



NO. SO(ECC&CDD)V-174/2026
GOVERNMENT OF SINDH
ENVIRONMENT CLIMATE CHANGE &
COASTAL DEVELOPMENT DEPARTMENT

Karachi, Dated: 2nd January, 2026

ANNUAL PROCUREMENT PLAN UNDER ADP SCHEMES NAMELY i.e. "AUTOMATION OF INDUSTRIAL ENVIRONMENTAL MONITORING, INSPECTION AND ASSESSMENT", ADP SCHEME NO: 866/2025-26. (SERVICES)

Financial Year 2025-26

Sr#	Description of Procuring /Selection	Estimated Total Cost	Source of Funds (ADP / Non-ADP)	Funds Allocated
1	AUTOMATION OF INDUSTRIAL ENVIRONMENTAL MONITORING, INSPECTION AND ASSESSMENT-	149.7 million	ADP	75 million

ABDUL SATTAH SOORO)
SECTION OFFICER (DEV)



NO. SO(ECC&CDD)V-174/2025
GOVERNMENT OF SINDH
ENVIRONMENT CLIMATE CHANGE &
COASTAL DEVELOPMENT DEPARTMENT

(F/C)

Karachi, Dated: ^{31st} ~~22nd~~ December, 2025

NOTIFICATION

SO(ECC&CDD)V-174/2025: In pursuance of Rule 31 of SPPRA Rules, 2010 (Amended upto now), a Complaint Redressal Committee (CRC) to receive any grievance during the hiring of services consultant in respect of ADP schemes namely i.e. "**Automation of Industrial Environmental Monitoring, Inspection and Assessment**", ADP Scheme No: **866/2025-26**, is hereby constituted with following composition / TORs:-

01	Special Secretary, Environment, Climate Change & Coastal Development Department, Govt. of Sindh	Chairman
02	Representative of Accountant General, Sindh	Member
03	An Independent professional from relevant field (to be nominated by head of procuring Agency)	Member

Terms of References (TORs)

- The Complaint Redressal Committee (CRC) upon receiving a complaint from an aggrieved bidder may, if satisfied;
- Prohibit the Procurement Committee from action or deciding in a manner, inconsistent with these rules and regulations;
- Annual in whole or in part, any unauthorized act or decision of the Procurement Committee; and
- Recommend to the Head of Department that the case be declared a mis-procurement if material violation of Act, Rules, Regulations, orders, instructions or any other law relating to public procurement has been established.
- 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.

ZUBAIR AHMED CHANNA, PAS
SECRETARY,

SO(ECC&CDD) V-174/2025:

Karachi, dated the ^{31st} ~~22nd~~ December, 2025

A copy is forwarded for information & necessary action to:

- The Accountant General Sindh, Karachi.
- The Director General, SEPA, Govt. of Sindh.
- The Chairman/Members (All) of the Committee.
- The P.S to Chairman, Planning and Development Board, Govt. of Sindh.
- The PS to Secretary, Environment, Climate Change & Coastal Development Department.
- Office File.

SECTION OFFICER-(DEV.)
For Secretary to Govt. of Sindh

SAY NO TO CORRUPTION



No.SO(Dev / ECC&CDD /174/2026-

1228

GOVERNMENT OF SINDH

Environment, Climate Change & Coastal

Development Department.

Karachi, dated the 5th January, 2026

To,
The Director (Advertisement),
Information, Science & Technology Department,
Government of Sindh,
Karachi.

5/01/26
In Charge
Advertisement Section
Information Department
Sindh Government
Karachi

SUBJECT: PUBLICATION OF PROCUREMENT DOCUMENT (Scheme No. 866/2025-26)

I am directed to refer to the subject noted above and to enclose herewith 7 (Seven) copies of the procurement document / notice pertaining to Scheme No. 866/2025-26, titled "Automation of Industrial Environmental Monitoring, Inspection and Assessment."

It is requested that the enclosed document may kindly be published in leading newspapers (English, Urdu, and Sindhi) at the earliest, for information of all prospective bidders / stakeholders, in accordance with the Sindh Public Procurement Rules (SPP Rules).

(ABDUL SATTAR)
SECTION OFFICER (DEV)

C.c. for information to:-

1. The P.S. to Secretary ECC&CDD, Sindh, Karachi.
2. Master File.





INVITATION FOR BIDS (IFB) FOR PROCUREMENT OF SERVICES

The Environment, Climate Change & Coastal Development Department, Government of Sindh invites e-bids through E-Pak Acquisition and Disposal System (EPADS) from Service Providers for the project mentioned below.

1. Bidding Information

- **Mode of Bidding:** E-Bidding through EPADS
- **Eligible Bidders:** Service Providers possessing **Mandatory Requirements**

2. Project Details

- **Scheme No.:** 866/2025-26
- **Project Title:** *Automation of Industrial Environmental Monitoring, Inspection and Assessment*
- **Project Scope:** As specified in the Bidding Documents

3. Bidding Schedule & Financials

- **Availability of Documents:** <https://portalsindh.eprocure.gov.pk/#/>
- **Bid Submission Method:** Electronic bids through EPADS only
- **Manual Bids:** Not accepted
- **EPADS Registration:** <https://sindh.eprocure.gov.pk/#/supplier/registration>
- **Bid Submission Deadline:** 22nd January 2026 at 2:00 p.m.
- **Bid Opening:** 22nd January 2026 at 3:00 p.m.
- **Tender Fee:** Rs. 5,000/- (Non-refundable) in from of Call Deposit from any scheduled bank of Pakistan in favour of Secretary *Environment, Climate Change & Coastal Development Department, Government of Sindh*
- **Bid Security:** All bids must be accompanied by a Bid Security of Rs. **3 Million** in from of Call Deposit from any scheduled bank of Pakistan in favour of Secretary *Environment, Climate Change & Coastal Development Department, Government of Sindh*

4. Mandatory Requirements

- Valid NTN Registration Certificate and firm must appear on **Active Taxpayers List (ATL)**
- Valid registration with **Sindh Revenue Board (SRB)** under Sindh Sales Tax on Services Act, 2011
- Minimum **5 years' experience** in e-Governance / Regulatory Technology projects
- At least **three (03) completed / ongoing projects** with Government of Sindh, Federal Government or Private Sector during last 5 years, not less than estimated cost
- Turnover of Rs. 200.00 Million** in last three years (Attach bank statements and audited financial statements for FY, 2022-23, 2023-24, 2024-25)
- At least **10 qualified Trainers** (Minimum qualification: Master's or Bachelor's (Hons.))
- Affidavit on Rs. 500/- Stamp Paper** (current date) confirming firm is not blacklisted
- Availability of **standby generator or alternate energy source**
- Compliance with **Terms of Reference (ToRs)**

5. Submission of Original Instruments

Tender fee and bid security must reach the procuring agency **before the bid submission deadline** at the address below:

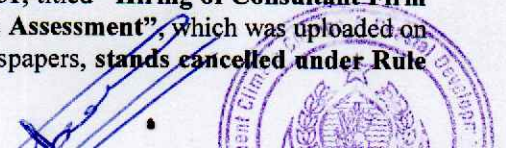
Office of the Section Officer (Dev)

Environment, Climate Change & Coastal Development Department
Plot No. ST-2/1, Sector-23, Korangi Industrial Area
Karachi-74900, Sindh, Pakistan.

6. General Information

- **Query Contact Person:** Section Officer (Dev)
- In case of public holiday or unforeseen circumstances, bids will be submitted and opened on the next working day at the same venue and time
- **Right of Rejection:** Procuring Agency reserves the right to reject any or all bids under SPP Rules 2010 (Amended)
- **EPADS Helpline:** 051-111-137-237 (Working days/hours)

7. Cancellation of Expression of Interest (EOI): Consequent upon the publication of a new Invitation for Bids (IFB) the Expression of Interest (EOI) bearing ID EPADS-S-25120657051, titled "**Hiring of Consultant Firm for Automation for Industrial/Environmental Monitoring, Inspection & Assessment**", which was uploaded on the Sindh e-Procurement Portal (EPADS) and advertised in various newspapers, **stands cancelled under Rule 25 of the Sindh Public Procurement Rules (SPP Rules)**





No. SO(ECC&CDD)III-74-2025-26
GOVERNMENT OF SINDH
ENVIRONMENT CLIMATE CHANGE &
COASTAL DEVELOPMENT DEPARTMENT

Karachi, Dated: 02nd January, 2026

NOTIFICATION

SO(ECC&CDD) III-74-2025-26 In suppression of this Department's notification NO.SO(ECC&DD)V-174/2025 dated 19th December 2025, the procurement committee, under Rule 7 of the SPP rules, for the Procurement of Services for the scheme Namely " Automation of Industrial Environment Monitoring, Inspection and Assessment" ADP scheme No 866/2025 is hereby constituted with following composition and TORs:

Committee Members:

- | | |
|---|-----------------|
| • Ms. Fatima Basheer
Additional Secretary (ECC&CDD) | Chairman |
| • Mr. Abdul Sattar
Section Officer (Dev), (ECC&CDD) | Member |
| • Representative of
Information, Science & Technology Department, | Member |

Function and Responsibilities:

Functions and Responsibilities of Procurement Committee(s) shall be responsible for;

- Preparing bidding documents;
- Carrying out technical as well as financial evaluation of the bids;
- Preparing evaluation report as provided in Rule 4;
- Marking recommendations for the award of contract to the competent authority; and
- Perform any other function ancillary and incident to the above.
- The committee shall function as per the Sindh Public Procurement Rules, 2010 and ensure compliance with all procedural requirements.

ZUBAIR AHMED CHANNA, PAS
SECRETARY,

SO(ECC&CDD)III-74-2025-26

Karachi Dated: 02nd January, 2026

Copy forwarded for information & necessary action to:

- The P.S to Secretary, Environment Climate Change & Coastal Development Department.
- All Above Concerned.
- Office Copy

SECTION OFFICER, (DEV.)
For Secretary to Govt. of Sindh

Contents of the Bidding Documents

Environment, Climate Change & Coastal Development Department, Government of Sindh	4
Tender Document for Procurement of Services	4
1. Procuring Agency Information	4
2. Foreword	5
General Provisions.....	5
Structure of the Bidding Document.....	5
Structure of the Bidding Document.....	5
3. Letter of Invitation.....	6
Bidding Information Summary	6
Section Details	Error! Bookmark not defined.
Terms and Conditions	6
4. Instruction to Bidders	7
5. Bid Data Sheet	15
6. Bid Evaluation Criteria:	17
7. Bid Scoring Formula (70% Technical & 30% Financial).....	17
1. Technical Score (70%)	19
2. Financial Score (30%).....	19
3. Combined / Total Score.....	19
8. General Conditions of Contract	20
Definitions	20
4.2. Law Governing Contract	21
4.8. Taxes and Duties	21
4.9. Fraud and Corruption	21
4.10. Integrity Pact.....	22
a Effectiveness of Contract	22
b Commencement of Services.....	22
c Expiration of Contract	22
d Modifications or Variations	22
e Force Majeure.....	23
f No Breach of Contract	23
g Extension of Time	23
h Payments	23

4.12.	23
b By the Firm/organization	24
c Payment upon Termination	24
Standard of Performance	24
iv Firm/organization and Affiliates not to be Otherwise Interested in Project	25
v Prohibition of Conflicting Activities	25
4.14. Confidentiality	25
4.15. Insurance to be Taken Out by the Firm/organization	25
4.17. Reporting Obligations	25
4.18. Documents Prepared by the Firm/organization to be the Property of the PA	26
4.19. Accounting, Inspection and Auditing	26
4.20. Firm/organization's Personnel a Description of Personnel	26
b Removal and/or Replacement of Personnel	26
4.21. Obligations of the PA a Assistance and Exemptions	27
b Change in the Applicable Law Related to Taxes and Duties	27
c Services and Facilities	27
4.22. Payments to the Firm/organization a Security	27
b Lump-Sum Payment	27
d Payment for Additional Services	27
4.23. Terms and Conditions of Payment	27
a. Amicable Settlement	28
9. S.C.C	28
10. TERMS OF REFERENCE (TOR)	36
Notes:	38
Final deployment is expected by 1st March 2027 , following full system stabilization.	38
4.	38
5. Financial Plan & Mode of Financing	38
6. Procurement Strategy	38
7. Sustainability Plan	38
Monitoring & Evaluation Plan	39
Purpose:	39
Monitoring Framework:	39
A. Core System & Infrastructure	40

B. Project Support & Compliance	43
Security & Compliance Measures	44
Infrastructure & Scalability Features.....	45
Monitoring & Evaluation Plan	45
Purpose.....	45
Monitoring Framework.....	45
Key Performance Indicators (KPIs).....	46
Oversight & Reporting Plan:	46
Procurement Terms of Reference (TORs).....	46
Objective	46
Scope of Services	46
• Training & capacity building for SEPA staff.....	47
• Post-deployment support for minimum 12 months	47
Expected Deliverables.....	47
Technology Justification & System Architecture Highlights:	47
A. AI Bot Integration – Enhancing User Experience & Workflow Intelligence	47
3. INTEGRITY PACT	52
4. Standard Forms for the submission of bidding documents	54
Technical Proposal Submission Form	55
FORM -2. FIRM/ORGANIZATION’S ORGANIZATION AND.....	55
A. Core System & Infrastructure.....	57
A.1 Software Development (Web, Mobile, AI)	58
A.2 Laptops / Desktops / Printers for SEPA Staff.....	58
A.3 GIS-Based Survey (Sindh Factories).....	59
A.4 Internet Services (Dual ISP)	59
A.6 Cloud Hosting (1 Year)	59
B. Project Support & Compliance.....	59
B.1 Capacity Building & Training	59
B.2 Awareness Workshops & Printed Materials	60



Environment, Climate Change & Coastal Development Department, Government of Sindh
Tender Document for Procurement of Services

Project Title	“AUTOMATION OF INDUSTRIAL ENVIRONMENTAL MONITORING, INSPECTION AND ASSESSMENT”
Scheme Number	Scheme No. 866/2025-26
Financial Year	2025-26

1. [Procuring Agency Information](#)

- Name of Department:**
Environment, Climate Change & Coastal Development Department
Government of Sindh
- Address:**
Section Officer (Development)
Environment, Climate Change & Coastal Development Department
Government of Sindh
Plot No. ST-2/1, Sector-23
Korangi Industrial Area
Karachi-74900, Sindh, Pakistan
- Phone:**
021-9933375
- Tender Fee Amount:**
Rs. 5,000/- (Non-Refundable)

2. Foreword

This Bidding Document has been prepared for the procurement of specialized services for the **“Automation of Industrial Environmental Monitoring, Inspection and Assessment.”** The document is designed to provide all necessary information to the prospective bidders regarding the technical requirements, legal conditions, and the evaluation process. It strictly adheres to the **Sindh Public Procurement Rules (SPPR) 2010 (Amended up to date)** to ensure transparency, efficiency, and equal opportunity for all eligible firms.

