

**Bidding Documents**

**For DEPLOYMENT OF SKILLED/ UNSKILLED SANITARY HEALTH  
WORKERS FOR MAINTENANCE OF KW&SC WATER SUPPLY/SEWER  
NETWORK IN ALL TOWNS OF KARACHI.**

**SINGLE STAGE -TWO ENVELOPE  
BIDDING PROCEDURE**

**KARACHI WATER & SEWERAGE CORPORATION,**



**January 2026**



**Karachi Water &  
Sewerage Corporation**

**Karachi Water & Sewerage Corporation (KWSC)**

## Summary of Contents

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# **INVITATION FOR BIDS**



# KARACHI WATER & SEWERAGE CORPORATION

## “OFFICE OF THE A.O /SECRETARY (MPF)” BLOCK-D 9<sup>TH</sup> MILE, KARSAZ, SHAHA-E-FAISAL, KARACHI

### NOTICE INVITING TENDER

KARACHI WATER AND SEWERAGE CORPORATION (KW&SC) is a Public Sector Company invites the sealed **Bid** for “**DEPLOYMENT OF SKILLED / UN-SKILLED SANITARY HEALTH WORKERS,**” from well-reputed firms having valid registration with FBR, online Income tax payers list and SRB.

Sr. no	Assignment	Estimated	Bid Security	Cost of RFP	Time for completion
1.	<b>DEPLOYMENT OF SKILLED / UN-SKILLED HEALTH WORKERS FOR MAINTENANCE OF KW&amp;SC WATER SUPPLY / SEWER NETWORK IN ALL TOWNS OF KARACHI,</b>	Offer Rates	Bid Security Amounting to Rs.68.00 Million.	Rs.10,000/- (Non- Refundable) (In shape of Bank Draft / Pay Order in F/O M/s Karachi Water & Sewerage Corporation)	12 Months from Date of Commencement

### 2. Scope of Services

The objectives to engage the services of Manpower provider firms is to cope with shortage of Manpower required for efficiently disposal of water supply & sewers network complaints in all district / towns of Karachi. The existing network of sewer is operated & maintained 24/7 by the Technical Team of KW&SC comprises of Engineers, Technicians High Skilled / Skilled labor & Un-Skilled workers at Karachi and outstations.

### 3. Qualification and Eligibility Criteria of Firm

- (Mandatory Requirement): Posses technical experience / past performance of carrying out three similar nature works completed during last three years.
- At least one similar nature work having minimum cost 80% of the Bid cost ar at least two similar nature work having minimum 50% of the Bid Cost.
- Complete company profile along with detail of technical staff with firm & equipment / machinery owned by firm.

Tender Availability	Online can be downloaded from following website: <a href="https://portalsindh.eprocure.gov.pk/">https://portalsindh.eprocure.gov.pk/</a> , free of cost. The bidder must be registered with (EPADS) of SPPRA.
Bidding procedure	Single Stage – Two Envelope Procedure
Bidding Criteria	Most Advantages Bid
Pre Bid Meeting	26.01.2026 at 11.00 AM at Room No.02 Block “C” 9 <sup>th</sup> Mile Shakra-e-Faisal Karsaz Karachi.
Deadline for submission of bids	04.02.2026 upto 1100 hours
Bid Opening Date & Time & venue (Technical Proposal only)	04.02.2026 at 1130 hours at Committee Room, CEO Secretariat KW&SC 9 <sup>th</sup> Mile office Shakra-e-Faisal Karachi

Financial Proposal Opening Date, Time & Venue.	Financial Proposal of only Technically Qualified Firms will be opened for which they informed accordingly.
<b>Note:</b> In case of any unforeseen situation or government holiday resulting in closure of office on the date of opening, bids shall be submitted / opened on next working day at the given time and venue.	

4. The bid shall comprise a **Single Package** containing **Two Separate Envelopes**. Each envelope shall contain separately the technical proposal and financial proposal. Initially the Technical Proposal shall be opened and Financial Proposals with Bid Security shall be retained in the custody of Manpower Provider Firm. After technical evaluation financial proposal of only qualified bidders will be opened and Non-Responsive / un-Qualified bidders(s), financial proposal returned un-opened to the respective bidders.

5. **Un-responded RFP.** Will be again issued / submitted / opened on following.

Deadline for Re-submission of bids	19.02.2026 upto 1100 hours
Bid Opening Date & Time (Technical Proposal only 2 <sup>nd</sup> Attempt)	19.02.2026 upto 1130 hours
Venue	Committee Room, MD/CEO Secretariat Block "D" Karsaz KW&SC 9 <sup>th</sup> Mile office Shahra-e-Faisal Karachi

6. **Funding Position:** KW&SC own Funds.

7. **Terms & Conditions:**

- (i) Conditional, bid(s)/NIT will be rejected.
- (ii) Bid not accompanied by Bid Security of required amount and form will be rejected.
- (iii) Bid received after specified date and time will be rejected.
- (iv) KW&SC reserve the rights to verify the authenticity of any required document(s).
- (v) Integrity Pact duly signed with official sealed on a stamp paper worth Rs.100 should be uploaded with the Bid.
- (vi) Bid validity period is 90 (Ninety) days.
- (vii) KW&SC reserve the right to reject all or any bid(s) before award of work assigning the reason(s) subject to relevant provision SPP Rules, 2010(Amended-UpToDate).
- (viii) Govt. notified blacklisted firm(s) shall not be entertained.
- ix) The bidder shall submit non-refundable Bid Cost as mentioned in RFP in shape of Pay Order from any schedule of Pakistan in Favor of Karachi Water & Sewerage Corporation before the time of Technical Proposal opening at AO (Project) / Secretary (HIFSC), Office.

**KW&SC**

**INSTRUCTION TO BIDDERS (ITB) AND  
APPENDICES TO ITB**

# INSTRUCTIONS TO BIDDERS

## A. GENERAL

### IB.1 Scope of Bid

The Client “KARACHI WATER & SEWERAGE CORPORATION” intends to “**Deploy Skilled/Un-Skilled Sanitary Health Workers For Maintenance Of Water Supply and Sewer Network in all Towns of Karachi**” ( Details is attached)

Identification and number of Contract is:

### IB.2 Source of Funds

2.1 The Source of fund is mentioned in bidding data.

### IB.3 Eligible Bidders

3.1 The bidder (Firm/ Joint Venture) for the aforementioned bid must fulfill the basic eligibility criteria as per Appendix–M to Bid.

Sub-Clause 3.1

(c) A Bidder shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be Non-Responsive. A Bidder may be considered to have a conflict of interest with one or more parties in this Bidding process, if they:

- i) are associated or have been associated, directly or indirectly with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consulting services for the preparation of the design and other documents to be used.
- ii) have controlling shareholders in common; or
- iii) receive or have received any direct or indirect subsidy from any of them; or
- iv) have the same legal representative for purposes of this Bid; or
- v) have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the Procuring Agency regarding this Bidding process;

### IB.4 One Bid per Bidder

4.1 Each bidder shall submit only one bid either by himself, or as a partner in a joint venture. A bidder who submits or participates in more than one bid (other than alternatives pursuant to Clause IB.16) will be disqualified.

### IB.5 Cost of Bidding

5.1 The Bidder shall bear all costs associated with the preparation and submission of their respective Bids and the Employer will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Bidding process.

## **IB.6 Site Visit**

6.1 The Bidders are advised to visit and examine the Site of Works and its surroundings and obtain for themselves on their own responsibility all information that may be necessary for preparing the Bid and entering into a contract for Operations and Maintenance. All cost in this respect shall be at the Bidder's own expense.

6.2 The Bidders and any of their personnel or agents would be free to visit sites for the purpose of such inspection, but only upon the express condition that the Bidders, their personnel and agents, will release and indemnify the Employer, his personnel and agents from and against all liability in respect thereof and will be responsible for death or personal injury, loss of or damage to property and any other loss, damage, costs and expenses incurred as a result of such inspection.

