



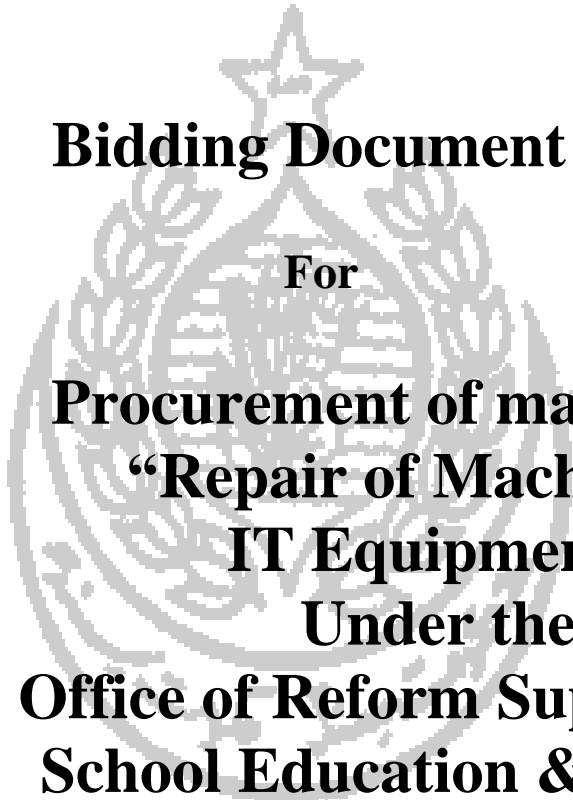
**GOVERNMENT OF SINDH**  
**REFORM SUPPORT UNIT**  
**SCHOOL EDUCATION & LITERACY DEPARTMENT**  
**TENDER NOTICE**

Tenders are invited on Single Stage One Envelope basis for supply of the item details shown below which shall be opened on 12<sup>th</sup> August 2017 at **03:00** p.m

S#	Bidders are invited for the supply of following items	Specifications
1	Stationary Items, Computer Accessories	As Per Tender Document
2	Security Services	
3	Purchase of Furniture & Fixture	
4	Arrangements for the Conferences/Seminars/Workshops/ Symposium	
5	Printing & Publication	
6	Health Safety & Environment	
7	Repair of Machinery/ IT Equipment, Furniture & Fixture / Vehicles	

2. Tender documents will be available from the first date of publishing of the tender notice which can be obtained from the 47-E/1, 48<sup>TH</sup> Street, PECHS, Block-6 OR Downloaded from RSU's website [www.rsu-sindh.gov.pk](http://www.rsu-sindh.gov.pk) and SPPRA [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk) website as well as can be obtained while submitting pay order **Rs. 1,000/ (Non-refundable)**(for each category mentioned above) in favor of the Chief Program Manager Reform Support Unit, School Education & Literacy Department, Government of Sindh, only those bidders will be allowed to participate in the process who have submitted the said payment against each of the applied categories.

3. The sealed tenders on the prescribed forms can be dropped in the Tender Box up to 02:00 p.m. on the date of opening of Tenders and Tender will be opened at 3 p.m. on schedule date.
4. The tenders will be opened in presence of the bidders or their authorized representatives who wish to be present.
5. In case of holiday, tenders will be obtained/submitted/opened on the next working day as per given schedule.
6. Bid Security in shape of pay order in favor of Chief Program Manager Reform Support Unit, School Education & Literacy Department, Government of Sindh Karachi will have to be submitted along with the tender @ 2.5% of the quoted for each tender category eligibility criteria for the bidding firm for each category is indicated in the respective tender document.
7. Tenders are invited on the basis of Single-Stage-One envelop procedure. (7.9.1).
8. Interested bidders should have the relevant experience for at least 5 years of similar nature and capacity.
9. Registration with Federal Board of Revenue (FBR) for Income Tax & Sales Tax, with Professional Tax Registration Excise & Taxation, Govt. of Sindh.
10. Each bid shall comprise one single envelope containing the Financial Proposal and required information require for Single-Stage-One Envelope method.
11. All bids received shall be opened and evaluated in the manner prescribed in the Notice Inviting Tender or bidding document.
12. Procuring Agency may reject all or any bid subject to the relevant provisions of SSP Rules 2010 (Amendment 2017). All Terms & Conditions of current SPPRA are applicable.
13. All taxes applicable under Federal / Provincial/Local Government will be deducted at the time of Payment to the contractor.
14. Procuring Agency may reject all or any bid subject to the relevant provisions of SSP Rules 2010 (Amendment 2017). All Terms & Conditions of current SPPRA are applicable.
15. All taxes applicable under Federal / Provincial/Local Government will be deducted at the time of Payment to the contractor.



