



Board of Intermediate Education
Bakhtiari Youth Center, North Nazimabad,
Karachi - 74700

Phones: } 99260211
 } 99260212
 } 99260213

NO.BIE/AG./L&N/58 /2017

Dated: 14-11-2017

Sindh Govt. Website
www.sindh.govt.pk

Board's Website
<http://www.biek.edu.pk>

PPRA Sind Govt. Website
www.pprasindh.govt.pk

**TENDER NOTICE FOR SUPPLY OF PLASTIC BAGS
FOR PACKING OF QUESTION PAPERS**

Sealed Tenders are invited on Single Stage - One Envelope method as per SPPRA Rules from the reputed and financially sound companies / firms registered with Sales Tax / Income Tax Department & SRB for above mentioned works as per tender document.

Bidding Documents may be obtained from the office of the Admin General Section on production of application on the original letter head of the firm, against payment of Rs.1,000/= (Non-refundable) in shape of Pay Order in favour of Secretary Board of Intermediate Education, Karachi on any working day between 10:00a.m to 01:00p.m from 16-11-2017 to 30-11-2017.

Tender may be submitted latest by 02:30 P.M. on 01-12-2017 and will be opened on the same day at 03:00 P.M. in presence of the tenderers or their representatives who wish to be present on the occasion. General Sales Tax Registration / Income Tax Certificate must be accompanied with the Tender.

"The Procuring Agency may reject all or any bids subject to the relevant provision of SPPRA rules".

(AZEEM AHMED)
ACTING SECRETARY

Copy to:

- i) P.S. to Chairman
- ii) P.A. to Secretary
- iii) I. T. Manager
- iv) S.P.P.R.A. Govt. of Sindh

(SYED HADI HASAN)
DEPUTY SECRETARY
ADMIN GENERAL



Board of Intermediate Education
Bakhtiar Youth Center, North Nazimabad,
Karachi - 74700

Phones { 99260211
99260212
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No. BIE/AG/L&N/60 / 2017

Dated: 08-11-2017

NOTIFICATION

With reference to this office Notification No: BIE/ADMN GEN/1532/2017 dated 28-03-2017 and with the approval of Competent Authority, a 'Procurement Committee' comprising the following is hereby re-constituted to invite, evaluate and finalize the Bids for Procurement of Goods & Services for BIE, Karachi and recommend the successful Bidder / Firm to the competent authority for award of contract:

- | | |
|--|----------|
| 1. Secretary Board | Convener |
| 2. Controller of Examinations | Member |
| 3. Audit Officer | Member |
| 4. Prof. Muhammad Saleem Ghauri
Principal D.J. Sindh Govt. Sc. College,
Karachi. | Member |
| 5. Prof. Babar Shah Khan
Assistant Professor (Jinnah Govt. College) | Member |

Terms of Reference:

- To Select appropriate method of Procurement, as specified in SPPRA Rules.
- To prepare bidding / pre-qualification documents.
- To prepare invitation of bids / pre-qualification notice.
- To carry-out technical as well as financial evaluation of the bids.
- To prepare bid evaluation report.
- To make recommendation for the award of contract or otherwise, to the competent authority.
- To perform any other function ancillary and incidental thereto.

(AZEEM AHMED)
SECRETARY ACTING

Copy to:

- 1) P.S to Chairman
- 2) P.A to Secretary
- 3) P.A to Controller of Examinations
- 4) S.P.P.R.A
- 5) Guard File

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Fax:

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NO BIE/ADMIN GEN. 1399B /2016

DATED: 28-11-2016

NOTIFICATION

In pursuance of Rule-31 of Sindh Public Procurement Rules 2010, with the approval of the competent authority, a '**COMPLAINT REDRESSAL COMMITTEE**', comprising the following, is hereby constituted to address the complaints of bidders that may occur during procurement proceedings:

01	Chairman Board	Convener
02	Representative of the Account General Sindh	Member
03	An independent professional from the relevant field concerning the procurement process in question, to be nominated by the Chairman Board of Intermediate Education, Karachi	Member

Terms of Reference:

On receipt a complaint from an aggrieved bidder may, *if satisfied*:

- prohibit the Procurement Committee from acting or deciding in a manner, inconsistent with SPPRA rules and regulations;
- annul in whole or in part, any unauthorized act or decision of the Procurement Committee;
- reverse any decision of the Procurement Committee or substitute its own decision for such a decision;
- may ask to provide any record relevant to the complaint or bidding.
- shall announce its decision within seven days receipt of a complaint.


