

**BIDDING DOCUMENTS  
FOR THE PROCUREMENT  
OF ITEMS IN THE HEAD OF  
OTHER  
IN THE CURRENT  
FINANCIAL YEAR 2020-21**



- 1) *Instructions to Bidders on pg # 3*
- 2) *Bid form is attached on pg # 5*
- 3) *Bid Security Form is attached on pg # 6*
- 4) *Performance Security Form is attached on pg # 7*
- 5) *Evaluation Criteria is attached on pg # 12*
- 6) *Sample Contract Agreement is attached as Annexure-A*
- 7) *Technical Proposal Form is attached as Annexure-B*
- 8) *Financial Proposal Form is attached as Annexure-C*
- 9) *List of Clothing Articles Annexure -D*

### **Invitation to Bid**

Affix /Paste Advertisement (IFB or EOI)

#### **Instruction to bidder**

1/- The Special Security Unit (SSU), Sindh Police invites sealed Tenders from the from the General Items Suppliers, registered with, Sales Tax, Income Tax Department & Other applicable taxes for supply of following items for Special Security Unit (SSU) in the current financial year 2020-21.

<b>S.No.</b>	<b>Name of Work</b>	<b>Bid Security</b>	<b>Delivery Time</b>
01	Mess Items	2%	45 Days
02	Miscellaneous Items		
03	Barber Shop Items		

2/- Complete terms & conditions and list of required items in the above mentioned heads are available in tender documents, which can be purchased from the office of the Commandant Special Security Unit (SSU) near Hassan Square Karachi from 09-Nov-2020 to 03-Dec-2020 during office hours by submitting an application on their letterhead along with tender fees Rs. 1000/- for each head (non-refundable). These documents can also be downloaded from the Sindh Police website ([www.sindhpolice.gov.pk](http://www.sindhpolice.gov.pk)) and SPPRA website ([www.pprasindh.gov.pk](http://www.pprasindh.gov.pk)).

3/- The bidding firm should clearly indicate its Bank Account, NTN, GST and AG Sindh Vendor numbers in the Tender/Bid otherwise, it will be rejected. The proof of Income Tax Registration and GST numbers should also be enclosed with the tenders.

4/- The bidding firms are required to attach a list of offices / organizations to whom they have supplied similar items, with a copy of supply orders.

5/- The bidding firms should have their proper Business Centre with telephone & fax numbers in Sindh/Karachi.

6/- The Procurement procedure Single Stage Two Envelops will be followed. Bids in sealed envelopes should be submitted / dropped in the tender box kept in office of the Commandant Special Security Unit (SSU) near Hassan Square Karachi up-to 03-12-2020 till 1200 hours. Bid shall comprise of a single package containing two separate envelopes. Each envelope shall contain



separately sealed technical proposal and financial proposal. Envelopes shall be marked as “TECHNICAL PROPOSAL” AND FINANCIAL PROPOSAL” in bold and legible letters to avoid confusion. The Bid shall be opened on the same day i.e. 03-12-2020 at 1230 hours at the same venue in the presence of Procurement Committee and Bidders intending to attend the meeting. In case of Public holiday announced by the Government, bids will be opened on very next working day.

7/- Bid Security 2% of the total bid in the form of Pay Order in favor of the AIGP / Security Karachi should be submitted with Financial Bids. Interesting Bidder must submit Company profile, three years Annual turnover, Experience / Previous three work orders and Affidavit that firm is not black list and involved in litigation.

8/- Only bids offered on the prescribed tender form issued by the Procuring Agency shall be accepted. However, additional sheets may be attached, if required. Only head-wise Comprehensive bids will be accepted. The Procuring Agency may reject any or all bids or postpone date as per relevant provisions of SPPRA Rules, 2010.

9/- Keeping in view the budget position, quantity of items can be increased / decreased in the line with provision of SPPRA rule.

10/- All prices should be inclusive of all taxes, etc.

11/- The Procuring Agency reserves the right to accept or reject tender as per SPPRA rules

Contact Details:

Tel: 021-99244643

Fax: 021-99243865

Deputy Superintendent of Police,  
**Secretary of Procurement Committee,**  
**Special Security Unit, (SSU)**  
Sindh Police, Karachi.

**BID DATA SHEET**

<b>S.No.</b>	<b>Description</b>	<b>Detail</b>
1	Name of Procuring Agency	Special Security Unit (SSU) / Sindh Police
2	Bid Reference Number	INF-KRY No. 3027/2020
3	Name of Project	Procurement of Items in the Head of Other for Special Security Unit (SSU)
4	Procuring agency's address, telephone numbers.	Special Security Unit (SSU), Sindh, Police Head Quarter, Hassan Square, Karachi. <a href="tel:+99244643">Tel:+99244643</a> , Fax:+99244646
5	Language of the bid	English
6	The price quoted	Inclusive of all taxes
7	Amount of bid security	2% of quoted bid
8	Delivery Time of Quoted Items	45 Days
9	Bid Currency	PKR
10	Bid validity period	90 days from the closing date of the submission of the proposal
11	Last date and time for the receipt of bids	Dated: 03-12-2020 at 1200 hours & Conference Hall of Special Security Unit, (SSU)
12	Bidding Procedure	Single Stage-Two Envelops procedure

**INTEGRITY PACT  
DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC  
PAYABLE BY CONTRACTORS**

Contract No. \_\_\_\_\_ Dated \_\_\_\_\_

Contract Value: Rs. \_\_\_\_\_

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

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

Without limiting the generality of the foregoing, 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 inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from, from **The Deputy Superintendent of Police, Special Security Unit (SSU)** except that which has been expressly declared pursuant hereto.