General Provisions

Clause No.	Provision Details
1.	This bidding document is prepared by the procuring agency in accordance with the SPP Rules. This document will be the base document for the procurement process of the procuring agency and all the terms and conditions shall be applicable as are mentioned in the SPP Rules 2010 (amended up to date).
2.	The bidding document includes a Letter of Invitation, Instructions to Firms/organizations, Terms of Reference, and a standard Form of Contract.
3.	The Instruction to Firms/organizations and the standard General Conditions of Contract are integral parts of this document.

Structure of the Bidding Document

The document is organized into the following key components to facilitate a comprehensive bidding process:

Structure of the Bidding Document

The document is organized into the following key components to facilitate a comprehensive bidding process:

- **Letter of Invitation (LOI):** Formal notice inviting bids for the project.
- **Instructions to Firms/Organizations (ITB):** Guidelines on how to prepare and submit proposals.
- **General Conditions of Contract (GCC):** The standard legal provisions and clauses that apply to the procurement contract.
- **Special Conditions of Contract (SCC):** Clause-specific modifications or additions to the GCC tailored to this particular assignment.
- **Terms of Reference (TOR):** Detailed technical specifications and scope of the automation project.
- **Standard Form of Contract:** The legal framework and governing agreement between the parties.
- **Integrity Pact**
-

To: Dear Mr./Ms.

The **Environment, Climate Change & Coastal Development Department, Government of Sindh** (hereinafter referred to as the “**Procuring Agency**”) now invites tenders to provide the following services:

**AUTOMATION OF INDUSTRIAL ENVIRONMENTAL MONITORING,
INSPECTION AND ASSESSMENT**

Tender No.: 866/2025-26

(More details on the services are provided in the Terms of Reference.)

A copy of the **bidding documents**, containing detailed **terms and conditions** and **eligibility criteria** (see Bid Data Sheet), may be obtained **with effect from the date of publication of this advertisement in the newspapers.**

Bidding Information Summary

Category	Details
Method of Selection	Most Advantageous bid in terms of the Sindh Public Procurement Rules, 2010 (amended up to date)
Proposal Fee	Pay order of Rs.5000/- (Non-refundable) in the shape of Bank Draft/ Pay Order in favor of Secretary – Environment, Climate Change & Coastal Development Department Government of Sindh.
Bid Security	Bid Security of Rs. 3 three Million in from of Call Deposit from any scheduled bank of Pakistan in favour of Secretary Environment, Climate Change & Coastal Development Department, Government of Sindh
Proposal Closing Date & Time	As mentioned in Bid Data Sheet
Proposal Opening Date & Time	As mentioned in Bid Data Sheet
Evaluation and Award of Contract	Most Advantageous bid

Terms and Conditions

Procuring Agency reserves the right to select or reject any or all proposals on the basis of prescribed criteria, subject to the relevant provisions of Sindh Public Procurement Rules 2010 (amended up to date) and the decision in the matter shall be final and binding for all.

Regards, Section Officer (Development)

Environment, Climate Change & Coastal Development Department
Government of Sindh
Plot No. ST-2/1, Sector-23
Korangi Industrial Area
Karachi-74900, Sindh, Pakistan

4. Instruction to Bidders

Clause No.	Heading	Details
2.1	Definitions	<p>(a) “Procuring Agency (PA)” means Environment, Climate Change & Coastal Development Department.</p> <p>(b) “Contract” means an agreement enforceable by law and includes General and Special Conditions of the contract.</p> <p>(c) “Data Sheet” means such part of the Instructions to bidders that is used to reflect specific assignment conditions.</p> <p>(d) “Day” means calendar day including holiday.</p> <p>(e) “Government” means the Government of Sindh.</p> <p>(f) “Instructions to bidders” (Section 4 of the bidding documents) means the document which provides Firms/organizations/Service providers with all information needed to prepare their bidding document.</p> <p>(g) “LOI” (Section 3 of the bidding documents) means the Letter of Invitation sent by the procuring agency to the Firm/organization/Service Providers.</p> <p>(h) “Proposal” means the Technical Proposal and the Financial Proposal.</p> <p>(i) “Sub-Firm/organization/contractor” means any person or entity to whom the Firm/organization subcontracts any part of the Services.</p> <p>(j) “Terms of Reference” (TOR) means the document included in the bidding which explains the objectives, scope of work, activities, tasks to be performed, respective responsibilities of the procuring agency and the Firm/organization/ Service Providers, and expected results and deliverables of the assignment.</p>
2.2	Introduction	<p>a. The Procuring agency will choose the bidder through open competitive bidding process. The bidder(s) shall be chosen who fulfill the required criteria and are found to be most advantageous.</p> <p>b. The eligible bidders are invited to submit bids, as specified in these bidding documents.</p> <p>c. The bidder should familiarize themselves with rules / conditions and take them into account while preparing their bids.</p> <p>d. The bidder shall bear all costs associated with the preparation and submission of their bids. The Procuring Agency reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the bidders.</p> <p>e. Procuring Agency may provide facilities and inputs as specified in Data Sheet.</p>
2.3	Conflict of Interest	<p>a. The bidders are required to provide professional, objective, impartial advice and holding the Procuring</p>

		<p>Agency interest paramount. They shall strictly avoid conflict with other assignments or their own corporate interest. The bidders have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of the Procuring Agency, or that may reasonably be perceived as having such effect. Failure to disclose said situations may lead to the disqualification of the bidder or the termination of its Contract.</p>
2.4	Fraud and Corruption	<p>a. It is Government's policy that bidders under the contract(s), observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the Procuring Agency follows the instructions contained in Sindh Public Procurement Rules 2010 which defines: "corrupt and fraudulent practices" includes the offering, giving, receiving, or soliciting, directly or indirectly of anything of value to influence the act of another party for wrongful gain or any act or omission, including misrepresentation, that knowingly or recklessly misleads or attempt mislead a party to obtain a financial or other benefit or to avoid an obligation; b. Under Rule 35 of SPPR2010, "The PA can inter-alia blacklist Bidders found to be indulging in corrupt or fraudulent practices. Such barring action shall be duly publicized and communicated to the SPPRA. Provided that any supplier or contractor who is to be blacklisted shall be accorded adequate opportunity of being heard".</p>
2.5	Integrity Pact	<p>Pursuant to Rule 89 of SPPR 2010 Firm/Organization undertakes to sign an Integrity pact in accordance with prescribed format attached hereto.</p>
2.6	Eligible Firms	<p>2.6.1 This Invitation for Bids is open to all suppliers from eligible sources as defined in the Sindh Public Procurement Rules, 2010 (as amended), and as further specified in these Bidding Documents, except as provided hereinafter. 2.6.2 Government-owned enterprises within the Province of Sindh may participate only if they are legally and financially autonomous, operate under commercial law, and are not dependent agencies of the Government of Sindh. 2.6.3 Bidders intending to enter into an agreement, or operating under an existing agreement, in the form of a Joint Venture (JV) or Consortium shall be eligible to bid. 2.6.4 Bidders shall be ineligible to participate if they are under a declaration of ineligibility for corrupt or fraudulent practices issued by any government organization, in accordance with the</p>

		SPP Rules and as per bidding documents. 2.6.5 The bidder must be registered with the e-Pak Acquisition and Disposal System (EPADS) of the Sindh Public Procurement Regulatory Authority (SPPRA) at the time of bid submission.
2.7	Bid Validity Period	2.7.1 Bids shall remain valid 90 days after the bid opening date; any bid with a shorter validity period shall be rejected as nonresponsive. 2.7.2 In exceptional circumstances, the Procuring agency may request a written extension of the validity period, requiring a corresponding extension of the bid security, though Bidders may refuse without forfeiting security and those who agree cannot modify their bids.
2.8	Bid Security	2.8.1 The Bidder shall furnish, as part of its bid, a bid security of Rs. 3 three Million in from of Call Deposit from any scheduled bank of Pakistan in favour of Secretary Environment, Climate Change & Coastal Development Department, Government of Sindh. 2.8.2 The bid security is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture as the SPP Rules and in accordance with the terms and conditions mentioned in the bidding documents. 2.8.3 The form of bid security shall be from of Call Deposit 2.8.4 Any bid not secured in accordance with ITB Clauses 2.8.1 and 2.8.3 will be rejected by the Procuring Agency as non-responsive. 2.8.5 Unsuccessful bidders' bid security will be discharged or returned as promptly as possible but not later than thirty (30) days after the expiration of the period of bid validity prescribed by the Procuring Agency .The successful Bidder's bid security will be discharged upon the Bidder signing the contract, pursuant to furnishing the performance security,. 2.8.7 The bid security may be forfeited: a. if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or b. in the case of a successful Bidder, if the Bidder fails: i. to sign the contract in accordance the terms and conditions of the Rules and bidding documents; or ii. to furnish performance security in accordance with the SPP Rules.
2.9	Validity Duration	Bids shall remain valid for 90 days . Extensions may be allowed only with the approval of the competent authority and must be requested in writing before the original expiry date. Bidders may refuse any extension, in which case their bid and bid security will be returned, while those agreeing must also

		extend their bid security and cannot change the bid price or terms.
2.10	Clarification and Amendment	<p>a. The bidder(s) may request for a clarification of contents of the bidding document in writing, and procuring agency will respond to such queries in writing within three calendar days, provided they are received at least five calendar days prior to the date of opening of bidding documents. The procuring agency will communicate such response to all parties who have obtained bidding document without identifying the source of inquiry. This shall be done in accordance with the rules. b. At any time before the submission of bidding document, the Procuring Agency may amend the bidding document by issuing an addendum/ corrigendum in writing. The addendum shall be sent to all bidders and will be binding on them. The bidders shall acknowledge receipt of all amendments. To give bidders reasonable time in which to take an amendment into account in their bidding documents the Procuring Agency may, if the amendment is substantial, extend the deadline for the submission of bidding documents.</p>
2.11	Preparation of Bidding Documents	<p>a. Examination of Bidding Documents – In preparing their bids, bidders are expected to examine carefully and in detail all documents comprising the Bidding Documents. Any material deficiency, including but not limited to deviations from the prescribed scope of work, eligibility criteria, experience requirements, or qualifications of proposed personnel, shall render the bid non-responsive and may result in its rejection. b. Completeness and Accuracy of Information – Bidders shall ensure that all information, documents, and forms requested in the Bidding Documents are fully completed, accurate, and submitted in the prescribed format. Failure to provide complete or accurate information may lead to disqualification. c. Compliance with Instructions – The bid shall strictly conform to the instructions, conditions, technical specifications, and contractual requirements set forth in these Bidding Documents. Conditional bids or bids with material deviations shall not be entertained. d. Cost of Bid Preparation – The bidder shall bear all costs associated with the preparation and submission of its bid. The Procuring Agency named in the Bid Data Sheet shall not be responsible or liable for any such costs. e. No Claim Against Procuring Agency – Participation in the bidding process shall not give rise to any claim whatsoever against the Procuring Agency.</p>

2.12	Language	The bid as well as all related correspondence exchanged by the bidder(s) and the Procuring Agency shall be written in English. However it is desirable that the firm's Personnel have a working knowledge of the national and regional languages of Islamic Republic of Pakistan.
2.13	Technical Proposal Format	a. While preparing the Technical Proposal, bidders must give particular attention to the following: If a bidder considers that it does not have all the expertise for the assignment, it may obtain a full range of expertise by associating with other entities to complete their eligibility criteria. It must be noted that all documents and correspondence shall be in the name of the Joint Venture. Nothing mentioned shall make any JV eligible if any entity of the JV lacks Registration with FBR, NTN Certificate and Registration with SRB. Technical Proposal shall include documents: Company Profile; Registration with FBR; NTN Certificate; Registration with SRB; Experience Documents; <u>Audited Financial Statements (of specified years)</u> ; Turnover Documents (of specified years); List of Staff; Documents of Building; Past Experience (Contracts).
2.14	Financial Proposals	The Financial Proposal shall be prepared using the attached Standard Forms of financial proposal. It shall list all costs associated with the assignment. Furthermore, data shall be inserted online as required.
2.15	Taxes	The bidder will be subject to all admissible taxes including stamp duty and service charges at a rate prevailing on the date of contract agreement unless exempted by relevant tax authority.
2.16	Preparation and Signing	The bid shall be typed and signed by the bidder. The person signing the bid shall initial all pages of the bid to confirm authenticity. The bidder shall submit (upload) a typed bid in the form of an original scanned copy through the SPPRA e-Pak Acquisition and Disposal System (EPADS) portal. The bid shall be duly signed by the authorized signatory of the bidder to bind the bidder to the contract. Any interlineations, erasures, or overwriting shall be valid only if they are duly initialed by the person signing the bid. All bidding documents shall be properly attested, signed, and stamped by the authorized representative of the bidder.
2.17	Submission through EPADS	Under the procedures of Open Competitive Bidding, the term "Envelope" shall mean encrypted electronic file(s). The bid shall be submitted exclusively through the

