



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

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# **STANDARD BIDDING DOCUMENTS FOR NATIONAL COMPETITIVE BIDDING**

**SINGLE STAGE – TWO ENVELOPES PROCEDURE**

## **PROCUREMENT OF AIR CONDITIONERS & OTHER APPLIANCES**

### **Volume - I (TECHNICAL PROPOSAL)**

***IN RESPECT OF THE  
BIE/AG/L&N/384/2019***

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



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**SECTION-I**

**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.pprasinhd.gov.pk](http://www.pprasinhd.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**

<b>INTRODUCTION</b>		
<b>ITB 1.1</b>	Name of Contract	Procurement of Air Conditioners & other appliances.
<b>ITB 4.1</b>	Name of Procuring Agency	<b>Board of Intermediate Education Karachi</b>
<b>ITB 6.1</b>	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
<b>ITB 8.1</b>	Language of the bid	English or Urdu

<b>BID PRICE AND CURRENCY</b>	
<b>ITB 11.2</b>	The price shall be in Pakistani currency inclusive of all Taxes, Transportation, Material and Labour charges involved therein.
<b>ITB 11.5</b>	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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<b>PREPARATION AND SUBMISSION OF BIDS</b>		
<b>ITB 13.3 (d)</b>	Qualification Requirements	<ul style="list-style-type: none"> <li>• 05 years experience in the relevant field (Client List)</li> <li>• Turn-over of at least last three years having a sum of minimum Rs.10 Million for one year in last 03 years (Copies of financial statements / Audit Report be attached).</li> <li>• Minimum 3 contracts of Rs.5 Million in last 3 years of similar goods / jobs</li> <li>• Registration with Federal Board of Revenue (FBR), for Income Tax, GST and Sales Tax in case of procurement of goods.</li> <li>• Registration with the Sindh Revenue Board (SRB) in case of procurement of works and services.</li> <li>• Valid Authorized Distributorship <b>OR</b> Manufacturer Certificate.</li> <li>• An Affidavit on Stamp Paper that the firm has never been Blacklisted</li> </ul>
<b>ITB 15.1</b>	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.
<b>ITB 16.1</b>	Bid Validity Period	90 days from the date of opening of Tender.
<b>ITB 17.1</b>	Number of copies	02 Copies of the Bid shall be submitted by the bidder. One original and one photocopy of the same.
<b>ITB 18.2 (a)</b>	Address for bid submission	The office of the Admin General Section (Procurement Wing) Chairman's Secretariat, Ground Floor, Board of Intermediate Education, Karachi.
<b>ITB 18.2 (b)</b>	IFB title and number	Title: Procurement of Air Conditioners & other appliances  <b>IFB No: BIE/AG/L&amp;N/384/2019</b> <b>Dated: 27-02-2019</b>
<b>ITB 19.1</b>	Deadline for bid submission	<b><u>Wednesday 20<sup>th</sup> March 2019 up to 2:30 p.m</u></b> Sealed bids duly filled-in, mentioning on top of the envelope "Procurement of Air Conditioners & other appliances."



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<b>ITB 22.1</b>	Time, date, and place for bid opening	Bids duly stamped on each document must be submitted in the office of the Admin General Section (Procurement Wing) Chairman's Secretariat, Ground Floor, Board of Intermediate Education, Karachi, in a sealed cover on 20-03-2019 up to <u>2:30 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.
<b>ITB 25.4 (b)</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.

## **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.**



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**SECTION-II  
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)	<b>GCC 1.1 (g)</b>	The Procuring agency is:	Board of Intermediate Education, Karachi.
2)	<b>GCC 1.1 (h)</b>	The Procuring agency's country is:	Islamic Republic of Pakistan.
3)	<b>GCC 1.1 (j)</b>	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)	<b>GCC 7.1</b>	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.	
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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)	<b>GCC 29.1</b>	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, Admin General Section, (Procurement Wing) 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 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.



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- 11) The successful bidder will have to deposit **Performance Security @ 10%** of the value of Contract Award which is 8% refundable after Six months of the satisfactory completion of supplies and remaining will be refunded after the expiry of warranty period.
- 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.
- 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.”





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## **SECTION-III**

# **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.



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**SECTION-IV  
TECHNICAL SPECIFICATIONS  
INVERTER AIR CONDITIONERS & OTHER APPLIANCES**

S.No.	SPECIFICATION	QTY
1	<p><b><u>MITSUBISHI /HAIER/PEL / DAWLANCE/GREE OR EQUIVALENT</u></b>            BTU capacity: 2 ton (24000)            Compressor: w 7034            Low voltage startup: 150 v            Eco friendly refrigerant R 410 a            Energy efficient class A+ 60% electric saving            Auto voltage adaption 150v-260v            BTU/H capacity (cooling) 24000            Output capacity (cooling) 7000            Power input (w) (cooling) 2500            Btu/h capacity (heating) 28000            Output capacity (heating) 8200            Power input (w) (heating) 2700            Full installation kit</p>	32 NOS
2	<p><b><u>STABILIZER</u></b>            Specially designed for DC Inverter air conditions to make run air condition on low voltage &amp; fluctuation conditions.            Containing 3 relay &amp; 2 meter            Input volt : 100            Watts: 10000</p>	32 NOS
3.	<p><b><u>Water Dispenser (Homeage / Orient / Kenwood OR Equivalent)</u></b></p> <ul style="list-style-type: none"> <li>• 2 taps design</li> <li>• Cooling Power 100 W</li> <li>• Heating Power 420 W</li> <li>• Refrigerator Cabinet</li> <li>• Cooling Tank Capacity 3 liters</li> <li>• Heating Tank Capacity 1 Liters</li> </ul>	03 NOS



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**TECHNICAL EVALUATION CRITERIA FOR SHORT LISTING OF SUPPLIERS**

<b>A) Company Profile</b>	
<b>Experience of Relevant Works</b>	<b>40 Marks</b>
Up to 5 years (Certificate enclosed)	05
Up to 10 Years (Certificate enclosed)	15
Up to 15 Years (Certificate enclosed)	20
<b>In case of No experience no marks will be awarded</b>	
<b>B) Client list / Staff List</b>	<b>40 Marks</b>
i. Client List up to 10 clients (copies of work orders)	05
ii. Client List up to 25 clients (copies of work orders)	10
iii. Technical Staff List	15
<b>C) Financial Soundness / Status</b>	<b>20 Marks</b>
i. The Applicants must have latest three years Audited Financial Statements.	02
ii. Bank Statement for latest one year	03
iii. Turn-over of at least last three years having a sum of minimum Rs.10 Million	05
iv. Authorized Distributorship Certificate / Manufacturer Certificate	10
<b>Total =</b>	<b>100 Marks</b>

65% Marks necessary for qualifying.