



**INFORMATION SCIENCE & TECHNOLOGY DEPARTMENT
GOVERNMENT OF SINDH**

NOTICE INVITING TENDER(NIT)

Information, Science & Technology Department, Government of Sindh (IS&TD), intends to invite E-bids for the scheme titled **"Strengthening of Information, Science & Technology Department"** through E-PAK acquisition & Disposable System (EPADS) from supplier/ firms/ Manufactures / Importers / Authorized Distributors on active taxpayers list (ATL) of the FBR/SBR (whichever is applicable) for the below mentioned work during the financial year 2024-25 under Rule-46 (2) of SPP Rules 2010 (amended up-to-date) single stage, Two envelope procedure from all interested companies to implement the project on **Turn-Key** basis solution. Bidding documents containing details Terms & Conditions can be viewed/ downloaded from <https://portalsindh.eprocure.gov.pk>.

S.No	NAME OF WORK	Estimated Cost	Tender Fee
1.	"STRENGTHENING OF INFORMATION, SCIENCE & TECHNOLOGY DEPARTMENT" (On Turn-Key Basis)	49.975 million	1000

- Electronic bids should be submitted through EPADS only, manual bid shall not be received, and interested bidders are required to register themselves on EPADS system at the link: <https://portalsindh.eprocure.gov.pk> supplier/ registration for submission of electronic bids.
- The bids prepare in accordance with the instruction in the bidder documents must be submitted on EPADS from **date of publishing to 15-11-2024 up to 02.00 pm**. The original instruments of tender fee mentioned in above table with 5% Bid security must reach to the procuring agency before the deadline for submission of E-bids in shape of demand draft/pay order in favour of Section officer (G), Information, Science & Technology Department, Government of Sindh, which will be opened on same day at 02:45 pm at the Committee Room, Information Science & Technology Department, 1st Floor Sindh Secretariat Building No.6, Sindh Secretariat Sindh.
- The response time shall start from publishing of the Tender Document in Leading Newspapers or websites istd.sindh.gov.pk or www.sindh.gov.pk or <https://portalsindh.eprocure.gov.pk>.
- Pre-bid meeting & physical visit of site (IS&T department) will be held on **5-11-2024 at 02.00 pm at Committee Room, Information Science & Technology Department, 1st Floor Sindh Secretariat Building No.6, Sindh Secretariat Sindh.**
- Technical Proposals of the participating bidders will be opened in the same day i.e. **15-11-2024 at 02.45 pm** in presence of the Procurement Committee of Information Science & Technology Department, Government of Sindh, or their authorized representatives.
- Financial bids of only technically qualified bidders shall be opened, subsequently in accordance with SPPRA Rules, 2010 (amended till to date). The bidder will be selected on **"Most Advantageous Bid"** basis.
- In case of any difficulty prospective bidders may contact EPADS Helpline 051-111-137-237 during working days / hours.
- The purchaser reserves the rights to reject any/ all bids under the relevant provision of SPP Rules 2010(Amended till to date).
- In case Govt. announces any Public Holiday or any unfavorable circumstance, the tender / bids will be submitted and opened on the next working day with same Venue and time.
- Bid Security amount will be 5 % of Bid Price. Bid validity period will be for 90 days.
- Only bids offered on the prescribed Tender Form issued by the office of the Section Officer (G) of Information, Science & Technology Department shall be accepted. However, additional sheets may be attached, if necessary.
- Conditional tender / application will not be entertained.
- The purchaser reserves the rights to reject any/ all bids under the relevant provision of SPP Rules 2010 (Amended till to date).

**Sd/
SECTION OFFICER (GENERAL)
INFORMATION SCIENCE & TECHNOLOGY
DEPARTMENT**

URL. www.istd.gov.pk Tel No : 021-99213841



BIDDING / TENDER DOCUMENT
FOR
**“STRENGTHENING OF INFORMATION SCIENCE &
TECHNOLOGY DEPARTMENT”**
(ON TURNKEY BASIS)

OCTOBER 2024

INFORMATION SCIENCE & TECHNOLOGY DEPARTMENT
GOVERNMENT OF SINDH

Note:

1. The bidder is expected to examine the bidding documents, including all instructions, forms, terms, specifications, and charts/drawings. Failure to furnish all information required in the Bidding Document or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.
2. Tender bids must be submitted electronically through EPADS, any clause in this tender document asking for manual submission must be replaced and read as “through EPADS”.
3. Please attach a copy of Bid Security with the financial proposal through EPADS.
4. Only the Bid Security Pay Order in favor of Section Officer(G), Information, Science & Technology Department, Government of Sindh is to be sent in original on/before the last date & time for electronics bid submission through EPADS.



TABLE OF CONTENTS

INVITATION TO BID	1
INSTRUCTION TO THE BIDDERS	2
GENERAL	2
Scope of Bid & Source of Funds	2
Eligible Bidders	2
Cost of Bidding	2
BIDDING DOCUMENTS	3
Contents of the Bidding Documents	3
Clarification of the Bidding Document	3
Amendments in the Bidding Documents	3
PREPARATION OF BIDS	4
Language of Bid	4
Documents Comprising the Bid	4
Sufficiency of Bid	5
Bid Prices, Currency of Bid and Payment	5
Documents Establishing Bidder's Eligibility and Qualifications	6
Documents Establishing Works' Conformity to Bidding Documents	6
Bid Security	6
Validity of Bids, Format, Signing and Submission of Bid.	7
SUBMISSION OF BID	8
Deadline for Submission, Modification & Withdrawals of Bid	8
BID OPENING AND EVALUATION	9
Bid Opening, Evaluation and Clarifications	10
Confidentiality	13
AWARD OF CONTRACT	15
Post Qualifications	15
Award Criteria & Procuring Agency's Rights	16
Notification of Award & Signing of Contract	16
Performance Security	17
Integrity Pact	17
Consortium Agreement	18
BID DATA SHEET	19
(All mandatory/required documents must be properly annexed)	19
SCOPE OF WORK	21
EVALUATION CRITERIA	24
Mandatory Requirements:	24
(All mandatory/required documents must be properly annexed)	24
SAMPLE FORMS	29
BID FORM	29
BID SECURITY FORM	30
PERFORMANCE SECURITY FORM	31
TECHNICAL PROPOSAL SUBMISSION FORM	32
FINANCIAL PROPOSAL SUBMISSION FORM	33



2

TECHNICAL COMPLIANCE SHEET	34
FINANCIAL PROPOSAL	45
INTEGRITY PACT	50
GENERAL INFORMATION OF THE COMPANY	51
FORMAT OF CURRICULUM VITAE (CV) (For Proposed Key Professional Staff)	52
AFFIDAVIT	53
COVERING LETTER	54
FINANCIAL STRENGTH DETAILS	56
PROJECT EXPERIENCE	57
FORM FOR WORK SCHEDULE	58
CONDITIONS OF THE CONTRACT	59
GENERAL CONDITIONS OF THE CONTRACT	59
Definitions	59
Bid Security	60
Validity of Proposal	60
Currency	60
Withholding tax, sales tax and other taxes	60
Stamp Duty	60
Compliance to Quality Service	60
Financial Capabilities	61
Earnest Money	61
Performance Security	61
Conditional Tenders	61
Scope of Work	61
Force Majeure	61
Termination of Insolvency	62
Resolution of Disputes	62
SPECIAL CONDITIONS OF THE CONTRACT	63
Procuring Agency	63
Country of Origin	63
Performance Security	64
Payment	64
Prices	64
Resolution of Dispute	64
Governing Language	64
Notices	64



[Handwritten signature]

INVITATION TO BID

Date: _____

Bid Reference No: _____

Information, Science & Technology Department, Govt. of Sindh (hereinafter referred as the Purchaser), invites electronic bids from eligible bidders for **"Strengthening of Information Science Department"**.

1. The Technical Proposal should contain all the bid items without quoting the price and must list firm's clientele, resumes / CV's of the team. Financial bids of Firms not obtaining minimum passing criteria on Technical basis will not be opened.
2. All bids must be accompanied by a **Bid Security of 5% of total bid amount**, and must be accompanied with the financial offer. Bid without bid security of required amount and prescribed form shall be rejected.
3. Information, Science & Technology Department, Government of the Sindh will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
4. The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.
5. Bidders shall submit Bids, which comply with the Bidding Documents. Alternative Bids will not be considered. The attention of bidders is drawn to the provisions of Clause on "Determination of Responsiveness of Bid" regarding the rejection of Bids, which are not substantially responsive to the requirements of the Bidding Documents.
6. Information, Science & Technology Department, Government of Sindh shall have right of rejecting all or any of the tenders as per provisions of SPPRA RULES, 2010 (Updated till date) Rule No 25(1)
7. All prices quoted must include any Taxes applicable, such as Income Tax, etc. If not specifically mentioned in the quotation, then it will be presumed that the prices include all the taxes.
8. Failure to Complete the Task within the stipulated time will invoke penalty of 0.025% of the total cost per day. In addition to that, Security Deposit (CDR) amount will be forfeited and the company will not be allowed to participate in future tenders as well.



INSTRUCTION TO THE BIDDERS

GENERAL

- 1 Scope of Bid & Source of Funds
 - 1.1 The procuring agency as defined in the bidding data wishes to receive electronically submitted bids through EPADS for **"Strengthening of Information Science & Technology Department"** of Information, Science & Technology Department, Govt. of Sindh.
 - 1.2 Information, Science & Technology Department, Govt. of Sindh has received funds from provincial government in Pak rupee towards the cost of the subject procurement in the bidding data and it is intended that part of the proceeds of this funds will be applied to eligible payments under the contract for which these bidding documents are issued.
- 2 Eligible Bidders
 - 2.1 Bidding is open to all firms and persons meeting the following requirements:
 - a) The bidder is duly registered with FBR/SECP and SRB.
 - b) The bidder shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by the Government.
- 3 Cost of Bidding
 - 3.1 The bidder shall bear all the costs associated with the preparation and submission of its bids and the Procuring Agency will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process (SPPRA Rules 24).



BIDDING DOCUMENTS

- 4 Contents of the Bidding Documents 4.1 In addition to Invitation for Bids, the Bidding Documents are those stated below, and should be read in conjunction with any Addendum issued in accordance with sub clause 6.1.
- a) Instruction to the Bidders
 - b) Bidding Data Sheet
 - c) Scope of Work
 - d) Evaluation Criteria
 - e) Hardware/Network/Wi-Fi etc Items and their Specifications.
 - f) Forms
 - g) Conditions of the Contract
- 4.2 The Bidder is expected to examine all 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.
- 5 Clarification of the Bidding Document 5.1 Any interested Bidder requiring any clarification of the bidding documents may notify the Procuring agency in writing. The Procuring agency will respond in writing to any request for clarification of the bidding documents, which it receives no later than three working days prior to the deadline for the submission of bids, prescribed in the bidding document. Written copies of the Procuring agency's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all interested bidders that have received the bidding documents
- 6 Amendments in the Bidding Documents 6.1 At any time prior to the deadline for submission of Bids, the Procuring Agency may, for any reason, whether at his own initiative or in response to a clarification



requested by a interested bidder, modify the bidding documents by issuing addendum.

6.2 Any addendum thus issued shall be a part of the Bidding Document pursuant to Sub-Clause 6.1 hereof, and shall be communicated in writing to all purchasers of the Bidding Documents. Prospective bidders shall acknowledge receipt of each addendum in writing to the Procuring Agency.

6.3 To afford interested bidders reasonable time in which to take addendum into account in preparing their Bids, the Procuring Agency may at its discretion extend the deadline for Submission of bids.

