

ISSUED ON: _____

ISSUED TO: _____



GOVERNMENT OF SINDH
SINDH HIGHER EDUCATION COMMISSION

F-60/I, Near Abdullah Shah Ghazi Shrine,
Shahrah-e-Attar, Clifton, Karachi



BID DOCUMENTS



AD (ADMIN)/SHEC/12-40/2024-25



GOVERNMENT OF SINDH
SINDH HIGHER EDUCATION COMMISSION
F-60/I, Near Abdullah Shah Ghazi Shrine, Shahrah-e-Attar,
Clifton, Block-4 Karachi, Ph: 021-99332669-71
info@sindhhec.gov.pk, www.sindhhec.gov.pk



No.AD(ADMN)/SHEC/12-40/2024-25

Karachi, dated: 11th November, 2024

NOTICE INVITING TENDER

Sindh Higher Education Commission (Sindh HEC) invites bids **electronically** on - **Single Stage One Envelope** - procedure from the well reputed Firms / Companies registered with SRB & FBR to provide 100 KV Generator for the office of Sindh HEC.

S #	Tender		Tender Schedule-Date and Time				Tender Fee
	Number	Work	Issue/sale		Submission	opening	
			From	To			
1.	AD (ADMIN)/SHEC/12-40/2024	Hiring of Generator 100KV	11.11.2024	06.12.2024	06.12.2024 at 11:00 AM	06.12.2024 at 11:30 AM	2,000/-

Eligibility Criteria:

- The bidder must have at least 5 years of experience.
- The Firm must be registered with FBR and SRB.
- Interested bidders may seek further information by obtaining bidding document upon submitting the written application along with a pay order / demand draft amounting to Rs.2000/- in favor of Sindh Higher Education Commission, Government of Sindh from the office of the Assistant Director (Admin), Sindh HEC, or downloading it from the websites <http://sindhhec.gov.pk/> and <http://portalsindh.eprocure.gov.pk/>.
- Bidders are required to submit their bids, including all requisite information or supporting information, **electronically** on or before **11:00 am** on **06th December, 2024** through designated e-procurement system i.e. E-Pak Acquisition and Disposal System (E-PADS) of Sindh Public Procurement Regulatory Authority by registering their company in advance at <http://portalsindh.eprocure.gov.pk/> prior to the bid opening date.
- Physical bids shall neither be allowed nor accepted. Bid submitted after the specified date & time will not be considered.
- Bidders are requested to be given their Best and Final Price as "No" negotiation is permitted.
- Bid Security of an amount equivalent to 5% of the total quoted bid amount must be attached with the bid(s) in the shape of Pay Order/Demand draft/Call deposit in the name of Sindh Higher Education Commission, Government of Sindh. However, the original bid security instrument shall be required physically in separate sealed envelope from all the prospective bidders on or before bid opening date and a copy of the same instrument without disclose the bid security amount, to be required electronically. Non-compliance will cause the rejection of the bid(s).
- The bids submitted electronically will be opened on **06.12.2024** in the presence of the bidders or their authorized representative who intend to be present.
- In case, date of opening of bids is declared as a public holiday or non-working day due to force Majeure, the next official working day shall be deemed to be date for issuance submission and opening of tenders. The time and venue shall remain unchanged.
- The procuring agency reserves the right to reject all or any bid or cancel the bidding process, in whole or in part, at any time prior to the acceptance a proposal, subject to the relevant provisions of SPP Rules, 2010 (Amended from time to time).



-Sd/-
(**MUHAMMAD SIDDIQUE**)
Assistant Director (ADMIN)
Sindh Higher Education Commission



