



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

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**STANDARD BIDDING DOCUMENTS
FOR
NATIONAL COMPETITIVE BIDDING
SINGLE STAGE – ONE ENVELOPE PROCEDURE
PROCUREMENT OF SPORTS GOODS**

**IN RESPECT OF THE
BIEK/AG/L&N/ 511 /2019**

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



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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, 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.



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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. Three Million. • Registration with Federal Board of Revenue (FBR), for Income Tax and Sales Tax in case of procurement of goods • 03 years Bank Statement / Financial Statement duly verified by Chartered Accountant Firm. • <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)	<ul style="list-style-type: none"> • 3% (three percent) of the bid price, which should be submitted in shape of Pay Order in the name of <i>Secretary</i>, 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 Admin 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/ 511 /2019 Dated: 25-09-2019
ITB 19.1	Deadline for bid submission	<u>Thursday 17th, October 2019 up to 2:30 p.m</u> Sealed bids duly filled-in, mentioning on top of the envelope “ <i>Procurement of Sports Goods</i> ”
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 <u>17-10-2019</u> 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.
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 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 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".



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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 <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)	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 Admin 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) 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.



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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.



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SECTION-V.
TECHNICAL SPECIFICATIONS
SPORTS GOODS

Sr. No	Description	Quantity	Unit Price (in PKR)	Total Price (in PKR)
01	Track Suits Test Lawn/ Trinda in Heavy in weight (with emboss printing front and back	300 Pieces		
02	Shuttle Cock	40 Dozen		
03	Table Tennis Ball (Japan) Nitako/Butterfly OR Equivalent.	10 Dozen		
04	Squash Ball (Dunlop England) Original OR Equivalent.	02 Dozen		
05	Tennis Ball (Dunlop England) Original OR Equivalent.	05 Dozen		
06	Volley Cross Country/Gymnastic/Body Building /Athletic T.Shorts (Imported double portion cloths 170gsm with Nos. and Name BIE, Karachi.	94 pieces		
07	Volley Ball/Basket Ball/Cross Country /Gymnastic/Body Building /Athletic T-shirt(Imported double portion cloths 170gsm with Nos. and Name BIE, Karachi (Double Colour)	70 pieces		
08	Foot Ball/Hockey Shirts/ Shorts (Imported double portion cloths 170gsm with Nos. and Name BIE, Karachi (Double Colour)	64 Pair		
09	Foot Ball /Hockey Stocking (Nylon) Ex- Large Size	64 Pieces		
10	Cricket Ball 1-Grays (Original) OR Equivalent. 2-English 5 Layer cock OR Equivalent.	15 Dozen		
11	Cricket Kit Trouser & Shirts (Imported double portion cloths 170gsm)	40 Pieces		
12	Cricket Counties (Caps) with monogram of BIE, Karachi (Embroided)	40 Pieces		
13	Badminton /Tennis / T-Tennis /Squash T-Shirts with printing (imported double portion cloths 170gsm)shirts & shorts	24 Pair		
14	Hockey Ball (Austoturff) KOKA Bora (Australia) GT Original or Equivalent.	02 Dozen		



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Sr. No	Description	Quantity	Unit Price (in PKR)	Total Price (in PKR)
15	Foot BALL (Double Star) Khuwaja Anwer Industries (Original) OR Equivalent.	05 Pieces		
16	Basket Ball (Molton) Player-Japan or Equivalent.	03 Pieces		
17	Ladies Shirts (Imported double portion cloths 170gsm)	85 Pieces		
18	Net Ball (Double Star) Khuwaja Anwer Industries (Original) or Equivalent.	02 Pieces		
19	Plastic Shield 8'x7' Steel _____ German. Plastic 5mm acrylic.	250 Pieces		
20	Plastic Shield 6'x5' Steel _____ German. Plastic 5mm acrylic.	280 Pieces		
21	Shield Wooden 12'x12' Steel _____ German. Wood _____ 75 mm Barma Teek.	26 Pieces		
22	Shield Wooden 10'x10 Steel _____ German. Wood _____ 75 mm Barma Teek.	26 Pieces		
23	Blazer Sqrge Clock with stitching and monogram	20 Pieces		
24	Volley Ball	04 Pieces		
25	General Championship Trophy	02 Nos		
26	Wicket Set	36 Nos		
GRAND TOTAL				



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



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SUMMARY OF TURN-OVER OF LAST THREE YEARS		
YEAR-2016	YEAR-2017	YEAR-2018
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.