



**BID DOCUMENTS**  
**For Procurement of Machinery & Equipment**  
**For New Establishment of DL Branch at MVI Branch**  
**Baldia, Saeedabad Karachi,**  
**District Keamari.**

**DIGP TRAFFIC (L&T) SINDH KARACHI.**

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[www.sindhpolice.gov.pk](http://www.sindhpolice.gov.pk)

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

**2020-2021**

**Invitation to Bid**  
**Instruction to bidder**

- i. The bidder is expected to examine the Bidding Documents, including all instructions, forms, terms, specifications and charts/drawings. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.
- ii. The Police Department, Government of Sindh, request Tender Bids in sealed envelopes as per information required in this document. Proponents applying for bids should submit Financial Proposal and Technical Proposal in two separate envelopes.
- iii. The Technical Proposal should contain all the bid items without quoting the price and must list firm's clientele, details of past project, items specification etc. Financial bids of firms not obtaining minimum passing criteria on Technical basis will not be opened.
- iv. Interested /Eligible bidders may obtain further information on the bid and inspect the bidding documents at the Office of the Deputy Inspector General of Police, Traffic (Licensing & Training), Karachi 11th Zamzama Street (Adjacent DL Branch), Clifton, Karachi. during office hours on working days.
- v. All bids must be accompanied by a Bid Security (2.5%) of total bid amount, and must be delivered to the Office of the Deputy Inspector General of Police, Traffic (Licensing & Training), Karachi 11th Zamzama Street (Adjacent DL Branch), Clifton, Karachi. on or before 1100 hours on 19-04-2021. The bids will be publicly opened in the Committee Room of Office of the Deputy Inspector General of Police, Traffic (Licensing & Training), Karachi 11th Zamzama Street (Adjacent DL Branch), Clifton, Karachi. At 19-04-2021 1200 hours on the same day in presence of bidders who wish to remain present.
- vi. The Police Department, Government of the Sindh will not be responsible for any costs or expense incurred by bidders in connection with the preparation or delivery bids & samples.
- vii. Bidders shall submit bids, which comply with the bidding documents, for alternate bids bidder has to purchase separate bidding documents and alternate bid shall be treated as separate bid.
- viii. Competent authority can cancel the bidding process at any time prior to the acceptance of a proposal as per provision of Rule-25(1) of SPPRA Rules.2010 (amended 2019).
- ix. All prices quoted must include any Taxes applicable, i.e. Income Tax, Sales Tax or any other tax imposed by government by law. If not specifically mentioned in the bid, then it will be presumed that the prices include all the taxes.
- x. Enquiries regarding this Bid Documents shall be submitted in writing to:  
DIGP Traffic (L&T) Sindh Karachi,  
11th Zamzama Street (Adjacent DL Branch), Clifton, Karachi.
- xi. Every page of the tender document should be signed and sealed by the bidder.
- xii. The details of this notice are also available on website of Police department (www.sindhpolice.gov.pk) and SPPRA, Government of Sindh (www.ppms.pprasindh.gov.pk).

**(MUHAMMAD ARSHAD SIDDIQUI)**  
For: Deputy Inspector General of Police  
Traffic (Licensing & Training)  
Sindh Karachi.  
(Secretary)

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

To:

The Deputy Inspector General of Police,  
Traffic (Licensing & Training,  
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 equal to 10% percent of the Contract Price i.e.,Rs..... for the due performance of the Contract.

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

**WITNESS**

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

Signature: -----

Signature: -----

Name:-----

Name:-----

Title:-----

Title:-----

Address:-----

Address:-----

CNIC #:-----

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 Inspector General of Police, Sindh, Karachi, Pakistan (hereinafter called “the Purchaser”) in the sum of -----, for which payment well and truly to be made to the said Purchaser, the Bank bonds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**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 \_\_\_\_\_2021, 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: The Deputy Inspector General of Police,  
Traffic (Licensing & Training,  
Sindh Karachi.

**WHEREAS** (Name of the Contractor)

Hereinafter called “the Contractor” has undertaken, in pursuance of the bid for the purchase of furniture including “\_\_\_\_\_”, dated\_\_\_\_\_2021 (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 \_\_\_\_\_2021, or the warranty period.

**[NAME OF GUARANTOR]**

Signature \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

**1. General Terms & Conditions**

**i) Bid Security**

A bid security in the shape of a Call or Pay Order or Demand Draft or Bank Guarantee in favor of DIGP Traffic (L&T) Sindh equivalent to 2.5% 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 date of the opening of Technical Proposals. 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) Warranties**

- furniture should have warranty, including parts and labour.

**vii) Supply Capabilities**

Responsive Organization should clearly indicate the duration of replacement/repair of quoted item(s) specified in Annexure-D.

| S.# | Item | Action Item        | Response Time<br>(in hours) |
|-----|------|--------------------|-----------------------------|
|     |      | Repair             |                             |
|     |      | 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. Bank Statement and Annual Audit 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 Police Department, Government of 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 upto 2% per month of the contract price will be deducted for delayed supply/delivery of furniture then purchaser reserve the right to cancel the contract, forfeit the performance security and black list the firm.

**xi) Delivery Time**

- 60 days after issuance of purchase order or as mutually agreed in the contract.
- **Mode of payment:** 100% after supply of item(s)/furniture(s) and successful Inspection.
- Execution / Delivery of all the items of the Bid will be at New Establishment Driving License Branch at MVI Baldia Saeedabad, District Keamari Karachi.

xii) The Bid Security is refundable after finalization of the bid in case of return of financial bids un opened 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 DIGP Traffic (L&T) Sindh Karachi.

xiii) The successful bidder will have to deposit 10% performance security of the amount of contract, in the form of pay order or bank guarantee (in favour of DIGP Traffic (L&T) Sindh).

xiv) Parties whose bids are accepted shall have to sign a written contract with Police Department, Government of Sindh as per format at Annexure "A" or on mutually agreed terms & conditions/format by both the parties.

xv) To conform, the approved specifications, the evaluation criteria of bids/samples will be based on the technical expert opinion, observation of procurement committee and terms and condition set forth in the bidding documents, tender notice and Bid Form or as deemed appropriate by the Procurement Committee.

- xvi) 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 DIGP Traffic (L&T) Sindh Karachi, on telephone No.99250521 during office hours on working days.
- xvii) Conditional tenders/bids will not be acceptable.
- xviii) Authority Letter from Principal Company for product and vender authentication shall be provided with the bid.
- xix) Police department reserves the right to increase or decrease the scope of work/number of items/quantity as per SPPRA Rules.

**2. Delivery of Bid Documents is as under:-**

Technical & Financial proposals (2 copies each) should be submitted by 1400 hours at the address given below:

Office of DIGP/Traffic (L&T) Sindh Karachi  
11th Zamzama Street (Adjacent DL Branch), Clifton, Karachi.

- (i) The technical proposals will be opened on the same day at 1400 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 “TEHNNICAL PROPOSAL” and “ FINANCIAL PROPOSAL” (one Original and one copy), labeled as such on their respective envelopes. The bid security of 2.5% 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 DIGP/Traffic (L&T) Sindh Karachi 11th Zamzama Street (Adjacent DL Branch), Clifton, Karachi upto 1200 hours. Samples should however be delivered by hand or courier so as to reach the address given above by the last date indicated for submission upto 1200 hours. **PROPOSALS RECEIVED BY FAX OR EMAIL SHALL NOT BE ACCEPTED.**

**(iii) Submission of Proposal**

The complete proposals with samples should be submitted by 1200 hours on 12-04-2021 at the address given in 2(ii) above.

