



## UNIVERSITY OF KARACHI

Tel: (021) 9926 1300-6 Ext: 2215 Tel/Fax: 9926 1350  
Email: [purchase@uok.edu.pk](mailto:purchase@uok.edu.pk)

Ref: P.O./0177-2025

Dated: 18th, April 2025

### TENDER NOTICE FOR SUPPLY OF CONSUMABLE ITEMS FOR CHEMISTRY DEPARTMENT

(NIH-HRI Project "NHCG-22/R3-22, entitled  
"Environmentally benign solutions of  
biomass waste utilization to promote resilience  
and heat mitigation")

Bids are invited on prescribe document for supply of mentioned below items on **Single Stage One Envelop Procedure for Supply of Consumable Items** from the firm of repute registered with the Sales Tax, SRB and NTN Authorities. Further detail of items, quantities and terms & conditions are contained in the bidding document. The bidder/supplier should be registered on the e-Pak Acquisition & Disposal System (EPADS) in order to participate in the subject tender for **Supply of Consumable Items**. Interested bidder can register themselves electronically on EPADS through <http://sindh.eprocure.gov.pk/#/auth/login>

Bidding documents containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification/rejection of bids, performance guarantee etc. can be downloaded by the Official websites [www.uok.edu.pk](http://www.uok.edu.pk) or accessed through the <http://portalsindh.eprocure.gov.pk/#/>.

#### 1. SUPPLY OF CONSUMABLE ITEMS

##### TERMS & CONDITIONS

- Each bid should be accompanied by bid security equal to 2% of the total contract value in the shape of pay order in favour of University of Karachi to be deposited in the Purchase Office before opening of Bids.
- The tender fee of Rs. 3,000/- (non-refundable) must be deposited in United Bank Limited Account No. 1146-01004234 entitled "University of Karachi". The original deposit slip /online deposit receipt must submit along with the bid.
- The bids without bid security shall not be entertained. Bids prepared in accordance with the instruction in the bidding documents, must be submitted electronically through EPADS on / or before 8th May 2025, at 11:00 a.m. Late submission of bids will not be accepted. Bids will be opened on the same day i.e. 11:30 a.m.
- Rates must be inclusive of GST and other Taxes/duties (if any) as levied from time to time by the Sindh Government. In case the day of bid opening falls on a public/local holiday, next working day shall be considered as the deadline for the same.
- The University of Karachi reserves the right to reject any or all the bids or proposals at any time in accordance with SPPRA Rules 2010.

**Purchase Officer**  
**UNIVERSITY OF KARACHI**



روزنامہ جنگ کراچی اتوار 20 اپریل 2025ء



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CONSUMABLE آئٹمز کی فراہمی کے لئے ایک مرحلے، ایک لفافے کے طریقہ کار کی بنیاد پر معروف فرمز کو بلانے کے لئے، سندھ ریونیو یورڈ اور INTN انتظامیہ سے رجسٹرڈ ہوں، سے سربمہر پیشکشیں مطلوب ہیں۔ آئٹمز کی مزید تفصیل، تعداد اور شرائط و ضوابط ٹینڈر کی دستاویز میں درج ہے۔ بولی دہندہ اسپلائر لازمی طور پر CONSUMABLE ITEMS کی فراہمی اور تنصیب کے لئے e-Pak Acquisition & Disposal System (EPADS) کے ساتھ رجسٹرڈ ہوں۔ دلچسپی رکھنے والے بولی دہندہ خود کو EPADS پر الیکٹرونک بڈ ریلیز <http://sindh.eprocure.gov.pk/#/auth/login> رجسٹرڈ کر سکتے ہیں۔ پیشکشیں دینے کی دستاویزات جن میں تفصیلی شرائط و ضوابط، حصول کا طریقہ، پیشکش دینے کا طریقہ، ذریعہ، پیشکش کی مؤثر رہنے کی مدت، پیشکشوں کے کھلنے، چارج ہڈیاں کا معیار، وضاحت، پیشکشوں کے مسٹر دوہرے، پرفارمنس گارنٹی وغیرہ درج ہیں، آفیشل ویب سائٹس [www.uok.edu.pk](http://www.uok.edu.pk) کے ذریعے یا <http://portalsindh.eprocure.gov.pk/#/>

