



**SINDH INSTITUTE OF
PHYSICAL MEDICINE & REHABILITATION**
DEPARTMENT OF EMPOWERMENT OF PERSONS WITH
DISABILITIES GOVERNMENT OF SINDH



BIDDING DOCUMENT

*Single Stage – One Envelope bidding procedure
Under Rule 46(1) of SPP Rule 2010 (Updated March 2022 / till to date)*

IFB/NIT No. SIPM&R/PD/2025-26/ADP-725/94-96. Dated: 12th December, 2025

PROCUREMENT OF FURNITURE & FIXTURE FOR HEAD OFFICE, SIPM&R, KARACHI

under ADP Scheme # 743 named as “Execution of Building Extension Works of Block – A
& C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of
Physical Medicine & Rehabilitation, Karachi

(Ref: No. SIPM&R/PD/2025-26/ADP-725/95)

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Invitation for Bid (IFB) / Notice Inviting Tender (NIT)

No. SIPM&R/PD/2025-26/94-96. Dated 12-12-2025

Sindh Institute of Physical Medicine & Rehabilitation (SIPM&R), Karachi invites following e-bids through E-Pak Acquisition and Disposable System (EPADS) from well reputed Firms / Contractors / Vendors / Bidders / Service Providers meeting with the eligibility criteria, registered with FBR for Income Tax and for Sales Tax with SRB.

#	Reference No.	Name of Bid	Procedure
i.	SIPM&R/PD/2025-26/ADP-743/94.	Procurement of Machinery / Equipment / Material and Other Items for Head Office, SIPM&R, Karachi under ADP Scheme # 743 named as “Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi	Single Stage - One Envelope Rule 46(1)
ii.	SIPM&R/PD/2025-26/ADP-743/95.	Procurement of Furniture & Fixture for Head Office, SIPM&R, Karachi under ADP Scheme # 743 named as “Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi	Single Stage - One Envelope Rule 46(1)
iii.	SIPM&R/PD/2025-26/ADP-743/96.	Procurement of Wall Mounted Inverter AC Units with Installation for Head Office, SIPM&R, Karachi under ADP Scheme # 743 named as “Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi	Single Stage - One Envelope Rule 46(1)

Bidding Documents containing detailed terms & conditions can be viewed/downloaded from <https://portalsindh.eprocure.gov.pk/#/> OR www.sipmr.edu.pk

Electronic Bids should be submitted through EPADS only. Manual bids will not be received. Interested bidders are required to register themselves on the EPADS System at link <https://sindh.eprocure.gov.pk/#/supplier/registration> for submission of electronic bids.

The bids prepared in accordance with instructions given in the bidding documents, must be submitted on EPADS by **3rd January, 2026 upto 11:30 am**. The original instrument of tender fee Rs. 10,000/- (Non-Refundable) and bid security mentioned in Bid Data Sheet of each tender document must reach the procuring agency (Procurement Department, 2nd Floor, Block – A, Sindh Institute of Physical Medicine & Rehabilitation, opposite SIUT, Near Mujahid Masjid, Chand Bibi Road, Karachi) before the deadline for submission of e-bids, which will be opened on the same day at (i) 12:00 Hrs. (ii) 12:05 Hrs. (iii) 12:10 Hrs. The copy of bid security by hiding amount and instrument number required to be submitted on EPAD system.

NOTE:

- For any query regarding e-bidding, please contact the Procurement Department at 021 9921 6210
- In case of any unforeseen situation or government holiday resulting in closure of office on the date of opening, bids shall be submitted and opened on next working day at the same time and venue.
- The purchaser reserves the right to reject any/all bids under the relevant provisions of SPP Rule 2010.
- In case of any difficulty, prospective bidders may contact the EPADS Helpline 051-111-137-237 during working days/hours.

PROF. DR. NABILA NAJAM SOOMRO
EXECUTIVE DIRECTOR

INSTRUCTIONS TO THE BIDDERS / TERMS & CONDITIONS

1. Introduction:

- 1.1 Sindh Institute of Physical Medicine & Rehabilitation, herein after referred as SIPM&R or Procuring Agency is a Public Sector Institute. Keeping in view, the need of a multidisciplinary rehabilitation facility in Pakistan, the Sindh Institute of Physical Medicine & Rehabilitation was established in 2007. It is the first teaching & clinical multidisciplinary civilian institute providing multidisciplinary rehabilitation services to approximately 300,000 patients yearly.
- 1.2 **Scope:**
 - 1.2.1 Sindh Institute of Physical Medicine & Rehabilitation intends to procure the quality goods/works/services on competitive rates from well reputed Firms / Contractors / Manufacturer or their Distributors / Importers / Vendors / Bidders / Service Provides registered with FBR for Income Tax & for Sales Tax with SRB.
 - 1.2.2 Bidding shall be conducted under Rules 46 (1) "**Single Stage – One Envelope**" procedure laid down in SPPRA Rules 2010 (Updated March 2022 / till to date). The contract shall be awarded as per evaluation criteria mentioned in this document.
 - 1.2.3 Bidders shall submit their bids with proper Indexing Table / Page Numbers and attach all the mandatory / required documents in Annex or Tagging format.
- 1.4 **Source of Funds:**
 - 1.2.1 Government of Sindh has allocated funds towards the cost of Procurement of **Furniture & Fixture** for **Head Office, SIPM&R, Karachi** under **ADP Scheme # 743** named as "Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi.

2. Eligible Bidders:

The bid which meets the following minimum **ELIGIBILITY CRITERIA (MANDATORY REQUIREMENTS)** would be declared responsive for further evaluation as per the Evaluation Criteria specified in this bidding document. Verifiable documentary proof for all following requirements is a mandatory requirement, noncompliance will lead to disqualification.

- 2.1 This Invitation for Bids is open to all suppliers from eligible sources as defined in the SPP Rules, 2010 (Updated March 2022 / till to date) and its Bidding Documents except as provided hereinafter.
- 2.2 Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation for Bids.
- 2.3 Government-owned enterprises in the Province of Sindh may participate only if they are legally and financially autonomous, if they operate under commercial law, and if they are not a dependent agency of the Government of Sindh.
- 2.4 Bidders intend to enter into an agreement or under an existing agreement in the form of a Joint Venture (JV) or Consortium shall not be eligible, unless otherwise specified in the Bid Data Sheet.
- 2.5 Bidders shall not be eligible to bid if they are under a declaration of ineligibility for corrupt and fraudulent practices issued by any government organization.

3. Eligible Goods & Services:

- 3.1 All goods and related services to be supplied under the contract shall have their origin in eligible source countries, defined in the SPP Rules, 2010 (Updated March 2022 / till to date) and its Bidding Documents, and all expenditures made under the contract will be limited to such goods and services.
- 3.2 For purposes of this clause, original means the place where the goods are mined, grown, or produced, or the place from which the related services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized product results that is substantially different in basic characteristics or in purpose or utility from its components.

4. Bidding Document:

- 4.1 Bidding Documents containing detailed terms & conditions can be viewed/downloaded from <https://portalsindh.eprocure.gov.pk/#/> OR www.sipmr.edu.pk.

5. Bidding Procedure:

- 5.1 Bidding shall be conducted under Rules 46(1) "**Single Stage – One Envelope**" (Technical and Financial Bids) procedure laid down in SPPRA Rules 2010 (Updated March 2022 / till to date). The contract shall be awarded to 'most advantageous bidder' as per evaluation criteria mentioned in this bidding document.

6. Cost of Tendering:

- 6.1 The company shall bear all costs associated with the preparation and submission of its documents, while SIPM&R, shall not be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process.