The format of submission of proposal is attached as Annexure-B and Annexure-C.

**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 Bid Documents will be opened on date mentioned above at 1400 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.
- Under taking 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/Undertaking on stamp paper that the firm has not been black listed previously by any executing agency.

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

**b. Evaluation Criteria and Comparison of Bid**

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

| S.#         | Evaluation Parameter   | Marks | Brief Questionnaire   |                           |
|-------------|------------------------|-------|---|---------------------------|
| 1           | Specifications         | 400   | Compliance with required specifications (Annexure “D”) and sample of quoted items.  |                           |
| 2           | Financial Capabilities | 200   | <ul style="list-style-type: none"> <li>• Bank Statement for last 03 years to be provided and closing balance at the time of technical proposal opening to show net worth/financial stability                             <ul style="list-style-type: none"> <li>▪ Tangible net worth is Rs.10 million = 100 marks</li> <li>▪ Tangible net worth is Rs.5 to 9.999 million = 75 marks</li> <li>▪ Tangible net worth is Rs.3 to 4.999 million = 50 marks</li> <li>▪ Tangible net worth less than 3 million = “0” marks</li> </ul> </li> </ul> <p>Non submission of Bank Statement bids will be rejected.</p> |                           |
|             |                        |       | <ul style="list-style-type: none"> <li>• Annual Turn Over for last 03 years.                             <ul style="list-style-type: none"> <li>▪ Rs.10 Million or above = 100 marks</li> <li>▪ Rs.6 to 9.999 million = 75 marks</li> <li>▪ Rs.3 to 4.999 million = 50 marks</li> <li>▪ Less than Rs.3 million = “0” marks</li> </ul> </li> </ul> <p>Non submission of annual turnover bids will be rejected.</p>   |                           |
| 3           | Relevant Experience    | 200   | <ul style="list-style-type: none"> <li>• Bidder should provide Work Orders relating to work/supply mentioned in the Tender Notice.</li> </ul>   |                           |
|             |                        |       | More than three Work Orders   | Marks 200                 |
|             |                        |       | Three Work Orders   | Marks 150                 |
|             |                        |       | Less than three Work Orders   | Each year obtain 50-Marks |
| Total Marks |                        | 800   |   |                           |

N.B.

Minimum passing/qualifying marks is 80% i.e. 640 marks out of 800 marks. The bid not obtaining minimum qualifying score shall not be considered and rejected. Out of the bids qualifying the Evaluation Criteria, the bid with lowest evaluated cost shall be awarded contract provided it meets all other procedural requirements.

The Bidder should provide the following required information and placing this Form on top of the Technical Proposal. Relevant portions of the Technical Proposal should be referenced in this form.

### 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 SPP Rules-2010 (amended 2019), 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 Sindh 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 Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.
- **“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.

**CONTRACT AGREEMENT**

1. This contract agreement is made and entered into on \_\_\_\_\_-2021 BY AND BETWEEN.

i) **Deputy Inspector General of Police, Traffic (L&T) Sindh Karachi, 11th Zamzama Street (Adjacent DL Branch), Clifton, Karachi**, hereinafter referred as Buyer, which expression shall unless repugnant to the context or meaning thereof, be deemed to include its successors and permitted assignees 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 assignees of the OTHER PART.

2. WHEREAS the **Deputy Inspector General of Police, Traffic (L&T) Sindh** is entrusted with responsibility of procurement of Furniture & Fixture during current financial year 2020-21 as per description, with specification and quantity, given below:-

| Description of Articles | Quantity/Number |
|-------------------------|-----------------|
|                         |                 |

3. AND WHEREAS, the **Deputy Inspector General of Police, Traffic (L&T) Sindh**, in accordance with the Sindh Public Procurement Rules, 2010 (amended 2019), as adopted by Government of Sindh vide notification **No. SORI(SGA&CD) 2-30/2010, dated 8<sup>th</sup> March 2010** invited tenders for the supply of above Furniture & Fixture through advertisement in leading national newspapers.

4. That M/s \_\_\_\_\_, participated in the response of open tenders, floated IGP Sindh, by submitting technical and financial bids, after necessary evaluation of the products, items described above, the Procurement Committee opened the financial bids in front of all bidders on \_\_\_\_\_ 2021.

5. That the rates offered by **M/s \_\_\_\_\_**, for the products, items 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 Procurement Committee, the IGP Sindh has accorded approval to place purchase/procurement order in favour of **M/s \_\_\_\_\_**, on terms and conditions specified below:-

**NOW THEREFORE PARTIES HEREBY AGREED AS FOLLOW:-**

- i) That M/s \_\_\_\_\_, shall supply Furniture & Fixture described and specified alongwith quantity mentioned above within \_\_\_\_\_ **days** from the date of signing of this agreement.
- ii) That all deliveries shall be made at New Establishment DL Branch at MVI Baldia Saeedabad 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 Procurement Committee which shall be at liberty to reject any Furniture & Fixture or part thereof if it is not in accordance with approved 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. That no appeal or review will be permissible against the decision of Procurement Committee.
- iv) That **the DIGP/Traffic, (L&T)Sindh**, shall give written receipt signed by him giving out complete details, exhibiting the number of items/articles delivered and the number Furniture & Fixture 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 Furniture & Fixture rejected shall be taken back and removed by the **M/s** \_\_\_\_\_, and replace with the new store, if the replaced store however again rejected by the Procurement Committee then nothing shall become due or recoverable by the **M/s** \_\_\_\_\_, in respect on account of Furniture & Fixture so rejected.
- vi) That all articles accepted shall be paid for by **the DIGP/Traffic, (L&T)Sindh**, at the rate specified below (F.O.R Destination) within financial year 2020-21.

| Item/Article | Qty | Rate Per Unit | Total Amount |
|--------------|-----|---------------|--------------|
|              |     |               |              |

- vii) In case **M/s** \_\_\_\_\_, make default, in the due performance of this agreement/contract in part or full, **DIGP/Traffic, (L&T)Sindh**, shall be at liberty to impose and recover L.D. Charges not exceeding 2% per month thereof. The penalty shall be applicable only to the extent of item/furniture supplied late.
- viii) **The DIGP/Traffic, (L&T)Sindh**, shall have right to assess, demand and recover any damages suffered by Police Department due to late supply of the item/articles from the supplier.

