



BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

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**PRICE: RS.2,000/-
(NON-REFUNDABLE)**

BIDDING DOCUMENTS FOR NATIONAL COMPETITIVE BIDDING

SINGLE STAGE – ONE ENVELOPE PROCEDURE

TENDER FOR PROCUREMENT OF SERVICES FOR REPAIRING,
MAINTENANCE & SERVICE OF AIR CONDITIONERS

*IN RESPECT OF THE
IFB No.BSE/P&P/1050/2026 dated 14-01-2026*



PART ONE (FIXED)

- Instructions to Bidders (ITB)
- General Conditions of Contract (GCC)

Issued by:

(P&P Section)
Board of Secondary Education
Karachi



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No. BSE/P&P/1050/2026

Dated 14-01-2026

Notice Inviting Tender

Sealed bids are invited from interested suppliers/firms for items mentioned below:-

<u>S. No.</u>	<u>Name of Items</u>	<u>Bid Security</u>	<u>Tender Fee</u>	<u>Completion Time</u>
1.	Procurement of Services for Repairing, Maintenance & Service of Air Conditioners	Rs.90,000/- (Rupees Ninety Thousand only) (Refundable) in shape of Pay Order in the name of <i>Secretary, Board of Secondary Education Karachi</i>	Rs.2,000/- (Rupees Two Thousand only) (Non-Refundable) in shape of Pay Order in the name of <i>Secretary, Board of Secondary Education Karachi</i>	Minimum time period for completion of jobs will be at least one month which may be increased or decreased due to demand of time/ situation

Note:-

(Complete detail of above jobs are mentioned in bid documents)

2. ELIGIBILITY CRITERIA

- i. Tender Fee @ Rs.2,000/- (Rupees Two Thousand only) (Non-Refundable) in shape of Pay Order in the name of *Secretary, Board of Secondary Education Karachi*
- ii. Bid Security @ Rs.90,000/- (Rupees Ninety Thousand only) (Refundable) in shape of Pay Order in the name of *Secretary, Board of Secondary Education Karachi*
- iii. 03 years experience in the relevant field
- iv. Turn-over of last three years having a sum of minimum Rs.4,500,000/- (Rupees Forty-five Lac only) (copy of Financial Statement/Audit Report be attached)
- v. Registration with EPADS (SPPRA)
- vi. Registration with Federal Board of Revenue (FBR), for Income Tax
- vii. Registration with the Sindh Revenue Board (SRB), for Sales Tax
- viii. An Undertaking on Stamp Paper (Rs.100/-) as per specimen attached with Bid documents



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3. Method of Procurement: (Single Stage One Envelope Procedure)

4. Bidding/Tender Documents:

- i. **Issuance:** Bid Documents will be issued from the first date of publication/hoisting to Monday 09-02-2026 up to 01:30 p.m.
- ii. **Submission:** Last date will be Monday 09-02-2026 up to 02:00 p.m.
- iii. **Opening:** will be opened on Monday 09-02-2026 up to 02:30 p.m.

5. Terms & Conditions:

a) Under following conditions bid will be rejected:-

- i. Conditional bids/tenders
- ii. Bids not accompanied by Tender Fee and Bid Security of required amount and form
- iii. Bids received after specified date and time
- iv. Bids of Blacklisted firms

(Detailed Terms & Conditions are mentioned in bid documents)

b) Bid Validity Period: 90 days from the date of opening of Tender.

c) Procuring Agency reserves the right to reject all or any bids subject to the relevant provisions of Sindh Public Procurement Rules-2010 (Amended 2025).

d) Purpose and Scope: Smooth official working.

6. In case any inconvenient situation created in the city or public holiday is declared by the Government on the date of opening of tender, the next official working day shall be deemed to be the last date for issuance, submission and opening of bids/tenders at the same time as mentioned.

(Convener Procurement Committee)
BOARD OF SECONDARY EDUCATION KARACHI
NAZIMABAD KARACHI-75990



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INSTRUCTIONS TO BIDDERS & GENERAL CONDITIONS OF CONTRACT

The Instructions to Bidders (ITB) and General Conditions of Contract (GCC) applied in this Contract shall be the same as per draft Bidding Documents issued by SPPRA. For further references the same may be downloaded from SPPRA EPADS website <https://portalsindh.eprocure.gov.pk/#/> or it may be provided from this Office if it may be demanded by the bidder. Whenever there is a conflict, the provisions hereafter shall prevail over those in the Instructions to Bidders & General Conditions of Contract. The corresponding clause number of the ITB & GCC is indicated in parentheses.

BID DATA SHEET

INTRODUCTION		
ITB 1.1	Name of Contract	Procurement of Services for Repairing, Maintenance & Service of Air Conditioners
ITB 4.1	Name of Procuring Agency	Board of Secondary Education Karachi
ITB 6.1	Procuring agency's address, telephone, telex, and facsimile numbers	Board of Secondary Education Nazimabad, Karachi-75990 Tel: 99260252-6 Tel: 99260079 Fax: 99260262 Website: www.bsek.edu.pk Email: pnp@bsek.edu.pk
ITB 8.1	Language of the bid	English, Urdu or Sindhi

BID PRICE AND CURRENCY	
ITB 11.2	The price shall be in Pakistani currency inclusive of all Taxes, Transportation, Material and Labour charges involved therein.
ITB 11.5	During the entire period of bid validity, the price shall be fixed and the bidder will have to execute the jobs as per requirements and quoted rates.



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PREPARATION AND SUBMISSION OF BIDS

ITB 13.3 (d)	Qualification Requirements	<ul style="list-style-type: none">• Tender Fee @ Rs.2,000/- (Rupees Two Thousand only) (Non-Refundable) in shape of Pay Order in the name of <i>Secretary</i>, Board of Secondary Education Karachi• Bid Security @ Rs.90,000/- (Rupees Ninety Thousand only) (Refundable) in shape of Pay Order in the name of <i>Secretary</i>, Board of Secondary Education Karachi• 03 years experience in the relevant field• Turn-over of last three years having a sum of minimum Rs.4,500,000/- (Rupees Forty-five Lac only) (copy of Financial Statement/Audit Report be attached)• Registration with EPADS (SPPRA)• Registration with Federal Board of Revenue (FBR), for Income Tax• Registration with the Sindh Revenue Board (SRB), for Sales Tax• An Undertaking on Stamp Paper (Rs.100/-) as per specimen attached with Bid documents
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ITB 15.1	Amount of bid security (refundable)	<ul style="list-style-type: none">• Rs.90,000/- (Rupees Ninety Thousand only) (Refundable), which should be submitted in shape of Pay Order in the name of <i>Secretary</i>, Board of Secondary Education Karachi and shall remain valid for a period of 28 days beyond the bid validity date.
ITB 16.1	Bid Validity Period	90 days from the date of opening of Tender.
ITB 17.1	Number of copies	02 Copies of the Bid shall be submitted by the bidder. One soft/e-copy of bid as submitted on EPADS (SPPRA) website and one hard copy of the same in sealed envelope.