#### 1. SUPPLY OF CONSUMABLE ITEMS

##### شرائط و ضوابط:

- ہر پیشکش، معاہدے کی کل لاگت کے 2% کے مساوی ذریعہ بصورت ہے آؤر تمام "یونیورسٹی آف کراچی" پیشکشیں کھلنے سے قبل پریجنز آفس میں جمع کر دیا جائے۔
- مبلغ: 3,000/- روپے کی ٹینڈر فیس (ناقابل واپسی) لازمی طور پر یونائیٹڈ بینک کے اکاؤنٹ نمبر 1146-01004234
- ذریعہ کے بغیر آنے والی پیشکشوں پر غور نہیں کیا جائے گا۔ ٹینڈر کی دستاویزات میں درج ہدایات کی بنیاد پر تیار کی جانے والی پیشکشیں لازمی طور پر الیکٹرونک بڈ ریلیز EPADS 08 مئی 2025 کو یا اس سے قبل 11:00 بجے تک جمع کرادی جائیں۔ تاخیر سے آنے والی پیشکشیں قبول نہیں کی جائیں گی۔ پیشکشیں اسی روز صبح 11:30 بجے کھولی جائیں گی۔
- نرخ لازمی طور پر حکومت سندھ کی جانب سے وقتاً فوقتاً لاگو کئے جانے والے ایکسیر ایڈیوٹیز کے ساتھ ہونی چاہئیں۔ پیشکشیں کھلنے والے روز کسی قسم کی عام امتحانی تعطیل ہونے کی صورت میں کام کا اگلا روز اسی مقصد کے لئے حتی تاریخ تصور کیا جائے گا۔
- یونیورسٹی آف کراچی SPPRA کے قوانین بحریہ 2010 کی بنیاد پر کسی بھی یا تمام پیشکش / پیشکشوں کو مسٹر کرنے کا حق محفوظ رکھتی ہے۔

پروچیز آفیسر  
یونیورسٹی آف کراچی



آچر 20 اپريل 2025 ع

روزانه ڪاوش حيدرآباد



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SUPPLY OF CONSUMABLE ITEMS FOR  
CHEMISTRY DEPARTMENT**

(NIH-HRI Project "NHCG-22/R3-22, entitled  
"Environmentally benign solutions of  
biomass waste utilization to promote resilience  
and heat mitigation")

**CONSUMABLE** آئتمز جي فراهمي لاءِ هڪ مرحلو، هڪ لفافي جي  
طريقيڪار جي بنياد تي معروف فرمون جيڪي سيلز ٽيڪس، سنڌ  
رونيو بورڊ ۽ NTN اٿارٽيز سان رجسٽرڊ هجن، کان مهربند آيون  
گهريل آهن. آئتمز جا وڌيڪ تفصيل، تعداد ۽ شرط ۽ ضابطا ٽينڊر  
جي دستاويزن ۾ موجود آهن. واڪ ڏيندڙ/سپلاڪر لازمي طور تي  
**CONSUMABLE ITEMS** جي فراهمي ۽ تنصيب لاءِ e-Pak  
(EPADS) Acquisition & Disposal System سان گڏ رجسٽرڊ  
هجي. دلچسپي رکندڙ واڪ ڏيندڙ پاڻ کي EPADS تي  
اليڪٽرونيڪلي بڙيع <http://sindh.eprocure.gov.pk/#/>  
auth/login تي رجسٽرڊ ڪري سگهن ٿا.