PREPARATION OF BIDS

7 Language of Bid

7.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring agency shall be written in the language specified in the Bidding document. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified in the bidding document, in which case, for purposes of interpretation of the Bid, the translation shall govern.

8 Documents Comprising the Bid

8.1 The Bid submitted by the bidder shall comprise the following:

- a) Sealed Envelopes
- b) Covering Letter with proper index & page Nos.
- c) Schedules
- d) Bid Security furnished in accordance with 13.
- e) Power of attorney in accordance with 14.6
- f) Documentary evidence in



accordance with 2.1 and 11.
g) Documentary evidence in
accordance with 12.

9 Sufficiency of Bid

9.1 Each bidder shall satisfy himself before bidding as to the correctness and sufficiency of his bid and of the rates and prices quoted in the schedule of prices, which rates and prices shall cover all his obligations under the Contract and all matters and things necessary for proper completion of the works.

9.2 The bidder is advised to obtain for himself at his own cost and responsibility all information that may be necessary for preparing the bid and entering into a Contract for execution of the Works.

10 Bid Prices, Currency of Bid and Payment

10.1 The bidder shall fill up the schedule of prices indicating the percentage above or below the Composite Schedule of Rates / Unit Rates and prices of the Works to be performed under the Contract. Prices in the Schedule of Prices / Bill of Quantities shall be quoted entirely in Pak Rupees keeping in view the instructions contained in the Preamble to Schedule of Prices.

10.2 Unless otherwise stipulated in the conditions of the contract, prices quoted by the bidder shall remain fixed during the bidder's performance of the contract and not subject to variation on any account.

10.3 The unit rates and prices in the Schedule of Prices or percentage above or below on the composite schedule of rates shall be quoted by the bidder in the currency as stipulated in the Bidding Data.

10.4 Items for which no rate or price is entered by the Bidder will not be paid for by the Procuring Agency when executed and shall be deemed covered by the other rates and prices in the Bill of Quantities.

11 Documents

Establishing

11.1 Pursuant to ITB Clause 8, the bidder shall furnish, as a part of its bid, documents



Bidder's Eligibility and
Qualifications

establishing the bidder's eligibility to bid and its qualification to perform the contract if its bid is accepted.

11.2 Bidder must possess and provide evidence of its capability and the experience as stipulated in the Bidding Data and Qualification Criteria mentioned in the Bidding Documents in the form of Purchase order/completion order from the executing agency.

12 Documents Establishing
Works' Conformity to
Bidding Documents

12.1 The documentary evidence of the Works' conformity to the bidding documents may be in the form of literature, drawings and data and the bidder shall furnish documentation as set out in the Bidding Data.

12.2 The bidder shall not the standards of Workmanship, material and equipment, and reference to brand names or catalogue numbers, if any, designated by the Procuring Agency in the Technical Provisions are intended to be descriptive only and not restrictive.

13 Bid Security

13.1 Each bidder shall furnish, as a part of his bid, at the option of the bidder, a Bid Security of **5% of Bid Price** or in the amount stipulated in the bidding data in Pak Rupees in the form of Bank Draft, Pay Order in favor of **Section Officer (G), Information, Science & Technology Department** in the form of Bank Draft/Pay Order valid for a period of 1 month beyond the validity of the bid.

13.2 Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Agency as non-responsive.

13.3 The bid securities of unsuccessful bidders will be returned upon award of contract to the successful bidders or on the expiry of



validity of Bid Security whichever is earlier.

13.4 The bid security of the successful bidders will be returned when the bidder has furnished the required performance security, and signed the Contract of Agreement.

13.5 The bid security may be forfeited:

a) If the bidder withdraws his bid during the period of bid validity; or

b) If a bidder does not accept the correction of his Bid Price, pursuant to Sub Clause 16.4 b hereof; or

c) In the case of successful bidder, if he fails within the specified time limit to:

a. Furnish the required performance security

b. Signing the Contract of Agreement.

14 Validity of Bids, Format, Signing and Submission of Bid.

14.1 Bids shall remain valid for a period of 90 Days after the date of bid opening.

14.2 In exceptional circumstances, Procuring agency may request the bidder to extend the period of validity for additional period but not exceeding 1/3 of the original period. The request and the bidders' responses shall be made in writing. A bidder may refuse the request without forfeiting the Bid Security. A bidder agreeing to the request will be required to extend the validity of Bid Security for the period of Extension, and in compliance with ITB 13 in all aspects.

14.3 All schedules to bid are to be properly completed and signed.

14.4 No alteration is to be made in the Form of



Bid except in filling up the blanks as directed. If any alteration be made or if these instructions be not fully complied with, the bid may be rejected.

14.5 Each bidder shall prepare Original and number of copies specified in the Bidding Data of the Document comprising the bid as described in ITB 8 and clearly mark them Original and Copy as appropriate. In the event of discrepancy between them, the original shall prevail.

14.6 The Original and Copies of the bid shall be typed or written in edible ink and shall be signed by a person or persons duly authorize to sign. This shall be indicated by submitting a written power of attorney authorizing the signatory of the bidder to act for and on behalf of the bidder. All pages of the bid shall be initialed and official seal be affixed by the person signing the bid.

14.7 The bid shall be delivered in person or sent by registered mail at the address to the Procuring Agency as given in the Bidding Data.

SUBMISSION OF BID

15 Deadline for Submission, Modification & Withdrawals of Bid.

15.1 Bids must be electronically submitted by EPADS on dates as mentioned in NIT not later than the time and date stipulated therein.

15.2 Bids submitted through any other means shall not be accepted.

15.3 Any bidder can withdraw his bid after bid submission, fulfilling the requirements of EPADS system for withdrawal.

15.4 Withdrawal of bid during the interval between deadline for submission of bids and the expiration period of the validity specified in the Form of Bid may result in forfeiture if the Bid Security pursuant to ITB Clause 13.5.



BID OPENING AND EVALUATION

16 Bid Opening, Evaluation and Clarifications

- 16.1 The procuring agency will open the bids electronically submitted, in presence of the bidder's representatives who choose to attend, at the time, date and in place specified in the Bidding Data.
- 16.2 The bidder's name, Bid Prices, any discount, the presence and absence of Bid Security, and such other details as the Procuring Agency at its discretion may consider appropriate, will be announced by the Procuring Agency at the Bid Opening. The Procuring Agency will record the minutes of the bid Opening. Representatives of the bidders who choose to attend shall sign the attendance sheet.
- 16.3 To assist in the examination, evaluation and comparison of Bids the Procuring Agency may, at its discretion, ask the bidder for a clarification of its Bid. The request for clarification and the response shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted.
- 16.4 a) Prior to the detailed evaluation, pursuant to IB.16.7 to 16.9, the Procuring Agency will determine the substantial responsiveness of each bid to the Bidding Documents. For purpose of these instructions, a substantially responsive bid is one which conforms to all the terms and conditions of the Bidding Documents without material deviations. It will include determining the requirements listed in Bidding Data.
- b) Arithmetical errors will be rectified on the following basis:

If there is a discrepancy between



the unit price and 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 there is a discrepancy between the words and figures the amount in words shall prevail. If there is a discrepancy between the Total Bid price entered in Form of Bid and the total shown in Schedule of Prices-Summary, the amount stated in the Form of Bid will be corrected by the Procuring Agency in accordance with the Corrected Schedule of Prices.

If the bidder does not accept the corrected amount of Bid, his Bid will be rejected and his Bid Security forfeited.

- 16.5 A Bid determined as substantially non-responsive will be rejected and will not subsequently be made responsive by the bidder by correction of the non-conformity.
- 16.6 Any minor informality or non-conformity or irregularity in a Bid which does not constitute a material deviation (major deviation) may be waived by Procuring Agency, provided such waiver does not prejudice or affect the relative ranking of any other bidders.

Major Deviations Include:

- a) Has been not properly signed.
- b) Is not accompanied by the bid security of required amount and manner.
- c) stipulating price adjustment when fixed price bids were called for;
- d) Failing to respond to specifications.
- e) Failing to comply with Milestones/Critical dates provided in Bidding Documents.



- f) Sub-contracting contrary to the Conditions of Contract specified in Bidding Documents.
- g) Refusing to bear important responsibilities and liabilities allocated in the Bidding Documents, such as performance guarantees and insurance coverage.
- h) Taking exception to critical provisions such as applicable law, taxes and duties and dispute resolution procedures.
- i) a material deviation or reservation is one :
 - a. which affect in any substantial way the scope, quality or performance of the works;
 - b. Adoption /rectification whereof would affect unfairly the competitive position of other bidders present substantially responsive bids.

Minor Deviations:

Bids that offer deviations acceptable to the Procuring Agency and which can be assigned a monetary value may be considered substantially responsive at least as to the issue of fairness. This value would however be added as an adjustment for evaluation purposes only during the detailed evaluation process.

- 16.7 The Procuring Agency will evaluate and compare only the bids previously determined to be substantially responsive pursuant to IB.16.4 to 16.6 as per requirements given hereunder. Bids will be evaluated for complete scope of works. The prices will be compared on the basis of the Evaluated Bid Price pursuant to IB.16.8 herein below.



Technical Evaluation:

It will be examined in detail whether the works offered by the bidder complies with the Technical Provisions of the Bidding Documents. For this purpose, the bidder's data submitted with the bid in Schedule B to Bid will be compared with technical features/criteria of the works detailed in the Technical Provisions. Other technical information submitted with the bid regarding the Scope of Work will also be reviewed.

16.8 Evaluated Bid Price:

In evaluating the bids, the Procuring Agency will determine for each bid in addition to the Bid Price, the following factors (adjustments) in the manner and to the extent indicated below to determine the Evaluated Bid Price:

- a) making any correction for arithmetic errors pursuant to IB.16.4 hereof
- b) Discount, if any, offered by the bidders as also read out and recorded at the time of bid opening.
- c) excluding provisional sums and the provisions for contingencies in the Bill of Quantities if any, but including Day work, where priced competitively

17 Confidentiality

- 17.1 Subject to IB.16.3 heretofore, no bidder shall contact Procuring Agency on any matter relating to its Bid from the time of the Bid opening to the time the bid evaluation result is announced by the Procuring Agency. The evaluation result shall be announced at least seven (07) days prior to award of Contract (SPP Rule 45). The announcement to all bidders will include table(s) comprising read out prices, discounted prices, price



adjustments made, final evaluated prices and recommendations against all the bids evaluated.

17.2 Any effort by a bidder to influence Procuring Agency in the Bid evaluation, Bid comparison or Contract Award decisions may result in the rejection of his Bid. Whereas any bidder feeling aggrieved, may lodge a written complaint to Complaint Redress Committee as per terms and conditions mentioned in SPP Rules 31 & 32. However, mere fact of lodging a complaint shall not warrant suspension of procurement process.

17.3 Bidders may be excluded if involved in "Corrupt and Fraudulent Practices" means either one or any combination of the practices given below SPP Rule2(q):

- a) "Coercive Practice" means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
- b) "Collusive Practice" means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;
- c) "Corrupt Practice" means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
- d) "Fraudulent Practice" means any act or omission, including a misrepresentation, that knowingly



or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

- e) "Obstructive Practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

AWARD OF CONTRACT

18 Post Qualifications

- 18.1 The Procuring Agency, at any stage of the bid evaluation, having credible reasons for or prima facie evidence of any defect in contractor's capacities, may require the contractors to provide information concerning their professional, technical, financial, legal or managerial competence whether already pre-qualified or not:

Provided, that such qualification shall only be laid down after recording reasons therefore in writing. They shall form part of the records of that bid evaluation report.