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BIDDING DATA

a) Name & Address of Procuring Agency	Sindh Higher Education Commission, F-60/I, Shahrah-e-Attar, Clifton Block-4, Near Abdullah Shah Ghazi Shrine, Karachi
b) Brief Description of Works	Hiring of Generator (100KV) [inclusive of installation, transportation and provision of services of one operator for 12 hours of operation per working/functioning day from 8.00 am to 8.00 pm].
c) Amount of Bid Security	5% in shape of Pay order in favor of Sindh Higher Education Commission
d) Period of Bid Validity (days)	90 days
e) Rental Rates should cover	Transportation, Installation, Services of an Operator, Insurance, Operations, Maintenance, Services (Major & Minor) Lube oil, battery electrolytes.
f) Period of commencement from	12 months immediately after commencing signing the Contract Agreement.
g) Performance Guarantee	5% of the value of Contract Agreement.
h) Deadline for Submission of Bids along with time	As notified in the NIT
i) Eligibility	<ul style="list-style-type: none">- Registration with FBR for Income Tax / Sales Tax in case of procurement of goods, registration with the Sindh Revenue Board (SRB) in case of Procurement of Works and Services as the case may be and are not black listed in any procuring agency or authority.- At least five years relevant experience- Comprising details of at least three years turnover including cost of awarded contract that average turnover of last three years should not be less than Rs.3 million, in accordance with online annual returns submitted to FBR.- Bidders are advised that before filling the bidding documents all pages of bidding documents should carefully be rechecked.- Bidding documents can be downloaded from the official website of this office and SPPRA, and also can be obtained from the office of the Sindh HEC. Bid(s) with incomplete bidding documents will straightaway be rejected.

-Sd/-

(MUHAMMAD SIDDIQUE)
ASSISTANT DIRECTOR (ADMIN)
SINDH HIGHER EDUCATION COMMISSION





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Karachi, dated: 11th November, 2024

APPENDIX TO FORM OF TENDER

5% of the bid price pay order.

Period of commencement from receipt of letter of intent **Immediately after issuance of the work order**

Time Period 12 months with effect from the date of signing contract.

Contractor's address for serving the notice
(Duly registered with concerned tax authorities)
.....
.....

Persons or bodies corporate forming Partnership or Company N/A



**Signature of Contractor/Seal of Firm
Authorized Representative of Firm**



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Karachi, dated: 11th November, 2024

INSTRUCTIONS TO TENDERERS

- a) Assistant Director (Admin) Sindh Higher Education Commission, calls tender for the "Hiring of Generator (100 KV) inclusive of transportation and one operator for 12 hours of operation per day i.e. 8.00 am to 8.00 pm." in accordance with the Bill of Quantities attached here to be submitted **electronically** on or before **11.00 am** on **06.12.2024**. Tenders cost will not be reimbursed, for any cost of any kind whatsoever incurred in connection with the preparations and submission of their tenders.
- b) Any tender/tenders without call deposit will not be entertained. Call deposit of the awarding firm may be returned after successful completion of work. If the firm fails to commence or complete the awarded work within the stipulated time their work order will be cancelled as per rule vide clause # 10 of terms & conditions and call deposit shall be forfeited.
- c) The actual sum to be paid to the contractor whose tender is accepted in accordance with the work order and valuing it at the rates or prices by the contractor in the tender.
- d) All prices quoted shall be deemed to include all costs of performing the works, i.e. labor, transportation, income tax, GST, duties, octroi charges, royalties permit etc. and no claim whatsoever shall be accepted in case of escalation any or all prices entered in B.O.Q.
- e) All tenderers or their representative are invited to present for the opening of the tender on **06.12.2024** at **11.30 am**. The name of each firm submitting tender and only the total contract price will be read aloud and recorded.
- f) The completed firms should be without interlineations, alterations or erasures but if these are necessary to correct errors made by the tenderer, person(s) signing the tender shall initial them. Conditional tenders will not be accepted.
- g) "In case of a discrepancy between the unit price and amount entered for any item in the schedule of quantities, the unit price will be taken as correct and the amount will be adjusted accordingly when the tender is being examined".
- h) The tender may be delivered in person or sent by registered mail so as to reach on or before the date & time stated above. Any tender received after the stipulated time shall not be considered.
- i) Tenders shall be made in the form supplied thereof, with all items and blanks properly filled. All data, figures and the signature of persons signing the tender shall be in ink.
- j) All unit rate filled in the schedule of quantities shall be firm. The unit prices against each item of work and estimate amount and all other data called for shall be given.
- k) Detailed particulars of the work can be seen in the office of Assistant Director (Admin) on any working day during the office hours.



