



## EXCISE, TAXATION & NARCOTICS CONTROL, KARACHI

**TENDER INQUIRY NO: SO(B&A)/ET&NC/11(81)2020-21**

## STANDARD BIDDING DOCUMENT

### **ESTABLISHMENT / RENOVATION OF FACILITATION CENTER IN DG COMPLEX OFFICE BUILDING**

**Address:** Room No. 345, 2<sup>nd</sup> Floor, Tughlaq House, Excise, Taxation and Narcotics Control Department,  
Government of Sindh, Sindh Secretariat, Building No. 2, Kamal Atta-Turk Road, Karachi.  
Phone No: (021) 99211433

# RECEIPT

Issued to M/S. \_\_\_\_\_

**Rs. 2,000/- (Rupees: Two Thousand Only)** (Non-Refundable Non-Transferable)

Pay Order / Demand Draft No: \_\_\_\_\_ Date: \_\_\_\_\_,

Drawn from \_\_\_\_\_,

Branch \_\_\_\_\_,

**SECTION OFFICER (B&A)  
EXCISE, TAXATION & NARCOTICS  
CONTROL DEPARTMENT**

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## **NOTICE INVITING TENDER (N.I.T)**

The Excise, Taxation & Narcotics Control Department, Government of Sindh invites sealed bids from interested Firms/Contractors for **Establishment / Renovation of Facilitation Center in DG Complex Office Building** as per eligibility criteria specified in the Standard Bidding Document (SBD) under Rule 46 (2) Sindh Public Procurement Rules, 2010 (Amended 2020).

2. The complete Details of items with specification and all other requirements have been given in the Standard Bidding Document (SBD), would adopt “**Single Stage – Two Envelope**” Procedure for selection Bidder(s). The Bidder(s) shall submit a single package containing Two (02) Separate Sealed Envelope One Envelope shall contain the **TECHNICAL PROPOSAL** and the other envelope shall contain the **FINANCIAL PROPOSAL** both indicating the Tender Enquiry No: **SO(B&A)/ET&NC/11(81)2020-21**

3. Technical Proposal(s) includes **Eligibility Criteria**: -

- (i) Name, Address. Telephone number, fax number and e-mail address of firm / company
- (ii) Valid NTN Registration Certificate from FBR
- (iii) Valid SST Registration Certificate from SRB.
- (iv) Relevant experience of last (3) Three years
- (v) Undertaking on affidavit, that firm is not involved in any litigation & has not abandoned any work in any department
- (vi) Company profile may include:
  - a. Audit copy (last 3 years mandatory) certified by Government Financial Institutional Acknowledged Chartered Accountant.
  - b. Valid PEC Registration for class CE-05.
  - c. Bank statement of last 3 years, Turnover (last 3 years mandatory) & documentary proof about the firm's strength & field experience.
  - d. Income Tax Return of last 3 years.
  - e. Professional tax certificate of current year.
  - f. Relevant experience in government organization last 3 years.

4. A complete set of Blank Tender form / Standard Bidding Document (SBD) may be purchased by interested bidders from the date of publishing to **May 24, 2021** which can be obtained from the Section Officer (B&A), Excise, Taxation and Narcotics Control Department, 2<sup>ND</sup> Floor, Tugluq House, Saddar, Karachi on the submission of a written application with NTN/SST certificate to the above and upon payment of a non-refundable fee of **Rs. 2,000/-** in shape of Demand Draft or Pay Order in favor of **Section Officer (B&A), Excise, Taxation & Narcotics Control, Karachi** during office hours i.e., **09:00 a.m. to 05:00 p.m.**

5. Sealed Bids must be delivered to the above office on or before **May 25, 2021 at 11:00 AM** and must be accompanied by a Bid Security / Earnest Money of 5% of bid cost in favor of **Section Officer (B&A), Excise, Taxation & Narcotics Control, Karachi**.

6. Bids will be opened by the Procurement Committee in the presence of bidder's or authorized representatives of bidders on **May 25, 2021 at 12:00 Noon** in the office of

7. In case of a holiday the bid will be obtained/submitted/opened on the next working day at 11:00 A.M. and opened on the same day at **12:00 Noon.**

8. Excise, Taxation and Narcotics Control Department, Government of Sindh reserves the right in accordance of Sindh Public Procurement Authority Rule-25 to cancel the bidding process at any time prior to the acceptance of bid(s) or proposal (s). Under following conditions bid will be rejected: -

1. Conditional and telegraphic bids/tenders.
2. Bids not accompanied by bid security of required amount and form.
3. Bids received after specified date and time.
4. Black listed firms.

9. Bids shall remain valid till 90 days of submission. Excise, Taxation and Narcotics Control Department will not be responsible for any cost or expense incurred by bidding firms.

**(SECTION OFFICER B&A)  
EXCISE, TAXATION AND NARCOTICS  
CONTROL DEPARTMENT**

## **IMPORTANT NOTE:**

Bidder(s) must ensure that they submit all the required documents indicated in the Standard Bidding Document (SBD) without fail. Bids received without, Undertakings, valid documentary evidence, supporting documents and the manner for the various requirements mentioned in the Standard Bidding Document (SBD) are liable to be rejected at the initial stage itself. The Data Sheets, valid documentary evidences for the critical components as detailed hereinafter should be submitted by the Bidder(s) for scrutiny. It is intimated that no objection shall be entertained regarding the terms and conditions of the Standard Bidding Document (SBD) at the later stages during Tender process. The Bidder(s) shall quote their prices inclusive of all applicable duties and taxes /Transportation etc. and all other expenses on free delivery to consignee's end at the Excise, Taxation and Narcotics Control Department Office.

All documents should be submitted duly paginated/flagged and the detailed of the documents should also be mentioned in front of the Index.

## **APPLICABILITY OF SINDH PUBLIC PROCUREMENT RULES-2010 (AMENDED-2020):**

This Bidding Process will be governed under Sindh Public Procurement Rules-2010, as amended from time to time.

## **OVER-VIEW:**

The Government of Sindh, Excise, Taxation and Narcotics Control Department wherein various offices are working which dealt with the Administration of Public Revenue, The Excise & Taxation Department is the main revenue collecting agency of the Government of Sindh which plays a paramount role in resource mobilization. The Department has been entrusted with two functions i.e., Tax collection and Narcotics suppression. It has the exclusive authority of issuance & administering the intoxicating liquor and other intoxicating licenses.

- i) Property Tax.
- ii) Professional Tax.
- iii) Infra-Cess Tax.
- iv) Motor Registration Fee and Motor Vehicle Tax.
- v) Excise Duty.
- vi) Cotton Fee.
- vii) Entertainment Duty.



## 1. INVITATION TO BID

### 1.1 SPPRA Rules to be followed:

Sindh Public Procurement Rules-2010 (up to date) will be strictly followed. These may be obtained from SPPRA's website:

<http://www.pprasindh.gov.pk/spprarules2010.php>

In this document, unless otherwise mentioned to the contrary, "Rule" means a Rule under the Sindh Public Procurement Rules-2010 (Amended-2020).

### 1.2 Mode of Advertisement (s):

As per Rule-18, substituted vide SGA&CD Notification No. SORI (SGA&CD) 2-30/2010, dated 08<sup>th</sup> October, 2013, this Tender is being placed online at SPPRA's website, as well as being advertised in **Three (03) Leading News Papers.**

As per Rule-17, sub-rule (4), this Tender has also been placed online at the website of Excise, Taxation and Narcotics Control Department. The Standard Bidding Document (SBD) carrying all details can also be downloaded from Excise, Taxation and Narcotics Control Department website <http://www.excise.gos.pk/> and from SPPRA's website <http://www.pprasindh.gov.pk/>

### 1.3 Types of Open Competitive Bidding:

Following Procedure will be followed by Excise, Taxation and Narcotics Control Department for open competitive bidding. As per Rule 46 (02), **Single Stage-Two Envelope** Procedure would be followed. This is as follows:

- 1.3.1 The Bid(s) will be comprising a single package containing two separate envelopes. Each envelope will contain separately the financial proposal and the technical proposal.
- 1.3.2 The envelopes shall be marked as "**FINANCIAL PROPOSAL**" and "**TECHNICAL PROPOSAL**" in bold and legible letters to avoid confusion.
- 1.3.3 Initially, only the envelope marked "**TECHNICAL PROPOSAL**" will be opened.
- 1.3.4 Envelope marked as "**FINANCIAL PROPOSAL**" will be retained in the custody of the procuring agency without being opened.
- 1.3.5 Procuring agency will evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements.
- 1.3.6 No amendments in the Technical Proposal(s) will be permitted during technical evaluation.
- 1.3.7 Financial proposal(s) of technically qualified bids will be opened publicly at a time, date and venue announced and communicated to the bidder(s) in advance.
- 1.3.8 Financial proposal(s) of bid(s) found technically non-responsive will be returned unopened to the respective bidder(s).
- 1.3.9 Bid(s) found to be the lowest evaluated or best evaluated bid(s) would be accepted.

In accordance with these rules, interested companies (hereinafter referred to as “**Bidder(s)**”) applying for bids should submit two separate **Envelopes for Financial Proposal** and **Technical Proposal**.

## **2. INSTRUCTION TO BIDDERS:**

- 2.1 The Directorate (Narcotics Control) Excise, Taxation & Narcotics Control, Karachi inviting bids for **Establishment / Renovation of Facilitation Center in DG Complex Office Building** Bearing Tender Enquiry No. **SO(B&A)/ET&CN/11(81)2020-21**
- 2.2 All Bids must be accompanied by an Earnest Money in shape of pay order equal to 05% in favor of “**Section Officer (B&A), Excise, Taxation & Narcotics Control Department, Karachi**”. The bids along with an Earnest Money, Tender Forms, Affidavits and all required Documents as mentioned in Standard Bidding Document (SBD) must be delivered on or before \_\_\_\_\_ at \_\_\_\_\_. The Technical Bids will be publicly opened at 02<sup>nd</sup> Floor, Tuglaq House, Sindh Secretariat, Karachi, at 02:00 pm on the same day.
- 2.3 Queries of the Bidder(s) (if any) for seeking clarifications regarding the specifications of the item(s)/store(s) must be received in writing to the Primary Contract no later than Five (05) Calendar days prior to the **deadline** for the submission of Bids. Any Query received after Five (05) Calendar days would not entertain. All queries shall be responded to within due time.
- 2.4 The bidder(s) must submit bid(s) on the basis of complete fulfillment of requirements. Failure to meet this condition will cause disqualification of the bidder (s). The bidder(s) shall submit bid(s) which comply with the Standard Bidding Document (SBD). Alternative bid(s) will not be considered. The attention of bidder(s) is drawn to the provisions of clause on “**Determination of Responsiveness of Bid**” regarding the rejection of bid(s), which are not substantially responsive to the requirement of the Standard Bidding Document (SBD).
- 2.5 Conditional Tender(s) against the Government Rules/Policy will be not considered /entertained/accepted.
- 2.6 The Primary Contact & Secondary Contact for all correspondence in relation to this bid is as follows:

### **CONTACT:**

Mr.  
Additional Secretary (Admin-I)  
Phone: +92-21-99211901  
**Address:** Room No. 338-A, 2<sup>nd</sup> Floor, Tughlaq House, Excise, Taxation and Narcotics Control Department, Government of Sindh, Kamal Atta-Turk Road, Karachi, Pakistan.

### **SECONDARY CONTACT:**

Mr.  
Section Officer (B&A)  
Phone: +92-21-99211917  
**Address:** Room No. 339, Second Floor, Tughlaq House, Excise, Taxation and Narcotics Control Department, Government of Sindh, Kamal Atta-Turk Road, Karachi, Pakistan.

- 2.6.1 Bidder(s) should note that during the period from the receipt of the bid and until further notice from the Primary Contact, all queries should be communicated via the Primary Contact and in writing only. In the case of an urgent situation where the primary Contact cannot be contacted, the bidder(s) may alternatively direct their enquiries through the Secondary Contact.
- 2.6.2 Bidder(s) are also required to state, in their proposals, the name, title, fax number and e-mail address of the bidder's authorized representative through whom all communications shall be directed until the process has been completed or terminated.
- 2.6.3 The Excise, Taxation and Narcotics Control Department, Government of Sindh will not be responsible for any costs or expenses incurred by bidder(s) in connection with the preparation or delivery of bid(s).
- 2.6.4 As Authority competent to accept the Tender, the Excise, Taxation and Narcotics Control Department reserves the right to cancel the Tender, accept or reject one or all Bid(s) without assigning any reason thereof.
- 2.6.5 Failure in the renovation of the office within the specified time period will invoke penalty as specified in this document. In addition to that, Security Deposit amount will be forfeited and the company will not be allowed to participate in future Tenders as well.

## **TERMS & CONDITIONS OF THE TENDER:**

### **3. DEFINITIONS:**

- 3.1 In this document, unless there is anything repugnant in the subject or context:
- 3.2 "Confirmation" means confirmation in writing.
- 3.3 "Contractor/Bidder/Tender/Firm/Vendor" means an entity/ company/organization that is a registered bidder with the Government of Sindh, Excise, Taxation and Narcotics Control Department and has submitted its Bid as per the criteria/ specifications listed.
- 3.4 "Contractor" means any entity or person that may provide or provides the Goods to any of the public sector organization under the contract.
- 3.5 "Contract" means the contract proposed to be entered into between the Government of Sindh Excise, Taxation and Narcotics Control Department and the Bidder, including all attachments, appendices, and all documents incorporated by reference therein.
- 3.6 "Contract Price" means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.
- 3.7 "Calendar Days" means days including all holidays.
- 3.8 "Fraudulent and Corrupt practices" will have the same bearing and meaning as are defined in General Provision Part-I, in the Sindh Public Procurement Regulatory Rules-2010 (Amended-2019).
- 3.9 "ET&NC" means Excise, Taxation and Narcotics Control Department.
- 3.10 "GoS" means Government of Sindh.
- 3.11 "In Writing" means communicated in written form e.g. by mail, e-mail or fax, delivered with proof of receipt.

