



DIRECTORATE GENERAL
LIVESTOCK (EXTENSION / RESEARCH) SINDH
Strengthening of Livestock Service project building behind Shahbaz building Block-A, Hyderabad

CORRIGENDUM

With the approval of competent authority the date of opening of Tenders for selection of event manager for the “Sindh Livestock Expo 2026” during the current financial year 2025-26 for following Livestock and Fisheries Department as published in the various newspapers through Information Department (Advertisement) Government of Sindh, vide No: INF-KRY: 0622/26 on dated: 20th February, 2026. The same have now been changed and re-fixed as under:

Submission & Opening of Tenders:

Name of Office	Schedule	Date	Time	Venue
Directorate General Livestock Extension & Research Sindh Hyderabad	Submission	25.03.2026	12:00 pm	Directorate General Livestock Extension & Research Sindh Hyderabad
	Opening	25.03.2026	12:30 pm	

- Other terms & conditions will remain same.


DIRECTOR
Livestock Extension & Research Sindh
Hyderabad



BIDDING DOCUMENT

Hiring of EVENT MANAGERS FOR THE “SINDH LIVESTOCK EXPO 2026”

To,
M/S

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Section-1 NOTICE INVITING TENDER



**GOVERNMENT OF SINDH
LIVESTOCK & FISHERIES DEPARTMENT**

**TENDER NOTICE (EPADS)
FOR HIRING OF EVENT MANAGERS TO ORGANISE
SINDH LIVESTOCK EXPO-2026
AT KARACHI EXPO CENTER**

The Livestock & Fisheries Department, Government of Sindh deals with three major production subsectors i.e. Livestock, Poultry and Fisheries responsible to provide milk, meat, eggs and fish products as a unique source of quality food and animal protein in which we are already deficient in the face of ever increasing population. The overall Livestock & Fisheries development policy is aimed at fostering private sector-led development, with the public sector providing an enabling environment through policy interventions and playing a capacity building role for improved livestock husbandry, poultry and fish farming practices. Therefore, Sindh Livestock Expo-2026 is being organized by the Livestock & Fisheries Department on **16, 17 & 18 April 2026**, to showcase the achievements and initiatives of Sindh Government in Livestock, Fisheries and Agriculture sectors and provide a platform to all relevant stakeholders to foster growth in these sectors. The Culture, Tourism and Antiquities Department, Sports and Youth Affairs Department, Local Administration of Karachi and Livestock Farmers Associations are participating as Co-Organizers of the event.

The Livestock and Fisheries Department invites sealed bids from Event Managers/ Management Firms registered with FBR & SRB for Income Tax and Sales Tax Departments wherever applicable for Exhibition Management Services and provision of various goods and items for Sindh Livestock Expo-2026.

Single bidding document, which contain detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification /rejection of bids, performance guarantee @ 5 % of the total contract award amount etc. can be obtained on written request on the company letter head along with valid NTN, GST certificates, SRB registration and a pay order of Rs.5,000/- (non-refundable) in favor of "Director General, Livestock Extension/Research Sindh Hyderabad" **on any working day between 9:00 am to 5:00 pm** from the office of the undersigned **from the date of publishing** at below mentioned address. Tender document can be downloaded from EPADS web site (SPPRA).

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(EPADS) <https://eprocure.gov.pk/> and the Departmental website as well.

Single Stage Two Envelope Procedure as per SPPRA rule 46 (2) would be used for Open Competitive Bidding. In the first stage only the technical proposals will be opened. Later, the financial proposals of only the technically qualified firms will be opened. Financial proposals should accompany a bid security equivalent to two per cent (2%) of the bid amount in the form specified in the Bidding documents. Both the technical and the financial proposals must be sealed separately. The procuring agency reserves the right to reject any or all bids and to annul the bidding process at any time, however, reasons for rejection or annulling bid process will be communicated to the concerned bidder (s) in accordance with the SPP Rule (45) of 2010 and amendments made there in.

The bidders may obtain the bidding documents, detailed specification & any further information from Online EPADS website <https://eprocure.gov.pk/> and then physically at Directorate General Livestock (Extension & Research) Sindh, Animal Science Complex, Auto Bhan Road Hussainabad Hyderabad, on payment of amount mentioned below (Non- refundable) in the shape of **pay order/ bank draft** in favor of Directorate General Livestock (Extension & Research) Hyderabad.

Submission & Opening of Tenders:

Name of Office	Schedule	Date	Time	Venue
Directorate General Livestock Extension & Research Sindh Hyderabad	Submission	25.03.2026	12:00 pm	Directorate General Livestock Extension & Research Sindh Hyderabad
	Opening	25.03.2026	12:30 pm	

NOTE:

1. Tender bids must be submitted electronically through EPADS, any clause in this tender document asking for manual submission must be replaced and read as **“through EPADS”**
2. Please attach a copy of Bid Security with the financial proposal through EPADS.
3. Only the Bid Security 2% Pay Order in favor of Directorate General Livestock (Extension & Research) Sindh is to be sent in original on/before the last date & time for electronics bid submission through EPADS.
4. Photocopy of **Pay order/ bank draft** will be uploaded in the above mentioned website and original will be submitted at mentioned office address at the time of opening of technical Proposal.
5. In accordance with the established protocols, if a bid is not reflected in the bid opening list in EPADS, it shall be deemed and treated as a "bid not submitted." Therefore, all participants are advised to verify the inclusion of their submissions in the bid opening list to avoid any misinterpretations regarding their bid status.

THE DIRECTOR GENERAL,
Livestock Extension/Research Sindh Hyderabad
Tel: 022-9200366
www.livestocksindh.gov.pk

SECTION II: .

Instructions to Bidders

A. Introduction

1. Source of Funds

1.1 The Procuring Agency (as given in the Bid Data Sheet) has arranged funds from its own sources towards the cost of organizing the event (as given in the Bid Data Sheet) and it is intended that part of the proceeds of these funds will be applied to eligible payments under the contract (as given in the Bid Data Sheet) for which these bidding documents are issued.

1.2 Payment from the Funds will be made only at the orders of the Procuring Agency and shall be subject in all respect to the terms and conditions of the agreement. No party other than the Procuring Agency shall derive any rights from the Contract Agreement or have any claim to the allocated fund proceeds.

2. Eligible Bidders

2.1 This Invitation for Bids is open to all firms providing exhibition build up and management services in Pakistan.

2.2 Bidder(s) should be registered with Sindh Revenue Board (SRB) and FBR

2.3 Bidders shall not be eligible to bid if they are under a declaration of ineligibility for corrupt and fraudulent practices issued by the any government organization in accordance with sub clause 34.1

3. Eligible Goods and Services

3.1 All goods and related services to be supplied under the contract shall have their origin in eligible source countries, defined in the SPPRA Rules, 2010 and it's Bidding Documents, and all expenditures made under the contract will be limited to such goods and services.

4. Cost of Bidding

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

B. The Bidding Documents

5. Content of Bidding Documents

5.1 The bidding documents include:

- (a) Instructions to Bidders (ITB)
- (b) Bid Data Sheet
- (c) Schedule of Requirements (Complete package)
- (d) Technical Specifications
- (e) Bid Form and Price Schedules
- (f) Bid Security Form
- (g) Contract Form
- (h) Performance Security Form
- (i) General Conditions of Contract (GCC)
- (j) Special Conditions of Contract (SCC)

5.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.

6. Clarification of Bidding Documents

6.1 An interested Bidder requiring any clarification of the bidding documents may notify the Procuring agency in writing. The Procuring agency will respond in writing to any request for clarification of the bidding documents which it receives no later than three working days prior to the deadline for the submission of bids prescribed in the Bid Data Sheet. Written copies of the Procuring agency's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all interested bidders that have received the bidding documents

7. Amendment of Bidding Documents

7.1 At any time prior to the deadline for submission of bids, the Procuring agency, for any reason, whether at its own initiative or in response to a clarification requested by an interested Bidder, may modify the bidding documents by amendment.