M/S \_\_\_\_\_ accepts full responsibility and strict liability that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with **The Deputy Superintendent of Police, Special Security Unit (SSU)** and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

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 rights and remedies available to **The Deputy Superintendent of Police, Special Security Unit (SSU)** under any law, contract or other instrument, be voidable at the option of **The Deputy Superintendent of Police, Special Security Unit (SSU)**.

Notwithstanding any rights and remedies exercised by **The Deputy Superintendent of Police, Special Security Unit (SSU)** in this regard, M/S \_\_\_\_\_ agrees to indemnify **The Deputy Superintendent of Police, Special Security Unit (SSU)** for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to **The Deputy Superintendent of Police, Special Security Unit (SSU)** in an amount equivalent to ten times 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 **The Deputy Superintendent of Police, Special Security Unit (SSU)**.

\_\_\_\_\_  
Superintendent of Police  
**Deputy Special Security Unit (SSU)**  
Sindh Police, Karachi.

M/S \_\_\_\_\_



**BID FORM for** \_\_\_\_\_

To:  
Inspector General of Police,  
Sindh Karachi.

Sir,  
Having examined the bidding documents, the receipt of which is hereby duly acknowledged, for the above Contract, we, the undersigned, offer to supply, deliver and test in conformity with the said bidding documents (Technical and Financial proposals are attached as annexure-B and annexure-C respectively) are submitted herewith separately as per your requirement.

We undertake, if our Bid is accepted, to complete the supply in accordance with the delivery time mention in this tender documents.

If our Bid is accepted, we will provide the performance security in the sum equivalent to 10% percent of the Contract Price i.e., Rs..... for the due performance of the Contract as per bid Security Form.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 201\_\_\_\_

**WITNESS**

\_\_\_\_\_  
**BIDDER (Sign + Seal)**

Signature: -----  
Name:-----  
Title:-----  
Address:-----  
CNIC #:-----

Signature: -----  
Name:-----  
Title:-----  
Address:-----  
CNIC #:-----

**BID SECURITY FORM**

**WHEREAS** \_\_\_\_\_ (hereinafter called “**the Bidder**” has submitted its bid dated \_\_\_\_\_ for the purchase of “ \_\_\_\_\_ \_\_\_\_\_”, (hereinafter called “**the Bid**”).

**KNOW ALL MEN** by these presents that We \_\_\_\_\_ (Name of Bank) of \_\_\_\_\_ (Name of Country) having our registered office at \_\_\_\_\_ (address of Bank) hereinafter called “the Bank”) are bound into the Procuring Agency (hereinafter called “the Purchaser”) in the sum of \_\_\_\_\_, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

**THE CONDITIONS** of this obligation are:

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

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

This guarantee will remain in force up to 28 days beyond the period of bid validity, and any demand in respect thereof should reach the Bank not later than such date.

(NAME OF BANK)  
By \_\_\_\_\_  
(Title)  
**Authorized Representative**





**PERFORMANCE SECURITY FORM (Applicable in case of bank guarantee)**

To: Inspector General of Police,  
Sindh Karachi.

**WHEREAS** (Name of the Contractor)

Hereinafter called “the Contractor” has undertaken, in pursuance of the bid for the purchase of hardware including “\_\_\_\_\_”, dated \_\_\_\_\_ 201\_\_, (hereinafter called “the Contract”).

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

**THEREFORE WE** hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total Sum of Rs.... ..10% of the total contract value (Amount of the guarantee), and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums, within the limits of 10% of the total contract value (Amount of Guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until \_\_\_ day of \_\_\_\_\_ 201\_\_, or the warranty period.

**[NAME OF GUARANTOR]**

Signature \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Seal \_\_\_\_\_

## 1. General Terms & Conditions

### (i) Bid Bond

A bid bond, and bid security in the shape of a Pay Order / Bank Draft in favor of AIGP / Security SSU equivalent to 2% of the total cost of bid should be submitted along with the tender.

### (ii) Validity of the proposal

All proposal and price shall remain valid for a period of 90 days from the closing date of the submission of the proposal. However, the responding organization is encouraged to state a longer period of validity for the proposal.

### (iii) Currency

All currency in the proposal shall be quoted in Pakistan Rupees (PKR).

### (iv) Withholding Tax, Sales Tax and other Taxes

The responding organization is hereby informed that the Government shall deducted tax at the rate prescribed under the tax laws of Pakistan, from all payments for services rendered by any responding organization who signs a contract with the Police department. The responding organization will be responsible for all taxes on transaction and/or income, which may be levied by government. If responding organization is exempted from any specific taxes, then it will provide the relevant documents with the proposal.

### (v) Stamp Duty

Stamp duty for contract documents shall be borne by responding organization/bidder at the time of signing of contract.