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ITB 18.2 (a)	Address for bid submission	The office of the <i>Secretary</i> (Room No. 33), 1 st Floor, Block-B, Board of Secondary Education, Nazimabad Karachi.
ITB 18.2 (b)	IFB title and number	Title: Procurement of Services for Repairing, Maintenance & Service of Air Conditioners IFB No: <i>BSE/P&P/1050/2026 dated 14-01-2026</i>
ITB 19.1	Deadline for bid submission	Monday 09-02-2026 up to 01:30 P.M.
ITB 22.1	Time, date, and place for bid opening	E-Bids duly submitted on EPADS (SPPRA) website up to <u>02:00 P.M</u> and will be opened on the same day at <u>01:30 P.M</u> at the Meeting Room of the Board, 1 st Floor, Block-B, Board of Secondary Education, Nazimabad Karachi, in presence of the bidders' representatives who choose to attend at 02:30 P.M on Monday 09-02-2026.

ITB 25.4 (b)	Delivery schedule	The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least one month after issuance of contract award which may be increased or decreased due to demand of time/situation.
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BID EVALUATION CRITERIA

Bids of only those Bidders will be evaluated who can fulfill the Eligibility Criteria and enclose Tender Fee & Bid Security and the bid is properly submitted on EPADS (SPPRA) website. Submission of E-bid on EPADS (SPPRA) website is mandatory failing which hard copy of the same if submitted in this Office, shall not be entertained.

Shortcomings in submission of documents related to Eligibility Criteria or non-submission of Bid Security shall be rejected.

Prior to submission of bids, the bidders shall survey the SITE and obtain further information and completely satisfy themselves about the required items for which they are bidding for.

An interested bidder, who has obtained bidding documents, may request for clarification of contents of the bidding document in writing, and procuring agency shall 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 bid.

The bidders shall submit only one rate for every item. Dual rates or alternate bid is strictly restricted/prohibited. In case a bidder has quoted more than one rate for a single item, its bid shall be rejected.

Price List of consumable parts should be attached with the tender documents, bids received without Price List cannot be evaluated and may be rejected.

The procurement under this contract is made for a certain volume or quantity of particular services over a specific period against an agreed sum or rate (lump sum or per item).

The bidder with the “Lowest Evaluated Cost” but not necessarily the “Lowest Submitted Price” shall be awarded the Procurement Contract.



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SECTION III. SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. DEFINITIONS (GCC CLAUSE 1)

1)	GCC 1.1 (g)	The Procuring agency is:	Board of Secondary Education Karachi.
2)	GCC 1.1 (h)	The Procuring agency's country is:	Islamic Republic of Pakistan.
3)	GCC 1.1 (j)	The Project Site is:	Same as GCC 1.1(g) mentioned above.

2. COUNTRY OF ORIGIN (GCC CLAUSE 3)

All countries and territories as indicated in Part Two Section VI of the bidding documents, "Eligibility for the Provisions of Goods, Works, and Services in Government-Financed Procurement".

3. PERFORMANCE SECURITY (GCC CLAUSE 7)

1)	GCC 7.1	The amount of performance security, as a percentage of the Contract Price, shall be Ten (10) percent of the Contract Price which should be submitted in shape of Pay Order in the name of <i>Secretary, Board of Secondary Education Karachi</i> .
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4. RESOLUTION OF DISPUTES (GCC CLAUSE 28)

The dispute resolution mechanism to be applied pursuant to relevant SPPRA Rules.

5. GOVERNING LANGUAGE (GCC CLAUSE 29)

1)	GCC 29.1	The Governing Language shall be:	English.
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6. NOTICES (GCC CLAUSE 31)

GCC 31.1 — Procuring agency's address for notice purposes:

Office of the Assistant Secretary (P&P) Room No. 40, 1st Floor, Block-B, Board of Secondary Education, Nazimabad Karachi.

7. PENALTY

1) Preferred penalties according to the issue\subject may be imposed upon the Supplier(s) such as:

- i. rejection of the unsatisfactory material or job/work done
- ii. Blacklisting of the firm
- iii. Deduction of amount from 2% to 10% per week of the total value of Bill
- iv. Liquidated damages shall be deducted in accordance with SPPRA Rules
- v. forfeiting of whole Bid/Performance Security amount

Anyone or more than one from the aforesaid penalties may be imposed upon the Supplier(s) in the following cases:

- a) In case of transgression/deviation of the time given in the Contract Award
- b) In case of transgression, deviation, mistake or low quality found in the supplied Item(s) or work/job done by Contractor
- c) In case the specification, quantity, rate or stuff of a Tender in certain item or items are approved and the Bidder backs out of his commitment on any pretext or fails to supply the material or complete the job in time or in the required criteria.



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8. THE COMPETENT AUTHORITY RESERVES THE RIGHT TO:

- (a) divert/distribute a particular work among different Bidders on the lowest approved rate(s) in the interest of the office due to demand of time/situation.
- (b) accept or reject all or any bid.
- (c) increase or decrease quantity without any notice at any time/stage subject to ITB Clause 29.
- (d) to extend/renew this contract with 10% increase in the agreed/approved rates over a period of time not exceeding one year.
- (e) to recast and amend the contents of the material at any stage
- (f) of accepting whole or any part of the Tender for portion of the quantity offered by the Bidders on quality-cum-rate basis. The Contract Award will be given to one or all Bidders for part/or full job/work against the lowest rates & quality approved by the Board.



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9. SPECIAL CLAUSE (TERMS & CONDITIONS)

- 1) Under following conditions bid will be rejected:-
 - i. Conditional bids/tenders
 - ii. Bids not accompanied by Tender Fee and Bid Security of required amount and form
 - iii. Bids received after specified date and time
 - iv. If more than one rate for a single item has been quoted
 - v. Bids of Blacklisted firms
- 2) Bids of only those Bidders will be evaluated who can fulfill the Eligibility Criteria and enclose Tender Fee & Bid Security and the bid is properly submitted on EPADS (SPPRA) website. Submission of E-bid on EPADS (SPPRA) website is mandatory failing which hard copy of the same if submitted in this Office, shall not be entertained.
- 3) Shortcomings in submission of documents related to Eligibility Criteria or non-submission of Bid Security shall be rejected.
- 4) Prior to submission of bids, the bidders shall survey the SITE and obtain further information and completely satisfy themselves about the required items for which they are bidding for.
- 5) An interested bidder, who has obtained bidding documents, may request for clarification of contents of the bidding document in writing, and procuring agency shall 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 bid.
- 6) The bidders shall submit only one rate for every item. Dual rates or alternate bid is strictly restricted/prohibited. In case a bidder has quoted more than one rate for a single item, its bid shall be rejected.
- 7) Price List of consumable parts should be attached with the tender documents, bids received without Price List cannot be evaluated and may be rejected.
- 8) The procurement under this contract is made for a certain volume or quantity of particular services over a specific period against an agreed sum or rate (lump sum or per item).
- 9) The bidder with the “Lowest Evaluated Cost” but not necessarily the “Lowest Submitted Price” shall be awarded the Procurement Contract.
- 10) The Contract may be terminated at any time if the performance is not found satisfactory.



