BIDDING DOCUMENT (BD)

WORK / SERVICES NAME:

Plying of Buses for providing pick and drop services to students of University of Sindh, Jamshoro for the Academic Year 2026-2027 (Max 190 Days in the current Financial Year) (Extendable up to Two (02) Years subject to satisfactory performance and mutual consent).

PROCUREMENT METHOD: Single Stage – Two Envelopes Procedure (As per SPPRA Rule 46(2))
REFERENCE NO: N.I.T No. PSO/Tenders/Services/2026/______ Dated: ______________

1. CONTRACTOR / COMPANY PROFILE

Name of Company / Contractor: ____

Registered Address: ____

Contact No (Landline): _____________________ **Mobile:** ______________________________

Email Address: _____________________ **NTN No:** ______________________________

SRB Registration No (Sindh Revenue Board): ____

2. IMPORTANT DATES & TIMELINES (SPPRA Compliant)

* **Issuance of Tender Documents: From** 09th July 2026 (Till 27th July 2026 12:00 PM)

* **Submission Date & Time:** 27th July 2026 till 2:00 PM

* **Technical Bid Opening Date:** 27th July 2026 at 2:3\0 PM

* **Financial Bid Opening Date:** To be announced after Technical Evaluation.

ISSUING AUTHORITY
Purchase Store Officer
University of Sindh, Jamshoro-76080, Sindh

CONSOLIDATED NOTICE INVITING TENDER (NIT)

The University of Sindh, Jamshoro invites **electronic sealed bids** from eligible Manufacturers, Authorized Dealers, Suppliers, Firms, Companies and Service Providers through the **Sindh Public Procurement Regulatory Authority (SPPRA) E-PADS Portal** under **Rule 15(1)(b) - Open Competitive Bidding (National Competitive Bidding)** of the **Sindh Public Procurement Rules, 2010 (Amended up to date)** for the procurement of Goods and Hiring of Services as detailed below.

1. TENDER SCHEDULE

Sr.	Tender Description	Issuance of Bidding Documents	Last Date & Time for Bid Submission	Technical / Bid Opening	Procurement Method	Bid Security	Performance Security	Minimum Average Annual Turnover
1	Procurement of General Stationery Articles & Printing Material	09 July 2026 (08:30 AM to 03:00 PM)	27 July 2026 10:00 AM	27 July 2026 10:30 AM	Single Stage One Envelope	2% of Bid Price	5% of Contract Price	PKR 15 million
2	Procurement of Furniture Articles	09 July 2026 (08:30 AM to 03:00 PM)	27 July 2026 11:00 AM	27 July 2026 11:30 AM	Single Stage One Envelope	2% of Bid Price	5% of Contract Price	PKR 10 million
3	Procurement of Electrical Material	09 July 2026 (08:30 AM to 03:00 PM)	27 July 2026 12:00 PM	27 July 2026 12:30 PM	Single Stage One Envelope	2% of Bid Price	5% of Contract Price	PKR 25 million
4	Procurement of Sports Material	09 July 2026 (08:30 AM to 03:00 PM)	27 July 2026 1:00 PM	27 July 2026 1:30 PM	Single Stage One Envelope	2% of Bid Price	5% of Contract Price	PKR 10 million
5	Hiring of Buses for Pick & Drop Services	09 July 2026 (08:30 AM to 03:00 PM)	27 July 2026 2:00 PM	27 July 2026 2:30 PM	Single Stage Two Envelope	2% of Bid Price	5% of Contract Price	PKR 130 million
6	Hiring of Security Services	09 July 2026 (08:30 AM to 03:00 PM)	27 July 2026 3:00 PM	27 July 2026 3:30 PM	Single Stage Two Envelope	2% of Bid Price	5% of Contract Price	PKR 30 million

Bidding Document: -The bidding documents can be downloaded from the **SPPRA E-PADS Portal** and the **University of Sindh Website** after payment of the prescribed **non-refundable tender fee of Rs.5,000/- for each tender**.

Bid Security: - The bidder shall furnish **Bid Security equivalent to 2% of the quoted bid price** in the shape of **Pay Order, Call Deposit Receipt (CDR), Demand Draft or Bank Guarantee** issued by a Scheduled Bank operating in Pakistan in favour of the **University of Sindh, Jamshoro**.
The Bid Security shall remain valid for **twenty-eight (28) days beyond the bid validity period** or as prescribed in the bidding documents.