(AZEEM AHMED)
SECRETARY (ACTING)

Copy to:-

1. P.S to Chairman
2. P.A to Secretary
3. P.A to Controller of Examinations
4. S.P.P.R.A.
5. Officer concerned
6. Guard File


(SYED HADI HASAN)
DEPUTY SECRETARY



Board of Intermediate Education

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REVISED PROCUREMENT PLAN FOR THE FINANCIAL YEAR 2017-2018

Sr. No.	Description of Procurement	Quantity (where applicable)	Estimated Unit Cost (where applicable)	Estimated Total Cost (In Million Rs.)	Funds Allocated (In Million Rs.)	Source of Funds (ADP / Non ADP)	Proposed Procurement Method	Timing of Procurement 2017-2018			
								Q1 1 Jul to 30 Sep	Q2 1 Oct to 31 Dec	Q3 1 Jan to 31 Mar	Q4 1 Apr to 30 Jun
1	Procurement of Security Services	-	-	-	Rs.10,000,000/=	Non ADP	National Competitive Bidding Single Stage Two Envelope Procedure		✓		
2	Repair & Maintenance of Office Generators 100 KVA & 200 KVA	-	-	-	Rs.5,000,000/=	Non ADP	National Competitive Bidding Single Stage One		✓		
3	Decoration /Catering for Events / Ceremonies & Meal(Breakfast, Lunch & Dinner) / Tea to the staff of Confidential Printing Cell during Examinations	-	-	-	Rs.2,500,000/=	Non ADP	As above		✓		

(Muhammad Jafar)

Controller of Examinations BIEK
Member

(Zahid Ali Lakho)

Audit Officer BIEK Member

(Prof. Babar Shah Khan)

Assistant Professor Member other than
Procuring Agency

(Prof. M.Salim Ghauri)

Member other than Procuring
Agency

(Azeem Ahmed)

Acting Secretary / Convener



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								Q1 1 Jul to 30 Sep	Q2 1 Oct to 31 Dec	Q3 1 Jan to 31 Mar	Q4 1 Apr to 30 Jun
4	Hiring of Examination Center Equipments & Accessories (Furniture)	-	-	-	Rs.6,500,000/=	Non ADP	National Competitive Bidding Single Stage One Envelope Procedure		✓		
5	Procurement of Office Furniture	-	-	-	Rs.4000,000/=	Non ADP	As above		✓		
6	Purchase of Computer Stationery	-	-	-	Rs.10,000,000/=	Non ADP	As above		✓		
7	Printing of Answer Books	-	-	-	Rs.15,000,000/=	Non ADP	National Competitive Bidding Single Stage Two Envelope Procedure			✓	

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								Q1 1 Jul to 30 Sep	Q2 1 Oct to 31 Dec	Q3 1 Jan to 31 Mar	Q4 1 Apr to 30 Jun
8	Printing of Examination Registration & Other Priced forms	-	-	-	Rs.4,500,000/=	Non ADP	NCB Single Stage Two Envelope Procedure			✓	
9	Procurement of Duplicating Papers Master Rolls, Ink and Stencils.	-	-	-	Rs.8,000,000/=	Non ADP	NCB Single Stage One Envelope Procedure			✓	
10	Procurement of Stationery & other consumable articles /Plastic Bags for Examination Department	-	-	-	Rs.5,000,000/=	Non ADP	As above			✓	