## **B. BID DOCUMENTS**

### **IB.7 Documents Comprising the Bid**

7.1 The Bid Documents are those stated below and should be read in conjunction with any Addenda issued in accordance with Clause IB.9.

1. Instructions to Bidders
2. Bidding Data Sheet
3. Special Stipulations
4. Form of Bid & Appendices to Bid
5. PRICE SCHEDULE (Appendix-D to Bid)
6. Form of Bid Security
7. Form of Contract Agreement
8. Forms of Performance Guarantee and Mobilization Advance Guarantee and Form of Indemnity Bond for Secured Advance
9. Special Provisions

7.2 The Bidders are expected to examine carefully the contents of all the above documents.

Failure to comply with the requirements of Bid submission will be at the Bidders own risk. Pursuant to Clause IB.26, Bids which are not substantially responsive to the requirements of the Bid Documents will be rejected. Furthermore, the Employer is not responsible for the completeness of the Bidding Documents and its addenda (if any) if these were incorrectly downloaded / printed from website of the Authority, E-PADS, PPRA website and Karachi Water & Sewerage Corporation website.

### **IB.8 Clarification of Bid Documents**

8.1 Any prospective bidder requiring any clarification(s) in respect of the Bidding Documents may notify the Employer in writing at the Employer's address indicated in the Invitation for Bids. The Employer will respond to any request for clarification which he receives earlier than 7 days prior to the deadline for submission of bids. Copies of the Employer's response will be forwarded to all purchasers of the Bidding Documents, including a description of the enquiry but without identifying its source.

## **IB.9 Amendment of Bid Documents**

9.1 At any time prior to the deadline for submission of Bids, the Employer may, for any reason, whether at his own initiative or in response to a clarification requested by a prospective Bidder, modify the Bid Documents by issuing addendum.

9.2 Any addendum thus issued shall be part of the Bid Documents pursuant to IB 7.1 hereof and shall be communicated in writing to all purchasers of the Bid Documents. Prospective Bidders shall acknowledge receipt of each addendum in writing to the Employer.

9.3 To give prospective Bidders reasonable time in which to take an addendum into account in preparing their Bids, the Employer may extend the deadline for submission of Bids in accordance with Clause IB.20.

## **C. PREPARATION OF BIDS**

### **IB.10 Language**

10.1 The Bid and all correspondence and documents related to the Bid exchanged by a Bidder and the Employer shall be in the bid language stipulated in the Bidding Data Sheet and conditions of Particular Application. Supporting documents and printed literature furnished by the Bidders may be in any other language provided the same are accompanied by an accurate translation of the relevant parts in the English language, in which case, for purposes of evaluation of the Bid, the English translation shall prevail.

### **IB.11 Documents Accompanying the Bid**

11.1 The Bid shall comprise two portions (Technical + Financial) submitted simultaneously, one called the Technical Bid and the other the Financial Bid, containing the documents listed in Bidding Data Sheet under the heading of IB 11.1 A & B respectively. Each bidder shall furnish all the documents as specified in Bidding Data Sheet 11.1 A& B

11.2 Bids submitted by a JV shall include a copy of the Joint Venture Agreement (in line with PEC JV modalities) entered into by all partners. Alternatively, a Letter of Intent to execute a Joint Venture Agreement in the event of a successful bid shall be signed by all partners and submitted with the bid, together with a copy of the proposed agreement (in line with PEC JV modalities). The role to be played by each partner to be specified therein. Bids submitted by a joint venture of two (2) or more firms shall comply with the following requirements: -

(a) In case of a successful bid, the Form of JV Agreement shall be signed so as to be legally binding on all partners within 7 days of the receipt of letter of acceptance failing which the contract and the letter of acceptance shall stand void and redundant.

(b) One of the joint venture partners shall be nominated as being in charge; and this authorization shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the joint venture partners;

(c) The partner-in-charge shall always be duly authorized to deal with the Employer regarding all matters related with and/or incidental to the execution of Works as per the terms and Conditions of JV Agreement and in this regard to incur any and all liabilities, receive instructions, give binding undertakings and receive payments on behalf of the joint venture;

(d) All partners of the joint venture shall at all times and under all circumstances be liable jointly and severally for the execution of the Contract in accordance with the Contract terms and a statement to this effect shall be included in the authorization mentioned under Sub-Para (b) above as well as in the Form of Bid and in the Form of JV Agreement (in case of a successful bid); and

(e) A copy of JV agreement shall be submitted before signing of the Contract, stating the conditions under which JV will function, its period of duration, the persons authorized to represent and obligate it and which persons will be directly responsible for due performance of the Contract and can give valid receipts on behalf of the joint venture, the proportionate participation of the several firms forming the joint venture, and any other information necessary to permit a full appraisal of its functioning. The JV Agreement shall be made part of the contract. No amendments / modifications whatsoever in the joint venture agreement shall be agreed to between the joint venture partners without prior written consent of the Employer

11.3 The Bidder shall furnish, as part of the Technical Bid, a Technical Proposal including a statement of work methods, equipment, personnel, schedule and any other information as stipulated Bidding Forms, in sufficient detail to demonstrate the adequacy of the Bidders' proposal to meet the work requirements and the completion time referred to in Sub-Clause 1.2 hereof.

#### **IB.12 Bid Prices**

12.1 Unless stated otherwise in the Bid Documents, the Contract shall be for the whole of the Works as described in IB 1.1 hereof, based on the unit rates and / or prices submitted by the Bidder.

12.2 The Bidders shall fill in rates and prices for all items of the Works described in their PRICE SCHEDULE. Items against which no rate or price is entered by a Bidder will not be paid for by the Employer when executed and shall be deemed covered by rates and prices for other items in the PRICE SCHEDULE.

12.3 All duties, taxes and other levies payable by the Contractor under the Contract, or for any other cause, throughout the duration of the Contract except SRA, shall be included in the rates and prices and the total Bid Price submitted by a bidder.

#### **IB.13 Currencies of Bid and Payment**

13.1 The unit rates and the prices shall be quoted by the bidder entirely in Pak rupees only.

#### **IB.14 Bid Validity**

14.1 Bids shall remain valid for the period stipulated in the Bidding Data Sheet after the Date of Bid Opening specified in sub-clause IB.23.

14.2 In exceptional circumstances, prior to expiry of the original Bid validity period, the Employer may request that the Bidders extend the period of validity for a specified additional period which shall in no case be more than the original bid validity period or 180 days whichever is more. The request and the responses thereto shall be made in writing. A Bidder may refuse the request without forfeiting his Bid Security. A Bidder agreeing to the request will not be required or permitted to modify his Bid, but will be required to extend the validity of his Bid Security for the period of the extension, and in compliance with Clause IB.15 in all respects.

### **IB.15 Bid Security**

15.1 Each Bidder shall furnish, as part of his Bid, a Bid Security in the amount stipulated in the Bidding Data Sheet in Pak Rupees.

15.2 The Bid Security shall be, at the option of the bidder, in the form of Deposit at Call or a Bank Guarantee issued by a Scheduled Bank in Pakistan in Favor of the Employer valid for a period 28 days beyond the Bid Validity date.

15.3 Any Bid not accompanied by an acceptable Bid Security/Earnest money shall be rejected by the Employer as non-responsive.

15.4 The Bid security of unsuccessful bidder will be returned by adopting the following mechanism:

- a) Written request certifying that bidder has no objection or grievance against the Procurement process.
- b) Time for grievance period as provided by Sindh Procurement Rules-2010 has expired.
- c) If he filed a grievance and same is dismissed by the Grievance Committee.

15.5 The Bid Security of the successful Bidder will be returned when the Bidder has furnished the required Performance Guarantee and signed the Agreement.

15.6 The Bid Security may be forfeited:

- a) If the bidder withdraws his bid except as provided in IB 22.1;
- b) If the Bidder does not accept the correction of his Bid Price pursuant to IB 27.2 hereof; or
- c) In the case of successful Bidder, if he fails within the specified time limit to:
  - (i) Furnish the required Performance Guarantee, or
  - (ii) Sign the Agreement.
  - (iii) Furnish the required JV agreement within 7-days of the receipt of letter of acceptance.