7.2 All interested bidders that have received the bidding documents will be notified of the amendment in writing, and will be binding on them.

7.3 In order to allow interested bidders reasonable time in which to take the amendment into account in preparing their bids, the Procuring agency, at its discretion, may extend the deadline for the submission of bids.

C. Preparation of Bids

8. Language of Bid

8.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring agency shall be written in the language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified in the Bid Data Sheet, in which case, for purposes of interpretation of the Bid, the translation shall govern.

9. Documents Comprising the Bid

9.1 The bid prepared by the Bidder shall comprise the following components:

(a) A Technical Proposal

- Comprising of Cover letter, Company Profile, Exhibits of work experience & Financial Strength and a proposal on work plan based on the Schedule of Requirements/ TORs.

The Bidder should take into consideration the parameters listed in Technical Evaluation Criteria for submission of Technical Proposal in the Bid Data Sheet and its Annexure.

(b) A Financial Bid

- ▢ A Bid Form and a Price Schedule completed in accordance with ITB Clauses 10, 11, and 12;
- ▢ Bid security furnished in accordance with ITB Clause 15.

10. Bid Form

10.1 The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, quantity, and prices.

11. Bid Prices

11.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the services & goods it proposes to supply under the contract.

11.2 Unless otherwise stipulated in the Conditions of Contract, prices quoted by the bidder shall remain fixed during the bidder's performance of the Contract and not subject to variation on any account. The price of other (incidental) services, if any, listed in the Bid Data Sheet, will be entered separately.

11.3 The Bidder's separation of price components in accordance with ITB Clause 11.2 above will be solely for the purpose of facilitating the comparison of bids by the Procuring agency and will not in any way limit the Procuring agency's right to contract on any of the terms offered.

11.4 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. A bid

submitted with an adjustable price quotation will be treated as nonresponsive and will be rejected, pursuant to ITB Clause 24.

12. Bid Currencies

12.1 Prices shall be quoted in Pak Rupees.

13. Documents Establishing Bidder's Eligibility and Qualification

13.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted.

13.2 The documentary evidence of the Bidder's eligibility to bid shall establish to the Procuring agency's satisfaction that the Bidder, at the time of submission of its bid, is legally established in Pakistan.

13.3 The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the Procuring agency's satisfaction:

(a) Bidder/Manufacturer must possess and provide evidence of its capability, experience and qualification criteria as stipulated in Bidding Documents and Bid Data Sheet

(b) that, the Bidder has the financial, technical, and production capability necessary to perform the contract;

14. Documents Establishing Goods' and services Eligibility and Conformity to Bidding Documents

14.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the eligibility and conformity to the bidding documents of all goods and services which the Bidder proposes to supply under the contract.

14.2 The documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, and data, and shall consist of:

(a) a detailed description of the essential technical and performance characteristics of the goods and services;

(b) an item-by-item commentary on the Procuring agency's Technical Specifications/ TORs demonstrating substantial responsiveness of the goods and services to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications.

14.3 For purposes of the commentary to be furnished pursuant to ITB Clause 14.2(b) above, the Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Procuring agency in its Technical Specifications, are intended to be descriptive only and not restrictive. The Bidder may substitute alternative standards, brand names, and/or catalogue numbers in its bid, provided that it demonstrates to the Procuring agency's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

15. Bid Security

15.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, a bid security in the amount specified in the Bid Data Sheet.

15.2 The bid security is required to protect the Procuring agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to ITB Clause 15.7.

15.3 The bid security shall be in Pak Rupees and shall be in the form of Pay Order or Demand Draft in favour of **"Director General, Livestock Extension/Research Sindh Hyderabad"**.

15.4 Any bid not secured in accordance with ITB Clauses 15.1 and 15.3 will be rejected by the Procuring agency as nonresponsive, pursuant to ITB Clause 24.

15.5 The bid securities of unsuccessful bidders will be returned upon award of contract to the successful bidder or on the expiry of validity of Bid Security whichever is earlier.

15.6 The successful Bidder's bid security will be discharged upon the Bidder signing the contract, pursuant to ITB Clause 32, and furnishing the performance security, pursuant to ITB Clause 33.

15.7 The bid security may be forfeited:

(a) If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or

(b) In the case of a successful Bidder, if the Bidder fails:

(i) To sign the contract in accordance with ITB Clause 32;

or

(i) To furnish performance security in accordance with ITB Clause 33.

16. Period of Validity of Bids

16.2 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the Procuring agency, pursuant to ITB Clause 19. A bid valid for a shorter period shall be rejected by the Procuring agency as nonresponsive.

16.3 In exceptional circumstances, the Procuring agency may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security provided under ITB Clause 15 shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in the bidding document.

17. Format and Signing of Bid

17.1 The Bidder shall prepare an original and the number of copies of the bid indicated in the Bid Data Sheet, clearly marking each "ORIGINAL BID" and "COPY OF BID," as appropriate. In the event of any discrepancy between them, the original shall govern.

17.2 The original and the copy or copies of the bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the bid, except for un-amended printed literature, shall be initial led by the person or persons signing the bid.

17.3 Any interlineations, erasures, or overwriting shall be valid only if they are initial led by the person or persons signing the bid.

17.4 The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid, and to contract execution if the Bidder is awarded the contract.

D. Submission of Bids

18. Sealing and Marking of Bids

The Bidder shall submit their bid through EPADS on or before the Last date and time mentioned for the bid submission.

19. Deadline for Submission of Bids

Bids must be received by the Procuring Agency through EPADS not later than the time and date specified.

The Procuring Agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents ,in such case all rights and obligations of the Procuring Agency and bidders previously subject to the deadline will thereafter be subject to the deadline.

20. Late Bids

In accordance with the established protocols, if a bid is not reflected in the bid opening list in EPADS, it shall be deemed and treated as a "bid not submitted".

21. Modification and Withdrawal of Bids

21.1 The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification,

including substitution or withdrawal of the bids, is received by the Procuring agency prior to the deadline prescribed for submission of bids.

21.2 The Bidder's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of ITB Clause 18. by a signed confirmation copy, postmarked no later than the deadline for submission of bids.

21.3 No bid may be modified after the deadline for submission of bids.

21.4 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Form. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security, pursuant to the ITB Clause 15.7.

E. Opening and Evaluation of Bids

22. Opening of Bids by the Procuring agency

The Procuring Agency shall open all bid electronically through EPADS. The bidders' names, bid modifications or with drawls, bid prices, Discounts, and the presences or absence of requisite bid security and such other details as the Procuring Agency, at its discretion, may consider appropriate, will be announced at the opening.

23. Clarification of Bids

23.1 During evaluation of the bids, the Procuring agency may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

24. Preliminary Examination

24.1 The Procuring agency will examine the bids to determine whether they are complete, whether any computational errors have

been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

24.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.

24.3 The Procuring agency may waive any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

24.4 Prior to the detailed evaluation, pursuant to ITB Clause 25 the Procuring agency will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these Clauses, a substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, **such as** those concerning Bid Security (ITB Clause 15), Applicable Law (GCC Clause 30), and Taxes and Duties (GCC Clause 32), will be deemed to be a material deviation. The Procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.

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

25. Evaluation and Comparison of Bids

25.1 The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive, pursuant to ITB Clause 24.

25.2 Bids will be evaluated for complete scope of works. The prices will be compared on the basis of the Evaluated Bid Price pursuant to following.

(a) Technical Evaluation It will be examined in detail whether the Services and Products offered by the bidder comply with the Technical Provisions of the Bidding Documents. For this purpose, the bidder's data submitted in the Technical Proposal will be compared with the Schedule of Requirements/ TORs and evaluated as per annexures for scoring. The proposal which does not conform to the specified requirements will be rejected. During the technical evaluation no amendments in the technical proposal shall be permitted; and Minimum passing score is 70.