		<p>electronic procurement system of SPPRA (EPADS) and uploaded in the form of separate Technical Proposal and Financial Proposal as encrypted files, in accordance with the instructions provided on EPADS. The scanned copy of the original bid security shall be uploaded on EPADS. The original bid security in physical form shall be submitted at the address mentioned in the Notice Inviting Tender (NIT) / Invitation for Bids (IFB) / Bidding Documents / Bid Data Sheet (BFDS) within the prescribed time.</p>
2.18	Addressing/Identification	<p>The bids shall be addressed to the Procuring Agency at the address specified in the Bid Data Sheet; and bear the title of the Procurement Activity as indicated in the Bid Data Sheet.</p>
2.19	Deadline for Submission	<p>2.19.1 Bids must be received by the Procuring Agency through the SPPRA e-Pak Acquisition and Disposal System (EPADS) not later than the date and time specified in the Bid Data Sheet (BDS). 2.19.2 The Procuring Agency may, at its discretion, extend the deadline for submission of bids by amending the Bidding Documents in accordance with ITB Clause 7. In such case, all rights and obligations of the Procuring Agency and the bidders previously subject to the original deadline shall thereafter be subject to the deadline as extended.</p>
2.20	Late Bids	<p>Any bid received by the Procuring Agency after the deadline for submission of bids, as prescribed under ITB Clause 18, shall be rejected and shall not be opened.</p>
2.21	Modification/Withdrawal	<p>2.21.1 The bidder may modify or withdraw its bid after submission, provided that written notice of the modification, substitution, or withdrawal is received by the Procuring Agency prior to the deadline prescribed for submission of bids. 2.21.2 The bidder's notice of modification or withdrawal shall be prepared, sealed, marked, and dispatched in accordance with the provisions of ITB Clause 18, and shall be accompanied by a duly signed confirmation copy, postmarked no later than the deadline for submission of bids. 2.21.3 No bid may be modified after the deadline for submission of bids. 2.21.4 No bid may be withdrawn during the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the bidder in the Bid Form. Withdrawal of a bid during this interval may result in forfeiture of the bidder's bid</p>

		security, in accordance with bid security clauses. Modification shall be initiated on EPADS.
2.22	Opening of Bids	<p>2.22.1 The Procuring Agency shall open all bids electronically through the SPPRA e-Pak Acquisition and Disposal System (EPADS) in the presence of bidders' representatives who choose to attend, at the time, date, and place specified in the Bid Data Sheet (BDS). The bidders' representatives present shall sign an attendance register as evidence of their participation.</p> <p>2.22.2 At the time of bid opening, the following information shall be announced: Names of the bidders; Any bid modifications or withdrawals; Bid prices and discounts, if any; Presence or absence of the required bid security; and Any other information that the Procuring Agency may, at its discretion, consider appropriate. No bid shall be rejected at the time of bid opening, except for late bids, which shall be rejected in accordance with ITB Clause 20.</p> <p>2.22.3 Bids, including any modifications submitted pursuant to ITB Clause 21.2, that are not opened electronically and read out at the time of bid opening shall not be considered for further evaluation, irrespective of the circumstances, including but not limited to system errors, software bugs, viruses, unreadable files, or technical glitches. Withdrawn bids shall not be opened.</p> <p>2.22.4 The Procuring Agency shall prepare minutes of the bid opening, which shall form part of the official record of the procurement proceedings.</p>
2.23	Clarification of Bids	During the evaluation of bids, the Procuring Agency may, at its discretion, request a bidder to provide clarification of its bid. Such requests and responses shall be made in writing. No change in the bid price or substance of the bid shall be sought, offered, or permitted as a result of such clarification.
Clause No.	Heading	Details
2.24	Evaluation of Technical Proposals	a. The evaluation committee shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria, sub-criteria, and point system specified in the Data Sheet. Each responsive Proposal will be given a technical score (St). A Proposal shall be rejected at this stage if it fails to achieve the minimum technical score indicated in the Data Sheet.

2.25	Evaluation of Financial Proposals	<p>a. Financial Proposals shall be opened publicly in the presence of the firm/organizations' representatives who choose to attend. The name of the Firms/organizations and the technical scores of the firm/organizations shall be read aloud. The Financial Proposal of the firms/organizations who met the minimum qualifying mark will then be inspected to confirm that they have remained sealed and unopened. These Financial Proposals shall be then opened, and the total prices read aloud and recorded. Copy of the record shall be sent to all Firms/organizations. b. The Evaluation Committee will correct any computational errors. When correcting computational errors, in case of discrepancy between a partial amount and the total amount, or between word and figures the formers will prevail. In addition to the above corrections, activities and items described in the Technical Proposal but not priced, shall be assumed to be included in the prices of other activities or items. c. The bid being most advantageous in shall be accepted.</p>
2.26	Negotiations	No negotiations with regard to financial proposal shall be held after the conclusion of the contract.
2.27	Technical negotiations	<p>Technical Negotiations will include a discussion of the Technical Proposal, the proposed technical approach and methodology, work plan, organization and staffing, and any suggestions made by the Firm/organization to improve the Terms of Reference. The PA and the Firms/organizations will finalize the Terms of Reference, staffing schedule, work schedule, logistics, and reporting. These documents will then be incorporated in the Contract as "Description of Services". Minutes of negotiations, which will be signed by the PA and the Firm/organization, will become part of Contract Agreement.</p>
2.28	Financial negotiations	Not allowed after the conclusion of the contract.
2.29	Availability of Professional staff/experts	The contractor shall be required to provide and professional and allied staff and all other facilities needed for the fulfillment of the project.
2.30	Award of Contract	a. ,The Procuring Agency shall award the Contract to the bidder being most advantageous in terms getting combined technical and financial score.
2.31	Confidentiality	Information relating to evaluation of Proposals and recommendations concerning awards shall not be

		disclosed to the Firms/organizations who submitted the Proposals or to other persons not officially concerned with the process, until the publication of the award of Contract. The undue use by any Firm/organization of confidential information related to the process may result in the rejection of its Proposal.
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5. Bid Data Sheet

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

INTRODUCTION	
Name of Procuring Agency	Environment, Climate Change & Coastal Development Department, Government of Sindh
Name of Contract	“AUTOMATION OF INDUSTRIAL ENVIRONMENTAL MONITORING, INSPECTION AND ASSESSMENT”
Purchaser’s Address	Section Officer(Dev) Environment, Climate Change & Coastal Development Department, Government of Sindh Plot No. ST-2/1, Sector-23, Korangi Industrial Area Karachi-74900, Sindh, Pakistan.
Language of the Bid	English,
BID PRICE & CURRENCY	
Currency	Pak Rupees.
The price shall be in Pakistan be in Pakistani Rupee (PKR)	If required, Fixed and must include the taxes and duties, where applicable as per law. If there is no mention of taxes, the offered / quoted price(s) will be considered as inclusive of all prevailing taxes /duties.
PREPARATION AND SUBMISSION OF BIDS	

Qualification Requirements	Mandatory Requirements: <ol style="list-style-type: none"> Valid NTN Registration Certificate from Income Tax Authorities verifying that the Firms on Active Tax Payer List (ATL). Proof of valid Registration with the Sindh Revenue Board (SRB) as per the Sindh Sales Tax on Services Act 2011 The bidding firm must demonstrate a minimum 5 years in e-Governance / regulatory tech projects At least have completed/being completed 3 projects with Government of Sindh/ Federal Government/ Private not less than estimated cost in last 5 years . Turnover of Rs.200.00 Million in last 3 years. (Attach Bank statement and Audited financial account for last 3 years i.e. 2021-22, 2023-24 , 2024-25 (documents are essentials). The Firm shall have at least 10 Trainers having required qualification and Experience to work as a Trainee. Minimum Qualification for a Trainee shall be Masters in or Bachelor's in (Hons.) Affidavit on Stamp Paper of Current Date attesting that the Firm is not blacklisted t (Affidavit required on Rs.500/- Stamp Paper). The Firm shall have stand by Generator or alternate Energy Source. The Firm shall have to comply with the terms of Reference. Full Acceptance of work Plan given in terms of reference.
Amount of bid Security/Earnest Money	Bid Security of Rs. 3 three Million in from of Call Deposit from any scheduled bank of Pakistan in favour of Secretary Environment, Climate Change & Coastal Development Department, Government of Sindh.
Amount of Performance Security	The performance security shall be submitted by the successful bidder equal to 10% of the contract amount in favor in the form of Call Deposit in the favor “Secretary, Environment, Climate Change & Coastal Development Department Government of Sindh” before the signing of contract.
Bid validity period.	90 days from the date of opening of the tender.
Consortium/Joint Venture	The Consortium/ Joint Venture will be accepted.
Submission of Bids	Through E-Pak Acquisition and Disposal System (EPADS).
Method of procurement used	Single Stage Two Envelope Bidding Procedure in terms of Rule (46(2)).
Address for bid Security and Tender Fees.	Section Officer (Dev) Environment, Climate Change & Coastal Development Department Government of Sindh Plot No. ST-2/1, Sector-23

	Korangi Industrial Area Karachi-74900, Sindh, Pakistan
Deadline for collection of tender documents	(22 nd January 2026 at 2 p.m) No Tender will be issued or submitted after this date and time.
Deadline for bid submission.	(on or before 22 nd January 2026 at 2 p.m)
Time, date, and place for bid opening.	(22 nd January 2026 at 03:00 pm) In the Office of the Secretary, Environment, Climate Change & Coastal Development Department, Government of Sindh, Government of Sindh Plot No. ST-2/1, Sector-23 Korangi Industrial Area Karachi-74900, Sindh, Pakistan.
Any bidder who fails to submit the tender fee and bid security before the final submission deadline shall have their bid rejected , even if the bid has been submitted through the e-procurement system (e-PADs).	

6. Bid Evaluation Criteria:

Evaluation Criteria

Technical Evaluation Criteria

Technical Proposals shall be evaluated in accordance with Rule 36(f) of the Sindh Public Procurement Rules, 2010. The total Technical Score shall be 100 points. Bidders must obtain at least seventy percent (70%) marks in each evaluation criterion to be considered technically responsive.

Part-I: Firm's Experience (40 Marks)

A. General IT Experience (20 Marks)

(Based on the Firm's Years of Operation / Registration / Incorporation)

Firm Age / Experience	% Weight	Points Awarded
10 Years or more	100%	20.0
8 - 10 Years	85%	17.0
5 - 7 Years	70%	14.0
Less than 5 Years	0%	0.0

B. Specific Experience (20 Marks)

(Based on number of relevant completed projects)

Number of Relevant Projects	% Weight	Points Awarded
7 or more projects	100%	20.0
5 – 6 projects	85%	17.0
3 – 4 projects	70%	14.0
Less than 3 projects	0%	0.0

Minimum qualifying score for Firm's Experience: 28 out of 40 marks (70%).

Part-II: Key Professional Staff (40 Marks)

Key Experts shall be evaluated based on:

- General Qualifications – 40%
- Adequacy for the Assignment – 60%

Key Expert	Maximum Marks	Minimum Qualification / Experience
Project Manager / Team Leader	10	BS CS/IT/SE; 10 years total, 5 years as PM
Solution Architect	8	BS/MS CS/IT; 8 years architecture
AI / ML Specialist	7	BS/MS AI/Data Science; 6 years AI/OCR
Backend Developer	5	BS CS/SE; 5 years backend
Frontend / Mobile Developer	4	BS CS/IT; 5 years apps
Database & Cloud Specialist	3	BS IT/CS; 5 years cloud
Cybersecurity Specialist	2	BS IT/Cyber; 5 years security
Training & Change Mgmt Specialist	1	BS IT/Mgmt; 5 years training

Minimum qualifying score for Key Experts: 28 out of 40 marks (70%).

Part-III: Methodology and Work Plan (20 Marks)

Component	100% (Excellent)	85% (Very Good)	70% (Good)	Poor
Methodology (15 Marks)	15.0	12.75	10.5	0.0
Work Plan (5 Marks)	5.0	4.25	3.5	0.0

Minimum qualifying score for Methodology & Work Plan: 14 out of 20 marks (70%).

Overall Technical Qualification Requirement

Bidders must secure at least seventy percent (70%) marks in EACH of the following criteria:

- Firm's Experience
- Key Professional Staff
- Methodology and Work Plan

Failure to meet the minimum threshold in any single criterion shall render the bid technically non-responsive.

7. Bid Scoring Formula (70% Technical & 30% Financial)

This document explains the standard bid evaluation formula based on 70% Technical Score and 30% Financial Score, commonly used under QCBS method.

1. Technical Score (70%)

Weighted Technical Score (WTS) is calculated as:

$$\text{WTS} = (\text{Bidder's Technical Marks Obtained} / \text{Maximum Technical Marks}) \times 70$$

Only bidders who meet the minimum qualifying technical score (as specified in bidding documents) shall be considered for financial evaluation.

2. Financial Score (30%)

Financial Score (FS) is calculated as:

$$\text{FS} = (\text{Lowest Quoted Price} / \text{Bidder's Quoted Price}) \times 30$$

The lowest quoted bidder shall receive full 30 marks.

3. Combined / Total Score

Total Bid Score is calculated as:

$$\text{Total Score} = \text{Weighted Technical Score} + \text{Financial Score}$$

The bidder obtaining the highest total score out of 100 shall be ranked first and recommended for award of contract.