آيون ڏيڻ جا دستاويزن ۾ تفصيلي شرط ۽ ضابطا، حصول جو  
طريقو، آڇ ڏيڻ جو طريقو، سوئي رقم، آڇ جي موثر رهڻ جو مدو،  
آڇن جي ڪلڻ، جانچ پڙتال جو معيار، وضاحت/آڇن جي رد ٿيڻ،  
پرفارمنس گارنٽي وغيره درج آهن. آفيسل ويب سائٽس  
[www.uok.edu.pk](http://www.uok.edu.pk) جي ذريعي يا  
<http://portalsindh.eprocure.gov.pk/#/>

**1. SUPPLY OF CONSUMABLE ITEMS**

**شرط ۽ ضابطا:**

- هر آڇ، معاهدي جي ڪل لاڳت جي 2% جي مساوي سوئي رقم  
بصورت پي آرڊر نالي "يونيورسٽي آف ڪراچي" آيون ڪلڻ کان  
پهرين پرجيز آفيس ۾ جمع هئڻ گهرجي.
- 3000 رپين جي ٽينڊر في (ناقابل واپسي) لازمي طور تي  
يونائيٽيڊ بينڪ لميٽيڊ جي اڪائونٽ نمبر 1146-01004234  
سوئي رقم کانسواءِ ايندڙ آڇن تي غور نه ڪيو ويندو. ٽينڊر جي  
دستاويزن ۾ ڏنل هدايتن جي بنياد تي تيار ڪيون ويندڙ آيون  
لازمي طور تي اليڪٽرونيڪلي بڙيع EPADS، 08 مئي 2025  
تي يا ان کان پهرين 11:00 وڳي تائين جمع ڪرايون وڃن. دير  
سان ايندڙ آيون قبول نه ڪيون وينديون. آيون ساڳئي ڏينهن  
صبح 11:30 وڳي کوليون وينديون.
- اڳهه لازمي طور تي حڪومت سنڌ طرفان وقت بوقت لاڳو ڪيا  
ويندڙ ٽيڪس/ڊيوٽيز سان گڏ هئڻ گهرجن. آيون ڪلڻ واري  
ڏينهن کنهن قسم جي عام/مقامي موڪل هئڻ جي صورت ۾  
ڪم جو ورنڊڙ ڏينهن ساڳئي مقصد لاءِ حتمي تاريخ تصور ڪيو  
ويندو.
- يونيورسٽي آف ڪراچي، SPPRA جي قانونن مجريه 2010 جي  
بنياد تي ڪنهن به يا سموري آڇ/آڇن کي رد ڪرڻ جو حق  
محفوظ رکي ٿي.

**پرجيز آفيسر**  
**يونيورسٽي آف ڪراچي**



# **TENDER DOCUMENT**

**SUPPLY OF CONSUMABLE ITEMS FOR CHEMISTRY DEPARTMENT**  
**(NIH-HRI Project “NHCG-22/R3-22, entitled “Environmentally benign solutions of biomass waste utilization to promote resilience and heat mitigation”**

***UNIVERSITY OF KARACHI***

*Submission date: 08-05-2025*



# UNIVERSITY OF KARACHI KARACHI

Ref: P.O./0177-2025

Cost of form  
Rs. 3,000/= (Non-refundable)

## **BIDDING DOCUMENT**

### **SUPPLY OF CONSUMABLE ITEMS FOR CHEMISTRY DEPARTMENT (NIH-HRI Project “NHCG-22/R3-22, entitled “Environmentally benign solutions of biomass waste utilization topromote resilience andheat mitigation”**