After the evaluation and approval of the technical proposal Procuring agency will publicly open the financial proposals of the technically accepted bids only.

(b) Evaluation of Financial Bid

The Financial Proposal of bids found technically nonresponsive shall be returned un-opened to the respective bidders.

The Procuring agency's evaluation of a bid will be on delivered duties/ taxes paid, and the bid found to be the lowest evaluated bid will be accepted.

25.3 The Procuring agency's evaluation of a financial bid will take into account, in addition to the bid price quoted in accordance with ITB Clause 11.2, the following factors:

(a) incidental costs, any correction for arithmetic errors, making an appropriate price adjustment for any other acceptable variation or

deviation and discount, if any, offered by the bidders as also read out and recorded at the time of bid opening.

(b) Deviations in payment schedule from that specified in the Special Conditions of Contract; (if any and acceptable to the Employer).

(c) the specific criteria indicated in the Bid Data Sheet.

25.4 For factors retained in the Bid Data Sheet pursuant to ITB 25.3, the following quantification methods will be applied:

(a) Price Adjustment for Technical Compliance. The cost of making good any deficiency resulting from technical non compliance will be added to the Corrected Total Bid Price for comparison purposes only. The adjustments will be applied taking the highest price quoted by other bidders being evaluated in detail in their original Bids for corresponding item. In case of non availability of price from other bidders, the price will be estimated by the Procuring Agency.

(b) Price Adjustment for Commercial Compliance

The cost of making good any deficiency resulting from any quantifiable variations and deviations from the Bid Schedules and Conditions of Contract, as determined by the Procuring Agency will be added to the Corrected Total Bid Price for comparison purpose only. Adjustment for commercial compliance will be added to the Corrected Total Bid Prices.

26. Contacting the Procuring agency

26.1 Subject to ITB Clause 23, no Bidder shall contact the Procuring agency on any matter relating to its bid, from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the Procuring agency, it should do so in writing.

26.2 Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

F. Award of Contract

27. Post qualification

27.1 In the absence of prequalification, the Procuring agency will determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in ITB Clause 13.3.

27.2 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 13.3, as well as such other information as the Procuring agency deems necessary and appropriate.

27.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily

28. Award Criteria

28.1 Subject to ITB Clause 30, the Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

29. Procuring agency's Right to Vary Quantities at Time of Award

29.1 The Procuring agency reserves the right at the time of contract award to increase or decrease, by the percentage indicated in the Bid Data Sheet, the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions

30. Procuring agency's Right to accept any Bid and to reject any or All Bids

30.1 The Procuring agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or bidders and in accordance with provisions of SPPRA Rules 2010.

31. Notification of Award

31.1 Prior to the expiration of the period of bid validity, the Procuring agency will notify the successful Bidder in writing by registered letter or by cable, to be confirmed in writing by registered letter, that its bid has been accepted.

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

31.3 Upon the successful Bidder's furnishing of the performance security pursuant to ITB Clause 33, the Procuring agency will promptly notify each unsuccessful Bidder and will discharge its bid security, pursuant to ITB Clause 15.

32. Signing of Contract

32.1 At the same time as the Procuring agency notifies the successful Bidder that its bid has been accepted, the Procuring agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.

32.2 Within Five (05) days of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency.

33. Performance Security

33.1 Within Seven (07) days of the receipt of notification of award from the Procuring agency, the successful Bidder shall furnish the performance security @ 5 % in accordance with the Conditions of Contract, provided in the bidding documents, or in another form acceptable to the Procuring agency.

33.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 32 or ITB Clause 33.1 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Procuring agency may make the award to the next lowest evaluated Bidder or call for new bids.

34. Corrupt or Fraudulent Practices

34.1 The Government of Sindh requires that Procuring agency as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy and Rules made there under, Sindh Public Procurement, Regulatory Authority (PPRA) and SINDH LIVESTOCK & FISHERIES DEPARTMENT :

(a) defines, for the purposes of this provision, the terms set forth below as follows:

(i) "Corrupt Practice" means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain; and

(ii) "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;

(b) will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;

(c) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a Government-financed contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a Government-financed contract.

34.2 Furthermore, Bidders shall be aware of the provision stated in sub-clause 5.4 and sub-clause 24.1 of the General Conditions of Contract.

SECTION III: Bid Data Sheet

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

Introduction	
ITB 1.1	Director General, Livestock Extension/Research Sindh Hyderabad, Livestock & Fisheries Department, Government of Sindh
ITB 1.1	SINDH LIVESTOCK EXPO 2026
ITB 1.1	Hiring of Event Managers for SINDH LIVESTOCK EXPO 2026
ITB 6.1	Director General, Livestock Extension/Research Sindh Hyderabad.
ITB 8.1	English

Preparation and Submission of Bids	
ITB 9.1	Qualification Requirements for Single Stage – Two envelope Procedure: <i>For details on how the technical proposals shall be scored/ evaluated against above parameters, please see Annexure – I to Part One</i>
ITB 11.2	The Price quoted shall be inclusive of all costs, duties and taxes mobilization, de-mobilization, installation, loading, unloading related to delivery of services and materials/ products, as defined in the TORs/ Technical Specification and Financial Bid Note”: Security of material goods / installed is the responsibility of bidder (s).
ITB 11.4	Price shall be fixed (In case of single bidder, Procuring agency reserved the right to negotiate the bid).
ITB 15.1 & 15.3	2% of the bid price
ITB 16.1	90 days from the last date of submission of bids
ITB 17.1	Two copies
ITB 18.3 (a)	Director General, Livestock Extension/Research Sindh, Animal Science Complex Hussainabad Hyderabad
ITB 18.3 (b)	Sindh Livestock Expo-2026
19.1	25 th April, 2026 upto 12:00 pm
22.1	25 th April, 2026 on 12:30 pm, Director General, Livestock Extension/Research Sindh Hyderabad.

Bid Evaluation	
ITB 25.2 & 3	25.2 (a) & (b), 25.3 (a), (b) & (c), In case of single bidder, Procuring agency reserve the right to negotiate the bid during evaluation.

Contract Award	
ITB 29.1	<p><u>Percentage for quantity increase or decrease.</u></p> <p>The Procuring agency reserves the right at the time of contract award to increase or decrease, the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions, as per SPPRA Rules.</p> <p>The Procuring agency also reserves the right at the time of contract award to not order or exclude any items, as deemed appropriate, the goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions</p>

SECTION IV: SCHEDULE OF REQUIREMENTS/ TERMS OF REFERENCE

Event:

□ Livestock & Fisheries Department, Government of Sindh is planning to hold its signatory event i.e. *Sindh Livestock Expo-2026* at **Expo Center Karachi during the month of April, 2026**. The seminar/exhibition is expected to attract a wide variety of participants specifically from the Livestock, Dairy, Fisheries and Agriculture sector as well as from the Diplomatic Missions, Multilateral Agencies, Banks, Regulatory Authorities & NGOs working in agriculture sector.

Event Categories:

- The event shall comprise of Seminar, Exhibition, cattle show, bird show, dog show, flower show and exhibition as well as various competitions followed by traditional sports by Sports Department, and music and entertainment program by the Culture, Tourism & Antiquities Department in the evenings. The Event managers shall be required to organize and manage all the above events.
- The Event Manager will have the leading role in the event and be responsible for the overall arrangement, installation, and execution. This includes installing Climate Control Marquees, setting up a hall for seminars and a stage for dignitaries, and arranging a large sitting area for the audience. The Event Manager will also organize the main activities, such as the animal show, horse and cattle show, cavalcade (animal parade), Exhibition Flower Show, Fisheries Show, trussing area, Bird show, Dog Show, Food Court, Children Entertainment, Reception & Registration.

