



**STANDARD BIDDING DOCUMENTS
FOR
NATIONAL COMPETITIVE BIDDING**

SINGLE STAGE
ONE ENVELOPE PROCEDURE

**PROCUREMENT OF
STATIONERY & CONSUMABLE
ARTICLES**

IN RESPECT OF THE
BIE/AG/L&N/1074/2024
Dated: 08/03/2024

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



**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

**SECTION - I
BID DATA SHEET**

INTRODUCTION		
ITB 1.1	Name of Contract	Procurement of Stationery & Consumable Articles
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.	
PREPARATION AND SUBMISSION OF BIDS		
ITB 13.3 (d)	Qualification Requirements	<ul style="list-style-type: none">• 03 years' experience in the relevant field (Job order / Purchase order of last three years be attached)• Turn-over of at least last three years having a sum of minimum Rs.20 Million in last 03 years (Copies of financial statements / Audit Report be attached).• Registration with Federal Board of Revenue (FBR), for Income Tax and Sales Tax in case of procurement of goods.• 05 years' experience in the relevant field (Client List)



BOARD OF INTERMEDIATE EDUCATION, KARACHI web: www.biek.edu.pk

Ph: 99260205
99260214-19

		<ul style="list-style-type: none">• <u>Submission of Samples along with bidding documents is mandatory, bids submitted without samples shall be treated as “Non-Responsive”.</u>• 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 17.1	Number of copies	01 Copy of the Bid shall be submitted by the bidder in original.
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 Stationery & Consumable Articles IFB No: BIE/AG/L&N/1074/2024, Dated:08-03-2024
ITB 19.1	Deadline for Bid Submission	<u>17-04-2024 up to 02:30 p.m</u> Sealed bids duly filled-in, mentioning on top of the envelope <u>“Procurement of Stationery & Consumable Articles”</u>
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 <u>17-04-2024</u> up to <u>02:30 P.M</u> and will be opened on the same day at <u>03:00 P.M</u> 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 <u>60 DAYS</u> after issuance of work order which may be increased or decreased due to demand of time/situation as per SPPRA Rules.



SECTION - II

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 of those bidders treated Non Responsive who fail to submit the samples of required items at the time of opening of bids.

Prior to submission of bids, the bidders may obtain further information from the office of **Procurement Wing, Administration General Section (Ground Floor, Chairman's Secretariat)** 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 bidders shall submit only one rate for every item. Dual rates or alternate bid is strictly restricted / prohibited. In case a bidder has quoted more than one rate for a single item, its bid shall be rejected.

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"

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 <i>Secretary</i> , 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.
----	-----------------	----------------------------------	----------

6. NOTICES (GCC CLAUSE 31)

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

Office of the Procurement Wing, 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.
- (d) "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.

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.



BOARD OF INTERMEDIATE EDUCATION, KARACHI

web: www.biek.edu.pk

Ph: 99260205

99260214-19

- 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 in accordance with SPPRA Rules.
- 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 **60 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.
- 19) The Payment shall be subject to deduction of Income Tax / Sales Tax / GST / SRB at source, satisfactory report of concerned officer, completion certificate and production of delivery challans as being delivered the items in full quantity & quality.
- 20) 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.
- 21) The validity of the contract will be effective from the date of issue of Purchase Order.
- 22) Liquidity damages as per SPPRA Rules.



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 **60 DAYS** after issuance of work order which may be increased or decreased due to demand of time/situation.



