



UNIVERSITY OF KARACHI

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

Ref: P.O./0041-2025

Dated: 12, February 2025

TENDER NOTICE FOR VIP ARRANGEMENTS 6,500 PERSONS FOR CONVOCATION 2023

Bids are invited on prescribe document for supply of mentioned below items on Single Stage-One Envelop procedure for VIP Arrangements 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 should be registered suppliers on the e-Pak Acquisition & Disposal System (EPADS) in order to participate in the subject tender for VIP Arrangements. 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 Interested Bidders from Website www.uok.edu.pk or accessed through the <http://portalsindh.eprocure.gov.pk/#/>

VIP Arrangement for 6,500 Persons For Convocation 2023

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. 5,000/- (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 04-03-2025 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 جمعہ 14 فروری 2025ء



UNIVERSITY OF KARACHI

Tel: (021) 9926 1300-8 Ext: 2215 Tel/Fax: 9926 1350
Email: purchase@uok.edu.pk

Ref: P.O./0641-2025

Dated: 12, February 2025

TENDER NOTICE FOR

**VIP ARRANGEMENTS 6,500 PERSONS
FOR CONVOCATION 2023**

سالانہ کنوینشن کے سلسلے میں VIP بندوبست کے لئے سٹریٹجک، SRB اور NTN اختیارات کے ساتھ رجسٹرڈ معروف فرمز سے سربمہر پیشکشیں مطلوب ہیں۔ کام کی مزید تفصیل اور شرائط و ضوابط نیٹرز کی دستاویزات میں موجود ہیں۔ بولی دہندہ اسپلائز نیٹرز میں شامل ہونے کے لئے لازمی طور پر e-Pak Acquisition & Disposal System (EPADS) پر رجسٹرڈ ہونا چاہئے۔ دلچسپی رکھنے والے بولی دہندہ اپنی فرم کو ایلیٹریٹو ایگزیکیوٹو EPADS کی ویب سائٹ <http://sindh.eprocure.gov.pk/#/auth/login> پر رجسٹرڈ کر سکتے ہیں۔

نیٹرز کی دستاویزات، جن میں تفصیلی شرائط و ضوابط، حصول کا طریقہ، پیشکش جمع کرنے کا طریقہ، پیشکش کے ذریعہ، پیشکش کے موثر رہنے کی مدت، پیشکشوں کے کھلنے، جانچ پڑتال کا معیار، پیشکشوں کے مسترد ہونے کی وضاحت، پرفارمنس گارنٹی وغیرہ موجود ہیں، آفیشل ویب سائٹ www.uok.edu.pk یا EPADS کی ویب سائٹ کے ذریعے حاصل کی جاسکتی ہیں۔
<http://portalsindh.eprocure.gov.pk/#/>

**کنوینشن 2023 کے سلسلے میں
6,500 افراد کے لئے بندوبست**

شرائط و ضوابط:

- ہر پیشکش، معاہدے کی اہلیت کے 2% کے مساوی رقم کی بڑھتی رقم کی صورت میں پیشکشوں کے کھلنے سے قبل پریچس آرڈر میں جمع ہونی چاہئے۔
- مبلغ 5,000/- روپے کی نیٹرز فیس (ناقابل واپسی) لازمی طور پر یونائیٹڈ بینک لمیٹڈ کے اکاؤنٹ نمبر 1146-01004234 نام "یونیورسٹی آف کراچی" میں جمع ہونی چاہئے۔
- ذریعہ کی رقم کے بغیر آنے والی پیشکشوں پر غور نہیں کیا جائے گا۔ پیشکش نیٹرز کی دستاویزات میں درج ہدایات کے مطابق ہونی چاہئیں، اور لازمی طور پر EPADS کے ذریعے ایلیٹریٹو ایگزیکیوٹو 04 مارچ 2025ء صبح 11:00 بجے سے قبل پہنچانی چاہئے۔
- نرخ لازمی طور پر حکومت سندھ کی جانب سے وقتاً فوقتاً لاگو کئے جانے والے ایکسٹرا ڈیوٹی (آگ ہونے) کے ساتھ ہونے چاہئیں۔ اگر نیٹرز کھلنے والے دن کسی بھی قسم کی عام انتظامی تبدیلی ہو جائے تو کام کا اگلا دن اس مقصد کے لئے عمومی دن تصور کیا جائے گا۔
- یونیورسٹی آف کراچی SPPRA کے قوانین نمبر 2010 کی بنیاد پر کسی بھی یا تمام پیشکشوں یا تجاویز کو SPPRA کے قوانین نمبر 2010 کی بنیاد پر قبول یا مسترد کرنے کا حق محفوظ رکھتی ہے۔

