



ENERGY DEPARTMENT

Sindh Solar Energy Project

Tender Document

**For the development and renovation
Of
SSEP office on Turnkey Basis**

DEFINITIONS

“**Bid**” means a tender, or an offer by a person, consultant, firm, company or an organization expressing willingness to undertake a specified task at a price, in response to an invitation by Energy Department - Sindh Solar Energy Project (SSEP).

“**Bid with Lowest Evaluated Cost**” means the bid quoting lowest evaluated cost amongst all those bids evaluated to be substantially responsive;`

“**Bidder**” means a person or entity submitting a bid;

“**Bidding Documents**” means all documents provided to the interested bidders to facilitate them in preparation of their bids in uniform manner;

“**Bidding Process**” means the procurement procedure under which sealed bids are invited, received, opened, examined and evaluated for the purpose of awarding a contract;

“**Blacklisting**” means barring a bidder, contractor, consultant or supplier from participating in any future procurement proceedings.

“**Calendar Days**” means days including all holidays;

“**Conflict of Interest**” means -

- (i) where a contractor, supplier or consultant provides, or could provide, or could be perceived as providing biased professional advice to SSEP to obtain an undue benefit for himself or those affiliated with him;
- (ii) receiving or giving any remuneration directly or indirectly in connection with the assignment except as provided in the contract;
- (iii) any engagement in consulting or other procurement activities of a contractor, consultant or service provider that conflicts with his role or relationship with the SSEP under the contract;
- (iv) where an official of the SSEP engaged in the procurement process has a financial or economic interest in the outcome of the process of procurement, in a direct or an indirect manner;

“**Contract**” means an agreement enforceable by law and includes General and Special Conditions, Specifications, Drawings and Bill of Quantities;

“**Contractor**” means a person, firm, company or organization that undertakes to execute works including services related thereto, other than consulting services, incidental to or required for the contract being undertaken for the works;

“**Corrupt and Fraudulent Practices**” means either one or any combination of the practices given below;

“**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;

“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 SSEP to establish prices at artificial, non-competitive levels for any wrongful gain;

“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;

“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;

“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.

“Emergency” means natural calamities, disasters, accidents, war and breakdown of operational equipment, plant, machinery or engineering infrastructures, which may give rise to abnormal situation requiring prompt and immediate action to limit or avoid damage to person(s), property or the environment;

“Goods” means articles and object of every kind and description including raw materials, drugs and medicines, products, equipments, machinery, spares and commodities in any form, including solid, liquid and gaseous form, and includes services identical to installation, transport, maintenance and similar obligations related to the supply of goods, if the value of these services does not exceed the value of such goods;

“Government” means the Government of Sindh;

“Head of the Department” means the administrative head of the department or the organization;

“Lowest Evaluated Bid” means a bid for goods, works and services having the lowest evaluated cost among the substantially responsive bids

“Lowest Submitted Price” means the lowest price quoted in a bid, which is otherwise not substantially responsive;

“Mis-procurement” means public procurement in contravention of any provision of Sindh Public Procurement Act, 2009 or Sindh Public Procurement Rules 2010 amended from time to time, any rule, regulation, order or instruction made thereunder or any other law in respect thereof, or relating to, public procurement;

“Notice Inviting Tender” means the notice issued by SSEP through publication in the newspapers or through electronic means for the purpose of inviting bids, or applications for pre-qualifications, or

expression of interests, which may include Tender Notice, Invitation for Bids, Notice for Pre-qualifications or Request for Expression of Interests;

“Open Competitive Bidding” means a fair and transparent specified procedure defined under these Rules, advertised in the prescribed manner, leading to the award of a contract whereby all interested persons, firms, companies or organizations may bid for the contract and includes both National and International Competitive Biddings;

“SSEP” means the Sindh Solar Energy Project;

“Services” means any object of procurement other than goods or works, and includes consultancy services;

“Substantially Responsive Bid” means the bid that contains no material differences or deviations from, or reservations to, the terms, conditions and specifications given in the bidding documents;

“Supplier” means a person, firm, company or an organization that undertakes to supply goods and services related thereto, other than consulting services, required for the contract;

“Value for Money” means best returns for each rupee spent in terms of quality, timeliness, reliability, after sales service, up-grade ability, price, source, and the combination of whole-life cost and quality to meet SSEP’s requirements.

1 INVITATION FOR BIDS (IFB)

Sindh Solar Energy Project – Energy Department (SSEP) invites proposal for the award of project on turnkey basis for the development and renovation/partitioning of its office premises located at Bungalow # F-3, Block-9, Clifton, near The Forum, Karachi.

Details of the specifications of related services to be provided are given in the scope of service in Section [3] hereto.

Bidder will be selected under procedure described in this Tender Document (TD), in accordance with the Sindh Public Procurement Rules 2010 amended from time to time, issued thereunder (“SPPRA”) which can be found at www.pprasindh.gov.pk. For the purposes of this document, any reference to the term “Act” shall mean a reference to the Sindh Public Procurement Act 2009 and any reference to the Rules shall mean a reference to the Sindh Public Procurement Rules 2010 amended (2013).

This Tender Document includes the following Sections:

- Instructions to Bidders (ITB)
- Special Conditions of Contract
- Scope of Work
- Financial Proposal
- Eligibility Criteria

Proposals must be submitted at the below mentioned address:

PROJECT DIRECTOR
PMU - SINDH SOLAR ENERGY PROJECT – ENERGY DEPARTMENT
BUNGALOW # F-3, BLOCK-9, CLIFTON NEAR THE FORUM, KARACHI
PH: 021-99332282, 021-99332107

2 INSTRUCTION TO BIDDERS (ITB)

2.1 Correspondence Address

The contact number and the correspondence address for submitting the proposals are as follow:

PMU - SINDH SOLAR ENERGY PROJECT – ENERGY DEPARTMENT
BUNGALOW # F-3, BLOCK-9, CLIFTON NEAR THE FORUM, KARACHI
PH: 021-99332282, 021-99332107

2.2 Eligible Bidders

All the bidders duly incorporated and based in Pakistan governed by rules, laws and statutes of Government of Pakistan and Government of Sindh shall be eligible. [SPPRA Rule 29]

2.3 Corrupt Practice

1. SSEP requires that Bidders / Suppliers / Contractors, observe the highest standard of ethics during the procurement and execution of contract and refrain from undertaking or participating in any corrupt or fraudulent practices. [SPPRA Rule 2 (q – iii, iv)]
2. SSEP will reject a proposal for award, if it determines that the Bidder recommended for award was engaged in any corrupt or has been blacklisted under the Sindh Public Procurement Rules 2010, amended from time to time, in competing for the contract in question.
3. Any false information or misstatement on the part of the vendor will lead to disqualification/ blacklisting/ legal proceeding regardless of the price or quality of the product.

2.4 Preparation of Bids

2.4.1 Bidding Process

This is the Single Stage – One Envelope Procedure; the bid shall comprise of one sealed envelope containing **TECHNICAL PROPOSAL** (duly filled in all respect) and **FINANCIAL PROPOSAL**. [SPPRA Rule 46]

2.4.2 Cost of Bidding

The bidder shall bear all costs associated with the preparation and submission of its bid and SSEP will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

2.4.3 Language of Bid

The bid prepared by the bidders as well as all correspondence and documents exchanged by the bidder and SSEP must be written in English. [SPPRA Rule 6 (1)]

2.4.4 Company Profile

Bidders are required to submit the Technical Proposal stating a brief description of the bidder's organization outlining their recent experience, the names of Sub-Bidder/Professional Staff who participates during the assignment, the technical approach, sample templates/prototypes of deliverables, methodology, work plan, organization and staff, including workable suggestions that could improve the quality and effectiveness of the assignment. The Technical proposal shall be duly signed by the authorized representative of the Bidder not including any financial information otherwise it will be declared as non-responsive.

2.4.5 Financial Proposal

The Financial Proposal shall be prepared using the standard form attached, duly signed by the bidder or authorized representative. Standard Forms for Financial Proposal are available in Section [4].

2.4.6 Bid Currencies

For the purpose of comparison of bids quoted in different currencies, price shall be converted in PAK RUPEE (PKR). The rate of exchange shall be the selling rate prevailing seven working days before the date of opening of the bids. [SPPRA Rule 42 (2)]

2.4.7 Bid Security

The SSEP shall require the bidders to furnish the Earnest Money/Bid Security of 2% of the bid price, in shape of Pay Order/Demand Draft/Irrevocable Bank Guarantee acceptable to the bank in favor of "Sindh Solar Energy Project", which shall remain valid for a period of twenty eight (28) days beyond the validity period for bids, in order to provide the SSEP reasonable time to act, if the security is to be called. [SPPRA Rule 37(1)]

Bid Security should be attached with the bidding document.