7. Clarifications of the Tender Documents:

- 7.1 A prospective company requiring any clarification(s) may notify to SIPM&R or an Officer authorized on its behalf in writing. The SIPM&R or concerned Officer authorized on its behalf will respond to any request for clarification, which is received well before **05 working days** or more to the deadline set for the submission of bids. Copies of SIPM&R response will be forwarded to prospective companies (if not already clarified in the tender document or deemed necessary for the company).

8. Amendment of Tender Documents:

- 8.1 At any time prior to the deadline for submission of bids, the SIPM&R may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective company, modify the tender document by issuing corrigendum / addendum.
- 8.2 Any corrigendum / addendum thus issued shall form eternal part of the tender document. To offer bidders a reasonable time frame in which to take a corrigendum / addendum into account in preparing their bids, the SIPM&R may at its discretion extend the deadline for submission of bids.

9. Language of Bids:

9.1 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 in English. Supporting documents and printed literature furnished by the bidder may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case for purposes of interpretation of the Bid, the translated version shall prevail.

10. Bid Price:

- 10.1 Price / bid offer should be quoted in Pak Rupees as per format given at **Annexure-C**.
- 10.2 The price / bid offer quoted should be firm's final and clearly written / typed without any ambiguity.
- 10.3 The bid price should be included all the government taxes, as per prevailing taxation rates of provincial / federal / local governments etc. (e.g., SST/GST, Income Tax, Withholding Tax etc.).
- 10.4 If there is no mention of taxes or calculation error, the offered/quoted price will be considered as inclusive of all prevailing taxes/duties. The benefit of exemption from or reduction in the Income Tax / SST / GST or other taxes during the contract period shall be passed on to the Procuring Agency.
- 10.5 The price / bid offer shall be entered against each personnel / material / equipment for the whole duration of contract period.
- 10.6 The bidder shall deem to have obtained all related information as to the requirements thereto which may affect the bid offer / price if required.

11. Bid Security / Earnest Money:

- 11.1 The Bidder shall furnish, as part of its bid, a bid security in the amount specified in the Bid Data Sheet in the shape of Deposit at Call or Pay Order or Demand Draft or a Bank Guarantee (**Annexure -D**) in favour of Sindh Institute of Physical Medicine & Rehabilitation, Karachi issued by a scheduled bank in Pakistan valid for a period of 30 days beyond the bid validity period. No interest will be paid on Bid Security. The copy of bid security by hiding amount and instrument number required to be submitted on EPAD system.
- 11.2 Any bid not accompanied by an acceptable bid security shall be rejected by the SIPM&R as non-responsive.
- 11.3 The bid security / earnest money of the 'most advantageous bidders' will be returned upon award of contract to the 'most advantageous bidder' or on expiry of validity of bid security whichever is earlier.
- 11.4 The bid security of the 'most advantageous bidder' will be returned only when the bidder furnish the required Performance Security and signed relevant contract agreement.

12. The Bid Security / Earnest Money may be Forfeited / Confiscated:

- i. If a bidder withdraws his bid during the period of bid validity.
- ii. If the bidder does not accept the correction of his bid price.
- iii. In the case of a 'most advantageous bidder', if he fails to furnish the required performance security or sign the contract agreement.
- iv. If the bidder fails to provide the requisite services.

- v. If the bidder fails to fulfill the mandatory requirements upon which he has given certificates / affidavits etc.

13. Validity of Bids:

- 13.1 Bids shall remain valid for ninety (90) days w.e.f. date of opening of Proposals. The bids without or less than Ninety (90) days validity will be rejected.

14. Clarifications / Corrections of Bid:

- 14.1 To assist in the examination, evaluation and comparison of the bids the committee at its discretion 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 price or substance of the bid shall be sought offered or permitted.
- 14.2 Arithmetical errors will be rectified on the following basis:
 - i. If there is a discrepancy between unit price and total price that is obtained by the multiplying the unit price and quantity, the unit price shall prevail and total price shall be corrected. If there is a discrepancy between the words and figures the amount in words shall prevail. If there is a mistake in addition / totaling that can be corrected.
 - ii. If the bidder does not accept the corrected amount of bid, his bid will be rejected and his bid security will be forfeited.

15. Responsiveness of Bid:

- 15.1 The valid bid security / earnest money is submitted.
- 15.2 The bid is valid till required period.
- 15.3 The bidder had quoted the particular(s) / good(s) / item(s) / service(s) exhibited at **Annexure-C Bill of Quantity / Price Schedule / Quoting of Rates.**
- 15.4 The bid prices are firm during its validity and inclusive of all taxes, duties etc.
- 15.5 Compliance to all terms and conditions of tender document on specified formats.
- 15.6 The bidder is eligible for tendering and possesses the requisite experience.
- 15.7 The bid does not deviate from basic requirements.
- 15.8 The bidder submitted all mandatory / requisite documents as mentioned in the tender document.
- 15.9 The bid is generally in order.

16. Sealing and Marking of Bids (Not applicable in case of bid submission on EPADS):

- 16.1 The Bidder shall seal the original and each copy of the bid in separate envelopes, duly marking the envelopes as —ORIGINAL and —COPY. The envelopes shall then be sealed in an outer envelope.
- 16.2 The inner and outer envelopes shall:
 - a) be addressed to the Procuring agency at the address given in the Bid Data Sheet; and
 - b) bear the Project name indicated in the Bid Data Sheet, the Invitation for Bids (IFB) title and number indicated in the Bid Data Sheet, and a statement: “DO NOT OPEN BEFORE” to be completed with the time and the date specified in the Bid Data Sheet.
- 16.3 The inner envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared “late”.
- 16.4 If the outer envelope is not sealed and marked as required by ITB Clause 18.2, the Procuring agency will assume no responsibility for the bid’s misplacement or premature opening.

17. Deadline for Submission of Bid:

- 17.1 Bids must be received by the Procuring agency at the address specified under ITB Clause 15.2 no later than the time and date specified in the Bid Data Sheet.

18. Opening of Bids:

Procurement Committee will publically open the Bids through EPAD System in the presence of bidder's representatives who choose to be present. All bids received shall be opened and evaluated in the manner/criteria prescribed in the NIT or bidding document. Post qualification of lowest bidder is carried out to determine his responsiveness as per information or documents required and so provided as mentioned at clause (a) above; if he fails to be responsive, then same exercise is repeated for 2nd lowest bidder and so on till responsive bidder or lowest evaluated bid is determined.

- 8.1 The name of bidder, bid price and such other details as the committee at its discretion may consider appropriate, will be announced at the time of Sealed Financial Bid opening process.
- 8.2 The relevant committee will resolve any issue raised by the bidders, on the spot. Any issue related to the proceeding after the same have concluded, shall not be entertained verbally or in writing.
- 8.3 The SIPM&R reserves the right to reject any one or all bids / proposals or scrap / cancel the tender as per relevant SPPRA Rules 2010 (Updated March 2022 / till to date).