### (vi) OEM relationships & Warranties

- All items supplied should have warranties of at least 1 year.
- All Management Software provided should have warranties for one year against defects/bugs as well as updates.
- The responding organization (RO) to be authorized Partner / reseller, of **THE ORIGINAL MANUFACTURER.**

**(vii) Supply Capabilities**

Responsive Organization should clearly indicate the duration of delivery of quoted item(s) specified in Annexure-D

Sr. No.	Item	Action Item	Response time (in hours)
1		Replacement	
		Repair	
		Re-configuration	
		Backup Replacement	

**(viii) Compliance to Specification**

The Responding Organization (RO) to provide information as per (Annexure-D). RO may not propose any kind of refurbished item in their technical proposals.

**(ix) Financial Capabilities**

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

**(x) Liquidated damages.**

- a) It is utmost importance that schedule to tender should be filled in very carefully and the instructions set forth above, scrupulously complied with failing which the offer will be ignored. In case of non-completion of supply within stipulate period Security deposit will be forfeited in favor of the Special Security Unit (SSU) Sindh, Karachi as stated at sub clause (d).
- b) An affidavit that the firm declares details of litigation with any client during the last 5 years be provided.
- c) An affidavit that the firm has never been blacklisted by any Government Department.
- d) Liquidated damages of 0.25% per day of the contract price will be deducted for delayed supply/delivery of item/equipment then purchaser reserve the right to cancel the contract, forfeit the performance security and black list the firm.

**(xi) Delivery Time**

- 45 days after issuance of Purchase Order.
  - **Mode of payment:** 100% after supply and successful Inspected by Committee Member.
  - Release of performance guarantee after completion of warranty period (if applicable). Execution / Delivery will be at Special Security Unit (SSU) Sindh, Karachi.
- xii.** The earnest money is refundable after finalization of the bid, in case of return of financial bids unopened to non-responsive bidders, on request after opening of financial bids or when award / placement of purchase order is finalized. The bidders will, however, have to apply for refund through a written request on their company/firm letter head addressed to Commandant (SSU).
- xiii.** The successful bidder will have to deposit 10% security of the amount of contract, in the form of pay order, bank guarantee or any other financial instrument recognized by Government of Pakistan, to the satisfaction of Commandant (SSU). The same will be returned on due completion of the contract and warranty period.
- xiv.** To conform, the approved specifications, the evaluation criteria of bids will be based on the technical expert opinion, observation of evaluation committee and terms and condition set forth in the bidding documents, tender notice and Bid Form or as deemed appropriate by the Procurement Committee.
- xv.** Date of opening of the Financial Proposals will be announced separately. The proposal of only those bidders will be considered / opened which are declared qualified after evaluation of technical bids and upon fulfilling all the condition by the Procurement Committee. Further enquiry can be made from Commandant (SSU) telephone No. 021-99244645
- xvi.** Conditional tenders / bids will not be acceptable.
- xvii.** Authority Letter from Principal Company for product and vender authentication shall be provided with the bid.
- xviii.** The Procuring Agency, reserves the right to increase or decrease the scope of number/Supplies of items without assigning any reason.

**2. Mode of Delivery and Address**

Technical & Financial proposals (2 copies each) should be submitted by 03-12-2020 till 1200 hours at the address given below:

Office of Commandant (SSU),  
Hassan Square, Near Expo Center, Karachi  
Phone: (92-21) –99244645, Fax (92-21) –99243865

- (i) The technical proposals will be opened on **03-12-2020 at 1230** hours at the same address. The responding organization shall deliver 2 (two) copies of the technical & financial proposal each copy being physically separated, bound, sealed and labeled as “TECHNICAL PROPOSAL” and “ FINANCIAL PROPOSAL” (one Original and one copy), labeled as such on their respective envelopes. The bid security of 2% of the offer in shape of Bank guarantee or Pay Order shall be enclosed in the envelope



marked “FINANCIAL PROPOSAL” without the financial proposal shall not be considered and bid shall be rejected.

- (ii) Proposals shall be dropped in the sealed tender box kept in the office of **Commandant (SSU)**, upto 03-12-2020 till 1200 hours. Samples / Brochures should however be delivered by hand or courier so as to reach the address given above by the last date indicated for submission. **PROPOSALS RECEIVED BY FAX OR EMAIL SHALL NOT BE ACCEPTED.**

(iii) **Submission of Proposal**

The complete proposals should be submitted by **1200** hours on **03-12-2020** at the address given in 2(ii) above.

The format of submission of proposal is attached as Annexure-A and Annexure-B. Please provide original brochures and samples of all the items proposed.

***CNIC copies of Owner/Authorized person along with witness should be enclosed. (Please provide photocopies of relevant documents).***

(iv) **Opening of Proposals**

The proposals submitted against this RFP will be opened on date mentioned above at **1200** hours in front of the **Procurement Committee** of Sindh Police.

### **3. Evaluation and Comparison of Technical and Financial Bids**

The evaluation will be performed assuming the Contract will be awarded to the bid confirming to Eligibility Criteria and most closely conforming to evaluation criteria and other conditions specified in the bidding documents and having lowest evaluated cost.