- 18.2 The determination will take into account



the bidder's financial and technical capabilities. It will be based upon an examination of the documentary evidence of the bidders' qualifications submitted under ITB.11, as well as such other information required in the Bidding Documents.

19 Award Criteria & Procuring Agency's Rights

19.1 Subject to IB.19.2, the Procuring Agency will award the Contract to the bidder whose bid has been determined to be substantially responsive to the Bidding Documents and who has offered the lowest evaluated Bid Price, provided that such bidder has been determined to be qualified to satisfactorily perform the Contract in accordance with the provisions of the IB.18.

19.2 Notwithstanding IB.19.1, the Procuring Agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of Contract, without thereby incurring any liability to the affected bidders or any obligation to inform the affected bidders of the grounds for the Procuring Agency's action except that the grounds for its rejection of all bids shall upon request be communicated, to any bidder who submitted a bid, without justification of the grounds. Notice of the rejection of all the bids shall be given promptly to all the bidders (SPP Rule 25).

20 Notification of Award & Signing of Contract

20.1 Prior to expiration of the period of bid validity prescribed by the Procuring Agency, the Procuring Agency will notify the successful bidder in writing (Letter of Acceptance) that his bid has been accepted (SPPRA Rule 49).

20.2 Within seven (07) days from the date of furnishing of acceptable Performance Security under the Conditions of Contract, the Procuring Agency will send the successful bidder the Form of



Contract Agreement provided in the Bidding Documents, incorporating all agreements between the parties.

21 Performance Security

21.1 The successful bidder shall furnish to the Procuring Agency a Performance Security in the form and the amount stipulated in the Conditions of Contract within a period of fourteen (14) days after the receipt of Letter of Acceptance (SPPRA Rule 39).

21.2 Failure of the successful bidder to comply with the requirements of Sub-Clauses IB.20.2 & 20.3 or 21.1 or Clause IB.22 shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.

21.3 Publication of Award of Contract: within seven days of the award of contract, the procuring agency shall publish on the website of the authority and on its own website, if such a website exists, the results of the bidding process, identifying the bid through procurement identifying Number if any and the following information:

- a) Evaluation Report
- b) Form of Contract and Letter of Award
- c) Bill of Quantities

22 Integrity Pact

22.1 The Bidder shall sign and stamp the Form of Integrity Pact provided at Schedule-F to Bid in the Bidding Document for all Sindh Government procurement contracts exceeding Rupees ten (10) million. Failure to provide such Integrity Pact shall make the bid nonresponsive (SPPRA Rule 89).



CONSORTIUM AGREEMENT

23.1 In case of Consortium of two or more firms, the proposal shall be accompanied by a certified true copy of the Consortium Agreement. The Consortium Agreement as applicable shall confirm the following therein:

- I. Date and place of signing;
- II. Purpose of consortium (must include the details of contract works for which the consortium has been invited to bid);
- III. A clear and define description of the proposed administrative arrangements for the management and execution of the assignments.
- IV. Delineation of duties, responsibilities and scope of work to be undertaken by each along with resources committed by each partner / member of the consortium for the proposed services;
- V. An undertaking that the firms are jointly and severally liable to the Client for the performance of the services;
- VI. Duties, responsibilities and powers of the lead firm;
- VII. The authorized representative of the consortium specified in power of attorney.

23.2 In case of Consortium, it is expected that the lead partner would be authorized to incur liabilities and to receive instructions and payments for and on behalf of the consortium. For a consortium to be eligible for bidding, the experience of lead partner and other partners should be indicated. Lead partner may use experience and other required documents of other partner.

23.3 Any alternative proposal, such as one by a firm in sole capacity and another in Consortium with another firm or as a part of 2 or more consortiums, for the assignment will be summarily rejected. In such an event, all the proposals submitted by such firm and its Consortium or associate shall be rejected.

23.4 The proposal of a firm is liable to be rejected if the firm makes any false or misleading statement in the proposal(s), without prejudice to the rights of the client to initiate further proceedings against the said firm(s).

23.5 Notwithstanding anything to the contrary contained in this bidding / tender document, the detailed terms specified in the draft contract agreement shall have overriding effect; provided, however, that any conditions or obligations imposed on the bidder hereunder shall continue to have effect in addition to its obligations under the contract.

23.6 Bidders not complying with any of the above eligibility pre-requisites would be disqualified. All documentary evidence must be submitted along with the bids; no document will be acceptable after bid submission.

23.7 Bidders or any of its consortium partners must not have been black listed or declared bankrupt by any Government or Financial institution.



BID DATA SHEET

(All mandatory/required documents must be properly annexed)

Sr. No.	Categories	Details
01	Name of Procuring Agency	Information, Science & Technology Department, Government of Sindh
02	Website	istd.sindh.gov.pk www.sindh.gov.pk https://portalsindh.eprocure.gov.pk
03	Mode of Tendering	Bidding / Tender Document
04	Method of procurement	Single Stage-Two Envelopes
05	Cost of the Bidding Document	Rs.1,000/-
06	Bid Currency	Bids shall be quoted entirely in Pak Rupees.
07	Bid Security	A bid security amounting to 5% of the Bid Prices shall be paid in favor of Section Officer (G), Information, Science & Technology Department in the form of Bank Draft/Pay Order.
08	Bid Validity	The bid shall be valid for 90 days after the bid opening date.
09	Deadline for Submission of Bids along with time	As Mentioned in N.I.T (Through EPADS)
10	Performance Security	10% of the Bid Price in the form of Pay Order or Demand Draft or a Bank Guarantee issued by a scheduled bank in Pakistan or from a foreign bank duly counter guaranteed by a scheduled bank in Pakistan in favor of Information, Science & Technology Department in the form of Bank Draft/Pay Order.
11	Date for issuance of Bidding Documents	As Mentioned in N.I.T (Through EPADS)
12	Last Date for Submission of Written Queries for Clarification	15th November, 2024 up to 02.00 pm (Through EPADS)
13	Date of Pre-Bid Meeting & physical visit of site (ISTD).	As Mentioned in N.I.T (Through EPADS)
14	Last Date & Time for submission of Bids	As Mentioned in N.I.T (Through EPADS)
15	Date & Time for Opening of Technical Bids	As Mentioned in N.I.T (Through EPADS)
16	Language of Bid	English
17	Bidding / tender	The bidder firm/company should meet the



	document qualification criteria	qualification criteria as mentioned in Bidding / Tender document obtaining minimum 70 % in technical proposal for eligibility of financial proposal opening
18	Contact Details	1. Mr. Javed Akbar Mangi, (Project Coordinator) Email: javed-mangi1@hotmail.com Tel: +92333-2710904s URL: www.istd.gov.pk 2. Mr. Saif Ullah Malook Director (Operations), Information, Science & Tech. Department Government of Sindh Tel: +92-21-99213676 URL: www.istd.gov.pk
19	Address for Submission of Bids	Section Officer (G) Information, Science & Technology Department Address: 1st Floor, Building No. 6, Kamal Atta-Turk Road, Sindh Secretariat, Karachi, Pakistan Tel : 021-99213841 URL: www.istd.gov.pk



SCOPE OF WORK

The following will cover the scope of the scheme, which includes:

1. Supply and Installation of Hardware

- Supply, Delivery and installation of hardware, including computers, laptops, and printers etc. as specified in the Bill of Quantities (BOQ).
- Provision of maintenance for ongoing support, including hardware servicing, troubleshooting, and updates for one year.

2. Supply and Installation of Furniture & Fixtures

- Installation of modular workstations that accommodate computers, laptops, and printers while ensuring enough space for files and personal items with built-in electrical and network outlets as specified in the Bill of Quantities (BOQ).
- Comfortable, movable chairs suited for meetings, training sessions, and collaborative work as specified in the Bill of Quantities (BOQ) for one year.

Fixtures:

- Provision and installation of office fixtures like shelves, filing cabinets, and storage units to support document management for one year.

3. Supply and Installation of Air Conditioners (Wall Mounted)

- Supply and install wall-mounted air conditioners with High-quality copper piping for air conditioning ductwork to ensure efficient cooling and reduced energy loss as specified in the Bill of Quantities (BOQ).

LED TVs Installation in Committee Room & Conference/Training Room:

- Supply and installation of LED TVs in the Committee Room & Conference/Training Room as specified in the Bill of Quantities (BOQ) for presentations and meetings.

4. Renovation Components

I. Glass Partition for Working Space/Cabins

- Create dedicated workspaces with the installation of tempered glass at front and partitions with laminated MDF on solid wood structure, polished wood floor hinges, pivot systems, and stainless steel (SS) handles for individual work cabins to ensure privacy for staff.

II. Paint Work for the Entire Department

- Refurbish walls to provide a clean, professional look.
 - Surface preparation: Scraping old paint, patching holes, and smoothing surfaces.
 - Selection and application of high-quality, washable, and durable paint, with a focus on neutral colors for professional aesthetics.



III. Chiller Room Renovation with LED Installation

- Renovation of existing chiller room to convert it into the Committee Room & Conference/ Cum-Training Room as specified in the Bill of Quantities (BOQ) for the working space and meetings.

IV. Complete Electrification

- Ensure a safe and reliable electrical infrastructure by installing new wiring, power outlets, and electrical panels that comply with modern safety standards. Include the installation of data cabling and network points for connectivity, along with surge protectors. Additionally, install a new 4-core cable from the substation to the designated area for the installation of distribution boards, incorporating necessary phase selectors, TP (triple pole) switches, and circuit breakers.

V. Door Replacement with Locks

- Replacement of old doors with new, durable, and aesthetically pleasant doors with Installation of modern locking systems with keys or digital access control where needed as specified in the Bill of Quantities (BOQ).

VI. False Ceiling Installation

- Enhance acoustics and aesthetics with Installation of laminated porcelain ceilings with cable trays & Integration of lighting within the false ceiling as specified in the Bill of Quantities (BOQ).

VII. UPVC Glass Windows with Roller Blinds

- Improve energy efficiency and lighting control with Installation of UPVC windows that offer thermal insulation and noise reduction & Roller blinds to control sunlight and privacy as specified in the Bill of Quantities (BOQ).

VIII. PVC Wall Paneling Lamination

- Protect walls and enhance the interior's visual appeal with Installation of durable, easy-to-clean PVC laminated wall panels, ensuring a sleek finish that is resistant to moisture and wear as specified in the Bill of Quantities (BOQ).

IX. Office Cabinets

- Provide storage solutions for staff.
 - **Wooden Cabinets for Offices:** Installation of floor-standing cabinets for document with good quality SS Handle and Imported locks and personal storage.
 - **Hanging Cabinets:** Installation of wall-mounted cabinets for additional storage without taking up floor space with good quality SS Handle and Imported locks.

X. Block/Brick Masonry Work

- Ensure structural stability and modifications as needed for Construction of partition walls, adjustment of existing spaces, or reinforcement where necessary



& finishing with plaster, paint, or paneling as required as specified in the Bill of Quantities (BOQ).

XI. Dismantling/Removing Existing Structures

- Prepare the area for new construction with Removal of old partitions, ceiling, flooring, and other obsolete structures and Disposal of debris following environmental and safety regulations as specified in the Bill of Quantities (BOQ).

XII. Flooring and Special Finishes

- Enhance durability and aesthetics with Installation of high-quality tiles, or porcelain flooring, depending on the area with special finishes, including slip-resistant coatings and aesthetic enhancements for high-traffic areas as specified in the Bill of Quantities (BOQ).