19. Evaluation of Bids:

- 19.1 The Bids/Offeres shall be evaluated by the Committee constituted by the SIPM&R for the purpose.
- 19.2 The Committee may seeks the clarification from the bidder in writing or oral as the case may be, in case of committee deemed fit, however any clarification shall not be change the sanctity of original bid;
- 19.3 The Bids/Offeres shall be evaluated conformity the requirements of terms & conditions of the bidding document based on the record / documentary evidence submitted by the bidder.
- 19.4 The bids not responsive to the MANDATORY ELIGIBILITY CRITERIA provided at Clause 2 shall not be considered for further Evaluation.
- 19.5 The Bids shall be evaluated on sample, technical and financial evaluation basis reflected in the Bid Form / Price Schedule.
- 19.6 Bids not accompanied by the Bid Security / Earnest Money of required amount and form shall be rejected.
- 19.7 Procuring Agency shall not be responsible for any erroneous calculation of taxes and all differences arising out shall be fully borne by the 'most advantageous bidder'. However, any subsequent changes in rates or structure of applicable taxes by the Government at any time during execution / evaluation period shall be passed to the Procuring Agency.
- 19.8 The following merit point system for weighing evaluation factors/criteria will be applied for technical / evaluation purpose.
- 19.9 Bidders fulfilling Legal Requirement (Mandatory) and achieving minimum 70 marks will be considered only for further process. Documentary evidence must be attached in support of each parameter.

19.10 Any Bid not meeting the following mandatory requirements of evaluation criteria will be disqualified / rejected straight away and will not be considered for further evaluation.

1	Legal Requirements (Mandatory)	Yes/No
1.1	Tender Purchase Receipt or Pay Order of Tender Fee	
1.2	Financial Offer / Proposal with Bid Security of required amount and in prescribed shape (Must be submitted physically before or at the time the opening of the bids)	
1.3	Bidding Documents (Duly filled, Signed & Stamped by Bidder)	
1.4	Taxation Certificate (NTN and GST)	
1.5	Undertaking on stamp paper of Rs. 100/- to the effect that: i. The bidder is neither blacklisted nor suspended by any National / International, including Provincial and Federal Government. ii. Any director or owner of the bidding company is not awarded any punishment from any Court of Law. iii. Bidder has submitted the correct and complete information along with the bid/offer. If any document / information is found forged / engineered / fake / bogus at any stage, the bidder may be declared as Blacklisted in accordance with law and the performance guarantee and payment, if any may be forfeited.	
1.6	Compliance to bid validity period.	
1.7	Compliance to Delivery Schedule / Work Completion Schedule.	
1.8	Compliance to Payment Terms & Conditions.	
1.9	Income Tax & GST Registration Certificates (with Active Taxpayer Status on FBR website).	
1.10	Registered with Pakistan Engineering Council (PEC) Minimum Category: C-6	

S. #	CRITERIA / PARAMETERS / SUB-PARAMETERS	Maximum Marks
2.	Product Conformity with Technical Specifications	Max. 35
	Product will be evaluated on the basis of sample(s) submitted by the bidder (applicable if technical datasheet / brochure is not available to evaluate the offer)	
2.1	Conforming Technical Specifications of the goods	35
2.2	Compliant with minor deviation subject to main utility / function is not affected.	25
3.	Years of Establishment	Max. 05
3.1	Established during 2019-2022	03
3.2	Established during 2018 or early	05
4.	Experience and Past Performance / Similar Experience	Max. 20
	With Government / Semi Government / Large Private Hospitals / University / Institute / Organization within the Sindh Province Clients from following Sectors during the last Five (5) Years: Work Order / Award of Contract / Contract Agreement from all such clients must be attached	
i.	Government / Semi Government clients (2 point for each client – upto 10 points max)	
ii.	Large Private Hospitals / University / Institute / Organization (2 point for each client – upto 10 points max)	
5.	Bidder's Past Performance – During Last 5 Years	Max. 10
5.1	Client's Satisfactory Performance Certificate for providing the Similar Supplies / Services, issued by Public and Private Sector Institutes / Universities and/or Govt. / Semi Govt. organizations and/or large National / Multi- National organizations / banks / embassy. 02 points for each certificate (Maximum 10 marks)	
6.	Delivery Schedule at consignees end	Max. 10
6.1	30 Days for Local Items 90 days for Imported Items	10
6.2	More than 30 Days for Local Items 90 days for Imported Items	00

7.	Average Annual Turnover during last three (03) financial years (Audited Statements of Accounts and Income Tax Return Forms must be attached as supporting documents)	Max. 20
7.1	Above PKR 100.0 million	20
7.2	Above PKR 50.0 million	15
7.3	Below PKR 50.0 million	00
	TOTAL POINTS / MARKS	100

EXAMPLE:

TECHNICAL EVALUATION

The formula to calculate the technical points / marks / score of the bidder is given below:

Technical Marks / Score = Total Technical Marks of respective bidder x 0.75

- **Solved Example of Financial Scoring:**

Technical scoring out of 100 = 85

Carried Forward & Prorated Technical scoring = 85 x 0.75

FINANCIAL EVALUATION

The formula to calculate the Marks for the price by the bidders other than lowest bidder is given below:

- **Financial Evaluation Score of individual quoted Product:**

= [Lowest quoted price of the item ÷ Next higher proposed price of the competing item] x Total Allocable financial score

- **Solved Example of Financial Scoring:**

If the lowest quoted price of an item is Rs. 25 million the same lowest will obtain score as below:

= [25 ÷ 25] x 25 = 25

= 25 marks being the lowest bidder for the quoted item

If the next higher quoted price of the same item is Rs. 30 million the marks obtained will be:

= [25 ÷ 30] x 25 = 20.83

If the next higher quoted price of the same items is Rs. 37 million the marks obtained will be:

= [25 ÷ 37] x 25 = 16.89 Marks and so on.

20. Rejection/Acceptance of the Bid:

20.1 A bid determined as non-responsive will be rejected and will not be made responsive by the bidder by correction of the non-conformity.

20.2 The bid shall be rejected if:

- it is substantially non-responsive in a manner prescribed in this tender document; or
- it is against the Pakistani Laws, Rules, Regulations, Policies, Permits, Codes etc.; or
- bidder has conflict of interest with the SIPMR; or
- bidder engages in corrupt or fraudulent practices in competing for Contract award; or
- bidder tries to influence the bid evaluation / Contract award; or
- bid submitted in other than prescribed forms, annexes, schedules, charts, drawings, documents / by other than specified mode; or
- unsigned, incomplete, partial, ambiguous, conditional, alternative, late; or
- subjected to interlineations / cuttings / corrections / erasures / overwriting; or
- qualified by vague and indefinite expression such as “subject to prior confirmation”, “subject to immediate acceptance” etc. will be treated as vague offers and rejected accordingly; or

- x. without verifiable proofs against the mandatory as well as general documentary, qualification and eligibility related requirements; or
- xi. bidder fails to meet all the requirements of Tender Eligibility / Qualification Criteria (Clause-2); or
- xii. bids submitted for partial / limited services / items as specified in the Format for Quoting the Rates / Schedule of Requirements / Bill of Quantity; or
- xiii. bid submitted with shorter bid validity period; or
- xiv. bidder fails to meet the minimum evaluation criteria requirements; or
- xv. bid not accompanied by the Bid Security (Earnest Money) of required amount and form; or
- xvi. bidder refuses to accept the corrected Total Bid Amount / Price; or
- xvii. the Bidder has been blacklisted by any public or private sector organization; or
- xviii. bidder has mentioned any financial implication(s) in the financial proposal that is in contradiction to this document and Government rules and regulations; or
- xix. rates quoted by bidder are not workable or on higher side etc.
- xx. more than 20% below the Engineer's Estimate or Composite Schedule Rates (CSR)

21. Process to be Confidential:

- 21.1 No company shall contact SIPM&R on any matter relating to its tendering process from the time of opening to the time of tendering announcement.
- 21.2 Any effort by a bidder to influence SIPM&R in the evaluation, comparison or selection decision may result in the rejection of its bid.

22. Compliance Certificate:

- 22.1 The company should agree with the terms and conditions as mentioned in **Annexure – B**.