Bidder	Technical Marks Obtained	Technical Score (70)	Quoted Price (PKR)	Financial Score (30)	Total Score (100)
A	80 / 100	$(80 \div 100) \times 70 = 56$	10,000,000	$(9,000,000 \div 10,000,000) \times 30 = 27$	83
B	70 / 100	49	9,000,000 (Lowest)	30	79

General Conditions of Contract

8. General Conditions of Contract

4.1. General Provisions

Definitions

Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:

- (a) “Applicable Law” means the Sindh Public Procurement Act, thereunder Rules 2010.
- (b) “Procuring Agency PA” means the Environment, Climate Change & Coastal Development Department which signs the contract
- (c) “Firm/organization/Service Provider/bidder” Any **individual, firm, company, partnership, joint venture, consortium, or legally registered organization** that submits a bid in response to this tender for the provision of the required services and is legally bound to comply with the terms and conditions of the Contract..
- (d) “Contract” means the Contract signed by the Parties and all the attached documents listed in its Clause 1, that is General Conditions (GC), the Special Conditions (SC), and the Appendices.
- (e) “Contract Price” means the price to be paid for the performance of the Services, in accordance with Clause 6;
- (f) “Effective Date” means the date on which this Contract comes into force and effect pursuant to Clause GC 2.1.
- (g) “Foreign Currency” means any currency other than the currency of the PA’s country.
- (h) “GC” mean these General Conditions of Contract.
- (i) “Government” means the Government of Sindh.
- (j) “Local Currency” means Pak Rupees.
- (k) “Member” means any of the entities that make up the joint venture/consortium/association, and “Members” means all the seen titles.
- (l) “Party” means the PA or the Firm/organization, as the case may be, and “Parties” means both of them.
- (m) “Personnel” means persons hired by the Firm/organization or by any Sub-Firms/organizations and assigned to the performance of the Services or any part thereof.
- (n) “SC” means the Special Conditions of Contract by which the GC may be amended or supplemented.
- (o) “Services” means services to be performed by the Firm/organization pursuant to this Contract, as described in the Terms of References.

- (p) “Sub-Firms/organizations” means any person or entity to whom/which the Firm/organization subcontracts any part of the Services.
- (q) “In writing” means communicated in written form with proof of receipt.

4.2. Law Governing Contract

This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the applicable law.

4.3. Language

This Contract is executed in the language specified in the SC, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.

4.4. Notices

- a 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 SC.
- b 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 SC.

4.5. Location

The Services shall be performed at such locations as are specified in special condition of contract and, where the location of a particular task is not so specified, at such locations, whether in the Government’s country or elsewhere, as the PA may approve.

4.6. Authority of Member in Charge

The Firm/organization authorize focal person to deal with PA.

4.7. Authorized Representatives

Any action required or permitted to be taken, and any document required or permitted to be executed under this Contract by the PA or the Firm/organization may be taken or executed by the officials specified in the SC.

4.8. Taxes and Duties

The Firm/organization, Sub-Firms/organizations, and their Personnel shall pay such direct or indirect taxes, duties, fees, and other impositions levied under the Applicable Law as specified in the SC, the amount of which is deemed to have been included in the Contract Price.

4.9. Fraud and Corruption

- a If the PA determines that the Firm/organization and/or its Personnel, sub-contractors, sub- firms/organizations, services providers and suppliers has engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices, in competing for or in executing the Contract, then the PA may, after giving 14 days’ notice to the Firm/organization, terminate the Firm/organization's employment under the Contract, and may resort to other remedies including blacklisting/disqualification as provided in SPPR 2010 (AMENDED TIME TOTIME).

- b Any personnel of the Firm/organization who engages in corrupt, fraudulent, collusive, coercive, or obstructive practice during the execution of the Contract, shall be removed in accordance with the rules.

4.10. Integrity Pact

If the Firm/organization or any of his Sub-firms/organizations, agents or servants is found to have violated or involved in violation of the Integrity Pact signed by the Firm/organization as AppendixG to this Form of Contract, then the Client shall be entitled to:

- (a) recover from the Firm/organization an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by the Firm/organization or any of his Sub-firm/organization, agents or servants;
- (b) Terminate the Contract; and
- (c) recover from the Firm/organization any loss or damage to the Client as a result of such termination or of any other corrupt business practices of the Firm/organization or any of his Sub-firm/organization, agents or servants.

On termination of the Contract under Sub-Para (b) of this Sub-Clause, the Firm/organization shall proceed in accordance with Sub-Clause 1.9 A. Payment upon such termination shall be made under Sub-Clause 1.9 A after having deducted the amounts due to the Client under 19 B Sub-Para (a) and (c).

4.11. Commencement, Completion, Modification and Termination of Contract

a Effectiveness of Contract

This Contract shall come into effect on the date the Contract is signed by both Parties or such other later date as may be stated in the SC. The date the Contract comes into effect is defined as the Effective Date.

b Commencement of Services

The Firm/organization shall begin carrying out the Services not later than the number of days after the Effective Date specified in the SC.

c Expiration of Contract

Unless terminated earlier pursuant to Clause GC 2.6 hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SC.

d 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.

e 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.

f 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.

g 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.

h Payments

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Firm/organization shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

4.12.

Termination by the Procuring Agency

The PA may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (f) of this Clause GC 2.6.1. In such an occurrence the PA shall give a not less than thirty (30) days' written notice of termination to the Firm/organization, and sixty (60) days' in the case of the event referred to in(e).

- i If the Firm/organization does not remedy the failure in the performance of their obligations under the Contract, within thirty (30) days after being notified or within any further period as the PA may have subsequently approved in writing.
- ii If the Firm/organization becomes insolvent or bankrupt.
- iii If the Firm/organization, in the judgment of the PA has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- iv If, as the result of Force Majeure, the Firm/organization(s) are unable to perform a material portion of the Services for a period of not less than sixty (60) days.
- v If the PA, in its sole discretion and for any reason whatsoever, decides to terminate this Contract.
- vi If the Firm/organization fails to comply with any final decision reached as a result of arbitration proceedings pursuant to Clause GC 8hereof.

b By the Firm/organization

The Firms/organizations may terminate this Contract, by not less than thirty (30) days' written notice to the PA, such notice to be given after the occurrence of any of the events specified in paragraphs (a) through (c) of this Clause GC 2.6.2:

- i If the PA fails to pay any money due to the Firm/organization pursuant to this Contract without firms/organizations fault.
- ii Pursuant to Clause GC 7 hereof within forty-five (45) days after receiving written notice from the Firm/organization that such payment is overdue.
- iii If, as the result of Force Majeure, the Firm/organization is unable to perform a material portion of the Services for a period of not less than sixty (60) days.
- iv If the PA fails to comply with any final decision reached as a result of arbitration pursuant to Clause GC 8 hereof.

c Payment upon Termination

Upon termination of this Contract, the PA shall make the following payments to the Firm/organization:

- i payment pursuant to Clause GC 6 for Services satisfactorily performed prior to the effective date of termination;
- ii except in the case of termination pursuant to paragraphs (a) through (c), and (f) of Clause GC 2.6.1, reimbursement of any reasonable cost incident to the prompt and orderly termination of the Contract, including the cost of the return travel of the Personnel and their eligible dependents.

4.13. Obligations of The Firm/organization\ General

Standard of Performance

The Firm/organization 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 Firm/organization shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the PA, and shall at all times support and safeguard the PA's legitimate interests in any dealings with Sub-Firms/organizations or third Parties

. ii Conflict of Interests

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

iii Firms/organizations not to Benefit from Commissions, Discounts, etc.

The payment of the Firm/organization pursuant to Clause GC 6 shall constitute the

Firm/organization's only payment in connection with this Contract or the Services, and the Firm/organization shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Firm/organization shall use their best efforts to ensure that the Personnel, any Sub-Firms/organizations, and agents of either of them similarly shall not receive any such additional payment.

iv Firm/organization and Affiliates not to be Otherwise Interested in Project

The Firm/organization agrees that, during the term of this Contract and after its termination, the

Firm/organization and any entity affiliated with the Firm/organization, as well as any Sub- Firms/organizations and any entity affiliated with such Sub-Firms/organizations, shall be disqualified from providing goods, works or services (other than consulting services) resulting from or directly related to the Firm/organization's Services for the preparation or implementation of the project.

v Prohibition of Conflicting Activities

The Firm/organization shall not engage, and shall cause their Personnel as well as their Sub- Firms/organizations and their Personnel not to engage, either directly or indirectly, in any business or professional activities which would conflict with the activities assigned to them under this Contract.

4.14. Confidentiality

Except with the prior written consent of the PA, the Firm/organization 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 Firm/organization and the Personnel make public the recommendations formulated in the course of, or as a result of, the Services.

4.15. Insurance to be Taken Out by the Firm/organization

The Firm/organization (a) shall take out and maintain, and shall cause any Sub-Firms/organizations to take out and maintain, at their (or the Sub-Firms/organizations', as the case may be) own cost but on terms and conditions approved by the PA, insurance against the risks, and for the coverage, as shall be specified in the SC; and (b) at the PA's request, shall provide evidence to the PA showing that such insurance has been taken out and maintained and that the current premiums have been paid.

4.16. Firm/organization's Actions Requiring PA's Prior Approval The Firm/organization shall obtain the PA's prior approval in writing before taking any of the following actions:

- (a) Entering into a subcontract for the performance of any part of the Services, (b) Appointing such members of the Personnel not listed by name in Appendix C, and (c) Any other action that may be specified in the SC.

4.17. Reporting Obligations

- (a) The Firm/organization shall submit to the PA the reports and documents specified in (PA may insert appendix) hereto, in the form, in the numbers and within the time periods set forth in the said Appendix.
- (b) Final reports shall be delivered in CD ROM in addition to the hard copies specified in said Appendix.

4.18. Documents Prepared by the Firm/organization to be the Property of the PA

- (a) All plans, drawings, specifications, designs, reports, other documents and software submitted by the Firm/organization under this Contract shall become and remain the property of the PA, and the Firm/organization shall, not later than upon termination or expiration of this Contract, deliver all such documents to the PA, together with a detailed inventory thereof.
- (b) The Firm/organization may retain a copy of such documents and software. Restrictions about the future use of these documents, if any, shall be specified in the SC.

4.19. Accounting, Inspection and Auditing

- a. The Firm/organization shall keep, and shall cause its Sub-firms/organizations to keep, accurate and systematic accounts and records in respect of the Contract, in accordance with internationally accepted accounting principles and in such form and detail as will clearly identify relevant time changes and costs.
- b The Firm/organization shall permit, and shall cause its Sub-firms/organizations to permit, the PA
and/or persons appointed by the PA to inspect its accounts and records relating to the performance of the Contract and the submission of the Proposal to provide the Services, and to have such accounts and records audited by auditors appointed by the PA if requested by the
PA. The Firm/organization's attention is drawn to Clause 1.9.1 which provides, inter alia, that acts intended to materially impede the exercise of the PA's inspection and audit rights provided for under Clause 3.8 constitute a prohibited practice subject to contract termination (as well as to a determination of ineligibility pursuant to the PA's prevailing sanctions procedures.).

**4.20. Firm/organization's
Personnel a
Description of
Personnel**

The Firm/organization shall employ and provide such qualified and experienced Personnel and Sub-Firms/organizations as are required to carry out the Services. The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Firm/organization's Key Personnel are described in Appendix C. The Key Personnel and Sub-Firms/organizations listed by title as well as by name in Appendix C are hereby approved by the PA.

b Removal and/or Replacement of Personnel

- (a) Except as the PA may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the

Firm/organization, such as retirement, death, medical incapacity, among others, it becomes necessary to replace any of the Key Personnel, the Firm/organization shall provide as a replacement a person of equivalent or better qualifications.

- (b) If the PA finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Firm/organization shall, at the PA's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the PA.
- (c) The Firm/organization shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

4.21. Obligations of the PA a Assistance and Exemptions

The PA shall use its best efforts to ensure that the Government shall provide the Firm/organization such assistance and exemptions as specified in the SC.

b Change in the Applicable Law Related to Taxes and Duties

If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost incurred by the Firm/organization in performing the Services, then the remuneration and reimbursable expenses otherwise payable to the Firm/organization under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred to in Clauses GC 6.2 (a) or (b), as the case maybe.

c Services and Facilities

The PA shall make available free of charge to the Firm/organization the Services and Facilities listed under Appendix F.

4.22. Payments to the

Firm/organization a Security

The firm/organization has to submit bid security and the performance security at the rate mention in SC.

b Lump-Sum Payment

The total payment due to the Firm/organization shall not exceed the Contract Price which is an all- inclusive fixed lump-sum covering all costs required to carry out the Services described in Appendix A. Except as provided in Clause 5.2, the Contract Price may only be increased above the amounts The amounts stated in the clause may be adjusted if the Parties have agreed to additional payments in accordance with Clause 24.6

Contract Price

The price payable in Pak Rupees/foreign currency/ is set forth in the SC.

d Payment for Additional Services

For the purpose of determining the remuneration due for additional services as may be agreed under Clause 2.4, a breakdown of the lump-sum price is provided in Appendices D and E.

4.23. Terms and Conditions of Payment

Payments will be made to the account of the Firm/organization and according to the payment schedule stated in the SC. Unless otherwise stated in the SC, the first payment shall be made against the provision by the Firm/organization of an advance payment guarantee for the same amount, and shall be valid for the period stated in the SC. Such guarantee shall be in the form set forth in Appendix G hereto, or in such other form, as the PA shall have approved in writing. Any other payment shall be made after the conditions listed in the SC for such payment have been met, and the Firm/organization has submitted an invoice to the PA specifying the amount due.