- ix) **The DIGP/Traffic, (L&T)Sindh**, 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 **DIGP/Traffic, (L&T)Sindh**, whether by virtue of agreement or otherwise.
- x) The DIGP Traffic (L&T) Sindh 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. That the supplier has agreed to deliver the supply within \_\_\_\_ days which expires on \_\_\_\_\_, i.e. deadline of supply for financial year 2020-21. Hence supply received upto \_\_\_\_\_ will be acceptable after inspection whereas concerning the supply after deadline, supplier has to deposit 100% Bank Guarantee equal to the amount of remaining/balance supply with the request to extend the supply period. Advance payment on pre-receipted bill against such remaining supply is subject to approval by Finance Department Government of Sindh.
7. **Warranty:-** The supplier warrants that all Goods supplied under the Contract are new, unused, and have no defect. The warranty of the Goods shall remain valid for 01 year after the Goods or any portion thereof as the case may be, have been delivered at final destination indicated in the Contract and accepted after inspection. The Procuring agency will promptly notify the supplier in writing of any claims arising under the warranty, and upon receipt of such notice the supplier shall repair or replace the defective Goods or parts thereof, without costs to the Procuring agency within period as mentioned below:-

| Action Item        | Response Time |
|--------------------|---------------|
| Repair             |               |
| Backup Replacement |               |

If the Supplier having been notified fails to remedy the defect (s) within the period specified in contract, the Procuring agency may proceed to take such remedial action as may be necessary, at the Supplier risk and expense and without prejudice to any other rights which the Procuring agency may have against the Supplier under the Contract.

8. Any claim in the case of discrepant quality/specification/performance shall be raised by the Purchaser in writing within the guarantee/warranty period of the contracted stores. Such a period (furniture remained in defective/non-operational state) will be subtracted from the total warranty/guarantee period.
9. The validity of Performance Security shall extend at least ninety days after the date of completion of contract to cover defects liability period or maintenance period subject to final acceptance by the Purchaser.
10. 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.
11. Any notice required under this contract agreement shall be in writing and shall be effective when received by the addressee at its given address.
12. If any term, condition, 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.
13. **Force Majeure:-**

**i) Definition:-**

- (a) For the purpose of this contract, “Force Majeure” means an event which is beyond the reasonable control of a party, and which makes a Party’s performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riot, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockdown, or other industrial action (Except where such strike, lockdowns or other industrial actions are within the power of the party invoking Force Majeure to prevent), confiscation or any other action by the government agencies.
- (b) Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a party or such party’s sub-contractor or agent or employees nor (ii) any event which a diligent party could reasonable have been expected to both (a) take into account at the time of the conclusion of this contract and (b) avoid or overcome in the carrying out of its obligation hereunder.

- (c) Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.

**ii) No Breach of contract:-**

The failure of Party to fulfill any of its obligations hereunder shall not be considered to be breach of, or default under this contract insofar as such inability arises from an event of Force Majeure, provided that the party affected by such an event taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this contract.

**iii) Measures to be taken:-**

- (a) A party affected by an event of Force Majeure shall take all reasonable measures to remove such party's inability to fulfill its obligations hereunder with minimum delay.
- (b) A party affected by an event of Force Majeure shall notify the other party of such event as soon as possible, and in any event not later than thirty days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give notice of the restoration of normal condition as soon as possible.
- (c) The parties shall take all reasonable measures to minimize the consequences of any event of Force Majeure.

**iv) Extension of Time:-**

- (a) Any period within which a party shall, pursuant to this contract, complete any action or task, shall be extended for a period equal to the time during which such party was unable to perform such action as result of Force Majeure.

**14. Arbitration:-**

**i) Right to Arbitration**

Any disputes between the parties as to matter arising pursuant to this contract which cannot be settled amicably within seven (07) days after receipt by one party of the other party's request for such amicable settlement may be submitted by either party to arbitration in accordance with the provision of contract agreement.

**ii) Selection of Arbitrators**

Each dispute arising out of this contract and submitted by a party to arbitration shall be submitted for arbitration to a committee of three (3) members. One member shall be designated by client, the second by contractor and a third by mutual agreement of the parties.

**iii) Rules of Procedures**

- (a) The arbitration proceedings shall be conducted in accordance with the provision of Pakistan Arbitration Act (Act of 1940) as in force on the date of this contract.
- (b) The decision by the committee shall be made on the majority vote basis and this decision shall be binding on both the parties.

15. This agreement may be amended only in writing signed by both the parties.

16. IN WITNESS WHEREOF, the parties have executed this agreement on the date set forth above.

\_\_\_\_\_  
**DSP ADMIN**  
On behalf of DIGP, Traffic (L&T) Sindh

\_\_\_\_\_  
**On behalf of**  
M/s \_\_\_\_\_

**Witness:**

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

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



## Integrity Pact

### **DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS/CONTRACTORS/CONSULTANTS.**

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

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

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

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

Without limiting the generality of the foregoing, \_\_\_\_\_  
[Name of Supplier/Contractor/Consultant] 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 Procuring Agency (PA), except that which has been expressly declared pursuant hereto.

\_\_\_\_\_  
[Name of Supplier/Contractor/Consultant] 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 PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

\_\_\_\_\_  
[Name of Supplier/Contractor/Consultant] 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 PA under any law, contract or other instrument, be voidable at the option of PA.

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

\_\_\_\_\_  
[Procuring Agency]

\_\_\_\_\_  
[Supplier /Contractor/Consultant]



## Financial Proposal Form

| Bidder's Profile                |                  |          |                                     |                                     |
|---------------------------------|------------------|----------|-------------------------------------|-------------------------------------|
| Name                            |                  |          |                                     |                                     |
| Official Address                |                  |          |                                     |                                     |
| Telephone(s) No.                |                  |          |                                     |                                     |
| Official Fax No.                |                  |          |                                     |                                     |
| GST Registration No.            |                  |          |                                     |                                     |
| Income Tax Reg. No.             |                  |          |                                     |                                     |
| No. of years in business        |                  |          |                                     |                                     |
| Sr.No.                          | Quoted Item Name | Quantity | Unit Cost (Rs) with all Govt: Taxes | Total Cost (Rs) inclusive all taxes |
|                                 |                  |          |                                     |                                     |
| <b>Total Cost in Pak Rupees</b> |                  |          |                                     |                                     |
| (in words. _____)               |                  |          |                                     |                                     |

**Note:** Bid Security will be equivalent to 2% of the total bid cost.  
Only Pay Order/Bank Draft for Bid Security will be acceptable in favour of IGP Sindh