**a. Eligibility Criteria**

- Valid registration with income tax.
- Valid registration with Sales tax.
- Company history years in business.
- Undertaking on stamp paper that firm is not involved in any litigation, Department rift, abandoned or unnecessary delay in completion of any work in the government department.
- Affidavit or undertaking or stamp paper that the firm has not been blacklisted previously by any executing agency.
- Compliance with required specification mentioned at annexure “D”. Attach Brochures/Samples of Quoted items.

(Note: All documents are mediatory and must be provided otherwise the bid will not be considered)



**Evaluation Criteria and Comparison of Bid**

The proposals shall be evaluated on the basis of following parameters.

S.No	Evaluation parameters	Marks	Brief Questionnaire								
1	Financial Capabilities	200	<ul style="list-style-type: none"> <li>Bank statement of last 3 Years / Annual turnover</li> </ul> <table border="1"> <tr> <td>Minimum three years</td> <td>Marks 80</td> </tr> <tr> <td>More than three year</td> <td>Marks 100</td> </tr> <tr> <td>Less than three year</td> <td>Disqualify</td> </tr> <tr> <td>Qualification Marks</td> <td>80</td> </tr> </table>	Minimum three years	Marks 80	More than three year	Marks 100	Less than three year	Disqualify	Qualification Marks	80
			Minimum three years	Marks 80							
			More than three year	Marks 100							
			Less than three year	Disqualify							
			Qualification Marks	80							
			<ul style="list-style-type: none"> <li>Annual turnover at least 3 Years</li> </ul> <table border="1"> <tr> <td>Minimum One Million</td> <td>Marks 80</td> </tr> <tr> <td>More than One Million</td> <td>Marks 100</td> </tr> <tr> <td>Less than One Million</td> <td>Each obtain 25- Marks</td> </tr> <tr> <td>Qualification Marks</td> <td>80</td> </tr> </table>	Minimum One Million	Marks 80	More than One Million	Marks 100	Less than One Million	Each obtain 25- Marks	Qualification Marks	80
			Minimum One Million	Marks 80							
			More than One Million	Marks 100							
			Less than One Million	Each obtain 25- Marks							
			Qualification Marks	80							
2	Relevant Experience	200	<ul style="list-style-type: none"> <li>Bidder should provide work order relating to work / supply mentioned in the Tender Notice</li> </ul> <table border="1"> <tr> <td>Minimum three work order</td> <td>Marks 160</td> </tr> <tr> <td>More than three work order</td> <td>Marks 200</td> </tr> <tr> <td>Less than three work order</td> <td>Disqualify</td> </tr> <tr> <td>Qualification Marks</td> <td>160</td> </tr> </table>	Minimum three work order	Marks 160	More than three work order	Marks 200	Less than three work order	Disqualify	Qualification Marks	160
			Minimum three work order	Marks 160							
			More than three work order	Marks 200							
			Less than three work order	Disqualify							
			Qualification Marks	160							
<b>Total Marks</b>		<b>400</b>									

N.B

Minimum passing / qualifying marks is 80% i.e. 320 marks out of 400 marks. The bid did not obtaining minimum qualifying score shall not be consider and rejected. Out of the bid qualifying the evaluation criteria, the bid with lowest cost shall awarded contact provided it meets all other procedural requirements.

## Information Required

### A General

- 1 Name of Bidder
- 2 No of Years in business in Pakistan
- 3 No of Offices locations in Pakistan
- 4 Annual Turnover (Million Rs.)
- 5 Value of projects in hand (details may be given)
- 6 Year of Incorporation
- 7 Status of the Bidder
  - Sole Proprietor
  - Partnership Firm
  - Private Limited Company
  - Public Limited Company
  - Entity registered / incorporated outside Pakistan (Give details)
  - Other (Please specify)
- 8 Names of Owner / Partners / Chief Executive / Directors
- 9 Details of Registered Head Office (Address, Phone, Facsimile, Email and Website information)

## 4. Contacting the Purchaser

Any effort by a bidder to influence the Purchaser in the Purchaser's decisions in respect of bid evaluation, or Contract award will result in the rejection of the bidder's bid.

## 5. Purchaser's Right to Accept the Bid or Reject the Bid

The Purchaser reserves the right to accept or reject the bid in according with SPPRA Rules-2004, and to annul the bidding process at any time prior to award of Contract, without thereby incurring any liability to the bidder or any obligation to inform the bidder of the grounds for the Purchase's action.

## Definitions

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

- **“Purchaser”** means the Special Security Unit (SSU), Police Department, Government of the Sindh, Karachi – Pakistan
- **“Contractor”** means the individual or firm whose bid has been accepted by the Purchaser and the legal successors, in title to the Contractor.
- **“Contract”** means the agreement entered into between the Purchase and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.
- **“Commencement Date of the Contract”** means the date of signing of the Contract between the Purchaser and the Contractor.
- **“Contractor Price”** means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.
- **“Contractor Value”** means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract, which is properly apportionable to the Software or Services in question.
- **“Services”** means services, such as testing and other such obligations of the Contractor covered under the Contract.
- **“Works”** means all items to be provided and work to be done by the Contractor under the Contract.
- **“RO”** means Responding Organization/ Bidder Firm.
- **“RFP”** means Request for Proposal.