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								Q1 1 Jul to 30 Sep	Q2 1 Oct to 31 Dec	Q3 1 Jan to 31 Mar	Q4 1 Apr to 30 Jun
11	Procurement of Liveries (Uniforms Winter & Summer) and Shoes for Class-IV employees	Winter = 130 approx Summer = 330 approx Shoes = 110 approx	Rs.9,000/= approx	1 Million	Rs.15,00,000/=	Non ADP	National Competative Bidding Single Stage One Envelope Procedure			✓	
12	Printing of Tabulation Registers	-	-	-	Rs.6,000,000/=	Non ADP	National Competative Bidding Single Stage Two Envelope Procedure			✓	
13	Procurement of Sports Goods	-	-	-	Rs.2,000,000/=	Non ADP	National Competative Bidding Single Stage One Envelope Procedure				✓

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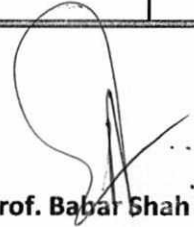
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								Q1 1 Jul to 30 Sep	Q2 1 Oct to 31 Dec	Q3 1 Jan to 31 Mar	Q4 1 Apr to 30 Jun
14	Procurement of Computers & I.T. related Items	-	-	-	Rs.10,000,000/=	Non ADP	National Competative Bidding Single Stage Two Envelope Procedure				✓
15	Procurement of Enrolment and Examination Software Support	-	-	-	Rs.10,000,000/=	Non ADP	As above				✓
16	Addition & Alteration in Computer Cell	-	-	-	Rs.1,500,000/=	Non ADP	As above				✓


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								Q1 1 Jul to 30 Sep	Q2 1 Oct to 31 Dec	Q3 1 Jan to 31 Mar	Q4 1 Apr to 30 Jun
17	Procurement of Deep Freezer, Split Air Conditioners & Floor Mount AC other Electronic appliances	-	-	-	Machinery & Equipment Rs.9,000,000/=	Non ADP	National Competitive Bidding Single Stage Two Envelope Procedure				✓
18	Construction of Rooms in Office Premises	-	-	-	Rs.2,000,000/=	Non ADP	National Competitive Bidding Single Stage One Envelope Procedure				✓

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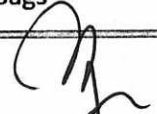
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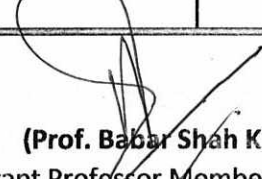
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								Q1 1 Jul to 30 Sep	Q2 1 Oct to 31 Dec	Q3 1 Jan to 31 Mar	Q4 1 Apr to 30 Jun
19	Construction of Record Rooms for Registration, Permission, Enrolment & Certificate Sections	-	-	-	Rs.1,500,000/=	Non ADP	NCB Single Stage One Envelope				✓
20	Purchase of Electric /Gas/Diesel Generator and Accessories	-	-	-	Rs.2,500,000/=	Non ADP	As above				✓
21	Development of Software / Hardware	-	-	-	Rs.10,000,000/=	Non ADP	NCB Single Stage Two Envelope Procedure				✓
22	Health Insurance for Employees and their dependents (Emergent Medical / Hospitalization and Diagnostic Charges)	-	-	-	Rs.20,000,000/=	Non ADP	As above			✓	
23	Procurement of Plastic Bags	-	-	below One Million		Non ADP	NCB Single Stage One Envelope		✓		


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BAKHTIYARI YOUTH CENTER, NORTH NAZIMABAD,
KARACHI-74700**

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**STANDARD BIDDING DOCUMENTS
FOR
NATIONAL COMPETITIVE BIDDING
SINGLE STAGE – ONE ENVELOPE PROCEDURE
TENDER FOR PROCUREMENT OF PLASTIC BAGS**

*IN RESPECT OF THE
BIEK/AG/L&N/ 58 /2017*

PART ONE (FIXED)

- Instructions to Bidders (ITB)
- General Conditions of Contract (GCC)



**BOARD OF INTERMEDIATE EDUCATION,
BAKHTIYARI YOUTH CENTER, NORTH NAZIMABAD,
KARACHI-74700**

**INSTRUCTIONS TO BIDDERS & GENERAL
CONDITIONS OF CONTRACT:**

The Instructions to Bidders (ITB) and General Conditions of Contract (GCC) applied in this Contract shall be the same as per Standard Bidding Documents for Goods, issued by SPPRA. For further references the same may be downloaded from the Board's website <http://www.biek.edu.pk> and from the SPPRA's website www.pprasindh.gov.pk or it may be provided from this Office if it may be demanded by the bidder. Whenever there is a conflict, the provisions hereafter shall prevail over those in the Instructions to Bidders & General Conditions of Contract. The corresponding clause number of the ITB & GCC is indicated in parentheses.