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

## Specification of Machinery & Equipment.

| S# | Item                           | Specification  | Qty |
|----|--------------------------------|--|-----|
| 01 | Split AC 1.5 Ton               | Air Conditioner (Split type), wall mounted, non-Inverter, cooling capacity 18000 BTUs/HR, (1.5 Tons). Single phase, Rotary compressor, with all controls. Brands: Gree / PEL / Haier or equivalent, with Standard Warranty of Compressor & Parts.<br>Complete with installation kit including copper tubing (as per site of installation) with Insulation, taping & Dura Duct/Casing, internal wiring, PVC Drain Pipe and Angle Bracket / Stand etc  | 08  |
| 02 | Photo Copier                   | Speed 18 to 20 CPM (Copy per minutes).<br>Copy Resolution 600x600 dpi or better.<br>First copy print 10 second or less.<br>Memory 32 MB or above.<br>Copy size A3 to A5<br>Continuous copying 1 to 99 or better<br>Paper supply 250x1 tray or better<br>Bypass tray capacity 100 or above.<br>Drum Life Minimum 80,000 copies or above.<br>Toner Life Minimum 9,000 copies or above.<br>Country of Origin must be mentioned.<br>Manufacturing year must be mentioned in the bid.<br>OEM (Original Equipment Manufacturer) authorized dealers only.<br>Authorization certificate in favour of DIGP Traffic (L&T) Sindh Karachi.   | 01  |
| 03 | Water Dispenser                | Cooling Method: Compressor<br>Hot Water.<br>Cold Water.<br>3 Taps (Hot, Normal & Cold)<br>Hot Water Capacity (L/H) 1 Liter per Hour or above<br>Cold Water Capacity (L/H) 2 Liter per Hour or above<br>Refrigerator Cabinet.<br>LED Display.<br>Security Button<br>01 Year Warranty  | 02  |
| 04 | Ceiling Fan                    | 56", ¾" stator, Copper winding, Brand: Pak, Millat, Royal, GFC (Deluxe Plus) or equivalent.  | 10  |
| 05 | Bracket Fan                    | 18", Copper winding, 3 speed option, Brand: Pak, Millat, Royal, GFC (Deluxe) or equivalent.  | 10  |
| 06 | LED 32"                        | Size 43" Smart LED<br>Resolutions 1920x1080<br>HDMI<br>USB<br>WiFi<br>Warranty 01 year   | 01  |
| 07 | Electric Power Generator 20KVA | Rated Output 20KVA.<br>Rated Max. Power : 20 KVA<br>Rated Output Voltage : 220 VAC or above<br>Output Frequency : (50) HZ or above<br>Consumption 6 liter/hour or less.<br>Tank Capacity 75 Liters or above.<br>Noise Level: Full load is less than 85 db at 01 Meter.<br>Engine Speed : 1,500 RPM<br>Protection: Automatic shut down on low oil level.<br>Engine: Four stroke heavy duty diesel engine.<br>Battery 12V<br>Continuous Operating Hours : 12 hours or above.<br>Self-Start<br>Fuel Diesel<br>Standard Canopy<br>Safety Breaker mandatory as per rating.<br>1 Years Warranty<br>Service Centers all over Sindh<br>Authorization certificate in favour of DIGP Traffic (L&T) Sindh Karachi (Sindh Police)<br>NOTE:- Required Specification / Standard / 20 KVA Generator | 01  |

|                                |  |  |                 |   |                                |  |                 |                                   |                |   |                  |             |                        |              |    |
|--------------------------------|--|--|-----------------|---|--------------------------------|--|-----------------|-----------------------------------|----------------|---|------------------|-------------|------------------------|--------------|----|
| 08                             | Exhaust Fan  | Supply and installation of wall exhaust fan 12"  | 05              |   |                                |  |                 |                                   |                |   |                  |             |                        |              |    |
| 09                             | LED Lights   | LED Sever 24Watt with one year warranty.   | 100             |   |                                |  |                 |                                   |                |   |                  |             |                        |              |    |
| 10                             | Fax Machine  | Supply of Fax Machine  | 01              |   |                                |  |                 |                                   |                |   |                  |             |                        |              |    |
| 11                             | Metal Detector   | <table border="1"> <tr> <td><b>General.</b></td> <td>Brand New.<br/>Latest Version.<br/>Reliable</td> </tr> <tr> <td><b>Features</b></td> <td>Green LED indicates detector is on<br/>Ultimate sensitivity not subject to arbitrary adjustment<br/>No tools require to change battery pack<br/>Auto tuning means no adjustment are ever necessary<br/>Simple and effective one switch operation<br/>Meets or exceeds all regulatory and performance standard including new NIJ<br/>Rugged high impact ABS case with Reinforced coil compartment<br/>Sharp audible alarm and bright red LED indicates detection of metal<br/>Controlling with Power Switch ON/OFF<br/>Indicating with LED Lights and Speaker</td> </tr> <tr> <td><b>Standard</b></td> <td>Meet with International Standard.</td> </tr> <tr> <td><b>Battery</b></td> <td>9 Volt DC Rechargeable Battery with Charger</td> </tr> <tr> <td><b>Warranty.</b></td> <td>(24 Months)</td> </tr> <tr> <td><b>Service Backup.</b></td> <td>As Required.</td> </tr> </table> | <b>General.</b> | Brand New.<br>Latest Version.<br>Reliable | <b>Features</b>                | Green LED indicates detector is on<br>Ultimate sensitivity not subject to arbitrary adjustment<br>No tools require to change battery pack<br>Auto tuning means no adjustment are ever necessary<br>Simple and effective one switch operation<br>Meets or exceeds all regulatory and performance standard including new NIJ<br>Rugged high impact ABS case with Reinforced coil compartment<br>Sharp audible alarm and bright red LED indicates detection of metal<br>Controlling with Power Switch ON/OFF<br>Indicating with LED Lights and Speaker                          | <b>Standard</b> | Meet with International Standard. | <b>Battery</b> | 9 Volt DC Rechargeable Battery with Charger | <b>Warranty.</b> | (24 Months) | <b>Service Backup.</b> | As Required. | 01 |
| <b>General.</b>                | Brand New.<br>Latest Version.<br>Reliable  |  |                 |   |                                |  |                 |                                   |                |   |                  |             |                        |              |    |
| <b>Features</b>                | Green LED indicates detector is on<br>Ultimate sensitivity not subject to arbitrary adjustment<br>No tools require to change battery pack<br>Auto tuning means no adjustment are ever necessary<br>Simple and effective one switch operation<br>Meets or exceeds all regulatory and performance standard including new NIJ<br>Rugged high impact ABS case with Reinforced coil compartment<br>Sharp audible alarm and bright red LED indicates detection of metal<br>Controlling with Power Switch ON/OFF<br>Indicating with LED Lights and Speaker                          |  |                 |   |                                |  |                 |                                   |                |   |                  |             |                        |              |    |
| <b>Standard</b>                | Meet with International Standard.  |  |                 |   |                                |  |                 |                                   |                |   |                  |             |                        |              |    |
| <b>Battery</b>                 | 9 Volt DC Rechargeable Battery with Charger  |  |                 |   |                                |  |                 |                                   |                |   |                  |             |                        |              |    |
| <b>Warranty.</b>               | (24 Months)  |  |                 |   |                                |  |                 |                                   |                |   |                  |             |                        |              |    |
| <b>Service Backup.</b>         | As Required.   |  |                 |   |                                |  |                 |                                   |                |   |                  |             |                        |              |    |
| 12                             | Inspection Mirror  | <table border="1"> <tr> <td><b>General.</b></td> <td>Brand New.<br/>Latest Version.</td> </tr> <tr> <td><b>Structure &amp; feature</b></td> <td>Aluminum handles extend from 42" to 51".<br/>6 styles from which to choose.<br/>Available in 12" Round Convex or Flat Acrylic Mirror.<br/>Equipped with adjustable swivel for infinite adjustment.<br/>Has a heavy-duty extruded rubber rim to help prevent damaging objects when maneuvering.<br/>Available with tripod ball bearing caster wheels, allowing full range of motion with effortless maneuvering.<br/>Light-weight with adjustable handle.<br/>Low 3.5" ground clearance.<br/>Available with flashlight, batteries and mounting bracket.<br/>For indoor or outdoor use.</td> </tr> </table>  | <b>General.</b> | Brand New.<br>Latest Version.             | <b>Structure &amp; feature</b> | Aluminum handles extend from 42" to 51".<br>6 styles from which to choose.<br>Available in 12" Round Convex or Flat Acrylic Mirror.<br>Equipped with adjustable swivel for infinite adjustment.<br>Has a heavy-duty extruded rubber rim to help prevent damaging objects when maneuvering.<br>Available with tripod ball bearing caster wheels, allowing full range of motion with effortless maneuvering.<br>Light-weight with adjustable handle.<br>Low 3.5" ground clearance.<br>Available with flashlight, batteries and mounting bracket.<br>For indoor or outdoor use. | 01              |                                   |                |   |                  |             |                        |              |    |
| <b>General.</b>                | Brand New.<br>Latest Version.  |  |                 |   |                                |  |                 |                                   |                |   |                  |             |                        |              |    |
| <b>Structure &amp; feature</b> | Aluminum handles extend from 42" to 51".<br>6 styles from which to choose.<br>Available in 12" Round Convex or Flat Acrylic Mirror.<br>Equipped with adjustable swivel for infinite adjustment.<br>Has a heavy-duty extruded rubber rim to help prevent damaging objects when maneuvering.<br>Available with tripod ball bearing caster wheels, allowing full range of motion with effortless maneuvering.<br>Light-weight with adjustable handle.<br>Low 3.5" ground clearance.<br>Available with flashlight, batteries and mounting bracket.<br>For indoor or outdoor use. |  |                 |   |                                |  |                 |                                   |                |   |                  |             |                        |              |    |