XIII. Renovation of Lift Area into Waiting and Reception Area

- Create a welcoming space for visitors Installation of reception desk, seating, and signage as well as Aesthetic finishes such as wall treatments, lighting, and decorative elements to create a professional look as specified in the Bill of Quantities (BOQ).

XIV. Renovation of Committee Room with Provision of LEDs

- Modernize the committee room for functionality with Installation state-of-the-art LEDs screens for presentations as well as Acoustic treatment to ensure a soundproof environment for meetings as specified in the Bill of Quantities (BOQ).

XV. Renovation of Two Washrooms (Members, IS&T Dept.)

- Modernize washroom facilities for staff with Installation of new sanitary fixtures, including wash basin, commode, and mirrors, glazed Tiling, lighting, and ventilation to ensure comfort and hygiene as specified in the Bill of Quantities (BOQ).

5. Additional Task: LAN Cable Reinstallation Post-Renovation

The successful bidder will carefully dismantle existing LAN cabling infrastructure, including both wired and wireless components. This will involve the careful dismantling and removal of all cabling from end-user points to the server room during the renovation of workspaces or offices. Once the renovation is complete, the bidder will reinstall the cabling at the original node points, ensuring proper network cable laying and termination to maintain seamless network connectivity.



EVALUATION CRITERIA

Mandatory Requirements:

(All mandatory/required documents must be properly annexed)

JOINT VENTURE ALLOWED

Mandatory qualifying Requirements	Failing to qualify/submission any mandatory requirement will be disqualification in entire evaluation.		
	01	Registration of the National Tax Number (NTN) of the company with the Federal Board of Revenue (FBR) alongwith active taxpayer status is required.	Valid Certificate from concerned regulator / authority required
	02	Registration of General Sales Tax (GST) with Federal Board of Revenue (FBR) / SECP	
	03	Registration with the Sindh Revenue Board (SRB) along with active taxpayer status is required.	
	04	Valid Registration Certificate C5 and above of Pakistan Engineering Council	
	05	An Affidavit of Non-Litigation and Blacklisting properly typed on stamp paper valuing of Rs. 500/- with proper required discipline (to be produced by the bidder(s) itself).	

NOTE: The bidder(s) who does not meet the mandatory requirements will be disqualified from the entire process.



EVALUATION OF TECHNICAL & FINANCIAL BIDS

Bidders who have been qualified in the mandatory evaluation shall only be eligible for a detailed evaluation. The Purchaser will evaluate and compare the bids that have been determined to be substantially responsive in accordance with the SPPRA Rules 2010 (Updated till to date). The bidder with the '**Most Advantageous Bid**' shall be awarded the contract within the original or extended period of bid validity.

The Bidder/ Purchaser's evaluation of responsive bids will take into account technical factors, in addition to cost factors. The following weights will be used in the evaluation of bids:

Evaluation Criteria		Documentary Evidence Attached	Marks
Section 1 (100 Marks)			
Company Profile			
1.1	Years of Establishment of firm	Company Profile/documentary evidence / proof should be attached in the technical bid for verification (at least 3 years)	Max Marks = 100 8 Years and above = 100 Marks 7 Years = 90 Marks 6 Years = 80 Marks 5 Years = 70 Marks 4 Years = 60 Marks 3 years = 50 Marks
Section 2 (100 Marks)			
Financial Capability			
2.1	Average annual turnover of the firm for the last 3 years	Audited Financial Statement of last 3 years of the company (at least 100 million) 2022-23 2021-22 2020-21	Max Marks = 100 100million or Above = 100 Marks <100million and ≥75million = 75 Marks <75 million and ≥50 million = 50 Marks <50 million and ≥25 million = 25 Marks Below 25million = 00 Marks
Section 3 (500 Marks)			
Specialization/Core Expertise			
3.1	No of projects of Office space renovation (Repair & Maintenance) & supervision of 10,000 Sq. ft & above covered area	Purchase Order OR work order OR Contract Agreement of Office Renovation Projects of Government sector or Private Sector in last six years. (Provide documentary evidence)	Max Marks = 150 Each project = 30 marks 05 or more = 150 marks
		Completion Certificate of Office Renovation Projects completed in Government sector or Private Sector in last six years. (Provide documentary evidence)	Max Marks = 50 Each project = 10 marks 05 or more = 50 marks



3.2	Number of supply & installation of hardware(as per BoQ)projects in the public or private sector.	Purchase Order OR work order OR Contract Agreement of Projects in Government sector or Private in last six years (worth over 5.00 million per Project). (Provide documentary evidence)	Max Marks = 100 Each project = 20 marks 05 or more = 100 marks
3.3	Number of supply & installation of Furniture & Fixture projects in the public or private sector.	Purchase Order OR work order OR Contract Agreement in last sixyears in Government sector or Privateetc. (worth over 5.00 million per Project). (Provide documentary evidence)	Max Marks = 100 Each project = 20 marks 05 or more = 100 marks
3.4	Number of supply & installation of plant &machinery projects in the public or private sector.	Purchase Order OR work order OR Contract Agreement in last six yearsin Government sector or Privateetc.(worth over 5.00 million per Project). (Provide documentary evidence)	Max Marks = 100 Each project = 20 marks 05 or more = 100 marks
Section 4 (100 Marks)			
Human Resource			
4.1	Specialization, Qualification and Competence of the Key Staff Assigned to the Project	Relevant experience for role-working& task, as well as qualifications/ experience certificates, should be submitted in response to the project staff's reference to the assignment under consideration. (Qualification Certificate, CV's along with Experience of Staff to be Properly Annexed) Professional Staff: 70 Marks Support and Labour Staff: 30 Marks(experience certificates required)	Max Marks = 100 Resident Engineer: (Bachelor's in civil engineering registered with PEC) with minimum total 05years' experience or above) = 20 marks Interior Designer: (Bachelor's or equivalentin relevant field) with minimum total 03years' experience or above) = 20 marks Site Inspector/ Supervisor: (Diploma in Civil Engineering with Minimum 03years' experience or above) = 10 marks IT Technician: (Diploma in IT with Minimum 03 years' experience or above) = 10 marks Electric supervisor: (Diploma in electricalwith electrical inspector license with Minimum 03 years' experience or above) = 10 marks. Experience Certificate = 30 Marks Carpenters (1) = 05 Marks



			Flooring Specialist(1)= 05 Marks Masons & Helpers (1+2)=05 Marks Painters (2) = 05 Marks Plumber (1) = 05 Marks Support Staff (5) = 05 Marks
SECTION 5 (100 Marks)			
Technical approach and Methodology			
5.1	The vendor should present presentation about understanding and implementation of Project	The Vendor will give presentation at IS&T department regarding understanding and implementation of project. - Detailed Work Plan in accordance with the Scope of work in Bidding Document. 3D Design Plan and layout for proposed design and new seating design existing and new floor plan	Max: Marks = 100
SECTION 6 (100 Marks)			
Certifications			
6.1	PEC Registration	Period since firm / constructor is in construction business (Minimum 03 Years" Experience) having codes CE-09, CE-10, EE11, EE-04, EE-07	Max Marks = 50 10 Marks for each Year
6.2	Authorization Letter for Hardware, Plant and Machinery	Authorized Dealership Letter/Certificate must be attached	Max Marks = 30 For Hardware = 15 Marks For Plant & Machinery = 15 Marks
6.3	ISO 9001-2015 Certification	Attach the ISO certificate along with evidence and a verification website link.	Max Marks = 20 Marks
TOTAL MARKS			1000
NOTE: Minimum 70% Marks required to qualify			



TECHNICAL QUALIFICATION CRITERIA

The bidders must comply with the mandatory terms & condition of the Bidding / Tender Document, along with a compliance statement. The following points will be used in the evaluation of Company to qualify in technical evaluation; an applicant must score not less than 70% of the specified points.

S. no	Category	Points
1	Company Profile	
	1.1 Years of Establishment of firm	100
2	Financial Capability	
	2.1 Average annual turnover of the firm for the last 3 years	100
3	Specialization / Core expertise	
	3.1 No of projects of Office space designing and construction supervision of more than 10500 Sq.ft areas.	200
	3.2 Number of supply & installation of hardware projects in the public or private sector.	100
	3.3 Number of supply & installation of Furniture & Fixture projects in the public or private sector	100
	3.4 Number of supply & installation of plant & machinery projects in the public or private sector.	100
4	Human Resource	
	4.1 Specialization, Qualification and Competence Of The Key Staff Assigned To The Project	100
5	Technical approach and Methodology	
	5.1 The Vendor will give presentation at IS&T department regarding understanding and implementation of project.	100
6	Certifications	
	6.1 PEC Registration	50
	6.2 Authorization Letter	30
	6.3 ISO Certification	20
	Total	1000



SAMPLE FORMS
BID FORM
(LETTER OF OFFER)

To

The Secretary,
Information, Science & Technology Department, Govt. of Sindh
Government of Sindh
Karachi

Sir:

- Having examined the bidding documents, the receipt of which is hereby duly acknowledge, for the above Contract, we, the undersigned, offer to supply, deliver, test and impart training in conformity with the said bidding documents for the Total Bid Price.
- Pak Rupees (in figures _____ in words _____) or such other sums as may be ascertained in accordance with the Price Schedule attached hereto and made part of this Bid.
- We undertake, if our Bid is accepted, to complete the Works in accordance with the Contract Execution Schedule provided in the Schedule – A, Special Stipulations to Bid.
- If our Bid is accepted, we will provide the performance security in the sum equivalent to equal to 10% of the Contract Price.
- We agree to abide by this Bid for the period of ninety (90) days from the date fixed for bid opening of the Instructions to Bidders, 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 in your Notification of Contract Award, shall constitute a binding Contract between us.
- We understand that you are not bound to accept the lowest-priced or any Bid that you may receive.

Dated this-----day of -----2024.

WITNESS

Signature -----

Name-----

Title:-----

Address.-----

Signature -----

Name -----

Title-----

Address-----

BIDDER



BID SECURITY FORM

WHEREAS----- (hereinafter called "the Bidder" has submitted its bid dated ----- for the "**Strengthening of Information Science & Technology Department**", (hereinafter called "the Bid").

KNOW ALL MEN by these presents that We ----- (Name of Bank) of ----- (Name of Country) having our registered office at ----- (address of Bank) hereinafter called "the Bank") are bound into the Information, Science & Technology Department, Government of Sindh, (hereinafter called "the Purchaser") in the sum of -----, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this-----day of-----, 2024.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder does not accept the corrections of his Total Bid Price; or
3. If the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity:
 - (a) Fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders; or
 - (b) Fails or refuses to execute the Contract Form, when requested. or

We undertake to pay to the Purchaser up to the above amount, according to, and upon receipt of, its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both or all the three above stated conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to -----2024, the period of bid validity, and any demand in respect thereof should reach the Bank not later than such date.

(NAME OF BANK)

By-----

(Title)

Authorized Representative



PERFORMANCE SECURITY FORM

To,

The Secretary,
Information, Science & Technology Department, Govt. of Sindh
Government of Sindh
Karachi-Pakistan

WHEREAS (Name of the Contractor)

----- Hereinafter called "the Contractor" has undertaken, in pursuance of the bid for "**Strengthening of Information Science & Technology Department**", dated _____ 2024, (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the Contract that the Contractor shall furnish you with a bank guarantee by a recognized bank for the sum specified therein as security for compliance with the Contractor's performance obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor a Guarantee:

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total of _____ (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums as specified by you, within the limits of _____ (Amount of Guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until _____ day of _____, 2024, or one month of the issue of the Defects Liability Expiry Certificate, whichever is later.