- 3.12 “Procuring Agency” means the Government of Sindh, Excise, Taxation and Narcotics Control Department or any other person/entity for the time being or from time to time duly appointed in writing by the Government of Sindh, Excise, Taxation and Narcotics Control Department to act as Procuring Agency for the purpose of the contract.
- 3.13 “Person” individual, association of persons, firm, company, corporation, institution and organization, etc. having legal capacity.
- 3.14 “Personnel” means professionals and support staff provided by the bidder(s) that are assigned to perform the Task or any part thereof.
- 3.15 “Procurement Methods” means any one of the procurement modes/methods as provided in the Sindh Procurement Rules-2010 (Amended-2017) published by the Sindh Public Procurement Regulatory Authority (SPPRA), Government of Sindh.
- 3.16 “Proposal” means the Technical Proposal and the Financial Proposal for the provision of the Goods submitted by a Bidder in response to RFP.
- 3.17 “Substantially Responsive Bid”, means the Bid that contains no material differences or Deviations from or reservations to, the terms, conditions and Specifications given in the Standard Bidding Document (SBD).
- 3.18 “RFP” means Request for Proposals, including any amendments that may be made by the Excise, Taxation and Narcotics Control Department Government of Sindh for the selection of bidder(s).
- 3.19 “Repeat Order”, means Procurement of Additional quantities of the item(s) from the original contractor or supplier, where, after the items originally envisaged for the project Have been procured through Open Competitive Bidding and such additional quantities of the same item(s) of goods are needed to meet the requirement of the project.
- 3.20 “SBD” means Standard Bidding Documents.
- 3.21 “SERVICES” means the tasks to be performed by the bidder(s) pursuant to the Contract as listed under **Annexure-J**.

#### **4. HEADINGS AND TITLES:**

- 4.1 In this document, headings and titles shall not be construed to be part thereof or be taken into consideration in the interpretation of the document and words importing the singular only shall also include the plural and vice versa where the context so requires.

#### **5. NOTICE:**

- 5.1 In this document, unless otherwise specified, wherever provision is made for exchanging notice, certificate, order, consent, approval or instructions amongst the Contractor, the Government of Sindh, Excise, Taxation and Narcotics Control Department and the Bidder, the same shall be:
  - 5.2 In writing;
  - 5.3 issued within reasonable time;
  - 5.4 served by sending the same by courier or registered post to their principal office in Pakistan or such other address as they shall notify for the purpose; and
- 5.5 The words “notify”, “order”, “consent”, “approve”, “instruct”, shall be construed accordingly.

#### **6. TENDER ELIGIBILITY:**

- 6.1 Eligible Bidder is a Bidder who:

- 6.2 Has a registered office in Pakistan as well as at least One (01) registered & operational office in Karachi Region.
- 6.3 has required relevant experience as mentioned at **Annexure- D;**
- 6.4 has valid authorization in Pakistan;
- 6.5 has the required relevant qualified personnel and enough strength to fulfill the requirement of assignment as mentioned vide **Annexure- H;**
- 6.6 Provider of Service Establishment / Renovation of Facilitation Center in DG Complex Office Building Quantities as mentioned vide as per Bill of Quantities at **Annexure-J;**
- 6.7 Conforms to the clause of “Responsiveness of Bid”.

## **7. TENDER COST:**

- 1.1 The Bidder(s) should quote each item price as per Bill of Quantities (BOQ) including all taxes, duties and all others cost related to deliver the items to the consignee end as mentioned in Bill of Quantities (BOQ) to the items quoted by them, the bid cost for each item is full/final and fixed in all manners.
- 1.2 The Bidder(s) shall quote their bids in Pak Rupees in the prescribed manner as mentioned in Standard Bidding Document (SBD).
- 7.3 The Bidder(s) shall bear all costs/ expenses associated with the preparation and submission of the Tender and the Excise, Taxation and Narcotics Control Department, Government of Sindh shall in no case be responsible / liable for any costs/expenses.

## **8. TAXES & DUTIES:**

- 8.1 The Tendered rates should be inclusive of all applicable Taxes to Federal & Provincial Government or Local Bodies and will be deducted from the bill of the Contractor(s)/Firms(s). If the Contractor(s)/(s) required Tax exemption facility regarding non-deduction of Advance Income Tax, the exemption certificate issued by the concerned Authority must be attached and on C.I.F basis a copy of Bill of Entry & Tax paid challan copy should be attached with the Bill.
- 8.2 **SRB Tax applicable as per the law.**

## **9. EXAMINATION OF THE TENDER DOCUMENT:**

- 9.1 The Bidder(s) has expected to examine the Tender Document, including all instructions and terms & conditions.

## **10. CLARIFICATION OF THE TENDER DOCUMENT:**

- 10.1 The Bidder(s) may require further information or clarification of the Tender Document, within Five (05) Calendar days of issuance of Tender in writing.

## **11. AMENDMENT OF THE TENDER DOCUMENT:**

- 11.1 The Procuring Agency may, at any time prior to the deadline for submission of the Bid(s), at its own initiative or in response to a clarification requested by the Bidder(s), amend the Tender Document, on any account, for any reason.

All amendment(s) shall be part of the Tender Document and binding on the Bidder(s).

- 11.2 The Procuring Agency shall notify the amendment(s) in writing to the prospective Bidder(s).
- 11.3 The Procuring Agency may, at its exclusive discretion, amend the Tender Document to extend the deadline for the submission of the Tender, in which case all rights and obligations of the Department and the Bidder(s) previously subject to the deadline shall thereafter be subject to the deadline as extended.

## **12. PREPARATION / SUBMISSION OF TENDER:**

- 12.1 The Tender and all documents relating to the Tender, exchanged between the Bidder(s) and the Procuring Agency, shall be in English language. Any Printed literature furnished by the Bidder(s) in another language shall be accompanied by an English translation which shall govern for purposes of interpretation of the Tender.
- 12.2 The Tender shall be filed in / accompanied by the prescribed Forms, Annexes, Schedules, Charts, Drawings, Documents, Brochures, Literature, etc. which shall be typed, completely filled in, stamped and signed by the Bidder(s) or his Authorized Representative. ***In case of copies, color photocopies shall be submitted; otherwise bid(s) will be ignored/rejected.***
- 12.3 The Tender shall be in Two Envelopes i.e. The “Technical Proposal” and The “Financial Proposal”.
- 12.4 The Technical Proposal shall comprise and fulfill all the requirements, **without quoting the price.**
- 12.5 Tender Covering Letter duly signed, designated and stamped by authorized representative on its Letter Head as per the format at **Annexure-A.**
- 12.6 Preliminary (Mandatory) Screening Criteria at mentioned at **Annexure-B.**
- 12.7 Technical Proposal submission Form duly signed, designated duly signed, designated and stamped by the authorized Representative on its Letter Head mentioned at **Annexure-C.**
- 12.8 Evaluation Criteria with proper required discipline mentioned at **Annexure-D.**
- 12.9 Provide Undertaking on Bidder’s Letter Head with Authorized Signatures & Official Seal mentioned at **Annexure-E.** All terms & conditions and qualifications listed anywhere in the SBD have been satisfactorily vetted.
- 12.10 Submit the Affidavit on Stamp Paper valuing Rs. 100/- with attestation of Notary Public as per the format prescribed at **Annexure-F.**
- 12.11 Fill the Complete Address of the Firm/Company with Authorized Signatures & official seal in Form of Bid Requirements mentioned at **Annexure-G.**
- 12.12 Successful Bidder(s) shall submit the Integrity Pact duly signed, designated and stamped by authorized representative on Stamp Paper valuing Rs. 100/- mentioned at **Annexure-H.**
- 12.13 Evidence of eligibility of the Bidder(s) & the Stores.
- 12.14 Evidence of conformity of the Stores to the Tender Document.
- 12.15 **Submit the Technical Brochures/Literatures where required.**
- 12.16 The statement must be signed by the authorized representative of the Bidder(s).
- 12.17 Valid Registration Certificate’s for Income Tax, Sales Tax, and & Professional Tax.
- 12.18 Income Tax & Sindh Sales Tax Returns Acknowledgement Slips (CPR) for the last 03-Tax Year i.e. Sixty (36) Months.
- 12.19 The Financial Proposal(s) shall comprise the following:

- 12.20 Submit the Financial Proposal Form duly signed, designated & seal by Authorized Representative as mentioned at **Annexure-I.**
- 12.21 Fill the Bill of Quantities (BOQ) on company's Letter Head with Authorized Signatures and Official seal on it vide mentioned vide at **Annexure-J.**
- 12.22 Tender Earnest Money **03%**.
- 12.23 The Bidder(s) shall seal the Technical Proposal in an envelope duly marked as under:-

[Technical Tender Inquiry No]

[Tender Name]

Open on: [Insert Last Date of submission of the Tender]

[Name of the Procuring Agency]

[Address of the Procuring Agency]

[Name of the Bidder]

[Address of the Bidder]

[Valid Phone No. of the Bidder]

- 12.24 The Bidder(s) shall follow the same process for the Financial Proposal.
- 12.25 The Bidder(s) shall again seal the envelope of Financial Proposal, duly marking the envelope as 3under:

[Financial Tender Inquiry No]

[Tender Name]

### **STRICTLY CONFIDENTIAL**

[Name of the Procuring Agency]

[Address of the Procuring Agency]

[Name of the Bidder]

[Address of the Bidder]

[Valid Phone No. of the Bidder]

## **13. TENDER PRICE:**

- 13.1 The quoted price shall be best/final/fixed in PAK Rupees inclusive of all taxes, duties, levies, insurance, freight, etc. If not specifically mentioned in the Tender(s), it shall be presumed that the quoted price is as per the above requirements and valid until completion of all obligations under the Contract i.e. not subject to variation/ escalation. Where no prices are entered against any item(s), the price of that item shall be deemed to have been distributed among the prices of other items, and no separate payment shall be made for that item(s). Each cost should be identified as unit price.

#### **14. EARNEST MONEY:**

- 14.1 The Bidder(s) shall furnish the Earnest Money as under:
- 14.2 As part of Financial Bid(s) Envelope, failing which will cause rejection of Bid(s).
- 14.3 05% (Five) of Total Bid.
- 14.4 Denominated in PAK Rupees.
- 14.5 Have a minimum validity period of Ninety (90) days from the last date of submission of the Tender or until furnishing of the Performance Security, whichever is later;
- 14.6 ***Also enclose an Earnest Money photocopy reader of Pay Order/Demand Draft in Technical Proposal(s), otherwise the Bid(s) will be ignored/rejected at the time of Technical Evaluation.***
- 14.7 The proceeds of the Earnest Money shall be payable to the Procuring Agency, on the occurrence of any / all of the following conditions: -
- 14.8 If the Bidder(s) withdraws the Tender during the period of the Tender validity specified by the Bidder(s) on the Tender form; or
- 14.9 If the Bidder(s) does not accept the correction of his total bid price; or
- 14.10 If the Bidder(s), having being notified of the acceptance of the tender by the Procuring Agency during the period of the tender validity, fails or refuses to furnish the performance security, accordance with the Tender documents
- 14.11 The Earnest Money shall be returned to the technically unsuccessful bidder(s) with unopened/un-sealed financial bid(s) while the unsuccessful bid(s) of financial bid(s) opening procedure will be returned the Earnest Money only. The Earnest Money would be returned to the successful bidder(s) on furnishing the performance security in shape of Bank Guarantee / Demand Draft / Pay Order.

#### **15. TENDER VALIDITY:**

- 15.1 The Tender shall have a minimum validity period of ninety (90) days from the last date for submission of tender. The Procuring Agency may solicit the bidder's consent to an extension of the validity period of the tender. The request and the response thereto shall be made in writing. If the bidder(s) agrees to extension of validity period of the tender, the validity period of the Earnest Money shall also be suitably extended. The bidder(s) may refuse extension of validity period of tender, without forfeiting the Earnest Money.

#### **16. WITHDRAWAL OF THE TENDER:**

- 16.1 The bidder(s) may, by return notice served on the Procuring Agency to modify or withdraw the tender after submission of the tender, prior to the dead line for submission of the tender.
- 16.2 The tender, withdrawn after the deadline for submission for Bid(s) and prior to the expiration of the period of the tender validity, shall result in forfeiture of the Earnest Money.

#### **17. OPENING OF THE TENDER:**

- 17.1 Tender shall be opened, at the given place, time and date, in presence of the bidder(s) for which they shall ensure their presence without further intimation.
- 17.2 The bidder's name, modification, withdrawal, security, attendance of the bidder(s) and such other details as the Excise, Taxation and Narcotics Control

Department may, at its exclusive discretion, consider appropriate, shall be announced and recorded.

- 17.3 No bidder(s) or its representative will be allowed to keep any digital device (i.e. video camera, audio recorder, cell phone etc.) during tender opening at given time and location. **Non-compliance will cause the rejection of respective bidder(s).**

## **18. CLARIFICATION OF THE TENDER:**

- 18.1 The Excise, Taxation and Narcotics Control Department, Government of Sindh will have the right, at its exclusive discretion, to require, in writing, further information clarification of the tender or may be required supporting Documents from any or all the Bidder(s). No change in the price or substance of the Bid shall be sought, offered or permitted except as required to confirm the correction of arithmetical errors discovered in the Bid. Acceptance of any such correction is at the discretion of the Procuring Agency.

## **19. DETERMINATION OF RESPONSIVENESS OF THE BID:**

- 19.1 The Government of Sindh, Excise, Taxation and Narcotics Control Department shall determine the substantial responsiveness of the Tender to the Tender Document, prior to the Tender Evaluation Criteria, on the basis of the contents of the Preliminary (Mandatory) Screening Criteria mentioned at **Annexure-B**. A substantially responsive Bid(s) is one which:
- 19.2 Meets the Preliminary (Mandatory) Screening Criteria & Evaluation Criteria for the Bidder(s) for the Good(s)/item(s) as mentioned vide **Annexure-B**.
- 19.3 Meets the Technical Specifications for the renovation as mentioned vide Annexure-H;
- 19.4 Meets the rate and limit of liquidated damages;
- 19.5 Is accompanied by the required Tender Earnest Money as a part of Financial Bid envelope;
- 19.6 Is otherwise complete and generally in order;
- 19.7 Conforms to all terms and conditions of the Tender Document, without material deviation or reservation;
- 19.8 A material deviation or reservation is one which affects the scope, quality of the Stores/item(s)/good(s) or limits the Government of Sindh, Excise, Taxation and Narcotics Control Department's rights or the Bidder's obligations under the contract.
- 19.9 The Tender determined as not substantially responsive will be disqualified from the Procurement Process & shall not subsequently be made responsive by the Bidder(s) by correction or withdrawal of the material deviation or reservation. However, the Procuring Agency with its exclusive discretion may waive off any minor non-conformity or inconsistency or informality or irregularity in the Tender.