Any Bid not accompanied by an acceptable Bid Security shall be rejected by the SSEP as non-responsive.

Bid security shall be released to the unsuccessful bidders once the contract will be signed with the successful bidder or the validity period has expired. [SPPRA Rule 37(2)]

The bid security shall be forfeited:

- If a Bidder withdraws its bid during the period of its validity specified by the Bidder on the Bid Form; or
- In the case of a successful Bidder, if the Bidder fails to;
 - Sign the contract in accordance with ITB Section [2.7.4]; or
 - Does not abide by the terms of Contract Agreement.

2.4.8 Bid Validity

Bids shall remain valid for a period of ninety (90) days, after the date of bid opening prescribed by SSEP; [SPPRA Rule 38 (1)]

Whenever an extension of bid validity period is requested, a bidder shall have the right to refuse to grant such an extension and withdraw his bid and bid security shall be returned forthwith; and [SPPRA Rule 38 (6)]

Bidders who agree to extension of the bid validity period shall also extend validity of the bid security for the agreed extended period of the bid validity. [SPPRA Rule 38 (7-a)]

2.5 Submission of Bids

2.5.1 Sealing and Marking of Bids

This is the Single Stage – One Envelope Procedure; the bid shall comprise of one sealed envelope containing **TECHNICAL PROPOSAL** (duly filled in all respect) and **FINANCIAL PROPOSAL**. [SPPRA Rule 46]

2.5.2 Response Time

Bidders are required to submit their Bids within fifteen (15) calendar days from the date of publication of Notice Inviting Tender as per National Competitive Bidding. Bids will be received by SSEP at the address specified under ITB Section [2.1] within office hours. [SPPRA Rule 18 (2)]

2.5.3 Extension of Time Period for Submission of Bids

SSEP may extend the deadline for submission of bids only, if one or all of the following conditions exist;

- Fewer than three bids have been submitted and SSEP is unanimous in its view that wider competition can be ensured by extending the deadline. In such case, the bids submitted shall be returned to the Bidders un-opened; [SPPRA Rule 22 (1)]
- If the SSEP is convinced that such extraordinary circumstances have arisen owing to law and order situation or a natural calamity that the deadline should be extended. [SPPRA Rule 22 (2)]

2.5.4 Clarification of Bidding Documents

An interested bidder, who has obtained bidding documents, may request for clarification of contents of the bidding document in writing, and SSEP shall respond to such queries in writing within three calendar days, provided they are received at least five (5) calendar days prior to the date of opening of bid. [SPPRA Rule 23 (1)]

It should be noted that any clarification to any query by a bidder shall also be communicated to all parties, who have obtained bidding documents.

2.5.5 Late Bids

Any bid received by SSEP after the deadline for submission of bids prescribed by SSEP pursuant to ITB Section [2.5.2] will be rejected and returned unopened to the Bidder. [SPPRA Rule 24 (1)]. The rejection of bids received after the deadline for submission shall apply regardless of any reason whatsoever for such delayed receipt.

2.5.6 Withdrawal of Bids

The Bidder may withdraw their bids after it has been submitted by sending a written Withdrawal Notice, duly signed by the Bidder and/or by an authorized representative, and shall include a copy of the authorization. Provided that, written notice of Withdrawal, shall be received by SSEP prior to the opening of bids.

No bid shall be withdrawn in the interval between the opening of Bids and the expiration of the period of Bid validity specified in ITB section [2.4.8].

2.5.7 Cancellation of Bidding Process

1. SSEP may cancel the bidding process at any time prior to the acceptance of a bid or proposal; [SPPRA Rule 25 (1)]
2. SSEP shall incur no liability towards the bidders, solely by virtue of its invoking sub-rule (2.5.7 - 1); [SPPRA Rule 25 (2)]
3. Intimation of the cancellation of bidding process shall be given promptly to all bidders and bid security shall be returned along with such intimation; [SPPRA Rule 25 (3)]
4. SSEP shall, upon request by any of the bidders, communicate to such bidder, grounds for the cancellation of bidding process, but is not required to justify such grounds. [SPPRA Rule 25 (4)]

2.5.8 Mechanism for Redressal of Grievances

SSEP has a Committee for Complaint Redressal to address the complaints of bidder that may occur during the procurement proceedings. [SPPRA Rule 31 (1)]

Any bidder being aggrieved by any act or decision of the SSEP during procurement proceedings may lodge a written complaint after the decision causing the grievance has been announced. [SPPRA Rule 31(3)]

The complaint redressal committee upon receiving a complaint from an aggrieved bidder may, if satisfied; [SPPRA Rule 31(4)]

1. Prohibit the procurement committee from acting or deciding in a manner, inconsistent with these rules and regulations; [SPPRA Rule 31(4-a)]
2. Annul in whole or in part, any unauthorized act or decision of the procurement committee; [SPPRA Rule 31(4-b)] and
3. Reverse any decision of the procurement committee or substitute its own decision for such a decision;

Provided that the complaint redressal committee shall not make any decision to award the contract. [SPPRA Rule 31(4-c)]

SSEP shall announce its decision as to the grievance within seven (7) days. The decision shall be intimated to the Bidder and the Authority within three (3) working days by SSEP. [SPPRA Rule 31(5)]

SSEP shall award the contract only after the decision of the complaint redressal committee [SPPRA Rule 31 (6)]

More fact of lodging of a complaint by a bidder shall no warrant suspension of the procurement proceedings. [SPPRA Rule 31(7)]

IMPORTANT

In addition to above it may be added that no complaint will be entertained unless it is:-

- a) **Forwarded on company's original letter head, complete address, NTN of the company and any other relevant information.**
- b) **Incriminating evidence of the complaints.**

2.5.9 Review Panel

The Authority shall maintain a list of Review Panellists for the purpose of reviewing a bidder's complaint. The Panellist shall be appointed on such terms and conditions as the Authority may from time to time notify with the approval of the Chief Secretary. [SPPRA Rule 32(1)]

The List of Specialists shall be formed from a number [SPPRA Rule 32(2)]

1. persons who have been legal professionals; [SPPRA Rule 32(2-a)]
2. persons who have been senior officers in the service of the Government with experience in the procurement area, [SPPRA Rule 32(2-b)] and
3. Persons from a list of specialists with experience in the relevant field. [SPPRA Rule 32(2-c)]

Also see [SPPRA Rule 32(3)] & [SPPRA Rule 32(4)].

2.5.10 Matters not subject to Appeal or Review

The following actions of the SSEP shall not be subject to the appeal or review: [SPPRA Rule 33]

- Selection method adopted by the SSEP; [SPPRA Rule 33 (1)]
- Decision by the SSEP under ITB section [2.5.7]. [SPPRA Rule 33 (2)]

2.6 Opening and Evaluation of Bids

2.6.1 Opening of Bids by SSEP

The opening of bids shall be as per the procedure set down in Section 2.4.1 dealing with Bidding Process.

2.6.2 Clarification of Bids

No Bidder shall be allowed to alter or modify his bids after the expiry of deadline for the receipt of the bids unless, SSEP may, at its discretion, ask a Bidder for a clarification of bid for evaluation purposes. The request for clarification and the response shall be in writing and no change in the prices or substance of bid shall be sought, offered or permitted. [SPPRA Rule 43]

2.6.3 Preliminary Examination

SSEP will examine the bids to determine whether the bids are complete and the documents have been properly signed and whether the bids are generally in order.

SSEP may waive any minor informality; nonconformity or irregularity in a bid that does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking

of any Bidder and further provided that such waiver will be at the complete and sole discretion of SSEP.

If a bid is not substantially responsive, it will be rejected by SSEP and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

2.6.4 Eligibility Criteria

Mentioned in the Special Conditions of the Contract. [Refer section 6]

2.6.5 Discussions Prior to Evaluation

If required, prior to evaluation of the bid, SSEP may, within 6-7 days of receipt of the bid, call upon any of the Bidders to discuss or to ask for clarification about anything contained in the bidding document.

2.7 Award of Contract

2.7.1 Award Criteria

Subject to ITB Section [2.7.2], SSEP 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 the information given in the bidding document is on ground verified by the Procurement Committee of the SSEP.

2.7.2 SSEP's Right to Accept Any Bid and to reject any or all Bids

SSEP annul the bidding process and reject all Bids at any time prior to Contract award, without thereby incurring any liability to the Bidder(s).

2.7.3 Notification of Award

Prior to the expiration of the period of bid validity, SSEP will notify the successful Bidder in writing by letter, email or by facsimile, to be confirmed in writing by letter, that his/her bid has been accepted.