Performance Security: - The successful bidder shall furnish **Performance Security equivalent to five percent (5%) of the Contract Price** in accordance with **Rule 39 of the Sindh Public Procurement Rules, 2010 (Amended up to date)** prior to signing of the Contract Agreement.

2. ELIGIBILITY / MANDATORY QUALIFICATION CRITERIA

Interested bidders shall upload the following documents on the **SPPRA E-PADS Portal**.

1. Valid National Tax Number (NTN).
2. Active Income Tax Registration with FBR.
3. Active Sales Tax Registration with SRB/FBR (where applicable).
4. Active Taxpayer Status (ATL).
5. Relevant experience of similar nature

- Purchase Orders;
- Work Orders;
- Completion Certificates;
- Satisfactory Performance Certificates.

6. Minimum Average Annual Turnover as specified against each tender during the last three (03) financial years supported by:

- Bank Statements.

7. Audited Financial Statements of the last three (03) financial years duly certified by a Chartered Accountant, wherever applicable under the applicable laws.

8. Bank Statement of the last three (03) years issued by the concerned Scheduled Bank.
9. Affidavit on Judicial Stamp Paper stating that:

- the firm has never been blacklisted by any Government, Semi-Government, Autonomous Body or Public Sector Organization;
- the firm is not involved in any litigation which may adversely affect execution of the contract;
- all information and documents furnished are true and correct.

10. The bidder shall possess adequate financial capability, technical resources, qualified manpower and relevant experience for successful execution of the contract.
11. The bidder shall not be declared ineligible under any provision of the Sindh Public Procurement Rules, 2010 (Amended up to date).
12. The Procuring Agency reserves the right to verify the documents submitted by the bidders from the concerned authorities. Submission of false information shall result in disqualification and legal action under the applicable laws and SPP Rules.

3. SUBMISSION OF BIDS THROUGH SPPRA E-PADS

1. Bids shall be submitted electronically through the **SPPRA E-PADS Portal** before the prescribed date and time.
2. Bidders must be registered on the SPPRA E-PADS Portal.
3. The original Bid Security and Tender Fee shall be submitted in the office of the undersigned before the closing time of bid submission.
4. Electronic bids received after the prescribed deadline shall not be entertained.
5. Bids shall be opened electronically on the dates and times mentioned above in the presence of bidders or their authorized representatives who choose to attend.
6. Detailed Bidding Documents are available on:

- University of Sindh Website.
- SPPRA E-PADS Portal.

4. GENERAL TERMS & CONDITIONS

1. Procurement shall be governed by the **Sindh Public Procurement Rules, 2010 (Amended up to date).**
2. The Procuring Agency reserves the right to reject any or all bids or annul the procurement process at any stage prior to acceptance of a bid in accordance with **Rule 25 of the Sindh Public Procurement Rules, 2010 (Amended up to date).**
3. In case the bid opening date falls on a public holiday or is declared a holiday by the Government, the bids shall be opened on the next working day at the same time and venue.
4. Conditional, incomplete, unsigned or late bids shall not be entertained.
5. The Procuring Agency shall not be responsible for any expenditure or losses incurred by bidders during preparation and submission of bids.
6. The successful bidder shall execute the Contract Agreement and furnish the required Performance Security within the period specified in the Letter of Acceptance.
7. The rates quoted by the bidders shall remain valid for the period specified in the bidding documents.
8. Any attempt to influence the procurement process shall render the bidder liable to disqualification under the applicable provisions of the Sindh Public Procurement Rules.

PURCHASE STORE OFFICER
University of Sindh, Jamshoro
Bungalow No. A-05, Allama I.I. Kazi Campus, Jamshoro
Tel: 022-9213224
Email: pso@usindh.edu.pk

BIDDING DOCUMENT

BIDDING DOCUMENT

Hiring / Plying of Private Point Buses for Provision of Pick & Drop Facility to Students of University of Sindh, Jamshoro for Academic Session 2026-2027 (Maximum 190 Working Days during Current Financial Year) (Extendable for Further Period Subject to Satisfactory Performance and Approval of Competent Authority)

NIT No. PSO/Tenders/Services/2026/_____
Dated: __________

1. INTRODUCTION

The University of Sindh, Jamshoro, established under the University of Sindh Act XVII of 1947, is one of the oldest and premier institutions of higher education in Pakistan. The Main Campus, known as Allama I.I. Kazi Campus, is situated at Jamshoro, Sindh.

