

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

Phones:

99260211 99260212 99260213

STANDARD BIDDING DOCUMENTS FOR NATIONAL COMPETITIVE BIDDING

SINGLE STAGE - ONE ENVELOPE PROCEDURE

PROCUREMENT OF SPORTS GOODS

IN RESPECT OF THE BIEK/AG/L&N/170/2021

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



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 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 Sports Goods		
ITB 4.1	Name of Procuring Agency	Board of Intermediate		
		Education Karachi		
ITB 6.1	Procuring agency's address,	Board of Intermediate		
	telephone, telex, and facsimile	Education, Bakhtiyari Youth		
	numbers	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.			



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PREPARATION AND SUBMISSION OF BIDS				
		03 years experience in the relevant field.		
		• Minimum 3 contracts of Rs.1 Million per year in last 3 years of similar goods / jobs (Job order / Purchase order be attached)		
		Turn-over of at least last three years having a sum of minimum Rs. Three (03) Million .		
ITB 13.3 (d)	Qualification Requirements	Registration with Federal Board of Revenue (FBR), for Income Tax and Sales Tax in case of procurement of goods		
	Requirements	03 years Bank Statement / Financial Statement duly verified by Chartered Accountant Firm.		
		Submission of Samples along with bidding documents is mandatory bids submitted without samples shall be treated as "Non-Responsive".		
		_		
		An Affidavit on Stamp Paper that the firm has never been Blacklisted		
ITB 15.1	Amount of bid security (refundable)	3% (three percent) 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 Procurement Wing, Administration General Section (Chairman's Secretariat) Ground Floor, Board of Intermediate Education, Karachi.		
ITB 18.2 (b)	IFB title and number	Title: Procurement of Sports Goods IFB No: BIE/AG/L&N/170/2021 Dated: 25-10-2021		
ITB 19.1	Deadline for bid submission	Thursday 2 nd , December 2021 up to 2:30 p.m Sealed bids duly filled-in, mentioning on top of the envelope "Procurement of Sports Goods"		
ITB 22.1	Time, date, and place for bid opening	Bids duly stamped on each document must be submitted in the office of the Procurement Wing, Administration General Section (Chairman's Secretariat), Ground Floor, Board of Intermediate Education, Karachi, in a sealed cover on 02-12-2021 up to 2:30 P.M and will be opened on the same day at 03:00 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 90 DAYS after issuance of contract award which may be increased or decreased due to demand of time/situation as per SPPRA Rules.		



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GENERAL CONDITIONS

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.

Bids not submitted on Standard Bidding documents issued by the procuring agency shall be rejected or treated as Non Responsive.

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	Board of Intermediate Education, Karachi.
		is:	
2)	GCC 1.1 (h)	The Procuring agency's	Islamic Republic of Pakistan.
		country is:	
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".



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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.

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 Administration General Section, (Chairman's Secretariat), Ground 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) Performance Security:

- GCC 3.1 The amount of **Performance security is 10%** of the Contract Price. GCC 3.2 After delivery and acceptance of the Goods, the performance security shall be released as per SPPRA Rules.
- 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.



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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.
- 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 **90 DAYS** after issuance of contract award which may be increased or decreased due to demand of time/situation.
- 17) The Payment shall be subject to deduction of Income / Sales Tax at source, Satisfactory report of concerned officer, completion certificate and production of delivery challans as being delivered the stores in full quantity & quality.
- 18) SPPRA Rules-2010 (Amended) 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 **90 DAYS** after issuance of contract award which may be increased or decreased due to demand of time/situation.



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SECTION-V. TECHNICAL SPECIFICATIONS & FINANCIAL PROPOSAL

Article No.	Description	Qty	Quoted Brand	Unit Price (Inclusive all Taxes)	Total Amount
01	Track Suits Test Lawn/ Tenda in Heavy in weight (with emboss printing front and back	300 Pieces			
02	Shuttle Cock (Hiqua Red)	40 Pieces			
03	Volley Cross Country/Gymnastic/Body Building /Athletic cs Shorts (Imported double portion cloth 170 gsm with Nos. and Name BIE, Karachi.	94 Pieces			
04	Volley Ball Basket Ball/Cross Country /Gymnastic/Body Building /Athletic T-shirt (Imported double portion cloth 170gsm with Nos. and Name BIE, Karachi	70 Pieces			
05	Foot Ball/Hockey Shirts/ Shorts (Imported double portion cloth 170gsm with Nos. and Name BIE, Karachi	80 Pieces			
06	Foot Ball /Hockey Stocking (Nylon) Ex- Large Size	80 Pieces			
07	Cricket Ball 1-Grays (Original) Duke OR Equivalent. 2-English 5 Layer cock OR Equivalent.	15 Dozen			
08	Cricket Kit Trouser & Shirts (Imported double portion cloths 170 gsm)	60 Pieces			
09	Cricket Counties (Caps) with monogram of BIE, Karachi (Embroidered)	60 Pieces			