The notification of award will constitute the formation of the Contract.

Upon the successful Bidder's furnishing of the Performance Security pursuant to Section [2.7.5], SSEP will promptly notify each unsuccessful Bidder and will discharge his/her bid security, pursuant to ITB Section [2.4.7].

2.7.4 Signing of Contract

Within 5 Days from the date of notification of the award the successful bidder shall furnish to SSEP particulars as may be asked by the management.

The Contract shall be signed by the parties at SSEP office, Karachi, within 10 Days of award of contract. Copy of the agreement enclosed as Annexure "A".

2.7.5 Performance Security

Within 15 DAYS of receipt of the notification of award from SSEP, the successful Bidder shall furnish to SSEP the Performance Security of 10 % of contract price which shall be valid for at least ninety (90) days beyond the date of completion of contract to cover defects liability period or maintenance period. The Performance Security shall be in the form of a pay order or demand draft or

bank guarantee issued by a reputable commercial bank, acceptable to SSEP, located in Pakistan.
[SPPRA Rule 39 (1)]

Failure of the successful Bidder to comply with the requirement of ITB Section [2.7.4] shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event SSEP may make the award to the next lowest evaluated Bidder or call for new bids.

The Performance Security forms at Annexure “B” shall not be completed by the bidders at the time of their bid submission. Only the successful Bidder will be required to provide Performance Security.

The Performance Security will be discharged by SSEP and returned to the Supplier not later than thirty (90) days following the date of successful completion of the Supplier’s performance obligation under the Contract.

2.7.6 General Conditions of Contract

For detailed General Condition of Contract refer to Section [5.1] of this TD.

2.7.7 Special Conditions of Contract

For detailed Special Condition of Contract refer to Section [6] of this TD.

2.7.8 Integrity Pact

The successful bidder shall upon the award of the contract execute an Integrity Pact with SSEP.
[Specimen is attached in Annexure “C”] [SPPRA Rule 89]

2.7.9 Non Disclosure Agreement

The successful bidder shall upon the award of the contract execute a Non-Disclosure Agreement with SSEP.

3 SCOPE OF WORK

Mentioned in the Special Conditions of the Contract. [\[refer section 6\]](#)

4 FINANCIAL PROPOSAL

Mentioned in the Special Conditions of the Contract (Bill of Quantities). [\[refer section 6\]](#)

5 CONTRACT (As will be executed if the bid qualifies)

5.1 Conditions of Contract. As per clause 5

5.1.1 Definitions

In this contract, the following terms shall be interpreted as indicated:

“Applicable Law” means the Sindh Public Procurement Act 2009 and the Sindh Public Procurement Rules 2010 amended from time to time.

“Procuring Agency” or “PA” means SSEP Contractor.

“Contract” means the Contract signed by the Parties and all the attached documents listed in its Clause 1 that is General Conditions (GC), and the Special Conditions (SC).

“Contract Price” means the monthly rent of the premises. “Effective Date” means the date on which this Contract comes into force.

“GC” mean these General Conditions of Contract.

“Government” means the Government of Sindh.

“Currency” means Pak Rupees.

“Member” means any of the entities that make up the joint venture/consortium/association, and “Members” means all these entities.

“Party” means the PA or the Contractor, as the case may be, and “Parties” means both of them.

“Personnel” means persons hired by the Contractor or by any Sub- Contractors and assigned to the performance of the Services or any part thereof.

“SC” means the Special Conditions of Contract by which the GC may be amended or supplemented.

“Services” means the services to be performed by the Contractor pursuant to this Contract, as described in the scope of services.

“In writing” means communicated in written form with proof of receipt.

5.1.2 Law Governing Contract

This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the laws of the Islamic Republic of Pakistan.

5.1.3 Notice

- Any notice, request or consent required or permitted to be given or made pursuant to this Contract shall be in writing. Any such notice, request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent to such Party at the address specified in the bidding document.
- A Party may change its address for notice hereunder by giving the other Party notice in writing of such change to the address specified in the bidding document.

5.1.4 Authorized Representative

Any action required or permitted to be taken, and any document required or permitted to be executed under this Contract by the SSEP or the Supplier may be taken or executed by the officials.

5.1.5 Taxes and Duties

The Bidder shall pay such direct or indirect taxes, duties, fees, and other impositions levied under the Applicable Law as specified in the bidding document, the amount of which is deemed to have been included in the Contract Price.

5.1.6 Effectiveness of Contract

This Contract shall come into effect on the date the Contract is signed by both Parties. The date the Contract comes into effect is defined as the Effective Date.

5.1.7 Expiration of Contract

Unless terminated earlier pursuant to contract agreement, this Contract shall expire at the end of such time period after the Effective Date as specified in the agreement.

5.1.8 Modifications or Variations

Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any proposals for modification or variation made by the other Party.

5.1.9 Force Majeure

The failure on the part of the parties to perform their obligation under the contract will not be considered a default if such failure is the result of natural calamities, disasters and circumstances beyond the control of the parties.

5.1.9.1 No Breach of Contract

The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

5.1.9.2 Extension of Time

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

5.1.10 Termination of Contract by SSEP/Bidder. As per clause 5

5.1.11 Good Faith

The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives of this Contract.

5.1.12 Settlement of Disputes

5.1.12.1 Amicable Settlement

The Parties agree that the avoidance or early resolution of disputes is crucial for a smooth execution of the Contract and the success of the assignment. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation.

5.1.12.2 Arbitration

If the SSEP and the Supplier fail to amicably settle any dispute arising out of or in connection with the Contract within ten (10) days of commencement of such informal negotiations, the dispute shall be referred to arbitration of two arbitrators, one to be appointed by each party, in accordance with the Arbitration Act, 1940. Venue of arbitration shall be Karachi, Pakistan and proceedings of arbitration shall be conducted in English.

5.1.13 Ownership

The equipment in the office premises shall at all times remain the exclusive property of SSEP.

5.1.14 Obligations of the Supplier

The Supplier shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Supplier shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the SSEP, and shall at all times support and safeguard the SSEP legitimate interests in any dealings with Sub-Suppliers or third Parties.

5.1.14.1 Conflict of Interest

The Supplier shall hold the SSEP's interests paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests.

5.1.14.2 Confidentiality

Except with the prior written consent of the SSEP, the Supplier and the Personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the Services, nor shall the Supplier and the Personnel make public the recommendations formulated in the course of, or as a result of, the Services.

6 SPECIAL CONDITIONS OF CONTRACT / TERMS OF REFERENCE.

6.1 Scope of Work

SSEP Intends to award project on turnkey basis for the development and renovation of its newly established office premises located at Bungalow # F-3, Block-9, near The Forum, Karachi. Spaced over an area of 4000 Sq. Ft. approx.

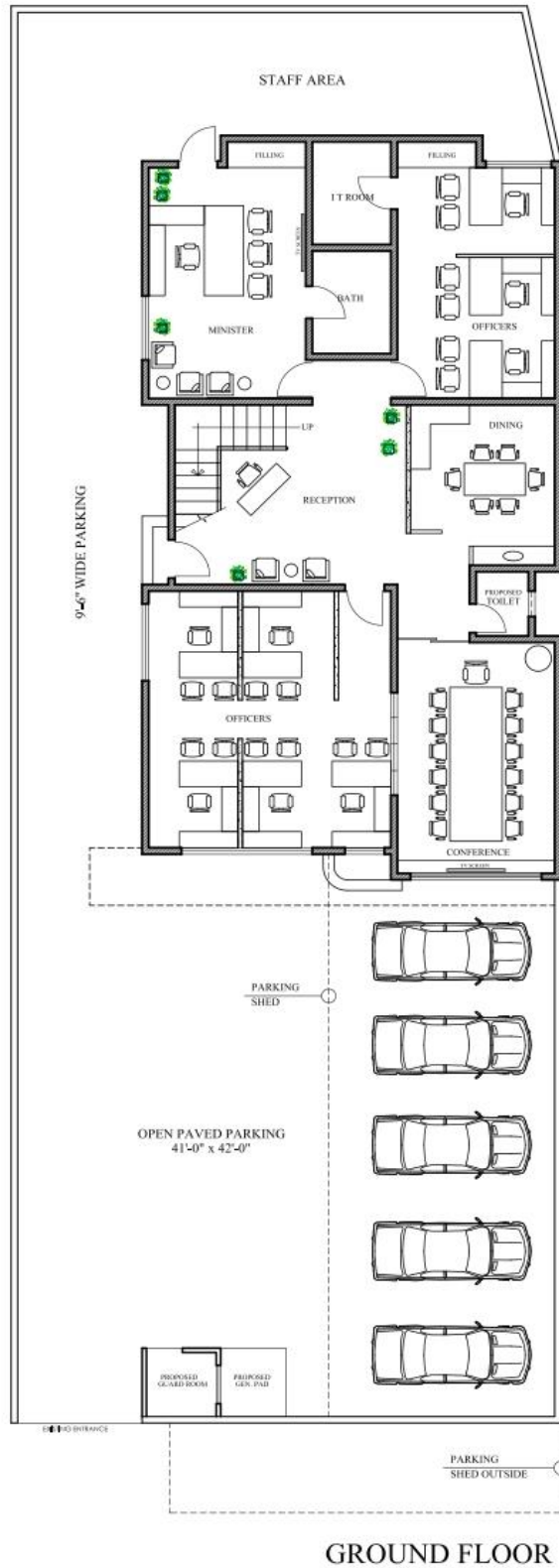
Bids are invited from the Firms/Contractors/Companies having experience in the areas of civil work/interior designing, decoration, finishing, plumbing & electrical, air conditioning, furniture, fixtures and other allied work related to the office.