23. Award Criteria:

- 23.1 The Procuring agency will award the contract to the 'most advantageous bidder' whose bid has been determined to be substantially responsive and has been determined to be the 'most advantageous bid', provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.
- 23.2 In case of tie among two or more bidders in financial bid with identical offered rate of any item, the contract shall be awarded to both bidders accordingly.
- 23.3 SIPM&R reserve rights to drop any item(s) or cancel any/all bids, subject to the relevant provisions of SPPRA Rules 2010 (Updated March 2022 / till to date).

24. Procuring Agency's Right to Accept any Bid and to Reject any or all Bids:

- 24.1 The Procuring agency reserves the right to accept or reject any bid, as per Rule 25 of SPPRA Rules 2010 (Updated March 2022 / till to date) and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Procuring agency's action.

25. Procuring Agency's Right To Vary Quantities:

- 25.1 As per Rule 15(B) "Framework Contract Basis" of SPP Rule 2010 (Updated March 2022 / till to date) the Procuring agency reserves the right to increase and/or decrease the quantity;
- 25.2 and/or drop the any or multiple particular / items originally specified in the Format for Quoting the Rates / Schedule of Requirements / Bill of Quantity without any change in unit price or other terms and conditions during the contract period.

26. Requirement / Format of Bid:

- 26.1 All bidders shall quote their firm and final rates including all the taxes, duties, levies etc. on the format given at **Annexure – C** and attach the requisite Bid Security / Earnest Money in the form of a Pay Order / Demand Draft / Bank Guarantee as per this Tender Document requirement / obligations.

27. Alternative Bids:

- 27.1 Alternate Bids shall not be allowed, if any bidder elects to submit alternative bid(s) / proposal(s), both bids viz. ORIGINAL and ALTERATIVE will be rejected straightaway.

28. Notification of Award of Contract (AoC):

- 28.1 Prior to expiration of the bid validity period or extended bid validity period, the SIPM&R will notify the ‘most advantageous bidder’ in writing about the acceptance of the offer delivery by hand or by registered letter or by Courier or by email. The notification of award will constitute the formation of the contract.

29. Period of Contract:

- 29.1 A Contract will be signed with the ‘**most advantageous bidder**’ for the Procurement of **Furniture & Fixture for Head Office, SIPM&R, Karachi** under **ADP Scheme # 743** named as “Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi, which will be valid for a period of ninety (90) days beyond the date of satisfactory completion of works.

30. Contract Agreement:

- 30.1 Subject to the fulfillment of all codal formalities, the SIPM&R will award the contract to ‘most advantageous bidder’ whose bid has determined to be qualified to perform the contract satisfactorily. Both parties i.e. SIPM&R and Bidder will sign the Contract Agreement on the stamp paper.
- 30.2 SIPM&R reserves the right to cancel the agreement with or without giving notice (depending on nature of violation of contract agreement) and forfeit Security Deposit / Performance Bond and any amount due to the Contractor/Agency. The Contractor / Agency shall reproduce draft contract agreement provided by SIPM&R on stamp paper with stamps affixed of the value equals to the prevailing Government rules / rates. Bidder shall pay the prevailing Service Charges as per the article 22-A (Contract) of the schedule of stamp act 1899.
- 30.3 The Contractor / Agency shall not alter/add/delete any article, clause or chapter of the draft contract agreement. However, the Service Provider may rephrase any clause, article or chapter with the consent of the SIPM&R for the purpose of clarity, legality, or otherwise except where scope of work, terms & conditions, and service charges is not adversely affected against the SIPM&R.
- 30.4 Within fifteen (15) days of receipt of the Contract Form, the ‘most advantageous bidder’ shall sign and date the contract and return it to the SIPM&R.

31. Performance Security:

- 31.1 The ‘most advantageous bidder’ shall submit the Performance Security / Guarantee in the amount specified in the Bid Data Sheet in the shape of Deposit at Call or Pay Order or Demand Draft or a Bank Guarantee in favour of Sindh Institute of Physical Medicine & Rehabilitation, Karachi issued by a scheduled bank in Pakistan valid for a period of ninety

(90) days beyond the date of completion / expiry of the contract. No interest will be paid on Performance Security.

31.2 Forfeiture of Performance Security:

- a) In the event of failure to provide services as per Contract Agreement / Work Order within the stipulated period, the security deposit may be forfeited.
- b) In that event, acquiring of the said services may be taken from the next ‘most advantageous bidder’ vide the same Work Order at contractors risk and cost without any farther reference, so that the loss incurred would be recoverable from the Performance Security of the said contractor or from any sum due of which may become due to the contractors.
- c) If any equipment / instrument or property of SIPM&R is damaged by the representative of approved firm, cost of the same will be deducted from the performance security money / pending bills of the contractor.

31.3 Refund of Performance Security: After successful completion of services in contractual period, performance security will be refunded within the six months if not extended for further period.

32. Cancellation of Contract:

32.1 If the ‘most advantageous bidder’ fails to provide the satisfactory services, the SIPM&R shall be entitled at his option to cancel the contract and recover the damages besides forfeiture of Performance Guarantee. The SIPM&R shall not be liable to any risks and costs whatsoever in consequence of such cancellation of the contract.

33. Termination for Default:

33.1 SIPM&R without prejudice to any other remedy for breach of Contract, by written notice of default sent to the contractor, may terminate this Contract in whole or in part:

- a) if the contractor fails to deliver any or all of the services within the period(s) specified in the Contract, or within any extension thereof granted by the SIPM&R; or
- b) if the contractor fails to perform any other obligation(s) under the Contract.
- c) if the contractor, in the judgment of the SIPM&R has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this clause:

“corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.

“fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition.

34. Force Majeure:

34.1 The contractor shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

34.2 For purposes of this clause, “Force Majeure” means an event beyond the control of the Contractor and not involving the Contractor's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the SIPM&R in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

- 34.3 If a Force Majeure situation arises, the contractor shall promptly notify the SIPM&R in writing of such condition and the cause thereof. Unless otherwise directed by the SIPM&R in writing, the Contractor shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

35. Termination for Insolvency:

- 35.1 SIPM&R may at any time terminate the Contract by giving written notice to the contractor if the contractor becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Contractor, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the SIPM&R.

36. Termination for Convenience:

- 36.1 The SIPM&R, by written notice sent to the Contractor, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the SIPM&R's convenience, the extent to which performance of the Contractor under the Contract is terminated, and the date upon which such termination becomes effective.

37. Resolution of Disputes:

- 37.1 In the case of a dispute between the SIPM&R and the Contractor, the dispute shall be referred to the dispute resolution mechanism as defined in rule 31, 32 and 34 of the SPP Rules, 2010 (Updated March 2022 / till to date).

38. Governing Language:

- 38.1 The Contract shall be written in the ENGLISH Language. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the English language.

39. Applicable Law:

- 39.1 The Contract shall be governed by the Laws of Pakistan and the Courts of Karachi, Pakistan shall have exclusive jurisdiction.

40. Risks:

- 40.1. The contractor shall be responsible for all risks of loss of or damage to physical property or facilities or related services at the premises and of personal injury and death which arise during and in consequence of its performance of the contract.