یونیورسٹی آف کراچی

جمع 14 فيبروري 2025 ع

روزانه ڪاوش حيدرآباد



UNIVERSITY OF KARACHI

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**TENDER NOTICE FOR
VIP ARRANGEMENTS 6,500 PERSONS
FOR CONVOCATION 2023**

سالانه ڪانويڪيشن جي سلسلي ۾ VIP بندوبست لاءِ سيلز ٽيڪس، SRB ۽ INTN ٿارٽيز سان رجسٽرڊ معروف فرمن کان مهريمنڊ آڇون گهريل آهن. ڪم جا وڌيڪ تفصيل ۽ شرط ۽ ضابطا ٽينڊر جي دستاويزن ۾ موجود آهن. واک ڏيندڙ/سپلائر ٽينڊر ۾ شامل هئڻ لاءِ لازمي طور تي e-Pak Acquisition & Disposal System (EPADS) تي رجسٽرڊ هئڻ گهرجي. دلچسپي رکندڙ واک ڏيندڙ پنهنجي فرم کي اليڪٽرونيڪلي EPADS جي ويب سائٽ <http://sindh.eprocure.gov.pk/#/auth/login> تي رجسٽرڊ ڪري سگهن ٿا.

ٽينڊر جا دستاويز جن ۾ تفصيلي شرط ۽ ضابطا، حصول جو طريقو، آڇ جمع ڪرائڻ جو طريقو، بڊ سيڪيورٽي، آڇ جي موثر رهڻ جو مدو، آڇن جي کلڻ، جانچ پڙتال جو معيار، آڇن جي رد ٿيڻ جي وضاحت، پرفارمنس گارنٽي وغيره موجود آهن. آفيشل ويب سائٽ www.uok.edu.pk يا EPADS جي ويب سائٽ ذريعي حاصل ڪري سگهجن ٿا.
<http://portalsindh.eprocure.gov.pk/#/>

**ڪانويڪيشن 2023 جي سلسلي ۾
6,500 ماڻهن لاءِ بندوبست**

شرط ۽ ضابطا:

- هر آڇ، معاهدي جي ماليت جي 2% جي مساوي رقم جي بڊ سيڪيورٽي بصورت پي آرڊر آڇن جي کلڻ کان پهرين پرچيز آفيس ۾ جمع هئڻ گهرجي.
- 5000 رپين جي ٽينڊر في (ناقابل واپسي) لازمي طور تي يونائيٽيڊ بينڪ لميٽيڊ جي اڪائونٽ نمبر 1146-01004234 نالي "يونيورسٽي آف ڪراچي" ۾ جمع هئڻ گهرجي.
- سوڻي رقم کانسواءِ ايندڙ آڇن تي غور نه ڪيو ويندو. آڇ ٽينڊر جي دستاويزن ۾ ڏنل هدايتن مطابق هئڻ گهرجي، ۽ لازمي طور تي EPADS جي ذريعي اليڪٽرونيڪلي 04 مارچ، 2025 صبح 11:00 وڳي کان پهرين پهچڻ گهرجي.
- آڳهه لازمي طور تي حڪومت سنڌ طرفان وقت بوقت لاڳو ڪيا ويندڙ ٽيڪسز/ڊيوٽيز (جيڪڏهن هجي ته) سان گڏ هئڻ گهرجن. جيڪڏهن ٽينڊر کلڻ واري ڏينهن ڪنهن به قسم جي عام/مقامي تعطيل ٿي وڃي ته ڪم جو ورنڊو ڏينهن ان مقصد لاءِ حتمي ڏينهن تصور ڪيو ويندو.
- يونيورسٽي آف ڪراچي، SPPRA جي قانونن مجريه 2010 جي بنياد تي ڪنهن به يا سمورين آڇن يا تجويزن کي SPPRA جي قانونن مجريه 2010 جي بنياد تي قبول يا رد ڪرڻ جو حق محفوظ رکي ٿي.