The University intends to hire the services of financially sound, technically qualified, and experienced transport operators for provision of safe, reliable, and uninterrupted transportation facilities to its students through private point buses operating on designated routes.

2. OBJECTIVE

2.1 The objective of this procurement is to engage qualified transport operators for plying buses on specified routes for transportation of students of the University of Sindh, Jamshoro as detailed in Annexure-B.

2.2 The successful bidder(s) shall provide buses on daily basis according to routes, schedules, and operational requirements communicated by the University.

2.3 The University shall make payment to the successful bidder(s) on the basis of the quoted and accepted rate per bus per day, subject to actual deployment, attendance, and certification by the Transport Section.

2.4 Reimbursement of fuel, if admissible under the approved contract arrangement, shall be made strictly in accordance with route-wise distance, approved fuel consumption formula, and verification by the Transport Incharge. The University reserves the right to revise or verify fuel consumption through physical inspection, route surveys, and operational records.

2.5 The contract shall initially remain valid for the period specified in the Contract Agreement and may be extended for further period(s), subject to satisfactory performance, mutual consent of both parties, availability of funds, and approval of the Competent Authority in accordance with applicable SPPRA Rules and University policy.

3. SCOPE OF WORK

3.1 The bidder shall provide documentary evidence regarding ownership of the offered buses. The vehicles shall either:

(a) be registered in the name of the bidder; or

(b) be supported by legally valid agreements executed between the bidder and vehicle owner(s), authorizing exclusive utilization of such vehicles for performance of the contract throughout the contract period.

Such agreements shall be executed on appropriate judicial stamp paper and shall remain valid for the entire contract period.

3.2 All offered buses must be duly registered with the relevant Excise, Taxation and Narcotics Control Department and must possess valid registration certificates.

3.3 The bidder shall submit complete details of each offered vehicle including:

- Registration Number
- Make and Model
- Seating Capacity
- Ownership Documents
- Route Permit
- Fitness Certificate
- Vehicle Photographs
- Insurance Documents

The University reserves the right to physically inspect and verify any vehicle before award of contract or during the contract period.

3.4 All vehicles deployed under the contract shall possess valid and updated:

a) Registration Certificate;

b) Route Permit;

c) Fitness Certificate;

d) Vehicle Insurance (where applicable under law);

e) Any other statutory document required under prevailing laws and regulations.

3.5 The successful bidder shall ensure safe, secure, and disciplined transportation services. The University may conduct inspections, monitoring visits, and passenger verification exercises at any time during the contract period.

3.6 The bidder shall ensure that every driver deployed under this contract possesses:

a) Valid Commercial Driving License;

b) Adequate Experience in Passenger Transport Operations;

c) Sound Physical and Mental Fitness.

In case any driver is found operating a vehicle without a valid commercial driving license or mandatory legal documents, the University may impose penalties as specified in the Special Conditions of Contract and may also suspend deployment of such vehicle until rectification of the deficiency.

3.7 In the event of any accident involving a vehicle deployed under this contract, the bidder shall be solely responsible for compliance with all applicable laws, rules, regulations, claims, compensation, liabilities, and legal proceedings arising therefrom. The University shall bear no financial or legal liability in this regard.

3.8 The bidder shall be responsible for all fines, penalties, challans, taxes, and legal consequences imposed by any competent authority due to violations of traffic laws, motor vehicle laws, route permit conditions, or any other applicable regulations committed by its drivers, staff, or vehicles.

3.9 The bidder shall indemnify and hold harmless the University of Sindh, its officers, employees, and representatives against any claims, losses, damages, liabilities, legal proceedings, compensation, costs, or expenses arising out of accidents, injuries, death, property damage, negligence, misconduct, or breach of statutory obligations by the bidder, its employees, agents, drivers, or vehicles.

3.10 The bidder shall provide roadworthy large-size buses having a minimum seating capacity of fifty (50) passengers excluding driver and conductor/cleaner. All buses shall be mechanically fit, properly maintained, clean, hygienic, and suitable for safe transportation of students. The University reserves the right to inspect any vehicle and reject or suspend deployment of any vehicle found unfit, unsafe, poorly maintained, or non-compliant with contractual requirements. In such cases, the bidder shall immediately provide a suitable replacement vehicle without additional cost to the University.