**Bidding Document**  
**For**  
**Procurement of material for**  
**“Repair of Machinery/  
IT Equipment”**  
**Under the**  
**Office of Reform Support Unit**  
**School Education & Literacy**  
**Department**  
**Government of Sindh, Karachi.**

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# RECEIPT

Issued \_\_\_\_\_ to

M/s. \_\_\_\_\_

Rs. \_\_\_\_\_ (Non-Refundable Non-Transferable)

Pay order / Demand Draft No. \_\_\_\_\_ Date \_\_\_\_\_

Program Officer (Finance)/DDO  
Reform Support Unit  
School Education & Literacy Department  
Government of Sind

## **EVALUATION BEFORE OPENING OF FINANCIAL BID**

By submission of documentary evidence in its bid, the Bidder must establish to the Purchaser's satisfaction:

1. that it has the required experience and technical know-how for the scope of work; and
2. that it has financial capability to perform the Contract.

**By submission of documentary evidence in its bid, the Bidder MUST establish to the Purchaser's satisfaction:**

1. that it is properly registered/valid with FBR for Income Tax and Sales Tax, SRB & Professional Tax;
2. that it has delivered Similar assignments with Government/Private Sector.
3. that it must submit authorization letter.
4. That it is not black listed/defaulters at any kind of forums/offices

**Note: If any bidder/participant fails to satisfy or does not fulfil the required documentary evidence its financial bid will not be opened and return without opening.**

## Bid Data Sheet

<b>Introduction</b>	
<b>ITB 1.1</b>	Name of Procuring Agency: <b>REFORM SUPPORT UNIT SCHOOL EDUCATION &amp; LITERACY DEPARTMENT, GOVERNMENT OF SINDH.</b>
<b>ITB 1.1</b>	Purchase of Stationary Items, Computer Accessories
<b>ITB 4.1</b>	Name of Procuring agency. <b>REFORM SUPPORT UNIT SCHOOL EDUCATION &amp; LITERACY DEPARTMENT, GOVERNMENT OF SINDH.</b>
<b>ITB 6.1</b>	Procuring agency's address, telephone, telex, and facsimile numbers: Section Officer (General) Office of the <b>REFORM SUPPORT UNIT</b> , Room 47-E/1, 48TH Street, PECHS, Block-6, Karachi.
<b>ITB 8.1</b>	Language of the bid. English
<b>Bid Price and Currency</b>	
<b>ITB 11.2</b>	The price quoted shall be: In addition to delivered duty paid (DDP) price.
<b>ITB 11.5</b>	The price shall be fixed.
<b>Preparation and Submission of Bids</b>	
<b>ITB 13.3 (d)</b>	Qualification requirements. Tenders are invited on the basis of Single-Stage-One envelop procedure. (7.9.1)  (i) Interested bidders should have the relevant experience for at least 5 years for similar nature and capacity. (ii) Turn-over of at least last three years up to Rs. 10.00 million (iii) Registration with Federal Board of Revenue (FBR) for Income Tax & Sales Tax, with Professional Tax Registration Excise & Taxation, Govt. of Sindh. (iv) Each bid shall comprise one single envelope containing the Financial Proposal and required information require for Single- Stage-One Envelope method. (v) All bids received shall be opened and evaluated in the manner prescribed in the Notice Inviting Tender or bidding document.
<b>ITB 14.3 (b)</b>	Spare parts required for [number] of years of operation. Yes
<b>ITB 15.1</b>	Amount of bid security. Two & Half percent (2.5%) of the bid amount.
<b>ITB 16.1</b>	Bid validity period: The validity should be Ninety (90) days.
<b>ITB 17.1</b>	Number of copies. One Original Set and One Copy
<b>ITB 18.2 (a)</b>	Address for bid submission: Office of the <b>REFORM SUPPORT UNIT, SCHOOL EDUCATION &amp; LITERACY DEPARTMENT.</b> Room 47-E/1, 48TH Street, PECHS, Block-6 , Karachi

<b>ITB 19.1</b>	12 <sup>th</sup> August 2017 at <b>02:00</b> p.m
<b>ITB 22.1</b>	Time, date, and place for bid opening. 12 <sup>th</sup> August 2017 at <b>03:00</b> p.m in the Office of the <b>REFORM SUPPORT UNIT</b> , 47-E/1, 48 <sup>TH</sup> Street, PECHS, Block-6, Karachi.
<b>ITB 25.4 (b)</b>	Delivery schedule as per work order.

<b>Contract Award</b>	
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<b>ITB 29.1</b>	15% Percentage for quantity increase or decrease.
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# REFORM SUPPORT UNIT



SCHOOL EDUCATION & LITERACY DEPARTMENT

GOVERNMENT OF SINDH

**(PRICE RS. 1,000/- NOT REFUNDABLE /NON- TRANSFERABLE)**

NAME OF COMPANY -----

DATE OF OPENING OF TENDER -----12<sup>th</sup> August 2017-----

TIME OF RECEIPT OF TENDER -----02:00 p.m.-----

TIME OF OPENING OF TENDER -----03:00 p.m.-----

**NOTE:-** RATES SHOULD BE QUOTED (BOTH IN FIGURE AND WORDS) INCLUDING ALL TAXES LEVIABLE ON FREE DELIVERY TO CONSIGNEE'S END BASIS AT KARACHI.