Additionally, the Event Manager will be responsible for providing feeding and watering inputs for animals, birds, fisheries, wildlife, etc., and arranging three meals a day for livestock attendants, breeders, officials, and other staff. They will also ensure drinking water requirements are met and provide three VVIP lunches during the event. The Event Manager will also oversee the logistics, including ensuring electricity supply through generators, protected and safe cabling/wiring, and outstanding lighting. They will coordinate with vendors for necessary equipment and services, manage event publicity and branding, produce the event directory, and prepare a post-event report.

Finally, the Event Manager will be responsible for providing coverage of the event on social media platforms (YouTube, Instagram, Twitter, Facebook, etc.) before, during, and after the event.

RESPONSIBILITIES OF EVENT MANAGER

Event Participation:

- ▭ The Event Manager is expected to reach out to local and foreign companies, organizations, Banks, NGOs, diplomatic missions, regulatory authorities working in Livestock, Fisheries, Dairy and Agriculture sector for their participation in the event in a meaningful manner and the Event Manager will provide all the facilities to them for making the event successful. The Event Manager shall develop exhibition profile for soliciting their participation.

Design Event Categories:

- ▭ The Event Manager shall design identified space at the locations specified above for Exhibition, Flower Show, Cattle Show, Bird show, Dog Show, Food Court, Children Entertainment, Reception & Registration area, competition area, stage for dignitaries and large sitting area for the audience during event days in consultation of department and coordination of other managers i.e. Animal exhibition and show manager, food, feed and fodder, illumination and electricity etc.

Exhibition Layout/Floor Plan:

- ▭ The floor plan Layout is the responsibility of Event manger made in consultation of Livestock & Fisheries Department, Government of Sindh with coordination of all other event managers to accommodate thematic displays

Sound System and Security Services

- ▭ Event Manager shall arrange for high quality sound systems for music programs stage events and also in exhibition and parking area for calling service. The Event Manager shall also arrange for all security related equipment and machinery like scanner gates, X-Ray machines and hand held scanners etc.

Shell Scheme/Stalls:

- ▭ The Event Manager shall arrange for shell scheme, upgraded to match the product at display in cost effective but elegant manner, for exhibitors who are not putting up their own customized stands. Sindh Livestock & Fisheries Department understands that the options to upgrade a standard shell scheme are limited and cost effective and therefore price for such up-gradation shall be included in the bid price for shell scheme. The upgraded designs/scheme shall be subject to Sindh Livestock & Fisheries Department's approval.

Branding/Marketing Promotion Material:

- ▭ The Event Manager shall create and execute the entire branding at the above mentioned locations in an elegant manner. Event Manager shall obtain Exhibitors basic logos and thematic designs. However, further refinement; creation of branding material, fit to each space, along with its installation is event manager responsibility. Flags of different countries along with pole banners etc. are inclusive, *if required*.

Outdoor Publicity:

▮ The Event / Exhibition Manager shall arrange for display & printing of outdoor publicity/hoarding/banners/bridge panels in the city of Karachi, surrounding areas, National highway for the event. The Event Manager shall identify the locations to display the publicity material for SINDH LIVESTOCK EXPO 2026 and get them approved by Livestock & Fisheries Department, Government of Sindh. The theme, design and write up for the publicity will be provided by the Exhibitors/ Livestock & Fisheries Department, Government of Sindh to the Event Manager. Event Manager/ Livestock & Fisheries Department shall take permission from respective District Administrations in the Province for the identified locations (of the Hoarding, Bridge Panels, Poles etc) provided by the Event Manager enabling publicity of the Events. At least 05 days prior to the event.

Invitation Cards:

▮ The Event / Exhibition Manager shall also provide services for printing of invitation cards and envelopes for the SINDH LIVESTOCK EXPO 2026. The Event Manager shall provide Sindh Livestock & Fisheries Department designs and format of the cards and once approved the event managers shall ensure prompt dispatch and delivery to the guests. The Event Manager shall update the invitation list wherever required. The Event Manager shall be responsible to send out the invitations to the participants and visitors of the SINDH LIVESTOCK EXPO 2026. The list of the participants/exhibitors/visitors shall be compiled by the Event Manager.

Event Passes

▮ The Event Manager shall design, create and distribute all different kinds of passes like for exhibitors, officials, Managers, foreign delegates, sponsors, diplomats, service providers etc. in good quality hard lamination with neckbands. Event Manager shall also be required to print parking passes, for the local visitors as per plan finally decided by Livestock & Fisheries Department, Government of Sindh.

Sign gate and Directional

▮ Event Manager shall provide Sign gate for different event categories, paths along with large floor plans shall be created in good quality material to guide the visiting guests.

Presents, gifts and uniforms:

▮ The Event Manager has to arrange flower bouquets, quality Sindhi Cap and Ajrak for guests and dignitaries.

Special Branch Passes:

- ▮ If it is required by the Security agencies that Special Branch passes be arranged for all exhibitors, the Event Manager shall coordinate with all exhibitors and security agencies for provision of special passes to the exhibition centre including those for Livestock & Fisheries Department, Government of Sindh officers and other support staff.

Executive Offices / Porta Cabins

- ▮ The event Managers, should provide the Executive offices as porta cabin at least three days before event.

Registration for Visitors & Exhibitors:

- ▮ The Event Manager would devise an appropriate registration system for exhibitors and visitors. The registration cards shall be in different colors suited to each category. These shall be pre-printed paper cards with necessary event details on the back and cardholders details on the front. Transparent plastic pouches, open from top, along with printed neckbands in similar colors shall be provided. The details of card holders along with barcode shall be generated/ printed on each card so as to register movements in and out of the VENUE and control traffic. The system to be installed and card designs shall be approved by Livestock & Fisheries Department, Government of Sindh. Cards for exhibitors shall be coordinated and distributed by Event Manager themselves. Cards for foreign guest and local invitees shall be printed and delivered to the focal person of the Event Manager posted at Livestock & Fisheries Department, Government of Sindh (for the Event) in close coordination with and as decided by Sindh Livestock & Fisheries Department for further distribution.

Cattle Show:

- ▮ Event Manager is required to arrange animal competitions, parade (Cavalcade), horse race and camel dance, fish, dog & bird show, installation of dera marquees, and prize distribution ceremony, main stage with sitting arrangement, and all show activities other than activities of climate control marquees.
- ▮ The Event Manager shall also create Media center, Business Centre, separate camp office for the livestock & Fisheries Department staff and an elegant reception.

Presents, gifts and uniforms:

- ▮ The Event Manager shall provide Traditional dresses for animal attendants and care takers during Cavalcade and competitions as per specification given by the Livestock & Fisheries Department, Government of Sindh.

Food Court:

- ▢ The Event Manager shall also arrange a Food Court at an appropriate place for SINDH LIVESTOCK EXPO 2026 which should be of good quality and hygiene standard for sale to general visitors and exhibitors. Procuring agency will allot or sell established stall at food court to the suitable participants / brands.

Meeting Areas / Camps office of the Department:

- ▢ The Event manager should develop meeting Areas, where exhibitors and trade visitors could hold meetings. These meeting areas should have proper refreshment arrangements along with service in elegant manner.

Parking:

- ▢ The Event manager shall manage parking areas for exhibitors, visitors and dignitaries separately in the ground it has also prepare animal landing and loading area and trucks parking area.

Janitorial Services:

- ▢ The Event Manager shall arrange for janitorial. The toiletries of good quality and quantity shall be arranged and it shall be ensured that the rest areas are clean at all times.

Transportation

- ▢ The Event manager will also has to reimburse the transportation charges of animals on actual basis on provision of bilty (Receipt) to the Livestock and Bird owners through concerned officers of Livestock Department. Further the event manager shall also provide the Water and feeding troughs along with supply arrangements as per requirements.

