & Inspection Report) duly signed by the nominated inspection team.
- ii. Part payment against part supply shall be allowed.
- iii. 100% payment to be made on the proof of inspection certificate by DG (MEC) inspection team to Accountant General-Sindh, Karachi.
- iv. Less 0.25% as service charges and 0.3 % stamp duty of the value of the contract by Accountant General Sindh-Karachi, while making payment to the contractor.

12. GENERAL TERMS & CONDITIONS

- i. The bid shall be properly signed, named & stamped by the Contractor / Supplier / Proprietor / Partners thereof, in the event of the absence of any partner it must be signed on his behalf by a person holding a power of attorney authorizing to do so .
- ii. Form of Price Schedule is to be filled in very carefully, preferably typed. Any alteration/ correction must be initialed. Every page is to be signed and stamped at the bottom. Serial number of the quoted item may be marked with red/yellow marker. Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.
- iii. The supply order/ contract will be issued subject to availabilty of funds.
- iv. The Bidder should examine all the instructions, forms, terms and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not



substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.

v. Procurement Committee reserves the right to obtain clarifications from any bidder in respect of items quoted by them. The replies of bidder will be recorded and will form part of bid documents.

vi. The required quantity of furniture/fixture & renovation work may be increased / decreased or dropped by PA without giving any reason or notice.

vii. The successful bidder would be liable to pay Deposit @ 10% of the value of the bid offer as contract performance security.

viii. 0.3% Stamp duties will be paid by the successful bidder on the total value of awarded contract.

ix. The Bidder shall bear all costs associated with the preparation and submission of its bid, and Monitoring & Evaluation Cell, P&D Department, GoS will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

x. Any effort by a Bidder to influence the Monitoring & Evaluation Cell, P&D Department, GoS in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

xi. The Bidder/Supplier shall indemnify the Monitoring & Evaluation Cell, P&D Department, GoS against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in the Pakistan.



Yours faithfully,

A handwritten signature in black ink, appearing to read 'M. Javed Khan'.

(M. JAVED KHAN)

ASSISTANT DIRECTOR (MEC)
MONITORING & EVALUATION CELL,
PLANNING & DEVELOPMENT DEPARTMENT
GOVERNMENT OF SINDH

TELE: 021-99213444





GOVERNMENT OF SINDH
PLANNING AND DEVELOPMENT BOARD, SINDH,
PLANNING AND DEVELOPMENT DEPARTMENT
(MONITORING AND EVALUATION CELL)

Part B: Schedule of Requirement

Sr #	Item Description	BOQ/Qty	Delivery Schedule
1	Renovation of project office Karachi	BOQ detail is given in Part "C" of bidding documents	Renovation of project office should complete within 02 Months
2	Furniture & Fixtures for project office Karachi	Detail of items is given in Part "C" Specification of bidding documents	Within one Month time period. Delivery of Furniture/Fixture items shall be as per supply order subject to availability of funds

Yours faithfully,




(M. JAVED KHAN)

ASSISTANT DIRECTOR (MEC)
MONITORING & EVALUATION CELL,
PLANNING & DEVELOPMENT DEPARTMENT
GOVERNMENT OF SINDH

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GOVERNMENT OF SINDH
PLANNING AND DEVELOPMENT BOARD, SINDH,
PLANNING AND DEVELOPMENT DEPARTMENT
(MONITORING AND EVALUATION CELL)