| S. No. | Consumable Items                                                            | QTY. | Rates<br>(with All Taxes) |
|--------|-----------------------------------------------------------------------------|------|---------------------------|
| 1.     | (+)-Dehydroabietylamine acetate 99% (1kg) 2026-24-6                         | 1    |                           |
| 2.     | 1-bromobutane 98% (500ml) 109-65-9                                          | 4    |                           |
| 3.     | 1-bromooctane 99% (250ml) 111-83-1                                          | 4    |                           |
| 4.     | 1-bromododecane 97% (100g) 143-15-7                                         | 4    |                           |
| 5.     | 1-bromohexadecane 97% (100g) 112-82-3                                       | 4    |                           |
| 6.     | 1H-imidazole 99% (1kg) 288-32-4                                             | 4    |                           |
| 7.     | 2-methylimidazole 99% (500g) 693-98-1                                       | 2    |                           |
| 8.     | Salicylic Acid 99% (1 Kg) 69-72-7                                           | 2    |                           |
| 9.     | Pterthalic acid (1 Kg) -                                                    | 2    |                           |
| 10.    | 1-iodoethans 99% (1L) 75-03-6                                               | 2    |                           |
| 11.    | THF 99% (1L) 109-99-9                                                       | 4    |                           |
| 12.    | Toluene 99.7% (1L) 108-88-3                                                 | 4    |                           |
| 13.    | DCM 99% (24Kg) 75-09-2                                                      | 4    |                           |
| 14.    | EtOH absolute 99.8% (1L) 64-17-5                                            | 4    |                           |
| 15.    | n-Hexane 95% (1L) 110-54-3                                                  | 4    |                           |
| 16.    | Chloroform 99% (25 Kg) 67-66-3                                              | 4    |                           |
| 17.    | Chlorosulfonic acid 99% (1L) 7790-94-5                                      | 4    |                           |
| 18.    | EtOAc 98% (18L) 141-78-6                                                    | 4    |                           |
| 19.    | MeOH 99.5% (18 L) 67-56-1                                                   | 4    |                           |
| 20.    | EtOH commercial 95% (18L) 64-17-5                                           | 4    |                           |
| 21.    | DMF 99% (1L) 68-12-2                                                        | 2    |                           |
| 22.    | Acetone (1L) 67-64-1                                                        | 4    |                           |
| 23.    | DMSO (4L) 67-68-5                                                           | 2    |                           |
| 24.    | Silica cards RP-C18 5x10 sq. cm (25 sheets) 112926-00-8                     | 4    |                           |
| 25.    | Vials, screw top V-Vials® with open-top cap 1 mL 12ea                       | 4    |                           |
| 26.    | Quickfit® one-neck tround-bottom flasks capacity 50 mL, Joint: ST/NS 24/29  | 4    |                           |
| 27.    | Quickfit® one-neck tround-bottom flasks capacity 100 mL, Joint: ST/NS 24/29 | 4    |                           |
| 28.    | Quickfit® one-neck tround-bottom flasks capacity 250 mL, Joint: ST/NS 24/29 | 4    |                           |
| 29.    | Quickfit® one-neck tround-bottom flasks capacity 500 mL, Joint:ST/NS 29/32  | 4    |                           |
| 30.    | Quickfit® two-neck, round-bottom flasks 50 mL, center Joint: ST/NS 14/23    | 4    |                           |

|     |                                                                            |   |  |
|-----|----------------------------------------------------------------------------|---|--|
| 31. | Quickfit® two-neck, round-bottom flasks 100 mL, center Joint: ST/NS 14/23  | 4 |  |
| 32. | Quickfit® two-neck, round-bottom flasks 250 mL, center Joint: ST/NS 24/2 4 |   |  |
| 33. | Quickfit® two-neck, round-bottom flasks 500 mL, center Joint:ST/NS 24/29   | 4 |  |
| 34. | Aldrich® microscale spin vane 0.1-2.0 mL 6ea                               | 4 |  |