Total area of the premises is approx. 4000 sq. ft. Following are the key requirements of company for dynamic and creative amenities which is not an exhaustive list:

S:NO	Description
(a)	2 Executive Rooms with Toilets
(b)	5 Rooms for Managers
(c)	3 Work Stations
(d)	1 Conference Room with a seating capacity for 18-20 persons
(e)	1 Server Room
(f)	1 Kitchen/Pantry with Dinning Area
(g)	Reception with Waiting Area
(h)	01 Washroom

Completion Period: 02 Month after the award of Contract.

6.2 Proposed Layout





FIRST FLOOR

6.3 Bill of Quantities (BOQs)

Below mentioned quantities of material and services are tentative and may vary as per work done.

‘Unit Price’ and ‘Amount’ Columns to be filled by the bidder. Rates should be inclusive of all taxes.

FINANCIAL PROPOSAL

Name of Bidder _____

S. No.	Description	Amount
A	CIVIL WORKS	
B	PLUMBING WORKS	
C	FURNITURE	
D	ELECTRIAL WORKS	
E	AIRCONDITIONING	
TOTAL RENOVATION COST		

Sindh Solar Energy Project – Energy Department
Tender Document – Development and renovation/partitioning of SSEP Office Premises

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
A	CIVIL WORKS				
1	Dismantling / Removal Works.				
	Dismantling / Removal of existing Block/Brick masonry, ceiling , R.C.C slab, projection ,sub floor cutting, chipping of plaster.where required, Doors & windows with frame in any shape, Iron grills, mosaic skirting, Dado & all sanitary fixtures, water & drainage line, entire electrical wirings, disposed off useless materials/debries outside the municipal limits and stack useable materials. Complete in all respect.(Contractor must visit the site prior to quote the rate).Salvage material to be returned to the client.	Job	1		
2	Termite Proofing				
	Providing and carrying out termite proofing using FIPROKILL/ BIFLEX / DURSANE with a solution of 1 gallon of chemical to 50 gallons of water, sparing this solution @ 2 liters per sq. meter area (or liters per 10.76 sft. Area) with a pressure ensuring at least 3" penetration in the soil of the area to be treated. The contractor will provide a guarantee for a period of ten years against infestation of termite in the shape and mode approved by the Engineer, stating that in case of infestation, additional treatment will be provided by the contractor at no extra cost to the Client (horizontal & Vertical).	sqft	4000		
3	Guard Room & Generator Pad				
	Making of RCC structure 6x8 ft including masonry/plastering/ flooring complete in all respects	Job	1		
	Making of 24" thick RCC platform 5x7 ft for Generator including masonry/plastering/ flooring complete in all respects as per approval of client.	Job	1		
	6" thick masonry in IT room including plastering/ flooring complete in all respects as per approval of client.	sqft	1		
	Screeding on roof including water and thermal coating of approved brand as per satisfaction of the client.	sqft	1450		
	Cleaning and white washing of the UGT and OHT tanks, as per satisfaction of the client.	Nos	2		
	Providing and installation of 20 gln gas geyser of singer or equivalent brand, as per satisfaction of the client.	Nos	1		
	Providing and installation of 4 cement precast benches for drivers and guards, as per satisfaction of the client.	Nos	1		
	Uplifting of back yard as required, as per satisfaction of the client.	Nos	1		
	Providing and installation of branded fire extinguishers, as per locations marked by the client.	Nos	10		
	Providing and installation of 12" dia plastic dust bins of office grade or equivalent brand, as per satisfaction of the client.	Nos	25		

Sindh Solar Energy Project – Energy Department
Tender Document – Development and renovation/partitioning of SSEP Office Premises

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	Providing and installation of 12" dia plastic flower pots including artificial plants of office grade or equivalent brand, as per satisfaction of the client.	Nos	35		
	Providing and installation of 10" height wooden carved letters for eternal address, as per satisfaction of the client.	Nos	2		
	Refurbishment of existing metal cabinets including painting and hardware replacement, as per satisfaction of the client.	Nos	4		
	Providing and fixing Belgium made mirrors in bath rooms (3'x3'), as per satisfaction of the client.	Nos	4		
4	<u>FALSE CELING , Gypsum Board</u>				
	Providing & fixing 12 mm thick gypsum board False Ceiling as per design, Elephant Brand or approved equivalent in straight, curved, or multiple profiles, as per drawing and instruction of client.	sqft	450		
5	Ceramic Tiles				
A	Toilet: Providing / Laying wash room tiles 12"x12" for floor & walls up to 5 feet height (Master brand) or equivalent as per approved shade & layout pattern with 2" thick base concrete including grouting of joint with matching grout material of Stile, complete in all respect as per satisfaction of the client.	sqft	680		
b	Kitchen/Pantry: Providing / Laying Pantry tiles 9" x 17" SB for floor & walls up to 5 feet height (Master brand) or equivalent as per approved shade & layout pattern with 2" thick base concrete including grouting of joint with matching grout material of Stile, complete in all respect as per satisfaction of the client.	sqft	130		
6	Marble				
	Providing & fixing pre polished 3/4" thick Marble Top quality with approved size and shade over 2" thick pre cast RCC slab including 1/2" thick gola, grouting and jointing including cost of cutting of marble for basin and sink bowl including filling with silicone around joint of marble complete in all respect as per satisfaction by the client.				
	Pantry Counter Top (Boticina)	sqft	14		

Sindh Solar Energy Project – Energy Department
Tender Document – Development and renovation/partitioning of SSEP Office Premises

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	Providing and installing of 17 cft fridge of Dawlance or equivalent brand in pantry.as per satisfaction of Architect / client.	Nos	1		
	Providing and installing of 4 ltr MicroWave of Panasonic/ Dawlance or equivalent brand in pantry as per satisfaction of client.	Nos	1		
	Providing and installing of 4 gln water dispenser of PEL or equivalent brand in pantry.as per satisfaction of client.	Nos	1		
7	MDF Low Height Partition 3' high Between Tables. (If required)				
	Provide and install 2" x 2" partal wood Solignum treated frame for wooden partitions spaced no more than 16" on centre vertically and 24" on centre in the horizontal dimension fixed in plumb and level. With water based matt finish paint. Complete in all respect with good work man ship and as per details mentioned in drawing.	sqft	350		
	Provide and installation of designed partal wood Solignum treated frame for wooden screening in Pantry. Complete in all respect with good work man ship and as per details mentioned in drawing.	sqft	35		
8	<u>WOODEN WORKS</u>				
a	<p><u>Kitchen Cabinets Lower Unit:</u> Providing, fabricating and fixing in position pantry cabinets 24" deep 32" high consisting of 3/4" thick laminated board (Furniture color) of SONEX, Noor or equivalent on front shutter and drawers, Dark grey on internal box and shelves moulding 1/2"x3/4" including nails, screws, bolts, imported hinges, catchers, locks, handles, 3 coat of sprit polish of matching shade of furniture color on wood lipping and wood preservative treatment including premium quality ceramic tiles above 4" thick P.C.C floor platform complete in all respects as per drawings and to the satisfaction of the client. all kind of best quality hardware's, spring hinges, SS Handles, locks etc. Complete in all respects.</p>	sqft	20		

Sindh Solar Energy Project – Energy Department
Tender Document – Development and renovation/partitioning of SSEP Office Premises