3.11 The bidder shall maintain all vehicles in satisfactory operational condition throughout the contract period at its own cost and responsibility.

3.12 The bidder shall deploy buses for academic activities, examinations, admissions, and other University-related assignments in accordance with schedules issued by the University from time to time.

3.13 Each deployed vehicle shall have properly functioning fuel gauge, odometer, speedometer, and other mandatory instruments. The bidder shall ensure daily availability of a spare wheel, jack, wheel spanner, emergency tools, first aid box, fire extinguisher, and other safety equipment as required under applicable laws.

3.14 All personnel engaged by the bidder for execution of the contract shall remain employees of the bidder. No employer-employee relationship shall exist between the University and the bidder's personnel. The bidder shall be solely responsible for payment of salaries, wages, allowances, benefits, insurance, social security contributions, EOBI contributions, and all other statutory obligations.

3.15 The bidder shall deploy adequate support staff, including cleaners/helpers, wherever required for efficient transport operations. The bidder shall ensure that all such personnel are physically fit, properly trained, adequately supervised, and possess valid identification documents. The bidder shall comply with all applicable labour laws, minimum wage laws, and Government regulations. The bidder shall be fully responsible for the conduct and actions of its employees.

3.16 The bidder, drivers, and support staff shall observe the operational instructions, safety protocols, transport schedules, and administrative directions issued by the University from time to time for smooth transportation operations.

3.17 Vehicles deployed under this contract shall be utilized exclusively for services assigned by the University during scheduled operational timings. The buses shall not be used for any unlawful activity or any purpose that may adversely affect the reputation, safety, or interests of the University. Any violation may constitute a material breach of contract and may result in imposition of penalties, suspension, or termination of the contract in accordance with the terms and conditions of the agreement.

3.18 In the event of robbery, theft, criminal activity, security incident, or any other unlawful occurrence affecting passengers or the vehicle, the driver shall immediately report the matter to the nearest law enforcement agency and simultaneously inform the University authorities.

3.19 In case of breakdown, mechanical failure, accident, or non-availability of any deployed vehicle, the bidder shall provide a replacement vehicle of equivalent or better specifications within a reasonable time as determined by the University, without any additional financial liability to the University.

3.20 Any defect, deficiency, non-compliance, or operational issue pointed out by the University shall be rectified by the bidder within the time specified by the University, failing which appropriate action may be taken under the contract.

3.21 The bidder shall maintain an operational office equipped with adequate communication facilities including at least two active contact numbers and dedicated supervisory personnel for effective coordination with the University. Continuous communication with drivers and operational staff shall be ensured during service hours.

3.22 The bidder shall not assign, transfer, sublet, subcontract, pledge, or otherwise dispose of any part of the contract or its obligations without prior written approval of the Competent Authority of the University. Any unauthorized assignment or subcontracting shall constitute a material breach of contract and may lead to termination of the contract.

3.23 Plying of Buses

The rates quoted by the bidder shall be deemed to include all costs associated with operation of buses, including but not limited to:

a) Vehicle rental charges;

b) Salaries and benefits of drivers, cleaners, and support staff;

c) Fuel, lubricants, filters, and routine maintenance;

d) Repair and replacement costs;

e) Road taxes, token taxes, toll taxes, permits, challans, and regulatory charges;

f) Insurance and statutory compliance costs;

g) Administrative and overhead expenses;

h) Federal, Provincial, Local Government Taxes, Duties, Levies, and any other applicable charges.

No claim for escalation or additional payment on account of the above expenses shall be entertained unless specifically provided in the Contract Agreement.

The number of buses, routes, trips, or deployment schedules may be increased, decreased, suspended, or revised by the University depending upon operational requirements, budget availability, and actual demand, without affecting the accepted unit rates and other terms and conditions of the contract.

3.24 Operation of Plying Buses

3.25 The successful bidder shall ensure uninterrupted operation of buses on the routes and schedules approved by the University. All services shall be provided in accordance with the terms and conditions of the Contract Agreement and instructions issued by the Transport Section from time to time.

3.26 The bidder shall maintain proper operational records, attendance records, route deployment records, and any other documents required by the University for verification of services rendered.