SECTION - V
TECHNICAL SPECIFICATIONS & FINANCIAL PROPOSAL
PROCUREMENT OF STATIONERY & CONSUMABLE ARTICLES

Article No.	Description	Qty	Rates (Inclusive all Taxes)	Total Amount
1	BALL POINT (BLACK-150 BLUE-200 GREEN-25 RED-25) CYRSTAL OR EQUIVALENT	400 PKT	Rs. _____ Per Packet	
2	POINTER 0.5 (BLACK-150 & BLUE-200 GREEN-50) DUX OR EQUIVALENT	400 PKT	Rs. _____ Per Packet	
3	GEL PEN 0.7 (BLACK-75 BLUE-75) SMARTEEN OR EQUIVALENT	150 PKT	Rs. _____ Per Packet	
4	GEL PEN (GREEN) PILOT V10 GRIP OR EQUIVALENT	50 PKT	Rs. _____ Per Packet	
5	PERMANENT MARKER 90 BLUE-100 BLACK 100 GREEN 50 RED-50 DOLLAR OR EQUIVALENT	300 PKT	Rs. _____ Per Packet	
6	PENCIL WITH SHARPENER DUX OR EQUIVALENT	500 PKT	Rs. _____ Per Packet	
7	4 COLOR IN 1 STICKY NOTE PAD 100 PAGES EACH COLOURS (MULTICOLOR) Size 3" x 4/5" MEMO PAPER OR EQUIVALENT	100 PKT	Rs. _____ Per Packet	
8	GUM STICK 50 GRAM UHU OR EQUIVALENT	150 PIECES	Rs. _____ Per Piece	
9	GUM STICK 21 GRAM UHU OR EQUIVALENT	350 PIECES	Rs. _____ Per Piece	
10	ERASER PELIKEN AL20 OR EQUIVALENT	300 PIECES	Rs. _____ Per Piece	
11	SCALE STEEL 12 INCH SUPERIOR QUALITY	250 PIECES	Rs. _____ Per Piece	
12	SCOTCH TAPE 1 INCH	500 PIECES	Rs. _____ Per Piece	



BOARD OF INTERMEDIATE EDUCATION, KARACHI web: www.biek.edu.pk

Ph: 99260205
99260214-19

13	SCOTCH TAPE 3 INCH	700 PIECES	Rs. _____ Per Piece	
14	STAMP PAD ASSORTED COLOR (MIX)	200 PIECES	Rs. _____ Per Piece	
15	CORRECTION PEN (WHITO) EAGLE OR EQUIVALENT	150 PIECES	Rs. _____ Per Piece	
16	HIGHLIGHTER ASSORTED COLOR 90 BRAND	300 PIECES	Rs. _____ Per Piece	
17	GUM BOTTLE 1000 ML DOLLAR, FIXOL OR EQUIVALENT	200 PIECES	Rs. _____ Per Piece	
18	TABLE SHARPENER	10 PIECES	Rs. _____ Per Piece	
19	PAPER CUTTER KNIFE	100 PIECES	Rs. _____ Per Piece	
20	KNIFE CUTTER BLADE	50 PIECES	Rs. _____ Per Piece	
21	DUMPER PLASTIC	200 PIECES	Rs. _____ Per Piece	
22	DOC CLIP 25mm	100 PIECES	Rs. _____ Per Piece	
23	DOC CLIP 32mm	100 PIECES	Rs. _____ Per Piece	
24	SCISSOR 9 INCH SUPER SINGER OR EQUIVALENT	100 PIECES	Rs. _____ Per Piece	
25	CALCULATOR CITIZEN CT-9300 OR EQUIVALENT	250 PIECES	Rs. _____ Per Piece	
26	SCIENTIFIC CALCULATOR	10 PIECES	Rs. _____ Per Piece	
27	STAPLER MACHINE BIG HEAVY DUTY	20 PIECES	Rs. _____ Per Pieces	



**BOARD OF INTERMEDIATE EDUCATION,
KARACHI**

web: www.biek.edu.pk

Ph: 99260205

99260214-19

28	STAPLER MACHINE BIG (BUILT IN STAPLE REMOVER) EaGLE OR EQUIVALENT	250 PIECES	Rs. _____ Per Piece	
29	STAPLER WIRE 17/10	20 PKT	Rs. _____ Per Packet	
30	STAPLER WIRE 17/12,	20 PKT	Rs. _____ Per Packet	
31	STAPLER WIRE 17/15,	20 PKT	Rs. _____ Per Packet	
32	STAPLER WIRE 17/20	10 PKT	Rs. _____ Per Packet	
33	STAPLER WIRE 17/24	20 PKT	Rs. _____ Per Packet	
34	STAPLER WIRE REMOVER	100 PIECES	Rs. _____ Per Piece	
35	STAPLER WIRE 24/06 DOLLAR OR EQUIVALENT	3000 BOXES	Rs. _____ Per Box	
36	REGISTER FINE QUALITY 200 PAGES	200 PIECES	Rs. _____ Per Piece	
37	REGISTER FINE QUALITY 400 PAGES	200 PIECES	Rs. _____ Per Piece	
38	PAPER REAM A4 SIZE 80 GRAM	360 BOX	Rs. _____ Per Box	
39	PAPER REAM A3 SIZE 70 GRAM	105 BOX	Rs. _____ Per Box	
40	LEGAL SIZE PAPER 70 GRAMS	390 BOX	Rs. _____ Per Box	
41	COLOR PAPER 100 SHEETS IN EACH PACKET A4 SIZE	300 PKT	Rs. _____ Per Packet	
42	TRANSPARANT SHEET LEGAL SIZE	20 PKT	Rs. _____ Per Packet	