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
b	<u>Full Height Cabinets (Existing space in GF Room)</u> Providing, fabricating and fixing in position filing cabinets consisting of 3/4" thick laminated board (Furniture color) of SONEX, AL Noor or equivalent box (back, side and shelves), shutter and drawers, with Dark gray moulding 1/2"x3/4" including nails, screws, bolts, hinges, catchers, imported steel glides, locks, handles, 03-coat of sprit polish of matching shade on lipping and wood preservative treatment and all other accessories complete in all respects as per drawings and as directed by the client.	sqft	400		
c	Providing and fixing of door closer on all existing doors. Good quality, China made		10		
9	<u>WINDOW BLINDS</u>				
	Providing and installation of imported Roller Blinds in imported synthetic fabric with roll up mechanism, approved shade & color. Complete in all respect at all windows.	sqft	350		
10	<u>Paint at Walls</u>				
	Providing and applying, 3 coats of ICI Matt Finish Paint Ash White (3130) or BERGER or equivalent of approved colour and shade, at any floor & at any height over one coat of primer and making smooth and even surface by applying ICI Paintex base filling as per specifications, to surface of walls, complete in all respect as specified and as approved by the client.	sqft	16000		
11	<u>WOODEN DOOR / FRAME / CHOWKAT /Beading</u>				
a	DOOR FRAME: Providing and fixing of required width, 16 SWG, GI door frames for Toilets, kitchen, stores & cash counter with polishing, including Lintels, hold fasts, where ever required, complete in all respect including painting / polish with proper beach / diyar wood beading.	NO	1		
b	FLUSH DOOR, 1-1/2 inches thick (for New Toilets) Provide and install doors consisting of best quality Malaysian skin, pressed over best quality treated partial wood framing, with approved quality of door locks, handle, tower bolt, hold fast, stopper, hardware and paint /polish, complete in all respect.	sqft	21		

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
c	Refurbishment of existing windows with approved quality of hardware, handle, tower bolt, hold fast, stopper, hardware and paint /polish, complete in all respect.	Nos	20		
12	Providing foldable aluminium ladder of 12 ft length for access to roof from terrace	Nos	1		
13	Wooden Hanging Beams.				
	Providing & fixing in position wooden Beams for support to fix glass and glass door consisting of 1 1/2 x3" @ 2'-0" c/c partial wood framing and 1/2" MDF Lasani board (Malaysia) on both sides including nails, bolts, glue wastage, wood preservative, treatment & 3 coats of paint complete in all respect as per drawings and as directed by the client.	RFT	80		
14	Frosted Film on existing Window Glass: Providing and installation of good quality of frosting.	sqft	300		
15	REFURBISHMENT OF ENTRANCE STEPS Polishing and repair of existing Including filling of joint with grouting material, rubbing, rounding and final chemical polish etc, complete in all respects.	sqft	150		
16	Concrete Paver in Parking Area Providing & fixing 12"x12"x1.5" Envicrete or equivalent pavers over 6" thick compacted earth (average) base complete in all respect as per satisfaction of the client.	sqft	1650		
<u>TOTAL CIVIL WORKS AMOUNT:</u>					

B- PLUMBING WORKS

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1 (a)	Providing and fixing European type ceramics ware coupled water closet, (PORTA) or equivalent, white / light colour, including 3 gallons cistern, P/S trap, C.P tee stop cock with wall cups, connection pipes, "SONEX", "MASTER equivalent (Royal)", hinged double bacolite seat and cover of best quality, all joints to services and drains, plugging and screwing as necessary to the structure and make good the same, complete in all respect as per specifications and drawings.	Nos	4		

Sindh Solar Energy Project – Energy Department
Tender Document – Development and renovation/partitioning of SSEP Office Premises

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1 (b)	Providing and fitting Glazed earthen ware, Best Quality urinal including Plastic made Flushing tank, SONEX equivalent tee stop cock for cistern water inlet and C.P connector with nuts and fitting, approved other ancillary material complete in all respect.	Nos	4		
2	Providing and fixing Wash Basin Vanity type, PORTA or equivalent white colour "SONEX"/ "MASTER equivalent" waste coupling, plug with C.P brass chain, 1.5" dia. P.V.C (D type) waste pipe connections to water lines, tee stop cock for cold and hot water inlet connector with nuts and fitting, waste pipe waste coupling , plugs with chain other ancillary material C.P grating including C.P bottle trap, testing etc. complete in all respect and as per satisfaction of the client.	Nos.	4		
3	Provide & fix best quality Stainless Steel imported Kitchen Sink with faucet/ mixture, Balraco or equivalent make (40" x 20") 1000mm x 500mm sink with CI or WI brackets 150mm (6") built in wall, 40mm(1 1/2") rubber plug & chrome plated brass chain, 40mm (1 1/2") C.P brass waste, pillar tap 2 way deluxe, 40 mm (1 1/2") dial malleable iron or C.P. brass trap, Bottle trap and unions. Make requisite holes in walls & floor for pipe connections & make good with approved material. (With SONEX fittings) or equivalent.	Nos.	1		
4	Provide & fix uPVC floor drains of 4" dia of make Nikkassi or approved equivalent, having minimum guaranteed 2" water seal with screw down C.P cover, peripheral drains with or without a vent arm. Make requisite holes in walls, floor for pipe connections & make good with approved material, including SS drain / grating with side perforation.	Nos.	1		
5	Provide & fix approved quality chromium plated Towel rails 750mm x 20mm (30"x3/4") with brackets and C.P screws. (Taiwan make) or equivalent	Nos.	5		
6	Provide and fix approved quality C.P toilet paper holders and coat hook. (Taiwan make) or equivalent	Nos.	4		
7	Provide & fix chromium plated soap dish of approved quality with C.P screws. (Master /Sonex equivalent)	Nos.	4		

Sindh Solar Energy Project – Energy Department
Tender Document – Development and renovation/partitioning of SSEP Office Premises

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
8 (a)	Provide and fix Muslim Showers manufactured by Master/Sonex or equivalent, complete with stop cock and controlled spray head.	Nos.	4		
8 (b)	Providing and fixing 15 mm dia C.P. mixer with C.P pipe 15 mm dia, of Master, Sonix or approved equal complete including pipe connections, all fittings, testing etc.				
i)	For Wash basin	Nos.	4		
ii)	Kitchen Sink Mixer	Nos.	1		
9	Providing, fixing, jointing and testing Polypropylene Random (PPR) pipes make Dadex / AGM or approved equivalent pressure pipe for cold/hot water as per DIN 8077-8078,PN-20 for pipes and DIN 16962,PN-25 for fittings (polyfusion welded joints) inside building including fittings and specials (sockets, tees, elbows, bends, crosses, reducers, adaptor, plugs and union etc.) supported on walls or suspended from roof slab or run in chases including pipe hangers, supports, cutting and making good the chases and holes, its painting and insulation against sun light complete in all respects. conforming to BSS. Cut and make good with Test and Commission for cold and hot water system. Job also includes making Water Connection				
i	Dia 1-1/2"	rft	-		
ii	Dia 1-1/4"	rft	-		
iii	Dia 1"	rft	140		
iv	Dia 3/4"	rft	200		
10	Provide and fix of Gate valve, Threaded ends, bronze body with union bonnet, non-rising stem and wedge disc. suitable for 8.5 bars SWP and 250 deg. F., manufactured by KITZ (Japan) or approved equivalent.				
i	Dia 1 1/2"	Nos.	1		
ii	Dia 1 1/4"	Nos.	1		
iii	Dia 1"	Nos.	1		
iv	Dia 3/4"	Nos.	2		
v	Dia 1/2"	Nos.	2		
11	Provide and fix cast UPVC pipes(AGM/dadex /vebro turkey Brand) or equivalent including fittings such as tees, elbows, sockets, wyc, hangers/supports etc. conforming to BSS for soil waste and vent pipes as embedded in floor and walls or suspended from slab or clamped to wall including plaugsm hangars, beds, Tees, Yees. Include for making requisite number of holes in walls and floors where required and making good the same as necessary to the structure labeling, testing to 6.5 feet water height complete. Job also includes making Sewer Connection to existing Sewerage disposal system.				