## **20. CORRECTION OF ERRORS/AMENDMENT OF TENDER:**

- 20.1 The Tender shall be checked for any arithmetic errors which shall be rectified, as follows:
- (a). If there is a discrepancy between the amount in figures and the amount in words for the total Bid(s) Price entered in the Tender Form, the amount which tallies with the total Bid(s) Price entered in the Price

Schedule, shall govern. If there is a discrepancy in the unit rate(s) and the total price entered in the price schedule, resulting from incorrect multiplication of the unit rate(s) by the quantity, the unit rate(s) as quoted shall govern and the total price would be corrected, unless there is an obvious and gross misplacement of the decimal point in the unit rate(s), in which case the total price as quoted shall govern and the unit rate(s) will be corrected. If there is a discrepancy in the actual sum of the itemized total prices and the total Bid(s) price quoted in the price schedule, the actual sum of the itemized total prices will be governed. The Bid(s) price as determined after arithmetic correction shall be termed as the corrected Bid(s) price which shall be binding upon the bidder(s). Adjustment will be based on corrected Bid(s) Price. The price determined after making such adjustments will be termed as evaluated total Bid(s) price. The bidder(s) shall rate the Bid(s) price for the payment terms outlined in the conditions of contract which will be considered for the evaluation of the tender. The bidder(s) may state alternate payment terms and indicate the reduction in the Bid(s) price offered for such alternative payment terms. The Procuring Agency may consider the alternative payment terms offered by the bidder(s).

- (b) The Tender must be free from erasing, cutting and over-writing. In case of erasing, cutting and over-writing, Authorized Signatory Person should initial it duly stamped, else the offer will not be entertained and will be rejected by the Procurement Committee.

## **21. REJECTION OF THE TENDER:**

- 21.1 The Excise, Taxation and Narcotics Control Department, Government of Sindh shall have the right, at its exclusive discretion, to accept a Tender or reject any or all Tender (s), cancel/annul the Tendering process at any time prior to the award of Contract, without assigning any reason or any obligation to inform the Bidder(s) of the grounds for the Procuring Agency's action, and without thereby incurring any liability to the Bidder(s) and the decision of the Procuring Agency shall be final.
- 21.2 The Tender shall be rejected if it is:
  - A Substantially non-responsive; or
  - B Submitted in other than prescribed formats, forms, annexes, schedules, charts, drawings, documents by other than specified mode; or
  - C Incomplete, un-sealed, un-signed, printed (hand written), partial, conditional, alternative, late; or
- 21.3 Subjected to interlineations /cuttings/corrections/erasures/overwriting; or
- 21.4 The bidder(s) submits more than one tender(s); or
- 21.5 The bidder(s) refuses to accept the corrected total bid(s) price; or
- 21.5.1 The bidder(s) has conflict of interest with the Procuring Agency; or
- 21.5.2 The bidder(s) tries to influence the Bid evaluation/Contract award; or
- 21.5.3 The Bidder(s) engages in corrupt or fraudulent practices in competing for the Contract award.
- 21.6 There is any discrepancy between Standard Bidding Document (SBD) and Bidder's proposal i.e. any non-conformity or inconsistency or informality or irregularity in the submitted bid(s).
- 21.7 The Bidder(s) submits any financial conditions as part of its bid which is not in conformity with Standard Bidding Document (SBD).

## **22. PROCURING AGENCY'S RIGHT TO VARY QUANTITIES AT THE TIME OF AWARD:**

- 22.1 The Procuring Agency reserves the right at its exclusive discretion at the time of Contract Award to increase or decrease, by 15%, the quantity of goods/items/stores originally specified in Schedule of Requirements without any change in Unit Price or other terms & conditions. The quoted rates once offered by the Bidder(s) will not be changed during the Contract Period.

## **23. ACCEPTANCE LETTER (LETTER OF INTENT):**

- 23.1 The Procuring Agency will, send the Acceptance letter (Letter of Intent) to the successful Bidder(s), prior to the expiry of the validity period of the Tender, which shall constitute a contract, until execution of the formal Contract. Upon the successful Bidder's furnishing of the Performance Security, the Procuring Agency will promptly notify each unsuccessful Bidder(s) & will Discharge its Earnest Money.

## **24. PERFORMANCE SECURITY:**

- 24.1 The successful Bidder(s) will have to deposit the requisite Performance Security as under:
- 24.2 Within Fifteen (15) Calendar days of the receipt of the Acceptance letter from the Procuring Agency.
- 24.3 In the form of Bank guarantee, issued by a scheduled bank operating in Pakistan, as per the format provided in the Tender Document or in another form acceptable to the Procuring Agency vide mentioned at **Annexure-K**.
- 24.4 For a sum equivalent to 10% of the contract value and earnest money will be return.
- 24.5 Denominated in Pak Rupees.
- 24.6 Have a validity period of One (01) Year i.e. Twelve (12) months, starting from the date of submitting of Performance Security, whichever is later.
- 24.7 The proceeds of the Performance Security shall be payable to the Procuring Agency, on the occurrence of any/all of the following conditions:
- 24.8 If the Contractor(s) commits a default under the Contract.
- 24.9 If the Contractor(s) fails to fulfill any of the obligations under the Contract.
- 24.10 If the Contractor(s) violates any of the terms and conditions of the Contract.
- 24.11 The Contractor(s) shall cause the validity period of the Performance Security to be extended for such period(s) as the Contract Performance may be extended. The Performance Security will be returned after approval of Competent Authority i.e., Secretary Excise, Taxation and Narcotics Control Department to the Contractor(s) within 30-working days after the expiry of its validity on written request from the Contractor(s).

## **25. STAMP DUTY:**

- 25.1 Successful Bidder(s) will be liable to pay Stamp Duty (as applicable under the Stamp Duty Act 1989) duly stamped on the Contract Agreement & Assessment which may be levied in respect of the required Stores/Items/Goods.

## BID DATA SHEET

The following specific data for the goods to be procured shall complement, supplement, or amend the provision in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

| Introduction         |                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------------------|-----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ITB 2.1              | Name of Contract.                                         | Establishment / Renovation of Facilitation Center in DG Complex Office Building                                                                                                                                                                                                                                                                                                                                                           |
| ITB 2.1              | Name of Purchaser.                                        | Section Officer (B&A), Excise, Taxation and Narcotics Control Department, Government of Sindh, Karachi                                                                                                                                                                                                                                                                                                                                    |
| ITB 2.2              | Purchaser' address, Telephone & Fax #.                    | Phone: +92-21-99211917<br><b>Address:</b> Room No. 339, Second Floor, Tughlaq House, Excise, Taxation and Narcotics Control Department, Government of Sindh, Kamal Atta-Turk Road, Karachi                                                                                                                                                                                                                                                |
| ITB 12.1             | Language of Bid                                           | The Bid prepared by the Bidder, and all correspondence and documents relating to the Bid exchanged by the Bidder and the Purchaser, shall be written in the English language. Any printed literature furnished by the Bidder may be written in another language, provided that this literature is accompanied by the English translation, in which case, for purpose of interpretation of the Bids, the English Translation shall govern. |
| Bid Price & Currency |                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| ITB 7.1              | Price Quoted:                                             | Delivered at Consignee End as mentioned in Schedule of Requirements.                                                                                                                                                                                                                                                                                                                                                                      |
| ITB 13.1             | Bid Price:                                                | Fixed.                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| ITB 13.1             | Bid Currency:                                             | Pak Rupees (PKR).                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Bid Submission       |                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| ITB 14.3             | Bid Security                                              | 05% of the total bid amount.                                                                                                                                                                                                                                                                                                                                                                                                              |
| ITB 14.5             | Bid Validity Period                                       | 90 Days.                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| ITB 1.3.2            | Number of Copies                                          | Two (Original) Envelopes “ <b>TECHNICALPROPOSAL</b> ” AND “ <b>FINANCIALPROPOSAL</b> ” marked separately                                                                                                                                                                                                                                                                                                                                  |
| ITB 2.2              | Address for Bid Submission                                | Room No. 339, Second Floor, Tughlaq House, Excise, Taxation and Narcotics Control Department, Government of Sindh, Kamal Atta-Turk Road, Karachi                                                                                                                                                                                                                                                                                          |
| ITB 2.1              | Tender Enquiry Title Name and No                          | Title: Establishment / Renovation of Facilitation Center in DG Complex Office Building No. SO(B&A)/ET&CN/11(81)2020-21                                                                                                                                                                                                                                                                                                                    |
| ITB 2.2              | Deadline for Bid Submission                               | May 25, 2021 at 11:00 AM                                                                                                                                                                                                                                                                                                                                                                                                                  |
| ITB 2.2              | Date, Time & Place for Bid Opening                        | May 25, 2021 at 12:00 Noon Room No. 339, Second Floor, Tughlaq House, Excise, Taxation and Narcotics Control Department, Government of Sindh, Kamal Atta-Turk Road, Karachi                                                                                                                                                                                                                                                               |
| Contract Award       |                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| ITB 22.1             | Purchaser's right to increase or decrease the quantities. | The Purchaser reserves the right to increase or decrease the quantities of articles to be produced, subject to the availability of Budget 2020-21 according to SPPRA Rules 2010 (Amended 2020).                                                                                                                                                                                                                                           |

- Prices quoted to cover all expenses including Freight, Taxes, and Insurance etc.

2. Goods will be required to be delivered as per schedule and at Consignee End.

**TERMS & CONDITIONS OF THE CONTRACT**

**ESTABLISHMENT / RENOVATION OF  
FACILITATION CENTER IN DG  
COMPLEX OFFICE BUILDING**

CONTRACT FOR

Between

Excise, Taxation & Narcotics Control  
Department

And

(Name of the Firm)

Dated the: \_\_\_\_\_

## I-AGREEMENT FORMAT

This Agreement of Contract is made at Karachi, on this \_\_\_\_ day of \_\_\_\_, 2018 between

\_\_\_\_\_, **THROUGH MR.** \_\_\_\_\_, hereinafter called and referred as the **“PROCURING AGENCY”** (which expression shall include their successors of one part) or Party of the **“FIRST PARTY”**

### **AND**

**(Full Legal name of Contractor)i.e. M/S. \_\_\_\_\_, through its (Designation) MR. \_\_\_\_\_ SON OF \_\_\_\_\_, holding CNIC No \_\_\_\_\_, Muslim, Adult, having its registered business Office/ Plot No. \_\_\_\_\_, hereinafter called and referred as the “CONTRACTOR” or the Party of the “SECOND PARTY”**

WHEREAS, the Government of Sindh, Excise, Taxation and Narcotics Control Department is desirous that certain Goods, viz \_\_\_\_\_, should be executed by the contractor and has accepted a Bid by the contractor for the execution and completion of such Goods and remedying of any defects there in during Financial Year 2020-21, SPPRA Serial No: \_\_\_\_\_, dated: \_\_\_\_\_ and Tender Inquiry No: **SO(B&A)/ET&CN/11(81)2020-21**

And whereas the **“CONTRACTOR”/ “SECOND PARTY”** Bid was accepted and approved being evaluated as the qualified and the lowest bidder for the renovation at the cost of **Rs. \_\_\_\_\_(Rupees: \_\_\_\_\_)** as per approved specification invited by the **“DEPARTMENT / FIRST PARTY”**.

### **NOW THESE PRESENTS WITNESS AND THE PARTIES HERETO AGREE HEREBY AS FOLLOWS: -**

1. That in this Agreement words & expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. That the following documents after incorporating addenda, if any except those parts relating to instructions to bidders, shall be deemed to form and be read and construed as part of this Agreement, viz:
  - a) The Tender Document (SBD)
  - b) Bidder's Proposal
  - c) Terms & Conditions of the Contract.
  - d) Special Stipulations.
  - e) The Technical Specifications.
  - f) Tender Form.
  - g) Price Schedule.
  - h) Performance Security.
  - i) Integrity Pact.
  - j) Any Standard Clause acceptable for Excise, Taxation and Narcotics Control Department, Government of Sindh.

3. That in consideration of the payments to be made by the Government of Sindh, Excise, Taxation and Narcotics Control Department to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Procuring Agency to execute and complete the Goods and remedy defects therein in conformity and in all respects within the provisions of the Contract.
4. That Government of Sindh, Excise, Taxation and Narcotics Control Department hereby covenants to pay the contractor, in consideration of the execution and completion of the goods as per provisions of the Contract, the Contract Price or such other sum as may become payable of the Contract, at the times and in the manner prescribed by the Contract
5. That the **“CONTRACTOR / SECOND PARTY”** do hereby agree and legally bound to accept the Purchase Order issued by the **“DEPARTMENT / FIRST PARTY”** vide Order No: \_\_\_\_\_, dated: \_\_\_\_\_, 2018.
6. That the **“CONTRACTOR / SECOND PARTY”** do hereby agree and bound to renovate the following articles / items mentioned in the above said Purchase Order within the stipulated time as mentioned in the Standard Bidding Document (SBD) as well as in above said renovation Order, details are as under: -

| S. No              | Description | Unit Area | Total Amount |
|--------------------|-------------|-----------|--------------|
|                    |             |           |              |
|                    |             |           |              |
|                    |             |           |              |
|                    |             |           |              |
|                    |             |           |              |
|                    |             |           |              |
|                    |             |           |              |
|                    |             |           |              |
| <b>GRAND TOTAL</b> |             |           |              |

(Rupees \_\_\_\_\_ Only)

7. That the **“CONTRACTOR / SECOND PARTY”** is ready and bound to deliver all the articles / items at the place destination as shown in the Purchase Order at his/ her / their own risk and cost and handed over the complete delivery of all articles / items as per Purchase Order to the concern quarter.
8. That the **“CONTRACTOR / SECOND PARTY”** undertakes to bear / pay all kind of Taxes i.e. Stamp duty / Services Charges / Professional Tax / Sales Tax Invoice, Income Tax, Zila / Octroi Tax (if any) and all other incidental and other charges levied by the concern authorities up to the place of destination.
9. That the **“DEPARTMENT / FIRST PARTY”** will reserve a legal right to cancel the whole or part of Purchase / Work / Supply Order/**Renovation Order** or forfeit the full or part of Earnest Money / Security Deposit / Performance Security in case of any event of

default on the part of **“CONTRACTOR / SECOND PARTY”** as per the clause(s) mentioned above in this Agreement of Contract as well as in the Standard Bidding Document (SBD). To assess whether such delays are entirely due to CONTRACTOR’s fault, an independent arbiter shall be appointed, under the Arbitration Act of 1940. The arbiter shall be nominated by mutual consent of both parties. The decision of the arbiter shall be final and both the parties will be legally bound to accept the decision.