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- 11) Successful Bidder or in his crew/staff must be Diploma (DAE) holder in Refrigeration and Air Conditioning (as the case may be).
- 12) The repairing/maintenance/servicing (including minor repairs and adjustments will be done within the premises of the Board.
- 13) Satisfactory Service/Repair Report for equipment(s) shall be obtained from the concerned Officer and submitted along with the bill and Sales Tax Invoice.
- 14) After repairing/maintenance/servicing, every equipment must be in perfect running condition. In case any defect or fault remains even after the repairing/servicing, it should be made in perfect order for which no extra charges shall be paid.
- 15) In case of replacement of parts or major defect, an estimate in writing shall be submitted for approval before its repairs are taken up however price(s) of part(s) shall not exceed from prevailing market price of Article/Part(s).
- 16) Certificate of seller/producer/manufacturer/importer or sole distributor/sub agent must be given by the vendor with genuineness of parts to be installed.
- 17) A guarantee for reasonable period of parts being repaired/replaced shall be recorded on the estimate bill. If an equipment or its part(s) goes out of order during guarantee period, it shall be brought in perfect order without any further charges.
- 18) Qualified person(s) shall inspect and carry out routine maintenance service and a Certificate of the Technician's/Engineer's visit duly signed by the concerned officer shall be submitted by the bidder after each month.
- 19) The worn-out parts (replaced) shall have to be returned to this office along with a list of such parts in duplicate duly verified by the Officer/Incharge where it is installed.
- 20) Emergency cases shall be attended immediately on telephonic call from this office failing which a fine of Rs.500/- will be charged and even the contract may be terminated with a notice.
- 21) The Chairman BSEK reserves the right to terminate the contract at any time without assigning any reason or cause thereof.
- 22) Neither transportation nor wages of any type shall be borne by the Board.
- 23) All applicable Taxes including GST and other as announced by the Govt. will be deducted from the Bill(s).



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- 24) The Contract Award may be assigned at any time during the period of bid validity.
- 25) The successful bidder will have to deposit Performance Security (refundable) @ upto 10% of the value of Contract Award/Contract Price.
- 26) The amount of Performance Security is in addition to the amount of Bid Security which should be deposited by the successful bidder(s). Validity of performance security shall extend to cover defects liability period and subject to final acceptance by the procuring agency.
- 27) Placement of Contract Award will be subject to payment of Performance Security, Contract Agreement/Form and Integrity Pact.
- 28) SPPRA Rules-2010 (Amended 2025) shall strictly be followed.

10. EQUIVALENCY OF STANDARDS AND CODES

Reference to brand name, catalogue number or country where used, they should always be read with followed by the words “or at least equivalent.”

Reference to the required weight/grammage where used, a difference of $\pm 5\%$ (plus/minus 05) should be tolerated.



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SECTION-IV.

SCHEDULE OF REQUIREMENTS

SCHEDULE OF REQUIREMENTS:

The delivery will have to be made at our site within stipulated time as mentioned in the Contract Award. Minimum time period will be at least one month after issuance of contract award which may be increased or decreased due to demand of time/situation.

MODE OF PAYMENT

MODE OF PAYMENT:

The currency of payment shall be Pak. Rupees.

The Supplier's request(s) for payment shall be made to the Board in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and Services performed, and by documents submitted, and upon fulfillment of other obligations stipulated in the Contract.

Payment shall be made 100% of the Contract Price on complete delivery of awarded items to Store(s) within thirty (30) days on submission of claim supported by Acceptance Certificate from the Authorized Officers of the Board declaring Goods have been delivered and that all contracted services have been performed.

Part payment on part supply may be allowed only in case when permitted/approved by the Chairman BSE, Karachi.



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CONTRACT AGREEMENT

THIS AGREEMENT made the _____ day of _____ 20 _____ between Board of Secondary Education Karachi, of Islamic Republic of Pakistan (hereinafter called "the Procuring agency") of the one part and M/S _____ of Karachi, Pakistan (hereinafter called "the Supplier") of the other part:

WHEREAS the Procuring agency invited bids for certain goods and ancillary services, viz., Procurement of Services for Repairing, Maintenance & Service of Air Conditioners and has accepted a bid by the Supplier/Bidder for the supply of those goods and services in the sum of approximately Rs. _____ (in figure) (Rupees (in words) _____ only) (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Bid Form and the Price Schedule submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications;
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and
 - (f) the Procuring agency's Notification of Award.
 - (g) the Terms & Conditions laid down in Bidding Documents



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3. In consideration of the payments to be made by the Procuring agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Procuring agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by

Convener of Procurement Committee
Board of Secondary Education Karachi

Signed, sealed, delivered by

(for the Supplier/Bidder)



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INTEGRITY PACT

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

Contract Number: BSE/P&P/xxxx/2026 Dated: xx-xx-2026

Contract Value: _____

Contract Title: Procurement of Services for Repairing, Maintenance & Service of Air Conditioners

M/S _____, 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, M/S _____, represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from Procuring Agency (PA), except that which has been expressly declared pursuant hereto.



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M/S _____, certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

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

Notwithstanding any rights and remedies exercised by PA in this regard, M/S _____, 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 M/S _____, 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.

Convener of Procurement Committee
Board of Secondary Education Karachi

Supplier/Bidder/Contractor



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UNDERTAKING

Title of Tender: Procurement of Services for Repairing, Maintenance & Service of Air Conditioners

I _____ s/o _____ bearing CNIC # _____ holding the post/designation of _____ in the firm named _____ having NTN # _____ STRN # _____ SRB # _____ (if any), do hereby solemnly state:-

- i) that the above named firm has never been Blacklisted in any Government, Semi-Government, Autonomous body or any other organization.
- ii) that I/we have carefully read & understood the Terms & Conditions and requirements of the job for which I/we am/are bidding for, whatever has been stated herein the Bidding Documents and abide to the same and ensure my compliance exactly as per requirement.
- iii) that I/we have briefly seen/understood all the required item(s)/article(s) for which I/we am/are bidding for, and ensure to supply the item(s)/article(s) exactly as per requirement.
- iv) that I/we ensure that taxes, conveyance, transportation, material and labour charges etc. involved therein shall be borne by the bidder and our rates are inclusive of all applicable taxes.