[NAME OF GUARANTOR]

Signature _____

Name _____

Title _____

Address _____

Seal _____



TECHNICAL PROPOSAL SUBMISSION FORM

[Location, Date]

To:
The Secretary,
Information, Science & Technology Department
Government of Sindh

Dear Sir:

I/We, the undersigned, offer to provide the technical proposal for [Insert title of assignment] in accordance with your Tender/Bidding Document dated [Insert Date] and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed under a separate envelope.

We are submitting our Proposal in association with: [Insert a list with full name and address of each associated Firm/Company]

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, i.e., before the date indicated in the Data Sheet, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment not later than the date indicated in the Data Sheet.

We understand you are not bound to accept any Proposal you receive.

We remain,
Yours sincerely,

Authorized Signature [In full and initials]: _____
Name and Title of Signatory: _____
Name of Firm: _____
Address: _____



FINANCIAL PROPOSAL SUBMISSION FORM

[Location, Date]

To:
The Secretary,
Information, Science & Technology Department
Government of Sindh

Subject: Financial proposal for "Strengthening of Information Science & Technology Department"

Dear Sir:

We, the undersigned, offer to provide the financial proposal for "**Strengthening of Information Science & Technology Department**" in accordance with your Tender/Bidding document dated [Insert Date] and our Technical Proposal. **Our attached Financial Proposal is for the sum of [Insert amount(s) in words and figures].**

Our Financial Proposal shall be binding upon us up to expiration of the validity period of the Proposal, i.e. before the date indicated in the Data Sheet.

Yours faithfully,

Authorized Signature [In full and initials] _____
Name and Title of Signatory _____
Name of Firm _____
Address _____

[The Financial Proposal is to be filled strictly as per the format given in BIDDING / TENDER DOCUMENT.]



BILL OF QUANTITIES(BoQ)
TECHNICAL COMPLIANCE SHEET

TECHNICAL SPECIFICATION SHOULD BE HIGHER OR EQUIVALENT

S.No	Specification	Qty	Comply (Y/S)	Document (reference)
1. HARDWARE				
01	Desktop systems (HP, Dell or equivalent) Processor 13 th Gen Intel® Core™ i7 (12 MB cache, 10 cores, 12 threads, 1.7 GHz Boost up to 5.0 GHz with Intel® Turbo Boost Technology) Memory installed 16 GB DDR5-5200 MHz Hard Disk Drives M.2 2230 512GBPCIeNVMe Class 35 SSD Display Screen 23.8" diagonal, FHD (1920 x 1080), IPS, three-sided micro-edge, anti-glare, 250 nits, Wireless Intel® Wi-Fi 6E AX211, 2x2, 802.11ax, Bluetooth® wireless card. Windows 11 Home&MS Office 2021 OEM equivalent or higher volume license:registered (perpetual) Warranty One-year Accessories Keyboard + Mouse + Mouse Pads.	06		
02	Laptops (HP, Dell or equivalent) Processor Intel Ci7, (13 th Gen or latest) Chipset is integrated with processor Memory installed 16 GB DDR5-5200 MHz RAM Hard Disk Drives 1TB, M.2 2230, PCIe NVMe, SSD Processor Speed 1.7 GHz Boost up to 5.0 GHz Processor Threads : 12 threads No of Cores 10 Cores Graphics Intel® UHD Graphics Network Interface Gigabit Ethernet Screen Size 15.6" Resolution (1920 x 1080) WVA/IPS, Non-Touch, FHD Camera, Temporal Noise Reduction, No Express Sign-In, Camera Shutter, Mic / Pro Slim	03		



	Backpack 15. Windows 11 Home&MS Office 2021 OEM equivalent or higher volume license:registered (perpetual) Warranty One-year Accessories Branded carry case			
03	Black & White LaserJet Printers(Heavy Duty) (HP or Equivalent) Duplex Laser Jet Network Printer, up to 1200x1200 dpi resolution, upto40 ppm or above print speed, up to 80,000 pages or higher duty cycle, 1200 MHz or higher processor speed, 128 MB or higher RAM, Hi-speed USB 2.0 or higher, 1 Gigabit Ethernet 10/100/1000T network	08		
04	Color LaserJet Printers(HP or Equivalent) Processor: 800 MHz or higher, RAM: 512 MB or higher Print Speed: Up to 27 ppm or higher (black/ color), Duplex Printing: Automatic, Display: LCD/LED, Interface: USB 2.0, Gigabit LAN, Resolution (B&W, Color) 600 x 600, Paper Size: A3, A4, Letter, Legal. Paper Tray: 2 Paper Trays minimum (1 Multipurpose), OS: Windows 8/8.1/10/11 drivers. Compatible USB cable and other allied accessories.	1		
05	Scanner (HP, Plustek or Equivalent) Scanner Type= Duplex Automatic Sheet Feeder, Throughput Speeds= 70 ppm at 300 dpi in color or higher, grayscale, black & white or advanced/higher, Paper Thickness and Weight= Minimum 28 g/m2 for thin papers i.e. rice/ Butter paper- Maximum 400 g/m2 for thick papers i.e. Hard Card certificates like Educational certificates and degrees, Recommended daily volume= upto5,500 pages/day or higher, Document Feeding Capacity=80 sheets or higher, Connectivity= USB 2.0 compatible or faster, File Format Outputs= TIFF, JPEG, RTF, Warranty= 01 year, MAL Letter= MAL Letter is must for Scanners	2		
06	Cloud Conferencing System(Logitech or equivalent) Camera/Video: •Sensor: High Quality HD 1080p • Optical Lens: 10X or Higher • Rotation Angle: (Pan = 125 Tilt: 30) Degree or Higher •Wall mount kit of camera Microphone/Speaker: • Speaker frequency response: 100Hz-11KHz or higher Speaker volume: 80dB or higher. • Microphone frequency response: 100Hz-11KHz or higher • Omni Directional, 360 Degree coverage • Microphone sound-pickup diameter: 6 meters extendable • external microphone Central Controller Unit •Support Windows, MAC	1		



	• Wired and Bluetooth connection. • USB plug-and-play, • Supports various online conference software platforms i.e, Zoom, MS Teams, Skype and other web conferencing platforms • Camera and mic cable of 5 Meter or higher • Remote Control • Preset Support Support: • Controller Unit AC Power Adapter and end to end cables			
07	Attendance Device(ZKTeco or equivalent) Display 4.3-Inch. Touch Screen Face capacity-3,000. Fingerprint-4,000 capacity. ID Card capacity-10,000. Logs capacity-100,000. Communication TCP/IP, USB Host, WiFi (optional). Standard Functions Automatic Status Switch, Self-Service Query, Work Code, SMS, DST, T9 Input, 9 Digit User ID, Scheduled Bell, Photo ID. Optional Functions MiFare Card, 3G, ADMS, 2000 mAh Backup Battery. Power Supply 12V 3A. Operating Temperature 0 °C- 45 °C. Operating Humidity 20%-80%. Dimensions (Length*Width*Thickness) 193.6 x 165 x 111mm. Package Weight(KG) 1.84 & 1.87	1		
2. PLANT AND MACHINERY				
01	Air conditioners 1Ton(Gree or equivalent) Air conditioners (with installation, cabling & piping) Split Air Conditioner 1 Ton: 11900 BTU, Indoor Dimension(mm) W/D/H: 850*295*210, Outdoor Dimension(mm) W/D/H: 700*245*535, Warranty: 10 Years Compressor, 4 Years PCB, 1 Year Parts	08		
02	Air conditioners 1.5 Ton(Gree or equivalent) Air conditioners (with installation, cabling & piping) Split Air Conditioner 1.5 Ton 18000 BTU, Indoor Net Dimension (L*W*H) mm³: 900*215*310, Outdoor Net Dimension (L*W*H) mm³: 700*245*535 Warranty: 10 Years Compressor, 4 Years PCB, 1 Year Parts	02		



03	4K Smart QLED TV (85 Inch) (Samsung or equivalent) • Screen size 85 • Resolution 4K Ultra HD (3840 x 2160) • Led Type QLED • Smart TV (Youtube, Internet Browsing etc) • Screen Size 85 Inches. Video • Screen Size 85 Inches • Resolution 4K UHD • Led Type QLED Software • Smart TV (YouTube, Internet Browsing etc.) • Bluetooth • Wi-Fi (Wireless Fidelity) Connectivity • HDMI: 4 • USB: 2 • HDMI (High Frame Rate) 4K 120Hz (for HDMI 1/2/3/4) • Ethernet (LAN): 1 • Digital Audio Out (Optical): 1 • RF In (Terrestrial / Cable input) 1/1 (Common Use for Terrestrial)/1 • Wireless LAN Built-in: Yes (WiFi5) • Bluetooth: Yes (BT5.2) • Anynet+ (HDMI-CEC): Yes • HDMI Audio Return Channel: eARC/ARC Dimensions • Dimensions (WxHxD) 74.9 x 45.3 x 15 mm • Weight • Weight without stand Power • Power Consumption 345W	02		
04	4K Smart QLED TV (65 Inch) (Samsung or Equivalent) Quantum HDR. Colour: 100% Colour Volume with Quantum Dot. AirSlim. Smart Hub Screen Size: 65". Resolution: 3,840 x 2,160. Refresh Rate: 50Hz. HDR (High Dynamic Range): Quantum HDR. HDR 10+: Certified (HDR10+ Adaptive) PQI (Picture Quality Index): 3100. Contrast: Dual LED. Contrast Enhancer. Motion Technology: Motion Xcelerator Clear Motion: LED Clear Motion Adaptive Sound: Adaptive Sound	01		



	Dolby Digital Plus: MS12 2ch			
05	Copper pipe (Muller USA or equivalent) Supply & Installation of Copper pipe thickness as per required for wall mounted AC with euroflex insulation with labour and material complete	450 Rft		
3. Furniture & Fixture				
01	Executive Table (Master or Equivalent) Table Size L 7' x D3'. Side Rack L3'-6" x D1'-6" x H2'. Table in Laminate Finish on MDF with PVC Edges. Front Modesty Panel in Laminate Finish. One Fix Drawer in Laminate Finish with PVC Edges, Central Lock, Ball Bearing Channels & Master Handles. Color as per Requirement	03		
02	Executive Chair (Master or Equivalent) Mesh Back Fabric Seat Ergonomic Office Chair W-Shape Seat Pan High-Quality Mesh Backrest Height and Angle Adjustment Headrest Height & Horizontal Adjustment Lumbar Support. Backrest tilts tension and Tilt Angle Adjustment. Ultra-Wide & Stable High- quality Chrome Base; PU Castor	03		
03	Visitor chairs (Master or Equivalent) High-frequency compression process on multi-layered veneer shell, Unique curved shells for Lumber support having dimensions, Scotch-guard Master Fabric. Premium MoltFoam Seating. Black M.S Powder Coated Pipe Frame Flexibility in choice of upholstery Master fabric & leatherette.	06		
04	Reception Table (Master or Equivalent) Supply of Reception Table Size:4X2.5X3.5 made with Solid Oak wood panels on MDF double top alongwith 3 Drawers with polished finished	1		
05	Reception Chair (Master or Equivalent) Comfortable executive chair upholstered in bonded Black Leather and Pewter finish frame, Padded Seat and Back for all day comfort and support, Pneumatic Seat Height adjustment; 360 degree swivel; smooth rolling casters, Chair Dimensions: 29.13 x 25.59 x 41.34-45.08 inches (LxWxH);	1		