### **IB.16 Alternate Proposals by Bidder**

Not Applicable

## **IB.17 Pre-Bid Meeting**

17.1 The Employer may, on his own motion or at the request of any prospective Bidder(s), hold a pre-bid meeting to clarify issues and to answer any questions on matters related to the Bid Documents. The date, time and venue of pre-bid meeting, if convened, is as stipulated in the Bidding Data Sheet. All prospective Bidders or their authorized representatives shall be invited to attend such a pre-bid meeting.

17.2 The Bidders are requested to submit questions, if any, in writing so as to reach the Employer not later than one week before the proposed pre-bid meeting.

17.3 Minutes of the pre-bid meeting in shape of response to queries or suggestions of the bidders, including the text of the questions raised and the replies given, will be transmitted without delay to all purchasers of the Bid documents. Any modification of the Bid documents listed in IB 7.1 hereof which may become necessary as a result of the pre-bid meeting shall be made by the Employer exclusively through the issue of an Addendum pursuant to Clause IB.9 and not through the minutes of the pre-bid meeting.

17.4 Absence at the pre-bid meeting will not be a cause for disqualification of a Bidder.

17.5 All the concerned teams of client and consultant including Environmental and Social Management Team will be present to attend the queries / questions / clarifications of the bidders.

## **IB.18 Format and Signing of Bid**

18.1 Bidders are particularly directed that the amount entered on the Form of Bid shall be for performing the Contract strictly in accordance with the Bid Documents.

18.2 All appendices to Bid are to be properly completed and signed.

18.3 No alteration is to be made in the Form of Bid nor in the Appendices thereto except in filling up the blanks as directed. If any such alterations be made or if these instructions be not fully complied with, the Bid may be rejected.

18.4 Each Bidder shall prepare by filling out the forms completely and without alterations one (1) original electronic bid, specified in the Bidding Data, of the documents comprising the Bid as described in Clause IB.7.

18.5 The original and all copies of the Bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Bidder. This authorization shall consist of a written confirmation as specified in the Bidding Data Sheet and shall be attached to the bid. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the Bid, except for un-amended printed literature, shall be signed or initialed by the person signing the bid.

18.6 Any amendments such as interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the bid.

18.7 Bidders shall indicate in the space provided in the Letter of Technical and Financial Bids, their full and proper addresses at which notices may be legally served on them and to which all correspondence in connection with their bids and the Contract is to be sent.

18.8 Bidders should retain a copy of the Bidding Documents as their file copy.

#### **D. SUBMISSION OF BIDS FOR SINGLE STAGE TWO ENVELOPE PROCEDURE**

##### **IB.19 Sealing and Marking of Bids**

Single stage two envelopes bidding procedure will be adopted by using uploading files on EPADS

19.1 Each Bidder shall submit his Bid as under:

(a) ORIGINAL Electronic Bid on EPADS shall be submitted.

(b) The ORIGINAL bid will be addressed / identified as given in Sub- Clause 19.2 hereof.

(c) The technical bid should comprise of documents listed in IB11.1 (A) & the Financial Bid should comprise of documents listed in IB 11.1 (B) which shall be placed in separate files in accordance with IB 11.1.

19.2 The Bid Security shall;

(a) Be addressed to the Employer at the address provided in the Bidding Data Sheet.

(b) Bear the name and identification number of the contract as defined in the Bidding Data Sheet, and;

19.3 In addition to the identification required in IB 19.2 hereof, the envelope shall indicate the name and address of the Bidder to enable the Bid Security to be returned unopened in case it is declared "late" pursuant to Clause IB.21

19.4 If the bid is not marked as above, the Employer will assume no responsibility for the misplacement or premature opening of the Bid.

##### **IB.20 Deadline for Submission of Bids**

20.1 (a) Bids must be received by the Employer at the EPADS link specified no later than the time and date stipulated in the Bidding Data Sheet

(b) Bids with charges payable will not be accepted, nor will arrangements be undertaken to collect the Bids from any delivery point other than that specified above. Bidders shall bear all expenses incurred in the preparation and delivery of Bids. No claims will be entertained for refund of such expenses.

20.2 The Employer may, at his discretion, extend the deadline for submission of Bids by issuing an amendment in accordance with Clause IB.9, in which case all rights and obligations of the Employer and the Bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

## **IB.21 Late Bids**

- (a) Delays in the connectivity services shall not be accepted as an excuse for failure to deliver a Bid at the proper place and time. It shall be the Bidder's responsibility to determine the manner in which timely delivery of his Bid will be accomplished.

## **IB.22 Modification and Withdrawal of Bids**

22.1 Any Bidder may modify or withdraw his Bid as per Sindh Public Procurement Regulations 2010.

22.3 No Bid may be modified by a Bidder after the deadline for submission of Bids except in accordance with IB 22.1 and 27.2.

22.4 Withdrawal of a Bid during the interval between the deadline for submission of Bids and the expiration of the period of Bid validity specified in the Form of Bid may result in forfeiture of the Bid Security in pursuance to Clause IB.15.

## **E. BID OPENING AND EVALUATION SINGLE STAGE TWO ENVELOPE PROCEDURE**

### **IB.23 Bid Opening**

23.1 Single stage two envelopes bidding procedure will be adopted by using uploading files on EPADS. The Employer will open the Technical Bids as per Sindh Public Procurement Regulations 2010. The Financial Bids will remain unopened and will be held in custody of the Employer until the specified time of their opening as per bid regulations.

23.6 Pre-liminary Examination of Technical Bids

- (a) The Employer shall first examine qualification and experience Data as per appendix M and N submitted by the Bidder. The technical proposal examination of those bidders only shall be taken in hand who meet the minimum requirement as mentioned in appendix M and N. Only substantially responsive qualification shall be considered for further evaluation.
- (b) The Employer shall examine the Technical Bid to confirm that all the documents have been provided, and to determine the completeness of each document submitted

23.7 The Employer shall confirm that all the documents and information have been provided for evaluation of Technical bid as required under these bidding documents.

23.8 At the end of the evaluation of the Technical Bids, the Employer will upload the evaluation on EPADS, SPPRA and Karachi Water & Sewerage Corporation' website regarding those bidders who have submitted substantially responsive Technical Bids and who have been determined as being qualified for award to attend the opening of the Financial Bids. The date, time, and location of the opening of Financial Bids will be advised in writing by the Employer. Bidders shall be given reasonable notice for the opening of Financial Bids.

23.9 The Employer will upload the evaluation on EPADS, SPPRA and Karachi Water & Sewerage Corporation' website regarding their Technical Bids being substantially non-responsive to the requirements of the Bidding Document and return their Financial Bids unopened before inviting others, who are determined as being qualified, to attend the opening of Financial Bids.

23.10 The Employer shall conduct the opening of Financial Bids of all Bidders who submitted substantially responsive Technical Bids, on EPADS.

23.11 Financial Bids shall be opened as per Sindh Procurement Regulations 2010:

Only Financial Bids and discounts, read out and recorded during the opening of Financial Bids shall be considered for evaluation. No Bid shall be rejected at the opening of Financial Bids.

23.12 If this Bidding Document allows Bidders to quote separate prices for different contracts, and the award to a single Bidder of multiple contracts, the methodology to determine the lowest evaluated price of the contract combinations is that which is most economical to the Employer.

#### **IB.24 Process to be Confidential**

24.1 Information relating to the examination, clarification, evaluation and comparison of bid and recommendations for the award of a contract shall not be disclosed to bidders or any other person not officially concerned with such process before the announcement of bid evaluation report which shall be done at least ten (10) days prior to issue of Letter of Acceptance. The announcement to all Bidders will include table(s) comprising read out prices, discounted prices, price adjustments made, final evaluated prices and recommendations against all the bids evaluated. Any effort by a bidder to influence the Employer's processing of bids or award decisions may result in the rejection of such bidder's bid. Whereas any bidder feeling aggrieved may lodge a written complaint not later than ten (10) days after the announcement of the bid evaluation report; however mere fact of lodging a complaint shall not warrant suspension of the procurement process.