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
I	Dia 2"	rft	-		
ii	Dia 3"	rft	50		
iii	Dia 4"	rft	25		
iv	Dia 6"	rft	-		
12	Provide and construct man holes for UGT with 24"x24" C.I frame and cover (40kg) including 8" Masonry, puddlo plaster internally and externally up to depths; shown on drawings and approved by the Engineer. PCC 1:2:4 base slab, benching with 1:3 cement sand mortar including 24" dia manhole cover, frame and rungs, complete in all respect.	Nos.	1		
13	Supply, installation & testing of mono block Goldmetic Pump or approved equivalent, for water suction from main line with 2 HP motor 200-220 volts	Nos.	1		
TOTAL PLUMBING WORKS AMOUNT					

C- FURNITURE

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	Manager desk including return and credenza (5'x3') by Inter Wood or similar make in Al Noor laminate with best available hardware, complete in all respect as per satisfaction of the client.	Nos.	9		
2	Manager desk including return and credenza (4'-6"x2'-6") by Inter Wood or similar make in Al Noor laminate with best available hardware, complete in all respect as per satisfaction of the client.	Nos.	6		
3	PD desk including return and credenza (6'x3') by Inter Wood or similar make in polished Oak wood finished over Al Noor MDF with best available hardware, complete in all respect as per satisfaction of the client.	Nos.	1		
4	CEO desk including return and credenza (7'x3') by Inter Wood or similar make in polished Oak wood finished over Al Noor MDF with best available hardware, complete in all respect as per satisfaction of the client.	Nos.	1		
5	Reception desk (3'-0"x2'-0") by Inter Wood or similar make in Al Noor laminate with best available hardware, complete in all respect as per satisfaction of the client.	Nos.	1		

Sindh Solar Energy Project – Energy Department
Tender Document – Development and renovation/partitioning of SSEP Office Premises

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
6	Dining Table (5'-0"x2'-6") by Inter Wood or similar make in Al Noor laminate with best available hardware, complete in all respect as per satisfaction of the client.	Nos.	1		
7	Work Stations (4'-0"x2'-0") by Inter Wood or similar make in Al Noor laminate with best available hardware, complete in all respect as per satisfaction of the client.	Nos.	4		
8	Conference Table (4'-0x12'-0) with all necessary electrical points for Video Conferencing System, Lap Tops etc including 12'0" long credenza by Inter Wood or similar make in al noor laminate with best available hardware, complete in all respect as per satisfaction of the client.	Nos.	6		
9	Officer's chairs high back with casters of Master/Easio or equivalent brand as approved by the client.	Nos.	15		
10	Visitor chair medium back without casters of Master/Easio or equivalent brand as approved by the client.	Nos.	30		
11	Reception/Guard high chairs low back with casters of Master/Easio or equivalent brand as approved by the client.	Nos.	2		
12	Dining chairs low back without casters of Master/Easio or equivalent brand as approved by the client.	Nos.	6		
13	CEO/Conference chairs high back with casters of Master/Easio or equivalent brand as approved by the client.	Nos.	22		
14	Custom made leatherette single seat sofas, as per approved design by the client.	Nos.	12		
TOTAL FURNITURE AMOUNT					

D- ELECTRICAL WORKS

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	<p><u>INTERNAL WIRING</u> Supply, installation and commissioning of Light Circuit wiring, from MCB in DB to Switch Board to be wired with 3x2.5mm sq. (P+N+PE) PVC insulated 300/500 V grade wire, manufactured by M/s. .,AGE, Pioneer, FAST or equivalent, or as specified in Annexure A, in and including cost of 1" dia. heavy duty PVC conduit make Popular, Beta, installed on roof slab, above false ceiling, or concealed in walls, or as required as per site conditions, all PVC conduit accessories, pull boxes, steel pull wires , Complete in all respects. Each circuit shall have independent CPC. Maximum wiring of 2 light circuits can be pulled through 1" dia. PVC conduit.</p>	Nos	55		
2	<p>Providing, Installation, testing and commissioning of wiring of One light point controlled by one switch and wired with 3x1.5 mm sq. PVC insulated wires 300/500 V grade, in and including cost of 3/4" dia. heavy duty PVC conduit recessed in wall, columns slabs or above light carrier all PVC conduit accessories, 3" high PVC junction boxes, pull boxes, steel pull wires, PVC flexible conduit from ceiling junction box to light fixture with brass chuck nut including cost of 3x1.5mm sq. from Ceiling Junction Box to Light Fixture , M.S. sheet steel switch box 16 SWG with earth terminal and 2 coats of enameled paint, M.S. box shall be of the same size as that of 1, 2 or 3 gang flush type plate switches, including cost of gang type light switches 10 amps.</p>	Nos	115		
3	<p>Providing, Installation, testing and commissioning of wiring of Two light points controlled by one switch and wired with 3x1.5 mm sq. PVC insulated wires 300/500 V grade, in and including cost of 3/4" dia. heavy duty PVC conduit recessed in wall, columns slabs or above light carrier all PVC conduit accessories, 3" high PVC junction boxes, pull boxes, steel pull wires, PVC flexible conduit from ceiling junction box to light fixture with brass chuck nut including cost of 3x1.5mm sq from Ceiling Junction Box to Light Fixture , M.S. sheet steel switch box 16 SWG with earth terminal and 2 coats of enamelled paint, M.S. box shall be of the same size as that of 1, 2 or 3 gang flush type plate switches, including cost of gang type light switches 10 amps.</p>	Nos.	5		

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
4	<p>Providing, Installation, testing and commissioning of wiring of Three light points controlled by one switch and wired with 3x1.5 mm sq. PVC insulated wires 300/500 V grade, in and including cost of 3/4" dia. heavy duty PVC conduit recessed in wall, columns slabs or above light carrier all PVC conduit accessories, 3" high PVC junction boxes, pull boxes, steel pull wires, PVC flexible conduit from ceiling junction box to light fixture with brass chuck nut including cost of 3x1.5mm sq from Ceiling Junction Box to Light Fixture , M.S. sheet steel switch box 16 SWG with earth terminal and 2 coats of enamelled paint, M.S. box shall be of the same size as that of 1, 2 or 3 gang flush type plate switches, including cost of gang type light switches 10 amps.</p>	Nos	30		
5	<p>Same as mentioned above, but wiring of Wall Bracket Fan points including cost of M.S sheet steel switch box 16 SWG with earth terminal 1-10 Amps gang type switch make CLIPSAL (Australia) , PDL (New Zealand), ABB (Italy), MK (UK), Legrand (France).</p>	Nos	5		
6	<p>Confirming to same specifications as mentioned above but wiring of Exhaust Fan points, including cost of hook box and cost of 10 Amp switch make Clipsal M.S box 16 SWG with earth terminal, 2 coats of antirust point, all fixing accessories, 1-5 Amps ceiling rose and Including one switch of 10 amps switch, make CLIPSAL (Australia), PDL (New Zealand), ABB (Italy), MK (UK), Legrand (France)..</p>	Nos	5		
7	<p>Providing & wiring of 1-3 pin 15 Amps power socket outlets (for General Use) wired with 2x4mm²+1x2.5mm² CU/PVC insulated cable 300/500 Volt grade, make Pakistan cables, Fast, Pioneer in 25mm dia PVC conduit make Beta , Popular, recessed in wall/floor, above false ceiling or as Required as per site conditions, all PVC conduit make Beta accessories, pull boxes, steel pull wires. Complete with all conduit & wiring accessories including 15 Amps, 3 pin combined switch socket make Clipsal (Austria), Panduit, MK (UK), Legrand (France) or approved equivalent. Wiring shall be done directly from the MCB installed in the respective DB without any claim of circuit. Complete with suitable size 1.5mm thick sheet steel back box recessed in wall.</p>	Nos	75		

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
8	Providing & wiring of 1-3 pin 10 Amps power switch socket outlets (for RAW supply / WAPDA) wired with 3x2.5mm ² 1 core CU/PVC insulated cable in 25mm dia PVC conduit make Beta, Popular, recessed in wall/floor, above false ceiling or as required as per site conditions, all PVC conduit make Beta accessories, pull boxes, steel pull wires etc. Complete will all conduit & wiring accessories including 10 Amps, 3 pin combined switch socket make Clipsal (Austria), MK(UK), Legrand (France) or approved equivalent. Wiring shall be done directly from the MCB installed in the respective DB without any claim of circuit. Complete with suitable size 1.5mm thick sheet steel back box recessed in wall.	Nos	15		
9	Providing & wiring of 2-3 pin 13 Amps power switch socket outlets (for UPS) wired with 3x2.5mm ² 1 core CU/PVC insulated cable in 25mm dia PVC conduit make Beta , Popular, recessed in wall/floor, above false ceiling or as required as per site conditions, all PVC conduit make Beta Accessories, pull boxes, steel pull wires. Complete will all conduit & wiring accessories including 13 Amps, 2/3 pins combined switch socket (duplex) make Clipsal (Austria), MK (UK), Legrand (France) or approved equivalent. Wiring shall be done directly from the MCB installed in the respective DB without any claim of circuit. complete with suitable size 1.5mm thick sheet steel back box recessed in wall.	Nos	10		
10	Providing & wiring of 1-3 pin 5 Amps Multi Power Socket (for General Use) wired with 1.5mm ² CU/PVC insulated cable 300/500 Volt grade, make Pakistan cables, Fast, Pioneer in 20mm dia PVC conduit make Beta , Popular, recessed in wall/floor, above false ceiling or as required as per site conditions. Clipsal (Austria), Panduit ,MK(UK), Legrand (France) or approved equivalent.	Nos	20		
11	Providing, Installation, of TECHNOLOGY BOXES for 10 users, UPS room, photo state machine. Complete in all respects including floor cutting.	Nos	2		
12	Providing, Installation, testing & commissioning of light fixtures & other Accessories, complete with all accessories such as, Chain, Rod, Screw, foundation for garden light etc. Complete in all respect with chokes (Ballast), lamp holders, starters, power factor correction capacitor, tube rods internal wiring, earthing terminal.				
i)	Flat Panel LED OS-DL3-18 W (round) of Osaka or equivalent 6" dia	Nos	135		