Signature : _____

Name : _____

Designation : _____

Dated: _____

Stamp : _____



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SECTION-V.

TECHNICAL SPECIFICATIONS

TECHNICAL/FINANCIAL PROPOSAL

<u>S. NO.</u>	<u>DESCRIPTION</u>	<u>RATES INCLUDING ALL TAXES</u>
1)	Gas Filling (Split 2 Ton)	Rs. _____ per unit
2)	Gas Filling (Split 1½ Ton)	Rs. _____ per unit
3)	Gas Filling (Window 2 Ton)	Rs. _____ per unit
4)	Gas Filling (Window 1½ Ton)	Rs. _____ per unit
5)	Gas Filling (Floor Mount AC)	Rs. _____ per unit
6)	Gas Filling (Water Cooler 100 Gallons)	Rs. _____ per unit
7)	Monthly Service (Grill & Filter Wash) (Window Type)	Rs. _____ per month per unit



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<u>S. NO.</u>	<u>DESCRIPTION</u>	<u>RATES INCLUDING ALL TAXES</u>
8)	Monthly Service (Grill & Filter Wash) (Split Type)	Rs. _____ per month per unit
9)	Monthly Service (Grill & Filter Wash) (Floor Mount AC)	Rs. _____ per month per unit
10)	Annual Service (Window Type) (Overall Service) (if required)	Rs. _____ per unit
11)	Annual Service (Split Type) (Overall Service) (if required)	Rs. _____ per unit
12)	Annual Service (Floor Mount) (Overall Service) (if required)	Rs. _____ per unit
13)	Installation of Air Conditioners (Window Type)	Rs. _____ per unit
14)	Installation of Air Conditioners (Split Type)	Rs. _____ per unit
15)	Installation of Air Conditioners (Floor Mount)	Rs. _____ per unit
16)	Shifting of Air Conditioners (Split/Window)	Rs. _____ per unit



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<u>S. NO.</u>	<u>DESCRIPTION</u>	<u>RATES INCLUDING ALL TAXES</u>
17)	Shifting of Air Conditioners (Floor Mount)	Rs. _____ per unit
18)	Shifting of Air Conditioners (Split/Window)	Rs. _____ per unit
19)	Shifting of Air Conditioners (Floor Mount)	Rs. _____ per unit
20)	Dismantling of Air Conditioners (Split/Window)	Rs. _____ per unit
21)	Dismantling of Air Conditioners (Floor Mount)	Rs. _____ per unit
22)	Service of Water Coolers 100 Gallon (as and when required)	Rs. _____ per unit
23)	Maintenance of Deep Freezer	Rs. _____ per unit
24)	Service & Maintenance of Reverse Osmosis (R.O) Plant	Rs. _____ per unit



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25) Replacement of Relay

	<u>RATES INCLUDING ALL TAXES</u>
i) Window Air Conditioner 1 Ton	Rs. _____ per unit
ii) Window Air Conditioner 1½ Ton	Rs. _____ per unit
iii) Window Air Conditioner 2 Ton	Rs. _____ per unit
iv) Split Air Conditioner 1 Ton	Rs. _____ per unit
v) Split Air Conditioner 1½ Ton	Rs. _____ per unit
vi) Split Air Conditioner 2 Ton	Rs. _____ per unit
vii) Floor Mount Air Conditioner	Rs. _____ per unit

26) Replacement of Compressor

i) Window Air Conditioner 1 Ton	Rs. _____ per unit
ii) Window Air Conditioner 1½ Ton	Rs. _____ per unit
iii) Window Air Conditioner 2 Ton	Rs. _____ per unit
iv) Split Air Conditioner 1 Ton	Rs. _____ per unit
v) Split Air Conditioner 1½ Ton	Rs. _____ per unit
vi) Split Air Conditioner 2 Ton	Rs. _____ per unit
vii) Floor Mount Air Conditioner	Rs. _____ per unit



BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

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27) Replacement of Switch Board/Panel

i) Window Air Conditioner 1 Ton	<u>RATES INCLUDING ALL TAXES</u> Rs. _____ per unit
ii) Window Air Conditioner 1½ Ton	Rs. _____ per unit
iii) Window Air Conditioner 2 Ton	Rs. _____ per unit
iv) Split Air Conditioner 1 Ton	Rs. _____ per unit
v) Split Air Conditioner 1½ Ton	Rs. _____ per unit
vi) Split Air Conditioner 2 Ton	Rs. _____ per unit
vii) Floor Mount Air Conditioner	Rs. _____ per unit

28) Replacement of Rimming Capacitor 45 & 50 uF

i) Window Air Conditioner 1 Ton	Rs. _____ per unit
ii) Window Air Conditioner 1½ Ton	Rs. _____ per unit
iii) Window Air Conditioner 2 Ton	Rs. _____ per unit
iv) Split Air Conditioner 1 Ton	Rs. _____ per unit
v) Split Air Conditioner 1½ Ton	Rs. _____ per unit
vi) Split Air Conditioner 2 Ton	Rs. _____ per unit
vii) Floor Mount Air Conditioner	Rs. _____ per unit



BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

25

29) **Replacement of Fan Motor Outdoor Unit with Blade** **RATES INCLUDING ALL TAXES**

i) Window Air Conditioner 1 Ton	Rs. _____ per unit
ii) Window Air Conditioner 1½ Ton	Rs. _____ per unit
iii) Window Air Conditioner 2 Ton	Rs. _____ per unit
iv) Split Air Conditioner 1 Ton	Rs. _____ per unit
v) Split Air Conditioner 1½ Ton	Rs. _____ per unit
vi) Split Air Conditioner 2 Ton	Rs. _____ per unit
vii) Floor Mount Air Conditioner	Rs. _____ per unit

30) **Replacement of Fan Motor Indoor Unit with Blower**

i) Window Air Conditioner 1 Ton	Rs. _____ per unit
ii) Window Air Conditioner 1½ Ton	Rs. _____ per unit
iii) Window Air Conditioner 2 Ton	Rs. _____ per unit
iv) Split Air Conditioner 1 Ton	Rs. _____ per unit
v) Split Air Conditioner 1½ Ton	Rs. _____ per unit
vi) Split Air Conditioner 2 Ton	Rs. _____ per unit
vii) Floor Mount Air Conditioner	Rs. _____ per unit