#### **IB.25 Clarification of Bids**

25.1 To assist in the examination, evaluation and comparison of Bids, the Employer may, at his discretion, ask any Bidder for clarification of his Bid, including breakdowns of unit rates. The request for clarification and the response shall be in writing but no change in the price or substance of the Bid shall be sought, offered or permitted except as required to confirm the correction of arithmetic errors discovered by the Employer in the evaluation of the Bids in accordance with Clause IB.28.

25.2 If a Bidder does not provide clarifications of its Bid by the date and time set in the Employer's request for clarification, its bid may be rejected

#### **IB.26 Examination of Bids and Determination of Responsiveness**

26.1 Prior to the detailed evaluation of bids, the Employer will determine whether each bid is substantially responsive to the requirements of the Bidding Documents.

26.2 A substantially responsive bid is one which (i) meets the eligibility criteria; (ii) has been properly signed; (iii) is accompanied by the required Bid Security; (iv) Includes signed Integrity Pact where required as per clause IB.35 and (v) conforms to all the terms, conditions and specifications of the Bidding Documents, without material deviation or reservation. A material deviation or reservation is one (i) which affect in any substantial way the scope, quality or performance of the Works; (ii) which limits in any substantial way, inconsistent with the Bidding Documents, the Employer's rights or the bidder's obligations under the Contract; (iii) adoption/rectification whereof would affect unfairly the competitive position of other bidders presenting substantially responsive bids. Only substantially responsive bid shall be considered for further evaluation.

26.3 If a bid is not substantially responsive, it may not subsequently be made responsive by correction or withdrawal of the non-conforming material deviation or reservation. The Employer may, however, seek confirmation/ clarification in writing or by email which shall be responded accordingly.

#### **IB.27 Correction of Errors**

27.1 Bids determined to be substantially responsive will be checked by the Employer for any arithmetic errors. Errors will be corrected by the Employer as follows:

(a) Where there is a discrepancy between the amounts in figures and in words, the amount in words will govern; and

(b) where there is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern, unless in the opinion of the Employer there is an obviously gross misplacement of the decimal point in the unit rate, in which case the line-item total as quoted will govern and the unit rate will be corrected.

27.2 The amount stated in the Letter of Financial Bid will be adjusted by the Employer in accordance with the above procedure for the correction of errors and with the concurrence of the Bidder, shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected Bid Price, his Bid will be rejected, and the Bid Security shall be forfeited in accordance with IB 15.6(b) hereof.

#### **IB.28 Evaluation and Comparison of Bids**

28.1 The Employer will evaluate and compare only the Bids determined to be substantially responsive in accordance with Clause IB.26.

28.2 In evaluating the Bids, the Employer will determine for each Bid the evaluated Bid Price by adjusting the Bid Price as follows: -

- a) Making any correction for errors pursuant to Clause IB.27
- b) Excluding Provisional Sums and the provision, if any, for contingencies in the Summary PRICE SCHEDULE, but including competitively priced Day work.

c) Making an appropriate adjustment for any other acceptable variation or deviation.

28.3 The estimated effect of the price adjustment provisions of the Conditions of Contract, applied over the period of execution of the Contract, shall not be taken into account in Bid evaluation.

28.4 If the Bid of the successful Bidder is seriously imbalanced in relation to the Employer's estimate of the cost of work to be performed under the Contract, the Employer may require the Bidder to produce detailed price analyses for any or all items of the PRICE SCHEDULE to demonstrate the internal consistency of those prices with the construction methods and schedule proposed. After evaluation of the price analyses, the Employer may require that the amount of the Performance Guarantee set forth in IB.32 be increased at the expense of the successful Bidder to a level sufficient to protect the Employer against financial loss in the event of default of the successful Bidder under the Contract.

## **F. AWARD OF CONTRACT**

### **IB.29 Award**

29.1 Subject to Clauses IB.30 and IB.34, the Employer will award the Contract to the bidder whose bid has been determined to be substantially responsive to the Bidding Documents and who has offered the lowest evaluated Bid Price, provided that such bidder has been determined to be eligible in accordance with the provisions of Clause IB.3 and qualify pursuant to IB 29.2.

29.2 The Employer, at any stage of the bid evaluation, having credible reasons for or prima facie evidence of any defect in Bidder's capacities, may require the bidders to provide information concerning their professional, technical, financial, legal or managerial competence whether already pre-qualified or not:

Provided that such qualification shall only be laid down after recording reasons in writing. They shall form part of the records of that bid evaluation report.

### **IB.30 Employer's Right to Accept any Bid and to Reject any or all Bids**

30.1 Notwithstanding Clause IB.29, the Employer reserves the right to accept or reject any Bid, and to annul the bidding process and reject all bids, at any time prior to award of Contract, without thereby incurring any liability to the affected bidders or any obligation except that the grounds for rejection of all bids shall upon request be communicated to any bidder who submitted a bid, without justification of grounds. Rejection of all bids shall be notified to all bidders promptly.

### **IB.31 Notification of Award**

31.1 Prior to expiration of the period of bid validity prescribed by the Employer, the Employer will notify the successful bidder in writing ("Letter of Acceptance") that his Bid has been accepted. This letter shall name the sum which the Employer will pay the Contractor in consideration of the execution and completion of the Works by the

Contractor as prescribed by the Contract (hereinafter and in the Conditions of Contract called the "Contract Price").

31.2 No Negotiation with the bidder having evaluated as lowest responsive or any other bidder shall be permitted, However, the lowest evaluated bidder may further reduce the Bid Price voluntarily without compromising the quality/ quantity.

31.3 The notification of award and its acceptance by the bidder will constitute the formation of the Contract, binding the Employer and the bidder till signing of the formal Contract Agreement.

31.4 Upon furnishing by the successful bidder of a Performance Guarantee, the Employer will promptly notify the other bidders that their Bids have been unsuccessful. No bid security can be returned without exhausting the grievance period or without finally disposing off the complaint of the non-responsive bidder. However, bid security may be returned earlier if any bidder submits affidavit that he is satisfied with the proceedings and hence his bid security may be returned.

### **IB.32 Performance Guarantee**

32.1 The successful bidder shall furnish to the Employer a Performance Guarantee in the form and the amount stipulated in the Bidding Data Sheet and the Conditions of Contract within a period of 15 days after the receipt of Letter of Acceptance.

32.2 Failure of the successful bidder to comply with the requirements of IB.32.1 or IB.33 or IB.35 shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.

### **IB.33 Signing of Agreement**

33.1 Upon furnishing of acceptable Performance Guarantee under the Conditions of Contract, formal Agreement between the Employer and the successful bidder shall be executed.

### **IB.34 General Performance of the Bidders**

The Employer reserves the right to obtain information regarding performance of the bidders on their previously awarded contracts/works. The Employer may in case of consistent poor performance of any Bidder as reported by the employers of the previously awarded contracts, inter-alia, reject his bid and/or refer the case to the Pakistan Engineering Council (PEC). Upon such reference, PEC in accordance with its rules, procedures and relevant laws of the land take such action as may be deemed appropriate under the circumstances of the case including black listing of such Bidder and debarring him from participation in future bidding for similar works.

The Successful Contractor/Joint Venture shall comply with and acquire all consents, approvals, permits and licenses applicable under the laws of Pakistan in relation to the performance of the work & services.

### **IB.35 Integrity Pact**

The Bidder shall sign and stamp the Integrity Pact provided at Appendix-L to Bid in the Bidding Documents for all Federal / Provincial Government procurement contracts exceeding Rupees ten million. Failure to provide such Integrity Pact shall make the bidder non-responsive.

**IB.36 Instructions not Part of Contract**

Submission of bids shall be construed as evidence that the bidder has admitted all provisions of the instruction to the bidder.

**IB.37 SPPRA Act, 2010**

SPPRA Act, 2010 as amended up to date will supersede and will have an over-riding effect in case in case of any contradiction with these Instructions, the Contract, or any other part of the Bidding Documents.