PART C: BILL OF QUANTITIES (BOQS) / TECHNICAL SPECIFICATIONS

(A) FURNITURE & FIXTURES

SR #	DESCRIPTION	QTY	UNIT PRICE	TOTAL (INCLUD TAXES)
01	Officer Tables Providing & Installing 5'x3' office table with 5mm thick Clear Glass top and side rack with built-in drawers (size as shown in the furniture draw). High Quality	04 Nos		
02	Officer Chairs (Artificial Leather made) High Quality Chair. With Arms Heavy duty base. (China)	04 Nos		
03	Executive Office Table with side rack Table size 6x3 made of wood (Shesham) 3 drawers (with locks) on one side and Drawer and cabinet on other side . side racks with keyboard tray . Polished as per instruction and approved color by Engineer in charge.	22 Nos		
04	Executive Office Chair Revolving Chairs - Adjustable lumbar support and instant seat height adjustment. Heavy duty plastic 5-prong base Height/width adjustable arms with soft, durable urethane pads. Minimum Dimensions: Overall: 30-1/4"Wx28-3/4"Dx42" to 44-1/2"H. Best quality leader cushioning , Back Rest etc.	22 Nos		
05	Visitor chairs Wooden chair (Sheesham duly polish) with arms, seat and bade cushioned covered with cousin (Size seat height 18", high back 20" from seat width 20", depth 20" – 22") – black or blue color.	30 Nos		
06	Sofa Seats Sofa set fully cushioned leatheride (best quality foam) with arms (pieces 3 seater + 1 seater + 1 seater) with wooden frame – black/ brown or blue Per Seat size is (2' X 2') Overall length 5' X 3'	01 Seat=18 03 Seater=2		
07	Reception High Chair China	02 Nos		
08	Visitors Chairs for Reception Steel Sofa Set 3 seaters for visitors (Made in China)	07 Nos		
09	Conference Chairs Revolving Chairs - Adjustable lumbar support and instant seat height adjustment. Heavy duty plastic 5-prong base Height/width adjustable arms with soft, durable urethane pads. Minimum Dimensions: Overall: 30-1/4"Wx28-3/4"Dx42" to 44-1/2"H.	30 Nos		



(B) BOQ FOR RENOVATION WORK DETAIL

Sr #	Description	Qty	UNIT PRICE	TOTAL (INCLUD TAXES)
1	Network Cabling 3M all Fitting Sheets Buttons, Wires, Sheets Galaxy	100 points Networking 20 Telephone Points		
2	Electrical Work Galaxy sheet conceal Fitting (Pakistan Cable/Equivalent Over All)	500 Points		
3	Matt Finish/ Emulsion Providing and applying three coats of Matt Finish/ Emulsion textured; finish pearl glow ICI/ Master/Nelson/Equivalent of approved shade brush applied internal surface. Scraping all old distemper.	5000 Sq Ft		
4	Distemper Color Roof	5000 Sq Ft		
5	Glass Partition (Tariq Company/Equivalent) Thickness =12mm Glass.	60 Nos 900 Sq Ft		
6	Window Blinds Sun Block/Rolling Blinds)	700 Sq ft		
7	Iron Gate (10x6 Sq Ft) 4' - 8" x 103"(3/4" bar used)	01 No		
8	Shared/Executive Washroom WC & Commode Porta/Casamoda or Equivalent, wash basin (Porta), Sanitary fittings (Master/Sonic/Equivalent) Piping Arab with Tiling 12x9x8	04 Washrooms		
9	Misc Work Installation of AC pipe fitting	600 Ft Aluminum Work		
10	Drainage pipe fitting	650 Ft		
11	Frosted Paper	900 Sq Ft		
12	Change of Wire from Main Distribution Box of Master Cable sized: 50 mm ² (19/0.072") Pakistan Cable/Equivalent	300 Ft		
13	False Ceiling Light Recessed down light fixture with 25-watt PLC lamp (warm) installed horizontal. Supply and Installation	200 Nos		
14	False Ceiling LED Bulb 18 w Philips	200 Nos		
15	False Ceiling Fan 2x2 GFC/Royal/Equivalent	36 Nos		
16	Tiles Flooring Size 24x24 (China) Glazed titles Providing and Laying tiles flooring (Sample basis)	5000 Sq Ft		
17	Tiles Skirting Size 4x24	450 Rft		