- l) Bids are to be submitted against all works as mentioned in BOQ **electronically**. Earnest money should be submitted accordingly.
- m) The tender must be signed on each and every page by a person(s) authorized to do so.

TERMS & CONDITION

1. If the supply is not found according to the specification, it will be rejected at risk and cost of the supplier and in case the supplier fails to supply the order, the penalty should be imposed as per Inspection Committee decision **or** the firm will be black listed.
2. Quantities shown in the B.O.Q. are approximate and no claim shall be entertained.
3. Inspection: ***Nominated Inspection Committee will make Inspection Generator of 100 kv in case of any unsatisfactory report, the penalty should be imposed.***
4. The qualified firm should arrange Generator along with transportation and installation immediately after receiving work order.
5. No subletting of all or any part of work will be allowed at any cost / reasons.
6. Payments: -
 - 6.1 The actual sum to be paid, valuing it at the rates/prices quoted in the approved quotations.

sd
Assistant Director (Admin)





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Karachi, dated: 11th November, 2024

**HIRING OF 100 KV GENERATOR ON RENTAL BASIS FOR THE OFFICE OF SINDH
HIGHER EDUCATION COMMISSION.**

SUMMARY OF BID COST AS PER BILL OF QUANTITY

S.No	Description	Qty.	Unit Cost in PKR (per month)	Total Inclusive Cost in PKR (12 Months)
1.	Generator 100KV	1		
2.	Services of an operator (12 hours)	1		
3.	Insurance of Generator	1		
4.	Transportation, Installation, Operations, Maintenance, Services, Spare parts (Major & Minor) (whichever is required)	As per load		
5.	Lube / Oil Change	As per requirement		
Total Inclusive Amount (in PKR)				

Signature of Contractor with Seal



INTEGRITY PACT

DECLARATION OF FEES COMMISSION AND BROKERAGE ETS PAYABLE BY THE SUPPLIERS/ CONTRACTORS/ CONSULTANTS

Contact Number: _____ Dated: _____

Contract Value: _____

Contract Title: _____

[Name of Supplier/Contractor/Consultant] hereby declares that is has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or an 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 Supplier/Contractor/Consultant] represents and warrants that it is 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 of 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 Procuring Agency (PA) except that which has been expressly declared pursuant thereto.

[Name of Supplier/Contractor/Consultant] certifies that it has been 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, presentation or warranty.

[Name of Supplier/Contractor/Consultant] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresentating 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 obligations or benefit obtained or procured as aforesaid shall, without prejudice to any other right 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 time the sum of any commission, gratification, bribe, finder's fee or kickback given by [Name of Supplier/Contractor/Consultant] 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)

(Supplies/Contractor/Consultant)





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Karachi, dated: 11th November, 2024

To,

The **Assistant Director (Admin)**
Sindh Higher Education Commission
Karachi

SUBJECT: - HIRING OF 100 KV GENERATOR ON RENTAL BASIS FOR A PERIOD OF 12 MONTHS FOR THE OFFICE OF SINDH HIGHER EDUCATION COMMISSION.

1. Having examined the instructions to the tenders, conditions of contract (General conditions and the conditions of particular application), and specifications, bill of quantities and having visited and inspected the site of the above-named works. I/We the undersigned offer to carryout, complete the above works/supplies in conformity with the said instructions to tenders; conditions of work order/contract, specifications, Bill of Quantities for a period of 12 months from the date of signing the Contract agreement against the following sum or such other sum as may be ascertained in said conditions.

Rs- _____/- (Rupees _____)

2. We undertake if my/our tender is accepted to commence the works immediately after the issuance of work order.
3. We agree to abide by this tender for a period of 90 days from the date of opening the same and it shall remain binding upon us to accept and sign the Contract agreement with Sindh HEC at any time before the expiration of the said period of 90 days.
4. I/We understand that you are not bound to accept the lowest or any tender you may receive and you may reject any or all tenders without assigning any reason.



Signature of Contractor/Seal of Firm
Authorized Representative of Firm