3.27 The accepted rates shall be deemed to include all operational expenses including, but not limited to, vehicle operation, preventive and corrective maintenance, lubricants, filters, repairs, tyres, batteries, labour charges, road taxes, toll taxes, permits, challans, incidental expenses, administrative overheads, and all applicable Federal, Provincial, and Local Government Taxes. No additional payment on account of such expenses shall be admissible unless specifically provided in the Contract Agreement.

The number of buses, routes, trips, or deployment schedules may be increased, decreased, suspended, or revised by the University according to operational requirements, subject to availability of funds and actual need, without affecting the accepted unit rates and other contractual conditions.

3.28 Fuel reimbursement, where admissible under the Contract Agreement, shall be made on the basis of approved route distance, verified operational records, approved fuel consumption standards, and the prevailing Government-notified diesel rate. The Transport Section shall determine route-wise fuel consumption through surveys, operational analysis, and physical verification.

No claim for additional distance or fuel consumption shall be entertained unless prior written approval has been obtained from the authorized officer of the University.

3.29 The rates quoted and accepted under the contract shall remain fixed during the contract period and shall not be subject to escalation, revision, or enhancement except where specifically provided in the bidding documents, contract agreement, or applicable Government policy. No claim for upward revision of rates shall be entertained otherwise.

3.30 Payment shall be made only for services actually rendered, verified, and certified by the authorized officer of the University. No payment shall be admissible for days on which the University remains closed due to public holidays, scheduled closures, or suspension of academic activities, unless the buses are specifically deployed with prior approval of the Competent Authority.

3.31 The bidder shall be solely responsible for payment of all statutory fees, permits, taxes, route permit charges, fitness certificate fees, and other regulatory expenses required for lawful operation of the vehicles.

3.32 The bidder shall bear all costs relating to repair, maintenance, replacement of spare parts, tyres, batteries, lubricants, filters, and any other component necessary for keeping the vehicles in safe and operational condition throughout the contract period.

3.33 In case of emergency, examinations, admissions, special academic events, or other operational requirements, the bidder shall make reasonable efforts to provide transportation services as required by the University, subject to availability of vehicles and mutual coordination.

3.34 The bidder shall facilitate inspection, verification, calibration, and checking of meters, odometers, fuel gauges, and other operational instruments by the University or any authorized authority whenever required.

3.35 The bidder shall ensure that all drivers, cleaners, supervisors, and other staff maintain professional conduct, courtesy, discipline, and respectful behavior towards students, employees, visitors, and representatives of the University.

3.36 The bidder shall maintain close coordination with the Transport Section of the University and shall promptly respond to operational instructions, complaints, and service-related issues.

3.37 The University may, where considered necessary, display official notices, route information, student awareness material, safety instructions, or University-approved advertisements on buses deployed under the contract, provided that such display does not violate any applicable law or regulatory requirement.

3.38 If the bidder is found involved in fraud, corruption, collusive practices, coercive practices, misappropriation, theft, submission of forged documents, or any other prohibited practice during procurement or execution of the contract, the University may initiate action in accordance with applicable laws, SPPRA Rules, and the terms of the contract, including termination of contract, forfeiture of performance security, and blacklisting proceedings after providing an opportunity of hearing.

3.39 The bidder shall ensure orderly management of designated bus stops, deployment schedules, and attendance of operational staff assigned for transportation services.

3.40 The Procuring Agency may consider the bidder's past performance, litigation history, contract completion record, and previous experience with Government, Semi-Government, Autonomous Bodies, Universities, or other organizations while evaluating responsiveness and responsibility of bids in accordance with the prescribed evaluation criteria.

3.41 The University reserves the right to allocate, reallocate, revise, merge, split, suspend, or modify routes and deployment schedules according to operational requirements. The authorized officer of the University may change route assignments whenever necessary in the interest of efficient transportation management.

3.42 Payment shall be made only for those trips and services that have been duly performed, verified, and certified by the authorized representative of the University in accordance with approved schedules and deployment records.

3.43 Any complaint regarding buses, drivers, operational staff, safety standards, cleanliness, punctuality, or service quality shall be investigated by the University. The bidder shall promptly rectify the deficiency within the time specified by the University. In case of persistent non-performance, repeated violations, or material breach of contract, the University may impose contractual remedies including penalties, suspension of services, reduction in deployment, or termination of contract in accordance with the terms and conditions of the agreement.