**BIDDING DATA SHEET**

## Bidding Data Sheet

<b>Instruction to Bidders Clause Reference Clause IB-1:</b>	
<b>Sub-Clause: 1.1 Name and address of the Employer</b>	
Karachi Water and Sewerage Corporation	
{Add Address} Block D, KW&SC 9 <sup>th</sup> Mile office Shahra-e-Faisal Karsaz, Karachi	
{Add Contact Number} 021- 99245154-56	
{Add Email Address} info@kw&sc.gos.pk	
{Add Website} kwsc.gov.pk	
<b>Summary of Works</b>	
The work included in this Contract are as follows but not limited to these items only.	
<b>Sr. No.</b>	<b>Description</b>
	Deployment of Skilled/ Un- Skilled Sanitary Health Workers for Maintenance of KW&SC water supply/ sewer network in all towns of Karachi.
<b>Clause IB-2: Source of Funds</b>	
Sub-Clause 2.1	
KW&SC Own Funds.	
<b>Clause IB-10: Language of Bid</b>	
<b>Sub-Clause 10.1</b>	
English	
<b>Clause IB-11: Documents Accompanying the Bid</b>	
<b>Sub-Clause 11.1:</b>	
A) The Bidder shall submit with its Technical Bid the following documents:	
(a) Letter of Technical Bid	
(b) Written confirmation authorizing signatory of the bid to commit the Bidder.	(IB 18.5)
(c) Bid Security	(IB.15)
(d) Pending litigation information.	
(e) Special Stipulations	Appendix-A
(f) Proposed Operation Schedule	Appendix-E
(g) Integrity Pact	Appendix-L
(h) Eligibility Criteria	Appendix-M1&M2
(i) Qualification Criteria	Appendix-N
<b>B) The Bidder shall submit with its Financial Bid the following documents:</b>	
(a) Letter of Financial Bid	
(b) Price Schedule	Appendix-D
<b>Clause IB-13: Currency of Bid and Payment:</b>	

**Sub-Clause 13.1**

The unit rates and the prices shall be quoted by the Bidder entirely in Pakistani Rupees and likewise payments will also be made entirely in Pakistani Rupees.

**Clause IB-14 Bid Validity:****Sub-Clause 14.1 Period of Bid Validity**

90 Days .

**Clause IB-15 Bid Security**

- (a) The Bid Security amounting to PKR 68 million to be submitted with the Technical Proposal.
- (b) In the form of Bank Guarantee/ Pay Order from any scheduled bank of Islamic Republic of Pakistan or from a foreign bank dully counter guaranteed by a scheduled bank in Pakistan, as prescribed under Rule 37 of SPPRA Rules, 2010 (amended up to date);
- (c) Bid Security has to be in Favor of the procuring agency (Karachi Water and Sewerage Corporation).
- (d) The Bid Security must remain valid for a period of 28 days beyond validity period of the bid.
- (e) Bid Security shall be submitted in PKR.

The Bidders are further advised to refer to specific provisions of 'Bid Security' (Rule 37) of the Sindh Public Procurement Rules, 2010 (Amended 2024).

**Clause IB-16 Alternate Proposals by Bidders**

**NOT APPLICABLE**

**Clause IB-17 Pre-Bid Meeting**

Pre-proposal / Pre-bid meeting to be held at the Room No. 2, Block C, 9<sup>th</sup> Mile office KWSC office at Shahrah-e-Faisal on 26<sup>th</sup> January, 2026, at 11.00 am.

**Clause IB-18 Format and Signing of Bid****Sub-Clause 18.4 Format and Signing of Bid**

One Original on EPADS website

Note: Proposal submitted through telegraph, telex, fax or e-mail shall not be entertained.

**Clause IB-19 Sealing and Making of Bid**

Sub-Clause 19.2 (a) Employer's address for the purpose of Bid Submission is as follows:

The complete E-bids must be submitted online on e-Procurement Systems (EPADS-e-Pak Acquisition and Disposal system) website i.e. <https://sindh.eprocure.gov.pk>

In case, the last date of bid submission falls in / within the official holiday(s), the last date for submission of the bids shall be the next working day

**Clause IB-20 Deadline for submission of Bid:**

The complete E-bids must be submitted online on e-Procurement Systems (EPADS- e-Pak Acquisition and Disposal system) website i.e. <https://sindh.eprocure.gov.pk/> as per the following schedule:

<b>E-Bid submission Date &amp; Time</b>	<b>04<sup>th</sup> February, 2026 at 11.00 am</b>	
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**Clause IB-23 Bid Opening:**

The received E-bids will be opened on e-Procurement Systems (EPADS- e-Pak Acquisition and Disposal system (e-PADS)) website i.e. <https://sindh.eprocure.gov.pk> as per the following schedule:

<b>E-Bid opening Date , Time&amp; Venue</b>	<b>On same day/ date at 11.30 am at Committee Room, CEO SECRETARIAT, Block D, KW&amp;SC 9<sup>th</sup> Mile office, Shahrah-e-Faisal, Karachi.</b>
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**Clause IB-32 Performance Guarantees:**

Sub-Clause 32.1

Delete the text sub-clause 32.1 and substitute with the following: -

The Performance Guarantee shall be 05 % of Contract Amount mentioned in the Letter of Acceptance on the prescribed form10 [PS-1] in shape of Bank Guarantee from any Scheduled Bank in Pakistan in Favor of the Employer.

The contract period for the proposed work is twelve months w.e.f date of award. The financial concurrence split into two financial years, in FY 2025-26, it will be required for approximately 4.5 Months expenditures incurred on work & approximately 7.5 months in FY 2026-27. Hence the 05 % Performance Guarantee will be submitted accordingly.

Add at the end of Sub-Clause 32.2:

**Next lowest Bidder**

In the event, the Performance Guarantee is not provided by the lowest bidder, and the award is annulled, the Employer may award the Contract to the next lowest evaluated Bidder whose offer is substantially responsive and technically accepted and is determined by the Employer to be qualified to perform the Contract satisfactorily.

**Clause IB-36 Instructions not part of Contract:****Fraud and Corrupt Practices:**

Bidders and their sub-contractors under contracts must observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Employer:

- a) Defines, for the purposes of this provision, the terms set forth below are defined as follows:
  - “Corrupt practice” means the offering, giving, receiving, or soliciting, directly or indirectly, anything of value to influence improperly the actions of another party.
  - “Fraudulent practice” means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation
  - “Coercive practice” means impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
  - “Collusive practice” means an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party.
  - obstructive practice” means (a) deliberately destroying· falsifying· altering· or concealing of evidence material to an investigation by the Employer; making false statements to investigators in order to materially impede an investigation by the Employer; (c) failing to comply with requests to provide information· documents· or records in connection with an office of Anticorruption investigation; (d) threatening· harassing· or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or (e) materially impeding the Employer’s contractual rights of audit or access to information
  - “Integrity violation” is any act which violates the Government's Anticorruption Policy· including (i) to (v) above and the following: abuse, conflict of interest· violations of the Government sanctions, retaliation against whistleblowers or witnesses· and other violations of the Government’s Anticorruption Policy including failure to adhere to the highest ethical standard.
- b) will reject any Bid/proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices or other integrity violations in competing for the Contract;
- c) will cancel the contract if it determines at any time that its representatives or those of the Bidder were engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices or other integrity violations during the selection process or the execution of the Contract; and

- d) will sanction bidders or its successor including declaring ineligible, either indefinitely or for a stated period of time, to participate in bidding activities in Pakistan if it at any time determines that the firm has, directly or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for, or in executing Contract
- e) Will have the right to require that consultants permit the Government or its appointed agent to inspect their accounts and records and other documents relating to the submission of proposals and contract performance and to have them audited by auditors appointed by the government.