18	Gypsum Board Tile Ceiling Providing and Fixing suspended ceiling using 60cm x 60cm x 7.5mm thick tripid edge gypsum board sheet including suspension system attachment devices, hangers, ech molding trim clips, trimming & extra hanger as required including making	4200 Sq Ft		
19	Wooden Partition Material Lasanai 1/2 Wooden Pati 2x3	4000 Sq Ft		
20	Wooden Partition Skirting with polishing 4.5" (Length) x 0.75" (Thickness)	500 Sq Ft		
21	Kitchen (8x8) Main Shelf 2 x 6 x 1 1/2 Kitchen Steel Sink.	01 Job		
22	Wallpaper	1500 Sq Ft		
23	12mm Glass Door (Tariq/Ghani/Equivalent) Motors Handles L Locks with Fitting	3'x 7'x 06 Qty: 10 Nos 4.5x8.5'=04 No Total= 14 Nos		
24	Wooden Door (2.5' x 6'=04 thick = 1.5) With Imported locks and Polish Work	10 Nos		
25	AC Fitting Complete Fitting Pipe (430 Rft), Wire 110/76 (430 Rft), Switch 3Pin (09 Nos) and Installation	15 Nos 02 Ton= 5 Nos 1.5 Ton= 8 Nos		
26	Hardening varnish Polish	5000 Sq Ft		
27	Primery Coat	5000 Sq Ft		
28	Name Plates (Main Board, Officers)	Main=01 (18" x 18") and 4" x 8"= 18 Nos		
29	Roof Designing with lights and Deco Polish 9 Lights & 9 Wooden Pati	12 x 10 duct lights =120 Sq Ft		
30	Reception Desk (Deco Design) 3x5x3.5 Reception counter made of high density laminations sheets with PVC edge bending on edges with 03 drawers and top of glass supporting with pipe	01 Nos 3x5x4.5=67.5 Sq ft		
31	File Cabinet Super Gloss Sheet with Channels Locks imported Handles	20 Nos Approx. 550 Sq Ft		
32	Conference Table Conference table (3' x 12', 2.5ft H) Made of High Density lamination sheets with PVC edge bending on edges Front side of table should be covered with lamination sheet	01 Nos		
33	Small Center Table Wooden Center Table: Wooden legs and top (3' x 3' x 2')	24" x 20" x 19" (06 Nos) 26" x 48" x 20" (03 No)		
34	Workstations Specification Top + CPU Box, drawer, Keyboard try	22" x 69" x 30" = 15 No's 22" x 72" x 30" = 04 No's 22" x 78" x 30" = 04 No's 20" x 55" x 30" = 02 Nos reception 15' x 265' x 4'-0' = 1 to be placed at center.		



35	Main Distribution Board Selector 03 phase Master Breaker Germany/Equivalent, 100 Amp 03 Dbox 03 Digital Gauge	05 Nos		
36	Cupboards Super Gloss Lasani UV Polishing Hanger Size (2x2x7)	07 Nos 2x2x7		
37	Center round table for three persons sitting area (size 15 ft 2.2x4) Super Lasani Glass Sheet Polishing Locking Three Daraz three trays for Keyboard three daraz for CPU	01 Job		

Note: The selection of Furniture & Fixture items may be made on sample basis

Yours faithfully,



(M. JAVED KHAN)



ASSISTANT DIRECTOR (MEC)
MONITORING & EVALUATION CELL,
PLANNING & DEVELOPMENT DEPARTMENT
GOVERNMENT OF SINDH

TELE: 021-99213444





GOVERNMENT OF SINDH
PLANNING AND DEVELOPMENT BOARD, SINDH,
PLANNING AND DEVELOPMENT DEPARTMENT
(MONITORING AND EVALUATION CELL)

Part D (I): Bid Letter

Date:-----

NIT No:-----

To:

Director General (MEC),
P&D Department,
3rd Floor, Room No. 414
Sindh Secretariat No. 2, (Tughlaq House),
Karachi.

Gentleman:

Having examined the bidding documents we, the undersigned, offer to Renovation of project office [description of services] and supply / deliver [description of goods] in conformity with the said bidding documents for the sum of [total bid amount in words and figures] or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will furnish a Pay Order (refundable) from SBP scheduled banks in favor of DDO (MEC), P&D Deptt, Government of Sindh in a sum equivalent to 10% of the Contract Price for the due performance of the Contract

We agree to abide by this Bid for a period of ninety [90] days from the date fixed for Bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this -----day of February, 2018.