**BID DOCUMENTS**  
**For Procurement of Furniture / Fixture & Wooden Counters**  
**For New Establishment of DL Branch at MVI Branch**  
**Baldia, Saeedabad Karachi,**  
**District Keamari.**

**DIGP TRAFFIC (L&T) SINDH KARACHI.**

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[www.sindhpolice.gov.pk](http://www.sindhpolice.gov.pk)

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

**Invitation to Bid**  
**Instruction to bidder**

- i. The bidder is expected to examine the Bidding Documents, including all instructions, forms, terms, specifications and charts/drawings. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.
- ii. The Police Department, Government of Sindh, request Tender Bids in sealed envelopes as per information required in this document. Proponents applying for bids should submit Financial Proposal and Technical Proposal in two separate envelopes.
- iii. The Technical Proposal should contain all the bid items without quoting the price and must list firm's clientele, details of past project, items specification etc. Financial bids of firms not obtaining minimum passing criteria on Technical basis will not be opened.
- iv. Interested /Eligible bidders may obtain further information on the bid and inspect the bidding documents at the Office of the Deputy Inspector General of Police, Traffic (Licensing & Training), Karachi 11th Zamzama Street (Adjacent DL Branch), Clifton, Karachi. during office hours on working days.
- v. All bids must be accompanied by a Bid Security (2.5%) of total bid amount, and must be delivered to the Office of the Deputy Inspector General of Police, Traffic (Licensing & Training), Karachi 11th Zamzama Street (Adjacent DL Branch), Clifton, Karachi. on or before 1100 hours on 19-04-2021. The bids will be publicly opened in the Committee Room of Office of the Deputy Inspector General of Police, Traffic (Licensing & Training), Karachi 11th Zamzama Street (Adjacent DL Branch), Clifton, Karachi. At 19-04-2021 1200 hours on the same day in presence of bidders who wish to remain present.
- vi. The Police Department, Government of the Sindh will not be responsible for any costs or expense incurred by bidders in connection with the preparation or delivery bids & samples.
- vii. Bidders shall submit bids, which comply with the bidding documents, for alternate bids bidder has to purchase separate bidding documents and alternate bid shall be treated as separate bid.
- viii. Competent authority can cancel the bidding process at any time prior to the acceptance of a proposal as per provision of Rule-25(1) of SPPRA Rules.2010 (amended 2019).
- ix. All prices quoted must include any Taxes applicable, i.e. Income Tax, Sales Tax or any other tax imposed by government by law. If not specifically mentioned in the bid, then it will be presumed that the prices include all the taxes.
- x. Enquiries regarding this Bid Documents shall be submitted in writing to:  
DIGP Traffic (L&T) Sindh Karachi,  
11th Zamzama Street (Adjacent DL Branch), Clifton, Karachi.
- xi. Every page of the tender document should be signed and sealed by the bidder.
- xii. The details of this notice are also available on website of Police department (www.sindhpolice.gov.pk) and SPPRA, Government of Sindh (www.ppms.pprasinhd.gov.pk).

**(MUHAMMAD ARSHAD SIDDIQUI)**  
For: Deputy Inspector General of Police  
Traffic (Licensing & Training)  
Sindh Karachi.  
(Secretary)

To:

The Deputy Inspector General of Police,  
Traffic (Licensing & Training,  
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 equal to 10% percent of the Contract Price i.e.,Rs..... for the due performance of the Contract.

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

**WITNESS**

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

Signature: -----

Signature: -----

Name:-----

Name:-----

Title:-----

Title:-----

Address:-----

Address:-----

CNIC #:-----

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 Inspector General of Police, Sindh, Karachi, Pakistan (hereinafter called “the Purchaser”) in the sum of \_\_\_\_\_, for which payment well and truly to be made to the said Purchaser, the Bank bonds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**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 \_\_\_\_\_2021, 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: The Deputy Inspector General of Police,  
Traffic (Licensing & Training,  
Sindh Karachi.

**WHEREAS** (Name of the Contractor)

Hereinafter called “the Contractor” has undertaken, in pursuance of the bid for the purchase of furniture including “\_\_\_\_\_”, dated\_\_\_\_\_2021 (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 \_\_\_\_\_2021, or the warranty period.

**[NAME OF GUARANTOR]**

Signature \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

**1. General Terms & Conditions**

**i) Bid Security**

A bid security in the shape of a Call or Pay Order or Demand Draft or Bank Guarantee in favor of DIGP Traffic (L&T) Sindh equivalent to 2.5% 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 date of the opening of Technical Proposals. 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) Warranties**

- furniture should have warranty, including parts and labour.

**vii) Supply Capabilities**

Responsive Organization should clearly indicate the duration of replacement/repair of quoted item(s) specified in Annexure-D.

| S.# | Item | Action Item        | Response Time<br>(in hours) |
|-----|------|--------------------|-----------------------------|
|     |      | Repair             |                             |
|     |      | 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. Bank Statement and Annual Audit 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 Police Department, Government of 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 upto 2% per month of the contract price will be deducted for delayed supply/delivery of furniture then purchaser reserve the right to cancel the contract, forfeit the performance security and black list the firm.

**xi) Delivery Time**

- 60 days after issuance of purchase order or as mutually agreed in the contract.
- **Mode of payment:** 100% after supply of item(s)/furniture(s) and successful Inspection.
- Execution / Delivery of all the items of the Bid will be at New Establishment Driving License Branch at MVI Baldia Saeedabad, District Keamari Karachi.

xii) The Bid Security is refundable after finalization of the bid in case of return of financial bids un opened 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 DIGP Traffic (L&T) Sindh Karachi.

xiii) The successful bidder will have to deposit 10% performance security of the amount of contract, in the form of pay order or bank guarantee (in favour of DIGP Traffic (L&T) Sindh).

xiv) Parties whose bids are accepted shall have to sign a written contract with Police Department, Government of Sindh as per format at Annexure "A" or on mutually agreed terms & conditions/format by both the parties.

xv) To conform, the approved specifications, the evaluation criteria of bids/samples will be based on the technical expert opinion, observation of procurement committee and terms and condition set forth in the bidding documents, tender notice and Bid Form or as deemed appropriate by the Procurement Committee.