06	7 Seater Sofa Set (Master or Equivalent) 7 Seater Sofa Set (3+2+1+1) Upholstery: Black Leatherette with Grey Fabric, Foam: Latex + Super Flex on Seat & Supreme on Back. Legs: Metallic with Black Powder Coat Glides: Rubber 10 years foam warranty	1		
07	Center Table (Master or Equivalent) Center Table Size: 3.5x2x1.8 made with solid sheesham wooden frame with glass top 8mm with polished finish	1		
08	Wooden Side Table (Master or Equivalent) Wooden Side Table Size; 2.5X2.5X1.8 made with solid sheesham wooden frame with glass top 8mm with polished finish	2		
9	Work Station (single for 2 person)(Master or Equivalent) Work Station Size: 3x2x2.5 separator height from working top 1.4" on MDF Laminated on MS coated with castor wheel adjustable alongwith glass on separator(for sitting of 14 persons)	7		
10	Manager Chair (Master or Equivalent) Manager Chair, High Back Chair Size: 35 L 20 W 61 H (Inches), Material: Leatherette (Black), Base: Aluminum Base with adjustable hydraulic, Castor: PU Castor	14		
11	Laminated MDF Floor File Cabinet Provide and Supply of Laminated MDF Floor File Cabinet consisting of 20mm thick Size: 8x4 laminated Board structure, shelves & Drawers with PVC lipping, solid wood frame, including all hardware's, hinges, handles, lockset, wastage, cutting, lifting, etc., complete	8		
12	Laminated MDF Hanging Cabinet Laminated MDF Hanging Cabinet size 8x2 consisting of 20mm thick laminated Board structure, shelves & Drawers with PVC lipping, solid wood frame, including all hardware's, hinges, handles, lockset, wastage, cutting, lifting, etc., complete	18		



4. RENOVATION					
S.NO	Description of Items	Quantity	Unit	Comply (Y/S)	Document (reference)
Part (A-i) Civil Work Schedule Items					
1	Dismantling Cement Block masonry S.I.No.14/P-19.	244.00	Cft		
2	Dismantling Cement Concrete Plain reinforced cement form concrete cleaning and straighten the same (S.I.No.20/P-20).	496.00	Cft		
3	Dismantling Cement Concrete Plain 1:2:4 (S.I.No19(c)/P-20).	250.00	Cft		
4	Providing and laying 1:3:6 Cement concrete solid Block masonry wall above 6" in thickness set in 1:6 cement mortar in G.F ground floor superstructure including raking out joints & curing etc, complete.(S.I No 24/P-27).	1150.00	Cft		
5	Applying floating coat of cement 1/32" thick(S.I.No.14(ii)P-52).	1750.00	Sft		
6	Cement plaster 1:4 upto 12' height 3/4" thick(S.I.No.11(c)P-52)	1750.00	Sft		
7	Preparing the surface & painting with plastic emulsion paint of approved make i/c rubbing the surface with sand paper filling the voids with chalk/ Plaster of Paris and then painting etc complete (S.I.No.41- A &41-B/P-54).	15750.00	Sft		
8	Painting Old Surfaces painting doors and Windows any type. Each subsequent coat(S.I.No.4-c/i+ii/P-62).	1500.00	Sft		
9	Dismantling glazed or encaustic tilesS.I.No.55/P-22.	9600.00	Sft		
10	Providing & laying full body porcelain tile in flooring or facing of approved design set in grey cement mortar 1:2 or 3/4" thickness in/c washing & joints with white Cement slurry using colour pigment for matching complete as per specification 24"x36" (S.I.NO.28(x)/P-46).	10400.00	Sft		
11	Providing and fixing in position doors, windows and ventilators of 1st. Class deodar wood frames and 1-1/2" thick Teak wood ply shutters of 2 nd class deodar wood skeleton (solid) styles and rails core of partal wood and Teak ply wood (3-ply) on both sides i/c	365.00	Sft		



[Handwritten signature]

	hold fasts, hinges, iron tower bolts, handles and cleats with cord etc. complete (S.I.No.51/P-60).				
12	Supplying & Fixing Window Printed blinds (Horizontal/ Vertical) with plain design and of approved colour in/c fixing in windows with necessary accessories w/o print blinds. (S.I.No.71/P-61).	800.00	Sft		
13	Providing & Fixing in position UPVC Channels framing of sliding windows and ventilators of unplasticized polyvinyl chloride (UPVC) with fly screen including handles stoppers locking arrangement etc. complete deluxe model etc, complete as per direction Engineer In-charge (S.I.No. 111/P-86).	750.00	Sft		
14	P/F approved quality door closure in/c fixing on door with screws and adjusting speed on required etc complete (S.I.No. 117/P-87)	25.00	No		
15	Supplying & Fixing masonite, bacolite, celutex of card board sheets panels including supplying making deodar wood 1st class frame work for ceiling or partition (S.I.No.39/P-59).	1970.00	Sft		
16	Laying floor of approved with glazed tiles 1/4" thick dado of approved color & size jointing in white cement and laid over 1:2 cement sand mortar 3/4" thick including routing with matching colour and finishing (S.I.No. 24/ P-45).	317.00	Sft		
17	Providing & Fixing of deodar wood Almirah 12"(225 to 300mm) depth, including boxing with back shelves, shutter and brass fitting etc, complete 9" to (S No 23(a)/P-58).	220.00	Sft		
Part (A-ii) Civil Works Non Schedule Items					
1	Providing & Fixing False Ceiling of Gypsum Fiber Board 4'x8' including frame work of aluminum double channel section hanged with nails hooks wire to ceiling etc complete as directed by the Engineer In-charge.	9400.00	Sft		
2	P/Fixing PVC Wall Paneling color white base material PVC Size 4.5"x9.5 ft thickness 12mm water proof and termite proof with easy installation high quality PVC material as instructed by the E.I this rate in/c all	1000.00	Sft		



	labourmaterial and cartage etc.				
3	Supplying & Installation of 12mm thick tempered glass partition with labour and material as directed by the Engineer In-charge.	950.00	Sft		
4	Supply & Installation of tempered glass doors including floor hinges pivots SS Handles lock etc. complete as directed by the Engineer In-charge	360.00	Sft		
5	Providing & Fixing Door lock brass made Italy or equal approved quality and design etc. complete	14.00	Sft		

Part (B-i) W/S & S/F Schedule Items

1	Providing & Fixing European Type White glazed earthen ware wash down W.C pan complete with & including the cost of white black plastic seat (best quality) and lid with C.P brass hinges best quality and buffers 3 gallons white glazed earthen ware low level of flushing cistern with siphon fitting 1 1/2" dia white porcelain enameled flush bend dia and making requisite number of holes in walls, plinth & floor for pipe connection & making good in cement Concrete 1:2:4 (Foreign quality)(ICL equivalent) S.I.No. 4/ P-186)	2.00	Nos		
2	Providing & Fixing C.I Trap with 4" dia inlet and 4" dia outlet of the approved self-cleaning design with a C.I grating with or without a vent arm including cost of making requisite number of holes in walls plinth & floor for pipe connection & making good in cement concrete 1:2:4 (S.I.No. 21/P-189)	2.00	Nos		
3	Supplying & fixing Bath room accessories set (7 pieces i/c towel rod, brush holder, soap tray, shelf of approved design i/c cost of screws nuts etc. complete (Master Brand) (S.I.No. 23/P-199)	2.00	Nos		
4	S/Fixing concealed tee-stop cock of superior quality with c.p head 1/2" dia (S.I.No. 12(a)/ P-198)	6.00	Nos		
5	Supplying & fixing C.P Muslim shower with crystal head etc complete (S.I.No.19(a)/P-199)	2.00	Nos		



[Handwritten signature]

6	Providing UPVC pipes specials and clamps etc. including fixing cutting and fitting complete with and including the cost of breaking through walls and roof making good etc. with pigment to match the colour of the building and testing with water to a pressure bead of 200 feet and handling(S.I.No.2(i,ii,v/ P-193)				
(i)	1/2" dia UPVC Pipe (CPVC SCH-40)	15.00	Rft		
(ii)	3/4" dia UPVC Pipe (CPVC SCH-40)	650.00	Rft		
(iii)	4" dia	40.00	Rft		

Part (C-i) Electric Work Schedule Items

1	Wiring for light or fan point with 3/0.29 PVC insulated wire in 20mm (3/4") PVC conduit on the surface as required.(S.I No 101/P-236)	328.00	Point		
2	Providing & Laying Main or Sub Main PVC insulated size 4-7/0.44 (16mm ²) copper conductor in 1 1/2" dia PVC conduit recessed in the wall or column as required (S.I.No. 40/P-231)	1130.00	Rft		
3	Providing & Fixing Circuit Breaker 6,10,15,20,30,40,50 & 63 Amp SP (TB-5S) on prepared board as required. (S.I.No.179/P-243)	48.00	Nos		
4	Providing & Laying Main or Sub Main PVC insulated size 3-7/0.36 copper in 3/4" Dia PVC Conduit recessed in the wall or column as required(S.I No. 25 /P-230)	450.00	Rft		
5	Providing & Laying Main or Sub Main PVC Insulated with size 2-7/0.29 copper conducted in 3/4" Dia PVC Conduit on surface(S.I No. 3 /P-228)	2200.00	Rft		
6	Providing & Laying Main or Sub Main PVC insulated & PVC sheathed with 4 core copper conductor 600/1000 volts size 120mm ² (S.I No.86/ P-235)	222.00	Rft		

Part (C-ii) Electric Work Non Schedule Items

1	Providing & Fixing Fancy Type Switch SP 5 Amps imported Clipsal/ clopal/ orange or equivalent make with board in/c necessary connection and recessed in the wall etc. complete	20.00	Nos		
---	--	-------	-----	--	--



2	P/F Fancy Type 2 Pin 5 amps S.P Plug Socket Switch & Shoe unit imported make with board in/c necessary connection and recessed in the wall etc. complete	35.00	Nos		
3	Providing & Fixing Type Multi Light Plug Socket Switch Shoe & Unit imported make with board including necessary with 2-7/029 connection etc. complete	280.00	Nos		
4	Providing & Fixing LED down light 18 watt imported make with base with LED chip EPI including necessary connection etc. complete	290.00	Nos		



FINANCIAL PROPOSAL

BILL OF QUANTITIES

BILL OF QUANTITIES					
S. #	DESCRIPTION	QTY	Unit Price (Including all applicable taxes)	TOTAL	
1.HARDWARE					
1	Desktop systems with Accessories	6			
2	Laptops	3			
3	Scanner	2			
4	Black & White LaserJet Printers (Heavy Duty)	8			
5	Color LaserJet Printers	1			
6	Cloud Conferencing system	1			
7	Attendance Device	1			
Sub-Total (1)					
2. FURNITURE & FIXTURE					
1	Executive table	3			
2	Executive chair	3			
3	Visitor chair.	6			
4	Reception Table	1			
5	Reception chair	1			
6	7 Seater Sofa Set	1			
7	Center Table	1			
8	Wooden Side Table	2			
9	Work Station (single for 2 person)	7			
10	Manager Chair	14			
11	Laminated MDF Floor File Cabinet	8			
12	Laminated MDF Hanging Cabinet	18			
Sub-Total (2)					
3. PLANT & MACHINERY					
1	Split Air Conditioner 1 Ton	8			
2	Split Air Conditioner 1.5 Ton	2			
3	4K Smart QLED TV (85 Inch)	2			
4	4K Smart QLED TV (65 Inch)	1			
5	Copper pipe	450 Rft			
Sub-Total (3)					
4. RENOVATION					
S.NO	Description of Item	Quantity	Unit	Rate(inclusi ve of taxes)	Amount(i nclusive of taxes)
Part (A-i) Civil Work Schedule Items					
1	Dismantling Cement Block masonry S.I.No.14/P-19	244.00	Cft		