Food Supplies for on duty:

- ▢ The Event manager shall arrange good quality food i.e. breakfast Lunch Dinner & Tea from one day before the event to Livestock & Fisheries Department, Government of Sindh staff, Animal Attendants, Guest Relations Officers & other supportive staff working, arrange tea and lunch for Seminar Attendees, and also arrange VIP dining area in separate Marquee for the dignitaries.

Arrangements feed and fodder for animals, pets, birds etc

- ▢ The Event manager shall be responsible to arrange, Good Quality and appropriate quantity of green grasses, formulated feed, fodder for livestock and feeds for birds & fishes.

Water Supply:

- ▭ The Event manager shall arrange mineral water for Breeders, attendants' staff, guests' visitors, and drinking water for animals in sufficient quantity.

Generator/ Electric Cables

- ▭ The Event Manager shall arrange standby generators, cabling, provide electricity to stands/stalls as per requirement of the exhibitors duly approved by Livestock & Fisheries Department, Government of Sindh and provide lighting at Exhibitors area and connecting pathways.

SOCIAL MEDIA MANAGMENT

- ▭ The Social Media Manager Should develop Content of the event and its activities perform Photography, Videography right from curtain raising ceremony and coverage of complete event, Cover the event in an organized manner and prepare soft record, submit data on soft and hard drives, perform Live streaming on all modalities of Social Media i.e. You tube, Twitter, Instagram, LinkedIn Facebook etc., Preserve data (Video / Photos) on all Social Media site permanently, provide operational reports on daily basis (before, during and after event).

The expected work plan:

- ▭ This is a time bound assignment. Livestock & Fisheries Department, Government of Sindh shall handover space / Ground to the Event Managers 10 days before the event for preparation.
- ▭ The Event Managers are expected to plan and execute all jobs / complete package listed in Schedule of Requirements and the Financial Bid form. The Event Managers shall work out their plans in reverse order from the date of exhibition. Must create all designs and dummies for Sindh Livestock Expo-2026 for approval well before time to ensure that no last minute delays occur. The Event Managers are required to develop timelines duly approved by Livestock & Fisheries Department, Government of Sindh for all the tasks in their proposal.
 - ▭ The Event Managers shall also station necessary human resource at Livestock & Fisheries Department, Government of Sindh who shall coordinate all matters for arranging the event.
- ▭ The Event Managers shall cooperate with all security agencies and ensure fool proof arrangements for the visiting guests.

- ▭ The Event Managers shall work with Sindh Livestock & Fisheries Department on the floor plan and accommodate changes for any late reservations / adjustments.
- ▭ The Event Managers shall handover complete ready setup 01 day before the event at Venue.
- ▭ Time frame for each activity will strictly followed according to Annexer-6.

Event Coordinators:

- ▭ The Event Manager shall station an experienced Event Coordinator at the Sindh Livestock & Fisheries Department office who shall be the focal person regarding all coordination for the event.

Accommodation of Event Managers and staff

- ▭ The event manager, is required for self-accommodation of staff and theirs, Livestock & fisheries department Government of Sindh will not bear any cost regarding the accommodation of the same.

SECTION V: TECHNICAL SPECIFICATIONS

The technical specifications have been listed in the Financial Bid form. The Bidder should correlate the listed technical specification with Schedule of Requirements/ TORs given in Section IV.

SECTION VI: Forms

Notes on the Forms

The Bidder shall complete and submit with its bid the **Bid Form** and **Price Schedules** pursuant to ITB Clause 9 and in accordance with the requirements included in the bidding documents.

When requested in the Bid Data Sheet, the Bidder should provide the **Bid Security**, either in the form included hereafter or in another form acceptable to the Procuring agency, pursuant to ITB Clause 15.3.

The **Contract Form**, when it is finalized at the time of contract award, should incorporate any corrections or modifications to the accepted bid resulting from price corrections pursuant to ITB Clause 16, 25 and GCC Clause 17, acceptable deviations (e.g., payment schedule pursuant to ITB Clause 25.4, or quantity variations pursuant to ITB Clause 29. The Price Schedule and Schedule of Requirements deemed to form part of the contract should be modified accordingly.

The **Performance Security** and **Bank Guarantee for Advance Payment** forms should not be completed by the bidders at the time of their bid preparation. Only the successful Bidder will be required to provide performance security and bank guarantee for advance payment in accordance with one of the forms indicated herein or in another form acceptable to the Procuring agency and pursuant to GCC Clause 7.3 and SCC 11, respectively.

The **Manufacturer's/ Service Providers Authorization** form should be completed by the Service Provider, as appropriate, pursuant to ITB Clause 13.3 (a).

To,
M/S _____

1. Bid Form and Price Schedules

Date:

IFB No:

To: *[name and address of Procuring Agency]*

Gentlemen and/or Ladies:

Having examined the bidding documents including Addenda Nos. *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver *[description of goods and services]* in conformity with the said bidding documents for the sum of *[total bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods and services in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to percent of the Contract Price for the due performance of the Contract, in the form Prescribed by the Procuring agency.

We agree to abide by this Bid for a period of *[number]* days from the date fixed for Bid opening under Clause 22 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this _____ day of _____ 2026

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

2. Bid Security Form

Whereas *[name of the Bidder]* (hereinafter called "the Bidder") has submitted its bid dated *[date of submission of bid]* for the supply of *[name and/or description of the goods]* (hereinafter called "the Bid").

KNOW ALL PEOPLE by these presents that WE *[name of bank]* of *[name of country]*, having our registered office at *[address of bank]* (hereinafter called "the Bank"), are bound unto *[name of Procuring agency]* (hereinafter called "the Procuring agency") in the sum of for which payment well and truly to be made to the said Procuring agency, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this day of _____ 2026 .

THE CONDITIONS of this obligation are: _____

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or

2. If the Bidder, having been notified of the acceptance of its Bid by the Procuring agency during the period of bid validity:

- (a) fails or refuses to execute the Contract Form, if required; or
- (b) fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders;

we undertake to pay to the Procuring agency up to the above amount upon receipt of its first written demand, without the Procuring agency having to substantiate its demand, provided that in its demand the Procuring agency will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including twenty eight (28) days after the period of bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

[signature of the bank]

3. Contract Form

THIS AGREEMENT made the _____ day of _____ 2026 between [*name of Procuring Agency*] of [*country of Procuring agency*] (hereinafter called “the Procuring agency”) of the one part and [*name of Supplier*] of [*city and country of Supplier*] (hereinafter called “the Supplier”) of the other part:

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

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

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

2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:

- (a) the Bid Form and the Price Schedule submitted by the Bidder;
- (b) the Schedule of Requirements;
- (c) the Technical Specifications;
- (d) the General Conditions of Contract;
- (e) the Special Conditions of Contract; and
- (f) the Procuring agency’s Notification of Award.

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 _____ the _____ (for the Procuring agency)

Signed, sealed, delivered by _____ the _____ (for the Supplier)

4. Performance Security Form

To: *[name of Procuring agency]*

WHEREAS *[name of Supplier]* (hereinafter called “the Supplier”) has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated _____20____ to supply *[description of goods and services]* (hereinafter called “the Contract”).

AND WHEREAS it has been stipulated by you in the said Contract that the Supplier shall furnish you with a bank guarantee by a reputable bank for the sum specified therein as security for compliance with the Supplier’s performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Supplier a guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the _____ day of _____ 2026, *[must be for the period of bid validity]*

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]

5. Bank Guarantee for Advance Payment

To: *[name of Procuring agency]*

[name of Contract]

Gentlemen and/or Ladies:

In accordance with the payment provision included in the Special Conditions of Contract, which amends Clause 16 of the General Conditions of Contract to provide for advance payment, *[name and address of Supplier]* (hereinafter called "the Supplier") shall deposit with the Procuring agency a bank guarantee to guarantee its proper and faithful performance under the said Clause of the Contract in an amount of *[amount of guarantee in figures and words]*.