BID DATA SHEET

INTRODUCTION		
ITB 1.1	Name of Contract	Procurement of Plastic Bags
ITB 4.1	Name of Procuring Agency	Board of Intermediate Education Karachi
ITB 6.1	Procuring agency's address, telephone, telex, and facsimile numbers	Board of Intermediate Education, Bakhtiyari Youth Center North Nazimabad Tel: 99260211 99260212 99260213 Fax: 99260203 & 99260208
ITB 8.1	Language of the bid	English or Urdu

BID PRICE AND CURRENCY	
ITB 11.2	The price shall be in Pakistani currency inclusive of all Taxes, Transportation, Material and Labour charges involved therein.
ITB 11.5	During the entire period of bid validity, the price shall be fixed and the bidder will have to supply the required items as per specifications and quoted rates.



BOARD OF INTERMEDIATE EDUCATION,
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PREPARATION AND SUBMISSION OF BIDS		
ITB 13.3 (d)	Qualification Requirements	<ul style="list-style-type: none"> • 03 years experience in the relevant field • Turn-over of at least last three years having a sum of minimum Rs.2,500,000/- • Registration with Federal Board of Revenue (FBR), for Income Tax and Sales Tax in case of procurement of goods • Registration with the Sindh Revenue Board (SRB) in case of procurement of works and services • An Affidavit on Stamp Paper that the firm has never been Blacklisted
ITB 15.1	Amount of bid security (refundable)	<ul style="list-style-type: none"> • 3% of the bid price, which should be submitted in shape of Pay Order in the name of Secretary, Board of Intermediate Education Karachi and shall remain valid for a period of 28 days beyond the validity period for bid.
ITB 16.1	Bid Validity Period	90 days from the date of opening of Tender.
ITB 18.2 (a)	Address for bid submission	The office of the Superintendent, Administration General Section (Chairman's Secretariat), Ground Floor, Board of Intermediate Education, Karachi.
ITB 18.2 (b)	IFB title and number	Title: Procurement of Consumable Articles (Plastic Bags) IFB No: <i>BIE/AG/L&N/ 58 /2017</i> Dated: 14 -11-2017
ITB 19.1	Deadline for bid submission	Friday 1st December 2017 up to 2:30 p.m Sealed bids duly filled-in, mentioning on top of the envelope " Tender for Procurement of Plastic Bags ".
ITB 22.1	Time, date, and place for bid opening	Bids duly stamped on each document must be submitted in the office of the <i>Admin General Section</i> (Chairman's Secretariat), Ground Floor, Board of Intermediate Education, Karachi, in a sealed cover on 01-12-2017 up to 2:30 P.M and will be opened on the same day at 3:00 P.M in the presence of bidders' representatives who wish to attend.
ITB 25.4 (b)	Delivery schedule	The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least one month after issuance of contract award which may be increased or decreased due to demand of time/situation.



BOARD OF INTERMEDIATE EDUCATION,
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BID EVALUATION CRITERIA

Bids of only those Bidders will be evaluated who can fulfill the Eligibility Criteria and enclose Bid Security.

Shortcomings in submission of documents related to Eligibility Criteria or non-submission of Bid Security or specimen/samples shall be rejected.

Prior to submission of bids, the bidders may obtain further information and completely satisfy themselves about the required items for which they are bidding for.

An interested bidder, who has obtained bidding documents, may request for clarification of contents of the bidding document in writing, and procuring agency shall respond to such queries in writing within three calendar days, provided they are received at least five calendar days prior to the date of opening of bid.