**Sample Contract Agreement**

1. This contract agreement is made and entered into on \_\_\_\_\_, 201\_\_, BY AND BETWEEN.
- i) **The Deputy Superintendent of Police (SSU), near Hassan Square Karachi**, hereinafter referred as Purchaser, which expression shall unless repugnant to the context or meaning thereof, be deemed to include its successors and permitted assigns officers delegated to perform functions procurements for and on behalf of various units of Sindh Police department of ONE PART.
- AND**
- ii) **M/s \_\_\_\_\_**  
\_\_\_\_\_ having its registered office at hereinafter referred as supplier, which expression shall, unless repugnant to the context of meaning thereof, be deemed to include its successors and permitted assigns of the OTHER PART.
2. WHEREAS **The Deputy Superintendent of Police (SSU), near Hassan Square Karachi** is entrusted with responsibility of procurement of item / articles during current financial year 2020-21 as per description, with specification and quantity, given below:-

<b>S.NO.</b>	<b>DESCRIPTION OF ARTICLES WITH SPECIFICATION</b>	<b>QUANTITY/ NUMBER</b>	<b>Delivery</b>
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3. AND WHEREAS, **The Deputy Superintendent of Police (SSU), near Hassan Square Karachi**, in accordance with The Public Procurement Rules, 2010 as adopted by Government of Sindh vide notification No. **SORI(SGA&CD) 2-30/2010, dated 8<sup>th</sup> March 2010**

4. That **M/s.** \_\_\_\_\_ participated in the response of open tenders, floated by Procuring Agency, by submitting technical and financial bids, after necessary evaluation of the item / articles described above; the Departmental Committee opened the financial bids in front of all bidders on \_\_\_\_\_.
5. That the rates offered by **M/s.** \_\_\_\_\_ for the item / articles as shown and given above, were found to be lowest offered in comparative terms with the rates of other bidders participating in the process. Therefore, on the recommendation of Departmental Committee, the IGP Sindh has accorded approval to place purchase/procurement order with \_\_\_\_\_ **M/s.** \_\_\_\_\_ on terms and conditions specified below:-

**NOW THEREFORE PARTIES HEREBY AGREE AS FOLLOWS**

- i) That **M/s.** \_\_\_\_\_ shall supply products/ items, articles described and specified along with quantity the above within **45 days** from the date of signing of this agreement.
- ii) That all deliveries shall be made at the office of Commandant (SSU), Hassan Square, Near Expo Center, Karachi, between 0900 hours to 1600 hours on working days only.
- iii) That every article shall be made and finished in all respects to entire satisfaction of Departmental Inspection Committee which shall be at liberty to reject any item/article or part thereof if it is not in accordance with approved sample and specification mentioned in the tender documents submitted by supplier at the time of bidding, and evaluated and approved for this purchase order and such rejection shall be final. The no appeal or review will be permissible against the decision of inspection committee.
- iv) That **The Deputy Superintendent of Police of Special Security Unit (SSU)**, shall give written receipt signed by him giving out complete details, exhibiting the number of items/articles delivered and the number items/articles accepted and rejected, and such receipts shall be conclusive evidence of the acceptance and rejection of the number of articles specified as accepted and rejected.
- v) That all articles rejected shall be taken back and removed by the **M/s.** \_\_\_\_\_ and nothing shall become due or recoverable by the **M/s.** \_\_\_\_\_ in respect on account of items/articles so rejected.

- vi) That all articles accepted shall be paid for **The Deputy Superintendent of Police (SSU)** at the rate of specified below (F.O.R Destination) within financial year \_\_\_\_\_.

ITEM / ARTICLE	RATE PER UNIT

- vii) In case **M/s.**\_\_\_\_\_ makes default, in the due performance of this agreement/contract in part or full, **The Deputy Superintendent of Police (SSU)** shall be at liberty to impose and recover L.D. Charges not exceeding 0.25% per month thereof. The penalty shall be applicable only to the extent of items/articles supplied late.
- viii) **The Deputy Superintendent of Police (SSU)**, shall have right to assess, demand and recover any damages suffered by Police Department due to late supply of the items/articles from the supplier.
- ix) **The Deputy Superintendent of Police (SSU)**, shall be at liberty to deduct and retain the amount so assessed from the bill that may be or may become due and payable at or after the time of such failure to the **M/s.**\_\_\_\_\_ by the said **Deputy Superintendent of Police (SSU)** whether by virtue of agreement or otherwise.
- x) **The Deputy Superintendent of Police (SSU)**, Karachi shall not be responsible for non-performance of this agreement due to change in law, rules and policy of the government as notified in official gazette from time to time.
- xi) That all conditions laid down in the rules framed for procurement by the Government shall apply to transactions made under this contract agreement and both parties shall be bound by it.
6. This contract agreement shall be construed, and the legal relations created herein will be determined in accordance with the laws of Islamic Republic of Pakistan.
7. Any notice required under this contract agreement shall be in writing and shall be effective when received by the addressee at its given address.

8. If any term, conditions, or provision in this Agreement is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in the Agreement. If the parties fail to agree on such amendments, such invalid terms, condition or provision will be served from remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
9. This agreement may be amended only in writing signed by both the parties.
10. IN WITNESS WHEREOF, the parties have executed this agreement on the date set forth above.