10. That the **“CONTRACTOR / SECOND PARTY”** is ready to abide with above terms and conditions and as per Standard Bidding Document (SBD).

**IN WITNESSES WHEREOF**, the parties have bound themselves with the above mentioned terms and conditions with sound mind and their senses without any corrosion and force and act their hands and the parties hereto have caused this Contract to be executed on the **(Day)**, **(Month)** and **(Year)** before written in accordance with their respective laws.

**WITNESSES:-**

1. \_\_\_\_\_  
Name: \_\_\_\_\_  
S/o: \_\_\_\_\_  
NIC No: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_



\_\_\_\_\_  
**Signature of Procurement Agency**  
(Seal)

2. \_\_\_\_\_  
Name: \_\_\_\_\_  
S/o: \_\_\_\_\_  
NIC No: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_



\_\_\_\_\_  
**Signature of Contractor**  
(Seal)

## II-TERMS & CONDITIONS OF CONTRACT

### **i. CONTRACT:**

The Government of Sindh, Excise, Taxation and Narcotics Control Department will, after issuance of Letter of Intent to the successful bidder(s) send the contract provided in the Standard Bidding Document (SBD), to the successful bidder(s). Within three (03) working days of the receipts of such contract, the Bidder(s) shall sign and date the contract and return it to the Government of Sindh, Excise, Taxation and Narcotics Control Department.

### **ii. CONTRACT DOCUMENTS AND INFORMATION:**

The Contractor(s) shall not, without the Procuring Agency's prior written consent, make use of the Contract, or any provision thereof, or any document(s), specification(s), drawing(s), pattern(s), sample(s) or information furnished by or on behalf of the Procuring Agency in connection herewith except for purposes of performing the contract or disclose the same to any person other than a person employed by the contractor(s) in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.

### **iii. CONTRACT LANGUAGE:**

The Contract and all documents relating to the Contract, exchanged between the Contractor(s) and the Procuring Agency, shall be in English. The Contractor(s) shall bear all costs of translation to English and all risks of the accuracy of such translation.

### **iv. STANDARDS:**

The goods/Items/Stores provided under this Contract shall confirm to the latest Technology / model Standards.

### **v. PATENT RIGHT:**

The contract shall indemnify and hold the department harmless against all third party claims of infringement of patent, trademark or industrial design rights arising from use of the goods or any part thereof.

### **vi. EXECUTION SCHEDULE:**

The Contractor(s) shall submit an execution Schedule, giving details of goods rendered, as required under the contract, to the Procuring Agency, immediately after the issuance of letter of Intent, to complete the work within 02-months.

### **vii. PAYMENT:**

The Contractor(s) shall submit an application for payment, in the prescribed form, to the Procuring Agency. The application for payment shall be accompanied by the such invoices, receipts or other documentary evidence as the Procuring Agency may require; rate the amount claimed; and set forth in detail, in order of the price schedule, particulars of the Goods/Items/Stores provided, up to the date of the application for payment and subsequent to the period covered by the last preceding certificate of payment, if any. Payment shall not be

made in advance. The Procuring Agency will make payment for the Goods/Items/Stores provided, to the contractor(s), as per Government policy, in Pak Rupees, through A.G Sindh Cheque.

**viii. PRICE:**

The contractor(s) shall not charge prices for the goods/Items/Stores provided and for other obligations discharged, under the contract, varying from the prices quoted by the contractor in the price schedule.

**ix. CONTRACT AMENDMENT:**

The Excise, Taxation and Narcotics Control Department may, at any time, by written notice served on the contractor(s), alter, amend, omit, increase, decrease or otherwise change the nature, quality, quantity and scope, of all /any of the goods/Items/Stores with the percentage as prescribed in Standard Bidding Document (SBD). The Contractor(s) shall, within Ten (10) working days of receipt of such notice, submit a cost estimate and execution schedule of the proposed change (hereinafter referred to as the change), to the Procuring Agency. The contractor(s) shall not execute the change until and unless the Excise, Taxation and Narcotics Control Department has allowed the said change, by written order served on the contractor(s). The change, mutually agreed upon, shall constitute part of the obligations under this contract, and the provisions of the contract shall apply to the said change. No variation in or modification in the contract shall be made, except by written amendment signed by both the Excise, Taxation and Narcotics Control Department and the contractor(s).

**x. ASSIGNMENT / SUBCONTRACT:**

The contractor(s) shall not assign or sub-contract its obligations under the contract, in whole or in part, except with the Government of Sindh, Excise, Taxation and Narcotics Control Department prior written consent. The contractor(s) shall guarantee that any and all assignees or subcontractors of the contractor(s) shall, for performance of any part or whole of the goods under the contract, comply fully with the terms and conditions of the contract applicable to such part or whole of the goods under the contract.

**xi. LIQUIDATED DAMAGES:**

If the contractor(s) fails/delays in performance of any of the obligations, under the Contract/violates any of the provisions of the Contract/commits breach of any of the terms and conditions of the contract the Government of Sindh, Excise, Taxation and Narcotics Control Department may, without prejudice to any other right of action/remedy it may have, deduct from the Contract Price, as liquidated damages, a sum of money @ 0.25% of the contract Price which attributable to such part of the services as cannot, in consequence of the failure/delay, be put to the intended use, for every day between the scheduled delivery date(s), with any extension of time thereof granted by the Government of Sindh, Excise, Taxation and Narcotics Control Department, and the actual delivery date(s). Provided that the amount so deducted shall not exceed, in the aggregate, 50% of the Contract Price.

**xii. BLACKLISTING:**

If the contractor(s) fails/delays in performance of any of the obligations, under the contract / violates any of the provisions of the contract/commits breach of any of the terms and conditions of the contract the Government of Sindh, Excise, Taxation and Narcotics Control Department may, at any time, without prejudice to any other right of action/remedy it may

have, blacklist the contractor(s), either indefinitely or for a stated period, for further tenders in public sector. If the contractor(s) is found to have engaged in corrupt or fraudulent practices in competing for the without prejudice to any other right of action / remedy it may have, blacklist the contractor(s), either indefinitely or for a stated period, for further tenders in public sector.

**xiii. FORFEITURE OF PERFORMANCE SECURITY:**

If the contractor(s) fails/delays in performance of any of the obligations, under the contract / violates any of the provisions of the contract/commits breach of any of the terms and conditions of the contract the Government of Sindh, Excise, Taxation and Narcotics Control Department may, without prejudice to any other right of action / remedy it may have, forfeit performance security of the contractor(s). Failure in renovate the office building within the specified time period will invoke penalty as specified in this document. In addition to that, performance security amount will be forfeited and the company(s) will not be allowed to participate in future tenders as well.

**xiv. TERMINATION FOR DEFAULT:**

If the contractor(s) fails/delays in performance of any of the obligations, under the contract/violates any of the provisions of the contract/commits breach of any of the terms and conditions of the contract the Government of Sindh, Excise, Taxation and Narcotics Control Department may, at any time, without prejudice to any other right of action/remedy it may have, by written notice served on the contract indicate the nature of the default(s) and terminate the contract, in whole or in part, without any compensation to the contractor(s). Provided that the termination of the contract shall be resorted to only if the contractor(s) does not cure its failure/delay, within fifteen (15) working days (or such longer period as the Government of Sindh, Excise, Taxation and Narcotics Control Department may allow in writing), after receipt of the such notice. If the Government of Sindh, Excise, Taxation and Narcotics Control Department terminates the contract for default, in whole or in part, the Government of Sindh, Excise, Taxation and Narcotics Control Department may procure, upon such terms and conditions and in such manner as it deems appropriate, goods similar to those undelivered, and the contractor(s) shall be liable to the Government of Sindh, Excise, Taxation and Narcotics Control Department excess costs for such similar Goods/Items/Stores. However, the contractor(s) shall continue performance of the contract of the extent not terminated.

**xv. TERMINATION OF INSOLVENCY:**

If the contractor(s) becomes bankrupt or otherwise insolvent, the Government of Sindh, Excise, Taxation and Narcotics Control Department, at any time, without prejudice to any other right of action/remedy it may have, by written notice served on the contractor(s), indicate the nature of the insolvency and terminate the contract, in whole or in part, without any compensation to the contractor(s).

**xvi. TERMINATION FOR CONVENIENCE:**

The Government of Sindh, Excise, Taxation and Narcotics Control Department may, at any time, by written notice served on the contractor(s) terminate the contract, in whole or in part, for its convenience, without any compensation to the contractor(s). The Goods/Items/Stores which are complete or to be completed by the contractor(s), within Thirty(30) working days after the receipt of such notice, shall be accepted by the Government of Sindh, Excise, Taxation and Narcotics Control Department. For the remaining Goods/Items/Stores, the Government of Sindh, Excise, Taxation and Narcotics Control Department may elect:

- To have any portion thereof completed/or
- To cancel the remainder and pay to the contractor an agreed amount for partially completed Goods/Items/Stores.

**xvii. FORCE MAJEURE:**

The contractor(s) shall not be liable for liquidated damages, forfeiture of its performance security, blacklisting for future tenders, termination for default, if and to the extent his failure / delay in performance / discharge of obligations under the contract is the result of an event of force majeure. If a force majeure situation arises, the contractor(s) shall, by written notice served on the Government of Sindh, Excise, Taxation and Narcotics Control Department indicate such condition and the cause thereof. Unless otherwise directed by the Government of Sindh, Excise, Taxation and Narcotics Control Department in writing, the contractor(s) shall continue to perform 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.

**xviii. TAXES AND DUTIES:**

The contractor(s) will be entirely responsible for all taxes, duties and other such levies imposed make inquiries on income tax/sales tax to the concerned authorities of Income Tax and Sales Tax Department.

**xix. CONTRACT COST:**

The contractor(s) shall bear all costs/expenses associated with the preparation of the contract and the Government of Sindh; Excise, Taxation and Narcotics Control Department shall in no case be responsible for those expenses.

**xx. EXTENSION IN TIME FOR PERFORMANCE OF OBLIGATIONS UNDER THE CONTRACT:**

If the Contractor(s) encounters conditions impeding timely performance of any of the obligations, under the contract, at any time, the Contractor(s) shall, by the written notice served on the Government of Sindh, Excise, Taxation and Narcotics Control Department promptly indicate the facts of the delay, its likely duration and its cause(s). As soon as practicable after receipt of such notice, the Government of Sindh, Excise, Taxation and Narcotics Control Department shall evaluate the situation and may, at its exclusive discretion, without prejudice to any other remedy it may have, by written order served on the Contractor(s), extend the contractor's time for performance of its obligations under the Contract.

**xxi. STATUTES AND REGULATIONS:**

The Contract shall be governed by and interpreted in accordance with the laws of Pakistan. The contractor(s) shall, in all matters arising in the performance of the Contract, conform, in all respects, with the provisions of all Central, Provincial and Local Laws, Statutes, Regulations and By-Laws in force in Pakistan, and shall give all notices and pay all fees required to be given or paid and shall keep the Government of Sindh, Excise, Taxation and Narcotics Control Department indemnified against all penalties and liability of any kind for breach of any of the same. The Courts at Karachi will have the exclusive territorial jurisdiction in respect of any dispute or difference of any kind arising out of or in connection with the Contract.

## **SPECIAL STIPULATIONS:**

| <b><i>For Ease of Reference, Certain Special Stipulations are as Under:-</i></b> |                                                                                                                                                                                                                                                                                                                                                                                                                             |
|----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Sr. No</b>                                                                    | <b>PARTICULARS</b>                                                                                                                                                                                                                                                                                                                                                                                                          |
| 1.                                                                               | The Successful Bidder(s) which shall be in Original Sealed Box which will be delivered at the <b>Excise, Taxation and Narcotics Control Department, Government of Sindh Office</b> or as per the address mentioned in the Purchase Order(s) by the Authorized representative of the successful Bidder(s) at the risk and cost of the Contractor Any Breakage or Shortage of the stock will be recovered from the Contractor |
| 2.                                                                               | The Bidder(s) shall quote their Firm & Final rate(s) both in Figures & in words on free delivery basis at Excise, Taxation and Narcotics Control Department office as well as in the Directorates all over the Sindh.                                                                                                                                                                                                       |
| 3.                                                                               | If Good(s)/Item(s)/Store(s) found not genuine <b><i>or</i></b> are declared Sub-Standard, the contractor(s)/supplier(s) are solely responsible and are bound to re-renoate additional free of cost on mentioned site, otherwise contract will be terminated with the Contractor and a Penalty will be raised on Contractor as per rules.                                                                                    |
| 4.                                                                               | The Technical Evaluation carried out by Procurement Committee will be Final, which will be assessed on overall experience basis.                                                                                                                                                                                                                                                                                            |
| 5.                                                                               | Financial Offer will be announced/considered only those item(s) which will Technically qualified by the Procurement Committee.                                                                                                                                                                                                                                                                                              |
| 6.                                                                               | Only item(s)/good(s)/store(s) approved by Procurement Committee will be considered by Procuring Agency.                                                                                                                                                                                                                                                                                                                     |
| 7.                                                                               | The Procurement Committee reserves the right to approve/drop any item(s)/good(s)/store(s) <b><i>or</i></b> scrap/cancel the Tender as per Relevant Rules of SPPRA-2010 (Amended-2019).                                                                                                                                                                                                                                      |
| 8.                                                                               | Redressal of Grievances & Settlement of Dispute will be as per SPPRA Rules-2010 (Amended-2019).                                                                                                                                                                                                                                                                                                                             |
| 9.                                                                               | The Successful Bidder(s) shall sign the Contract Agreement with the Excise, Taxation & Narcotics Control Department on Judicial Stamp Paper of Rs. 200/- as per approved format and may get purchase order(s) from the office.                                                                                                                                                                                              |

**Note:** All the above said instructions must be read carefully for compliance; else the offer(s) will be ignored. Procuring Agency reserves the right to ask & verify any document(s) from the participant(s) related to the Bid(s).