2	Dismantling Cement Concrete Plain reinforced cement form concrete cleaning and straighten the same (S.I.No.20/P-20)	496.00	Cft		
3	Dismantling Cement Concrete Plain 1:2:4 (S.I.No19(c)/P-20)	250.00	Cft		
4	Providing and laying 1:3:6 Cement concrete solid Block masonry wall above 6" in thickness set in 1:6 cement mortar in G.F ground floor superstructure including raking out joints & curing etc, complete.(S.I No 24/P-27)	1150.00	Cft		
5	Applying floating coat of cement 1/32" thick(S.I.No.14(ii)P-52)	1750.00	Sft		
6	Cement plaster 1:4 upto 12' height.3/4" thick(S.I.No.11(c)P-52)	1750.00	Sft		
7	Preparing the surface & painting with plastic emulsion paint of approved make i/c rubbing the surface with sand paper filling the voids with chalk/ Plaster of Paris and then painting etc complete (S.I.No.41- A &41-B/P-54)	15750.00	Sft		
8	Painting Old Surfaces painting doors and Windows any type. Each subsequent coat(S.I.No.4-c/i+ii/P-62)	1500.00	Sft		
9	Dismantling glazed or encaustic tilesS.I.No.55/P-22	9600.00	Sft		
10	Providing & laying full body porcelain tile in flooring or facing of approved design set in grey cement mortar 1:2 or 3/4" thickness in/c washing & joints with white Cement slurry using colour pigment for matching complete as per specification 24"x36" (S.I.NO.28(x)/P-46)	10400.00	Sft		
11	Providing and fixing in position doors, windows and ventilators of 1st. Class deodar wood frames and 1-1/2" thick Teak wood ply shutters of 2 nd class deodar wood skeleton (solid) styles and rails core of partal wood and Teak ply wood (3-ply) on both sides i/c hold fasts, hinges, iron tower bolts, handles and cleats with cord etc. complete (S.I.No.51/ P-60).	365.00	Sft		
12	Supplying & Fixing Window Printed blinds (Horizontal/ Vertical) with plain design and of approved colour in/c fixing in windows with necessary accessories w/o print blinds. (S.I.No.71/P-61)	800.00	Sft		
13	Providing & Fixing in position UPVC Channels framing of sliding windows and ventilators of unplasticized polyvinyl chloride (UPVC) with fly screen including handles stoppers locking arrangement etc. complete deluxe model etc. complete as per direction Engineer In-charge (S.I.No. 111/P-86)	750.00	Sft		
14	P/F approved quality door closure in/c fixing on door with screws and adjusting speed on required etc complete (S.I.No. 117/P-87)	25.00	No		



15	Supplying & Fixing masonite, bacolitecelutex of card board sheets panels including supplying making deodar wood 1st class frame work for ceiling or partition (S.I.No.39/P-59)	1970.00	Sft		
16	Laying floor of approved with glazed tiles 1/4" thick dado of approved color & size jointing in white cement and laid over 1:2 cement sand mortar 3/4" thick including routing with matching colour and finishing (S.I.No. 24/ P-45)	317.00	Sft		
17	Providing & Fixing of deodar wood Almirah 12"(225 to 300mm) depth, including boxing with back shelves, shutter and brass fitting etc, complete 9" to (S No 23(a)/P-58)	220.00	Sft		
Sub-Total of Part (A-i) schedule Items					
Part (A-ii) Civil Works Non Schedule Items					
1	Providing & Fixing False Ceiling of Gypsum Fiber Board 4'x8' including frame work of aluminum double channel section hanged with nails hooks wire to ceiling etc complete as directed by the Engineer In-charge	9400.00	Sft		
2	P/Fixing PVC Wall Paneling color white base material PVC Size 4.5"x9.5 ft thickness 12mm water proof and termite proof with easy installation high quality PVC material as instructed by the E.I this rate in/c all labour material and cartage etc.	1000.00	Sft		
3	Supplying & Installation of 12mm thick tempered glass partition with labour and material as directed by the Engineer In-charge	950.00	Sft		
4	Supply & Installation of tempered glass doors including floor hinges pivots SS Handles lock etc. complete as directed by the Engineer In-charge	360.00	Sft		
5	Providing & Fixing Door lock brass made Italy or equal approved quality and design etc. complete	14.00	Sft		
Sub-Total of Part (A-ii) schedule Items					
Part (B-i) W/S & S/F Schedule Items					
1	Providing & Fixing European Type White glazed earthen ware wash down W.C pan complete with & including the cost of white black plastic seat (best quality) and lid with C.P brass hinges best quality and buffers 3 gallons white glazed earthen ware low level of flushing cistern with siphon fitting 1 1/2" dia white porcelain enameled flush bend dia and making requisite number of holes in walls, plinth & floor for pipe connection & making good in cement Concrete 1:2:4 (Foreign quality)(ICL equivalent) S.I.No. 4/ P-186)	2.00	Nos		



[Handwritten signature]

2	Providing & Fixing C.I Trap with 4" dia inlet and 4" dia outlet of the approved self-cleaning design with a C.I grating with or without a vent arm including cost of making requisite number of holes in walls plinth & floor for pipe connection & making good in cement concrete 1:2:4 (S.I.No. 21/P-189)	2.00	Nos		
3	Supplying & fixing Bath room accessories set (7 pieces i/c towel rod, brush holder, soap tray, shelf of approved design i/c cost of screws nuts etc. complete (Master Brand) (S.I.No. 23/P-199)	2.00	Nos		
4	S/Fixing concealed tee-stop cock of superior quality with c.p head 1/2" dia (S.I.No. 12(a)/ P-198)	6.00	Nos		
5	Supplying & fixing C.P Muslim shower with crystal head etc complete (S.I.No.19(a)/P-199)	2.00	Nos		
6	Providing UPVC pipes specials and clamps etc. including fixing cutting and fitting complete with and including the cost of breaking through walls and roof making good etc. with pigment to match the colour of the building and testing with water to a pressure head of 200 feet and handling(S.I.No.2(i,ii,v/ P-193)				
(i)	1/2" dia UPVC Pipe (CPVC SCH-40)	15.00	Rft		
(ii)	3/4" dia UPVC Pipe (CPVC SCH-40)	650.00	Rft		
(iii)	4" dia	40.00	Rft		
Sub-Total of Part (B-i) schedule Items					
Part (C-i) Electric Work Schedule Items					
1	Wiring for light or fan point with 3/029 PVC insulated wire in 20mm (3/4") PVC conduit on the surface as required.(S.I No 101/P-236)	328.00	Point		
2	Providing & Laying Main or Sub Main PVC insulated size 4-7/044 (16mm ²) copper conductor in 1 1/2" dia PVC conduit recessed in the wall or column as required (S.I.No. 40/P-231)	1130.00	Rft		
3	Providing & Fixing Circuit Breaker 6,10,15,20,30,40,50 & 63 Amp SP (TB-5S) on prepared board as required. (S.I.No.179/P-243)	48.00	Nos		
4	Providing & Laying Main or Sub Main PVC insulated size 3-7/036 copper in 3/4" Dia PVC Conduit recessed in the wall or column as required(S.I No. 25 /P-230)	450.00	Rft		
5	Providing & Laying Main or Sub Main PVC Insulated with size 2-7/0.29 copper conducted in 3/4" Dia PVC Conduit on surface(S.I No. 3 /P-228)	2200.00	Rft		



6	Providing & Laying Main or Sub Main PVC insulated & PVC sheeted with 4 core copper conductor 600/1000 volts size 120mm ² (S.I No.86/ P-235)	222.00	Rft		
Sub-Total of Part (C-i) schedule Items					
Part (C-ii) Electric Work Non Schedule Items					
1	Providing & Fixing Fancy Type Switch SP 5 Amps imported Clipsal/ clopal/ orange or equivalent make with board in/c necessary connection and recessed in the wall etc. complete	20.00	Nos		
2	P/F Fancy Type 2 Pin 5 amps S.P Plug Socket Switch & Shoe unit imported make with board in/c necessary connection and recessed in the wall etc. complete	35.00	Nos		
3	Providing & Fixing Type Multi Light Plug Socket Switch Shoe & Unit imported make with board including necessary with 2-7/.029 connection etc. complete	280.00	Nos		
4	Providing & Fixing LED down light 18 watt imported make with base with LED chip EPI including necessary connection etc. complete	290.00	Nos		
Sub-total of Part (C-ii) schedule Items					
Total of Parts (A-i+A-ii) +(B-i+B-ii)+(C-i+C-ii)					
Grand Total Sections (1+2+3+4)					



INTEGRITY PACT

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC PAYABLE BY CONTRACTORS (FOR CONTRACTS WORTH RS. 10.00 MILLION OR MORE)

Contract No _____

Dated _____

Contract Value: _____

Contract Title: _____

..... [name of Contractor] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS) through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Contractor] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from, from Procuring Agency (PA) except that which has been expressly declared pursuant hereto.

[name of Contractor] accepts full responsibility and strict liability that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty. [Name of Contractor] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, [name of Supplier/Contractor/Consultant] agrees to indemnify PA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [name of Contractor] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from PA.

[Procuring Agency]

[Contractor]



GENERAL INFORMATION OF THE COMPANY

1	Name of Bidder	
2	No. of Years in business in Pakistan	
3	No. of Offices locations in Pakistan	
4	Annual Turnover (Million Rs.)	
5	Value of projects in hand (details may be given)	
6	Year of Incorporation (Start of Operation)	
7	Status of the Bidder	
	Sole Proprietor	
	Partnership	
	Private Limited	
	Public Limited	
	Entity registered/incorporated outside Pakistan(if yes, give detail)	
	Other (please specify)	
8	Names of Owner / Partners / Chief Executive / Directors	
9	Details of Registered Head Office (address, phone, fax, email & website information)	



FORMAT OF CURRICULUM VITAE (CV) FOR PROPOSED KEY PROFESSIONAL STAFF

1. **Proposed Position** [only one candidate shall be nominated for each position]: _____
2. **Name of Firm** [Insert name of firm proposing the staff]: _____
3. **Name of Staff** [insert full name]: _____
4. **Date of Birth:** _____
5. **Nationality:** _____
6. **Educational Qualification:** [Summarize college/university and other specialized education of staff member, giving names of schools, dates attended and degrees obtained]: _____
7. **Membership of Professional Societies:** _____
8. **Other Training** [indicate significant training since degrees under 6 – Education were obtained]: _____
9. **Countries of Work Experience:** [list countries where staff has worked]: _____
10. **Languages** [for each language indicate proficiency: good, fair, or poor in speaking, reading and writing]: _____
11. **Employment Record:**
[Starting with present position, list in reversed order, and every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, position held]:
From [Year]: _____ To [Year]: _____
Employer: _____
Position held: _____
12. **Detailed Tasks Assigned** [List all tasks to be performed under this assignment]: _____
13. **Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned**
[Among the assignments in which the staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed under point 12]:
Name of assignment or project: _____
Year: _____
Location: _____
Line Department: _____
Main project features: _____
Positions held: _____
Activities performed: _____



AFFIDAVIT
(ON STAMP PAPER)

To:
The Secretary,
Information, Science & Technology Department,
Government of Sindh

Re: **Technical & Financial for the project "Strengthening of Information Science & Technology Department"**

[Date]

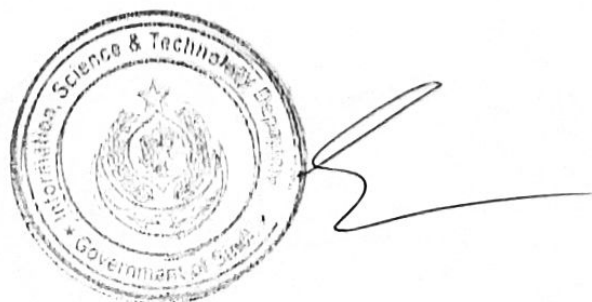
Pursuant to the Tender/Bidding document dated [Please insert the Date] in respect of the Project, [Name of Prospective Bidder/Partnership] hereby represents and warrants that, as of the date of this letter [Name of Prospective Bidder/Partnership], (if applicable):

- (a) Is not in bankruptcy or liquidation proceedings;
- (b) Has not been convicted of, fraud, corruption, collusion or money laundering;
- (c) is not aware of any conflict of interest or potential conflict of interest arising from prior or existing contracts or relationships which could materially affect its capability to comply with the obligations under the Consultancy Contract; and
- (d) Does not fall within any of the circumstances for ineligibility listed in (Basic Eligibility Criteria) of the Invitation for Proposal.