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**Deputy Superintendent of Police**  
**Secretary of Procurement Committee**  
**Special Security Unit (SSU)**  
**Sindh Karachi.**

**Witness:**

1) \_\_\_\_\_

2) \_\_\_\_\_

**Technical Proposal Form**

<b>Bidder's Profile</b>				
Name				
Official Address				
Telephone(s) No.				
Official Fax No.				
GST Registration No.				
Income Tax Reg. No.				
Sr. No.	Specifications	Make & Model	Country of Origin	Supply During (in Days)
1				

**Note:** Please read carefully the whole document and provide all necessary details with proof of evidence.

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BIDDER (Sign + Seal)

**Financial Proposal Form**

<b>Bidder's Profile</b>				
Name				
Official Address				
Telephone(s) No.				
Official Fax No.				
GST Registration No.				
Income Tax Reg. No.				
No. of years in business				
Sr. No.	Equipment(s)Name	Quantity	Unit Cost (Rs)	Total Cost (Rs)
<b>Total Cost in Pak Rupees</b>				
(in words. _____)				

**Note:** Earnest money will be equivalent to 2% of the total bid cost.  
 Only Pay Order/Bank Draft for earnest money will be acceptable in favour of AIGP / Security, Hassan Square, and Near Expo Center Karachi.

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 BIDDER (Sign + Seal)

**SPECIFICATIONS**  
**OF**  
**ITEMS IN THE HEAD OF OTHERS**

**PROCUREMENT OF ITEMS IN THE HEAD OF OTHERS**  
**FINANCIAL YEAR 2020-21**

1) MESS ITEMS				
S. #	ITEMS	STATUS OF QTY	QTY	SPECIFICATION
1	Large Casserole (Daig) With Cover Size 30 pure	Piece	18	Unit: 18 Piece Material: Stainless Steel. A daig which generally use to cook Haleem and Biryani
2	Tawa Size 39" weight 75 kg .guage 3 sute	Piece	1	Unit: 1 Piece Best quality raw material Light weight Excellent handling Easy to wash Shape Round Weight 39" weight 75 kg Gauge 3
3	Large Plate Melamine with Logo	Piece	425	Unit: 425 piece High-grade glazed melamine dinner plates are scratch and shatter resistant dinnerware. Dinner plate can use indoors and outdoors; more resilient to drops and dings than porcelain and ceramic. Will not absorb odors, flavors or colors. Can be used every day, Easy to cleanup in dishwasher
4	Small Plate Melamine with Logo	Piece	425	Unit: 425 piece High-grade glazed melamine dinner plates are scratch and shatter resistant dinnerware Dinner plate can use indoors and outdoors; more resilient to drops and dings than porcelain and ceramic Will not absorb odors, flavors or colors. Can be used every day, Easy to cleanup in dishwasher
5	Small Steel Tanki	Piece	10	Unit: 10 piece Size: 25 liter Material Stainless-steel

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6	Fancy Cup with Saucer	Piece	85	Unit: 85 Piece The SSU pattern is available as a tea set. Featuring gold edging, each piece is decorated on white porcelain with a blue, orange and purple floral pattern. This set is sure to be a hit at your next family gathering, holiday etc
7	Simple Tea Cups Pieces	Piece	4000	Unit: 4000 Piece Material Ceramic Made of high-fired ceramic for maximum quality and function. Dish washer safe. Microwave safe
8	Thermos stainless steel (Small 1.5 Liter)	Piece	15	Unit: 15 Piece Capacity 1.5 Liter Body Material: Thermo steel & Leak-proof Cover can keep both warm and cold.
9	Dish Washing Powder Packets	Piece	10,250	Unit: 10,250 Piece Size: 35 gram Surf /Bright / or Equivalent Safe and hygienic, Eco friendly, Safe to hands, Skin friendly, Quality tested, Safe to use, Effective results, non-toxic
10	Extra Large Silver (Caldron) Pateeley	Piece	7	Unit: 7 Piece Weight: 35 Kg Length: 24 inch Silver body use to cook Qourma etc
11	Medium Silver (Caldron) Pateeley	Piece	7	Unit: 7 Piece Weight: 25 Kg Length: 22 inch Silver body with cover use to cook gravy
12	Steel Tub normal	Piece	10	Unit: 10 Piece Size: 34 inch Length & 24 inch Width Weight: 10 Kg Made of Galvanized Steel Water sealed seams Material: Stainless Steel Surface finished: Polished Offset bottom keeps can off ground



  
7/11/2020



13	Normal Plastic Jug	Piece	45	Unit: 45 Piece Material: Plastic Shape: Rectangular Smooth finish Low maintenance Dimensional accuracy Straight handle with attached Cap
14	Disposable Glass	Piece	42,500	Unit: 42,500 Piece Material: Paper Light weight Heatproof Size: 5 Onze (Ravi or equivalent)
15	Plastic Glass	Piece	850	Unit: 850 Piece Material: Plastic Volume: 300 ml Dimension Accuracy Low maintenance
16	Normal Disposable Plate	Piece	85,000	Unit: 85,000 Piece Material: paper Color: white Feature: Disposable Shape: Round
17	Shopper (5x7)	Kg	425	Unit: 425 Piece Plain Polythene Bag Size: (5x7) Color: Pure White
18	Shopper (6x8)	Kg	425	Unit: 425 Piece Plain Polythene Bag Size: (6x8) Color: Pure White
19	Shopper (12x16)	Kg	425	Unit: 425 Piece Plain Polythene Bag Size: (12x16) Color: Pure White
20	Shopper (14x18)	Kg	425	Unit: 425 Piece Plain Polythene Bag Size: (14x18) Color: Pure White
21	Shopper (17x23)	Kg	425	Unit: 425 Piece Plain Polythene Bag Size: (17x23) Color: Pure White