**TENDER COVERING LETTER FORMAT:**

The Section Officer (B&A)  
Address: Room No. 339, Second Floor,  
Tughlaq House, Excise, Taxation and  
Narcotics Control Department,  
Government of Sindh, Kamal Atta-Turk Road,  
**Karachi.**

**Subject: ESTABLISHMENT / RENOVATION OF FACILITATION CENTER IN  
DG COMPLEX OFFICE BUILDING**

***This Letter Format shall be on the Letter Head of the Bidder(s)/Firm(s) and should be signed by a person competent. It shall be included by the Bidder(s) in its Technical Bid(s)***

Dear Sir,

Having examined the Tender Documents and Annexures I/We, the undersigned, in conformity with the said document, offer to provide the said goods on terms of reference to be signed upon the award of contract for the sum indicated as per financial bid.

2. I/We undertake, if our proposal is accepted, to provide the required Store(s)/Goods comprise in the contract within time frame specified, starting from the date of receipt of notification of award from the Excise, Taxation and Narcotics Control Department, Government of Sindh.

3. I/We agree to abide by this proposal for the period of Ninety (90) days (as per requirement of the Bid) from the date of bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

4. I/We agree to execute a contract in the form to be communicated by the Excise, Taxation and Narcotics Control Department, Government of Sindh incorporating all agreements with such alternations or additions thereto as may be necessary to adapt such agreement to the circumstances of the standard.

5. Unless and until a formal agreement is prepared and executed this proposal together with your written acceptance thereof shall constitute a binding contract agreement.

6. I/We understand that you are not bound to accept a lowest or any bid you may receive, not to give any reason for rejection of any bid and that you will not defray any expenses incurred by us in binding.

7. I/We would like to clearly state that we qualify for this work as our company meets all the Pre-Factor criteria indicated on your Tender document. The details are as attached: -

**Authorized Signatures with Official Seal**

**PRELIMINARY (MANDATORY) SCREENING CRITERIA:**

This Check list form will be used by Procuring Agency for the selection of Bidder(s) at Preliminary Stage. Bid(s) which do not pass the Preliminary (Mandatory) Screening Criteria will be assumed as Non-Responsive bid(s) and will be eliminated from Tender Process at initial stage without evaluation of Technical Criteria. Bidder(s) shall be advised to provide all the below requirements in its Technical proposal(s) of each section:

**Technical Bid Opening Check List: {Mandatory Requirements for all Bidder(s)}**

| Sr. No | Description                                                                                                                                                                          | Name of Bidder(s) |        |        |
|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|--------|--------|
|        |                                                                                                                                                                                      | Firm-A            | Firm-B | Firm-C |
|        |                                                                                                                                                                                      | Yes/No            | Yes/No | Yes/No |
| 1.     | Are Both Envelopes Sealed? (Technical & Financial)                                                                                                                                   |                   |        |        |
| 2.     | Are Envelopes properly typed as prescribed in clause 12.23 & 12.25?                                                                                                                  |                   |        |        |
| 3.     | Is Tender Covering Letter format typed properly on Bidder(s) Letter Head with Authorized Signatures & Official Seal as prescribed at <b>Annexure-A</b> ?                             |                   |        |        |
| 4.     | Is Technical Proposal Format at <b>Annexure-C</b> typed properly on Bidder(s) Letter Head with Authorized Signatures & Official Seal?                                                |                   |        |        |
| 5.     | Is Undertaking Format at <b>Annexure-E</b> typed properly on Bidder(s) Letter Head with Authorized Signatures & Official Seal?                                                       |                   |        |        |
| 6.     | Is Affidavit of Non-Litigation and Blacklisting is properly typed on stamp paper valuing of Rs. 100/- with proper required discipline (to be produced by the bidder(s) itself).      |                   |        |        |
| 7.     | Is Affidavit Format at <b>Annexure-F</b> typed properly on Rs. 100/- Stamp paper with Authorized Signatures & Official Seal?                                                         |                   |        |        |
| 8.     | Is Bid Requirement Form at <b>Annexure-G</b> properly Filled with Bidder(s) complete address with Authorized Signatures & Seal?                                                      |                   |        |        |
| 9.     | Is Financial Proposal Format at <b>Annexure-I</b> properly filled by the Bidder(s) complete address along with Authorized Signatures & Seal (to be attached with Financial Proposal) |                   |        |        |
| 10.    | Is Valid Sindh Sales Tax (SST) Certificate(s) provided by the Bidder(s)? (Color copy required).                                                                                      |                   |        |        |
| 11.    | Is Valid National Tax Number (NTN) Certificate(s) provided by the Bidder(s)? (Color copy required).                                                                                  |                   |        |        |
| 12.    | Is Professional Tax Certificate(s) for the Current Financial Year 2020-21 submitted by the Bidder(s) in its Technical Bid(s)?                                                        |                   |        |        |
| 13.    | Are all documents in Technical Proposal submitted by the Bidder(s) duly signed, designated with Official Seal, properly filed, flagged as well as paginated?                         |                   |        |        |
| 14.    | Are detail of all the documents are mentioned in front of the Index                                                                                                                  |                   |        |        |
| 15.    | Valid Registration Certificate issued by the Pakistan Engineering Council.                                                                                                           |                   |        |        |

**Note:** Interested Bidder(s) are advised to fulfill all the requirements as indicated above for passing out the preliminary (Mandatory) Elimination Process.

**FORMAT FOR TECHNICAL PROPOSAL SUBMISSION FORM**

**{This Format of Technical Proposal Form shall be on the Letter Head of the Bidder(s)/Firm(s) and shall be signed by a person competent. It should be included by the Bidder(s) in its Technical Bid(s)}**

(Insert Location & Date)

The Section Officer (B&A)  
Address: Room No. 339, Second Floor,  
Tughlaq House, Excise, Taxation and  
Narcotics Control Department,  
Government of Sindh, Kamal Atta-Turk Road,  
**Karachi.**

**Subject: ESTABLISHMENT / RENOVATION OF FACILITATION CENTER IN  
DG COMPLEX OFFICE BUILDING**

Dear Sir,

I/We, the undersigned, offer to provide the Services in accordance with your request for proposal. I/We are hereby submitting our proposal(s), which includes the Technical Proposal(s) and the Financial Proposal(s) sealed in Two (02) separate envelopes. I/We undertake, if my/our proposal(s) is accepted, to provide the said stores related to the assignment.

2. I/We also confirm that the Government of Sindh has not declared us, or any, ineligible on charges of engaging in corrupt, fraudulent, collusive or coercive practices. I/We furthermore, pledge not to indulge in such practices in competing for or in executing the Contract, and I/We are aware of the relevant provisions of the Proposal Document.

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

I/ We remain,  
Yours sincerely,

Authorized Signature  
(In full and initials)

Name and Designation of Signatory & Seal:

Name of Firm:

**EVALUATION CRITERIA & COMPARISON OF BID(S):**

Bidder(s) who have been qualified on the basis of the preliminary (Mandatory) screening criteria will be eligible for an evaluation criterion. The Goods/stores will evaluate and compare the bid(s) that have been determined to be substantial responsive. The evaluation will be performed assuming the contract will be awarded to the high evaluated bidder(s) for the entire information system as per criteria mentioned in this Standard Bidding Document (SBD).

| SECTION  | REQUIREMENTS                                                                                                                                                                                                                                                                                       | YES | NO |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>1</b> | <b>GENERAL REQUIREMENTS:</b>                                                                                                                                                                                                                                                                       |     |    |
| <b>A</b> | Required to submit the Company Name, Year of Establishment, Address of the Firm (Registered Office), Telephone number(s), Fax number(s) and E-mail Address and must have at-least One (01) registered operational office in Karachi. (Details shall submit with proof).                            |     |    |
| <b>B</b> | Required to submit valid copy of N.I.C of Firm's Authorized Representative (Signing Authority) (Color copy of NIC shall be submit).                                                                                                                                                                |     |    |
| <b>C</b> | Form of Company (Attach Memorandum) Where applicable. <ul style="list-style-type: none"> <li>• Individual.</li> <li>• Private Limited.</li> <li>• Public Limited.</li> <li>• Partnership.</li> <li>• Corporation.</li> <li>• Other(s) (Specify).</li> </ul>                                        |     |    |
| <b>D</b> | Location of the Firm/Company/Contractor (Attach Memorandum) Where Applicable <ul style="list-style-type: none"> <li>• Industrial.</li> <li>• Commercial.</li> <li>• Residential.</li> <li>• Others (Specify).</li> </ul>                                                                           |     |    |
| <b>E</b> | Required to submit the Income Tax Return from FBR Department for the last Three (03) Years.                                                                                                                                                                                                        |     |    |
| <b>F</b> | Required to submit the Sindh Sales Tax Return from SRB Department for the last Three (03) Years.                                                                                                                                                                                                   |     |    |
| <b>G</b> | Valid Certification Mandatory Pakistan Engineering Council Code & Specification Code i.e. (CE-05 & Above) (CE 01-CE 04-CE 09 & CE 10-EE 11                                                                                                                                                         |     |    |
| <b>2</b> | <b>FINANCIAL CAPABILITIES:</b>                                                                                                                                                                                                                                                                     |     |    |
| <b>A</b> | Required to submit the valid current <b><u>Financial Soundness Certificate/Account Maintaining Certificate</u></b> from the concerned Bank.                                                                                                                                                        |     |    |
| <b>B</b> | Required to submit the <b><u>Bank Statement</u></b> without any tempering for at-least past 36-months (03-Years) for the purpose of verification of Firm's Financial Capabilities.                                                                                                                 |     |    |
| <b>C</b> | Required to submit the last 36-months (03-Years) <b>Annual Sales Turnover/Net profit</b> for each year in the respective business, not less than the Bid Cost in a year. Copy of Audit Report i.e. ( <b>Auditor's Report, Balance Sheet, and Profit &amp; Loss Account, Cash flow statement</b> ). |     |    |

| SECTION  | REQUIREMENTS                                                                                                                                                                                                                                                                                                                                                                                                     | YES | NO |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>3</b> | <b>WORKING EXPERIENCE:</b>                                                                                                                                                                                                                                                                                                                                                                                       |     |    |
| <b>A</b> | The Concerned Firm / Company / Vendor shall provide the details of similar works and cost, completed during the last 03 years. Valid Documentary evidence shall be submitted in shape of copies of Purchase orders/work orders/agreements/completion certificates. <b><i>(Minimum 5-proofs required for the last 03-Years Work Experience in relating to the concerned field).</i></b>                           |     |    |
| <b>B</b> | The concerned Firm/Company/Vendor shall have well-experienced in similar Service in Government/Private Institutions with documentary evidence. (At least 2-valid documentary proof shall be submitted in shape of Work/Job Order, or any other written proof which has acceptable as per rules).                                                                                                                 |     |    |
| <b>C</b> | Require to submit the capability of work in different locations/areas of Sindh, support activities along with the list of their clients in Sindh, or in any other province of Pakistan with their contact number to whom similar work has been completed <b><i>(At least 05-Proofs required) work competition.</i></b>                                                                                           |     |    |
| <b>4</b> | <b>CERTIFICATIONS:</b>                                                                                                                                                                                                                                                                                                                                                                                           |     |    |
| <b>A</b> | Required to submit at least Ten (10) valid Satisfaction/Work Completion Certificates from the Clients/Customers at Client Official Letter Head with required discipline that the Firm(s)/Contractor(s) has provided the required services as per Procuring Agency requirement and on scheduled time during in the contract period for last 03 Years. At least Three (03) Proofs shall be submitted of each Year. |     |    |
| <b>B</b> | Authorized Representative Certificate must have attached with bid and one copy with representative whom attend the bid opening meeting.                                                                                                                                                                                                                                                                          |     |    |

**UNDERTAKING:**

**{This undertaking format shall be on the Letter Head of the Bidder(s)/Firm(s) and shall be signed by a person competent. It shall be included by the Bidder in its Technical Bid(s)}**

It is certified that the information furnished here in and as per the Documents submitted is true and correct and nothing has been concealed and tampered with. We have gone through all the conditions of Tender and are liable to any punitive action for furnishing false information / Documents.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2021

Signature

\_\_\_\_\_  
In the capacity of (Company Seal)

Duly authorized to sign Bids for and on behalf of:

**AFFIDAVIT FORMAT:**

**{This Affidavit format shall be on the Stamp Paper valuing Rs. 100/- with attestation of Notary Public and shall be signed by a person competent. It shall be included by the Bidder(s) in its Technical Bid(s)}**

I/We, M/s. \_\_\_\_\_ (Insert Company Name) \_\_\_\_\_, located at \_\_\_\_\_  
\_\_\_\_\_ (Insert Company Address) \_\_\_\_\_, through its proprietor namely  
Mr. \_\_\_\_\_ (Insert Name) S/o. \_\_\_\_\_ (Insert Name) \_\_\_\_\_, bearing CNIC  
No. \_\_\_\_\_ (Insert I.D Card Number) \_\_\_\_\_, resident of \_\_\_\_\_ (Insert Home Address) \_\_\_\_\_ is  
hereby confirmed that we have carefully read all Terms and Conditions of the Tender and  
also agreed to abide SPPRA Rules-2010 (Amended-2020) for the Establishment/Renovation  
of Facilitation Center In DG Complex Office Building during the validity of Contract.