Total Amount \_\_\_\_\_

**(Rupees \_\_\_\_\_ Only)**

**(Total Earnest Money Rs. \_\_\_\_\_)**

SIGNATURE OF THE PROPRIETOR  
AND RUBBER STAMP OF THE COMPANY

## **TERMS & CONDITIONS**

- Bid should be accompanied by bid security equal to 2% of the total contract value in the shape of pay order drawn in favour of University of Karachi to be deposited in the Purchase Office before opening of Bids.
- The tender fee of Rs. 3,000/- (non-refundable) must be deposited in United Bank Limited Account No. **1146-01004234** entitled “**University of Karachi**”. The original deposit slip /online deposit receipt must submit along with the bid.
- The bid must be submitted along with the detailed company profile.
- Rates must be inclusive of GST and other Taxes/duties (if any) as levied from time to time by the Sindh Government.
- Successful bidder must be submitted 5% performance security of the total amount at the time of contract agreement in shape of pay order drawn in favour of University of Karachi.
- The University of Karachi reserves the right to vary quantities, accept or reject any or all the bids or proposals at any time in accordance with SPPRA Rules 2010.
- Procurement Committee shall finalize the bids in light of SPP-Rules, 2010 (updated January 2024).
- The method of procurement is open-competitive bidding single stage one envelop procedure.
- The prices to be quoted shall be filled in the bidding documents mandatory.
- The successful bidders who undertake to execute the contract shall be liable to forfeiture of their Bid Security as a penalty.
- The bids shall be evaluated on the following criterion.
  - Lowest evaluated bid in terms of Value for Money.
  - As per specifications, terms & conditions mentioned in the bidding document
- Period of Bid Validity (days):- 90 (Ninety) Days
- Delayed Delivery: 10% liquidity damages of the total amount will be imposed per month for which the company/firm/agency failed to deliver within the delivery/execution period.
- Quality Factors: The quality of Goods must be of prime quality.
- Condition of Goods / Works: All items must meet in all respects with the specs & conditions of the Order and must be in good condition otherwise they will be liable to reject.
- The bids without bid security shall not be entertained. Bids prepared in accordance with the instruction in the bidding documents, must be submitted electronically through EPADS on / or before 08-05-2025 at 11:00 a.m. Late submission of bids will not be accepted. Bids will be opened on the same day i.e. 11:30 a.m.
- In case the day of bid opening falls on a public/local holiday, next working day shall be considered as the deadline for the same.
- The Tender Notice and Bidding Document shall be available on the Official website, <http://portalsindh.eprocure.gov.pk/#/> (EPADS) as well as Procuring Agency’s website [www.uok.edu.pk](http://www.uok.edu.pk)

Total Amount \_\_\_\_\_

(Rupees \_\_\_\_\_ Only)

(Total Earnest Money Rs. \_\_\_\_\_)

SIGNATURE OF THE PROPRIETOR  
AND RUBBER STAMP OF THE COMPANY

# Instruction to Bidders (ITB)

## Preparation of Bids

- 1. Scope of Work** The *University of Karachi* plans to develop / acquire a comprehensive integrated solution for all the functional needs and requirements of *Consumable Items* as described in later pages.
- 2. Method and Procedure of Procurement** National Competitive Bidding Single Stage *Single Envelope* Procedure as per SPP Rules 2010 (as updated January 2024)
- 2. Language of Bid** The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring Agency, shall be written in English language
- 3. Documents Comprising the Bid** The bid prepared by the Bidders shall comprise the following components:
  - (a) Price Schedule completed in accordance with ITB Clauses 4, 5 and 6.
  - (b) Bid security furnished in accordance with ITB Clause 9.
- 4. Bid Prices**
  - 4.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the *Consumable Items* it proposes to supply under the contract.
  - 4.2 The prices shall be quoted inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery of services specified in the Schedule of Requirements. No separate payment shall be made for the incidental services.
  - 4.3 Prices quoted by the Bidder shall remain fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet.
  - 4.4 Prices shall be quoted in Pak Rupees unless otherwise specified in the Bid Data Sheet.
- 5. Bid Form** The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the *Consumable Items* to be supplied.
- 6. Bid Currencies** Prices Shall be quoted in Pak Rupees.
- 7. Documents Establishing Bidder's Eligibility and Qualification** The Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted.
  - (a) That the Bidder has the financial and technical capability necessary to perform the contract;
  - (b) That the Bidder meets the qualification criteria listed in the Bid Data Sheet.