3.44 If the contractor intends to discontinue the services during the currency of the contract, he shall provide not less than forty-five (45) days prior written notice to the University. The contractor shall continue providing services during the notice period unless otherwise directed by the University. Failure to comply with this requirement may constitute a breach of contract and may result in appropriate action, including forfeiture of Performance Security and recovery of losses, if any, in accordance with the terms of the contract.

3.45 The contractor shall not discontinue, suspend, or withdraw transportation services during examination periods or during any other critical academic activity notified by the University. Any unauthorized discontinuation of services may be treated as a material breach of contract and may result in contractual remedies including forfeiture of Performance Security, imposition of penalties, and termination of contract, subject to applicable laws and contractual provisions.

3.46 The contractor shall deploy additional buses, subject to availability, whenever required by the University for operational needs. In case of unjustified failure to provide the required buses, the University may arrange alternate transportation at the risk and cost of the contractor and may recover the additional expenditure incurred from payments due to the contractor.

3.47 The contractor shall ensure punctual arrival of buses at designated departure points. Delays attributable to the contractor may result in penalties as prescribed in the Schedule of Penalties annexed to the Contract Agreement, after verification by the Transport Section.

3.48 The contractor shall provide accurate and timely information regarding deployment and operation of buses. Any deliberate misrepresentation, concealment of facts, unauthorized route operation, or submission of false information may result in imposition of penalties, suspension of services, or other contractual action after due verification.

3.49 The contractor shall comply with written instructions issued by the authorized officers of the University regarding operation of services, route allocation, deployment schedules, and increase or decrease in the number of buses.

3.50 All buses shall be parked at locations designated by the University and shall display approved route identification boards. Failure to comply may result in penalties in accordance with the approved Schedule of Penalties.

3.51 All buses shall report at designated starting points at least fifteen (15) minutes before scheduled departure time unless otherwise approved by the Transport Section.

3.52 The contractor shall nominate an authorized representative or supervisor who shall remain available during operational hours for coordination with the University and prompt resolution of operational issues.

3.53 No payment shall be admissible for any vehicle other than the category and specifications approved under the contract unless specifically authorized in writing by the University. Where a substitute vehicle is permitted, payment shall be regulated in accordance with the approved rate structure.

3.54 The contractor shall promptly comply with operational instructions issued by the Transport Section regarding routes, schedules, student transportation requirements, safety measures, and service-related matters.

3.55 The contractor or his authorized representative shall provide route-wise deployment status and operational readiness information to the Transport Section before commencement of daily operations whenever required by the University.

3.56 Deployment of mini buses, coasters, or substitute vehicles shall only be permissible with prior approval of the University. Payment for such vehicles shall be made in accordance with the approved comparative rate formula specified in the Contract Agreement.

3.57 In case of repeated non-compliance, persistent poor performance, or violation of contractual obligations, the University may issue notices to the contractor requiring rectification. If the contractor fails to rectify the deficiencies within the specified period, the University may take action including imposition of penalties, suspension of services, forfeiture of Performance Security, or termination of contract in accordance with the terms of the agreement and applicable laws.

3.58 The contractor shall ensure that buses stop at approved student pick-up and drop-off points. Verified complaints regarding failure to pick or drop students at designated stops may result in penalties in accordance with the approved Schedule of Penalties.

3.59 Where shuttle bus services are required between campuses or designated locations, the routes, schedules, operational arrangements, and any approved fare structure shall be determined and notified separately by the University. No fare shall be charged from students without prior written approval of the University.

4. OBTAINING OF BIDDING DOCUMENT

4.1 The Bidding Documents may be obtained from the Purchase & Store Section, University of Sindh, Allama I.I. Kazi Campus, Jamshoro, during office hours upon submission of a written request and payment of a non-refundable fee of Rs. 5,000/- (Rupees Five Thousand Only) in the form and manner specified in the Notice Inviting Tender (NIT).

The Bidding Documents shall also be available for downloading from the official e-Pak Acquisition & Disposal System (e-PADS) / SPPRA Portal and the University's official website. In case of downloading, the bidder shall submit the prescribed bidding document fee in the manner specified in the NIT before the deadline for submission of bids.