**BOARD OF INTERMEDIATE EDUCATION,
KARACHI**

web: www.biek.edu.pk

Ph: 99260205

99260214-19

43	TRANSPARANT SHEET A4 SIZE	30 PKT	Rs. _____ Per Packet	
44	JUNA STEEL	200 PIECES	Rs. _____ Per Piece	
45	SOAP LUX OR EQUIVALENT	1000 PIECES	Rs. _____ Per Piece	
46	FINIS 425 ML OR EQUIVALENT	150 PIECES	Rs. _____ Per Piece	
47	SURF 80 GRAM BRITE OR EQUIVALENT	300 PIECES	Rs. _____ Per Piece	
48	DISHWASHING SOAP LEMON MAX OR EQUIVALENT	200 PIECES	Rs. _____ Per Piece	
49	DISWASHING POWDER 400 GRAM VIM OR EQUIVALENT	300 PIECES	Rs. _____ Per Piece	
50	SCOTCH BRITE OR EQUIVALENT	150 PIECES	Rs. _____ Per Piece	
51	SPRAY JACKIE	25 PIECES	Rs. _____ Per Piece	
52	INSECT KILLER SPRAY 300ML OR KINGTOX OR EQUIVALENT	600 PIECES	Rs. _____ Per Piece	
53	TISSUE BOX 2PLY (100 SHEETS) FINE QUALITY	400 BOXES	Rs. _____ Per Box	
54	TISSUE ROLL FINE QUALITY	600 PIECES	Rs. _____ Per Piece	
55	WATER GLASS FINE QUALITY	1000 PIECES	Rs. _____ Per Piece	
56	ROOM SPRAY 400ML PERFECT OR EQUIVALENT	500 PIECES	Rs. _____ Per Piece	
57	SOOT KA GOLA (DHAGA) AS PER SPECIMEN	100 KG	Rs. _____ Per KG	



**BOARD OF INTERMEDIATE EDUCATION,
KARACHI**

web: www.biek.edu.pk

Ph: 99260205

99260214-19

58	SUTLI GOLA AS PER SPECIMEN	2000 KG	Rs. _____ Per KG	
59	PAD LOCK (CHINA) 50mm BEST QUALITY	100 PIECES	Rs. _____ Per Piece	
60	PAD LOCK (CHINA) 63mm BEST QUALITY	50 PIECES	Rs. _____ Per Piece	
61	MATCH BOX 10 PACKET EACH	25 BOXES	Rs. _____ Per Piece	
62	COOPEX POWDER 100 GRAM	100 PIECES	Rs. _____ Per Piece	
63	PILOW FINE QUALITY	25 PIECES	Rs. _____ Per Piece	
64	TOWEL STANDARD SIZE (MIX COLOR)	100 PIECES	Rs. _____ Per Piece	
65	SINGLE BED SHEET FINE QUALITY	20 PIECES	Rs. _____ Per Piece	
66	SUPER GLUE 20gm GMSA OR EQUIVALENT	100 PIECES	Rs. _____ Per Piece	
67	WD40 SPRAY OR EQUIVALENT	30 PIECES	Rs. _____ Per Piece	
68	PRESSURE WASHER (SELF WATER SUCK FROM BUCKET) HYUNDAI & TOTAL OR EQUIVALENT	30 PIECES	Rs. _____ Per Piece	
69	DUSTBIN SHOPPER (GARBAGE BAG BLACK) SIZE 16" X 12"	300 KG	Rs. _____ Per KG	
70	BROOM FOLWER 36 INCH	50 PIECES	Rs. _____ Per Piece	