## Scope of work

### Workforce Provision

The contractor shall provide and manage:

- Technical staff (e.g., supervisors, machine operators, skilled sewerage workers)
- Semi-skilled staff (e.g., helpers, pump operators, maintenance assistants)
- Non-skilled staff (e.g., cleaners, loaders, support workers)

All deployed staff shall be:

- Medically fit and trained in basic O&M and safety procedures
- Provided with **standardized uniforms, PPE, and safety gear**
- Covered under contractor-arranged insurance and labor compliance mechanisms

### Operational & Maintenance Activities

The workforce shall support KWSC in:

- Removal of blockages, chokes, and solid waste obstructions
- Routine sewerage maintenance works by desilting manholes laying pipes segments etc.
- Support to jetting, suction, and mechanical cleaning operations

Responsibilities include attendance management, task allocation, reporting, and safety compliance.

### Attendance, Monitoring & Reporting System

The contractor shall implement a **system-based attendance mechanism**, ensuring:

- Live recording of staff arrival and exit times
- Town-wise daily attendance reports
- Monthly consolidated workforce and performance reports
- Real-time data sharing access with KWSC

### Transportation & Logistics

The contractor shall arrange and manage:

- Operational transport (vehicles, fuel, drivers) for daily movement of staff only
- Emergency mobility for urgent complaints
- Safe transport of tools, PPE, and minor equipment
- Coordination of team dispatch schedules with town supervisors

### **Equipment, Uniforms & PPE**

The contractor shall provide:

- Uniforms clearly branded/identified
- PPE including helmets, gloves, boots, reflective jackets, masks, harnesses
- Basic hand tools and safety accessories
- Periodic replacement of worn-out safety gear

### **Health, Safety & Compliance**

The contractor shall:

- Conduct regular safety briefings and tool-box talks
- Ensure compliance with labour laws and occupational safety standards
- Maintain incident registers and safety logs
- Coordinate with KWSC on emergency protocols
- Ensure dignified, ethical and non-hazardous working conditions

## **1. Performance Indicators (KPIs)**

The contractor's performance shall be monitored through the following KPIs, designed to be measurable, achievable, and supportive of effective service delivery:

### **A. Workforce & Attendance KPIs**

- 🚧 Minimum 85% staff availability rate against agreed deployment plan
- 🚧 100% attendance captured through digital system
- 🚧 Replacement of absent staff within 24 hours
- 🚧 Monthly workforce deployment compliance report submitted

### **B. Service Delivery KPIs**

- 🚧 Response time to routine complaints: within 24 hours
- 🚧 Response time to emergency complaints: within 4–6 hours
- 🚧 Completion rate of assigned tasks: minimum 90% monthly completion
- 🚧 Visible reduction in backlog of drain and sewer cleaning requests

### **C. Supervision & Coordination KPIs**

- ✚ Supervisor presence in 100% of towns
- ✚ Daily coordination meetings/logs maintained with KWSC
- ✚ Weekly town-wise activity summaries
- ✚ Zero major complaints related to non-coordination

**FORM OF BID  
AND  
APPENDICES TO BID**

**LETTER OF TECHNICAL Bid****FOR DEPLOYMENT OF SKILLED/ UN SKILLED SANITARY HEALTH WORKERS FOR MAINTENANCE OF KW&SC WATER SUPPLY/SEWER NETWORK IN ALL TOWNS OF KARACHI. (THE "PROJECT")**

To: KW&SC

We, the undersigned, confirm, undertake and declare that:

- (a) We have examined and have no reservations to the Bidding Documents issued in accordance with IB 9 (Amendment of Bid Documents) of the Request for Proposal ,for the Project.
- (b) We offer to perform and undertake the Contractor's Obligations in respect of the Project in conformity with the Bidding Documents without any omission, reservation and deviation; and we accept and undertake to comply with all requirements in the Bidding Documents, including the schedules / annexures attached to the Bidding Documents.
- (c) Our Bid consisting of the Technical Proposal and the Financial Proposal shall be valid for a period of 90 days from the date fixed for the Submission Deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- (d) As security for due performance of the under takings and obligations of our bid, we submit here with a Bid security, in the amount specified in Bidding Data Sheet, which is valid (at least) 28 days beyond validity of Bid itself.
- (e) We do not have any conflict of interest in accordance with the requirements of the Bidding Documents.
- (f) We understand that all the schedules/ annexures attached to the Bidding Documents are integral part of the Bidding Documents.
- (g) We undertake to perform the Contractor's Obligations same within the time period stipulated in Notification of Award.
- (h) We understand that this Bid, together with your written acceptance thereof included in your Notification of Award, shall constitute a binding contract between us, until the Agreement is executed.
- (i) We have not been blacklisted by any authority / entity and have not been involved in any investigation for fraud or corruption in or outside Pakistan. We are not involved in any bankruptcy or liquidation proceedings. We have not been engaged in any corrupt or fraudulent practices nor have any commissions or gratuities been or are to be paid by us to agents relating to this Bid and Agreement's execution.
- (j) We are not participating, as a Bidder in more than one Bid in this Bidding Process in accordance with the requirements of the Bidding Documents.
- (k) We, our affiliates or subsidiaries, have not been declared ineligible under the Employer's country laws or official regulations.

- (l) We agree to permit the Employer or its representative to inspect our accounts and records and other documents relating to the Bid submission and to have them audited by auditors appointed by the Employer at its expense.
- (m) We hereby declare that all the information and statements made in this Bid are true and accept that any misrepresentation contained in it shall lead to our disqualification, forfeiture of the Bid Security and / or our blacklisting by the Employer.
- (n) We undertake, if our Bid is accepted, to furnish the Performance Security as per the requirements of the Bidding Documents and the Agreement.
- (o) We do hereby declare that the Bid is made without any collusion, comparison of figures or arrangement with any other person or persons making a Bid for the Contractor's Obligations.
- (p) We understand that the Bidding Documents have been issued by the Employer for the Project; and if our Bid is accepted, we shall execute the Agreement for the Project as per the requirements of the Bidding Documents.

*(Unless otherwise specified, capitalized terms used herein shall have the same meaning given to them in the Bidding Documents).*

Name .....

In the capacity of .....

Signed

Duly authorized to sign the Bid for and on behalf of .....[Name of Bidder]

Date .....

[Seal]

in the presence of

[name]

[Signature]

[Title]

[name]

[Signature]

[Title]

**LETTER OF FINANCIAL PROPOSAL**

Date:

Bid Reference No

(Name of Contract/Works): **Deployment of Skilled / UnSkilled Sanitary Health Workers For Maintenance Of KW&SC Water Supply / Sewer Network In All Towns Of Karachi.**

To:

Chief Executive Officer

Karachi Water and Sewerage Corporation,

9<sup>th</sup> Mile office of KW&SC Shahrah-e-Faisal, Karsaz.

We, the undersigned, confirm, undertake and declare that:

- (a) We have examined and have no reservations to the Bidding Documents issued in accordance with IB 9 (Amendment of Bid Documents) of the Bid dated {04.02.2026} for the Project.
- (b) We offer to perform and undertake the Contractor's Obligations in respect of the Project in conformity with the Bidding Documents without any omission, reservation and deviation; and we accept and undertake to comply with all requirements in the Bidding Documents, including the schedules / annexures attached to the Bidding Documents.
- (c) As security for due performance of the undertakings and obligations of this Bid, we submit unconditionally herewith the Bid Security drawn in your favour or made payable to you and valid for a period twenty eight(28) days beyond the period of validity of Bid. We confirm that the Bid Security has been issued and maintained in PKR in accordance with the requirements of the Bidding Documents.
- (d) The Bid Price, inclusive of all federal, provincial and local duties, levies and taxes (including Company Taxes) is PKR {insert amount in words and figures}.
- (e) Our Bid consisting of the Technical Proposal and the Financial Proposal shall be valid for a period of 90 days from the date fixed for the Submission Deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- (f) We do not have any conflict of interest in accordance with the requirements of the Bidding Documents.
- (g) We undertake, if our Bid is accepted, to furnish the Performance Security as per the requirements of the Bidding Documents and the Agreement.
- (h) If awarded the contract, the person named below shall act as Contractor's Representative.