We, the *[bank or financial institution]*, as instructed by the Supplier, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the Procuring agency on its first demand without whatsoever right of objection on our part and without its first claim to the Supplier, in the amount not exceeding *[amount of guarantee in figures and words]*.

We further agree that no change or addition to or other modification of the terms of the Contract to be performed there under or of any of the Contract documents which may be made between the Procuring agency and the Supplier, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee shall remain valid and in full effect from the date of the advance payment received by the Supplier under the Contract until *[date]*.

Yours truly,

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]

BILL OF QUANTITIES (BOQ)

Price Schedule in Pak. Rupees / Financial Bid / Event

S#	Description of Items	Quantity	Unit Rate (Rs)
Part-I (Professional Fee)			
1	Material handling: Manager shall be responsible for the safety of material at the venue. Manager shall help exhibitors for unloading from the Cargo gate and setting up and dismantling of their exhibits. (payment will be done on actual)	200 exhibitors	
2	80 x 200 Aluminum, weather proof, fire retardant Marquee.	2	
3	Payment of Karachi Expo Center inclusive of all taxes for Hall 1, 2, 3, congress level 1 & 2 and complete outer area.	Lump sum	
4	CASH Prizes & Transportation charges & POL with lifting & de-lifting of Animals, Poultry & pets (To and from) including other provinces.	as per actual	
5	Hotel rooms / lounges / Guest houses with Rent a Cars alongwith Fuel / Driver for Transportation of (VIP Guest)	15 Rooms for 03 days, 03 Toyota Car for 04 days, 02 HiAce for 05 days	
6	Animal feed aprox for 750 large & small Animals	3000 bags approx	
7	Buckets for animals & water	300 Approx	
8	Sleepings kits for Attendent	250 Approx	
Part-II (Event Set up)			Per stall

S#	Description of Items	Quantity	Unit Rate (Rs)
9	<p>Upgraded Shell Scheme Stalls (9 sqm size) with customized front fabrication as per approved design provided by EMC and approved by SLE including the following:</p> <ul style="list-style-type: none"> - Back/Side Walls - Use of conventional elements for improved appearance -Stand construction using Octanorm system aluminum, up to highest permissible height in the respective hall - - Walls in white decorative panels - 10 Amp Power-point (01) - Information Counter with lock (01) - 100W Spot Lights (03) - Chairs (02) (newly branded portable Event meeting Chair/Black Chair) - Waste Basket (01) - Wooden shelf <p>(Unit rate must be mentioned per set)</p> <ul style="list-style-type: none"> -Availability of approximately 10- 15% additional material and services over and above the contract agreement must be ensured. 	200 No.	
10	<p>Carpeting (300 Grams): In Halls 1,2,3 and the 2 marquees , congress area for meetings and foyer area, Marquees and complete out door main entrance.</p> <ul style="list-style-type: none"> - Carpet walkway - New carpet as per color approved by SLE). SLE will approve color scheme. - Carpeting should have foil covering during building - Unit rate must be mentioned in sq.ft - carpeting from Parking to the seating area 	225,000 sqft approximately	

S#	Description of Items	Quantity	Unit Rate (Rs)
11	<p>Electric work and Cabling with distribution panels inside halls, reception area, congress center (1st and 2nd floor), Mezzanine area and for corridor, hall gates, grill paneling and main gates and marquees and out door activity areas.</p> <p>It includes supply of electricity and wire connections to the customized vendors. All the wiring must be inside the trenches of each hall. DBs must be of high qualities and will be placed on safe covered area. -Lump Sum should be mentioned</p>	Lump sum	
	Part-III Sound Management System		
12	<p>Sound System Link for Event Hall 1,2,3, & Side Corridors, parking area comprising and all out side activity areas</p> <ul style="list-style-type: none"> - Audio Mixing Consol (Line Distribution Mixer) (1 No.) - Hi Fi Speakers for (Event Hall)-(1 No.) - Box Speakers for (Corridor Area) (02 pairs) - Power Amplifier (1 No.) - Graphic Equalizer (1 No.) - Lead Microphone with Stand (at Main Reception) (1 No.) - CD Player with Soft Music Collection (1 No.) - Long Audio Patching Cable (Size 1000-ft) (8 No's) - Voltage Stabilizer (1 No.) - Wireless mics in Hall 6 (2 No.) - (BRAND SHOULD BE STANDARISED AND COMPATIBLE) 	One set for each	

S#	Description of Items	Quantity	Unit Rate (Rs)
13	<p>HQ Sound System in Reception area/ Corridors, Congress Centre (1st and 2nd Floor) comprising:</p> <ul style="list-style-type: none"> - Audio Mixing Consol (Auto Mute System) - Hi Fi Speakers - Power Amplifier - Graphic Equalizer - Gooseneck Microphone with Stand for Podium - CD Player with Soft Music Collection - Voltage Stabilizer - Wireless Mics for Q & A (2 No.) <p>(All the items mentioned above must be considered as 1 set and unit cost must be mentioned as such</p>	3 sets x 3 days	
14	<p>SMD Screens (SP2) in all halls with complete support and operator, for live coverage as well:</p> <ul style="list-style-type: none"> - Screen 10'x 20'; - 01 each in halls 1,2,3, and all out door activity areas - Both installation and dismantling Live Networking Cables to be installed to display live activities of all halls during the three days of the event with sound. <p>The Ribbon Cutting Ceremony will be shown live on these SMD screens as well and Event manager will have to make proper arrangements for the same. outside the main structure of the Expo Entrance and in all out door activity areas.</p>	24 numbers x 3 days	
15	Poultry Show , trussing 60 x 150 ft. complete with lighting	Lump sum	
16	Bird Show, trussing 60 x 150 ft. Complete with lighting	Lump sum	
17	<p>Pole banners (Scrolls)</p> <ul style="list-style-type: none"> - 4 x 8 ft (white soft wood 2"x1.5"x8' Pana flex (300gm) solvent printing 	40 Nos.	

S#	Description of Items	Quantity	Unit Rate (Rs)
18	Expo Centre Monument four Side branding - (25 x 42 ft)x 2 sides (Venue Lit type), (9x 42 ft) x 2 sides Pana flex along with spot lights surrounding the Expo monument	01 No. Lump sum	
19	Expo Layout directory for interior & exterior purposes - (12'x8')whit soft wood, solvent vinyl printing	08 Nos.	
20	Directional signs (inside) in SLE branding - (2x4 ft) - Hall - 1 No's (In Link Corridor) - Outdoor Activities (Foyer area)- Towards Reception- 1 No's - Congress level activities - VIPs-	7 Nos.	
21	Link Corridors on both sides Design and Execution of Thematic walkways joining the halls Hall 1- Hall 3 (18 x 8 ft) 34 panels	(Lump sum) -Size should be reconsidered	
22	Creation of Composite The Composite in foyer area The Details and Specifications of the material for Composites and designs to be approved by SLE	Lump sum	
23	Media Thematic Wall (Reception area) - Pana flex Panels (22 x 10 ft) - Pana flex , solvent printing,	01 No.	
24	Hall Gates branding (24'x9'/20' x 9') white soft wood, mdf 17mm,water paint ICI, solvent vinyl printing	3 Nos.	
25	Reception display with backdrop (24 x12 ft) -1 No. along with Back drop wings (24 x12 ft)- 2 Nos. white soft wood, mdf 17mm,water paint ICI, solvent vinyl printing	5 No.	