The offered products should be prime quality products. Cheap products of low quality or substandard shall not be accepted and the said bid shall be treated as Irresponsive.

Inferior, low quality or substandard products will be rejected and Security Money shall be forfeited and the bidder may also be blacklisted.

The bidder with the "Lowest Evaluated Cost" but not necessarily the "Lowest Submitted Price" shall be awarded the Procurement Contract.

SECTION III.

SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. DEFINITIONS (GCC CLAUSE 1)

1)	GCC 1.1 (g)	The Procuring agency is:	Board of Intermediate Education, Karachi.
2)	GCC 1.1 (h)	The Procuring agency's country is:	Islamic Republic of Pakistan.
3)	GCC 1.1 (j)	The Project Site is:	Same as GCC 1.1(g) mentioned above.

2. COUNTRY OF ORIGIN (GCC CLAUSE 3)

All countries and territories as indicated in Part Two Section VI of the bidding documents, "Eligibility for the Provisions of Goods, Works, and Services in Government-Financed Procurement".



BOARD OF INTERMEDIATE EDUCATION,

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3. PERFORMANCE SECURITY (GCC CLAUSE 7)

1)	GCC 7.1	The amount of performance security, as a percentage of the Contract Price, shall be Ten (10) percent of the Contract Price which should be submitted in shape of Pay Order in the name of Secretary, Board of Intermediate Education Karachi.
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4. RESOLUTION OF DISPUTES (GCC CLAUSE 28)

The dispute resolution mechanism to be applied pursuant to relevant SPPRA Rules.

5. GOVERNING LANGUAGE (GCC CLAUSE 29)

1)	GCC 29.1	The Governing Language shall be:	English.
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6. NOTICES (GCC CLAUSE 31)

GCC 31.1 — Procuring agency's address for notice purposes:

Office of the Assistant Secretary, Admin General Section, Room No. 32, 1st Floor, Board of Intermediate Education, Karachi.

7. PENALTY

- 1) Preferred penalties according to the issue\subject may be imposed upon the Supplier(s) such as:
 - i. rejection of the unsatisfactory Supplied material
 - ii. Blacklisting of the firm
 - iii. Liquidity damages shall be imposed as per SPPRA Rules.
 - iv. forfeiting of whole Security amount

Anyone or more than one from the aforesaid penalties may be imposed upon the Supplier(s) in the following cases:

- a) In case of transgression/deviation of the time given in the Contract Award
- b) In case of transgression, deviation, mistake or low quality found in the supplied Item(s)
- c) In case the specification, quantity, rate or stuff of a Tender in certain item or items are approved and the Bidder backs out of his commitment on any pretext or fails to supply the material or complete the job in time or in the required criteria.

8. SUBJECT TO RELEVANT SPPRA RULES, THE COMPETENT AUTHORITY RESERVES THE RIGHT TO:

- (a) divert/distribute a particular work among different Bidders on the lowest approved rate(s) in the interest of the office due to demand of time/situation.
- (b) accept or reject all or any bid.
- (c) increase or decrease quantity without any notice at any time/stage subject to ITB Clause 29.



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9. SPECIAL CLAUSE (TERMS & CONDITIONS)