BOARD OF SECONDARY EDUCATION, KARACHI

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		<u>RATES INCLUDING ALL TAXES</u>
31)	Replacement of Chamber U-Band	Rs. _____ per unit
	i) Window Air Conditioner 1 Ton	Rs. _____ per unit
	ii) Window Air Conditioner 1½ Ton	Rs. _____ per unit
	iii) Window Air Conditioner 2 Ton	Rs. _____ per unit
	iv) Split Air Conditioner 1 Ton	Rs. _____ per unit
	v) Split Air Conditioner 1½ Ton	Rs. _____ per unit
	vi) Split Air Conditioner 2 Ton	Rs. _____ per unit
	vii) Floor Mount Air Conditioner	Rs. _____ per unit
32)	Circuit repairing of Inverter Air Conditioner	Rs. _____ per unit
	i) Window Air Conditioner 1 Ton	Rs. _____ per unit
	ii) Window Air Conditioner 1½ Ton	Rs. _____ per unit
	iii) Window Air Conditioner 2 Ton	Rs. _____ per unit
	iv) Split Air Conditioner 1 Ton	Rs. _____ per unit
	v) Split Air Conditioner 1½ Ton	Rs. _____ per unit
	vi) Split Air Conditioner 2 Ton	Rs. _____ per unit
	vii) Floor Mount Air Conditioner	Rs. _____ per unit



BOARD OF SECONDARY EDUCATION, KARACHI

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27

33) **Circuit repairing of Non-Inverter Air Conditioner** **RATES INCLUDING ALL TAXES**

- i) Window Air Conditioner 1 Ton Rs. _____ per unit
- ii) Window Air Conditioner 1½ Ton Rs. _____ per unit
- iii) Window Air Conditioner 2 Ton Rs. _____ per unit
- iv) Split Air Conditioner 1 Ton Rs. _____ per unit
- v) Split Air Conditioner 1½ Ton Rs. _____ per unit
- vi) Split Air Conditioner 2 Ton Rs. _____ per unit
- vii) Floor Mount Air Conditioner Rs. _____ per unit

34) **Circuit replacement of Inverter Air Conditioner**

- i) Window Air Conditioner 1 Ton Rs. _____ per unit
- ii) Window Air Conditioner 1½ Ton Rs. _____ per unit
- iii) Window Air Conditioner 2 Ton Rs. _____ per unit
- iv) Split Air Conditioner 1 Ton Rs. _____ per unit
- v) Split Air Conditioner 1½ Ton Rs. _____ per unit
- vi) Split Air Conditioner 2 Ton Rs. _____ per unit
- vii) Floor Mount Air Conditioner Rs. _____ per unit



BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

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35) **Circuit replacement of Non-Inverter Air Conditioner** **RATES INCLUDING ALL TAXES**

- i) Window Air Conditioner 1 Ton Rs. _____ per unit
- ii) Window Air Conditioner 1½ Ton Rs. _____ per unit
- iii) Window Air Conditioner 2 Ton Rs. _____ per unit
- iv) Split Air Conditioner 1 Ton Rs. _____ per unit
- v) Split Air Conditioner 1½ Ton Rs. _____ per unit
- vi) Split Air Conditioner 2 Ton Rs. _____ per unit
- vii) Floor Mount Air Conditioner Rs. _____ per unit

36) **Electric Wiring Indoor & Outdoor**

- i) Window Air Conditioner 1 Ton Rs. _____ per unit
- ii) Window Air Conditioner 1½ Ton Rs. _____ per unit
- iii) Window Air Conditioner 2 Ton Rs. _____ per unit
- iv) Split Air Conditioner 1 Ton Rs. _____ per unit
- v) Split Air Conditioner 1½ Ton Rs. _____ per unit
- vi) Split Air Conditioner 2 Ton Rs. _____ per unit
- vii) Floor Mount Air Conditioner Rs. _____ per unit



BOARD OF SECONDARY EDUCATION, KARACHI

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37) **Copper Piping, Aerofless, Controller wire per running foot** **RATES INCLUDING ALL TAXES**
i) Window Air Conditioner 1 Ton Rs. _____
per running foot per unit
ii) Window Air Conditioner 1½ Ton Rs. _____
per running foot per unit
iii) Window Air Conditioner 2 Ton Rs. _____
per running foot per unit
iv) Split Air Conditioner 1 Ton Rs. _____
per running foot per unit
v) Split Air Conditioner 1½ Ton Rs. _____
per running foot per unit
vi) Split Air Conditioner 2 Ton Rs. _____
per running foot per unit
vii) Floor Mount Air Conditioner Rs. _____
per running foot per unit

38) **Iron Angle for Outdoor Unit**
i) Window Air Conditioner 1 Ton Rs. _____
per unit
ii) Window Air Conditioner 1½ Ton Rs. _____
per unit
iii) Window Air Conditioner 2 Ton Rs. _____
per unit
iv) Split Air Conditioner 1 Ton Rs. _____
per unit
v) Split Air Conditioner 1½ Ton Rs. _____
per unit
vi) Split Air Conditioner 2 Ton Rs. _____
per unit
vii) Floor Mount Air Conditioner Rs. _____
per unit



BOARD OF SECONDARY EDUCATION, KARACHI

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39) Repairing of Indoor Unit

i) Window Air Conditioner 1 Ton	<u>RATES INCLUDING ALL TAXES</u> Rs. _____ per unit
ii) Window Air Conditioner 1½ Ton	Rs. _____ per unit
iii) Window Air Conditioner 2 Ton	Rs. _____ per unit
iv) Split Air Conditioner 1 Ton	Rs. _____ per unit
v) Split Air Conditioner 1½ Ton	Rs. _____ per unit
vi) Split Air Conditioner 2 Ton	Rs. _____ per unit
vii) Floor Mount Air Conditioner	Rs. _____ per unit

40) Repairing of Outdoor Unit

i) Window Air Conditioner 1 Ton	Rs. _____ per unit
ii) Window Air Conditioner 1½ Ton	Rs. _____ per unit
iii) Window Air Conditioner 2 Ton	Rs. _____ per unit
iv) Split Air Conditioner 1 Ton	Rs. _____ per unit
v) Split Air Conditioner 1½ Ton	Rs. _____ per unit
vi) Split Air Conditioner 2 Ton	Rs. _____ per unit
vii) Floor Mount Air Conditioner	Rs. _____ per unit



BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

41) Repairing of Indoor & Outdoor Unit

i) Window Air Conditioner 1 Ton	<u>RATES INCLUDING ALL TAXES</u> Rs. _____ per unit
ii) Window Air Conditioner 1½ Ton	Rs. _____ per unit
iii) Window Air Conditioner 2 Ton	Rs. _____ per unit
iv) Split Air Conditioner 1 Ton	Rs. _____ per unit
v) Split Air Conditioner 1½ Ton	Rs. _____ per unit
vi) Split Air Conditioner 2 Ton	Rs. _____ per unit
vii) Floor Mount Air Conditioner	Rs. _____ per unit