The offer shall remain open for 90 days from the date of opening or validity will be extended as per rules 38 of SPPRA rules, 2010 (amendment 2017). The delivery of stores is required immediately. Supplier should give their shortest confirmed delivery period.

## **REPAIR & MAINTENANCE OF (I.T) HARDWARE**

No.	Description	Quantity	Unit price	Total
1	Laptop LED 15.6" or 14.1" Replacement	05		
2	Laptop RAM 4GB DDRIII	24		
3	Laptop HDD 500 GB	05		
4	Laptop Chargers	05		
5	Laptop Battery	05		
6	Laptop DVD RW Drive	02		
7	Laptop Mother Board Repairing	04		
8	Laptop Mother Board Replacement	03		
9	Laptop Body Repairing	04		
10	Laptop Body Replacement	03		
11	Laptop Services & Inter cleaning	25		
12	Desktop RAM 4GB DDRIII	48		
13	Desktop HDD 500 GB	10		
14	Desktop Power Supply	01		
15	Desktop DVD RW	02		

16		Repairing of Printers		
No.	Description	Quantity	Unit price	Total
<b>I.</b>	Replacement of Printer Developer			
	a) HP1020	10		
	b) HPM402dn	15		
<b>II.</b>	Laser Jet 1102 Printer	10		
	a) Mother Board		a)	a)
	b) Head		b)	b)
	c) Developer / Paper Sensor		c)	c)
<b>III.</b>	Laser Jet 402 Printer	15		
	a) Mother Board			
	b) Head			
	c) Developer / Paper Sensor			
<b>IV.</b>	Laser Jet 2035 Printer	6		
	a) Mother Board		a)	a)
	b) Head		b)	b)
	c) Developer / Paper Sensor		c)	c)
<b>V.</b>	Laser Jet 2015 Printer	6		
	a) Mother Board		a)	a)
	b) Head		b)	b)
	c) Developer / Paper Sensor		c)	c)
<b>VI.</b>	Laser Jet 1105 Printer	6		
	a) Mother Board		a)	a)
	b) Head		b)	b)
	c) Developer / Paper Sensor		c)	c)
<b>VII.</b>	Laser Jet 4250 Printer	6		
	a) Mother Board		a)	a)
	b) Head		b)	b)
	c) Developer / Paper Sensor		c)	c)
<b>VIII.</b>	CLJ 5550 Printer	5		
	a) Mother Board		a)	a)
	b) Head		b)	b)
	c) Developer / Paper Sensor		c)	c)
<b>IX.</b>	CLJ 452 Printer	5		
	a) Mother Board		a)	a)
	b) Head		b)	b)
	c) Developer / Paper Sensor		c)	c)
<b>X.</b>	Laser Jet 700 Printer	5		
	a) Mother Board		a)	a)
	b) Head		b)	b)
	c) Developer / Paper Sensor		c)	c)
<b>XI.</b>	Laser Jet 4020 Printer			
	a) Mother Board	5	a)	a)
	b) Head		b)	b)
	c) Developer / Paper Sensor		c)	c)



**CORRECTION IN REPAIR & MAINTENANCE OF MACHINERY & EQUIPMENT**

No.	Description	Quantity	Unit price	Total
1	Replacement of Drum ,Toner of Photocopier Make Model Canon 2525 B/W and Canon 3320 Color.	4		
2	Air- Conditioner Repair	50		
	Inner repair / replacement	50		
	Compressor Replacement	50		
	Capacitor replacement	50		
	Gas Filling	50		
3	Ceiling Fan Repair and winding	50		

1. **TERMS AND CONDITIONS**

- i. The bidder should be *registered* with Income Tax, Sales Tax and Professional Tax and produce all required valid certificates along with tender.
- ii. Original tender documents purchased receipt must be attached with tender offer.
- iii. Bidders must furnish an earnest money / bid security @ 2.5% of total value in shape of Pay Order / Demand Note in the name of Chief Program Manager,Reform Support Unit, School Education & Literacy Department, Government of Sindh.
- iv. The Competent Authority reserves the right to increase or decrease the quantity subject to availability to funds.
- v. The Competent Authority reserves the right to cancel / amend the tender at any time as per SPPRA Rules 2010 (amended 2017).
- vi. Representatives of the Firm / Company are required to produce Authority letter at the time of attending the opening of tender.
- vii. The Vendor / Bidder shall produce past experience proof regarding related job, if any.
- viii. The bidder shall enclosed with the tender a certificate mentioned as under for compliance failing which the tender is liable to be cancelled.
- ix. The tender shall be single stage – One Envelope

**CERTIFICATE**

We guarantee to supply the stores exactly in accordance with the requirements specified in tender documents. For this. We undertake to abide all terms and conditions of the tender documents and violation of any term and condition the tender submitted may be treated cancel henceforth.

**Signature** : \_\_\_\_\_

**Name / Designation & Address  
of bidder with Stamp** : \_\_\_\_\_

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