**پرچيز آفيسر
يونيورسٽي آف ڪراچي**



TENDER DOCUMENT

**TENDER FOR VIP ARRANGEMENTS FOR 6,500 GUESTS,
CONVOCATION 2023**

UNIVERSITY OF KARACHI

Submission date: 04-03-2025



UNIVERSITY OF KARACHI KARACHI

Ref: P.O./ 0041-2025

Cost of form
Rs. 5,000/=(Non refundable)

BIDDING DOCUMENT

VIP ARRANGEMENTS FOR 6,500 GUESTS, CONVOCATION 2023

FINANCIAL PROPOSAL

VIP arrangements Marquee, Sofa, VIP Chairs, Chairs with covers, stage, side wings for faculty, back drops, sound system, flower arrangements for head tables and center tables, drinking water with dispensers, changing rooms for the Governor and Vice Chancellor as well as for the faculty with glass mirrors. All above arrangement must be ready day before 05:00 p.m. for rehearsal too.

Rest of the details are as under:

S. No.	Description	QTY	Unit Price	Total Price
1.	VIP marquee white/off white with carpeting and paneling	6,500 persons		
2.	Stage size (60'x20'x4' ft) with carpeting trussing with special perkins lights	1		
3.	Side stage for faculty in steps with carpeting Acrylic Chairs	2 600		
4.	Head table for stage with 15 presidential chairs and flower arrangement	1		
5.	Wooden floor with panaflex (60x24)	1		
6.	Entrances with dead walls of panaflex with double side 10x12 ft.	6		
7.	Partition wall b/w Governor, Vice Chancellor and faculty changing room	300 ft.		
8.	Red runner 12x30 running ft 1-pc with no borders for the procession	01		
9.	Red runner for entrances	As per requirements		
10.	Dean Chairs	???		
11.	Sofa seating (white leatherite) double seats as well as center tables with flower arrangements for two rows	100 x 2 = 200		
12.	Single VIP chairs	5,700		

13.	SMD (size as per requirements)	02		
14.	Uniform dice wood finish	02		
15.	Lighting along with wiring spot lights	250		
16.	Walk through security gates	04		
17.	Live Streaming			
18.	CCTV cameras with LCD complete recording in USB	08		
19.	Reception camps size 12x12 covered with white fabric along with 12x12 ft panaflex accordingly	08		
20.	Water dispensers Bottle 19 ltr. Glasses	As per requirements		
21.	Mineral water 500 ml for rehearsal	400		
22.	Air condition standing unit for stage	02		
23.	Pedestal fans with fixing complete	As per requirements		
24.	Stage and side wings back drops along with designing size 60x10 ft.	03		
25.	Banners with wood and ropes 3x2 ft.	24		
26.	Panaflexes size 4x10 ft.	10		
27.	Photo booth complete with designing and fixing	02		
28.	Generator (400 KVA) rates only	01		
29.	Rehearsal day, tea, coffee and cookies	300 persons		
30.	Eco Sound system best quality for rehearsal and convocation day	01		
31.	Photography and Videography			
32.	Mobile wash rooms	10		
Dinner Menu				
33	Items		Rate	Total
a.	Beef Biryani (1.5 Meat)	600 Guest		
b.	Chicken Koyla Karahi (Live)	600 Guest		
c.	Gola Kabab / Chandan Kabab	600 Guest		
d.	Fish Fillets (Penguins Fish)	600 Guest		
e.	Paratha	600 Guest		
f.	Nan / Taftan	600 Guest		
g.	Live Tandoor	600 Guest		
h.	Salad Bar	600 Guest		
i.	Qulfi Falooda (Ice Berg)	600 Guest		
j.	Tea (Live)	600 Guest		

TECHNICAL CRITERIA

S #	Description	Ranges	Marks Division	Total Marks
1	Average Annual Turnover during the last 5 (Five) financial years demonstrated through Annual FBR-Income Tax Returns	Above PKR 50 million	10	10
		Above PKR 30 million	05	
		Above PKR 20 million	02	
2	Total Assets (upto last financial year) demonstrated through Annual FBR-Income Tax Return	Above PKR 50 million	10	10
		Above PKR 30 million	05	
		Above PKR 20 million	02	
3	Human Resource / Total Number of employees (Mandatory: supported with contracts OR appointment orders OR employee cards)	Above 60 Persons	10	10
		Above 40 Persons	05	
		Above 30 Persons	02	
4	Experience of organizing the EVENTS OF CONVOCATION during the last <u>05 years</u> in Public and Private Sector Universities / Government / Semi-Government organizations (supported with purchase order / contract award / contract agreement / advance acceptance letter / satisfactory performance certificate)	5,000 or more Guests (2 marks for each event)	10	10
		3,000 or more Guests (2 marks for each event)	06	
		2,000 or more Guests (1 marks for each event)	03	
5	Bidder's experience of organizing the OTHER EVENTS during the last <u>05 years</u> in Public and Private Sector Universities / Government / Semi-Government organizations (supported with purchase order / contract award / contract agreement / advance acceptance letter / satisfactory performance certificate)	6,000 or more Guests (2 marks for each event)	10	10
		4,000 or more Guests (2 marks for each event)	06	
		2,000 or more Guests (1 marks for each event)	03	
6	Establishment of the Firm/company/partnership/sole-proprietor	3-5 years	03	10
		6-10 years	06	
		Above 10 years	10	
7	Events involving VVIPs Organized / (managed more than large scale events / ceremonies with Heads of Governments (President/Prime Minister) (Documentary Proof Required)	3 Marks for each event	15	15
8	Concept Proposal Methodology, / Theme to be presented by each Company/Firm/Association	Presentation	25	25
TOTAL MARKS / POINTS				100