Terms & Conditions

1. The supplies should be completed within 30 Days for Local Items 90 days for Imported Items or as per schedule mentioned in the Award of Contract.
2. Inspection: Joint Inspection Committee, SIPM&R will make inspection of goods/works/services.
3. 0.1% per day LD shall be imposed, but not more than 10% of contract value in case of late delivery / late completion of work.
4. Quantities shown in the quotation are approximate and no claim shall be entertained for quantities of executed being more or less than those entered in the BOQ.
5. All prices will include all costs including labour, material, duties, cess, octroi charges, royalties permit & transportation etc., as mentioned in BOQ and all Provincial & Federal applicable taxes including Income Tax, Sindh Sales Tax, GST and other taxes, (if any).
6. No subletting of all or any part of work will be allowed at any cost / reasons.
7. The contractor will visit the site before bid submission.
8. If the work / supply is not found according to the approved specifications or samples, the same will be rejected at risk and cost of the contractor. In case of contractor fails to work / supply the order/contract, the firm will be blacklisted.
9. Payment Mode:
 - a. 100% payment to be made on the submission of Satisfactory Job Completion Certificate / Proof of Inspection and Consignee's Receipt Certificate with Sales Invoice.
 - b. All taxes will be applicable as per prevailing Govt. Rules. In case of Exemption the firm is required to submit the exemption certificate of Tax Department.

BID DATA SHEET

The following specific data shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) / Terms & Conditions. Whenever there is a conflict, the provisions herein shall prevail over those in ITB / T&C.

1.	Name of Procuring Agency:	Sindh Institute of Physical Medicine & Rehabilitation, Karachi (SIPM&R)
2.	Name of Contract:	Procurement of Furniture & Fixture for Head Office, SIPM&R, Karachi under ADP Scheme # 743 named as “Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi
3.	Tender Reference No.	No. SIPM&R/PD/2025-26/95.
4.	Address:	Procurement Department, 2 nd Floor, Block – A, Sindh Institute of Physical Medicine & Rehabilitation, opposite SIUT, Near Mujahid Masjid, Chand Bibi Road, Karachi
5.	Language of Bid;	English
6.	Currency of bid:	The price quoted shall be in Pakistani Rupee.
7.	Bid Price:	The price shall be fixed during the contract period.
8.	Bid Security:	Amounting to Rs. 1,500,000/- (rupees one million five hundred only)
9.	Bid Validity Period;	90 Days
10.	Deadline of bid submission	Electronic Bids should be submitted through E-Pak Acquisition and Disposal System (EPADS) Date: 3rd January, 2026 Time: upto 11:30 am.
11.	Date, Time and Place of Bid opening:	Date: 3rd January, 2026 Time: 12:05 pm. Place: Committee Room, 1 st Floor, Block – A, Sindh Institute of Physical Medicine & Rehabilitation, opposite SIUT, Near Mujahid Masjid, Chand Bibi Road, Karachi
12.	Performance Security:	Amount of Performance Security shall not be less than 05% of the total contract value.
13.	Alternate Bid:	Not allowed
14.	Joint Venture / Consortium Bid:	Not allowed
15.	Award of Contract:	The contract will be awarded to the ‘most advantageous bidder’

SAMPLE FORMS

ANNEXURE – A (1)

TECHNICAL PROPOSAL SUBMISSION FORM

(Must be printed on company's letterhead)

Dated: _____

The Additional Executive Director / Chairman (PC),
Sindh Institute of Physical Medicine & Rehabilitation, Karachi

Dear Madam / Sir

We, the undersigned, offer to Procurement of **Furniture & Fixture** for **Head Office, SIPM&R, Karachi** under **ADP Scheme # 743** named as “Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi in accordance with your IFB / NIT / Tender Document No. **SIPM&R/PD/2025-26/_____** dated _____, **2025** and our Proposal. We are hereby submitting our Proposal, which includes the Technical and Financial Bids sealed in one envelope.

Having examined the bidding documents including Addenda / Corrigendum Nos. **[insert numbers & Date of individual Addendum / Corrigendum]**, the receipt of which is hereby acknowledged, we, the undersigned, offer to supply and deliver the **WORKS / SERVICES / GOODS** under the above-named Contract in full conformity with the said bidding documents and at the rates/unit prices described in the price schedule or such other sums as may be determined in accordance with the terms and conditions of the Contract. The amounts are in accordance with the Price Schedules attached herewith and are made part of this bid. We undertake, we have no reservation to these Bidding Documents.

We undertake, if our bid is accepted, to deliver the Works / Services / Goods in accordance with the delivery schedule specified in the schedule of requirements. If our bid is accepted, we undertake to provide a performance security/guaranty in the form, in the amounts, and within the times specified in the bidding documents. We agree to abide by this bid, for the Bid Validity Period specified in the Bid Document and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period. Until the formal final Contract is prepared and executed between us, this bid, together with your written acceptance of the bid and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the ‘most advantageous bid’ or any bid you may receive, not to give any reason for rejection of any bid and that you will not defray any expenses incurred by us in bidding. We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in Pakistan. We confirm that we comply with the eligibility requirements of the bidding documents.

We also confirm that the any Government organization (Federal / Provincial / Local) has not declared us, or any, ineligible on charges of engaging in corrupt, fraudulent, collusive or coercive practices. We furthermore, pledge not to indulge in such practices in competing for or in executing the Contract, and we are aware of the relevant provisions of the Proposal Document.

We understand you are not bound to accept any Proposal you receive.

Authorized Signature [In full and initials]:

Name and Title of Authorized Signatory:

Name of Bidder:

Stamp / Seal:

FINANCIAL PROPOSAL SUBMISSION / BID FORM

(Must be printed on company's letterhead)

Dated: _____

The Additional Executive Director / Chairman (PC),
Sindh Institute of Physical Medicine & Rehabilitation, Karachi

Dear Madam / Sir

We, the undersigned, offer to Procurement of **Furniture & Fixture** for **Head Office, SIPM&R, Karachi** under **ADP Scheme # 743** named as "Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi in accordance with your IFB / NIT / Tender Document No. **SIPM&R/PD/2025-26/**_____ dated _____, **2025** and our Technical Proposal. Our Financial Proposal is attached for the Sum of **(insert amount in figures and amount in words)** this amount is inclusive of all taxes, duties, levies, cess, octroi etc.

Our Financial Proposal shall be binding upon us up to expiration of the validity period of the Proposal.

No commissions or gratuities have been or are to be paid by us to agents relating to this Bid / Proposal and Contract execution.

We also declare that the any Government organization (Federal / Provincial / Local) has not declared us or any Sub-Contractors for any part of the Contract, ineligible on charges of engaging in corrupt, fraudulent, collusive, or coercive practices. We furthermore, pledge not to indulge in such practices in competing for or in executing the Contract, and are aware of the relevant provisions of the Proposal Document.

We understand you are not bound to accept any Proposal you receive.

Authorized Signature [In full and initials]:

Name and Title of Authorized Signatory:

Name of Bidder:

Stamp / Seal:

GENERAL COMPLIANCE CERTIFICATE

(Must be printed on company's letterhead)

Dated: _____

The Additional Executive Director / Chairman (PC),
Sindh Institute of Physical Medicine & Rehabilitation, Karachi

Ref: IFB/NIT Ref: No. SIPM&R/PD/2025-26/_____ for Procurement of **Furniture & Fixture** for **Head Office, SIPM&R, Karachi** under **ADP Scheme # 743** named as "Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi

Dear Madam / Sir

I/we carefully gone through the Terms & Conditions as mentioned in the above referred SIMP&R Tender Document. I/we declare that all the provisions of this Tender are acceptable to my/our company. I /we further certify that I'm an authorized signatory of my company and am, therefore, competent to make this declaration.

