



**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 ENVELOPE PROCEDURE**

**TENDER FOR PRINTING OF TABULATION
REGISTERS**

**IN RESPECT OF THE
BIE/AG/L&N/ 428 /2019**

**Volume-II
(FINANCIAL PROPOSAL)**



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

Bid Submission Sheet

Date: _____

ICB NO.: _____

Invitation for Bid No.: _____

Alternative No.: _____

**The Deputy Secretary (Admin General)
Board of Intermediate Education,
North Nazimabad,
Karachi**

We, the undersigned, declare that:

We have examined and have no reservations to the Bidding Document, including Addenda No.:
_____;

- (a) We offer to supply in conformity with the Bidding Document and in accordance with the delivery schedule specified in the Schedule of Supply, the Goods and Related Services.
- (b) The total price of our Bid, excluding any discounts offered in item (d) below is:
Rs. _____ (Rupees _____);
- (c) The discounts offered and the methodology for their application are: _____

_____;
- (d) Our Bid shall be valid for a period of 90 days from the date fixed for the bid submission deadline in accordance with the Bidding Document, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (e) If our Bid is accepted, we commit to obtain a Performance Security @ 10% of the Contract Price for the due performance of the Contract;
- (f) Our firm, including any subcontractors or suppliers for any part of the Contract, have nationalities from these eligible countries; _____; _____;
_____;
- (g) We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;



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KARACHI-74700**

- (h) Our firm, its affiliates or subsidiaries, including any subcontractors or suppliers for any part of the contract, has not been declared ineligible by the Government;
- (i) The following commissions, or fees have been paid or are to be paid with respect to the bidding process or execution of the Contract:

<u>Name of Receipt</u>	<u>Address</u>	<u>Reason</u>	<u>Amount</u>
_____	_____	_____	_____
_____	_____	_____	_____

(If none has been paid or is to be paid, indicate "none.")

- (j) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed.
- (k) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Name _____

(l) In the capacity of _____

(m) Signed _____

(n) Duly authorized to sign the security for and on behalf of _____

(o) Date _____.

FINANCIAL PROPOSAL PRICE SCHEDULE

S.No.	Name of Article	Technical Specifications	QTY	Unit Price	Total Price
1	Tabulation Sheet	<u>Tabulation Sheets</u> Printing of Tabulation Sheet with cost of 90 gram imported offset paper in Green Colour.			
A	Section –A	Composing. Printing Stop and Go through ruling of TABULATION SHEETS in Outlines only in the size of 20" x 30" as the case may be. With minimum spoilage	35,000 Nos.		
B	Section – B	Composing and printing of TEXT (ENTRIES) spread cover in 3 columns (from column 2 to 4) in the Printed Tabulation Outline on sheets of 20" x 30" size as the case might be. (for 1 copy only) (for 2 copies only) with minimum spoilage.	25,000 Nos.		
C	Section – C	Binding Changes (for all operations) including cost of material, Rahwali Straw Board of Suitable Grammage (specimen may be seen if desired), cloth back and corners, marble paper on sides, inside thick linings, sectional sewing (Juzbandi Silai), Numbering and labeling etc.	250 Nos.		
		GRAND TOTAL =			

GRAND TOTAL: _____

1. The rates and discounts quoted for the items mentioned above shall be valid for 90 days from the date of opening of tender.
2. The items should be delivered at specified consignees at risk and cost of contracting firm.
3. The payment shall be subject to deduction of Income/Sales Tax at source, inspection and production of delivery challans as being delivered the stores in full quantity & quality.

4. The rates quoted in this schedule are inclusive of all the applicable taxes and written against each item with fountain pen in figures and words without any cutting/error.
5. In case of discrepancy between unit price and total, the unit price shall prevail.

Dated: _____



Signature: _____

Name: _____

Address: _____

CNIC # _____

	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)		

Manufacturer's Authorization

Date: _____

ICB NO.: _____

Invitation for Bid No.: _____

Alternative No.: _____

**The Deputy Secretary (Admin General)
Board of Intermediate Education,
North Nazimabad,
Karachi**

WHEREAS _____ who are official manufacturers of
_____ having _____ factories at
_____ to submit a
Bid in relation to the Invitation for Bids indicated above, the purpose of which is to provide the following
Goods, manufactured by us _____ and to subsequently negotiate and sign the
Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 13 of the General
Conditions of Contract, with respect to the Goods offered by the above firm in reply to this Invitation for
Bids.

Name _____

In the capacity of _____

Signed _____

Duly authorized to sign the security for and on behalf of _____

Date _____

AGREEMENT

This AGREEMENT is executed at KARACHI, on this day_____.

BETWEEN

M/s. Board of Intermediate Education, Karachi, through its Secretary, hereinafter called and referred to as "BIEK" (when expression shall wherever the context so permits, be deemed to include its legal representatives, executors, successors and assigns) of the FIRST PART.

AND

M/s. _____, having its office at _____, **Karachi**, hereinafter referred to as "Supplier" (which expression shall wherever the context so permits be deemed to include its legal representatives, executors, successors and assigns), through its Managing Partner **Mr.** _____, holding **CNIC No.** _____ on the SECOND PART.

WHEREAS "BIEK" intends to obtain Answer Scripts "THE SUPPLIER" have offered to provide Answer Scripts Items as per Technical Specification mentioned in bidding documents and handing over the material to the "BIEK" having accepted the offer.

"BIEK" hereby offer to appoint "THE SUPPLIER" as their official supplier for the supply of Answer Scripts in respect with the Terms & Conditions of the Bidding documents. "THE SUPPLIER" hereby agrees to the offer of the "BIEK" in acceptance of the terms & conditions here in below forth.

ARTICLE –I **DUTIES & SCOPE OF SUPPLIES & AGREEMENT**

1.1 requirement mentioned in Tender BOQ.

Article No.	S.No	Item Description	Qty	Rate per Unit (with all taxes)	Amount
				GRAND TOTAL =	

- 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, Admin 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 Admin General Section "BIEK" as & when required.
- 2.3 Delivery 60 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/ 428 /2019** variation may occurred. The cost is inclusive of labour/transportation/supplies/etc.
- 3.2 Liquidity damages as per SPPRA Rules.
- 3.3 Payment will be made after delivery and submission of invoice.
- 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

5.1 “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. _____, 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.

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 FINALIZATION 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/ 315/2018 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: _____

CNIC# _____

Address:

M/s. _____.

NAME:

CNIC #

Address:

WITNESS:

1. _____

CNIC#

Address:

2. _____

CNIC#

Address:



**BOARD OF INTERMEDIATE EDUCATION,
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SUMMARY OF TURN-OVER OF LAST THREE YEARS		
<i>YEAR-2016</i>	<i>YEAR-2017</i>	<i>YEAR-2018</i>
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.