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
13	Supply, installation and commissioning of Exhaust / Bracket Fans of Following sizes, plastic body, louvers, all necessary fixing accessories, make Asia, Climax, National or as manufactured by any one of the manufacturers as mentioned above. Complete in all respects.				
i)	Exhaust Fan 12" dia	Nos	5		
ii)	Wall Bracket Fan 18" dia	Nos	5		
14	MAIN SWITCHES AND DBs (General Specification) All concealed with 16 SWG MS powdered coated box for DBs and 18 SWG MS sheet box for outside 100 Amps, TP breaker, with door, hinges, lock, Amps meter, Volt meters, selector switches, LED indicating lamps, earth strips with 10 holes, neutral strips with 12 holes, backed powdered coating, water proof gasket, The work include all internal wiring with / 99.995 copper busbars, proper sized above mentioned approved PVC wires, at all DBs from TP breakers / Switches with standard copper termination of each breakers at all phases., wiring for volts /Amps meters, selectors, indicators etc., thus complete DB in all respect with DB body earthing with earth wire.. All breakers in all DBs will be Japanese Brand, Terasaki, Clipsal; MG, Schneider, Legrand. or equivalent	-	-		
(i)	Out Side Breaker / Switch at incoming line	Nos	1		
(ii)	MAIN DB, Raw power, AC and power sockets with Emergency Power	Nos	1		
(iii)	Providing, Installation, testing and commissioning of Lighting & Power Distribution Board (L+P. DB) of 1.5mm thick sheet steel fabricated concealed type as per site condition suitable for 3-phase, 4 wire, 50 Hz, A/C system as per following configuration.(All electrical components to be selected from approved manufacturer's list and DB's from approved vendors only) INCOMING 1-100 Amps TP, 25 KA, MCCB. 3-Phase indication lamps. with fuse 1-Voltmeter Digital 0-500 volts with selector switch. 1-Amps. Meter Digital with selector switch. 1-Neutral bar. 1-Earth bar. OUTGOING : 12-10 Amps S.P, 6 KA, MCBs 6-16 Amps S.P, 6 KA, MCBs 12- 20 Amps TP, 10 KA, MCB 1-32 Amp TP,10 KA MCB	Nos	2		
(iv)	UPS DB	Nos	1		

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
15	TELEPHONE SYSTEM & TV SCREEN				
i	Providing and installation of imported PABX Panasonic or equivalent including wiring of each telephone socket outlet, wired with 4 Pair Cat-6 (UTP) Cable, make 3M / PANDUIT USA in 25mm dia PVC conduit recessed in slabs, floors, walls, columns or on slab above false ceiling or as required as per site conditions,, complete with all conduit & wiring accessories including RJ-45 IOs & Face Plates. Complete in all respect with suitable size 1.5mm thick sheet steel back box recessed in wall.	Nos	20		
ii	Providing, laying testing and commissioning of 20 Pairs Telephone Cable, of Siemens, in 32mm dia pvc class-d pipe	Mtrs.	100		
iii	Telephone Sets make Panasonic or equivalent		18		
iv (a)	LED TV Screen make Samsung or similar 49 Inch with resolution 3,840 x 2,160 and at least 2 HDMI and 1 USB port		02		
iv(b)	LED TV Screen make Samsung or similar 65 Inch with resolution 3,840 x 2,160 HDMI 2, USB 1 Ethernet (LAN), Digital Audio Out (Optical), RF In (Terrestrial / Cable input), HDMI A / Return Ch. Support, HDMI Quick Switch, Wireless LAN Built-in, Bluetooth, (HDMI-CEC)		01		
16	COMPUTER NET WORKING SYSTEM (Technology Box)				
i	Providing, laying & testing of Data Cable 4 Pair Cat -6, make 3M / PANDUIT USA in 25 mm dia PVC conduit including Data Outlet (3M make) Face plate (2port) w/o shutter RJ-45 (Panduit USA)K6 Jack fixed, on 1.5 mm thick steel back box complete in all respect and as per drawing. and providing of Fluke Test Report & 3M's 20 Years Certificate (Complete as per Client's requirement)	Nos	20		
ii	24 Ports Cat-6 Patch Panel, make 3M	Nos	1		
iii	IT Rack 15U including exhaust fan & cable tray and PDU as per approved	Nos	1		

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
17	<u>EARTHING SYSTEM</u>				
	Providing, installation, commissioning and testing of earthing pits (40 to 50 ft deep or up to water level), back filling, ramming etc. complete with copper earth electrode 25mm dia and 1.5 meter long, as indicated in specification and drawings. 16 mm copper wire from electrode to ECP and to all DBs. Complete with cable clamps 38mm dia G.I. pipe till electrode from ECP, with "T", plug, for water refilling and all accessories. Each earth pit is to be provided with a concrete manhole 300 x 300 x 450(mm) deep with 225mm thick wall including cement mortar, internal plaster 1:4, with heavy duty C.I. cover including test clamp. Complete in all respect. Earthing bores shall be made at 6 to 8 feet away from foundation and distance between earth pits shall not be less than 10 feet. Further connection of earth pit to all DBs with proper earth wire. In case where earth bore is not possible, due to hilly area, copper plate earth , having size 2'X2'X1/4", with two 10 SWG 16 mm copper wires, tight on plates with brass nut / bolt, plate buried in 6 to8 feet deep in earth will be provided with UPVC pipe for water refilling fro ground level till earth plate.	Nos	2		
TOTAL ELECTRICAL WORKS AMOUNT					

E- AIR CONDITIONING

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	<u>Air Conditioning Works</u> Installation of Split Air Conditioners (SAC) including USA copper piping upto 25 feet with installation & testing complete in all respects; including control wiring from outdoor unit to indoor with 2 x 1.5 mm.sq. + 1 x 1.5 mm.sq wire drawn in PVC 'D' class conduit clipped to wall or ceiling (wiring make Pakistan Cable, AGE or Pioneer). The return and supply copper tubing to be sized as per manufacturer's recommendation and to be drawn in separate Aeroflex insulators.				
	a) 1.0 Ton Inverter Gree/Haier or equivalent	Nos	1		
	b) 1.5 Ton Inverter Gree/Haier or equivalent	Nos	7		
	c) 2.0 Ton Inverter Gree/Haier or equivalent	Nos	4		

S. No.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
2	Estimate additional copper piping with insulation for split units make(Muller) (charged as per final measurement on site). The return and supply copper tubing to be sized as per manufacturer's recommendation and to be drawn in separate Aeroflex insulators with gray tape.	rft	425		
3	Provide & fix UPVC, 1-1/4" dia and 1" dia pipe, Beta or popular , for AC drain system, (medium) conforming to BSS 1307 of 1957, along with PVC fittings such as tees, elbows, unions, reducers, sockets, Teflon tape for jointing, hangers, supports, sleeves, including testing and commissioning and insulation with Aero flex insulation.	rft	175		
TOTAL AIRCONDITIONING AMOUNT					

Name & Contact Details of the bidder: _____

Signature & Stamp of the bidder: _____

Date: _____

NOTE

1. Bidder should provide supporting documents (mandatory) for their bids.
2. Bidder should provide a detailed break-up schedule/list of all the costs for the project to reach a Total Cost.
3. All the costs must be inclusive of all relevant applicable taxes, duties, delivery charges, fixing, service and any other related costs.
4. If the financial bids of one or more bidders are the same, then successful bidder will be the one who has more experience in the same field.
5. Bidders should quote as whole package.
6. Contract will be awarded to the lowest bidder subject to the verification of the relevant documents.

Inspection

Bidders may inspect the premises – 11:00 a.m. to 5:00 p.m. on the working days (Monday to Friday) by informing SSEP prior one day.

6.5 Pre-Bid Meeting

A pre bid meeting will be conducted to brief the bidder about requirement of necessary amenities, in the premises and clarification of bidder's inquiries if any will be on 15th March 2021 at 3:00 pm. Bidders may submit bids after visiting the office premises and obtaining basics and requirements of SSEP in the pre-bid meeting.