Authorized Signature [In full and initials]:

Name and Title of Authorized Signatory:

Name of Bidder:

Stamp / Seal:

Bill of Quantity / Price Schedule / Quoting of Rates

(Must be printed on company's letterhead)

for

Procurement of **Furniture & Fixture** for **Head Office, SIPM&R, Karachi** under **ADP Scheme # 743** named as "Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi

Item No.	Material / Particulars with Specifications	Approx. Qty.	Unit	Unit Rate (Rs.)	Amount (Rs.)
1	Providing & Fixing of MDF Wooden Work-Stations for Examination Hall at Main Campus of SIPM&R (as per instructions of design / sample approved) - Lunar / Interwood / MasterOffisys or Equivalent				
1.1	Specification (in Inches): Top Size: 36 W 24 D, 1 Th., Drawer with Lock (per person) Side Partition Size: 60 H 48 W, 1.5 Th. Front Partition Size: 60 H 36 W, 1 Th. Top Material: MDF Wood or Classic Ash MFC Partition Material: MDF Wooden Sheet or Polycarbonate Multi-Wall Frosted Sheet + Linen Grey or as per approved colour Or Equivalent	150	Nos.	Rs. _____	Rs. _____
e.g					

Item No.	Material / Particulars with Specifications	Approx. Qty.	Unit	Unit Rate (Rs.)	Amount (Rs.)
2	Providing & Fixing of MDF Wooden Work-Stations at Main Campus of SIPM&R (as per instructions of Engineer / Incharge) - Lunar / Interwood / MasterOffisys or Equivalent				
2.1	Specification (in Inches): Top Size: 36 W 24 D, 1 Th.;Drawer with Lock (per person) Side Partition Size: 60 H 48 W,1.5 Th. Front Partition Size: 60 H 36 W,1 Th. TopMaterial: MDF Wood or Classic Ash MFC Partition Material: MDF Wooden Sheet or Polycarbonate Multi-Wall Frosted Sheet + Linen Grey Or Equivalent	50	Nos.	Rs. _____	Rs. _____
e.g					
3	Fixed Chair: Descriptions: Smart structure and ability to support posture while sitting. Spinal fit structure molded seating exceptional flexibility with quality piped structure Superior relaxation with quality ergonomic support. - Lunar / Interwood / MasterOffisys or Equivalent - As per sample approved	200	Nos.	Rs. _____	Rs. _____
e.g					

Item No.	Material / Particulars with Specifications	Approx. Qty.	Unit	Unit Rate (Rs.)	Amount (Rs.)
4	Office Table with Side Rack: - Size: 4'x2' - Side Rack - Premium Quality - as per approved sample - Lunar / Interwood / MasterOffisys or Equivalent - As per sample approved	60	Sets	Rs. _____	Rs. _____
e.g					
5	Executive Chair: - Mesh Back Fabric Seat - Ergonomic Office Chair - W-Shape Seat Pan - High-Quality Mesh Backrest - Height and Angle Adjustment Headrest - Height & Horizontal Adjustment Lumbar Support. - Backrest tilt tension and Tilt Angle Adjustment. - Ultra-Wide & Stable Hig- quality Chrome Base; - PU Castor - as per approved sample - 06 Months Warranty - Lunar / Interwood / MasterOffisys or Equivalent - As per sample approved	100	Nos.	Rs. _____	Rs. _____
e.g					

Item No.	Material / Particulars with Specifications	Approx. Qty.	Unit	Unit Rate with 18% tax (Rs.)	Amount with tax (Rs.)
6	Visitor Chair: Descriptions: Smart structure and ability to support posture while sitting. Spinal fit structure molded seating exceptional flexibility with quality piped structure Superior relaxation with quality ergonomic support. - Lunar / Interwood / MasterOffisys or Equivalent - As per sample approved	125	Nos.	Rs. _____	Rs. _____
e.g					

Special Notes:

- If, model or brand names is/are mentioned that is only for “example / understanding / clarification of items quality and specifications”. Equivalent or better quality may be quoted.
- The bid/offer will be evaluated on sample, technical and financial evaluation of good basis.
- The listed above quantities of items / works are as approximately. Quantities of the items / works may be increased or decreased as per need during the contract period on **“Framework Contract Basis”** under Rule 15(B) of SPPRA Rules 2010 (Updated March 2022 / till to date).

Authorized Signature [In full and initials]:

Name and Title of Authorized Signatory:

Name of Bidder:

Stamp / Seal:

Bank Guarantee (Format)**For Bid Security / Earnest Money**

Bank Guarantee No.: _____

Dated of issue: _____

Valid upto: _____

Value (Rs.): _____

The Executive Director,Sindh Institute of Physical Medicine & Rehabilitation
Karachi

Dear Madam / Sir

WHEREAS M/s. _____ (hereinafter called the Bidder) have requested us through _____ Bank Ltd., to furnish Bid Security / Earnest Money by way of Bank Guarantee in your favor in the sum of _____ **(IN FIGURE)** _____ **(IN WORDS)** against your tender IFB/NIT No. SIPM&R/PD/2025-26/____ dated: _____, 2025 for Procurement of **Furniture & Fixture for Head Office, SIPM&R, Karachi** under **ADP Scheme # 743** named as "Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi.

WE HEREBY AGREE AND UNDERTAKE:

- b) To make unconditional payment _____ to you on demand without further question or reference to the Bidder in case of withdrawal or modification of bid or any default or non-execution of the Contract or refusal to accept order by the Bidder from the date of opening of bids until the expiry of the validity of their offer.
- c) To keep this guarantee in full force from (date) _____ up to _____ (date) _____ the date until which the Bidder offer is valid.
- d) To extend the period of guarantee if such extension be necessary beyond the date stated in Para (ii) and as so desired by the Bidder.

Any claim arising out of this guarantee must be lodged with this Bank within the period the guarantee is valid and before the date of its expiry. After this date the guarantee will be considered null and void and should be returned to us.

Yours faithfully,

Name of the Bank: _____

Authorized officer's Signature & Seal: _____

Bank Guarantee (Format)
For Performance Security / Bond

Bank Guarantee No.: _____
Dated of issue: _____
Valid upto: _____
Value (Rs.): _____

The Executive Director,
Sindh Institute of Physical Medicine & Rehabilitation
Karachi

Dear Madam / Sir

WHEREAS M/s. _____ (hereinafter called the Bidder) has undertaken, in pursuance of Contract IFB/NIT No. SIPM&R/PD/2025-26/____ dated: ____, 2025 for Procurement of **Furniture & Fixture for Head Office, SIPM&R, Karachi** under **ADP Scheme # 743** named as “Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi.

WE HEREBY AGREE AND UNDERTAKE:

And whereas it has been stipulated in the said Contract that the Bidder shall furnish to the Sindh Institute of Physical Medicine & Rehabilitation, Karachi with a Bank Guarantee by a scheduled bank for the sum of 5% of the total Contract amount as Security for compliance with the Bidder's performance obligations in accordance with the Contract.

And whereas we have agreed to provide a Guarantee: for the said Bidder

Therefore, we hereby unconditionally and irrevocably guarantee, on behalf of the Bidder, up to a total of **[Amount of the Guarantee in Words and Figures]** and we undertake to pay you, upon your first written demand declaring the Bidder to be in default under the Contract and without requiring the Sindh Institute of Physical Medicine & Rehabilitation, Karachi to initiate action against the Bidder and without cavil or argument any sum or sums within the limits of **[Amount of Guarantee]** as aforesaid. The amount stated in the demand made under this guarantee shall be conclusive proof of the amount payable by the Guarantor under this guarantee.