S#	Description of Items	Quantity	Unit Rate (Rs)
26	Main Gate Branding Fascia - 22x5 ft -4 No's Fascia- 25 x 5 ft- 8 No's Centre- 22 x 18 ft – 4 No's Pillars- 9 x 18 ft – 4 No's (University Road & Sui Southern Gas Road) – Iron frame Flex	Lump sum	
27	Front Signage / Congress Centre Glass Branding 15'x10' Pana flex Printing & installation	6 Nos.	
28	Outer/Inside of Grill / Wall Panels Rectangle Panels size 12 x 6 Pana flex Printing & installation	110 Nos.	
29	Digital Streamers (City branding of Karachi) Digital branding on Airport-PIDC, Karsaz-Expo Centre and wherever available Digital branding on arrival and departure lounges of three International Airports (Lahore, Karachi and Islamabad) EMC will be responsible for reservation of digital space/display and coordination with relevant agencies	Lumpsum	
30	Bridge Pannels , pedestrian bridge panels on prime locations city wide.	8 sites	
31	Streamers (City branding of Karachi/Hyderabad/ Sukkur/ Thatta) - Pana flex Printing & installation, roadside streamers 3x6 with frames minimum 320 gm	2000 No's (Cities should be reconsidered)	
32	Branding at Facade (Header) - 454x 66 inches- 1 No At Facade (468x66 inches)- 2 No's On Glass at Wings (27x15 ft) - 2 No's At Footer (Bottom) (312 x 41 inches) - 1 No's At Footer (Bottom) (353x41 inches) - 2 No's – Wooden fame Flex	8 No's	
33	Rollup Stands Roll Up 80x37 in with Flex 380 gm, 4 color printing	200 No's	

S#	Description of Items	Quantity	Unit Rate (Rs)
34	<ul style="list-style-type: none"> · Thematic Giveaways for delegates and dignitaries to be approved by SLE – 1. Ajrak 2. USB with leather cover and key Chain 3. Cup Options to be shared by EMC as per details mentioned above	400	
35	VIP gate branding both sides 100 x 10 ft	2	
36	Car stickers Red 500 cards Green 700 cards Blue 800 Cards	2000	
37	Standees of 2x5 feet Height with Flex 380gm , 4 color printing – as per actual (Design to be provided by EMC and to be approved by Dept)	200	
38	SLE Shield (on theme) for high profile meetings - Design to be provided by EMC and approved by SLE	250 Approx	
39	Certificates for SLE Team and Volunteers- Design to be provided by EMC and approved by Dept	250 Approx	
40	Backlit Pylon at Reception: as per design approved by SLE	20 No's	
	Lift Pillars 6x11 (04 Nos)		
	Counter Pillars (2x5.5) 2 Nos		
	Lobby Pillars 2x9 (14 Nos)		
41	Drive Thru Branding Panel (18x8)	6 No's	
42	B1 & B2 Branding Panel (40 x 18 ft)	2 No's	
Part-V (Office & Room Set ups)			

S#	Description of Items	Quantity	Unit Rate (Rs)
43	<p>Seminar/Press Briefing area (at Congress level one) Setup with seating arrangement and working counters including:</p> <ul style="list-style-type: none"> - SMD screen on the left and right side of stage - Backdrop (18 x 9ft) - Flower arrangements on the coffee table at the stage - Stationary, notepad and pens for the participants - Laptop charging station - Seminar stage setup & single seat sofa/fancy chairs seating for 150 persons etc. along with SLE branding (Pana flex) for the surrounding walls (Lumpsum) - - Audio Mixing Consol (Built in Power Amp) (1 No.) - -Hi Fi Speakers (1 No.) - -Gooseneck Microphone with Stand for Podium (2 pair) - -Hand Cordless Microphone (2 No's) - -Voltage Stabilizer (1 No.) Other Accessories - A coffee/tea maker machine along with serving arrangements at Congress area 1 for running tea/coffee from 10:00 am till 04:00 pm for 250 persons. 	Lump sum	
44	<p>Media Room at Congress Level 1 Computers with tech. support (05) - Laser Jet Printer (03) 25 PPM - (BRAND SHOULD BE STANDARISED AND COMAPTIBLE)</p>	Lumpsum	
45	<p>VIP Office I Set up at Congress Level 2 (DG/SLE) VIP Office setup at level 2 with complete furniture including</p> <ul style="list-style-type: none"> - Office Table - Revolving Executive Chair (2) - Visiting Chairs (6) - Fresh Floral arrangement - Necessary stationery - Tissue boxes 	Lump Sum	

S#	Description of Items	Quantity	Unit Rate (Rs)
46	<p>VIP Office II and III Set up at Congress Level 2 (Secretary/Minister) VIP Rooms setup at level 2 with complete furniture including</p> <ul style="list-style-type: none"> - Sofa Seating for 25-30 people - Office Table - Executive Chair - Centre Table (Glass Top) - Floral Arrangements - Necessary stationery - Tissue boxes - Tea/Coffee Arrangements 	Lump Sum	
47	<p>High Profile Meeting Room at Congress Level 2 A VIP Lounge setting for 50 persons at Mezzanine Floor of Congress Centre including:</p> <ul style="list-style-type: none"> - Sofa Seating (50 persons) - Head table - 3 Executive chairs - 3-4 Centre Tables (glass top) - 4-6 Coffee Tables - Floral Arrangements (Fresh Flowers) - Necessary stationery - Tissue boxes - Additional lighting in the form of lamps for lighting on coffee tables - SLE promotional Pana flex to cover the pillars at Congress Level 2 - 29 x 9 (2 Nos) black skirting (pillar to pillar) on left and right side - 6x9.5 (2 Nos) wings black skirting to cover sound system - Back drop (18x9.6) -1 No - Glass Panel Front & Back (Congress Level 2) – 2 No's 	Lump Sum	
48	<p>Arrangement of out door Food Court Arrangement of food stalls</p>	Lump Sum	

S#	Description of Items	Quantity	Unit Rate (Rs)
49	Setup for Driver's waiting room near Parking area building next to entrance gate I. Water dispensers (2 No's) ii. 25 people chair sitting	Lump Sum	
Part VI (Other Services)			
50	Buffet for SLE (for 3 days of event) for 300 persons -Lunch will be in Temperature controlled Marquee with controlled entry and exit points Catering - 5-star hotel - Category A Caterers only Menu - Rice/Naan/Roti - 3 Main Course menu (1 meat, 1 BBQ item and 1 Continental dish) - 1 vegetarian/lentils dish - 2 Desserts (warm & cold) - Cold Drinks, mineral water bottles (regular size & small size), Green Tea. * Options to be proposed by EMC * Timing 1:00 -3:00 pm (Partitioning between delegates/officials and staff)	3 days x 300 persons	
51	Lunch boxes for SLE Organizing teams / security personal / and volunteers (For 3 days)	750 lunch boxes X 03 days (To be billed at actual boxes)	

S#	Description of Items	Quantity	Unit Rate (Rs)
52	<p>Inaugural event (Ribbon Cutting Ceremony) with welcome drinks to be served and row wise table seating arrangement for as many as 600 guests in Temperature Controlled Marquee. Inaugural event will be in Marquee with Carpeting and controlled entry and exit points.</p> <p>Carpeting must be from Security check point to entrance of Marquee (covering full road)</p> <p>Stage setup and décor as per theme of event - SLE branding Pana flex all around the Marquee</p> <p>(18x9 ft) Pana flexes with SLE branding on all three sides of Marquee</p> <p>There should be red carpet outside leading to entrance.</p> <p>SLE branding (Pana flex) all around on the inner walls of Marquee</p> <p>2 Portable washrooms along with the Marquee</p>	Lump sum	