- xvi) 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 DIGP Traffic (L&T) Sindh Karachi, on telephone No.99250521 during office hours on working days.
- xvii) Conditional tenders/bids will not be acceptable.
- xviii) Authority Letter from Principal Company for product and vender authentication shall be provided with the bid.
- xix) Police department reserves the right to increase or decrease the scope of work/number of items/quantity as per SPPRA Rules.

## 2. Delivery of Bid Documents is as under:-

Technical & Financial proposals (2 copies each) should be submitted by 1400 hours at the address given below:

Office of DIGP/Traffic (L&T) Sindh Karachi  
11th Zamzama Street (Adjacent DL Branch), Clifton, Karachi.

- (i) The technical proposals will be opened on the same day at 1400 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 “TEHNNICAL PROPOSAL” and “ FINANCIAL PROPOSAL” (one Original and one copy), labeled as such on their respective envelopes. The bid security of 2.5% 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 DIGP/Traffic (L&T) Sindh Karachi 11th Zamzama Street (Adjacent DL Branch), Clifton, Karachi upto 1200 hours. Samples should however be delivered by hand or courier so as to reach the address given above by the last date indicated for submission upto 1200 hours. **PROPOSALS RECEIVED BY FAX OR EMAIL SHALL NOT BE ACCEPTED.**

### (iii) **Submission of Proposal**

The complete proposals with samples should be submitted by 1200 hours on 12-04-2021 at the address given in 2(ii) above.

The format of submission of proposal is attached as Annexure-B and Annexure-C.

**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 Bid Documents will be opened on date mentioned above at 1400 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.
- Under taking 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/Undertaking on stamp paper that the firm has not been black listed previously by any executing agency.

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

**b. Evaluation Criteria and Comparison of Bid**

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

| S.# | Evaluation Parameter   | Marks | Brief Questionnaire   |                           |
|-----|------------------------|-------|---|---------------------------|
| 1   | Specifications         | 400   | Compliance with required specifications (Annexure “D”) and sample of quoted items.  |                           |
| 2   | Financial Capabilities | 200   | <ul style="list-style-type: none"> <li>• Bank Statement for last 03 years to be provided and closing balance at the time of technical proposal opening to show net worth/financial stability                             <ul style="list-style-type: none"> <li>▪ Tangible net worth is Rs.10 million = 100 marks</li> <li>▪ Tangible net worth is Rs.5 to 9.999 million = 75 marks</li> <li>▪ Tangible net worth is Rs.3 to 4.999 million = 50 marks</li> <li>▪ Tangible net worth less than 3 million = “0” marks</li> </ul> </li> </ul> <p>Non submission of Bank Statement bids will be rejected.</p> |                           |
|     |                        |       | <ul style="list-style-type: none"> <li>• Annual Turn Over for last 03 years.                             <ul style="list-style-type: none"> <li>▪ Rs.10 Million or above = 100 marks</li> <li>▪ Rs.6 to 9.999 million = 75 marks</li> <li>▪ Rs.3 to 4.999 million = 50 marks</li> <li>▪ Less than Rs.3 million = “0” marks</li> </ul> </li> </ul> <p>Non submission of annual turnover bids will be rejected.</p>   |                           |
| 3   | Relevant Experience    | 200   | <ul style="list-style-type: none"> <li>• Bidder should provide Work Orders relating to work/supply mentioned in the Tender Notice.</li> </ul>   |                           |
|     |                        |       | More than three Work Orders   | Marks 200                 |
|     |                        |       | Three Work Orders   | Marks 150                 |
|     |                        |       | Less than three Work Orders   | Each year obtain 50-Marks |
|     | Total Marks            | 800   |   |                           |

N.B.

Minimum passing/qualifying marks is 80% i.e. 640 marks out of 800 marks. The bid not obtaining minimum qualifying score shall not be considered and rejected. Out of the bids qualifying the Evaluation Criteria, the bid with lowest evaluated cost shall be awarded contract provided it meets all other procedural requirements.

The Bidder should provide the following required information and placing this Form on top of the Technical Proposal. Relevant portions of the Technical Proposal should be referenced in this form.

### 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 SPP Rules-2010 (amended 2019), 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 Sindh 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 Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.
- **“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.

**CONTRACT AGREEMENT**

1. This contract agreement is made and entered into on \_\_\_\_\_-2021 BY AND BETWEEN.

i) **Deputy Inspector General of Police, Traffic (L&T) Sindh Karachi, 11th Zamzama Street (Adjacent DL Branch), Clifton, Karachi**, hereinafter referred as Buyer, which expression shall unless repugnant to the context or meaning thereof, be deemed to include its successors and permitted assignees 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 assignees of the OTHER PART.

2. WHEREAS the **Deputy Inspector General of Police, Traffic (L&T) Sindh** is entrusted with responsibility of procurement of Furniture & Fixture during current financial year 2020-21 as per description, with specification and quantity, given below:-

| Description of Articles | Quantity/Number |
|-------------------------|-----------------|
|                         |                 |

3. AND WHEREAS, the **Deputy Inspector General of Police, Traffic (L&T) Sindh**, in accordance with the Sindh Public Procurement Rules, 2010 (amended 2019), as adopted by Government of Sindh vide notification **No. SORI(SGA&CD) 2-30/2010, dated 8<sup>th</sup> March 2010** invited tenders for the supply of above Furniture & Fixture through advertisement in leading national newspapers.

4. That M/s \_\_\_\_\_, participated in the response of open tenders, floated IGP Sindh, by submitting technical and financial bids, after necessary evaluation of the products, items described above, the Procurement Committee opened the financial bids in front of all bidders on \_\_\_\_\_ 2021.

5. That the rates offered by **M/s \_\_\_\_\_**, for the products, items 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 Procurement Committee, the IGP Sindh has accorded approval to place purchase/procurement order in favour of **M/s \_\_\_\_\_**, on terms and conditions specified below:-



**NOW THEREFORE PARTIES HEREBY AGREED AS FOLLOW:-**

- i) That M/s \_\_\_\_\_, shall supply Furniture & Fixture described and specified alongwith quantity mentioned above within \_\_\_\_\_ **days** from the date of signing of this agreement.
- ii) That all deliveries shall be made at New Establishment DL Branch at MVI Baldia Saeedabad 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 Procurement Committee which shall be at liberty to reject any Furniture & Fixture or part thereof if it is not in accordance with approved 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. That no appeal or review will be permissible against the decision of Procurement Committee.
- iv) That **the DIGP/Traffic, (L&T)Sindh**, shall give written receipt signed by him giving out complete details, exhibiting the number of items/articles delivered and the number Furniture & Fixture 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 Furniture & Fixture rejected shall be taken back and removed by the **M/s** \_\_\_\_\_, and replace with the new store, if the replaced store however again rejected by the Procurement Committee then nothing shall become due or recoverable by the **M/s** \_\_\_\_\_, in respect on account of Furniture & Fixture so rejected.
- vi) That all articles accepted shall be paid for by **the DIGP/Traffic, (L&T)Sindh**, at the rate specified below (F.O.R Destination) within financial year 2020-21.

| Item/Article | Qty | Rate Per Unit | Total Amount |
|--------------|-----|---------------|--------------|
|              |     |               |              |

- vii) In case **M/s** \_\_\_\_\_, make default, in the due performance of this agreement/contract in part or full, **DIGP/Traffic, (L&T)Sindh**, shall be at liberty to impose and recover L.D. Charges not exceeding 2% per month thereof. The penalty shall be applicable only to the extent of item/furniture supplied late.
- viii) **The DIGP/Traffic, (L&T)Sindh**, shall have right to assess, demand and recover any damages suffered by Police Department due to late supply of the item/articles from the supplier.