4.24. Good Faith 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.

4.25. Settlement of Disputes

a. 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. **b. Dispute Resolution**

Any dispute between the Parties as to matters arising pursuant to this Contract that cannot be settled amicably within thirty (30) days after receipt by one Party of the other Party's request for such amicable settlement may be submitted by either Party for settlement in accordance with the provisions specified in the SC.

4.26 Variation

Variation may occur and the procuring agency can increase or decrease the requirements up-to 15% in keeping in view the needs and requirements.

9. S.C.C

Clause No.	Heading	Original Text
5.1	Governing Law	Contract: Sindh Public Procurement Act and Sindh Public Procurement Rules 2010 Amended up to date.
5.2	Language	The language is English.
5.3	Addresses	The addresses are: Procuring Agency: [Insert Address], Attention: [Insert Name], Facsimile: [Insert No.], E-mail: [Insert Email]. Firm/organization: [Insert Address], Attention: [Insert Name], Facsimile: [Insert No.], E-mail: [Insert Email].

Clause No.	Heading	Original Text
5.4	Member in Charge	<p>{ The Member in Charge is [insert name of member]}</p> <p><i>Note: The name of the entity whose address is specified in Clause SC 1.6 should be inserted here. If the Firm/organization consists only of one entity, this Clause SC 1.8 should be deleted from the SC.</i></p>
5.5	Authorized Representatives	<p>The Authorized Representatives are:</p> <p>For the PA: [Insert Name/Title]</p> <p>For the Firm/organization: [Insert Name/Title]</p>
5.6	Taxes and Exemptions	<p>PA shall specify all relevant taxes including stamp duty and service charges to be borne by the firm/organization. In case there is exemption from any rates, taxes, the same shall be mentioned here. The Firm/organization must be informed in Clause Reference 3.7 of the Data Sheet about which alternative the PA wishes to apply. The PA warrants that the Firm/organization, the Sub-Firms/organizations and the Personnel shall be exempt from (or that the PA shall pay on behalf of the Firm/organization, the SubFirms/organizations and the Personnel, or shall reimburse the Firm/organization, the SubFirms/organizations and the Personnel for) any indirect taxes, duties, fees, levies and other impositions imposed, under the Applicable Law, on the Firm/organization, the SubFirms/organizations and the Personnel in respect of: (a) any payments whatsoever made to the Firm/organization, Sub-Firms/organizations and the Personnel (other than nationals or permanent residents of Pakistan), in connection with the carrying out of the Services; (b) any equipment, materials and supplies brought into the Government's country by the Firm/organization or Sub-Firms/organizations for the purpose of carrying out the Services and which, after having been brought into such territories, will be subsequently withdrawn there from by them; (c) any equipment imported for the purpose of carrying out the Services and paid for out of funds provided by¹ the PA and which is treated as property of the PA; (d) any property brought into the province by the internatio²nal Firm/organization, any SubFirms/organizations or the Personnel or the eligible dependents of such Personnel for their personal use and which will subsequently be withdrawn there from by them upon their respective departure from the</p>

Clause No.	Heading	Original Text
		Government's country, provided that: (1) the Firm/organization, Sub-Firms/organizations and Personnel, and their eligible dependents, shall follow the usual customs procedures of the Government's country in importing property into the Government's country; and (2) if the Firm/organization, Sub-Firms/organizations or Personnel, or their eligible dependents, do not withdraw but dispose of any property in the Pakistan for which customs duties and taxes have been exempted, the Firm/organization, Sub-Firms/organizations or Personnel, as the case may be, (i) shall bear such customs duties and taxes in conformity with the regulations of the Government's country, or (ii) shall reimburse them to the PA if they were paid by the PA at the time the property in question was brought into the Government's countr ³ y.
5.7	Commencement and Duration	The date for the commencement of Services is [insert date].
5.7.1	Time Period	The time period shall be [insert time period, e.g.: twelve months, eighteen months].
5.7.2	Insurance Coverage	The risks and the coverage shall be as follows: (a) Third Party motor vehicle liability insurance in respect of motor vehicles operated by the Firm/organization or its Personnel or any Sub-Firms/organizations or their Personnel, with a minimum coverage of [insert amount and currency]; (b) Third Party liability insurance, with a minimum coverage of [insert amount and currency]; (c) Professional liability insurance, with a minimum coverage of [insert amount and c ⁴ urrency]; (d) employer's liability and workers' compensation insurance in respect of the Personnel of the ⁵ Firm/organization and of any Sub-Firms/organizations, in accordance with the relevant provisions of the Applicable Law, as well as, with respect to such Personnel, any such life, health, accident, travel or other insurance as may be appropriate; and (e) insurance against loss of or damage to (i) equipment purchased in whole or in part with funds provided u ⁶ nder this Contra ⁷ ct, (ii) the Firm/organization's property used in the performance of the Services, and (iii) any documents prepared by the Firm/organization in the performance of the Services.
5.8	Securities	Procuring Agency shall indicate bid security not less than 1% and above 5%. Performance security shall not exceed 10% of contract amount.

Clause No.	Heading	Original Text
5.9	Contract Amount	The amount in Pak Rupees or in foreign Currency [insert amount].
5.10	Payment Schedule	The accounts are: for foreign currency or currencies: [insert account]; for local currency: [insert account]. Payments shall be made according to the following schedule: (a) Thirty (30) percent of the Contract Price shall be paid on the commencement date against the submission of an inception report. (b) Thirty (30) percent of the lump-sum amount shall be paid upon submission of detailed training plan with training venues and instructors cv. (c) Ten (10) percent of the lump-sum amount shall be paid upon submission of joining certificate of all the trainee participants. (d) Twenty (20) percent of the lump-sum amount shall be paid upon submission of the completion certificate of 600 participants. (e) Ten (10) percent of the lump-sum amount shall be paid upon approval of the final report. (f) The Bid guarantee shall be released when the total payments reach fifty (70) percent of the lump-sum amount.
5.11	Dispute Resolution	Disputes shall be settled by complaint redressal committee define in SPPR 2010 or through arbitration Act of 1940 in accordance with the following provisions: [insert specific provisions].

SPECIAL CONDITIONS OF CONTRACT (DELIVERY ASSURANCE)

Project: AUTOMATION OF INDUSTRIAL ENVIRONMENTAL MONITORING, INSPECTION AND ASSESSMENT)

Procuring Agency: Environment, Climate Change & Coastal Development Department
Government of Sindh.

1. Delivery-Based Contract Structure

1.1. This contract is **deliverable-driven**, and payments shall be released **only upon successful completion, verification, and acceptance** of each milestone by SEPA.

1.2. No milestone shall be considered complete unless **functional, tested, documented, and approved in writing** by the Department or authorized officer.

2. Mandatory Implementation Plan

2.1. Within **15 days** of contract signing, the Contractor shall submit a **detailed Project Implementation Plan**, including:

- Resource allocation
- Development sprints
- Risk mitigation plan
- Data security controls

2.2. Failure to submit or adhere to the approved plan shall constitute a **material breach** of contract.

3. Strict Milestone Enforcement

3.1. The Contractor shall adhere to the **approved Gantt Chart**.

3.2. **Delay beyond 14 days** in any milestone without justified approval shall attract **liquidated damages** at the rate specified in the contract.

3.3. Repeated delays in **two or more milestones** may lead to contract termination.

4. Functional Acceptance Criteria

4.1. Each module (Inspection, NOC, Lab, AI, GIS, Dashboards, etc.) shall be:

- Fully functional
- Integrated with other modules
- Tested in real field conditions

4.2. **User Acceptance Testing (UAT)** shall be mandatory prior to payment and system rollout.

5. Source Code & Escrow

5.1. The Contractor shall submit **complete source code, APIs, documentation, and system architecture** upon each phase completion.

5.2. Source code shall be deposited in a **secure escrow or SEPA-controlled repository** to ensure continuity in case of contractor default.

6. Performance Security & Retention

6.1. In addition to performance security, **10% retention** shall be withheld from each milestone payment and released only after final system stabilization.

6.2. Performance security shall remain valid **90 days beyond final acceptance**.

7. Service Level Agreements (SLA)

7.1. The Contractor shall guarantee:

- **99% system uptime**
- **Maximum response time:** 4 hours
- **Critical issue resolution:** 24 hours

7.2. SLA violations shall attract **financial penalties or payment deductions**.

8. AI Accuracy & Compliance

8.1. AI Chatbot and OCR systems must achieve **minimum 85% accuracy** during acceptance testing.

8.2. Any AI bias, malfunction, or regulatory non-compliance shall require **immediate corrective action at Contractor's cost**.

9. Data Migration & Integrity

9.1. The Contractor shall ensure **100% accuracy** in data migration from legacy systems.

9.2. Any data loss, corruption, or mismatch shall be rectified immediately without additional cost.

10. Training as a Delivery Milestone

10.1. Training shall be considered **incomplete** unless:

- Attendance records are verified
- Post-training evaluations meet SEPA approval

10.2. Failure to deliver effective training shall delay final payment.

11. Third-Party Audit & Verification

11.1. SEPA reserves the right to engage **independent IT, cybersecurity, and AI auditors**.

11.2. The Contractor shall fully cooperate and implement audit recommendations.

12. Variation Control

Any variation beyond **±15%** shall require formal approval, revised timelines, and updated cost justification.

13. Termination for Non-Performance

SEPA may terminate the contract without compensation if:

- Delivery failures persist
- Quality benchmarks are not met
- False reporting or misrepresentation is detected

14. Knowledge Transfer & Exit Plan

14.1. The Contractor shall provide a **complete exit plan**, ensuring uninterrupted system operation.

14.2. Final payment shall be withheld until **full handover** is completed.

15. Governing Law & Jurisdiction

This contract shall be governed by **Sindh Public Procurement Rules, 2010**, and laws of Pakistan, with jurisdiction in Sindh.

16. WARRANTY & DEFECT LIABILITY CLAUSES

16.1. Comprehensive System Warranty

16.1. The Contractor warrants that the **Integrated Environmental Monitoring & Management Information System (IEMMIS)**, including all software, AI components, mobile applications, hardware, integrations, and documentation, shall be **new, original, free from defects, and fully compliant** with the approved TOR, specifications, and applicable laws.

16.2. The warranty shall cover **design, development, configuration, integration, performance, and security defects**.

16.2. Warranty Period

16.2.1. The warranty period shall be **twelve (12) months** commencing from the date of **Final Acceptance Certificate (FAC)** issued by SEPA.

16.2.2. Any defect identified during the warranty period shall **extend the warranty for the affected component** until full rectification and acceptance.

16.3. Defect Liability Obligations

16.3.1. The Contractor shall, at its **own cost**, rectify any defect, error, malfunction, security vulnerability, or performance failure identified during the warranty period.

16.3.2. Rectification shall be completed within:

- **24 hours** for critical system failures
- **72 hours** for major defects
- **7 working days** for minor defects

Failure to comply shall attract penalties under SLA provisions.

16.4. Software & AI Warranty

16.4.1. The Contractor warrants that:

- All software shall be **free from malicious code, backdoors, and unauthorized dependencies**
- AI models (Chatbot, OCR, Analytics) shall perform at or above **approved accuracy benchmarks**
- AI outputs shall comply with **data protection, transparency, and non-bias requirements**

16.4.2. Any degradation in AI performance during the warranty period shall be **re-trained, recalibrated, or corrected** at no additional cost.

16.5. Hardware Warranty

16.5.1. All supplied hardware (laptops, desktops, printers, networking equipment) shall carry a **minimum one (1) year OEM warranty**.

16.5.2. Faulty hardware shall be repaired or replaced with **equivalent or higher specifications** within **7 working days** of notification.

16.6. Data Integrity & Security Warranty

16.6.1. The Contractor warrants that:

- All migrated and generated data shall remain **accurate, complete, and unaltered**
- The system shall comply with **cybersecurity best practices**

16.6.2. Any data breach, data loss, or security incident attributable to system defects shall be **fully remedied by the Contractor**, including restoration, investigation, and corrective measures.

16.7. Compatibility & Upgrade Warranty

16.7.1. The system shall remain compatible with:

- Latest stable versions of operating systems and browsers
- Government-approved cloud and hosting environments

16.7.2. Minor upgrades, patches, and security updates during the warranty period shall be provided **free of cost**.

16.8. Non-Compliance Warranty

16.8.1. If the system fails to comply with contractual requirements during the warranty period, SEPA may:

- Withhold payments
- Invoke performance security
- Engage a third party for rectification at the Contractor's risk and cost

16.9. Survival of Warranty

All warranties shall **survive termination or expiry** of the contract to the extent of unresolved defects or pending claims.

16.10. No Limitation of Liability

Warranty obligations shall be **in addition to**, and not in limitation of, any other rights or remedies available to SEPA under the contract or law.

16.11. Warranty Certification

Final release of **retention money** shall be subject to a **Warranty Completion Certificate** issued by SEPA after successful completion of the warranty period.

Purpose of Warranty Clauses

To ensure **system reliability, sustainability, data protection, and long-term operational continuity** for SEPA.

Monitoring Committee for Proper Execution of the Project

1. Constitution of Monitoring Committee

1.1. The Procuring Agency shall constitute a **Project Monitoring Committee (PMC)** to oversee and ensure the proper, timely, and quality execution of the **Integrated Environmental Monitoring & Management Information System (IEMMIS)** project.

1.2. The Committee shall be notified through a formal office order and shall remain functional throughout the project lifecycle.

2. Composition

The Monitoring Committee shall comprise, but not be limited to:

- Special Secretary, **Environment, Climate Change & Coastal Development Department, Chairman of the Committee**
- Director (IT) / IT Specialist, SEPA(Member)
- Director (Inspection / Lab / NOC), SEPA(Member)
- Representative of Finance Wing, SEPA(Member)
- Section Officer (Dev), **Environment, Climate Change & Coastal Development Department**

The Secretary, **Environment, Climate Change & Coastal Development Department**, shall be final authority to make any changes in the committee.