Yours faithfully,

Name of the Bank: _____
Authorized officer's Signature & Seal: _____

Declaration of Annual Turnover and Income Tax Return

(Must be printed on Company's Letterhead)

Dated: _____

The Additional Executive Director / Chairman (PC),
Sindh Institute of Physical Medicine & Rehabilitation
Karachi

Ref: IFB/NIT No. SIPM&R/PD/2025-26/____ dated _____ 2025 for Procurement of **Furniture & Fixture** for **Head Office, SIPM&R, Karachi** under **ADP Scheme # 743** named as "Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi.

Dear Madam / Sir

I/we hereby declare that, our firm's Annual Turnover is as follow:

Financial Year 2022-23	Financial Year 2023-24	Financial Year 2024-25
PKR _____	PKR _____	PKR _____

#	Financial Year	Turnover (Rs.)
1	2022-2023	Rs. _____
2	2023-2024	Rs. _____
3	2024-2025	Rs. _____
	Total Amount for three years in Rs.	Rs. _____
	Total Amount for three years in Millions	Rs. _____ (Million)
	Avg. (Total Amount for three years in Millions / 3)	Rs. _____ (Million)

And,

I/we hereby declare that, our firm had filed Income Tax Returns for last the **three (03) financial years** i.e. **2022-23, 2023-24 & 2024-25**. Copies of Income Tax Return (ITR) and Audit Reports are attached for ready reference.

Authorized Signature [In full and initials]:

Name and Title of Authorized Signatory:

Name of Bidder:

Stamp / Seal:

Valid List of Client's Detail
(Must be printed on Company's Letterhead)

Dated: _____

The Additional Executive Director / Chairman (PC),
Sindh Institute of Physical Medicine & Rehabilitation
Karachi

Ref: IFB/NIT No. SIPM&R/PD/2025-26/____ for Procurement of **Furniture & Fixture** for **Head Office, SIPM&R, Karachi** under **ADP Scheme # 743** named as "Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi

Dear Sir

I/we hereby mention following list of valid Clients details where our firm had provided services **during the last five (05) years**, supported by copy of agreements / contracts / work orders for your reference:

Sr. No.	Client Name	Nature of Client (Govt./ Semi Govt./ Bank / Embassy / Private Sector)	PO Amount (Rs.)	Financial Year	Total Contract / Project Value in PKR

Authorized Signature [In full and initials]:

Name and Title of Authorized Signatory:

Name of Bidder:

Stamp / Seal:

Bidder Profile / Details
(Must be printed on Company's Letterhead)

Dated: _____

1	Registered Company Name	
2	National Tax Number (Attach documentary evidence)	
3	General Sales Tax Number (Attach documentary evidence)	
4	Sindh Sales Tax Number (Attach documentary evidence)	
5	Years of Operation of Company after its Registration (Attach documentary evidence)	
6	Managerial Capability i. Total No. of Permanent Staff ii. Total No. of Contract / Project Staff (Attach documentary evidence as Annexure)	
7	Assignment in hand (Presently) (Attach documentary evidence as Annexure)	
8	Bank Name and Branch	
9	Bank Account Number	
10	Additional Professional Registration Details (if any):	
11	Physical Address	
12	Postal Address	
13	Workshop Address	
14	Telephone Number	
15	Fax Number	
16	E-mail Address	
17	Blacklisting / Complaint / Litigation against the firm (By any govt. or other org. if any)	
18	Name & Address of the companies / subsidiaries and associated companies, if any, with whom there is collaboration or joint venture	
19	Whether pay order, for the requisite Bid Security enclosed? (Yes / No)	
20	Pakistan Engineering Council (PEC) Reg. # (if applicable)	
	Any other relevant detail	

Authorized Signature [In full and initials]:

Name and Title of Authorized Signatory:

Name of Bidder:

Stamp / Seal:

Affidavit

(Must be printed on Stamp Paper of Rs. 100/-)

We, M/s. _____ hereby undertake that:

- i. Our company is neither blacklisted nor suspended by any National / International, including Provincial and Federal Government Organization.
- ii. Any director or owner of our company is not awarded any punishment from any Court of Law.
- iii. We have submitted the correct and complete information along with our bid/offer.
- iv. If any document / information is found forged / engineered / false / fake / bogus at any stage OR any criminal proceedings found in any court of law during the contract period, SIPM&R has right to terminate our services immediately without assigning any reason and making any refund or payment and we may be declared as Blacklisted and the performance guarantee and payment, if any may be forfeited.

M/s. _____

Contact Person: _____

Address: _____

Tel. _____ Mobile _____ Fax No. _____

Email Address: _____

Signature: _____ Date: _____

Agency's Seal:

ATTESTED BY NOTARY PUBLIC

INTEGRITY PACT

(Must be printed on Company's Letterhead)

**DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC.
PAYABLE BY THE SUPPLIERS/CONTRACTORS/CONSULTANTS.**

Contract Number: _____ Dated: _____
 Contract Value: _____
 Contract Title: _____

[Name of Supplier/Contractor/Consultant] 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 subdivision or agency thereof or any other entity owned or controlled by it (GoS) through any corrupt business practice.

Without limiting the generality of the foregoing, **[Name of Supplier/ Contractor/ Consultant]** 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 Procuring Agency (PA), except that which has been expressly declared pursuant hereto.

[Name of Supplier/Contractor/Consultant] 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 PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[Name of Supplier/Contractor/Consultant] 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 right and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, **[Name of Supplier/Contractor/Consultant]** agrees to indemnify PA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by **[Name of Supplier/Contractor/Consultant]** 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 PA.

[Procuring Agency]

[Supplier /Contractor/Consultant]

Form of Contract (Specimen Only)

THIS AGREEMENT made the ____ day of _____ 2026 between *Sindh Institute of Physical Medicine & Rehabilitation, Karachi* of *Islamic Republic of Pakistan* (hereinafter called “the Procuring Agency”) of the one part and **[Name of Bidder]** of **[city and country of Bidder]** (hereinafter called “the Bidder”) of the other part:

WHEREAS the Procuring Agency invited bids for certain goods and ancillary services, viz., **[brief description of goods and services]** and has accepted a bid by the Bidder for the supply of those goods and services in the sum of **[contract price in words and figures]** (hereinafter called “the Contract Price”).

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 referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Bid Form and the Price Schedule submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications;
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and
 - (f) the Procuring Agency’s Notification of Award.
2. In consideration of the payments to be made by the Procuring Agency to the Bidder as hereinafter mentioned, the Bidder hereby covenants with the Procuring Agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Procuring Agency hereby covenants to pay the Bidder in consideration of the provision of the goods and services and the remedying of defects therein, 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 Agreement to be executed in accordance with their respective laws the day and year first above written.

Signature of Contractor/Authorized Representative

Name: _____

Designation: _____

Address: _____

Seal: _____

Signature of Authorized Officer of SIPM&R

Name: _____

Designation: _____

Address: _____

Seal: _____

WITNESSES:

Name: _____

CNIC: _____

Address: _____

WITNESSES:

Name: _____

CNIC: _____

Address: _____



**SINDH INSTITUTE
OF PHYSICAL MEDICINE & REHABILITATION**
DEPARTMENT OF EMPOWERMENT OF PERSONS WITH DISABILITIES
GOVERNMENT OF SINDH



IFB/NIT No. SIPM&R/PD/2025-26/94-96.