**1. I/We also do hereby state and declare on oath as under: -**

- a.) That I/We will remain bound to renovate as an additional quantity at the same rate(s) on which said item(s)/Goods(s)/Store(s) I/We have renovated office building during the Contract Period.
- b.) That I/We agree whether our Tender accepted for Total, Partial **or** Enhanced Quantity for all **or** any Single Item.
- c.) That I/We also agree to renovate and accept the said item(s)/store(s)/good(s) at the rates for the renovate of contracted quantity within the stipulated period shown in the contract.
- d.) I /We understand and ensure for the renovates per the Tender Requirements.
- e.) I/We also agree to re-renovate the 100% additional quantity without any additional charges, if the renovate declared sub-standard.
- f.) I/We understand that, if any of the information submitted in accordance to this Tender inquiry found incorrect or false, my/our contract may be cancelled at any stage on my/our cost and risk.
- g.) I/We also undertake that my/our firm has neither been Black Listed, nor having any dispute with any Government or Semi-Government Organization(s) and also there is no litigation against the firm, moreover my/our Firm has not been bankrupted.
- h.) That I /We are true deponent of this affidavit and will conversant with the facts deposed herein.

**2. Whatever stated above is true and correct to the best of my/our knowledge and belief.**

**Signature of the Bidder(s) Name:**  
**Designation with Seal of the Firm(s):**

**Date:** \_\_\_\_\_

**FORM OF BID REQUIREMENTS:**

| <b>Sr. No</b> | <b>Subject</b>                                                                                                                                            | <b>Provision</b>                                                                                                                                                                                                                         |
|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1.</b>     | Amount of Earnest Money in the form of Pay order                                                                                                          | 05% of the Total Bid Amount in favor of Section Officer (B&A), Excise, Taxation & Narcotics Control Department, Karachi.                                                                                                                 |
| <b>2.</b>     | Performance Security                                                                                                                                      | 10% of the Bid amount at the time of signing of the contract.                                                                                                                                                                            |
| <b>3.</b>     | Validity Period of Performance Security                                                                                                                   | For a Period of 12-Months after signing of Agreement.                                                                                                                                                                                    |
| <b>4.</b>     | Surety for the proposed Performance Security (state the name and address of the proposed scheduled Bank from whom Performance Security shall be obtained) | Any Scheduled Bank in Pakistan.                                                                                                                                                                                                          |
| <b>5.</b>     | Venue of Submission of Bid                                                                                                                                | 2 <sup>nd</sup> Floor, Tughlaq House, Excise, Taxation and Narcotics Control Department, Government of Sindh.                                                                                                                            |
| <b>6.</b>     | Company(s)/Firm(s)/Bidder(s)/Contractor(s) Official Address for serving of Notices                                                                        | _____                                                                                                                                                                                                                                    |
| <b>7.</b>     | Procuring Agency's Address for serving of notices                                                                                                         | Additional Secretary (Admn-I)<br>Phone: +92-21-99212901<br><b>Address:</b> Room No. 338-A, Second Floor, Tughlaq House, Excise, Taxation and Narcotics Control Department, Government of Sindh, Kamal Atta-Turk Road, Karachi, Pakistan. |

\_\_\_\_\_  
(Authorized Signature on behalf of Bidder & Company Seal)

**ANNEXURE-H:**

**FORMAT FOR INTEGRITY PACT:**

**(This Integrity Pact Format shall be on the stamp Paper valuing Rs. 100/- submitted by the successful Bidder(s) with attestation of Notary Public).**

Contract Number: \_\_\_\_\_

Dated: \_\_\_\_\_

Contract Value: \_\_\_\_\_

Contract Title: \_\_\_\_\_

1. M/s. \_\_\_\_\_ hereby declares that it has no 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.

2. Without limiting the generality of the foregoing, M/s. \_\_\_\_\_ 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 including the procurement of a contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from Excise, Taxation and Narcotics Control Department Government of Sindh, except that which has been expressly declared pursuant hereto.

3. M/s. \_\_\_\_\_ certifies 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 Excise, Taxation and Narcotics Control Department Government of Sindh and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

4. M/s. \_\_\_\_\_ 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 right and remedies available to Excise, Taxation and Narcotics Control Department, Government of Sindh under any law, contract or other instrument, be voidable at the option of Excise, Taxation and Narcotics Control Department, Government of Sindh.

5. Notwithstanding any rights and remedies exercised by Excise, Taxation and Narcotics Control Department, Government of Sindh in this regard, M/s. \_\_\_\_\_ agrees to indemnify Excise, Taxation and Narcotics Control Department, Government of Sindh for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to Excise, Taxation and Narcotics Control Department, Government of Sindh in an amount equivalent to Ten Time the sum of any commission, Gratification, Bribe, Finder's Fee or Kickback given by M/s. \_\_\_\_\_ 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 Excise, Taxation and Narcotics Control Department, Government of Sindh.

\_\_\_\_\_  
(Excise, Taxation and Narcotics  
Control Department)

\_\_\_\_\_  
(Bidders Authorized Signatures with Official Stamp)

**FORMAT FOR FINANCIAL PROPOSAL SUBMISION FORM:**

**(This format of Financial Proposal Form shall be on the Letter Head of the Bidder(s)/Firm(s) and should be signed by a person competent. It should be included by the Bidder(s) in its Financial Bid(s))**

To,

The Section Officer (B&A)  
Room No. 339, Second Floor, Tughlaq House,  
Excise, Taxation and Narcotics Control Department,  
Government of Sindh, Kamal Atta-Turk Road, Karachi

**Subject: ESTABLISHMENT / RENOVATION OF FACILITATION CENTER IN  
DG COMPLEX OFFICE BUILDING**

**(Bidder(s) are requested to fill the Blank spaces in this form of Bid).**

Dear Sir,

1. Having inspected site and checked all local conditions and having also examined all Bid Documents including the Instruction to the Bidders, General Conditions of Contract and Schedule of Requirement, I/We the undersigned offer to provide the renovation/ services in conformity with the Bid Documents including Instructions to Bidder, General Conditions of Contract and Schedule of Requirement for the total sums as specified at **Bill of Quantities**, as agreed upon under the contract.
2. I/We accept the above bid documents as valid and binding including those parts not countersigned in fully by us.
3. I/We conform that we have satisfied ourselves about the goods and all other conditions which influence or may influence the goods, and I/We do not require any clarification and additional information thereto and that I/We cannot raise any claim for not knowing them.
4. I/We undertake to carry out such alternations, additions or curtailments of the Goods as may from time to time be determined and ordered in writing by the Excise, Taxation and Narcotics Control Department, Government of Sindh, in accordance with the contract.
5. The rates and prices which I/We have quoted and all information and data attached with our Bid(s) are complete and without any hidden Technical & Financial reservations or implications. They have been duly checked and are correct in every aspect.
6. The rates and prices entered in the Bid(s) are firm and are inclusive of all cost of manpower, labor, equipment, custom duties, sales tax, surcharges, local and Federal Taxes, insurances, royalties, overhead and profit and all other direct and indirect costs related to and connected with the satisfactory execution of Goods.
7. I/We undertake if our Bid is accepted to sign the Agreement of Contract within Three (03) working days of the issue of the Letter of Award.
8. If my/our Bid is accepted we will furnish a Performance Security from a scheduled bank approved by the Excise, Taxation and Narcotics Control Department, Government of Sindh, for the amount of 10% of the Bid amount.
9. I/We agree to pay all costs towards the preparation of the Agreement of Contract.
10. I/We further agree to abide by this Bid for a period of (90) Ninety calendar days from the date of opening of the Bid and it shall remain binding upon us for this period.

11. Unless and until a formal agreement is prepared and signed, the Bid Documents together with your written acceptance thereof shall constitute a binding contract between us.
12. I/We understand that you are not bound to accept the lowest or any Bid, you may receive.

Dated: This \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Signature of the Bidder \_\_\_\_\_

Duly authorized to sign the Bid with official seal on behalf of:

\_\_\_\_\_  
Name of bidder in block letters

\_\_\_\_\_  
Designation of the Bidder

\_\_\_\_\_  
Address

In presence of:

\_\_\_\_\_  
Name of witness

\_\_\_\_\_  
Designation of the witness

\_\_\_\_\_  
Address

\_\_\_\_\_  
**[Signature for and on behalf of Manufacturer with Official Seal]**

**FORMAT FOR PERFORMANCE SECURITY FORM**

**(BANK GUARANTEE)**

Guarantee No. \_\_\_\_\_

Executed on \_\_\_\_\_

Expiry Date: \_\_\_\_\_

(Letter by the Guarantor to the Excise, Taxation and Narcotics Control Department,  
Government of Sindh)

Name of Guarantor (Scheduled Bank in Pakistan) with  
Address: \_\_\_\_\_

Name of the Principal (Contractor) with  
Address: \_\_\_\_\_

Penal Sum of Security (express in words and  
Figures) \_\_\_\_\_

Letter of Acceptance No: \_\_\_\_\_ Dated \_\_\_\_\_

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Standard Bidding Document and above said letter of acceptance (hereinafter called the Documents) and at the request of the said Principal we, the Guarantor above name, are held and firmly bound unto the Government of Sindh, Excise, Taxation and Narcotics Control Department, Sindh Secretariat, Karachi (hereinafter called the Procuring Agency) in the penal sum of the amount stated above, for the payment of which sum well and truly to be made to the said Procuring Agency, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITIONS OF THIS OBLIGATION IS SUCH that whereas the Principal has accepted the Government of Sindh Excise, Taxation and Narcotics Control Department's above said Letter of Acceptance for \_\_\_\_\_ (Name of Contract) for the \_\_\_\_\_ (Name of Project / Scheme).

NOW THEREFORE, if the Principal (Contractor) shall well and truly perform and fulfill all the undertakings, covenants, terms and conditions of the said Documents during the original terms of the said Documents and any extensions thereof that may be granted by Excise, Taxation and Narcotics Control Department, Government of Sindh, with or without notice to the Guarantor, which notice is, hereby, waived and shall also well and truly perform and fulfill all the undertakings, covenants terms and conditions of the Contract and of any and all modifications of the said Documents that may hereafter be made, notice of which modifications to the Guarantor being hereby waived, then, this obligation to be void; otherwise to remain in full force and virtue till all requirements, Remedying Defects, of Conditions of Contract are fulfilled.

Our total liability under this Guarantee is limited to the sum stated above and it is condition of any liability attaching to us under this Guarantee that the claim for payment in writing shall be received by us within the validity period of this Guarantee, failing which we shall be discharged of our Liability, if any, under this Guarantee.

We, \_\_\_\_\_(the Guarantor), waiving all objections and defenses under the Contract, do hereby irrevocably and independently guarantee to pay to the Procuring Agency without delay upon the Procuring Agency's first written demand without cavil or arguments and without requiring the Procuring Agency to prove or to show grounds or reasons for such demand any sum or sums up to the amount stated above, against the Procuring Agency's written declaration that the Principal has refused or failed to perform the obligations under the Contract, for which payment will be effected by the Guarantor to Procuring Agency's designated Bank & Account Number.

PROVIDED ALSO THAT the Government of Sindh, Excise, Taxation and Narcotics Control Department will be the sole and Final judge for deciding whether the Principal (Contractor) has duly performed his obligations under the contract or has defaulted in fulfilling said obligations and the Guarantor shall pay without objection any sum or sums up to the amount stated above upon first written demand from the Procuring the Agency forthwith and without any reference to the Principal or any other person.

IN WITNESS WHEREOF, the above bounded Guarantor has executed this Instrument under its seal on the date indicated above, the name and corporate seal of the Guarantor being hereto affixed and these presents duly signed, designated by its undersigned representative, pursuant to authority of its governing body.

|                                                 |                                                       |
|-------------------------------------------------|-------------------------------------------------------|
|                                                 | _____<br>Guarantor (Bank)                             |
| Witness:                                        |                                                       |
| 1. _____<br>_____<br>Corporate Secretary (Seal) | 1. Signature _____<br>2. Name _____<br>3. Title _____ |
| 2. _____<br>_____<br>(Name, Title & Address)    | _____<br>Corporate Guarantor (Seal)                   |