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TECHNICAL SPECIFICATIONS & FINANCIAL PROPOSAL

Article No.	Description	Qty	Quoted Brand	Unit Price (Inclusive all Taxes)	Total Amount
10	Badminton /Tennis / Table Tennis /Squash T-Shirts with printing (imported double portion cloths 170gsm) shirts & shorts	48 Pieces			
11	Ladies Shirts (Imported double portion cloths (170gsm)	85 Pieces			
12	Plastic Shield 8'x7' SteelGerman. Plastic 5mm acrylic.	250 Pieces			
13	Plastic Shield 6'x5' SteelGerman. Plastic 5mm acrylic.	250 Pieces			
14	Shield Wooden 12'x12' SteelGerman. Wood75 mm Barma Teek.	26 Pieces			
15	Shield Wooden 10'x10 SteelGerman. Wood75 mm Barma Teek.	26 Pieces			
16	Blazer Squrge Cloth with Stitching and monogram	20 Pieces			
17	General Championship Trophy	02 Nos.			
18	Wicket Set	36 Nos.			
	GRAND TOTAL				



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	Rupees In Words	Rupees In Figures
Total cost of the Bid: (as offered by the Bidder)		
3% (three percent) amount of the Bid Price Bid Security (Refundable)		
10% (Ten percent) of the total value of the contract price (Refundable as per SPPRA Rules)		



Phones:

99260211 99260212 99260213

BAKHTIYARI YOUTH CENTER, NORTH NAZIMABAD, KARACHI-74700

Tender No. BIE/L&N/170/2021 dated: 25-10-2021

BILL OF QUANTITY PROCUREMENT OF SPORTS GOODS

Article No.	Description	Qty	Quoted Brand	Unit Price (Inclusive all Taxes)	Total Amount
01	Track Suits Test Lawn/ Tenda in Heavy in weight (with emboss printing front and back	300 Pieces			
02	Shuttle Cock (Hiqua Red)	40 Pieces			
03	Volley Cross Country/Gymnastic/Body Building /Athletic cs Shorts (Imported double portion cloth 170 gsm with Nos. and Name BIE, Karachi.	94 Pieces			
04	Volley Ball Basket Ball/Cross Country /Gymnastic/Body Building /Athletic T-shirt (Imported double portion cloth 170gsm with Nos. and Name BIE, Karachi	70 Pieces			
05	Foot Ball/Hockey Shirts/ Shorts (Imported double portion cloth 170gsm with Nos. and Name BIE, Karachi	80 Pieces			
06	Foot Ball /Hockey Stocking (Nylon) Ex- Large Size	80 Pieces			
07	Cricket Ball 1-Grays (Original) Duke OR Equivalent. 2-English 5 Layer cock OR Equivalent.	15 Dozen			
08	Cricket Kit Trouser & Shirts (Imported double portion cloths 170 gsm)	60 Pieces			
09	Cricket Counties (Caps) with monogram of BIE, Karachi (Embroidered)	60 Pieces			

Article No.	Description	Qty	Quoted Brand	Unit Price (Inclusive all Taxes)	Total Amount
10	Badminton /Tennis / Table Tennis /Squash T-Shirts with printing (imported double portion cloths 170gsm) shirts & shorts	48 Pieces			
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16	Blazer Squrge Cloth with Stitching and monogram	20 Pieces			
17	General Championship Trophy	02 Nos.			
18	Wicket Set	36 Nos.			
	GRAND TOTAL				

CONTRACT AGREEMENT

This AG	REEMENT is executed at KARAO	THI on th	his day		2021.
Tills AO		TWEE	=		.021.
referred	ard of Intermediate Education, Kar to as "BIEK" (when expression shots legal representatives, executors,, having in	achi, thro all where successo AND	ough its Sec ver the cor rs and assi	ntext so permits, begins) of the FIRS?	oe deemed to
	, hereinafter referred to as Supplie	er / Manut	aı facturer (w	hich expression s	shall wherever
	ext so permits be deemed to inclu			-	
	gns), through its Managing Partne				nolding CNIC
	on the SECOND PA			ŕ	<u> </u>
provide handing "BIEK" Sports I SUPPLI		PPLIER" & Condi	on mention epted the of as their of titions of the "BIEK" in the order of the order	ned in bidding d ffer. ficial supplier for the Bidding docu n acceptance of	ocuments and r the supply of uments. "THE
	DUTIES & SCOPE OF		IES & AG	REEMENT	
1.1	Requirement mentioned in Tender	BOQ.			
Article No.	Item Description	QTY	Quoted Brand	Rate per Unit (with all taxes)	Amount

- 1.1 "SUPPLIER" agrees to provide item to "BIEK" whenever and wherever form is required as per the terms & conditions of this Agreement.
- 1.2 "SUPPLIER" will coordinate with Superintendent, Procurement Wing, Administration General Section, of the "BIEK" who will assist "SUPPLIER" in Supervision of proposed work / supply.
- 1.3 "THE SUPPLIER" hereby agrees to accept variation if occurred, in scope of professional services and works with mutual consent on acceptable cost/price/charges/amount inclusive of all taxes and levies.
- 1.4 All logistic charges will be borne by "THE SUPPLIER"

ARTICLE-II SCOPE OF PROFESSIONAL SERVICES:

- 2.1 "THE SUPPLIER" hereby agree and acknowledge for the periodic supervision of the work and to check the execution of work in accordance with the Description & Specification.
- 2.2 "THE SUPPLIER" hereby agree and acknowledge the acceptance of attending the meetings with the Superintendent, Procurement Wing, Administration General Section "BIEK" as & when required.
- 2.3 Delivery **90 DAYS** after issuance of work order.