  
27/11/2020

  
GSP Hable

22	Garbage Shopper	Piece	425	Unit: 425 Piece Color: Black Size: (36x50) Thickness: 2.0 Mil Density: Low Density (thicker material) Color: Pure White
23	Room Freshener Spray	Piece	425	Unit: 425 Piece Volume: (300 ml) (Perfect/Jasmine/or equivalent) Fragrance Type: Lime , Rose Petals, sandal, jasmine, Lavender, Water Lilly etc

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21/11/2020

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2) MISCELLANEOUS ITEMS				
S. #	ITEMS	STATUS OF QTY	QTY	SPECIFICATION
1	Dish Washing Liquid (Vim or Equivalent) 500 ml	Piece	30	Unit: 30 Piece Volume: 500 ml (Vim or Equivalent)
2	Metal Wire Sponge	Piece	20	Unit: 20 Piece Best Quality Steel Long Lasting Strong Cleaning Capacity Material: Stainless Steel Wire
3	Filter Machine	Piece	5	Unit: 5 Piece High Capacity Premium Quality Component Energy Efficient Advance filter technology High Reliability and Low Maintenance
4	Triple Water Filter	Piece	130	Unit: 130 Piece High Capacity Premium Quality Component Energy Efficient Advance filter technology High Reliability and Low Maintenance
5	Insect Killer Spray (Mortein or Equivalent) 400 ml	Piece	60	Unit: 60 Piece Volume: 400 ml Kill flying and crawling insects, kills them very fast in a single spray. Make sure that it contains a nice fragrance to avoid any health hazards Feature: Deep reach nozzle, Easy to grip, Evaporates fast Mortein or Equivalent
6	Mop kapra (750 Gram) Cotton	Piece	210	Unit: 210 Piece Size: 750 Gram Material: Cotton Light weight
7	Mop Stand	Piece	60	Unit: 60 Piece Primary Material: Plastic Easy to use Light weight

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8	Heavy Duty Scrub Sponge (Scotch Brite or Equivalent)	Piece	210	Unit: 210 Piece Cleaning Strength: Absorb, Heavy Duty, Wipe Type of Cleaning: Absorb, Quick Cleaning, Scrub, Wipe Scotch Brite or Equivalent
9	Heavy Duty Scrub Sponge without foam (Scotch Brite or Equivalent)	Piece	210	Unit: 210 Piece Cleaning Strength: Absorb, Heavy Duty, Wipe Type of Cleaning: Absorb, Non-Scratch, Quick Cleaning, Scrub, Wipe Scotch Brite or Equivalent
10	Phenyl Tablets (15 kg)	Each cane 15 Kg	10 Cane	Unit: 10 Cane & each cane should be 15 kg Extensively used Eco friendly Highly demanded
11	Phenyl Liquid (16 Kg)	Each cane 16 Kg	20 Cane	Unit: 20 Cane & each cane should be 16 Kg Extensively used Eco friendly Highly demanded
12	Double-sided Ball rod Cleaning Brush	Piece	60	Unit: 60 Piece Material: wooden Brush Type: Cleaning tool
13	Dustpan	Piece	60	Unit: 60 Piece Weight: 160 gram Material: Plastic
14	Soft Broom (Phool Jharu)	Piece	60	Unit: 60 Piece Weight: 300-350 gram Length: 30-36 inch Type of Handle: Plastic
15	Coconut Cleaning Broom (Khajoor Ki Tinkey wali Jharu)	Piece	130	Unit: 130 Piece Type Hand made Color brown Size 12-15 inch
16	Dustbin Large	Piece	40	Unit: 40 Piece Material: Plastic High Durable Wide Range Structure open top

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2/11/2020

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17	Dustbin Small	Piece	40	Unit: 40 Piece Material: Plastic High Durable Wide Range Structure open top
18	Plastic Lotey for washroom	Piece	145	Unit: 145 Piece Material: Plastic High Durable Short Range Structure open top
19	Bed Bug Control Spray (325 ml)	Bottle	210	Unit: 210 Piece Item weight: 325 ml Eco Friendly
20	Tile wash Liquid	Each can 16 kg	85	85 Cane & each cane should be 16 kg liquid Color: Red
21	Sulphuric acid (Ghandak Taizab)	Each can 16 Kg	20	20 Cane & each cane Should be 16 Kg
22	Fumigation Spray Machine for Bed Bug	Piece	2	Unit: 2 Piece Fumigation Spray for Killing Bed Bug
23	Fumigation Mask	Piece	5	Unit: 5 Pieces Usage: Protecting from Fumigation spray
24	Plastic Bucket Large	Piece	60	Unit: 60 Piece Material Plastic Size Large Capacity 20 Ltr
25	Bath Soap	Piece	60	Unit: 60 Piece Weight: 115 gm LifeBouy or Equivalent
26	Wiper Large	Piece	60	Unit: 70 Piece Material: Plastic Handle Size Large Waterproof
27	Wiper small	Piece	60	Unit: 70 Piece Material: Plastic Handle Size Small Waterproof
28	Dari (20 ft length x 8 ft width)	Piece	20	Unit: 20 piece Size: 20 ft length x 8 ft width Multicolor Material: Cotton