42) Any other part

i) Window Air Conditioner 1 Ton	Rs. _____ per unit
ii) Window Air Conditioner 1½ Ton	Rs. _____ per unit
iii) Window Air Conditioner 2 Ton	Rs. _____ per unit
iv) Split Air Conditioner 1 Ton	Rs. _____ per unit
v) Split Air Conditioner 1½ Ton	Rs. _____ per unit
vi) Split Air Conditioner 2 Ton	Rs. _____ per unit
vii) Floor Mount Air Conditioner	Rs. _____ per unit



BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

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43) Replacement of following parts of Reverse Osmosis (R.O) Plant RATES INCLUDING ALL TAXES

i) Relay	Rs. _____ per unit
ii) Compressor	Rs. _____ per unit
iii) Switch Board/Panel	Rs. _____ per unit
iv) Copper Piping	Rs. _____ per unit
v) Aerofless	Rs. _____ per unit
vi) Controller	Rs. _____ per unit
vii) Electric Wiring	Rs. _____ per unit
viii) Circuit Repairing	Rs. _____ per unit
ix) Circuit Replacement	Rs. _____ per unit
x) Riming Capacitor	Rs. _____ per unit
xi) Any other part	Rs. _____ per unit



BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

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B.O.Q

	<i>Rupees In Figures</i>	<i>Rupees In Words</i>
Total cost of the Bid: (as offered by the Bidder)		
Bid Security (Refundable)		
10% (Ten percent) amount of the Contract Price Performance Security (Refundable)		

SUMMARY OF TURN-OVER OF LAST THREE YEARS		
YEAR-2022	YEAR-2023	YEAR-2024
TOTAL:		



BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

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CERTIFICATE

I/We have carefully read & understood the Terms & Conditions whatever has been stated herein the enclosed pages and abide to the same. I/We guarantee to supply/deliver/install/service/repair/replace the items exactly in accordance with the requirements and enclosed the Bid Security payable to Board of Secondary Education, Karachi.

SIGNATURE WITH DATE:

NAME OF FIRM:

ADDRESS OF FIRM:

FULL NAME OF CONCERNED PERSON:

CNIC NUMBER:

POSITION HELD IN:

PHONE NUMBER(S):

MOBILE NUMBER(S):

FAX NUMBER(S):

NATIONAL TAX NUMBER:

GENERAL SALES TAX NUMBER:

STAMP OF THE FIRM:

PAY ORDER NUMBER:

BANK & BRANCH NAME:

DATED:

FOR RUPEES:

DRAWN:

as Bid Security is enclosed herewith.



BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

No. BSE/P&P/1050/2026

Dated 14-01-2026

Notice Inviting Tender

Sealed bids are invited from interested suppliers/firms for items mentioned below:-

<u>S. No.</u>	<u>Name of Items</u>	<u>Bid Security</u>	<u>Tender Fee</u>	<u>Completion Time</u>
1.	Procurement of Services for Repairing, Maintenance & Service of Air Conditioners	Rs.90,000/- (Rupees Ninety Thousand only) (Refundable) in shape of Pay Order in the name of <i>Secretary, Board of Secondary Education Karachi</i>	Rs.2,000/- (Rupees Two Thousand only) (Non-Refundable) in shape of Pay Order in the name of <i>Secretary, Board of Secondary Education Karachi</i>	Minimum time period for completion of jobs will be at least one month which may be increased or decreased due to demand of time/ situation

Note:-

(Complete detail of above jobs are mentioned in bid documents)

2. ELIGIBILITY CRITERIA

- i. Tender Fee @ Rs.2,000/- (Rupees Two Thousand only) (Non-Refundable) in shape of Pay Order in the name of *Secretary, Board of Secondary Education Karachi*
- ii. Bid Security @ Rs.90,000/- (Rupees Ninety Thousand only) (Refundable) in shape of Pay Order in the name of *Secretary, Board of Secondary Education Karachi*
- iii. 03 years experience in the relevant field
- iv. Turn-over of last three years having a sum of minimum Rs.4,500,000/- (Rupees Forty-five Lac only) (copy of Financial Statement/Audit Report be attached)
- v. Registration with EPADS (SPPRA)
- vi. Registration with Federal Board of Revenue (FBR), for Income Tax
- vii. Registration with the Sindh Revenue Board (SRB), for Sales Tax
- viii. An Undertaking on Stamp Paper (Rs.100/-) as per specimen attached with Bid documents



BOARD OF SECONDARY EDUCATION, KARACHI

NAZIMABAD KARACHI-75990

3. Method of Procurement: (Single Stage One Envelope Procedure)

4. Bidding/Tender Documents:

- i. **Issuance:** Bid Documents will be issued from the first date of publication/hoisting to Monday 09-02-2026 up to 01:30 p.m.
- ii. **Submission:** Last date will be Monday 09-02-2026 up to 02:00 p.m.
- iii. **Opening:** will be opened on Monday 09-02-2026 up to 02:30 p.m.

5. Terms & Conditions:

a) Under following conditions bid will be rejected:-

- i. Conditional bids/tenders
- ii. Bids not accompanied by Tender Fee and Bid Security of required amount and form
- iii. Bids received after specified date and time
- iv. Bids of Blacklisted firms

(Detailed Terms & Conditions are mentioned in bid documents)

b) Bid Validity Period: 90 days from the date of opening of Tender.

c) Procuring Agency reserves the right to reject all or any bids subject to the relevant provisions of Sindh Public Procurement Rules-2010 (Amended 2025).

d) Purpose and Scope: Smooth official working.

6. In case any inconvenient situation created in the city or public holiday is declared by the Government on the date of opening of tender, the next official working day shall be deemed to be the last date for issuance, submission and opening of bids/tenders at the same time as mentioned.