*(Unless otherwise specified, capitalized terms used herein shall have the same meaning given to them in the Bidding Documents).*

Name.....

In the capacity of.....

Signed.....

Duly authorized to sign the Bid for and on behalf of.....

Date.....

[Seal]

in the presence of

**[Name]**

**[Signature]**

**[Title]**

**[Name]**

**[Signature]**

**[Title]**

**SPECIAL STIPULATIONS**  
**Clause**  
**Conditions of Contract**

**FOREIGN CURRENCY REQUIREMENTS**

**NOT APPLICABLE**

**PRICE ADJUSTMENT**

**NOT APPLICABLE**



**BILL OF QUANTITIES**

**Attached**

**PRICE SCHEDULE  
SUMMARY  
ABSTRACT OF TENDER PRICE**

**ATTACHED**

**(The amount must be filled in Financial Bid Part)**

**PROPOSED OPERATION SCHEDULE**

**FORM OF INTEGRITY PACT****DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE CONTRACTOR**

Dated -----

*[name of Bidder]* (the "Bidder") 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, Karachi Water and Sewerage Corporation, any administrative subdivision or agency thereof or any other entity owned or controlled by Government of Sindh (collectively to be hereinafter referred to as the "GoS") through any corrupt business practice.

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

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

*[name of Bidder]* accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GoS under any law, contract or other instrument, be voidable at the option of GoS.

Notwithstanding any rights and remedies exercised by GoS in this regard, *[name of Bidder]* agrees to indemnify GoS for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoS in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by *[name of Bidder]* as aforesaid for the purpose of obtaining or

inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoS.

**Name of Employer: Karachi Water and Sewerage Corporation**

**Name of Bidder: -----**

**Signature:**

**[Seal]**

### **Eligibility Criteria**

The Bidders (Firm/ Joint Venture) fulfilling the following basic eligibility criteria shall only be considered for further evaluation. (Relevant documents to be attached):

- a) Certificate of registration with active Income Tax & active Sales Tax on Services under Relevant Authority.
- b) Valid registration with Sindh Revenue Board.
- c) Valid legal entity of the bidder / firm / company e.g. registrar of firms or sole proprietorship affidavit or partnership deed etc.
- d) Affidavit on Non-Judicial Stamp paper for No litigation OR submission of Litigation History of last 10 years.
- e) Duly licensed by the Pakistan Engineering Council (PEC). In case of Joint Venture, anyone of the firm be registered with PEC in relevant category. No foreign Firm(s) is allowed to participate whether as Single entity or Lead member of JV.
- f) Affidavit declaring “Neither the firms nor its Directors, Stakeholders, as a whole or as a part of the firm have ever been black listed/ defaulted by any government agency department / organization / Donors or settled dispute in plea bargain or Volunteer recovery”. MC will check and maintain the record of verification of Blacklisting status of the firm/company/contractor from PPRA website and also from the World Bank debarred/blacklisting list.
- g) Signed and stamped Integrity Pact as per Appendix-L.

**Note:** In case of Joint Venture, all the members have to meet in full the afore-mentioned basic eligibility criteria.

## **QUALIFICATION CRITERIA**

Technical Evaluation will be based on the criteria given in succeeding paras regarding the Bidder's Financial Soundness, General & Relevant Experience and Personnel Capabilities as demonstrated by the Bidder's responses in the forms attached. The Procuring Agency reserves the right to waive minor deviations, if these don't materially affect the capability of a Bidder to perform the contract. Sub-contractor's experience and resources shall not be taken into account in determining the Bidder's compliance with the qualifying criteria. However, Joint Venture experience & resources shall be considered. Consortium or Association of Contractors will be considered for similar treatment as in case of Joint Venture. The detailed qualification criteria for Evaluation are provided as follows:

Financial Bids of Not-Qualified bidders will be returned un-opened.

### **Technical Evaluation Criteria**

The criteria for the evaluation are given below:

<b>Sr. No.</b>	<b>Category</b>	<b>Weightage/Marks</b>
A.	Financial Soundness	30
B.	General & Relevant Experience	60
C.	Personnel Capabilities	10
	<b>Total:</b>	<b>100</b>

The applicants must score total 75 marks and at least 50 % marks in each category, to qualify.

**SUB CATEGORY A: FINANCIAL SOUNDNESS**

For financial soundness, Letter from Banks and audited financial statements for *last five financial years shall be submitted. letter from Banks (In case of Credit Line) & audited financial statements by auditor company of last five financial years are not attached, no consideration will be given to bidder.*

<b>Sr. No.</b>	<b>Description</b>	<b>Maximum Marks</b>
i)	Annual Turn Over from Audit Report for last 05 Years (25- Marks)  <b>A= Bank Credit Line limit (in PKR Million)</b>  <b>(05 -Marks)</b>	Marks will be awarded as: • 25 Marks will be given if “ <b>Annual Turnover</b> ” is PKR 500 million (Average / Year) or above.  • 20 Marks for PKR 300-499 million • 15 Marks for PKR 100-299 million. • 05 Marks for valid Bank credit line above Rs.50 million. • No marks for Bank Credit Line below Rs 50 million and Annual Turn Over less than Rs.99 million.
	<b>Sub-Total:</b>	<b>30</b>

### **SUB-CATEGORY B: EXPERIENCE RECORD**

Bidder must meet following criteria for evaluation of the experience of the Firm/JV.

<b>Sr. No.</b>	<b>Description</b>	<b>Max. Marks</b>
i)	<p>Projects of similar Nature completed over last 10 years.</p> <p>a. Max 05-projects cost not less than Rs.1.0 Billion (@ of 02 Marks each Project).</p> <p>(General nature project includes Janitorial Services, water/sewerage treatment, Solid waste management)</p>	10
ii)	<p>Projects of similar nature and complexity</p> <p>a. Completed 05 project of Waste Management services including Drain Cleaning having 80% of quoted Cost each (completed over last 10 years) (@ 04 Marks each project Max. 05 Nos project counted)</p> <p>b. In hand projects of Waste Management including drain cleaning having 80% of quoted Cost each (@ 02 Marks each Project Max. 15 Nos Project counted)</p> <p>c. Completed project of Waste Management services including Drain Cleaning having 50% of quoted Cost each (completed over last 10 years) (@ 02 Marks each project Max. 05 Nos project counted)</p>	50 (Max. Score)
	<b>Sub-total:</b>	<b>60</b>

### **SUB-CATEGORY C: PERSONNEL CAPABILITIES**

The following key experts at a minimum shall be evaluated:

No personnel will be considered for evaluation if declaration of Professional Staff Employment & availability for this Project (**Form T XX-XX-XX**) **duly signed by authorized signatory** is not attached.

Bidders will submit the detailed particular of his experts considering that all staff **will serve at site full time during execution of works.**

Sr. No.	Description	Maximum Points
i)	Engineers in employment of the contractor & Registered as PE with PEC	
	a) Number of Engineers (2 No. Civil)	3
	b) Experience of Civil Engineers (Minimum 07 years or above, no marks for less than 07 years)	2
ii)	Number of Diploma Engineers in Employment of the Contractor	
	a) Number of Sub Engineers having Diploma in Associate Engineering (Min 4 No. Civil)	3
	b) Experience of Engineers in number of Years (Minimum 05 -years or above, no marks for less than 05 years)	2
<b>Sub-total:</b>		10

Bidders will provide **CVs, of employees** with firm showing details of employes, and attach relevant documents copies. No marks if required documents are not attached.

## **Joint Venture (JV)**

Joint Venture must comply with the following requirements: -

a) Minimum qualification requirements: -

i) The lead partner shall meet not less than 50 percent of all qualifying criteria given in paras.

ii) The joint venture must collectively satisfy the criteria of paras A to C, for which purpose the relevant figures for each of the partners shall be added together to arrive at the JV's total capacity.

b) Any change in a qualified JV after qualification shall be subject to the written approval of the Employer prior to the deadline for submission of bids. Such approval may be denied if:-

i) Partner(s) withdrawn from a JV and remaining partners do not meet the qualifying requirements;

ii) The new partners to a JV are not qualified individually or as another JV; or

iii) In the opinion of the Employer, a substantial reduction in competition would result.

c) Bid shall be signed by all members in the JV so as to legally bind all partners, jointly and severally, and any bid shall be submitted with a copy of the JV agreement providing the joint and several liability with respect to the contract.