3. Roles & Responsibilities

The Monitoring Committee shall:

- Review and approve **project plans, milestones, and deliverables**
- Monitor progress against the **approved Gantt Chart**
- Verify **quality, functionality, and compliance** of deliverables
- Review **AI performance, cybersecurity, and data integrity**
- Approve milestone-based payments
- Identify risks, delays, or non-performance and recommend **corrective actions**
- Facilitate inter-departmental coordination
- Ensure compliance with **SPPRA Rules and contract conditions**

4. Meetings & Reporting

- 4.1. The Committee shall meet at least **once every month** or as required.
- 4.2. **Minutes of meetings** shall be documented and circulated to all stakeholders.
- 4.3. The Contractor shall submit **bi-weekly progress reports** to the Committee.

5. Authority & Powers

5.1. The Monitoring Committee shall have the authority to:

- Request demonstrations, field validations, and audits
- Recommend **withholding of payments** for non-compliance
- Recommend penalties, contract amendments, or termination
- Engage **third-party experts or auditors** for technical validation

6. Acceptance & Certification

- 6.1. No milestone shall be deemed complete unless **certified in writing** by the Monitoring Committee.
- 6.2. Final project acceptance shall be subject to **successful system stabilization and handover**, certified by the Committee.

7. Contractor's Obligations

The Contractor shall:

- Fully cooperate with the Monitoring Committee
- Provide timely access to systems, data, and documentation
- Implement directions issued by the Committee within agreed timelines

8. Continuity & Dissolution

The Monitoring Committee shall remain in place until **final completion, handover, and closure** of the project and shall be dissolved thereafter through a formal order.

Purpose of the Monitoring Committee

To ensure **transparent governance, timely delivery, technical quality, and value for money** in the execution of the project.

10. TERMS OF REFERENCE (TOR)

1. “Objectives & Justification:

SEPA seeks to enhance environmental enforcement by replacing manual processes with a centralized digital system. The IEMMIS will digitize inspection workflows, NOC issuance, lab testing results details, public complaints, and AI-based document handling and Chatbot. This will ensure transparency, timely decision-making, and public trust.

2. Project Description:

A. Scope:

The project aims to build and deploy a centralized digital system for SEPA, accessible via web + mobile apps, with AI features. It will be used to monitor, manage, and enforce environmental regulations across Sindh.

The platform will have **8 main modules**, each serving a specific purpose:

Module	Function / Purpose
Organizational Management	Helps SEPA manage its internal structure, including department hierarchies, staff roles, and assignments.
Field Inspection	Allows field officers to conduct inspections using a mobile app with GPS tracking , schedule site visits, and log observations.
Laboratory Workflow	Manages environmental sample registration , test procedures, and results tracking – making lab operations more efficient.
Factory Monitoring	Keeps a digital record of all industries, their compliance history, and schedules for future inspections.
NOC Workflow	Manages the entire No Objection Certificate (NOC) process – online applications, hearing schedules, approvals, and rejections.
AI Chatbot	A smart virtual assistant that guides both the public and SEPA staff in real time, answering questions and assisting in tasks.
AI Document Portal	Uses OCR (Optical Character Recognition) to scan and organize documents, making them searchable and easy to retrieve.
Dashboards & Analytics	Provides top officials with real-time data and visual reports about inspections, lab tests, NOCs, and other activities.

B. AI-Based Features:

The system will include advanced AI tools to automate and improve processes:

1. AI Chatbot

- Understands questions in **English, Urdu, and Roman Urdu**.
- Guides users through NOC applications, complaints, inspection tasks, and more.
- Available 24/7, making SEPA services more accessible.

2. AI OCR-Enabled Document System

- Automatically scans and reads printed and/or handwritten documents.
- Converts them into **searchable digital text**, which saves time and avoids manual data entry.

- Automatically generates summaries of **scanned documents**, saving time for officers and making it easier to make quick decisions.

3. Project Implementation Timeline – Gantt Chart Table

Sr. No.	Phase / Activity	Start Date	End Date	Duration	Key Deliverables / Milestones
1	Planning & Requirement Analysis	01-Mar-2026	30-Jun-2026	04 Months	Kick-off meeting, requirement gathering, stakeholder mapping.
2	Core System Development	01-Jul-2026	31-Dec-2026	06 Months	Development of modules (Inspection, NOC, Compliance, Lab, Dashboard).
3	AI Features & Integrations	01-Jan-2027	31-Mar-2027	03 Months	AI Chatbot, OCR-based Document Portal, Smart Auto-Reporting Tools.
4	System Testing & QA	01-Apr-2027	30-Jun-2027	03 Months	Internal testing, field testing, UAT, bug fixes, audit verification.
5	Deployment, Training & Handover	01-Jul-2027	31-Aug-2027	02 Months	System go-live, staff training, awareness sessions, final documentation.

Notes:

- Project spans **18 months total**.
- Each phase includes **milestone deliverables** that can be used for monthly monitoring.

Final deployment is expected by **1st March 2027**, following full system stabilization.

4

5. Financial Plan & Mode of Financing

- Funding Source:** Government of Sindh (Annual Development Program / IT Special Projects)
- Mode:** Through SEPA with approved procurement process (PPRA compliance)

6. Procurement Strategy

- Open competitive bidding under SPPRA rules
- Technical qualification required for AI-based public sector systems
- Procurement includes software development, training, hardware, and implementation

7. Sustainability Plan

- Training of SEPA IT staff for internal capacity
- Maintenance & upgrade plan for 3 years
- Potential to scale to other provinces or integrate with national EPA systems
- A Technical Member will be engaged from information Science and Technology Department for sustainability and successfully and implementation of the project.

Monitoring & Evaluation Plan

Purpose:

This Monitoring & Evaluation (M&E) Plan defines how project performance, system usage, and impact indicators will be tracked throughout the IEMMIS project lifecycle — ensuring transparency, accountability, and timely corrective actions.

Monitoring Framework:

What Will Be Monitored	Tools / Methodology	Responsible Entity	Frequency
System Development Progress	Gantt chart milestones, sprint tracker	Successful Bidder+ SEPA PMU	Bi-weekly
Field Inspection Coverage	Real-time GPS logs, mobile app reports	SEPA Inspection Wing	Monthly
Lab Report Digitization	Upload logs, sample tracking dashboard	SEPA Lab Directorate	Monthly
NOC Turnaround Time	System dashboard timers, workflow reports	SEPA NOC Cell	Monthly
AI Chatbot Usage & Accuracy	Logs, heatmaps, feedback analytics	SEPA IT Cell	Monthly
Public Complaint Resolution	Complaint reports, dashboard tracking	SEPA Public Helpdesk	Quarterly
Training & Awareness Sessions	Attendance logs, participant feedback forms	Successful Bidder+ HR	At Deployment

Total

TECHNOLOGY STACK SUMMARY

Platform Detailed Deliverables

Project: Integrated Environmental Monitoring & Management Information System (IEMMIS)

Agency: Sindh Environmental Protection Agency (SEPA)

A. Core System & Infrastructure

Sr. No.	Item	Detailed Description	Qty	Unit
1	Software Development (Web, Mobile, AI)	Web portal, mobile app, AI ChatBot, Document Archiving Portal, dashboards, reports	1	Lump Sum
2	Laptops / Desktops /Printers for SEPA Staff	For SEPA HQ and regional offices – inspections, NOC processing, reporting	09, 09, 02	Nos
3	GIS-Based Survey (Sindh Factories)	Environmental profiling of all industrial units in Sindh using GIS-enabled survey tools	1	Lump Sum
4	Internet Services (Dual ISP)	Redundant high-speed fiber internet for command center (Monthly x 12)	18	Months
5	System Maintenance (Year 1)	Monthly maintenance, updates, issue resolution	18	Months
6	Cloud Hosting (1 Year)	Secure hosting with daily backups & disaster recovery	18	Year
		Subtotal (A):		

A.1: Software Development (Web, Mobile, AI)

S#	Phase	Activity / Description	Deliverables
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1	Mobilization & Inception	Commencement of project activities, constitution of technical teams, requirement workshops, and approval of inception roadmap.	Inception Report, Work Plan, Requirement Matrix.
2	System Analysis & Solution Blueprinting	Business process analysis, workflow documentation, database design, UX prototypes, and technical architecture.	Approved System Design & Functional Specifications.
3	Core Platform Engineering	Development of foundational modules (Setup, Location, Access Control, HRMS, Industry Management).	Working prototype deployed on SEPA staging environment.
4	Extended Functional Components	Development of secondary modules (Complaints, Inspections, Monitoring, Licensing, Laboratory).	Functional environment with inter-module connectivity.
5	Integration & Mobile Enablement	Web-mobile integration, API framework, GIS integration, data synchronization.	Functional Android/iOS apps integrated with central backend.
6	Data Conversion, Migration & Training	Cleansing and migration of legacy datasets; admin configuration and staff capacity building.	Verified migrated datasets and training completion certificates.
7	Quality Assurance & Field Validation	End-to-end testing (functional, load, security), pilot deployment, and user feedback.	QA Reports, Pilot Implementation Report, Acceptance Sign-off.
8	Final Roll-Out & Commissioning	Production deployment, SSL setup, hosting configuration, and project handover.	Go-Live Certificate and Deployment Documentation.

A.2: Laptops / Desktops /Printers for SEPA Staff

No.	ITEM / SPECIFICATION	QTY
1	Laptop:	09

	Intel Core i7 or higher 512GB SSD 15.6" FHD 8GB DDR4 Fingerprint Reader Windows 11	
2	Desktop : Intel Core i7-7700 7th Gen or higher 20 inch monitor 8GB DDR4 Ram	09
3	Laserjet printers	02
Total		

A.3: GIS-Based Survey (Sindh Factories)

S#	Phase	Scope	Key Deliverables
1	Mobilization & Planning	Project initiation, recruitment & training of survey teams, procurement of GIS devices, stakeholder coordination, and route planning.	Mobilization report, approved methodology, and deployment schedule.
2	Data Collection & Field Survey	On-site industrial visits across the province capturing GPS coordinates, photos, and factory details.	Raw field data (geo-referenced), attendance & progress logs.
3	Data Validation & Verification	Cross-checking with SEPA records, duplicate removal, and data cleaning.	Verified database and validation summary report.
4	GIS Mapping & Reporting	Integration of validated data into GIS software; creation of layers and analytical maps.	GIS shapefiles, dashboards, and analytical visuals.
5	Documentation & Final Submission	Preparation of master report, industrial directory, dashboards, and digital archive.	Final report, shapefiles, and executive summary.
6	Travel, Logistics & Security	transportation, accommodation, meals, and security for field staff across Sindh.	Logbook and expense substantiation.

A.4: Internet Services (Dual ISP)

Item	Description	Qty.
1	Optical Fiber Cable (Primary / Backup)	
2	SC/PC Fiber Patch Cords (Duplex)	
3	ODF	
4	Micro Tech Switch	
5	6-Wireless Access Points	
Recurrent Charges Includes		
2	100 Mbps CIR Dedicated Internet Bandwidth over Fiber Optics	01

A.6: Cloud Hosting (1 Year): Quotations is attached an Annexure.

B. Project Support & Compliance

Sr. No.	Item	Detailed Description	Qty	Unit
1	Capacity Building & Training		1	
2	Awareness Workshops & Printed Materials		1	

B. 1: Capacity Building & Training:

S#	Description	Deliverables
1	Training Needs Assessment & Curriculum Design	Role mapping, curriculum, and training calendar
2	Development of Training Modules & Resources	Manuals, presentations, and demo environments
3	On-Site Training Sessions (Head Office + Regions)	4 Major sessions + attendance records
4	Train-the-Trainer Program	3-day intensive bootcamp for SEPA trainers
5	Refresher Sessions & Post- Training Evaluation	Review reports and feedback assessments

B.2: Awareness Workshops & Printed Materials

No.	Description	Deliverables
1	Planning & Content Development	Workshop themes, visual concepts, content approval
2	Printing & Publication of Materials	Brochures, banners, posters (English + Urdu + Sindhi)
3	Awareness Workshops / Seminars	multi-city events with logistics & audio-visual setup
4	Media and Outreach Campaign	Digital promotion, press coverage, documentation video
5	Post-Event Reporting & Evaluation	Feedback reports, media clippings, impact summary

Architecture

Component	Technologies / Tools
Operating System	Windows / Linux
Backend	.NET Core / Fast API, Node.js (scalable RESTful architecture)
Frontend (Web)	Angular, React.js, Asp.NET (responsive UI for admin and public dashboards)
Mobile App	Flutter / React Native (cross-platform support for Android & iOS inspectors)
Database	Microsoft SQL Server / PostgreSQL / My SQL
AI & OCR	OpenAI APIs, Google APIs, etc. (if any)
Services	
Hosting	Azure / AWS / VPS (cloud-ready with backup, uptime SLAs, disaster recovery, Load Balancing)
Environment	
APIs & Integration	Third Parties APIs (if any)

Security & Compliance Measures

- **Role-Based Access Control (RBAC)** for internal/external users
- **HTTPS/SSL Encryption** across all data exchange layers

- **2-Factor Authentication (2FA)** for administrative portals (where required)
- **Data Backup Strategy:**
 - Daily automated cloud backups
 - Weekly offline backup copies
- **GDPR-Inspired Privacy Practices** for citizen-related data modules

Infrastructure & Scalability Features

- Auto-scaling during high-load cycles (e.g., public hearings, NOC season)
- Compatible with SEPA’s on-premises servers and cloud hosting
- Designed for integration with:
 - Complaint portals
 - Provincial/National EPA frameworks

Monitoring & Evaluation Plan

Purpose

This Monitoring & Evaluation (M&E) Plan defines how project performance, system usage, and impact indicators will be tracked throughout the IEMMIS project lifecycle — ensuring transparency, accountability, and timely corrective actions.