**BOARD OF INTERMEDIATE EDUCATION,
KARACHI**

web: www.biek.edu.pk

Ph: 99260205
99260214-19

71	BROOM COCONUT 48 INCH	200 PIECES	Rs. _____ Per Piece	
72	BAAT KEEL (FOR BINDER USE)	06 PIECES	Rs. _____ Per Piece	
73	BOARD SHEET 32 ONZ (GATTA) (FOR BINDER	03 BUNDLE	Rs. _____ Per Bundle	
74	BIG KNIFE (FOR BINDER USE)	06 PIECES	Rs. _____ Per Piece	
75	SCISSOR FOR BINDING 9 NUMBER (FOR BINDER USE)	06 PIECES	Rs. _____ Per Piece	
76	RAGZINE (FOR BINDING USE)	60 METER	Rs. _____ Per Meter	
77	BINDING TAPE 2 INCH	200 PIECES	Rs. _____ Per Piece	
78	BINDING TAPE 3 INCH	200 PIECES	Rs. _____ Per Piece	
79	BINDING TAPE 5 INCH	50 PIECES	Rs. _____ Per Piece	
80	WHITE GLUE GERMAN 1KG BOTTLE (FOR BINDER USE)	50 KG	Rs. _____ Per KG	
81	LED BULB 18 WATT (CHOORI WALA) PHILIPS OR EQUIVALENT	300 PIECES	Rs. _____ Per Piece	
82	POWER PLUG HEAVY DUTY BUSCH OR EQUIVALENT	50 PIECES	Rs. _____ Per Piece	
83	2 PIN PLUG (MALE / FEMALE) MAXCO OR EQUIVALENT	200 PICES	Rs. _____ Per Piece	
84	ELECTRIC TAPE (BLACK-125 & RED- 125) OSAKA & NITO OR EQUIVALENT	250 PIECES	Rs. _____ Per Piece	
85	EXTENSION WIRE LEAD 5 SOCKETS WITH 3 METER WIRE CAMELION OR EQUIVALENT	300 PIECES	Rs. _____ Per Piece	



BOARD OF INTERMEDIATE EDUCATION, KARACHI web: www.biek.edu.pk

Ph: 99260205
99260214-19

86	ELECTRIC WIRE 3/29 SUPREME ORIGINAL MILLION OR EQUIVALENT	10 COIL	Rs. _____ Per Coil	
87	ELECTRIC WIRE 23/76 (2 CORE) SUPREME ORIGINAL MILLION OR EQUIVALENT	10 COIL	Rs. _____ Per Coil	
88	BRACKET FAN 18" TAMoor 30 WATT OR EQUIVALENT	50 PIECES	Rs. _____ Per Piece	
89	BED SWITCH	200 PIECES	Rs. _____ Per Piece	
90	BELL SWITCH	100 PIECES	Rs. _____ Per Piece	
91	ELECTRIC FLEXIBLE PIPE ¾	200 FEET	Rs. _____ Per Feet	
92	ELECTRIC BELL DIAMOND OR EQUIVALENT	150 PIECES	Rs. _____ Per Piece	
93	A.C CAPACITOR 45uf	50 PIECES	Rs. _____ Per Piece	
94	COPPER PIPE SIZE 1/2	01 COIL	Rs. _____ Per Coil	
95	COPPER PIPE SIZE 1/4	01 COIL	Rs. _____ Per Coil	
96	COPPER PIPE SIZE 3/8	01 COIL	Rs. _____ Per Coil	
97	COPPER PIPE SIZE 5/8	01 COIL	Rs. _____ Per Coil	
98	LED BULB 50 WATT (CHOORI WALA) PHILIPS OR EQUIVALENT	150 PIECES	Rs. _____ Per Piece	
99	ROUND BLOCK	300 PIECES	Rs. _____ Per Piece	
100	PVC CHANNEL PATTI FOR WIRE ¾ (BEST QUALITY)	300 PIECES	Rs. _____ Per Piece	