6.6 Bid Information

Based on the information and requirement provided by the SSEP in the pre bid meeting, Bidders will be required to propose a model of premises fulfilling the requirements of SSEP in the technical proposal with sample of products to be used in the construction of premises with detailed BOQs.

6.7 Bid Presentation

Presentation would be required from the bidders on complete development scheme and material to be used for renovation after bid opening.

Presentations on the proposal would be required from the firms/parties/contractors at any time after 3 days of opening of bid, the time and date will be communicated to the bidders.

6.8 Eligibility Criteria

The interested firms/contractors/companies are required to submit their bids along with the following documents/information/samples (mandatory):

- a) Name of the firm / contractor / company address and telephone number/email address/fax number and name of the key personnel.
- b) Details of similar works in hand. (Enclose copies of work order).
- c) Details of similar works completed during last Five (05) Years having cost of Rs. 20.0 M or above. (enclosed copies of work order & Completion certificate)
- d) Turnover of last 3 years 60 Million with Audited Financial Statement and Bank statement.
- e) Registration with Pakistan Engineering Council in the Category C-6 or above with CE-10 and EE-04 construction specialties.
- f) Bidders will submit 2% bid security in shape of Pay Order / Bank Guarantee along with the tender/bidding documents.
- g) Registration with relevant authorities for NTN, & SRB.
- h) Affidavit for the effect that the firm / contractor / company is not involved in litigation with any Department (Government / Semi Government, Autonomous Bodies, Private Companies or any other Client).
- i) An undertaking on stamp paper by the firm / contractor to the effect that “Neither the Firm / contractor nor its Directors / stakeholders as a whole or as a part of the company / Organization” have ever been blacklisted / defaulted with any Government Agency /

Department Organization and also that the information supplied by the firm / contractor is correct in all respect.

- j) If any documentation found to be fake/ forged then the company should be straightaway disqualified at any stage.
- k) SSEP may ask for the site visits of any of the previous projects completed.
- l) Standard quality furniture of modern life office having dynamic and creative amenities to be fitted.
- m) Incomplete bid will not be entertained.
- n) Procuring Agency reserves the right to reject any or all bids subject to the relevant provisions of SPPRA Rules 2010 (amended till present, applicable).

NOTE:

- (i) **Complete technical specifications must be provided with the proposal. Photographs of furniture must be provided.**
- (ii) **Verifiable documentary evidence is required for the above evaluation criteria.**
- (iii) **All below 6 points are mandatory for qualification.**

MANDATORY REQUIREMENTS:

S.NO.	DESCRIPTION	(Yes/ No)
1	YEARS OF ESTABLISHMENT	
2	PAST RELEVANT EXPERIENCE	
3	SIMILAR WORKS CURRENTLY IN HAND	
4	PEC CERTIFICATE C-6 & ABOVE	
5	LAST 3 YEARS TURNOVER AS PER AUDITED FINANCIAL STATEMENTS	
6	REGISTRATION FOR NTN, GST, SST WITH FBR & SRB	

Annexure "A"

7. SPECIMEN OF CONTRACT AGREEMENT

CONTRACT AGREEMENT

THIS CONTRACT AGREEMENT (hereinafter called the “Agreement”) made on the ____ day of _____ 201 ____ between _____, (hereinafter called the “Procuring Agency”) of the one part and _____ (hereinafter called the “Contractor”) of the other part.

WHEREAS the Procuring Agency is desirous that certain Works, viz _____ should be executed by the Contractor and has accepted a Bid by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW this Agreement witnesseth as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.

2. The following documents after incorporating addenda, if any except those parts relating to Instructions to Bidders, shall be deemed to form and be read and construed as part of this Agreement, viz:

- (a) The Letter of Acceptance;
- (b) The completed Form of Bid along with Schedules to Bid;
- (c) Conditions of Contract & Contract Data;
- (d) The priced Schedule of Prices/Bill of quantities (BoQ);
- (e) The Specifications; and
- (f) The Drawings

3. In consideration of the payments to be made by the Procuring Agency to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Procuring Agency to execute and complete the Works and remedy defects therein in conformity and in all respects within the provisions of the Contract.

4. The Procuring Agency hereby covenants to pay the Contractor, in consideration of the execution and completion of the Works as per provisions of the Contract, the Contract Price or such other sum

as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS WHEREOF the parties hereto have caused this Contract Agreement to be executed on the day, month and year first before written in accordance with their respective laws.

Signature of the Contactor

(Seal)

Signature of the Procuring Agency

(Seal)

Signed, Sealed and Delivered in the presence of:

Witness:

(Name, Title and Address)

Witness:

(Name, Title and Address)

It is mandatory for the Bidder/SSEP to agree all clauses of this agreement. In case of any disagreement at any stage of Contract, the bid will stand cancelled.

Annexure “B”

8. SPECIMEN OF PERFORMANCE SECURITY

PERFORMANCE SECURITY

(Bank Guarantee)

Guarantee No. _____

Executed on _____

Expiry Date _____

(Letter by the Guarantor to the Procuring Agency)

Name of Guarantor (Scheduled Bank in Pakistan) with address: _____

Name of Principal (Contractor) with address: _____

Penal Sum of Security (express in words and figures) _____

Letter of Acceptance No. _____ Dated _____

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bidding Documents and above said Letter of Acceptance (hereinafter called the Documents) and at the request of the said Principal we, the Guarantor above named, are held and firmly bound unto the _____ (hereinafter called the Procuring Agency) in the penal sum of the amount stated above, for the payment of which sum well and truly to be made to the said Procuring Agency, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, whereas the Principal has accepted the Procuring Agency's above said Letter of Acceptance for _____ (Name of Contract) for the _____ (Name of Project).

NOW THEREFORE, if the Principal (Contractor) shall well and truly perform and fulfil all the undertakings, covenants, terms and conditions of the said Documents during the original terms of the said Documents and any extensions thereof that may be granted by the Procuring Agency, with or without notice to the Guarantor, which notice is, hereby, waived and shall also well and truly perform and fulfil all the undertakings, covenants terms and conditions of the Contract and of any and all modifications of the said Documents that may hereafter be made, notice of which modifications to the Guarantor being hereby waived, then, this obligation to be void; otherwise to remain in full force and virtue till all requirements of Clause 9, Remedying Defects, of Conditions of Contract are fulfilled.

Our total liability under this Guarantee is limited to the sum stated above and it is a condition of any liability attaching to us under this Guarantee that the claim for payment in writing shall be received by us within the validity period of this Guarantee, failing which we shall be discharged of our liability, if any, under this Guarantee.

We, _____ (the Guarantor), waiving all objections and defences under the Contract, do hereby irrevocably and independently guarantee to pay to the Procuring Agency without delay upon the Procuring Agency's first written demand without cavil or arguments and without requiring the Procuring Agency to prove or to show grounds or reasons for such demand any sum or sums up to the amount stated above, against the Procuring Agency's written declaration that the Principal has refused or failed to perform the obligations under the Contract, for which payment will be effected by the Guarantor to Procuring Agency's designated Bank & Account Number.

PROVIDED ALSO THAT the Procuring Agency shall be the sole and final judge for deciding whether the Principal (Contractor) has duly performed his obligations under the Contract or has defaulted in fulfilling said obligations and the Guarantor shall pay without objection any sum or sums up to the amount stated above upon first written demand from the Procuring Agency forthwith and without any reference to the Principal or any other person.

IN WITNESS WHEREOF, the above bounded Guarantor has executed this Instrument under its seal on the date indicated above, the name and corporate seal of the Guarantor being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

Guarantor (Bank)

Witness:

1. _____

Corporate Secretary (Seal)

2. _____

(Name, Title & Address)

1. Signature _____

2. Name _____

3. Title _____

Corporate Guarantor (Seal)

Annexure “C”

9. SPECIMEN OF INTEGRITY PACT

INTEGRITY PACT

(This Integrity Pact Form should be on the stamp Paper valuing Rs. 100/- submitted by the successful Bidder with attestation of Notary Public.

**DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE
SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS. 10.00
MILLION OR MORE**

Contract No. _____ Dated _____

Contract Value: _____

Contract Title: _____

..... [name of Contractor] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative department or agency thereof or any other entity owned or controlled by GoS through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Contractor] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoS, except that which has been expressly declared pursuant hereto.

[name of Contractor] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoS and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[name of Contractor] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of

this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GoS under any law, contract or other instrument, be voidable at the option of GoS.

Notwithstanding any rights and remedies exercised by GoS in this regard, [*name of Contractor*] agrees to indemnify GoS for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoS in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [*name of Contractor*] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoS.

Name of Procuring Agency:

Name of Contractor:

Signature:

Signature:

[Seal]

[Seal]