Note:

1. The Bids shall be evaluated on the basis of Eligibility Criteria and Responsiveness of bid of the bidding documents, based on the record / documentary evidence submitted by the bidder.
2. The above-mentioned merit point system for weighing evaluation factors / criteria will be applied for technical proposals.
3. Bidders achieving minimum 80% marks / points will be considered only for further process besides compliance of all mandatory clauses. Documentary evidence must be attached in support of your claim.
4. Only those Financial Proposals will be accounted / considered which were technically qualified by the Committee.
5. Technically qualified / successful bidder(s)/Tenderer(s) shall be eligible for Financial Proposals(s). The Technical & financial Proposals will be opened in the presence of the Bidders at the time and venue indicated by the Karachi University accordingly.

IMPORTANT NOTE

1. Venue should be ready at 09:00 a.m. for Rehearsals and photo session **TWO DAYS PRIOR TO CONVOCATION** (Stage, Student Chairs, Sofas etc. required).
 2. Venue should be ready and handed-over at 08:00 a.m. on convocation day.
 3. Complete decoration arrangement including Luminary, Cutlery, Crockery, Bearer & allied support services.
 4. Grand Table VIP Guests Required.
 5. Complete Trussing will be erected according to the need and requirement.
- a. Karachi University will penalize of the item value on substandard delivery of following items / services;

S. No.	Description
1	Food i. Quality ii. Quantity iii. Fresh and Heated
2	Crockery & Cutlery (Ceramic & Stainless Steel) i. Neat & Clean ii. Free from cracks
3	Staff i. Should be in clean and proper uniform ii. Sufficient supporting staff to provide the excellent services to VIP guests.
4	Furniture Quality Plus Carpet i. Neat & Clean

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. 5,000/- (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 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 bidders are requested to submit their bids along with the bid validity period.
- 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):- 45 (Forty Five) 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 04-03-2025 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

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 *VIP Arrangement* as described in later pages.
- 2. Method and Procedure of Procurement** National Competitive Bidding **Single Stage Two Envelope** Procedure as per SPP Rules 2010 (as amendment up to date)
- 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 *VIP Arrangement* 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 *VIP Arrangement* 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.

- 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 *VIP Arrangement* 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	Name and address of Procuring Agency: <i>University of Karachi, Karachi.</i>
ITB 1	Name of Contract. <i>“VIP Arrangement”</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> <ol style="list-style-type: none"> 1) NTN 2) Sales Tax 3) Registration with SRB for works & services 4) Minimum Five years’ experience relevant field 5) Turnover of at least last Five years
ITB 7	Amount of bid security. 2 % of Bid Security
ITB 8	Bid validity period. 45 days
ITB 9	Number of copy. <i>One Original</i>
ITB 19.1	Deadline for bid submission. <i>04-03-2025 at 11:00 hours</i>
ITB 20	Bid Evaluation: <ul style="list-style-type: none"> ○ Lowest evaluated bid in terms of Value for Money. ○ As per specifications, terms & conditions and bid data sheet mentioned in the bidding document
	Under following conditions, Bid will be rejected: <ol style="list-style-type: none"> 1. Conditional tenders/bids; 2. Bids not accompanied by bid security (Earnest Money); 3. Bids received after specified date and time; 4. Bidder submitting any false information; 5. Black Listed Firms by Sindh Government or any entity of it

SUMMARY SHEET
TENDER NOTICE

S. No.	Bid Value	Price in PKR

Total Bid Value in PKR		
Earnest Money @ 2% in PKR		
Pay Order/Demand Draft No:		Date:
Signature :	Seal :	