**Form T-1**

## General Information

Bidder or Member of a Joint Venture applying for qualification is required to complete the information in this form.

<b>1.</b>	Name of Firm:	
<b>2.</b>	Head Office Address:	
<b>3.</b>	Telephone:	
<b>4.</b>	Email:	
<b>5.</b>	Type of Organization:	
<b>6.</b>	Place of Incorporation/Registration:	Year of incorporation/registration:
<b>7.</b>	PEC Registration: PEC Registration No:	Validity:
<b>8.</b>	NTN#	
<b>9.</b>	Name, Designation, email and Mobile Number of Firm's Representative	

**Detail of Owners/ Directors**

<b>Sr. No</b>	<b>Name</b>	<b>Designation</b>	<b>Nationality</b>
<b>1.</b>			
<b>2.</b>			
<b>3.</b>			
<b>4.</b>			
<b>5.</b>			

**Affidavit**

Date:

To:

Chief Executive Officer,  
Karachi Water and Sewerage Corporation,  
Karachi

We, *[insert name of Bidder]* hereby represent and warrant that, as of the date of this Affidavit *[name of Bidder]*:

- (a) are not in bankruptcy or liquidation proceedings;
- (b) are not blacklisted by any governmental or non-governmental department / agency;
- (c) have not been convicted of, fraud, corruption, collusion or money laundering;
- (d) are not aware of any conflict of interest or potential conflict of interest arising from prior or existing contracts or relationships which could materially affect our capability to comply with the obligations under the Agreement;
- (e) *[are legally and financially autonomous and operate under commercial law]*;  
and
- (f) all pending actions, suits, arbitration or legal, administrative, governmental or other proceedings or litigation pending or threatening against the Bidder ("Claims") does not in total represent more than 50% of the its net worth, nor are there any Claims that prevent or materially impede the Bidder from its obligations in respect of the Contractor's Obligations and the terms of the Agreement.

That whatever stated above is true and correct to the best of my knowledge and belief and nothing has been concealed thereto.

Verified on oath at.....on this day of ..... 2025 that the contents of the above Affidavit are true and correct to the best of my knowledge and belief.

WITNESSES:

a)

DEPONENT

Name:-----

Address:-----

Passport/ CNIC No. : \_\_\_\_\_

b)

Name: -----

Address:-----

Passport/CNIC No.:



**FORMS**

**BID SECURITY**

**PERFORMANCE GUARANTEE**

**CONTRACT AGREEMENT**

**MOBILIZATION ADVANCE GUARANTEE/BOND**

**BID SECURITY  
(BANK GUARANTEE)**

Security Executed on \_\_\_\_\_

(Date)

Name of Surety (Bank) with Address: \_\_\_\_\_  
(Scheduled Bank in Pakistan)

Name of Principal (Bidder) with Address \_\_\_\_\_  
\_\_\_\_\_

Penal Sum of Security Rupees. \_\_\_\_\_ (Rs. \_\_\_\_\_)

Bid Reference No. \_\_\_\_\_

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bid and at their quest of the said Principal (Bidder)we, the Surety above named, are held and firmly bound unto \_\_\_\_\_ (hereinafter called the 'Employer') in the sum stated above for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Bidder has submitted the accompanying Bid dated \_\_\_\_\_ for Bid No. \_\_\_\_\_ for \_\_\_\_\_(Particulars of Bid) to the said Employer; and

WHEREAS, the Employer has required as a condition for considering said Bid that the Bidder furnishes a Bid Security in the above said sum from a Scheduled Bank in Pakistan, to the Employer, conditioned as under:

- (1) that the Bid Security shall remain in force up to and including the date 28 days after the deadline for validity of bids as stated in the Instructions to Bidders or as it may be extended by the Employer, notice of which extension(s) to the Surety is hereby waived;
- (2) that the Bid Security of unsuccessful Bidders will be returned by the Employer after expiry of its validity or upon signing of the Contract Agreement; and
- (3) that in the event of failure of the successful Bidder to execute the proposed Contract [Letter by the Bank to the Employer]

Agreement for such work and furnish the required Performance Guarantee, the entire said sum be paid immediately to the said Employer pursuant to Clause 15.6 of the Instruction to Bidders for the successful Bidder's failure to perform.

NOW THEREFORE, if the successful Bidder shall, within the period specified therefore, on the prescribed form presented to him for signature enter into a formal Contract with the said Employer in accordance with his Bid as accepted and furnish

within twenty eight (28) days of his being requested to do so, a Performance Guarantee with good and sufficient surety, as may be required, upon the form prescribed by the said Employer for the faithful performance and proper fulfilment of the said Contract or in the event of non-withdrawal of the said Bid within the time specified for its validity then this obligation shall be void and of no effect, but otherwise to remain in full force and effect.

PROVIDED THAT the Surety shall forthwith pay the Employer the said sum upon first written demand of the Employer (without cavil or argument) and without requiring the Employer to prove or to show grounds or reasons for such demand, notice of which shall be sent by the Employer by registered post duly addressed to the Surety at its address given above.

PROVIDED ALSO THAT the Employer shall be the sole and final judge for deciding whether the Principal (Bidder) has duly performed his obligations to sign the Contract Agreement and to furnish the requisite Performance Guarantee within the time stated above, or has defaulted in fulfilling said requirements and the Surety shall pay without objection the said sum upon demand from the Employer forthwith and without any reference to the Principal (Bidder) or any other person.

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

\_\_\_\_\_  
Guarantor (Bank)

Witness: 1.

\_\_\_\_\_  
Corporate Secretary (Seal)

Signature \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

2. \_\_\_\_\_  
Name, Title & Address

\_\_\_\_\_  
Corporate Guarantor (Seal)

**FORM OF PERFORMANCE GUARANTEE  
(BANK GUARANTEE)**

Guarantee No. \_\_\_\_\_

Executed on \_\_\_\_\_

Expiry date \_\_\_\_\_

[Letter by the Guarantor to the Employer]

Name of Guarantor (Bank) with address: \_\_\_\_\_

(Scheduled Bank in Pakistan)

Name of Principal (Contractor) with address: \_\_\_\_\_

Penal Sum of Security (express in words and figures) \_\_\_\_\_

Letter of Acceptance No. \_\_\_\_\_ Dated \_\_\_\_\_

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

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal has accepted the Employer's above said Letter of Acceptance for \_\_\_\_\_ (Name of Contract) for the \_\_\_\_\_ (Name of Project).

NOW THEREFORE, if the Principal (Contractor) shall well and truly perform and fulfill all the undertakings, covenants, terms and conditions of the said Documents during the original terms of the said Documents and any extensions thereof that may be granted by the Employer, with or without notice to the Guarantor, which notice is, hereby, waived and shall also well and truly perform and fulfill all the undertakings, covenants terms and conditions of the Contract and of any and all modifications of said Documents that may hereafter be made, notice of which modifications to the Guarantor being hereby waived, then, this obligation to be void; otherwise to remain in full force and virtue till all requirements of Clause 49, Defects Liability, of Conditions of Contract are fulfilled.

Our total liability under this Guarantee is limited to the sum stated above and it is a condition of any liability attaching to us under this Guarantee that the claim for payment

in writing shall be received by us within the validity period of this Guarantee, failing which we shall be discharged of our liability, if any, under this Guarantee.

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

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

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

\_\_\_\_\_  
Guarantor (Bank)

Witness: 1.

\_\_\_\_\_  
Corporate Secretary (Seal)

Signature \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

2. \_\_\_\_\_

Name, Title & Address

\_\_\_\_\_

Corporate Guarantor (Seal)

**Form of Contract Agreement**