[signature] [in the capacity of]

Duly authorized to sign Bid for and on behalf of

Address:-----

GST No.-----





GOVERNMENT OF SINDH
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Part D (II): Tender Form

Name of Firm			
Status of the Firm	Sole proprietorship		
	Partnership		
	Limited Company		
Date of Firm Registration			
Postal address			
Telephone No (s)			
Fax No			
Email			
Authorized Person	Owner / Representative		
	Name		
	Designation		
	Signature		
	Contact No		
GST No of the Firm			
FBR NTN No of the Firm			
SRB No of the Firm			
PSEB Registration No. & Date (if any)			
Total Quoted Amount			
Validity of Quotation (Date)			
Amount of Earnest Money* Pay Order / Demand Draft (Attached)	No		
	Date		
	Amount in Rs		
	Bank Branch		



Signature of Contractor (s)

(Stamp)



**GOVERNMENT OF SINDH
PLANNING AND DEVELOPMENT BOARD, SINDH,
PLANNING AND DEVELOPMENT DEPARTMENT
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Part D (III): Eligibility Criteria

Prior to detailed evaluation, the Procurement Committee shall perform pre-screening on the Yes / No basis to determine the substantial responsiveness of each bid to the bidding documents and under following conditions bid will be rejected and declared as Non-Responsive:

Sr. No	Requisite	Evidence required to be attached	Compliance / Proof (Attached)	
			Yes	No
01	Minimum 03 years in business in the relevant field	Letter of Incorporation / Company Registration Letter / Work Orders (during this period)		
02	Registration with FBR for Income Tax, Sales Tax, and Registration with Sindh Revenue Board (SRB)	NTN & GST Certificates issued by FBR Registration Certificate issued by SRB		
03	Government Experience	At least three projects with Government organization (Work Order / Contract / Work Completion Certification)		
04	Active Tax Payer	Screenshot of online verification for FBR Website		
05	Firm/Company has never been blacklisted	Affidavit on Rs. 100/- Stamp paper from the owner of the company stating that the "Firm" has never been blacklisted by any organization in the past		
06	Bids accompanied by required bid security amount and in proper form.	Bid Security Money at the rate of 2 % of the quoted value in the shape of Pay Order from a SBP scheduled bank drawn in favor of DDO (MEC), P&D Deptt, Government of Sindh		
07	Price offered for any item in bid is for the entire quantity demanded	Price offered for any item should be for the entire quantity demanded; partial quantity offers shall straightaway be rejected.		
08	If Part D (II): Tender Form is properly filled and signed	In case Part D (II)		

Note:

- Attachment of relevant evidence in each above requisite is mandatory. In case of no provision of evidence in any of the requisite, the company will be straight away disqualified.



Signature of Contractor (s)

(Stamp)



GOVERNMENT OF SINDH
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Part D (IV): Price Schedule in Pak Rs

Name of Bidder:-----

NIT NO.-----Karachi,

Opening Date:-----

Date:-----

Name of Items, Quantity & Specifications

Sr#	Renovation Service / Item Description	BOQ/ Specification	Qty	Unit Cost (Including Taxes)	Total Amount	Delivery period	Place of Delivery
1	Renovation of project office Karachi	BOQ detail as per Part "C" of bidding documents				02 months	MEC Regional Project Office at Karachi
2	Furniture & Fixtures	Specification as per Part "C" of bidding documents				01 months	

Please Note:

- The tenderer shall quote for items in the format of quotation attached;
- All duties, taxes and other levies payable by the tenderer (including all Zila, Octri, Sales tax /VAT on the finished goods/services, With holding tax etc) shall be included in the item rate.
- The rates quoted for each item shall be fixed for the duration of the contract and shall not be subject to any adjustment.
- Rates for partial Renovation service and supply of partial quantity of an items are not acceptable.
- If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Bidder/ Supplier do not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.
- Corrections if any shall be made by crossing out, initialing, dating and rewriting.