(Convenor Procurement Committee)

BOARD OF SECONDARY EDUCATION KARACHI
NAZIMABAD KARACHI-75990



بورڈ آف سینڈری ایجوکیشن، کراچی

ناظم آباد کراچی-75990

فون نمبر 99260079، 99260252-6، 992600079، ویب سائٹ: www.bsek.edu.pk، ای میل: pnp@bsek.edu.pk

No.BSE/P&P/1050/2026

Dated 14-01-2026

ٹینڈر طلبی نوٹس

مندرجہ ذیل آئندہ کیلئے دوپھی کے حامل سپلائرز/فرمز سے سر بہر پیشکشیں مطلوب ہیں:

نمبر شمار	آئندہ کے نام	بُدھیکاری	ٹینڈر فیس	مدت تکمیل
1	ایئر کنڈیشنز کی مرمت میئنی ٹنس اور سروس کے لیے خدمات کا حصول	-/- 90,000 روپے (نوے ہزار روپے صرف) (قابل واپس) بیکل پے آرڈر بیانم سکریٹری بورڈ آف سینڈری ایجوکیشن، کراچی	-/- 2000 روپے (دو ہزار روپے صرف) (قابل واپس) بیکل پے آرڈر بیانم سکریٹری بورڈ آف سینڈری ایجوکیشن کراچی باعث اضافہ یا کم کی جاسکتی ہے	کاموں کی تکمیل کے لیے کم از کم مدت ایک ماہ ہو گی جس میں مدت اصورت حال کے تباہی کے با عاث اضافہ یا کم کی جاسکتی ہے

نوت: (مندرجہ بالا آئندہ کی مکمل تفصیل پیشکش دستاویزات میں مندرج ہیں)۔

- 2- **معیار اہلیت:** (i) ٹینڈر فیس بشرط -/- 2,000 روپے (دو ہزار روپے صرف) (قابل واپس) بیکل پے آرڈر بیانم سکریٹری بورڈ آف سینڈری ایجوکیشن کراچی۔
(ii) بُدھیکاری بشرط -/- 90,000 روپے (نوے ہزار روپے صرف) (قابل واپس) بیکل پے آرڈر بیانم سکریٹری بورڈ آف سینڈری ایجوکیشن، کراچی۔
(iii) متعلقہ شعبہ میں تین برس کا تجربہ۔
(iv) گذشتہ تین برس کا ترین اور کم از کم مبلغ -/- 4,500,000 روپے (پینتالیس لاکھ روپے صرف) کی رقم کا حامل (مالیاتی گوشوارہ/آڈٹر پورٹ کی نقل ملک ہو) سے رجسٹریشن۔ (v) اکم تکمیلے فیڈرل بورڈ آف ریجنیو (FBR) سے رجسٹریشن۔ (vi) بیلز ٹکس کے لیے سندھر یونیورسٹی بورڈ (SRB) سے رجسٹریشن۔
(vii) پیشکش دستاویزات کے ساتھ ملک نمود کے مطابق اسٹانپ بیپ (-/- 100 روپے) پر ایک اقرار نامہ۔

3- **پروکیومنٹ کا طریقہ:**
(سنگل ایچ۔ ایک لفافہ پروسیج)۔

4- **بڈنگ/ٹینڈر دستاویزات:**

- (i) اجرا: بُدھیکاری دستاویزات اشاعت/ہو سٹنک کی پہلی تاریخ سے ہر 2026-02-09 سے پہر 09:30 بجے تک جاری کی جائیگی۔

جمع کرنا: آخری تاریخ 2026-02-09 سے پہر 09:00 بجے تک ہو گی۔

کھولنا: ہر 2026-02-09 سے پہر 02:30 بجے کھولے جائیں گے۔

شرانط و ضوابط: (a) درج ذیل صورتوں میں پیشکش مسترد کروی جائے گی۔

(i) مشروط پیشکشیں/ٹینڈر رز۔

(ii) مطلوب رقم اور بیکل کی ٹینڈر فیس اور بُدھیکاری کے بغیر موصول پیشکشیں۔

(iii) مقرر کردہ تاریخ اور وقت کے بعد موصول پیشکشیں

(iv) بلیک لسٹ فرم کی پیشکشیں۔ (مفصل شرائط و ضوابط بڈنگ دستاویزات میں مذکور ہیں)

(b) پیشکش موثر ہنے کی مدت: ٹینڈر کھولے جانے کی تاریخ سے 90 دن۔

(c) سندھ پبلک پر ڈیکورمنٹ روڈر 2010، (ترمیم شدہ 2025) کے متعلقہ مندرجات سے مشروط پر ڈیکورنگ ایجنسی کوئی یا تمام پیشکشیں مسترد کرنے کا حق محفوظ رکھتی ہے۔

(d) **مقصد اور اسکوپ:** بلا رکاوٹ سرکاری کام

6- ٹینڈر کھولنے کی تاریخ کو شہر میں نام موافق حالات پیدا ہو جانے یا حکومت کی جانب سے عام تعطیل قرار دیئے جانے کی صورت میں اگلائیوم کاران ہی اوقات میں جیسا کہ مذکور ہے پیشکشیں ائینڈر رز کے اجراء، جمع کرنے اور کھولنے کی تاریخ تصور ہو گا۔

و سخط... (کنویسہ پر کیور منٹ کمیٹی)

بورڈ آف سینڈری ایجوکیشن کراچی، ناظم آباد، کراچی 75990

BOARD OF SECONDARY EDUCATION, KARACHI

KARACHI - 75990

No. BSE/P&P/746/2025

Dated 20-11-2025

NOTIFICATION

Subject: RE-CONSTITUTION OF PROCUREMENT COMMITTEE FOR THE FINANCIAL YEAR 2025-2026 & ONWARDS

It is hereby notified for information of all concerned that the Chairman has been pleased to re-constitute the Procurement Committee for the financial year 2025-2026, under Rule-7 & 8 of SPPRA Rules-2010 (Amended 2025). The Procurement Committee shall comprise of the following Officers:-

1) Mr. Muhammad Zia ul Haq Acting Secretary, Board of Secondary Education Karachi	Convener
2) Mr. Khan Muhammad Tunio Associate Professor, A.R.G Govt. Degree College Razzakabad Karachi	Member other than Procuring Agency/I.T Expert
3) Shaikh Muhammad Tariq Karim Officiating D.C.E, Board of Secondary Education Karachi	Member
4) Mr. Noor Nabi Assistant Secretary, Board of Secondary Education Karachi	Member
5) Mr. Muhammad Nadeem Ikram Assistant Secretary, Board of Secondary Education Karachi	Member/Secretary of Committee

The above Officers are further directed to acquire essential training of EPADS as & when announced by SPPRA .

Functions and Responsibilities of Procurement Committee (TORs)

Procurement committee(s) shall be responsible for;

- (1) Preparing and/or Reviewing bidding documents;
- (2) Carrying out technical as well as financial evaluation of the bids;
- (3) Preparing evaluation report as provided in Rule 45;
- (4) Making recommendations for the award of contract to the competent authority; and
- (5) Perform any other function ancillary and incidental to the above.
- (6) Two-third of the members shall form the quorum and presence of one outside member shall be mandatory.
- (7) The decision of the Procurement Committee shall be taken on the basis of majority of votes of the total strength of the Committee.