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SSU H.A.B.B

29	Key chains	Piece	250	Unit: 250 Piece Material: Stainless Steel Finishing Good
30	Mineral Water Bottle 500 ml	Bottle	850	Unit: 850 piece Volume: 500 ml Aquafina or Equivalent
31	Souvenir Crystal Shields	Piece	40	Unit: 40 Piece Material: Top: Crystal Glass 12 mm with ½ Logo: four color luster paper print with Lamination coted Base Border: Four color luster paper print with size: Height = 8 inch Broad = 6.5 inch Box: Velvet Box with fancy lock Size: 9"x9"

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3) Barber Shop Items				
S.NO.	ITEMS NAME	STATUS OF QTY	QTY	SPECIFICATION
1	Razor Blade	Leaves	15	Unit: 15 Leave The steel used in the manufacture of Razor blades shall be of prime quality Treet Blade/7 O Clock or Equivalent
2	Disposable Razor	Box	10	Unit: 10 Box Material: Stainless Steel Grip Material: Plastic Usage: Saloon Highly safe and prevents skin diseases Blade is protected with the seal Treat or Equivalent
3	Shaving Foam	Unit	15	Unit: 15 piece Volume: 400 ml Smoother shave Gillette or Equivalent
4	Vanishing Cream (Oil free)	Unit	35	Unit: 35 piece Tibet or Equivalent Cream that leaves no visible trace when rubbed into the skin
5	Hair Trimmer	Unit	1	Unit: 1 piece Panasonic/Moser/ or Equivalent Easy cleaning Rechargeable
6	Wireless Hair Trimmer	Unit	2	Unit: 2 piece Easy cleaning Highly efficient charging battery inside Rechargeable Dingling or Equivalent
7	Hair Cutting Scissors for Saloon	Unit	50	Unit: 50 piece Material: Stainless Usage for Barber salon Color: Silver
8	Barber Razors	Unit	40	Unit: 40 Piece Sharp stainless steel blade, easy and quick to shave beards wooden handle is conducive to dry razor after use Foldable and lightweight

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2/11/2020

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9	Barber Large Combs	Unit	40	Unit: 40 Piece Teeth Quality: Ultra Smooth Finishing Type: Ultra Gloss Handle Material: Hard Plastic
10	Barber Small Combs	Unit	40	Unit: 40 Piece Teeth Quality: Ultra Smooth Finishing Type: Ultra Gloss Handle Material: Hard Plastic
11	Tissue Box	Box	40	Unit: 40 Box Color: white Shape: Rectangular Pattern: Plain Fabric: Soft Tissue Papers
12	After Shaving Lotion	Unit	40	Unit: 40 Piece Size: 100 ml Formulation: Lotion Skin Type: All type of Skin, Safe to use. Omega / Denim or equivalent
13	Towel Full Size	Unit	40	Unit: 40 Piece Pattern: Plain Material: 100% Cotton Size: Large
14	Room Freshener Spray	Unit	20	Unit: 20 Piece Volume: 300 ml Fragrance Type: Lime, Rose Petals, sandal, jasmine, Lavender, Water Lilly etc. Perfect or equivalent
15	Automatic Air Freshener Dispenser	Unit	1	Unit: 1 Piece Material: Plastic Machine Type: Automatic Capacity: 100ml Perfect or Equivalent
16	Neck Ruffle Roll	Roll	10	Unit: 10 Roll Material: Neck Ruffle paper & It should Stick two blue glue together
17	Broom & Dust Pan Set	Unit	10	Unit: 10 Piece Usage: Saloon Material: Plastic
18	Nose & Ear Hair Trimmer (Panasonic or equivalent)	Unit	2	Unit: 2 Piece Weight: 4.5 ounces Painless Color: Silver With Cleaning brush 100% waterproof

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				Material: Stainless Steel Light weight Easy to use
19	Hand Sanitizer	Bottle	15	Unit: 15 Piece Volume: 200 ml Product Type: Bottle Rinse Free & Non-Sticky Formula: Effective & safe sanitizer for kids and adults Dettol or Equivalent
20	Antiseptic Liquid Solution	Liter	15	Unit: 15 Liter Type: Antiseptic Liquid Solution Kills Bacteria & Kills Germs on skin Protects against infection from cuts. Dettol or Equivalent

(Chairman)



(Malik Muhammad Asghar Usman) PSP  
Superintendent of Police,  
Security - I, Karachi,

(Secretary)



Habibullah Khan  
DSP / Admin,  
Special Security Unit (SSU)  
Sindh, Karachi.

(Member)



Imran Soomro  
Section Officer Development,  
Home Department  
Sindh, Karachi.