# **BILL OF QUANTITIES**

## **ANNEXURE-K**

**ESTABLISHMENT/RENOVATION OF FACILITATION**  
**CENTER IN DG COMPLEX OFFICE**

**ABSTRACT**

| S. No. | DESCRIPTION OF ITEMS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | QUANTITY        | RATE       | UNIT             | AMOUNT         |
|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|------------|------------------|----------------|
| (A)    | <b><u>PART(A) Civil Work Schedule Item</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                 |            |                  |                |
| 1      | Dismantling cement block masonry (S.I.NO.14/ P-10).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                 |            |                  |                |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>244.00</b>   | <b>Cft</b> | 1134 / 375 % Cft | 2,768 / 00     |
| 2      | Dismantling cement concrete reinforced separating reinforce cement from concrete cleaning and straightening the same. (S.I.NO.20/ P-10).                                                                                                                                                                                                                                                                                                                                                                                                                                       |                 |            |                  |                |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>496.00</b>   | <b>Cft</b> | 5,445 / 50 % Cft | 27,007 / 00    |
| 3      | (c.) Dismantling cement concrete plain 1: 2: 4:.(S.I.N.19C/P-10)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                 |            |                  |                |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>7543.00</b>  | <b>Cft</b> | 3,327 / 50 % Cft | 250,993 / 00   |
| 4      | R.C.C. work including all labor and material except the cost of steel reinforcement and its labor for bending and blinding which will be paid separately. This rate also included a all kind of forms molds lifting shuttering curing rendering and finishing the exposed surface including screening and washing of shingle (a) RCC work in roof slab, beams columns rafts lintels and other structural member laid in situ or precast laid in position complete in all respect (I) ratio1:2:4 90 Lbs. Cement 2Cft. Sand 4Cft Shingle 1/8" to 1/4" Gauge (S.I. No.6-a-i P-18) |                 |            |                  |                |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>496.00</b>   | <b>Cft</b> | 337 / 00 P.Cft   | 167,152 / 00   |
| 5      | 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 /P- )                                                                                                                                                                                                                                                                                                                                                  |                 |            |                  |                |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>1,774.00</b> | <b>Cft</b> | 1577 / 01 P.Cft  | 279,778 / 00   |
| 6      | Applying floating coat of Cement 1/32" thick. (S.I. No /P-)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                 |            |                  |                |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>7,096.00</b> | <b>Sft</b> | 660 / 0 % Sft    | 46,834 / 00    |
| 7      | Cement plaster 1 : 4 up to 12' height (C) 3/4" thick (S.I. No. 11(d) P-52)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                 |            |                  |                |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>7,096.00</b> | <b>Sft</b> | 3191 / 76 % Sft  | 226,487 / 00   |
| 8      | Supplying & fixing in positions Aluminum channels framing for sliding windows &van of Alcop made with 5 mm thick tinted glass glazing (Belgium) & Aluminum fly screen l/c handles stoppers & locking arrangement etc. complete. (b) Deluxe model (Bronze) (S.I. No.83-b P-108)                                                                                                                                                                                                                                                                                                 |                 |            |                  |                |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>990.00</b>   | <b>Sft</b> | 1647 / 69 P.Sft  | 1,631,213 / 00 |
| 9      | Providing & fixing of Aluminum fix partition & imposition aluminum channels framing for hinged doors of Alcop made with 5mm thick tinted glass glazing (Belgium)and Alpha (Japan) locks l/c handles, stoppers etc. complete, (b) Deluxe model (Bronze) (S.I. No.83(b) / P-108)                                                                                                                                                                                                                                                                                                 |                 |            |                  |                |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>619.50</b>   | <b>Sft</b> | 1507 / 66 P.Sft  | 933,995 / 00   |
| 10     | Applying Chemical polishing on existing mosaic marble flooring dado including cleaning grinding with carborundum stone / sand paper and applying chemical polishing as per requirement. (S.I. No.70 / P-49)                                                                                                                                                                                                                                                                                                                                                                    |                 |            |                  |                |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>5,097.00</b> | <b>Sft</b> | 36 / 60 P.Sft    | 186,550 / 00   |
| 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 2nd Class deodar wood skeleton (Solid) styles and rails core of partial wood and teak ply wood (3-ply) on both sides i/e hold fasts, hinges, iron tower belts, handles and cleats with cord etc. complete (S.I. No. 58 / P-65)                                                                                                                                                                                                        |                 |            |                  |                |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>692.21</b>   | <b>Sft</b> | 706 / 23 P.Sft   | 488,860 / 00   |

| S. No. | DESCRIPTION OF ITEMS                                                                                                                                                                                                                  | QUANTITY               | RATE            | UNIT         | AMOUNT                |
|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------------|--------------|-----------------------|
| 12     | Providing & fixing M.S. grill for Doors, Mash M.S Plate with other accessories (S.I. No. 24 / P-92)                                                                                                                                   |                        |                 |              |                       |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                | <b>80.00 Sft</b>       | <b>726 / 72</b> | <b>P.Sft</b> | <b>58,138 / 00</b>    |
| 13     | Providing & Fixing of Jute Felt Paper, with all necessary material complete labor directed by site engineer in charge (S.I. No. 42 / P-39)                                                                                            |                        |                 |              |                       |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                | <b>23,330.00 Sft</b>   | <b>106 / 73</b> | <b>P.Sft</b> | <b>2,490,011 / 00</b> |
| 14     | Providing & Fixing of cement paving blocks flooring having size of 197x97x60 (mm) of city / quddra / cobble b/w 5000 psi to 8500 psi i/e fitting the joints with hill sand and in specified manner / pattern and design etc. complete |                        |                 |              |                       |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                | <b>4,000.00 Sft</b>    | <b>223 / 97</b> | <b>P.Sft</b> | <b>895,880 / 00</b>   |
|        |                                                                                                                                                                                                                                       | <b>On or Above 20%</b> |                 | <b>Total</b> | <b>7,685,666 / 00</b> |

**(B) CIVIL WORK Non-Schedule Items**

| S. No. | DESCRIPTION OF ITEMS                                                                                                                                                                                                                                                                                                                                                                                                                        | QUANTITY             | RATE       | UNIT         | AMOUNT      |
|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------|--------------|-------------|
| 1      | Preparing the surface and painting with Plastic Emulation l/c rubbing the surface with rubbing brick / sand Paper, filling the voids with chalk / plaster of Paris and then painting with weather coat of approved make. 3 subsequent coat                                                                                                                                                                                                  |                      |            |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>31,453.00 Sft</b> | <b>/ 0</b> | <b>P.Sft</b> | <b>/ 00</b> |
| 2      | Preparing the surface and painting with weather coat l/e. rubbing the surface with rubbing brick / sand Paper, filling the voids with chalk / plaster of Paris and then painting with weather coat of approved make. 2 <sup>nd</sup> & subsequent coat.                                                                                                                                                                                     |                      |            |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>10,528.00 Sft</b> | <b>/ 0</b> | <b>P.Sft</b> | <b>/ 00</b> |
| 3      | Painting Old surface painting doors and Windows any type Each subsequent coat.                                                                                                                                                                                                                                                                                                                                                              |                      |            |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>4,095.00 Sft</b>  | <b>/ 0</b> | <b>P.Sft</b> | <b>/ 00</b> |
| 4      | Providing and fixing fiber glass shade 3 to 4 mm thick sheet approved design shape fixed on M.S. frame pipe square shape 3" x 1-1/2" and dividing in 5'-0 c/c and vertical sport which take load 4" dia pipe fixed in earth with c.c. plate form required size i/c welding charges cartage etc. complete as directed by Engineer In-charge.                                                                                                 |                      |            |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>2,338.00 Sft</b>  | <b>/ 0</b> | <b>P.Sft</b> | <b>/ 00</b> |
| 5      | Repairing of M.S. gate barrier replacement of M.S. 4" dia pipe and resting frame and fixed in C.C. platform i/c painting with special paint and past on reflector tap etc. complete as directed by Engineer In-charge.                                                                                                                                                                                                                      |                      |            |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>2.00 Sft</b>      | <b>/ 0</b> | <b>P.Sft</b> | <b>/ 00</b> |
| 6      | Providing & fixing False ceiling of Gypsum Fiber board in/c, frame work of aluminum double channel Section hanged with Nails, Hooks, wire to ceiling etc. as directed by the Engineer.                                                                                                                                                                                                                                                      |                      |            |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>12,065.00 Sft</b> | <b>/ 0</b> | <b>P.Sft</b> | <b>/ 00</b> |
| 7      | Dismantling of tiles with manually method from wall, floor etc complete by Engineer In-charge.                                                                                                                                                                                                                                                                                                                                              |                      |            |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>14,252.70 Sft</b> | <b>/ 0</b> | <b>P.Sft</b> | <b>/ 00</b> |
| 8      | Providing & fixing Porcelain Tiles 24"x 24" x 1/4 Master Brand or equivalent as approved sizes specified approved quality make design and color in/c jointing in white cement in/c. washing of tiles and filling of joints with slurry of white cement in desired shapes with finishing in/c. cutting of tiles to proper profile i/e all respect labor and necessary required material as directed by the Engineer in-charge etc. complete. |                      |            |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>12,320.00 Sft</b> | <b>/ 0</b> | <b>P.Sft</b> | <b>/ 00</b> |
| 9      | Providing & Labor Bath room tiles glazed or matt glazed make having size 12"x18" Master or equivalent jointed in white cement and laid over 1:2 grey cement sand mortar 3/4" thick in/c finishing & filling of joints with slurry of white cement or tile grout in desired shape in/c cutting of tiles to proper profile (On Floor)                                                                                                         |                      |            |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>3,691.00 Sft</b>  | <b>/ 0</b> | <b>P.Sft</b> | <b>/ 00</b> |
| 10     | P/F M.S. grill squire bar 3/8" x 3/8" at 6" c/c 1" x 1/8" Patti all around and horizontal bar 6 nos. bar 3/8" x 3/8" i/c design, shape approved by authority i/c cartage labour charges etc. complete by Engineer In-charge.                                                                                                                                                                                                                |                      |            |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>330.00 Sft</b>    | <b>/ 0</b> | <b>P.Sft</b> | <b>/ 00</b> |

| S. No. | DESCRIPTION OF ITEMS                                                                                                                                                                                                                                                                    | QUANTITY             | RATE         | UNIT         | AMOUNT      |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|--------------|--------------|-------------|
| 11     | Providing & fixing European white glazed earthen ware wash down W.C pan complete with & i/c the cost of white /black plastic seat and laid with C.P. brass hinges.                                                                                                                      |                      |              |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                  | <b>9.00 Nos</b>      | <b>/ 0</b>   | <b>Each</b>  | <b>/ 00</b> |
| 12     | Providing & Fixing Solid Deader Wooden Door and windows 1-1/2 thick i/c framing of door i/c wastage and approved design shape and without Chokhat i/c cost of labour and cartage etc. complete as directed by Engineer In-charge.                                                       |                      |              |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                  | <b>318.43 Sft</b>    | <b>/ 0</b>   | <b>P.Cft</b> | <b>/ 00</b> |
| 13     | Providing & Fixing solid wooden chowkhats of size 7"x3.5" 2" by 7" & 2" by 8" up to Thickness 2", hinges fixing 1st Class Parcel Wood etc. complete by engineer incharge                                                                                                                |                      |              |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                  | <b>576.00 Rft</b>    | <b>/ 0</b>   | <b>P.Rft</b> | <b>/ 00</b> |
| 14     | Providing & Fixing removing of roof plaster with steel brush then applying 2 coat of flouting cement over roof 3/4 thick ratio 1..4 etc. complete labor and material by site engineer incharge                                                                                          |                      |              |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                  | <b>19,223.00 Sft</b> | <b>/ 0</b>   | <b>P.Sft</b> | <b>/ 00</b> |
| 15     | P/F wooden lasani sheet 3/4" thick, make shelves rack, tables in drawz and framing for partial wood 1-1/2" x 1" and using Formica past glue etc complete by Engineer In-charge.                                                                                                         |                      |              |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                  | <b>324.00 Sft</b>    | <b>/ 0</b>   | <b>P.Sft</b> | <b>/ 00</b> |
| 16     | Providing & Fixing door closer imported best quality etc complete by Engineer In-charge.                                                                                                                                                                                                |                      |              |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                  | <b>25.00 Nos</b>     | <b>/ 0</b>   | <b>Each</b>  | <b>/ 00</b> |
| 17     | Providing & Fixing door Lock Brass madke italy or equal approved quality and designer etc. complete                                                                                                                                                                                     |                      |              |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                  | <b>7.00 Nos</b>      | <b>/ 0</b>   | <b>Each</b>  | <b>/ 00</b> |
| 18     | Providing & Fixing Mortice lock fancy type best quality as directed by Engineer In-charge.                                                                                                                                                                                              |                      |              |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                  | <b>25.00 Nos</b>     | <b>/ 0</b>   | <b>Each</b>  | <b>/ 00</b> |
| 19     | Distempering of Two coat                                                                                                                                                                                                                                                                |                      |              |              |             |
| 20     | Providing & Fixing of Granite Marble Repolishing Having size 6.0x2-0 up to and 1 inch thickness cutting edges making round gola and fixing at site including and cartage charging fixing at site very carefully and filling joints with silicone n/c levelling fixing etc. complete i.e |                      |              |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                  | <b>396.00 Sft</b>    | <b>/ 0</b>   | <b>P.Sft</b> | <b>/ 00</b> |
| 21     | Suppling & Fixing of 12mm glass patrician for counter top m/c fitting with SS hinges, Stands and making joints with silicone etc. and also m/c cost of labour cartage and loading carefully etc. complete as directed by i.e                                                            |                      |              |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                  | <b>280.00 Sft</b>    | <b>/ 0</b>   | <b>P.Sft</b> | <b>/ 00</b> |
| 22     | Removing of debries from side to KMC limi by truck m/c loading unloading and cartage etc. complete by e/i                                                                                                                                                                               |                      |              |              |             |
|        | Qty N.S Item Sr.No. 07 14,252 Sft                                                                                                                                                                                                                                                       |                      |              |              |             |
|        | Qty N.S Item Sr.No. 14 19,223.00 Sft                                                                                                                                                                                                                                                    |                      |              |              |             |
|        | Qty N.S Item Totaling 33475.00 Sft                                                                                                                                                                                                                                                      |                      |              |              |             |
|        | For CFT333475.00 x 0.08= 2678.00 Cft Qty (A)                                                                                                                                                                                                                                            |                      |              |              |             |
|        | Qty S Item Sr.No. 01 244.00 Cft                                                                                                                                                                                                                                                         |                      |              |              |             |
|        | Qty S Item Sr.No. 02 496.00 Cft                                                                                                                                                                                                                                                         |                      |              |              |             |
|        | Qty S Item Sr.No. 03 7543.00 Cft                                                                                                                                                                                                                                                        |                      |              |              |             |
|        | Qty S Item Totaling 8283.00 Cft                                                                                                                                                                                                                                                         |                      |              |              |             |
|        | QTY (B) 8283.00 Cft                                                                                                                                                                                                                                                                     |                      |              |              |             |
|        | For Dampers 10961 / 150 = 73                                                                                                                                                                                                                                                            |                      |              |              |             |
|        | <b>TOTAL QUANTITY:</b>                                                                                                                                                                                                                                                                  | <b>73 Each</b>       | <b>/ 0</b>   | <b>Each</b>  | <b>/ 00</b> |
|        |                                                                                                                                                                                                                                                                                         |                      | <b>Total</b> | <b>-</b>     | <b>00</b>   |