ARTICLE-III REMUNERATION

- 3.1 The cost offered by the Supplier is Rs. /= (Rupees Only) (inclusive of all taxes) supply of Answer Scripts vide tender # BIEK/AG/L&N/170/2021 variation may occurred. The cost is inclusive of labour/transportation/supplies/etc.
- 3.2 Liquidity damages as per SPPRA Rules.
- 3.3 The Payment shall be subject to deduction of Income / Sales Tax / GST / SRB at source, Satisfactory report of concerned officer, completion certificate and production of delivery challans as being delivered the stores in full quantity & quality.
- 3.4 Performance Security 10% of total amount of Work order will be provided by the party.
- 3.5 Stamp Duty @ 0.35% of the cost of transaction / Work order will be deposited in Government treasury by the SUPPLIER. This paid Stamp Duty challan would be submitted along with the Bill / Invoice.
- 3.6 Tax(es) Challan(s) / Levy(ies). If any on additional will be paid / borne by SUPPLIER as per SRO Notification.

ARTICLE-IV ARBITRATION

4.1 In case of any dispute, difference or and question which may at any time arise between parties hereto or any person under them, arising out in respect of this letter of intent or this subject matter thereof shall be referred to Chairman BIEK whose decision will be binding on the parties and cannot be challenged in the court of law.

ARTICLE – V TERMINATION

1.1 "BIEK" may terminate this agreement if the job is not executed according to the requirement at any time after issuing a 15 day's notice.

ARTICLE –VI NOTICE

6.1 Any notice given under this AGREEMENT shall be sufficient if it is in writing and if sent by courier or registered mail.

ARTICLE -VII INDEMNITY

7.1 "THE SUPPLIER" in its individual capacity shall indemnify and keep BIEK and any person claiming through BIEK fully indemnified and harmless from and against all damages, cost and expenses caused to or incurred by "THE SUPPLIER", as a result of any defect in the title of BIEK or any fault, neglect or omission by "THE SUPPLIER" which disturbs or damage the reputation, quality or the standard of services provided by "THE BIEK" and any person claiming through the BIEK.

ARTICLE -VIII INTEGRITY PACT

8.1	The intention not to obtain the procurement / work of any Contract, right, interest, privilege, or other obligation or benefit from the BIEK or any Administrative or financial offices thereof or any other department under the control of the BIEK through any corrupt practice(s).
8.2	Without limiting the generality of the forgoing the M/s, represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc, paid or payable to anyone and not given or agreed to give and shall not give or agree to give anyone within the BIEK directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the BIEK, except that which has been expressly declared pursuant hereto.
8.3	M/s
8.4	Notwithstanding any right and remedies exercised by the BIEK in this regard, M/s, agrees to indemnify BIEK for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to BIEK in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the M/s, as aforesaid for the purpose of obtaining or inducing procurement / work / service or other obligation or benefit in

whatsoever from the BIEK.

ARTICLE –IX MISCELLANEOUS

- 9.1 Any addition & alteration (s) made for item(s) as required by BIEK on the basis of sample or in course of the work in progress which entail extra time & labor and material on part of the supply, shall not be charged separately / extra on 'Quantum Merit' basis before & on final material handed over to the "BIEK". After FINALAIZATION OF SAMPLE if any alteration(s), arise charges will be paid on mutually agreed upon.
- 9.2 The terms & conditions of this AGREEMENT have been read over to the parties, which they admit to be correct and abide by the same.
- 9.3 The validity of the contract will be effective from the date of issue of Purchase Order.
- 9.4 All terms and conditions of tender vide # **BIE/AG/L&N/170/2021** will be the integral part of this agreement and can't be revoked.

IN WITNESS WHEREOF both the parties hereto have set & subscribed their respective hands to this agreement at Karachi on the date as mentioned above.

"Board of Intermediate Education, Karachi"

NAME:	NAME:
CNIC#	CNIC #
Address:	Address:
Signature:	Signature:
WITNESS: 1	WITNESS: 2
WITNESS: 1 NAME:	WITNESS: 2 NAME:
NAME:	NAME:



BAKHTIYARI YOUTH CENTER, NORTH NAZIMABAD, KARACHI-74700

SUMMARY OF TURN-OVER OF LAST THREE YEARS			
YEAR-2018	YEAR-2019	YEAR-2020	
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 Intermediate 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.	