**BOARD OF INTERMEDIATE EDUCATION,
KARACHI**

web: www.biek.edu.pk

Ph: 99260205

99260214-19

101	TELEPHONE SET PANASONIC CLI OR EQUIVALENT	50 PIECES	Rs. _____ Per Piece	
102	2 PAIR COIL ORIGINAL MILLION OR EQUIVALENT	10 PIECES	Rs. _____ Per Piece	
103	POLYTHENE BAGS (FLYER TYPE) (RED PRINTING) (for MCQs) Printed along with fixing A4 transparent pocket on front of flyer Size 21x17 inches 60/120 micron	20,000 PIECES	Rs. _____ Per Piece	
104	POLYTHENE BAGS (FLYER TYPE) (GREEN PRINTING) (for Question Paper) Printed along with fixing A4 transparent pocket on front of flyer Size 21x17 inches 60/120 micron	20,000 PIECES	Rs. _____ Per Piece	
105	PVC BOX FILE with 3 inch width for handling more pages of legal size. (Blue & Black)	100 PIECES	Rs. _____ Per Piece	
TOTAL AMOUNT IN FIGURE				
TOTAL AMOUNT IN WORDS:				
				_____ ONLY



CONTRACT AGREEMENT

THIS AGREEMENT is made on the _____ of _____ 2024, between **Board of Intermediate Education, Karachi, Bakhtiari Youth Center, North Nazimabad Karachi** (hereinafter called "the Purchaser" of the one part.

AND

M/s. _____, Pakistan (hereinafter called "the Supplier") of the other part.

WHEREAS the Purchaser invited bids for certain goods and ancillary services, viz: supply of _____ for Board of Intermediate Education, Karachi, has accepted a bid by the Supplier for the Supply of those goods in the sum of Rs. _____/- (Rupees _____) only (hereinafter called "Contract Price").

NOW THIS AGREEMENT WITNESS AS FOLLOWS:-

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz:
 - a) the Bid Form and Price Schedule submitted by the Bidder
 - b) the Schedule of Requirements;
 - c) the Technical Specifications;
 - d) the General Conditions of Contract;
 - e) the Special Conditions of Contract;
 - f) the Purchaser's Notification of Award.
3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.



**BOARD OF INTERMEDIATE EDUCATION,
KARACHI**

web: www.biek.edu.pk

Ph: 99260205

99260214-19

4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of contract at the times and in the manner prescribed by the contract. **IN WITNESS** whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Board of Intermediate Education, Karachi

(Name of Firm)

(Signature of Purchaser)

(Signature of Supplier)

(Designation / Stamp)

(Stamp of Firms)

Signed, Sealed and Delivered by the said in the presence of

(Signature of Witness)

(Signature of Witness)

Name: _____

Name: _____



INTEGRITY PACT

Declaration of Charges, Fees, Commission, Taxes, Levies etc payable by the contractor;
M/s _____, the contract hereby declares that:

- (a) Its 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).
- (b) Without limiting the generality of the forgoing the contractor 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 to 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.
- (c) He contractor accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right & remedies available to the BIEK under any law, contract, or other instrument, be stand void at the discretion of the BIEK.
- (d) Notwithstanding any right and remedies exercised by the BIEK in this regard, contractor agrees to indemnify the BIEK for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to the BIEK in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the contractor as aforesaid for the purpose of obtaining or inducing procurement/ work/ service or other obligation or benefit in whatsoever from the BIEK.

Note:

This integrity pact is mandatory requirement other than auxiliary services / works.

Stamp & Signature



**BOARD OF INTERMEDIATE EDUCATION,
KARACHI**

web: www.biek.edu.pk

Ph: 99260205

99260214-19

Tender No. BIE/AG/L&N/1074/2024 dated: 08-03-2024

BILL OF QUANTITY

PROCUREMENT OF STATIONERY & CONSUMABLE ARTICLES

M/s. _____

Article No.	Description	Qty	Rates (Inclusive all Taxes)	Total Amount



SUMMARY OF TURN-OVER OF LAST THREE YEARS		
<i>YEAR</i> <i>2020-201</i>	<i>YEAR</i> <i>2021-2022</i>	<i>YEAR</i> <i>2022-2023</i>
TOTAL:		

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



C E R T I F I C A T E

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.

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.

SIGNATURE WITH DATE: _____