- ix) **The DIGP/Traffic, (L&T)Sindh**, 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 **DIGP/Traffic, (L&T)Sindh**, whether by virtue of agreement or otherwise.
- x) The DIGP Traffic (L&T) Sindh 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. That the supplier has agreed to deliver the supply within \_\_\_\_ days which expires on \_\_\_\_\_, i.e. deadline of supply for financial year 2020-21. Hence supply received upto\_\_\_\_\_ will be acceptable after inspection whereas concerning the supply after deadline, supplier has to deposit 100% Bank Guarantee equal to the amount of remaining/balance supply with the request to extend the supply period. Advance payment on pre-receipted bill against such remaining supply is subject to approval by Finance Department Government of Sindh.
7. **Warranty:-** The supplier warrants that all Goods supplied under the Contract are new, unused, and have no defect. The warranty of the Goods shall remain valid for 01 year after the Goods or any portion thereof as the case may be, have been delivered at final destination indicated in the Contract and accepted after inspection. The Procuring agency will promptly notify the supplier in writing of any claims arising under the warranty, and upon receipt of such notice the supplier shall repair or replace the defective Goods or parts thereof, without costs to the Procuring agency within period as mentioned below:-

| Action Item        | Response Time |
|--------------------|---------------|
| Repair             |               |
| Backup Replacement |               |

If the Supplier having been notified fails to remedy the defect (s) within the period specified in contract, the Procuring agency may proceed to take such remedial action as may be necessary, at the Supplier risk and expense and without prejudice to any other rights which the Procuring agency may have against the Supplier under the Contract.

8. Any claim in the case of discrepant quality/specification/performance shall be raised by the Purchaser in writing within the guarantee/warranty period of the contracted stores. Such a period (furniture remained in defective/non-operational state) will be subtracted from the total warranty/guarantee period.
9. The validity of Performance Security shall extend at least ninety days after the date of completion of contract to cover defects liability period or maintenance period subject to final acceptance by the Purchaser.
10. 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.
11. Any notice required under this contract agreement shall be in writing and shall be effective when received by the addressee at its given address.
12. If any term, condition, 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.
13. **Force Majeure:-**

**i) Definition:-**

- (a) For the purpose of this contract, “Force Majeure” means an event which is beyond the reasonable control of a party, and which makes a Party’s performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riot, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockdown, or other industrial action (Except where such strike, lockdowns or other industrial actions are within the power of the party invoking Force Majeure to prevent), confiscation or any other action by the government agencies.
- (b) Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a party or such party’s sub-contractor or agent or employees nor (ii) any event which a diligent party could reasonable have been expected to both (a) take into account at the time of the conclusion of this contract and (b) avoid or overcome in the carrying out of its obligation hereunder.

- (c) Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.

**ii) No Breach of contract:-**

The failure of Party to fulfill any of its obligations hereunder shall not be considered to be breach of, or default under this contract insofar as such inability arises from an event of Force Majeure, provided that the party affected by such an event taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this contract.

**iii) Measures to be taken:-**

- (a) A party affected by an event of Force Majeure shall take all reasonable measures to remove such party's inability to fulfill its obligations hereunder with minimum delay.
- (b) A party affected by an event of Force Majeure shall notify the other party of such event as soon as possible, and in any event not later than thirty days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give notice of the restoration of normal condition as soon as possible.
- (c) The parties shall take all reasonable measures to minimize the consequences of any event of Force Majeure.

**iv) Extension of Time:-**

- (a) Any period within which a party shall, pursuant to this contract, complete any action or task, shall be extended for a period equal to the time during which such party was unable to perform such action as result of Force Majeure.

**14. Arbitration:-**

**i) Right to Arbitration**

Any disputes between the parties as to matter arising pursuant to this contract which cannot be settled amicably within seven (07) days after receipt by one party of the other party's request for such amicable settlement may be submitted by either party to arbitration in accordance with the provision of contract agreement.

**ii) Selection of Arbitrators**

Each dispute arising out of this contract and submitted by a party to arbitration shall be submitted for arbitration to a committee of three (3) members. One member shall be designated by client, the second by contractor and a third by mutual agreement of the parties.

**iii) Rules of Procedures**

- (a) The arbitration proceedings shall be conducted in accordance with the provision of Pakistan Arbitration Act (Act of 1940) as in force on the date of this contract.
- (b) The decision by the committee shall be made on the majority vote basis and this decision shall be binding on both the parties.

15. This agreement may be amended only in writing signed by both the parties.

16. IN WITNESS WHEREOF, the parties have executed this agreement on the date set forth above.

\_\_\_\_\_  
**DSP ADMIN**  
On behalf of DIGP, Traffic (L&T) Sindh

\_\_\_\_\_  
**On behalf of**  
M/s \_\_\_\_\_

**Witness:**

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

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

## Integrity Pact

### **DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS/CONTRACTORS/CONSULTANTS.**

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

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

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

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

Without limiting the generality of the foregoing, \_\_\_\_\_  
[Name of Supplier/Contractor/Consultant] 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 Procuring Agency (PA), except that which has been expressly declared pursuant hereto.

\_\_\_\_\_  
[Name of Supplier/Contractor/Consultant] 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 PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

\_\_\_\_\_  
[Name of Supplier/Contractor/Consultant] 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 PA under any law, contract or other instrument, be voidable at the option of PA.