- 1) Under following conditions bid will be rejected:-
 - i. Conditional and telegraphic bids/tenders
 - ii. Bids not accompanied by Bid Security of required amount and form
 - iii. Bids received after specified date and time
 - iv. Bids of Blacklisted firms
- 2) Bids of only those Bidders will be evaluated who can fulfill the Eligibility Criteria and enclose Bid Security.
- 3) Shortcomings in submission of documents related to Eligibility Criteria or non-submission of Bid Security shall be rejected.
- 4) Prior to submission of bids, the bidders may obtain further information and completely satisfy themselves about the required items for which they are bidding for.
- 5) An interested bidder, who has obtained bidding documents, may request for clarification of contents of the bidding document in writing, and procuring agency shall respond to such queries in writing within three calendar days, provided they are received at least five calendar days prior to the date of opening of bid.
- 6) The offered products should be prime quality products. Cheap products of low quality or substandard shall not be accepted and the said bid shall be treated as Irresponsive.
- 7) Inferior, low quality or substandard products will be rejected and Security Money shall be forfeited and the bidder may also be blacklisted.
- 8) The bidder with the "Lowest Evaluated Cost" but not necessarily the "Lowest Submitted Price" shall be awarded the Procurement Contract subject to compatibility/suitability of the item(s).
- 9) The bidder shall supply the article(s) as per approved specifications mentioned in the Contract Award. The article(s) not found in conformity with the approved specifications shall be rejected at the risk & cost of the bidder.
- 10) The Contract Award may be assigned at any time during the period of bid validity.
- 11) The successful bidder will have to deposit **Performance Security @ 10%** of the value of Contract Award which is refundable after the satisfactory completion of supplies.
- 12) The amount of Performance Security is in addition to the amount of Bid Security which should be deposited by the successful bidder(s). Bid Security shall remain valid for a period of 28 days beyond the validity period for bids, whereas Performance Security shall be released ninety days beyond the date of completion of contract to cover defects liability period subject to final acceptance by the procuring agency.



**BOARD OF INTERMEDIATE EDUCATION,
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- 13) Placement of Contract Award will be subject to payment of Performance Security.
- 14) The material shall be delivered to Storekeeper, through the concerned Officers as the case may be, against delivery challan in triplicate along with samples of material in duplicate. Two copies of the bills and challan shall be retained by the Storekeeper while the third copy shall be returned to the supplier for his own record.
- 15) The items should be supplied strictly in accordance with the approved samples.
- 16) The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least one month after issuance of contract award which may be increased or decreased due to demand of time/situation.
- 17) SPPRA Rules-2010 (Amended 2013) shall strictly be followed.

10. EQUIVALENCY OF STANDARDS AND CODES

Reference to brand name, catalogue number or country where used, they should always be read with followed by the words "or at least equivalent."

Reference to the required weight/grammage where used, a difference of plus/minus 05 should be tolerated.

**SECTION-IV.
SCHEDULE OF REQUIREMENTS**

SCHEDULE OF REQUIREMENTS:

The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least one month after issuance of contract award which may be increased or decreased due to demand of time/situation.



BOARD OF INTERMEDIATE EDUCATION,
BAKHTIYARI YOUTH CENTER, NORTH NAZIMABAD,
KARACHI-74700

SECTION-V.
TECHNICAL SPECIFICATIONS
SUPPLY OF PLASTIC BAGS

S.No.	SPECIFICATION	QTY	RATES PER BAG INCLUDING ALL GOVT. TAXES	TOTAL
1	Plastic Bags in the size of (22 ½" (length) x 16" (width))(2 different Colors)with printing of Bord's logo and instructions	15,000/=		Rs. _____
TOTAL =				

	<i>Rupees In Words</i>	<i>Rupees In Figures</i>
Total cost of the Bid: <i>(as offered by the Bidder)</i>		
3% (two percent) amount of the Bid Price Bid Security (Refundable)		
10% (ten percent) amount of the Contract Price Performance Security (Refundable)		



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SUMMARY OF TURN-OVER OF LAST THREE YEARS		
YEAR-2014	YEAR-2015	YEAR-2016
TOTAL:		

CERTIFICATE

I/We have carefully read & understood the Terms & Conditions whatever has been stated herein the enclosed pages and abide to the same. I/We guarantee to supply/deliver/install the items exactly in accordance with the requirements and enclosed the Bid Security payable to Board of Secondary Education, Karachi.

SIGNATURE WITH DATE:

NAME OF FIRM:

ADDRESS OF FIRM:

FULL NAME OF CONCERNED PERSON:

CNIC NUMBER:

POSITION HELD IN:

PHONE NUMBER(S):

MOBILE NUMBER(S):

FAX NUMBER(S):

NATIONAL TAX NUMBER:

GENERAL SALES TAX NUMBER:

STAMP OF THE FIRM:

PAY ORDER NUMBER:

BANK & BRANCH NAME:

DATED:

FOR RUPEES:

DRAWN:

as Bid Security is enclosed herewith.