- 8. Documents**  
**“Consumable Items”**  
**Eligibility and Conformity to Bidding Documents**
- The documentary evidence of conformity of the *Consumable Items* to the bidding documents may be in the form of literature and data.
- 9. Bid Security**
- 9.1 The bid security is required to protect the Procuring agency against the risk of Bidder’s conduct, which would warrant the security’s forfeiture
- The bid security shall be denominated in the currency of the bid:
- (a) 2% Bid Security should be deposited with the bid;
  - (b) be submitted in its original form; copies will not be accepted;
  - (c) remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity
- 9.2 Bid securities shall be released to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired.
- 9.3 The successful Bidder’s bid security shall be discharged upon the Bidder signing the contract, and furnishing the performance security.
- 9.4 The bid security may be forfeited:
- (a) if a Bidder withdraws its bid during the period of bid validity or
  - (b) in the case of a successful Bidder, if the Bidder fails:
    - (i) to sign the contract in accordance
- 10. Period of Validity of Bids**
- 10.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid submission prescribed by the Procuring agency. A bid valid for a shorter period shall be rejected by the Procuring agency as non responsive.
- 10.2 In exceptional circumstances, the Procuring Agency may solicit the Bidder’s consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security shall also be suitably extended as per Rule-38 of SPP Rules, 2010 (updated January 2024). A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid.
- 11. Format and Signing of Bid**
- 11.1 The Bidder shall prepare an original bid indicated in the Bid Data Sheet, clearly marking each “ORIGINAL BID”.
- 11.2 The original and bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.
- 11.3 Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

## **Submission of Bids**

- 12. Sealing and Marking of Bids**
- 12.1 The Bidder shall seal the original envelopes, duly marking the envelopes as “ORIGINAL BID”. The outer envelopes shall be addressed to the Procuring agency at the address given in the Bidding Documents, and carry statement “DO NOT OPEN BEFORE [08-05-2025].
- 12.2 If the outer envelope is not sealed and marked as required, the Procuring Agency shall assume no responsibility for the bid’s misplacement or premature opening.
- 13. Deadline for Submission of Bids**
- 13.1 Bids must be received by the Procuring Agency at the address specified in Bidding Documents, not later than the time and date specified in the Bid Data Sheet.
- 13.2 The Procuring Agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents. in such case all rights and obligations of the Procuring agency and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
- 14. Late Bids**
- Any bid received by the Procuring Agency after the deadline for submission of bids prescribed by the Procuring agency shall be rejected and returned unopened to the Bidder.
- 15. Modification and Withdrawal of Bids**
- 15.1 The Bidder may modify or withdraw its bid after the bid’s submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Procuring agency prior to the deadline prescribed for submission of bids.
- 15.2 No bid may be modified after the deadline for submission of bids.
- 15.3 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity Withdrawal of a bid during this interval may result in the Bidder’s forfeiture of its bid security.

## **Opening and Evaluation of Bids**

- 16. Opening of Bids by the Procuring agency**
- 16.1 The Procuring agency shall open all bids in the presence of bidders’ representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders’ representatives who are present shall sign a register/attendance sheet evidencing their attendance.
- 16.2 The bidders’ names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the Procuring agency may consider appropriate, will be announced at the opening.
- 17. Clarification of Bids**
- During evaluation of the bids, the Procuring agency may ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

**18. Preliminary Examination**

- 18.1 The Procuring agency shall examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- 18.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.
- 18.3 Prior to the detailed evaluation, the Procuring agency will determine the substantial responsiveness of each bid to the bidding documents. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself.
- 18.4 If a bid is not substantially responsive, it will be rejected by the Procuring agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

**19. Evaluation and Comparison of Bids**

- 19.1 The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive.
- 19.2 The Procuring agency's evaluation of a bid will be on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and execution charges imposed till the delivery location.

**20. Contacting the Procuring agency**

- 20.1 No Bidder shall contact the Procuring agency on any matter relating to its bid, from the time of the bid opening to the time of announcement of Bid Evaluation Report. If the Bidder wishes to bring additional information to the notice of the Procuring agency, it should do so in writing.
- 20.2 Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

**21. Post-qualification**

- 21.1 In the Procuring agency may determine to its satisfaction whether that selected Bidder having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily.
- 21.2 The determination will take into account the Bidder's financial and technical capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 7 as well as such other information as the Procuring agency deems necessary and appropriate.
- 21.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