S#	Description of Items	Quantity	Unit Rate (Rs)
53	<p><u>1) STAGING AND BACKDROP FOR INAUGURATION CEREMONY</u></p> <ul style="list-style-type: none"> - Set Up/Infrastructure of thematic ramp set, well articulated ambiance of international standards (4ft high) - 60ft wide x 40ft deep & 4ft high main stage with three SMD / LED Screen SMD of 70x20 ft on the stage 1 SMD (70x20 ft) at the rear 1 SMD (20 x 10 ft) at the side <p>Stage Setup:</p> <ul style="list-style-type: none"> - Mic, Podium - Thematic Branding - Provide Music and Ambient Sound <p>Design to be discussed by EMC with SLE</p>	Lump sum	
54	Complete sound system	Lump sum	
55	Complete Trussing	Lump sum	
56	<p><u>Invitation Cards</u></p> <p>Printing of thematic invitation cards and envelops for Inauguration ceremony</p>	2000 Invitation Cards	
57	<p><u>Seating For Guests</u></p> <ul style="list-style-type: none"> - 400 Foam Chairs - White Sofa with 100 ppl with table Infront with floral setup - VIP Head Table Arrangements at the front with 15-30 chairs and tables Infront along with floral, tissues and water arrangement 	Lump sum	

S#	Description of Items	Quantity	Unit Rate (Rs)
58	<p>Food & Beverages for approximately 600 persons Catering for Inaguration Day - Category A Caterers only Menu To be all-inclusive catering to the dietary requirements of vegetarians and guests with a low tolerance for spices. High Tea menu Main Course: 1. Assorted Sandwiches 2. Beef Skewers with Bell Peppers 3. Chicken and Vegetable spring rolls 4. Chicken Vol au Vent 5. Deep fried fish finger Desserts: 1. Mini French pastries 2. Warm Bread & caramel pudding in glasses Beverages: 1. Tea 2. Coffee</p>	Lump sum	
59	<p>Photography and Videography of the whole event and side events - Photography and Videography of the event - Live streaming of the event - Digital Animation for National Anthem and performance Provide high-quality photography/ Video Production and Documentation Services All the raw photos/videos must be shared with SLE if required. 15 sets of photo album & 15 USB videography</p>	Lump sum	
60	Backup generator with fuel & operator, to avoid power shortage problems for inauguration Marquee and Event	500kva (2) 300kva(6) 200 kva (6)	

S#	Description of Items	Quantity	Unit Rate (Rs)
61	Floral Arrangements Floral arrangement @ reception + SLE Composites + Meeting Area (Congress Level 2) + Media/Seminar Centre (Congress Level 1) + VIP Rooms and all the set ups where floral arrangement is mentioned	Lump Sum	
62	Wireless Internet Connectivity (100 mb gpon/Shared per Hall) Strong signal strength (Storm Fiber/Multinet) to be ensured. Includes: - Wi-Fi (routers /equipment) complete networking & switches ensuring strong signal strength - Media Centre - Business Centre - 6 Halls - All Connecting Corridors - 8 wifi clouds zong/jazz	Lump Sum	
63	Drinking Water Supply - 2 Water dispensers (new) per hall during Event days (at least 2 during build up and dismantling) 1 at reception, 1 per networking area mezzanine. - 19-liter mineral water bottles for dispensers to be refilled when needed - Disposable water glasses *All halls & other areas as identified by SLE	400 bottles (19 liters) for 6 days (To be billed at actual) Per bottle	
64	Pre-printed badges, in different colors specific to each category (as per designs provided by SLE) 1) Exhibitors 2) Officials (SLE) 3) Delegates 4) Organizers (Event Manager) 5) Volunteers 6) Media	2000 Nos.	

S#	Description of Items	Quantity	Unit Rate (Rs)
65	<p>Help desk/Reception in Expo Center in each hall.</p> <ul style="list-style-type: none"> - Seating arrangement for 4 persons Panels for Helpdesks - Fascia – (86x11 in)- 6 no’s (Vinyl) Centre - (11x9 ft)- 6 no’s (wooden frame flex) - Counter- (38x41 in)- 6 no’s (Vinyl) <p>1 Laptop system and 1 printer must be provided at the reception</p>	6 Nos. x 9 sqm	
Part VII: Miscellaneous Services			
66	<p>3-5 minute documentary with voice- over based on a script approved by SLE, (To be submitted within one week of the conclusion of the event)</p> <p>Daily highlights (1-2 minutes) to be submitted at end of day by 6 pm for social media</p> <p>Complete social media and digital coverage with top level rating.</p>	Lump sum	
67	VVIPS Shield (Specifications to be inserted)	15	
68	5 minutes high quality fire works.	Lumpsum	
69	Livestock climate controlled area 300 x 300 ft trussing, with 100 stalls of 20 x 20ft for larg animals and 75 stalls for small animals.	Lump sum	

Notes:

- The Rates must be quoted in Pak Rupees and inclusive of all applicable taxes & transportation charges.
- The contract awards will be intact subject to availability of funds.

Technical Evaluation Criteria

The evaluation criteria for technical proposal for bidder is as under:

S. No	<u>Parameters against which technical evaluation shall be done</u>	<u>Scoring bracket</u>	<u>Total points allocated</u>
1	<u>Company Profile</u>		20
1.1	<u>No of Employees</u>		5
	More than 20 Employees (Permanent)	2	
	More than 25 Employees (Permanent)	3	
	More than 30 Employees (Permanent)	5	
1.2	<u>Clientele:</u>		5
	≥ 20 ≤ 30 MNCs and Leading National companies	5	
	≥ 10 ≤ 20 MNCs and Leading National companies	3	
	≥ 5 ≤ 10 MNCs and Leading National companies	2	
1.3	<u>Events Involving VVIPs:</u>		5
	Organized/ Managed ≥10 large scale events/ ceremonies with Heads of Governments/ States and VVIP guests	5	
	Organized/ Managed ≥ 3 ≤ 5 large scale events/ ceremonies with Heads of Governments/ States and VVIP guests	3	
	Organized/ Managed ≥ 1 ≤ 3 large scale events/ ceremonies with Heads of Governments/ States and VVIP guests	2	
1.4	<u>Experience of Event Management for organizing</u>		5
	<u>Events</u>		
	Share detailed breakup of each category event organized and managed at 1.4 in the last 7 years.		
	Organized Events ≥ 5 (with Sindh Government)	5	
	Organized Events ≥ 4 (with Sindh Government)	3	
	Organized Events ≥ 3 (with Sindh Government)	2	
2	<u>Relevant Experience</u>		35
2.1	The expertise of the Company assigned for the project in livestock		15
	Relevant to events organized and managed ≥ 15 years experience in the field	15	
	Relevant to events organized and managed ≥ 8 ≤ 14 years experience in the field	10	
	Relevant to events organized and managed	6	

S. No	<u>Parameters against which technical evaluation shall be done</u>	<u>Scoring bracket</u>	<u>Total points allocated</u>
	≥ 4 ≤ 7 year's experience in the		
	Relevant to advertising & designing with > 3 years of	2	
	experience in the field		
2.2	<u>Business/ sales/ cash Turnover during last seven years</u>		25
	Average of last 7 years ≥50 Million PKR and above 15	25	
	Average of last 7 years ≥40 Million PKR and above 15	15	
	Average of last 7 years ≥20 Million PKR and above 15	10	
	Average of last 7 years less than 10 Million PKR	5	
3	<u>Presentation on:</u>		<u>30</u>
3.1	1. Overview & Profile		
	2. Proposed arrangements, Timelines and Deliverables (with measurable targets) a work plan for task and managing SLE 2026		
	3. Floor plan, Theme and ambience of venue for including sideline activities at the venue		
	4. Strategy for managing VVIP's and Delegates including handling of B2B meetings		
	5. Marketing plan for city branding as per BOQs		
4	<u>International Partners and accreditations</u>		<u>10</u>
	<u>TOTAL</u>		<u>100</u>
	Minimum Passing Marks are 70		

Annexure-2

TIME SCHEDULE FOR HANDING OVER OF ITEMS UNDER BILL OF QUANTITIES

SR.#	ITEM / PARTICULAR	TIME OF HANDING OVER
1.	Complete setup of the Event as per BoQ / Scope	01 day prior to event

Name & Signature _____