(MUHAMMAD NADEEM IKRAM)
Assistant Secretary (P&P)/
Secretary of Procurement Committee

Copy to: -

- 1) P.S to Chairman
- 2) P.A to Secretary

BOARD OF SECONDARY EDUCATION, KARACHI

KARACHI - 75990

No. BSE/P&P/399/2025

Dated 24-09-2025

NOTIFICATION

Subject: CONSTITUTION OF COMPLAINT/GRIEVANCE REDRESSAL COMMITTEE (CRC/GRC) FOR THE FINANCIAL YEAR 2025-2026 & ONWARDS

It is hereby notified for information of all concerned that the Chairman has been pleased to constitute Complaint/Grievance Redressal Committee (CRC/GRC) of the Board of Secondary Education Karachi, for the financial year 2025-2026 & onwards, under Rule-31 of SPPRA Rules-2010 (Amended 2025). The Committee shall comprise of the following Officers:-

- 1) Chairman, Board of Secondary Education Convener
Karachi
- 2) Representative of the Accountant General, Member
Sindh
- 3) Secretary, Board of Intermediate Education Member
Karachi
(Independent Professional)

This issues with approval of the Authority.



(MUHAMMAD NADEEM IKRAM)
Assistant Secretary (P&P)

Copy to: -

- 1) P.S to Chairman
- 2) P.A to Secretary
- 3) P.A to Controller of Examinations

Sr. No	Name of Procurement (Description)	Estimated Cost (Rs)	Procurement Method**	Tentative date of Procurement Notice Publication	Tentative date of Award of Contract	Tentative date of Completion	Remarks (if any)
9	Machinery & I.T related Items	32,000,000	Open Competitive Bidding	27-10-2025	26-11-2025	26-12-2025	Machinery & Equipment, Since allocated fund is derived from the same budget head i.e Machinery & Equipment, therefore in case of variation in cost, the amount may be adjusted.
10	Maintenance of Air Conditioners	4,500,000	Open Competitive Bidding	17-10-2025	16-11-2025	16-12-2025	Maintenance of Machinery & Equipment
11	Maintenance of Computer, UPS, Machinery, Equipments etc.	8,000,000	Open Competitive Bidding	15-01-2026	14-02-2026	16-03-2026	Maintenance of Machinery & Equipment, Maintenance of Computer
12	Miscellaneous Items	3,000,000	Open Competitive Bidding	09-03-2026	08-04-2026	08-05-2026	This is an optional tender, placed as a preventative attempt, subject to requirement of any item(s) if left from above tenders or new requirement.
13	Office Furniture	10,000,000	Open Competitive Bidding	15-01-2026	14-02-2026	16-03-2026	Furniture and Fixture
14	OMR, OCR, QID & E-Marking Solution (Hardware)	70,000,000	Open Competitive Bidding	17-10-2025	16-11-2025	16-12-2025	Server, Computer Accessories and upgradation of Computer System. Since allocated fund is derived from the same budget head, therefore in case of variation in cost, the amount may be adjusted.
15	OMR, OCR, QID & E-Marking Solution (Software/Integration)	20,000,000	Open Competitive Bidding	17-10-2025	16-11-2025	16-12-2025	Server, Computer Accessories and upgradation of Computer System. Since allocated fund is derived from the same budget head, therefore in case of variation in cost, the amount may be adjusted.
16	One year Renewal of Microsoft Licenses for Softwares/ Cloud Server	1,000,000	Open Competitive Bidding	17-10-2025	16-11-2025	16-12-2025	Server, Computer Accessories and upgradation of Computer System. Since allocated fund is derived from the same budget head, therefore in case of variation in cost, the amount may be adjusted.
17	Papers, Toner & Ribbon Cartridges	19,000,000	Open Competitive Bidding	17-10-2025	16-11-2025	16-12-2025	Stationery for Computer

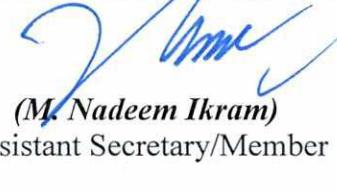
* The Annual Procurement Plan may be prepared on the assumption that total allocated budget will be released.

** Procurement method means Open Competitive Bidding/Petty Purchases/Quotations/Director Contracting/Negotiated Tendering.

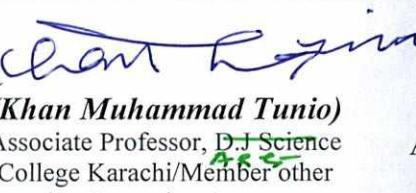
PROCUREMENT PLAN FOR THE FINANCIAL YEAR 2025-2026

Procurement Type	Item/Scheme Title	Procurement Description	Quantity (where applicable)	Estimated Unit Cost (where applicable)	Estimated Total Cost (In Million Rs.)	Funds Allocated (In Million Rs.)	Source of Funds (ADP/Non ADP)	Source Reference No.	Proposed Procurement Procedure	Proposed Procurement Method	Tentative Timing of Procurement	Remarks
Goods	Machinery & I.T related Items	Procurement of Machinery & I.T related Items	—	—	32,000,000	40,000,000	Non ADP		Single Stage One Envelope Procedure	National Competitive Bidding	3 rd Quarter	Machinery and Equipment
Services	Rental Furniture for SSC Examinations-2026	Procurement of Services for Supply of Rental Furniture for SSC Examinations-2026	—	—	60,000,000	60,000,000	Non ADP		Single Stage One Envelope Procedure	National Competitive Bidding	2 nd Quarter	Hire of Furniture
Services	Maintenance of Air Conditioners	Procurement of Services for Repairing, Maintenance & Service of Air Conditioners	—	—	4,500,000	4,500,000	Non ADP		Single Stage One Envelope Procedure	National Competitive Bidding	2 nd Quarter	Maintenance of Machinery & Equipment
Goods	Liveries (Uniforms) for the year 2025	Procurement of Liveries (Uniforms) and Shoes for Class-IV employees	—	—	2,500,000	2,500,000	Non ADP		Single Stage One Envelope Procedure	National Competitive Bidding	2 nd Quarter	Liveries to Class-IV Staff

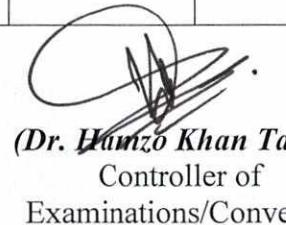

(Syed Muneer Hasan)
 Acting Audit Officer/ Presenter


(M. Nadeem Ikram)
 Assistant Secretary/Member


(Sh. M. Tariq Karim)
 Assistant Controller of Examinations/Member


(Khan Muhammad Tunio)
 Associate Professor, D.J Science College Karachi/Member other than Procuring Agency


(M. Zia ul Haq)
 Acting Secretary/Member


(Dr. Hanzo Khan Tagar)
 Controller of Examinations/Convener