Yours Sincerely,

Authorized Signature
Name and Title Signatory
Name of Firm
Address

Dated:



COVERING LETTER

To

The Secretary
Information, Science & Technology Department,
Government of Sindh

REFERENCE: Tender/Bidding document for "Strengthening of Information Science & Technology Department"

Dear Sir,

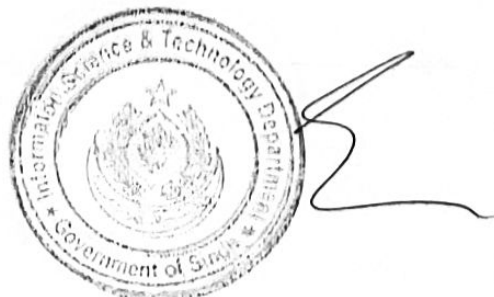
1. This is to notify that our company intends to submit a proposal in response to the bidding / tender document for "**Strengthening of Information Science & Technology Department**" executed by the Information, Science & Technology Department, Government of Sindh.
2. Primary and secondary contacts of our company are:

	Primary Contact	Secondary Contact
Name:		
Title:		
Company Name:		
Address:		
Phone		
Mobile:		
Fax:		
E-Mail		

3. We confirm that the information contained in this response or any part thereof, including its exhibits, and other documents and instruments delivered or to be delivered are true, accurate, verifiable and complete. The response includes all information necessary to ensure that the statements therein do not in whole or in part mislead Information, Science & Technology Department in its short listing process.
4. We fully understand and agree to comply that verification, if any of the information provided here is found to be misleading the short listing process or unduly favors our company in the short listing process, we are liable to be dismissed from the selection process.
5. It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company/firm/organization and empowered to sign this document as well as such other documents, which may be required in this connection.
6. This response to bidding / tender documents valid until --/--/2024.

Duly authorized to sign the bidding / tender document response for and on behalf of

Sincerely,



(Signature) Managing Director

Name: Title/Appointment

Name of the company: Address

Date:

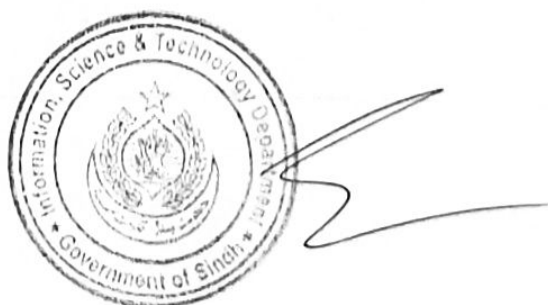
(Seal/Stamp of the Bidder)

Certificate as to Authorize Signatories

I, XXX, certify that I am the Company Secretary of XXX, and that who signed the above response is authorized to bind corporation/company by authority of its governing body.

(Company Seal)

Date:



FINANCIAL STRENGTH DETAILS

ANNUAL TURN OVER

(Attach relevant authenticated audited statement)

Date:-----

YEAR	AVERAGE TURN OVER
2020-21	
2021-22	
2022-23	

Note:

Please attach relevant documents such as **Financial Annual Audited Report** as evidence of last three years Average Annual Turnover.



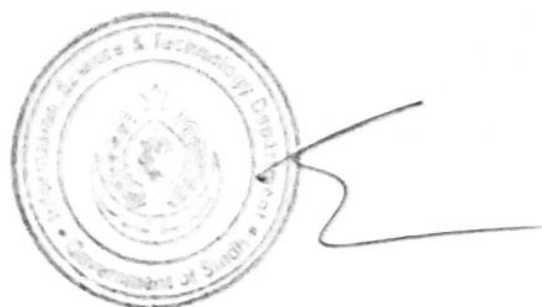
PROJECT EXPERIENCE FORM

Relevant Project Experience	
General Information	
Name of the Project	
Client for which the project was executed	
Name and contact details of the client	
Project Details	
Description of the Project	
Scope of Work	
Other Details	
Total Cost of the Project	
Total Cost of the Work provided by the Contractor	
Duration of the Project	
Start and Completion Date or Current Status	
Other Relevant information	
Mandatory Supporting Documents	P.O/Completion certificate from the client to indicate the successful completion of the project or work order
Project Capability Demonstration	Complete detail of the scope of the project shall be provided to indicate the relevance to the evaluation criteria



FORM FOR WORK SCHEDULE

S.No	Activity ¹	Months													
		1	2	3	4	5	6	7	8	9	10	11	12	n	
1															
2															
3															
4															
5															
n															



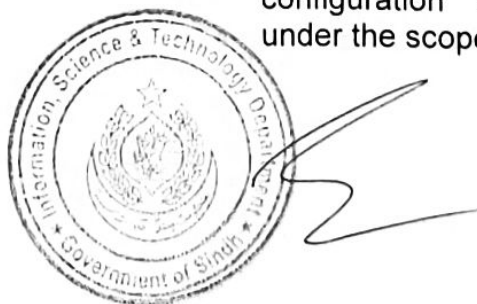
CONDITIONS OF THE CONTRACT

GENERAL CONDITIONS OF THE CONTRACT

1 Definitions

1.1 In this Contract, the following terms shall be interpreted as indicated:

- a. "Purchaser" means the Information, Science & Technology Department, Govt. of Sindh Department, Government of the Sindh, Karachi – Pakistan.
- b. "Contractor" means the individual or firm whose bid has been accepted by the Purchaser and the legal successors, in title to the Contractor.
- c. "Contract" means the agreement entered into between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.
- d. "Commencement Date of the Contract" means the date of signing of the Contract between the Purchaser and the Contractor.
- e. "Contractor Price" means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.
- f. "Contractor Value" means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract, which is properly apportioned able to the Software or Goods in question.
- g. "Services" means services, such as installation, delivery and configuration of items covered under the scope of work.



- h. "Works" means all items to be provided and work to be done by the Contractor under the Contract.
- i. "RO" means Responding Organization/ Bidder Firm.

- | | | | |
|---|--|-----|--|
| 2 | Bid Security | 2.1 | A bid bond, and bid security in the shape of a Pay Order / Bank Draft in favor of Section Officer(G), Information Science & Technology Department equivalent to 5% of the total cost of bid should be submitted along with the tender. |
| 3 | Validity of Proposal | 3.1 | All proposal and price shall remain valid for <u>90 DAYS</u> after submission of proposal. However, the responding organization is encouraged to state a longer period of validity for the proposal. |
| 4 | Currency | 4.1 | All currency in the proposal shall be quoted in Pakistan Rupees (PKR). |
| 5 | Withholding tax, sales tax and other taxes | 5.1 | The responding organization/bidder is hereby informed that the Government shall deduct tax at the rate prescribed under the tax laws of Pakistan, from all payments for goods rendered by any responding organization who signs a contract with the Information, Science & Technology Department, and Govt. of Sindh department. The responding organization will be responsible for all taxes on transaction and/or income, which may be levied by government. If responding organization is exempted from any specific taxes, then it will provide the relevant documents with the proposal. |
| 6 | Stamp Duty | 6.1 | The Applicable Stamp duty according to Government Rules shall be borne by responding organization/bidder at the time of signing of contract. |
| 7 | Compliance to Quality Service | 7.1 | The Responding Organization (RO) to provide information as required in the bidding / tender document. RO shall submit complete details of the proposed |



solution/device information, software capabilities and other item in their technical proposals.

8 Financial Capabilities

8.1 The RO(s) shall describe the financial position of its organization. Income Statement or Annual Report should be included in the detailed Technical proposal.

9 Earnest Money

9.1 The earnest money is refundable after finalization of the bid, in case of return of financial bids unopened to non-responsive bidders, on request after opening of financial bids or when award / placement of purchase order is finalized.

10 Performance Security

10.1 The successful bidder will have to deposit **10% bank Guarantee/security of the amount of contract**, in the form of pay order, bank guarantee or any other financial instrument recognized by Government of Pakistan, to the satisfaction of INFORMATION, SCIENCE & TECHNOLOGY DEPARTMENT, GOVT. OF SINDH. The same will be returned on due completion of the contract and warranty period.

11 Conditional Tenders

11.1 Conditional tenders/bids will not be acceptable.

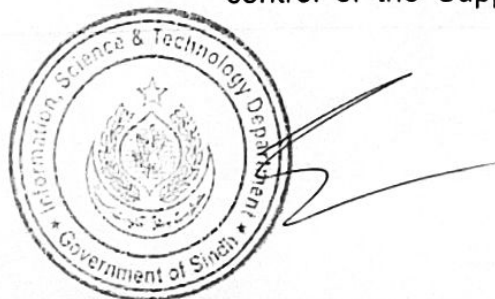
12 Scope of Work

12.1 Information, Science & Technology Department, Govt. of Sindh department reserves the rights to increase or decrease the scope of work/number of units/items without assigning any reason.

13 Force Majeure

13.1 The Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

13.2 For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier and not involving



the Supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Procuring agency in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes

- 13.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring agency in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring agency in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event

14 Termination of Insolvency

- 14.1 The Procuring agency may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes Bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, if such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring agency.

15 Resolution of Disputes

- 15.1 The Procuring agency and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.



SPECIAL CONDITIONS OF THE CONTRACT

- | | | |
|----|-----------------------|---|
| 01 | Procuring Agency | Information, Science & Technology Department,
Govt. of Sindh |
| 02 | Country of Origin | Pakistan |
| 03 | Performance Security | The Successful Bidder will provide the respective Performance Security in the sum equivalent to 10% of the Bid Price at the time of signing of agreement. |
| 04 | Payment | The Payment terms and conditions should clearly be mentioned in the financial proposal at the time of submission with the bid. The terms and conditions will be finalized as per mutual agreement / consent at the time of signing of contract. |
| 05 | Prices | Price quoted by the bidder shall be fixed during the Bidder's Performance and not subject to variation on any account, unless otherwise specified in the bidding document. |
| 06 | Resolution of Dispute | In case of a dispute between Procuring Agency and the Supplier, the dispute shall be referred to adjudication or arbitration in accordance with the laws of the Procuring agency's country. |
| 07 | Governing Language | The Governing Language Shall be English |
| 08 | Notices | All notices shall be address at:

THE SECRETARY,
Information Science and Technology Department
Government of Sindh.
First Floor Building No# 6 Sindh Secretariat Karachi. |