Dated: 12th December, 2025

The Director of Information (Advertisement)
Information Department
Government of Sindh
Karachi

15/12/25
Incharge
Advertisement Section
Information Department
Government of Sindh
Karachi

Subject: **INVITATION FOR BID (IFB) / NOTICE INVITING TENDER (NIT)**

#	Name of Bid
i.	Procurement of Machinery / Equipment / Material and Other Items for Head Office, SIPM&R, Karachi under ADP Scheme # 743 named as "Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi
ii.	Procurement of Furniture & Fixture for Head Office, SIPM&R, Karachi under ADP Scheme # 743 named as "Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi
iii.	Procurement of Wall Mounted Inverter AC Units with Installation for Head Office, SIPM&R, Karachi under ADP Scheme # 743 named as "Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi

A notice (7 copies) is sent herewith with the request that the same may please be published in prominent newspapers i.e. One English (Daily Dawn / Express Tribune), One Urdu (Daily Jang – Combined) & One Sindhi (Daily Kawish / Ibrat) Newspaper for one day under intimation to Sindh Institute of Physical Medicine & Rehabilitation, Karachi.

PROF. DR. NABILA NAJAM SOOMRO
EXECUTIVE DIRECTOR

12/12/25



**SINDH INSTITUTE
OF PHYSICAL MEDICINE & REHABILITATION**
DEPARTMENT OF EMPOWERMENT OF PERSONS WITH DISABILITIES
GOVERNMENT OF SINDH



Invitation for Bid (IFB) / Notice Inviting Tender (NIT)
No. SIPM&R/PD/2025-26/94-96. Dated 12-12-2025

Sindh Institute of Physical Medicine & Rehabilitation (SIPM&R), Karachi invites following e-bids through E-Pak Acquisition and Disposable System (EPADS) from well reputed Firms / Contractors / Vendors / Bidders / Service Provides meeting with the eligibility criteria, registered with FBR for Income Tax and for Sales Tax with SRB.

#	Reference No.	Name of Bid	Procedure
i.	SIPM&R/PD/2025-26/ADP-743/94.	Procurement of Machinery / Equipment / Material and Other Items for Head Office, SIPM&R, Karachi under ADP Scheme # 743 named as "Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi	Single Stage - One Envelope Rule 46(1)
ii.	SIPM&R/PD/2025-26/ADP-743/95.	Procurement of Furniture & Fixture for Head Office, SIPM&R, Karachi under ADP Scheme # 743 named as "Execution of Building Extension Works of Block – A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi	Single Stage - One Envelope Rule 46(1)
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Bidding Documents containing detailed terms & conditions can be viewed/downloaded from <https://portalsindh.eprocure.gov.pk/#/> OR www.sipmr.edu.pk

Electronic Bids should be submitted through EPADS only. Manual bids will not be received. Interested bidders are required to register themselves on the EPADS System at link <https://sindh.eprocure.gov.pk/#/supplier/registration> for submission of electronic bids.

The bids prepared in accordance with instructions given in the bidding documents, must be submitted on EPADS by **3rd January, 2026 upto 11:30 am**. The original instrument of tender fee Rs. 10,000/- (Non-Refundable) and bid security mentioned in Bid Data Sheet of each tender document must reach the procuring agency (Procurement Department, 2nd Floor, Block – A, Sindh Institute of Physical Medicine & Rehabilitation, opposite SIUT, Near Mujahid Masjid, Chand Bibi Road, Karachi) before the deadline for submission of e-bids, which will be opened on the same day at (i) 12:00 Hrs. (ii) 12:05 Hrs. (iii) 12:10 Hrs. The copy of bid security by hiding amount and instrument number required to be submitted on EPAD system.

NOTE:

- For any query regarding e-bidding, please contact the Procurement Department at 021 9921 6210
- In case of any unforeseen situation or government holiday resulting in closure of office on the date of opening, bids shall be submitted and opened on next working day at the same time and venue.
- The purchaser reserves the right to reject any/all bids under the relevant provisions of SPP Rule 2010.
- In case of any difficulty, prospective bidders may contact the EPADS Helpline 051-111-137-237 during working days/hours.

PROF. DR. NABILA NAJAM SOOMRO
EXECUTIVE DIRECTOR

12/12/25

Opposite SIUT, Near Mujahid Masjid, Chand Bibi Road, Karachi Ph # -92 21 9921 6212-14
URL: www.sipmr.edu.pk



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17-12-2025



SINDH INSTITUTE OF PHYSICAL MEDICINE & REHABILITATION

DEPARTMENT OF EMPOWERMENT OF PERSONS WITH DISABILITIES
GOVERNMENT OF SINDH



INVITATION FOR BID (IFB) / NOTICE INVITING TENDER (NIT)

No. SIPM&R/PD/2025-26/94-96. Dated 12-12-2025

Sindh Institute of Physical Medicine & Rehabilitation (SIPM&R), Karachi invites following e-bids through E-Pak Acquisition and Disposable System (EPADS) from well reputed Firms/Contractors/Vendors/Bidders / Service Provides meeting with the eligibility criteria, registered with FBR for Income Tax and for Sales Tax with SRB.

#	Reference No.	Name of Bid	Procedure
i.	SIPM&R/PD/2025-26/ADP-743/94.	Procurement of Machinery/Equipment/ Material and Other Items for Head Office, SIPM&R, Karachi under ADP Scheme # 743 named as "Execution of Building Extension Works of Block - A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi.	Single Stage - One Envelope Rule 46(1)
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NOTE:

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- The purchaser reserves the right to reject any/all bids under the relevant provisions of SPP Rule 2010.
- In case of any difficulty, prospective bidders may contact the EPADS Helpline 051-111-137-237 during working days/hours.



PROF. DR. NABILA NAJAM SOOMRO
EXECUTIVE DIRECTOR

INF/KRY/4277/25

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SINDH INSTITUTE OF PHYSICAL MEDICINE & REHABILITATION
DEPARTMENT OF EMPOWERMENT OF PERSONS WITH DISABILITIES

PROCUREMENT PLAN ADP SCHEME # 743 F.Y 2025-26

SIPM&R Sr. #	Procurement Type	Item/Scheme Title	Procurement Description	Estimated Total Cost in Million	Funds Allocated in Million	Source of Funds	Proposed Procurement Procedure	Proposed Procurement Method	Tentative Timing of Procurement
94	Goods	Machinery / Equipment / Material and Other Items for Head Office, SIPM&R, Karachi under ADP Scheme # 743	Procurement of Machinery / Equipment / Material and Other Items for Head Office, SIPM&R, Karachi under ADP Scheme # 743 named as "Execution of Building Extension Works of Block - A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi	50.0000	50.0000	ADP-743	Single Stage - One Envelope	National Bidding	3rd Quarter
95	Goods	Furniture & Fixture for Head Office, SIPM&R, Karachi under ADP Scheme # 743	Procurement of Furniture & Fixture for Head Office, SIPM&R, Karachi under ADP Scheme # 743 named as "Execution of Building Extension Works of Block - A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi	35.0000	35.0000	ADP-743	Single Stage - One Envelope	National Bidding	3rd Quarter
96	Goods	Wall Mounted Inverter AC Units with Installation for Head Office, SIPM&R, Karachi under ADP Scheme # 743	Procurement of Wall Mounted Inverter AC Units with Installation for Head Office, SIPM&R, Karachi under ADP Scheme # 743 named as "Execution of Building Extension Works of Block - A & C and Building Renovation Works of Block-B at Main Campus, Sindh Institute of Physical Medicine & Rehabilitation, Karachi	30.0000	30.0000	ADP-743	Single Stage - One Envelope	National Bidding	3rd Quarter

Muhammad Ayaz Ahmed

MUHAMMAD AYAZ AHMED
Assistant Director (Procurement) SIPM&R

Prof. Dr. Syed Inran Ahmed

PROF. DR. SYED INRAN AHMED
Additional Executive Director / Chairman (PC) SIPM&R