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

\_\_\_\_\_  
[Procuring Agency]

\_\_\_\_\_  
[Supplier /Contractor/Consultant]



## Financial Proposal Form

| Bidder's Profile                |                  |          |                                     |                                     |
|---------------------------------|------------------|----------|-------------------------------------|-------------------------------------|
| Name                            |                  |          |                                     |                                     |
| Official Address                |                  |          |                                     |                                     |
| Telephone(s) No.                |                  |          |                                     |                                     |
| Official Fax No.                |                  |          |                                     |                                     |
| GST Registration No.            |                  |          |                                     |                                     |
| Income Tax Reg. No.             |                  |          |                                     |                                     |
| No. of years in business        |                  |          |                                     |                                     |
| Sr.No.                          | Quoted Item Name | Quantity | Unit Cost (Rs) with all Govt: Taxes | Total Cost (Rs) inclusive all taxes |
|                                 |                  |          |                                     |                                     |
| <b>Total Cost in Pak Rupees</b> |                  |          |                                     |                                     |
| (in words. _____)               |                  |          |                                     |                                     |

**Note:** Bid Security will be equivalent to 2% of the total bid cost.  
Only Pay Order/Bank Draft for Bid Security will be acceptable in favour of IGP Sindh

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



**Specification of Furniture & Fixture and Wooden Counters.**

| S# | Name of Item            | Specification   | Qty |
|----|-------------------------|---|-----|
| 01 | Executive Table         | <p>Executive Table wooden Size 72"x36"x30" with side Rack size 48"x18"x30".<br/>                     Top &amp; full body made of Veneer board, solid Mahogany wood edges with Lacquer / sprit polish of Table &amp; Side Rack.<br/>                     Glass 5mm on Top of Table &amp; Side Rack.<br/>                     Mobile Drawer having 3 drawers with good quality lock &amp; key arrangement and steel handle.<br/>                     3 drawers with good quality lock &amp; key arrangement and steel handle of Side Rack.<br/>                     Key board tray with good quality channel of side Rack.</p>  | 01  |
| 02 | Computer Table          | <p>Computer Table size 36" x 20" x 30".<br/>                     Top made of Lassani wood &amp; full body covered with Lasani lamination sheets, solid wooden edges with Lacquer / sprit polish.<br/>                     Good quality channel patti.<br/>                     Wire Cape on top of the table.<br/>                     Complete in all respect to keeping PC.</p>   | 10  |
| 03 | Officer Revolving Chair | <p>High back Chair.<br/>                     Back Height size 32".<br/>                     Seat size 21"x21½"<br/>                     Having imported silver grey plastic handle with leatherette padded. Handle fitted with nut bolts on steel plate inside.<br/>                     Seat and back made of ½ inch multi-layer ply sheet.<br/>                     Having 3" Master Molty Foam or equivalent on seat and cover with A1 quality leatherette Black color.<br/>                     Having 2" Master Molty Foam or equivalent on backrest and cover with A1 quality leatherette Black color. Extra foam included with cover back support shape.<br/>                     Foam guaranteed.<br/>                     Silver gray plastic base with heavy duty wheels.<br/>                     Fully synchronized knee tilt mechanism for full body-hugging lumbar support regardless of the degree of inclination.<br/>                     Fixed position angle control system.<br/>                     Adjustable seat height-hydraulic gas lifts and swivel.<br/>                     Sample of chair can be seen in the office of AIGP/Logistics, 2nd floor Central Police Office, I.I. Chundrigar Road, Karachi. All interested firms shall quote same design and quality.</p> | 01  |
| 04 | Office Chairs           | <p>Frame made of Seasonal French Beech Wood imported K.D (Kilin Dried).<br/>                     Front leg height from floor 26 inch include curved handle.<br/>                     Back leg height from floor 28 inch to curved handle.<br/>                     Total Back height from floor to cushion 36".<br/>                     Front seat height from floor 16" and with Cushion 19".<br/>                     Length &amp; Depth of all frame side 21½"x21½".<br/>                     Front side strip width 2"x thickness 1"</p>   | 50  |

|    |                           |   |    |
|----|---------------------------|---|----|
|    |                           | <p>Back side strip size width 2"x thickness 1" and 01 strip joint in the center of chair of same size.</p> <p>01 strip size 2"x1" joint in seat bottom.</p> <p>Cushion having molded ½ multi lair ply sheet seat and back jointly fitted with Iron strips and nut bolt, having 3 inches foam on seat &amp; 2 inches foam on back high quality Master Molty foam or equivalent. Extra foam included with cover back support shape.</p> <p>Foam guaranteed .</p> <p>Seat and back covered with high quality leatherette Black color with bolt fitting.</p> <p>Frame of chair should be high quality sealer Polish with lacquer.</p> <p>Sample of chair can be seen in the office of AIGP/Logistics, 2nd floor Central Police Office, I.I. Chundrigar Road, Karachi. All interested firms shall quote same design and wood quality</p> |    |
| 05 | Steel Chair<br>(2 setter) | <p>Stainless Steel</p> <p>Two Seator</p> <p>Best Quality.</p>   | 25 |
| 06 | Steel Chair<br>(3 setter) | <p>Stainless Steel</p> <p>Two Seator</p> <p>Best Quality.</p>   | 25 |
| 07 | Computer Chair            | <p>Computer Chair revolving with armrest.</p> <p>Seat size 19"x18"</p> <p>Having 3" Master Molty Foam or equivalent on seat and cover with A1 quality leatherette Black color.</p> <p>Having 2" Master Molty Foam or equivalent on backrest and cover with A1 quality leatherette Black color</p> <p>Foam guaranteed.</p> <p>Good quality hydraulic with 5 legs steel base and heavy duty wheels</p>  | 10 |
| 08 | Sofa Set                  | <p>Executive Sofa Set 2+1+1 (4 seater)</p> <p>Frame: made of solid pertal wood and ply wood with high quality tempered spring with tyre patti cover jute (Tat)</p> <p>6" thickness (one piece) Master Molty Foam or equivalent on seat and cover with A1 quality leatherette Black color.</p> <p>4" thickness (one piece) Master Molty Foam or equivalent on back and cover with A1 quality leatherette Black color.</p> <p><b>Seat Size:</b> 26"x26" without joint foam covered.</p> <p>Best stitching.</p> <p>Latest design.</p>  | 01 |
| 09 | Steel Almirah             | <p>Size 72"x34"x18".</p> <p>20 gauge.</p> <p>Steal Almirah hammer painted with Red oxide coated.</p> <p>Rust protected.</p> <p>shelves. (5 compartments)</p> <p>Lock &amp; key arrangement.</p>   | 06 |
| 10 | File Rack<br>Wooden       | <p>Size 36"Lx15"Wx72"H.</p> <p>Without Doors</p> <p>Patex Lamination sheet or equivalent with 4 shelf (5 compartments)</p> <p>Partal wood</p> <p>PVC</p>  | 05 |
| 11 | File Rack<br>Iron         | <p>Size 6ftx3ftx15"</p> <p>Made of iron angle frame gauge 14</p>  | 05 |



|    |                                  |   |    |
|----|----------------------------------|---|----|
|    |                                  | Iron sheet with 5 shelves made of iron sheet gauge 20<br>All shelves will be folding and adjustable with different heights.<br>High quality nuts & bolts should be used.<br>All frame and shelves having high quality powder coated color.  |    |
| 12 | Notice Board                     | Size 30"x30"<br>Partal wood<br>Glass Door<br>Green Fabric<br>Lock and Handle  | 02 |
| 13 | Testing Computer Wooden Counters | Testing Counter Size: 33"x24"x48".<br>Made of high density laminated chip board, edges covered with PVC all sides partition having soft board cover with imported cloth testing station having one key board Tray alongwith high quality channel patti having four steel shoe in Base   | 16 |
| 14 | Registration Wooden Box Counter  | Registration Counter Front Size : 5.6"x2.6"x3.6"x7' with Q-Matic Box points, Providing / Making fixing using material quality acrylic / lasani front, bottom & top shape TK, ¾ thik, bottom stand wood from including draw CPU Box, key board tray with fixed glow, nel handle anges, lock, chipping iro flax solution in joint using with gamsa glue, furnishing good quality required as per site engineer direction. | 30 |
|    |                                  |   |    |