Monitoring Framework

What Will Be Monitored	Tools / Methodology	Responsible Entity	Frequency
System Development Progress	Gantt chart milestones, sprint tracker	Successful Bidder+ SEPA PMU	Bi-weekly
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Lab Report Digitization	Upload logs, sample tracking dashboard	SEPA Lab Directorate	Monthly
NOC Turnaround Time	System dashboard timers, workflow reports	SEPA NOC Cell	Monthly
AI Chatbot Usage & Accuracy	Logs, heatmaps, feedback analytics	SEPA IT Cell	Monthly
Public Complaint Resolution	Complaint reports, dashboard tracking	SEPA Public Helpdesk	Quarterly

Training & Awareness Sessions	Attendance logs, participant feedback forms	Successful Bidder+ HR	At Deployment
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Key Performance Indicators (KPIs)

KPI	Target Value	Current Baseline (2025)
% of Field Inspections Digitized	100% by Q2 2026	<10%
Avg. NOC Application Processing Time	≤ 15 Days	30–45 Days
Lab Report Upload Compliance	95% within 7 Days	<30%
AI Chatbot Accuracy	>90% Relevant Response Rate	N/A
Avg. Complaint Response Time	≤ 7 Days	21+ Days
Active Users on Public Portal	5,000+ by Q3 2026	None

Oversight & Reporting Plan:

- **Monthly:** Progress review by SEPA Monitoring Cell
- **Quarterly:** Status reports to DG SEPA & Planning & Development Dept.
- **End of Project:** Final evaluation and impact report
- **Live Dashboards:** Executive visibility via SEPA Command Center

Procurement Terms of Reference (TORs)

Objective

To engage a qualified IT solutions provider through competitive bidding for the development and deployment of a centralized, AI-enabled digital platform for SEPA’s environmental monitoring and compliance functions.

Scope of Services

The selected vendor will be responsible for:

- Designing & developing web and mobile applications (including dashboards)
- Integrating AI modules (Chatbot, OCR, smart reporting)
- Developing system modules:
 - Factory Registration & NOC
 - Inspection & Enforcement
 - Laboratory Sample Tracking
 - Complaint Handling & Public Feedback
 - Document Portal (OCR-enabled)

- Analytics Dashboard
- Cloud hosting setup with security configuration
- Training & capacity building for SEPA staff
- Post-deployment support for **minimum 12 months**

Expected Deliverables

- Fully operational IEMMIS software (web + mobile)
- Hosted and deployed platform with backup protocols
- Trained SEPA teams across zones and departments
- AI-powered document search & NOC/Inspection automation
- Maintenance & support documentation

Technology Justification & System Architecture Highlights:

A. AI Bot Integration – Enhancing User Experience & Workflow Intelligence

The integration of AI Bots into departmental portals can directly enhance the efficiency of procedural workflows such as environmental approvals, compliance reporting, surveillance, and monitoring.

Instead of navigating lengthy menus or submitting paper-based applications, users can interact with the bot in plain language, receiving step-by-step guidance customized to the specific service. This reduces submission errors, shortens processing times, and ensures that requests are directed to the correct workflow at the first instance. By automating repetitive support tasks, the bot minimizes dependence on manual interventions and enables faster turnaround for applications and inquiries.

From an operational perspective, AI Bots also strengthen process management and oversight. For example, they can automatically verify supporting documents, schedule inspection reminders, or flag delays in approval chains. Over time, the system can analyze recurring issues in submissions or approvals, generating actionable insights for departmental managers to refine procedures and address bottlenecks. Unlike rule-based bots, which are limited to fixed responses AI Bots adapt to unstructured queries in English, Urdu, or Roman Urdu, reflecting the linguistic diversity of Pakistani users. Their 24/7 availability ensures that citizens in remote districts can access departmental services without waiting for office hours, aligning the department's operations with the government's e-governance reform agenda.

To promote automation, responsiveness, and efficiency, the proposed IEMMIS system will incorporate **AI-powered ChatBot**.

Key functions include:

- **Citizen-facing support:** Step-by-step guidance for NOC applications, complaint submission, and FAQs

- **Internal assistance:** Inspection scheduling, workflow tracking, document validation
- **24/7 service delivery:** Especially beneficial for remote districts with limited SEPA access

Operational benefits:

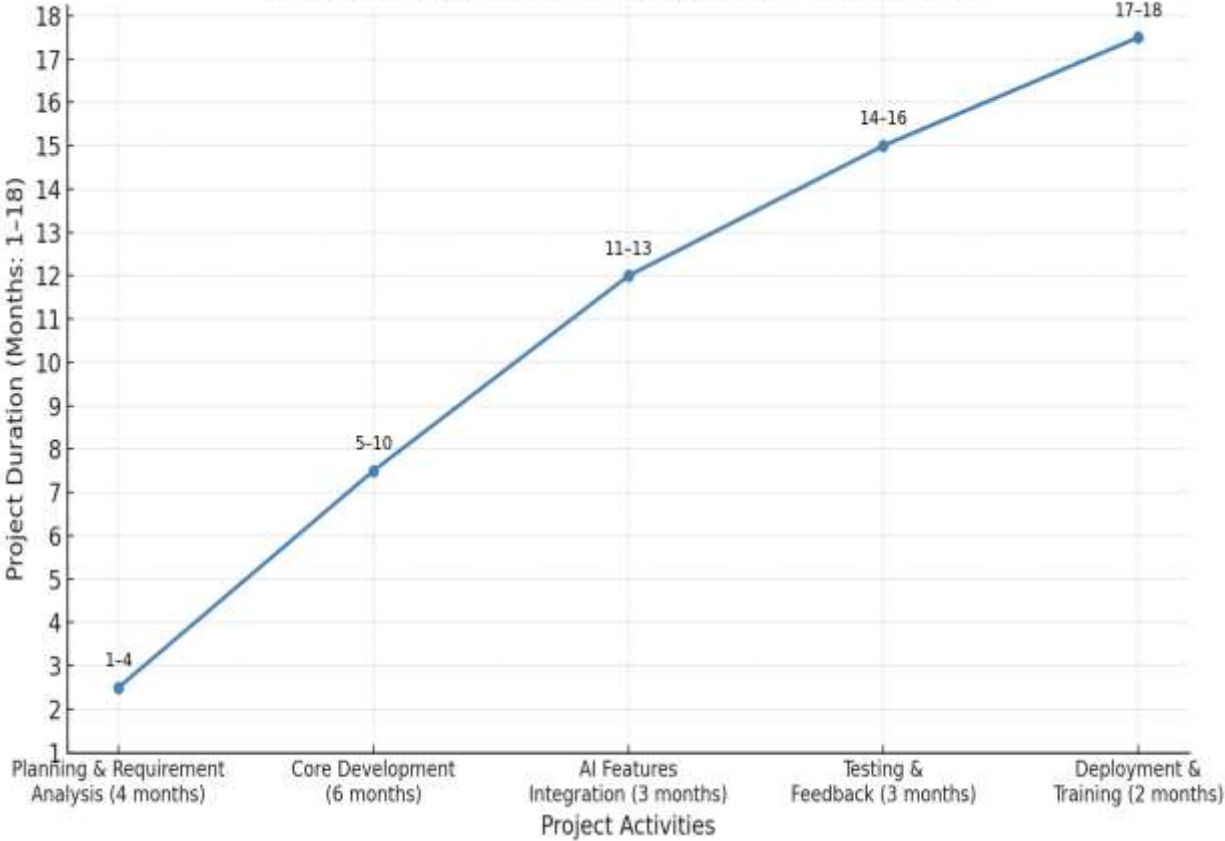
- **Error reduction:** Minimizes invalid submissions and misdirected queries
- **Process optimization:** Flags bottlenecks, overdue inspections, and common delays
- **Data-driven insights:** Uses bot analytics to inform policy and improve compliance strategies

This AI Bot is **not rule-based**, but uses adaptive natural language processing, making it capable of handling unstructured inputs and delivering contextual responses. Integrated directly with the backend portal and dashboards, it becomes a **key enabler of e-governance**, ensuring transparency, faster service delivery, and higher citizen satisfaction.

Final

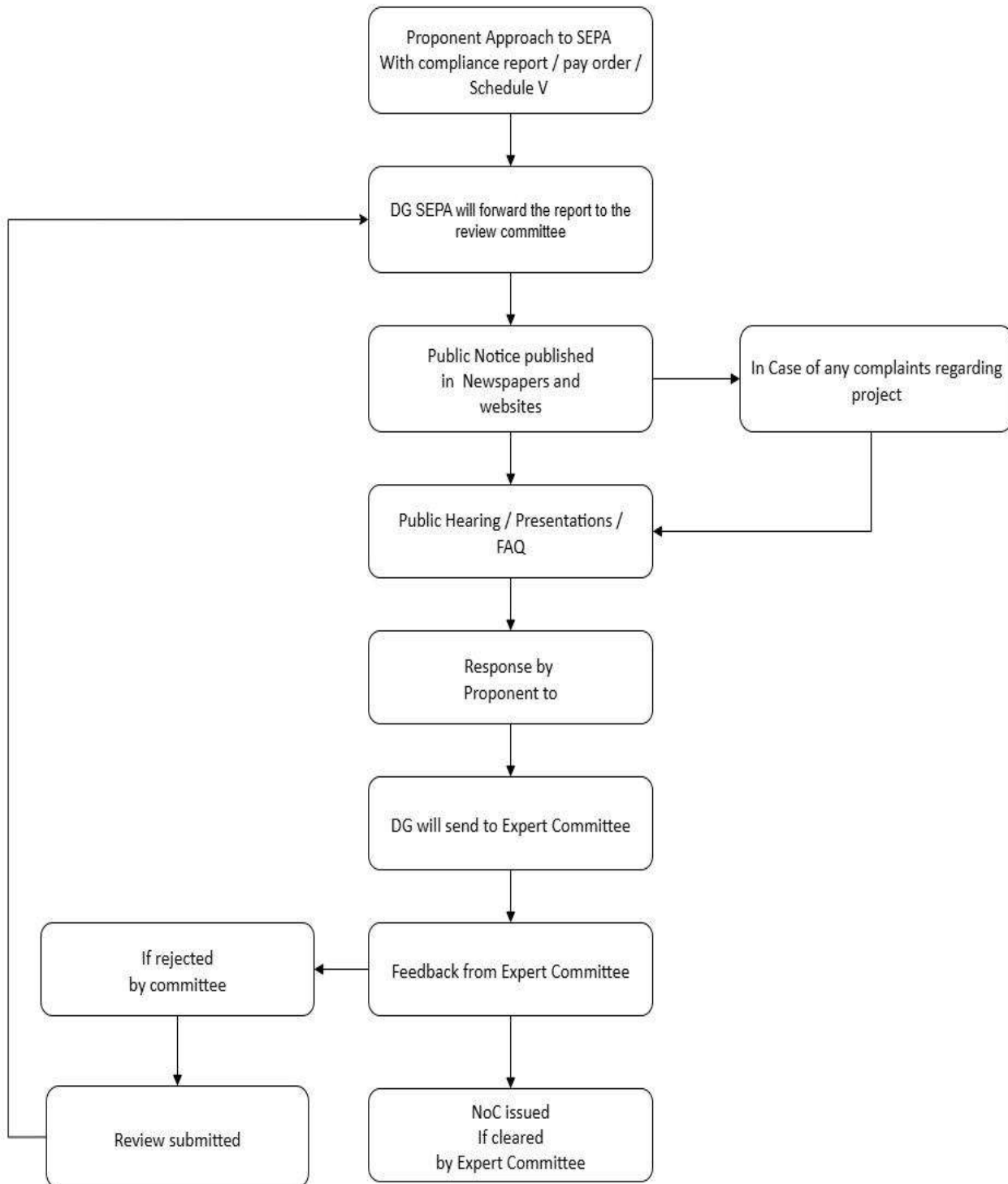
This system brings digital transformation to SEPA, improving transparency, efficiency, and citizen service delivery aligned with the government's e-governance mandate.

Implementation Schedule (Sept 2025 - March 2027)



Sindh Environmental Protection Agency (SEPA)

EIA



3. INTEGRITY PACT

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC PAYABLE BY CONTRACTORS

Contract No. _____ Dated _____

Contract Value: _____

Contract Title: **“AUTOMATION OF INDUSTRIAL ENVIRONMENTAL
MONITORING, INSPECTION AND ASSESSMENT”**

“The Firm/organization” 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, **“The Firm/organization”** 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, firm/organization, 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, from Procuring Agency (PA) except that which has been expressly declared pursuant thereto.

“The Firms/organizations” accepts full responsibility and strict liability 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.

“The Firms/organizations” 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 PA under any law, contract or other instrument, be avoidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, **“The Firms/organizations”** 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 **“The Firms/organizations”** 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.

For and on behalf of Environment, Climate Change & Coastal Development Department Government of Sindh	For and on behalf of “The Firms/organizations” <hr/>
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4. Standard Forms for the submission of bidding documents

Form . bid submission Form

Form2 . Firm/organization's Organization and Experience

A - Firm/organization's Organization

B - Firm/organization's Experience

Form 3 . Acceptance of Project Activities

A - On the Terms of Reference

B - On Counterpart Staff and Facilities

Form 4 . List of Staff

Form 5. Documents of Building

Form 6 . Curriculum Vitae (CV) for Proposed Professional Staff for submitting the data of Trainees

Form -7. Documents showing Facilities for Candidates

Form 8 Acceptance of Terms and Condition s

Form 9 Acceptance of Methodology and other conditions

FORM -1. BID PROPOSAL SUBMISSION FORM

[Location, Date]

Technical Proposal Submission Form

To: The Secretary,
Environment, Climate Change & Coastal Development Department,
Government of Sindh.