[signature] [in the capacity of]

Duly authorized to sign Bid for and on behalf of

Address:-----

GST No.-----





GOVERNMENT OF SINDH
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PLANNING AND DEVELOPMENT DEPARTMENT
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PART E: Contract Form

THIS AGREEMENT made the ____ day of _____ 2018 between Monitoring & Evaluation Cell, P&D Department, GoS (hereinafter called "the Procuring agency") of the one part and [name of Supplier] of [city and country of Supplier] (hereinafter called "the Supplier") of the other part:

WHEREAS the Procuring agency invited bids for certain goods and ancillary services, viz., [brief description of goods and services] and has accepted a bid by the Supplier for the supply of those goods and services in the sum of [contract price in words and figures] (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:

- (a) the Bid Form and the Price Schedule submitted by the Bidder;
- (b) the Schedule of Requirements;
- (c) the BOQ and Technical Specifications;
- (d) the terms & Conditions of Contract; and
- (f) the Procuring agency's Notification of Award.

3. In consideration of the payments to be made by the Procuring agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract

4. The Procuring agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by the----- (for the Procuring agency)

Signed, sealed, delivered by the----- (for the Supplier)



PART F: Terms & Conditions of Contract

1. Basic Information

- i. The Procuring agency is: Monitoring & Evaluation Cell (MEC), Planning & Development (P&D) Department, Government of Sindh, Karachi.
- ii. The Procuring agency's country is: Pakistan
- iii. The Supplier is: -----
- iv. Name of Contract is "Renovation of project office & purchase of Furniture/Fixtures for Regional office Karachi"
- v. The Governing Language shall be English.
- vi. All disputes shall be settled amicably.
- vii. The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan.
- viii. The address for notice & other communication are as under:

Procuring Agency's address for notice purposes:

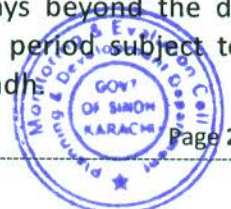
Director General (MEC)
Monitoring & Evaluation Cell,
P& D Department, Room No. 414, 3rd Floor,
Tughlaque House, Sindh Secretariat No.2,
Karachi.
Tel. No. 021-99211418
Fax: No. 021-99211416
Email: imtiazshah0@gmail.com

Supplier's address for notice purposes:

Supplier: _____
Attention: _____
Facsimile: _____
E-mail: _____

2. Performance Security

- i. The successful bidders, within ten (10) days after the receipt of notification of award of contract from the Monitoring & Evaluation Cell, P&D Department, GoS, shall provide Performance Security at the rate of 10% of the total quoted bid amount.
- ii. The performance security should be in the shape of a pay order (refundable) in Pak Rs issued by a State Bank of Pakistan Scheduled Bank drawn in favor of DDO (MEC), P&D Deptt, Government of Sindh.
- iii. Validity of performance security shall extend at least ninety (90) days beyond the date of completion of contract to cover defects liability period or maintenance period subject to final acceptance by Monitoring & Evaluation Cell, P&D Deptt, Government of Sindh.



3. Renovation Service & Furniture/Fixture Delivery Locations

Delivery of the Renovation Service & Furniture/Fixtures shall be made by the Supplier in accordance with the Schedule of Requirements and the specified terms & conditions mentioned in bidding documents.

4. Inspections and Tests

All the Renovation service / Furniture & Fixtures will be accepted only after physical inspection/ examination & clearance by the Inspection Team nominated by the Director General, Monitoring & Evaluation Cell, P&D Department, Government of Sindh.

5. Payment for Renovation Services /Goods supplied

i. The Payment shall be made in Pak. Rupees to the Supplier on receipt of original invoice(s) including those of GST in triplicate duly completed in all respect and GRIR (Goods/Renovation services Receiving & Inspection Report) duly signed by the concerned authorities.

ii. Part payment against part supply is allowed.

iii. 100% payment to be made on the proof of inspection certificate issued by MEC to Accountant General-Sindh, Karachi.

iv. Less 0.25% as service charges and 0.30% stamp duty of the value of the contract by Accountant General Sindh-Karachi, while making payment to the contractor.

6. Prices

Prices charged by the Supplier for Furniture/Fixture delivered and Renovation Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid.

7. Taxes and Duties

Supplier shall be entirely responsible for all taxes, levies/duties, license fees, etc., incurred in the delivery of the contracted Services to the Procuring agency.