**(C) WATER SUPPLY AND SANITARY FITTINGS. (Schedule Items)**

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                        |              |                         |      |   |    |                    |        |                |             |
|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--------------|-------------------------|------|---|----|--------------------|--------|----------------|-------------|
| 1 | Providing & fixing 24"x18" lavatory basin in white glazed earthen ware complete with & i/c the cost of W.I. or C.I cantilever brackets 6 inches built into wall, painted white in two coat after a primary coat of red lead paints, a pair of 1/2" dia rubber plug & chrome plate brass chain 1-1/4" dia malleable iron or C.P. brass traps malleable iron or brass unions and making requisite number of holes in walls, plinth & floor for pipe connection and making good in cement concrete 1:2:4 (Standard Pattern) (S.I. No.80 - P-3) | <b>TOTAL QUANTITY:</b> | <b>11.00</b> | <b>Nos.</b>             | 4253 | / | 70 | Each               | 46,791 | /              | 00          |
| 2 | S/Fixing long bib-cock of superior quality with c.p head 1/2" dia. (S.I. No.13-a / P-19)                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>TOTAL QUANTITY:</b> | <b>11.00</b> | <b>Nos.</b>             | 1109 | / | 46 | Each               | 12,204 | /              | 00          |
| 3 | Supplying & fixing CP muslim shower with crystal head etc. complete. (S.I. No.19(b) / P-19)                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>TOTAL QUANTITY:</b> | <b>11.00</b> | <b>Nos.</b>             | 3432 | / | 0  | Each               | 37,752 | /              | 00          |
| 4 | Pedestal(S.I)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>TOTAL QUANTITY:</b> | <b>11.00</b> | <b>Nos.</b>             | 938  | / | 47 | Each               | 10,323 | /              | 00          |
| 5 | Wash Basin Mixture (S.I)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>TOTAL QUANTITY:</b> | <b>11.00</b> | <b>Nos.</b>             | 3179 | / | 0  | Each               | 34,969 | /              | 00          |
|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                        |              | <b>On or Above 15 %</b> |      |   |    | <b>Sub-TOTAL C</b> |        | <b>142,039</b> | <b>/ 00</b> |

**(D) WATER SUPPLY AND SANITARY FITTINGS. (Non Schedule Items)**

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                        |               |             |       |   |   |       |  |   |    |
|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|---------------|-------------|-------|---|---|-------|--|---|----|
| 1 | Providing & fixing European white glazed earthen ware wash down w.c pan complete with & i/c the cost of white /black plastic seat and laid with c.p. brass hinges.                                                                                                                                                                                                                                                                                                              | <b>TOTAL QUANTITY:</b> | <b>9.00</b>   | <b>Nos.</b> |       | / | 0 | Each  |  | / | 00 |
| 2 | Providing & fixing UPVC Water Supply pipe dia i/c cutting making jointing with switch pest with special approved quality i/e. all cost of labor etc. Complete.                                                                                                                                                                                                                                                                                                                  |                        |               |             |       |   |   |       |  |   |    |
|   | 3/4" Dia                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>TOTAL QUANTITY:</b> | <b>725.00</b> | <b>Rft</b>  |       | / | 0 | P.Rft |  | / | 00 |
|   | 1" Dia                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>TOTAL QUANTITY:</b> | <b>220.00</b> | <b>Rft</b>  |       | / | 0 | P.Rft |  | / | 00 |
|   | 1 1/2 Dia                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>TOTAL QUANTITY:</b> | <b>180.00</b> | <b>Rft</b>  |       | / | 0 | P.Rft |  | / | 00 |
|   | 2" Dia                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>TOTAL QUANTITY:</b> | <b>170.00</b> | <b>Rft</b>  |       | / | 0 | P.Rft |  | / | 00 |
| 3 | Providing & fixing UPVC pipe dia i/c cutting making jointing with switch pest with special approved quality i/c all cost of labor etc. Complete.                                                                                                                                                                                                                                                                                                                                |                        |               |             |       |   |   |       |  |   |    |
|   | 3" Dia                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>TOTAL QUANTITY:</b> | <b>340.00</b> | <b>Rft</b>  |       | / | 0 | P.Rft |  | / | 00 |
|   | 4" Dia                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>TOTAL QUANTITY:</b> | <b>120.00</b> | <b>Rft</b>  |       | / | 0 | P.Rft |  | / | 00 |
|   | 6" Dia                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>TOTAL QUANTITY:</b> | <b>225.00</b> | <b>Rft</b>  |       | / | 0 | P.Rft |  | / | 00 |
| 4 | Providing & fixing UPVC fitting 4/3" dia of pakarab of approved quality on wall upto 60ft with plastic clamp paid separately this also i/c cutting making jointing with switch pest with special approved quality i/c all cost of labor etc. Complete.                                                                                                                                                                                                                          |                        |               |             |       |   |   |       |  |   |    |
|   | 3" Plug Tee                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>TOTAL QUANTITY:</b> | <b>24.00</b>  | <b>Nos.</b> |       | / | 0 | Each  |  | / | 00 |
|   | 3" Y Tee / Tee                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>TOTAL QUANTITY:</b> | <b>18.00</b>  | <b>Nos.</b> |       | / | 0 | Each  |  | / | 00 |
|   | 3" Dia Elbow                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>TOTAL QUANTITY:</b> | <b>24.00</b>  | <b>Nos.</b> |       | / | 0 | Each  |  | / | 00 |
|   | 4" Dia Socket                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>TOTAL QUANTITY:</b> | <b>24.00</b>  | <b>Nos.</b> |       | / | 0 | Each  |  | / | 00 |
|   | 3" Dia Floor Trap                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>TOTAL QUANTITY:</b> | <b>11.00</b>  | <b>Nos.</b> |       | / | 0 | Each  |  | / | 00 |
|   | 4" Dia Floor Trap                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>TOTAL QUANTITY:</b> | <b>11.00</b>  | <b>Nos.</b> |       | / | 0 | Each  |  | / | 00 |
| 5 | Construction of manhole or inspection chamber of 2'-0x2-0 & upto 3'.0 inside dimension for required dia circular sewer with walls of solid block masonry 1:3:6 set in cement sand mortar 6" thick with 6" thick CC 1:4:8 in foundation, 1/2" thick plaster in 1:4 ratio to wall to all inside wall surface & to top 1" thick C.C. flooring etc. including curing excavation, back filling & disposal of surplus earth as directed by the Engineer Incharge 18"x18"up to 24"x24" | <b>TOTAL QUANTITY:</b> | <b>10.00</b>  | <b>Nos.</b> | 15000 | / | 0 | Each  |  | / | 00 |
| 7 | Providing & fixing Gate Value Brass N/C nessasry fitting and cost of carriage etc complete by Engineer incharge                                                                                                                                                                                                                                                                                                                                                                 |                        |               |             |       |   |   |       |  |   |    |
|   | 3/4" Dia                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>TOTAL QUANTITY:</b> | <b>11.00</b>  | <b>Each</b> |       | / | 0 | P.Rft |  | / | 00 |
|   | 1" Dia                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>TOTAL QUANTITY:</b> | <b>11.00</b>  | <b>Each</b> |       | / | 0 | P.Rft |  | / | 00 |

|          |                                                                                                                                                                                                                                         |                 |       |      |   |   |                    |                  |             |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-------|------|---|---|--------------------|------------------|-------------|
| 1        | 1/2 Dia                                                                                                                                                                                                                                 | TOTAL QUANTITY: | 5.00  | Each | / | 0 | P.Rft              | /                | 00          |
|          | 2" Dia                                                                                                                                                                                                                                  | TOTAL QUANTITY: | 5.00  | Each | / | 0 | P.Rft              | /                | 00          |
| 8        | Providing & fixing Floor Trap Jali 6"x6" to 8"x8" Size best quality etc complete by Engineer incharge                                                                                                                                   |                 |       |      |   |   |                    |                  |             |
|          |                                                                                                                                                                                                                                         | TOTAL QUANTITY: | 22.00 | Each | / | 0 | P.Rft              | /                | 00          |
| 9        | Providing & fixing RCC Mainhole cover 3" to 4" having size 2'-00 x2'-0 to 3'-00 x 3'-0 and fabrication 6" bothway and binding with wire in/c flooring with CC 1:2:4 ration n/c cartage fixing at side etc complete by Engineer incharge |                 |       |      |   |   |                    |                  |             |
|          |                                                                                                                                                                                                                                         | TOTAL QUANTITY: | 12.00 | Each | / | 0 | P.Rft              | /                | 00          |
|          |                                                                                                                                                                                                                                         |                 |       |      |   |   | <b>Sub-TOTAL D</b> |                  | <b>/ 00</b> |
| <b>E</b> | <b><u>Electric Work (Schedule Items.</u></b>                                                                                                                                                                                            |                 |       |      |   |   |                    |                  |             |
| 1        | Wiring for light or fan points with 3/29 PVC insulated wire in 20mm (3/4") channel Patti on surface as required (S.I. No.124 / P-15)                                                                                                    |                 |       |      |   |   |                    |                  |             |
|          | DG Room + Hall + Coridor                                                                                                                                                                                                                | 160             |       |      |   |   |                    |                  |             |
|          | 4 X 40                                                                                                                                                                                                                                  |                 |       |      |   |   |                    |                  |             |
|          | Offices / Rooms                                                                                                                                                                                                                         | 168             |       |      |   |   |                    |                  |             |
|          | TOTAL QUANTITY:                                                                                                                                                                                                                         | 328.00          | Nos.  | 1130 | / | 0 | Each               | 370,840          | / 00        |
| 2        | Wiring for main with 2-7/0.44 / 3.029PVC insulated wire in 1" size channel Patti / pvc pipe etc. complete (S.I. No.12 / P- 12)                                                                                                          |                 |       |      |   |   |                    |                  |             |
|          | DG / Adg                                                                                                                                                                                                                                | 2x100           | 200   |      |   |   |                    |                  |             |
|          | Coridor                                                                                                                                                                                                                                 | 2x180           | 360   |      |   |   |                    |                  |             |
|          | Halls                                                                                                                                                                                                                                   | 2x180           | 360   |      |   |   |                    |                  |             |
|          | Rooms                                                                                                                                                                                                                                   | 24x100          | 2400  |      |   |   |                    |                  |             |
|          | TOTAL QUANTITY:                                                                                                                                                                                                                         | 3,320.00        | Nos.  | 341  | / | 0 | Each               | 1,132,120        | / 00        |
| 3        | Providing & fixing circuit breaker 6,10,15,20,30,40,50 & 63 Amps: S.P. (TB-5S) on prepared board as required .(S.I. No.203 / P-31)                                                                                                      |                 |       |      |   |   |                    |                  |             |
|          | TOTAL QUANTITY:                                                                                                                                                                                                                         | 24.00           | Nos.  | 916  | / | 0 | Each               | 21,984           | / 00        |
| 4        | Providing and laying (Main or Sub Main) PVC insulated with size 2-7/0.29 cooper conductor in 3/4" dia PVC conduit recessed in the wall or column as required. (S.I. No.10 / P-2)                                                        |                 |       |      |   |   |                    |                  |             |
|          | TOTAL QUANTITY:                                                                                                                                                                                                                         | 3,835.00        | Mtrs  | 222  | / | 0 | P.Mtr              | 851,370          | / 00        |
|          | Add Above or below                                                                                                                                                                                                                      |                 |       |      |   |   |                    | <b>2,376,114</b> |             |
| <b>F</b> | <b><u>Electric Work (Non-Schedule Items.</u></b>                                                                                                                                                                                        |                 |       |      |   |   |                    |                  |             |
| 1        | Providing & fixing Switch 5 Amps: imported Making i/c plastic board imported make etc. complete.                                                                                                                                        |                 |       |      |   |   |                    |                  |             |
|          | TOTAL QUANTITY:                                                                                                                                                                                                                         | 80.00           | Nos.  |      | / | 0 | Each               |                  | / 00        |
| 2        | Providing & fixing 2 Pin 5 Amps: plug socket imported Make i/c plastic board with necessary electric connection etc. complete                                                                                                           |                 |       |      |   |   |                    |                  |             |
|          | TOTAL QUANTITY:                                                                                                                                                                                                                         | 35.00           | Nos.  |      | / | 0 | Each               |                  | / 00        |
| 3        | Providing & Fixing Led Super Light 100 watt imported make with Metal Base LED chip with necessary electric connection                                                                                                                   |                 |       |      |   |   |                    |                  |             |
|          | TOTAL QUANTITY:                                                                                                                                                                                                                         | 5.00            | Nos.  |      | / | 0 | Each               |                  | / 00        |
| 4        | Providing & fixing type Multi Light Plug socket switch & shoe unit imported make with board i/e necessary connection etc. complete                                                                                                      |                 |       |      |   |   |                    |                  |             |
|          | TOTAL QUANTITY:                                                                                                                                                                                                                         | 579.00          | Nos.  |      | / | 0 | Each               |                  | / 00        |
| 5        | Providing & fixing four core cable (Pakistan Cable) 50MM with piping etc complete as directed by Engineer In-charge.                                                                                                                    |                 |       |      |   |   |                    |                  |             |
|          | TOTAL QUANTITY:                                                                                                                                                                                                                         | 23.53           | Mtrs  |      | / | 0 | P.mtr              |                  | / 00        |
| 6        | Providing & fixing four core cable (Pakistan Cable)25MM with piping etc complete as directed by Engineer In-charge.                                                                                                                     |                 |       |      |   |   |                    |                  |             |
|          | TOTAL QUANTITY:                                                                                                                                                                                                                         | 23.53           | Mtrs  |      | / | 0 | P.mtr              |                  | / 00        |
| 7        | Providing & fixing Led down light 18 watt imported make with Metal Base with LED chip EPI i/e necessary connection etc complete                                                                                                         |                 |       |      |   |   |                    |                  |             |
|          | TOTAL QUANTITY:                                                                                                                                                                                                                         | 586.00          | Nos.  |      | / | 0 | Each               |                  | / 00        |

|   |                                                                                                                                          |                        |       |             |   |   |                                        |   |    |
|---|------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-------|-------------|---|---|----------------------------------------|---|----|
| 8 | Providing & fixing Led Tube Light 36 watt imported make with Metal Base with LED chip EPI star 214 i/e necessary connection etc complete | <b>TOTAL QUANTITY:</b> | 15.00 | <b>Nos.</b> | / | 0 | Each                                   | / | 00 |
| 9 | Providing & fixing Exhaust Fan 10" to 12" sweep Metal Body / Plastic Body i/e necessary electric connection etc complete                 | <b>TOTAL QUANTITY:</b> | 2.00  | <b>Nos.</b> | / | 0 | Each                                   | / | 00 |
|   |                                                                                                                                          |                        |       |             |   |   | <b>Total (F)</b>                       | / | 00 |
|   |                                                                                                                                          |                        |       |             |   |   | <b>G. TOTAL (A + B + C + D + E+ F)</b> | / | 00 |