Subject: Submission of Proposal for [Title of Assignment]

Dear Sirs:

We, the undersigned, offer to provide the services for **[Title of Assignment]** in accordance with your Request for Proposal dated **[Insert Date]** and our Proposal. We are hereby submitting our Proposal, which includes this Required [Technical Proposal], and a Financial Proposal sealed under a one envelope.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

The firm fully satisfies with the terms and conditions and the firm will fulfill its responsibilities fully.

We undertake, if our Proposal is accepted, to initiate the provision of services related to the assignment not later than the date indicated in the Data Sheet.

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

We remain,

Yours sincerely,

Field	Details
Authorized Signature:	[In full and initials] _____
Name of Signatory:	[Insert Name]
Title of Signatory:	[Insert Title]
Name of Firm:	[Insert Firm Name]
Address:	[Insert Full Address]

FORM -2. FIRM/ORGANIZATION'S ORGANIZATION AND EXPERIENCE

B - Firm/organization's Experience [Using the format below, provide information on each assignment]

Assignment name:	Approx. value of the contract (in current PKR)
Country: Location within country:	Duration of assignment (months):
Name of PA:	Total No of staff-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract (in current PKR)
Start date (month/year): Completion date (month/year):	No of professional staff-months provided by associated Firms/organizations:
Name of associated Firms/organizations, if any:	Name of senior professional staff of your firm involved and functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader):
Narrative description of Project:	
Description of actual services provided by your staff within the assignment:	

Firm's Name: _____

FORM 3 Acceptance of Project Activities

The Organization/firm/bidder shall accept that he will fulfill the following activities while execution of the project

A. Core System & Infrastructure

Sr. No	Item	Detailed Description	Qty	Unit
1	Software Development (Web, Mobile, AI)	Web portal, mobile app, AI ChatBot, Document Archiving Portal, dashboards, reports	1	Lump Sum
2	Laptops / Desktops / Printers for SEPA Staff	For SEPA HQ and regional offices – inspections, NOC processing, reporting	09, 09, 02	Nos
3	GIS-Based Survey (Sindh Factories)	Environmental profiling of all industrial units in Sindh using GIS-enabled survey tools	1	Lump Sum
4	Internet Services (Dual ISP)	Redundant high-speed fiber internet for command center (Monthly x 12)	18	Months
5	System Maintenance (Year 1)	Monthly maintenance, updates, issue resolution	18	Months

Sr. No	Item	Detailed Description	Qty	Unit
6	Cloud Hosting (1 Year)	Secure hosting with daily backups & disaster recovery	1	Year

Subtotal (A):

A.1 Software Development (Web, Mobile, AI)

S#	Phase	Activity / Description	Deliverables
1	Mobilization & Inception	Commencement of project activities, constitution of technical teams, requirement workshops, and approval of inception roadmap	Inception Report, Work Plan, Requirement Matrix
2	System Analysis & Solution Blueprinting	Business process analysis, workflow documentation, database design, UX prototypes, and technical architecture	Approved System Design & Functional Specifications
3	Core Platform Engineering	Development of foundational modules (Setup, Location, Access Control, HRMS, Industry Management)	Working prototype deployed on SEPA staging environment
4	Extended Functional Components	Development of secondary modules (Complaints, Inspections, Monitoring, Licensing, Laboratory)	Functional environment with inter-module connectivity
5	Integration & Mobile Enablement	Web-mobile integration, API framework, GIS integration, data synchronization	Functional Android/iOS apps integrated with central backend
6	Data Conversion, Migration & Training	Cleansing and migration of legacy datasets; admin configuration and staff capacity building	Verified migrated datasets and training completion certificates
7	Quality Assurance & Field Validation	End-to-end testing (functional, load, security), pilot deployment, and user feedback	QA Reports, Pilot Implementation Report, Acceptance Sign-off
8	Final Roll-Out & Commissioning	Production deployment, SSL setup, hosting configuration, and project handover	Go-Live Certificate and Deployment Documentation

A.2 Laptops / Desktops / Printers for SEPA Staff

No.	Item / Specification	Qty
1	Laptop: Intel Core i7 or higher, 512GB SSD, 15.6" FHD, 8GB DDR4, Fingerprint Reader, Windows 11	09
2	Desktop: Intel Core i7-7700 7th Gen or higher, 20 inch monitor, 8GB DDR4 RAM	09
3	Laserjet Printers	02

Total

A.3 GIS-Based Survey (Sindh Factories)

S#	Phase	Scope	Key Deliverables
1	Mobilization & Planning	Project initiation, recruitment & training of survey teams, procurement of GIS devices, stakeholder coordination, route planning	Mobilization report, approved methodology, deployment schedule
2	Data Collection & Field Survey	On-site industrial visits across the province capturing GPS coordinates, photos, and factory details	Raw field data (geo-referenced), attendance & progress logs
3	Data Validation & Verification	Cross-checking with SEPA records, duplicate removal, data cleaning	Verified database, validation summary report
4	GIS Mapping & Reporting	Integration of validated data into GIS software; creation of layers and analytical maps	GIS shapefiles, dashboards, analytical visuals
5	Documentation & Final Submission	Preparation of master report, industrial directory, dashboards, digital archive	Final report, shapefiles, executive summary
6	Travel, Logistics & Security	Transportation, accommodation, meals, security for field staff across Sindh	Logbook and expense substantiation

A.4 Internet Services (Dual ISP)

Item	Description	Qty
1	Optical Fiber Cable (Primary / Backup)	01
2	SC/PC Fiber Patch Cords (Duplex)	01
3	ODF	01
4	Micro Tech Switch	01
5	Wireless Access Points	06

Recurrent Charges: 100 Mbps CIR Dedicated Internet Bandwidth over Fiber Optics

A.6 Cloud Hosting (1 Year)

B. Project Support & Compliance

Sr. No	Item	Detailed Description	Qty	Unit
1	Capacity Building & Training		1	
2	Awareness Workshops & Printed Materials		1	

B.1 Capacity Building & Training

S#	Description	Deliverables
1	Training Needs Assessment & Curriculum Design	Role mapping, curriculum, training calendar
2	Development of Training Modules & Resources	Manuals, presentations, demo environments
3	On-Site Training Sessions (Head Office + Regions)	4 Major sessions + attendance records
4	Train-the-Trainer Program	3-day intensive bootcamp for SEPA trainers
5	Refresher Sessions & Post-Training Evaluation	Review reports and feedback assessments

B.2 Awareness Workshops & Printed Materials

No.	Description	Deliverables
1	Planning & Content Development	Workshop themes, visual concepts, content approval
2	Printing & Publication of Materials	Brochures, banners, posters (English + Urdu + Sindhi)
3	Awareness Workshops / Seminars	Multi-city events with logistics & audio-visual setup
4	Media and Outreach Campaign	Digital promotion, press coverage, documentation video
5	Post-Event Reporting & Evaluation	Feedback reports, media clippings, impact summary

FORM TECH-4 . TEAM COMPOSITION AND TASK ASSIGNMENTS

Professional Staff

Name of Staff	Firm	Area of Expertise	Position Assigned	Task Assigned	

FORM -6. CURRICULUM VITAE (CV) FOR PROPOSED
PROFESSIONAL STAFF

(CVs should be in conformity with the numbers required in criteria (ii) 13.1 of the data sheet)

1. **Proposed Position** [*only one candidate shall be nominated for each position*]:

2. **Name of Firm** [*Insert name of firm proposing the staff*]:

3. **Name of Staff** [*Insert full name*]: _____

4. **Date of Birth:** _____ **Nationality:** _____

5. **Education** [*Indicate college/university and other specialized education of staff member, giving names of*

institutions, degrees obtained, and dates of obtainment]:

6. **Membership of Professional Associations :**

7. **Other Training** [*Indicate significant training since degrees under 5 - Education were obtained*]:

8. **Countries of Work Experience** : [*List countries where staff has worked in the last ten years*]:

9. **Languages** [*For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing*]:

10. **Employment Record** [*Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.*]:

From[Year]:_____To[Year]: _____

Employer: _____

Positions held: _____

Clause No.	Heading	Original Text
5.1	Governing Law	Contract: Sindh Public Procurement Act and Sindh Public Procurement Rules 2010 Amended up to date.
5.2	Language	The language is English.
5.3	Addresses	The addresses are: Procuring Agency: [Insert Address], Attention: [Insert Name], Facsimile: [Insert No.], E-mail: [Insert Email]. Firm/organization: [Insert Address], Attention: [Insert Name], Facsimile: [Insert No.], E-mail: [Insert Email].
5.4	Member in Charge	{The Member in Charge is [insert name of member]} <i>Note: The name of the entity whose address is specified in Clause SC 1.6 should be inserted here. If the Firm/organization consists only of one entity, this Clause SC 1.8 should be deleted from the SC.</i>
5.5	Authorized Representatives	The Authorized Representatives are: For the PA: [Insert Name/Title] For the Firm/organization: [Insert Name/Title]
5.6	Taxes and Exemptions	PA shall specify all relevant taxes including stamp duty and service charges to be borne by the firm/organization. In case there is exemption from any rates, taxes, the same shall be mentioned here. The Firm/organization must be informed in Clause Reference 3.7 of the Data Sheet about which alternative the PA wishes to apply. The PA warrants that the Firm/organization, the Sub-Firms/organizations and the Personnel shall be exempt from (or that the PA shall pay on behalf of the Firm/organization, the SubFirms/organizations and the Personnel, or shall reimburse the Firm/organization, the SubFirms/organizations and the Personnel for) any

Clause No.	Heading	Original Text
		<p>indirect taxes, duties, fees, levies and other impositions imposed, under the Applicable Law, on the Firm/organization, the SubFirms/organizations and the Personnel in respect of: (a) any payments whatsoever made to the Firm/organization, Sub-Firms/organizations and the Personnel (other than nationals or permanent residents of Pakistan), in connection with the carrying out of the Services; (b) any equipment, materials and supplies brought into the Government's country by the Firm/organization or Sub-Firms/organizations for the purpose of carrying out the Services and which, after having been brought into such territories, will be subsequently withdrawn there from by them; (c) any equipment imported for the purpose of carrying out the Services and paid for out of funds provided by¹ the PA and which is treated as property of the PA; (d) any property brought into the province by the international Firm/organization, any SubFirms/organizations or the Personnel or the eligible dependents of such Personnel for their personal use and which will subsequently be withdrawn there from by them upon their respective departure from the Government's country, provided that: (1) the Firm/organization, Sub-Firms/organizations and Personnel, and their eligible dependents, shall follow the usual customs procedures of the Government's country in importing property into the Government's country; and (2) if the Firm/organization, Sub-Firms/organizations or Personnel, or their eligible dependents, do not withdraw but dispose of any property in the Pakistan for which customs duties and taxes have been exempted, the Firm/organization, Sub-Firms/organizations or Personnel, as the case may be, (i) shall bear such customs duties and taxes in conformity with the regulations of the Government's country, or (ii) shall reimburse them to the PA if they were paid by the PA at the time the property in question was brought into the Government's country³.</p>
5.7	Commencement and Duration	The date for the commencement of Services is [insert date].
5.7.1	Time Period	The time period shall be [insert time period, e.g.: twelve months, eighteen months].
5.7.2	Insurance Coverage	The risks and the coverage shall be as follows: (a) Third Party motor vehicle liability insurance in respect of motor vehicles operated by the Firm/organization or its Personnel or any Sub-Firms/organizations or their Personnel, with a minimum

Clause No.	Heading	Original Text
		coverage of [insert amount and currency]; (b) Third Party liability insurance, with a minimum coverage of [insert amount and currency]; (c) Professional liability insurance, with a minimum coverage of [insert amount and c ⁴ urrency]; (d) employer's liability and workers' compensation insurance in respect of the Personnel of the ⁵ Firm/organization and of any Sub-Firms/organizations, in accordance with the relevant provisions of the Applicable Law, as well as, with respect to such Personnel, any such life, health, accident, travel or other insurance as may be appropriate; and (e) insurance against loss of or damage to (i) equipment purchased in whole or in part with funds provided u ⁶ nder this Contra ⁷ ct, (ii) the Firm/organization's property used in the performance of the Services, and (iii) any documents prepared by the Firm/organization in the performance of the Services.
5.8	Securities	Procuring Agency shall indicate bid security not less than 1% and above 5%. Performance security shall not exceed 10% of contract amount.
5.9	Contract Amount	The amount in Pak Rupees or in foreign Currency [insert amount].
5.10	Payment Schedule	The accounts are: for foreign currency or currencies: [insert account]; for local currency: [insert account]. Payments shall be made according to the following schedule: (a) Thirty (30) percent of the Contract Price shall be paid on the commencement date against the submission of an inception report. (b) Thirty (30) percent of the lump-sum amount shall be paid upon submission of detailed training plan with training venues and instructors cv. (c) Ten (10) percent of the lump-sum amount shall be paid upon submission of joining certificate of all the trainee participants. (d) Twenty (20) percent of the lump-sum amount shall be paid upon submission of the completion certificate of 600 participants. (e) Ten (10) percent of the lump-sum amount shall be paid upon approval of the final report. (f) The Bid guarantee shall be released when the total payments reach fifty (70) percent of the lump-sum amount.
5.11	Dispute Resolution	Disputes shall be settled by complaint redressal committee define in SPPR 2010 or through arbitration Act of 1940 in accordance with the following provisions: [insert specific provisions].