- 22. Award Criteria** The Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.
- 23. Procuring agency's Right to Accept any Bid and to Reject any or All Bids**
- 23.1 Subject to relevant provisions of SPP, Rules, 2010 (updated January 2024), the Procuring agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award.
- 23.2 Pursuant to Rule 45 of SPP Rules 2010 (updated January 2024), Procuring agency shall hoist the evaluation report on Authority's web site, and intimate to all the bidders seven days prior to notify the award of contract.
- 24. Notification of Award** Prior to the expiration of the period of bid validity, the Procuring agency shall notify the successful Bidder in writing, that its bid has been accepted.
- 25. Signing of Contract**
- 25.1 At the same time as the Procuring agency notifies the successful Bidder that its bid has been accepted, the Procuring agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.
- 25.2 Within the period specified in BDS, of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency.
- 26. Performance Security** Failure of the successful Bidder to comply with the requirement of ITB Clause 25 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Procuring agency may make the award to the next lowest evaluated Bidder or call for new bids.
- 27. Corrupt or Fraudulent Practices**
- 27.1 The Government of Sindh requires that Procuring agency's (including beneficiaries of donor agencies' loans), as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the SPPRA, in accordance with the SPP Act, 2009 and Rules made thereunder:
- (a) **"Corrupt and Fraudulent Practices"** means either one or any combination of the practices given below;
- a. **"Coercive Practice"** means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
- b. **"Collusive Practice"** means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;
- c. **"Corrupt Practice"** means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;



- d.* **“Fraudulent Practice”** means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- (b) **“Obstructive Practice”** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

## Bid Data Sheet

The following specific data for the *Consumable Items* to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

| Introduction                       |                                                                                                                                                                                                                                                                                                                                                                                   |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ITB 1                              | <b>Name and address of Procuring Agency:</b><br><i>University of Karachi, Karachi.</i>                                                                                                                                                                                                                                                                                            |
| ITB 1                              | <b>Name of Contract.</b> <i>“Consumable Items”</i>                                                                                                                                                                                                                                                                                                                                |
| Bid Price and Currency             |                                                                                                                                                                                                                                                                                                                                                                                   |
| ITB 4                              | Prices quoted by the Bidder shall be <i>“fixed” and in “Pak Rupees”</i>                                                                                                                                                                                                                                                                                                           |
| Preparation and Submission of Bids |                                                                                                                                                                                                                                                                                                                                                                                   |
| ITSB 19                            | <i>Qualification requirements:</i><br><br><div style="margin-left: 40px;"> 1)     NTN<br/> 2)     Sales Tax<br/> 3)     Registration with SRB for works &amp; services<br/> 4)     Minimum three years’ experience relevant field<br/> 5)     Turnover of at least last three years </div>                                                                                        |
| ITB 7                              | <b>Amount of bid security.</b><br>2 % of Bid                                                                                                                                                                                                                                                                                                                                      |
| ITB 8                              | <b>Bid validity period.</b><br>90 days                                                                                                                                                                                                                                                                                                                                            |
| ITB 10                             | <b>Number of copies.</b> <i>One Original</i>                                                                                                                                                                                                                                                                                                                                      |
| ITB 19.1                           | <b>Deadline for bid submission.</b> <i>08-05-2025 at 11:00 a.m.</i>                                                                                                                                                                                                                                                                                                               |
| ITB 20                             | <b>Bid Evaluation:</b><br><div style="margin-left: 40px;"> 1.   Lowest evaluated bid in terms of Value for Money.<br/> 2.   As per specifications and terms &amp; conditions mentioned in the bidding document </div>                                                                                                                                                             |
|                                    | <b>Under following conditions, Bid will be rejected:</b><br><div style="margin-left: 40px;"> 1.   Conditional tenders/bids;<br/> 2.   Bids not accompanied by bid security (Earnest Money);<br/> 3.   Bids received after specified date and time;<br/> 4.   Bidder submitting any false information;<br/> 5.   Black Listed Firms by Sindh Government or any entity of it </div> |

**SUMMARY SHEET**  
**TENDER NOTICE**

| S. No. | Bid Value | Price in PKR |
|--------|-----------|--------------|
|        |           |              |
|        |           |              |
|        |           |              |

|                               |        |       |
|-------------------------------|--------|-------|
| Total Bid Value in PKR        |        |       |
| Bid Security @ 2% in PKR      |        |       |
| Pay Order/Demand<br>Draft No: |        | Date: |
| Signature :                   | Seal : |       |