The schedule for issuance, submission, and opening of bids shall be strictly as specified in the Notice Inviting Tender and e-PADS procurement notice.

4.2 The Bidding Documents may also be downloaded from the official website of the University of Sindh and the Sindh Public Procurement Regulatory Authority (SPPRA) website/e-PADS portal.

In case the Bidding Documents are downloaded, the bidder shall submit the prescribed non-refundable bidding document fee of Rs. 5,000/- in the form of Pay Order, Demand Draft, or any other acceptable instrument in favour of the University of Sindh, Jamshoro, along with the bid.

5. BIDDING PROCEDURE

5.1 The procurement shall be conducted under Single Stage – Two Envelope Procedure in accordance with Rule 46(2) of the Sindh Public Procurement Rules, 2010 (as amended from time to time).

5.2 Under this procedure, the bid shall comprise two separate sealed envelopes namely:

(a) Technical Proposal; and

(b) Financial Proposal.

5.3 Initially, only the Technical Proposals shall be opened and evaluated. The Financial Proposals of technically responsive bidders shall be opened on the date and time to be communicated by the Procuring Agency.

5.4 Financial Proposals of non-responsive bidders shall be returned unopened after completion of the procurement process in accordance with applicable SPPRA Rules.

6. INSTRUCTIONS TO BIDDERS

6.1 Bidders shall carefully read and examine the Notice Inviting Tender (NIT), Bidding Documents, Specifications, Evaluation Criteria, Contract Conditions, and all related documents before submission of bids.

6.2 All forms, schedules, declarations, affidavits, and supporting documents shall be properly completed and submitted in the prescribed format.

6.3 The Price Schedule shall be included in the Financial Proposal only. A blank copy of the prescribed format may be included in the Technical Proposal without indicating any price.

6.4 The Bid Security shall be submitted in original within the Financial Proposal envelope. A photocopy of the Bid Security may be enclosed in the Technical Proposal for reference purposes only.

6.5 Bids containing overwriting, unauthorized alterations, erasures, ambiguities, or material discrepancies may be declared non-responsive.

6.6 Rates shall be quoted both in figures and words. In case of discrepancy, the rate written in words shall prevail.

6.7 All documents submitted with the bid shall be duly signed and stamped by the authorized representative of the bidder.

6.8 Bids shall be submitted strictly in accordance with the Single Stage – Two Envelope Procedure. Disclosure of financial information in the Technical Proposal shall render the bid non-responsive.

6.9 The Technical Proposal and Financial Proposal shall be sealed separately and clearly marked on the respective envelopes.

6.10 Bidders shall submit documentary evidence in support of the Qualification and Evaluation Criteria prescribed in the bidding documents.

6.11 The outer envelope shall clearly indicate the Tender Title, NIT Number, Bidder's Name, and the words “DO NOT OPEN BEFORE THE SCHEDULED BID OPENING TIME”.

6.12 Conditional bids, incomplete bids, bids received after the prescribed date and time, bids not accompanied by the required Bid Security, and bids submitted by blacklisted firms shall be treated as non-responsive.

7. DOCUMENTS TO BE ENCLOSED WITH TECHNICAL PROPOSAL

7.1 The bidder shall submit the following documents with the Technical Proposal:

7.1.1 Complete Bidding Document duly signed and stamped on each page as token of acceptance of all terms and conditions.

7.1.2 Original Bidding Document Fee Receipt or Pay Order of prescribed amount, where applicable.

7.1.3 Copy of Bid Security and prescribed Bid Form format without disclosure of financial figures.

7.1.4 Valid National Tax Number (NTN) Certificate and Active Taxpayer status from FBR.

7.1.5 Valid Sales Tax Registration Certificate (where applicable under law).

7.1.6 Attested copy of CNIC of Proprietor / Partner / Authorized Signatory.

7.1.7 Company/Firm Profile including organizational structure, office address, contact details, ownership details, and relevant experience.

7.1.8 Documentary evidence of financial capacity including audited financial statements and/or income tax returns for the last three (03) years.

7.1.9 Valid business registration certificate, trade license, route permits, and other licenses required under applicable laws.

7.1.10 Affidavit on judicial stamp paper duly notarized stating that the bidder has not been blacklisted, debarred, or suspended by any Procuring Agency, Government Department, Autonomous Body, or International Donor Agency.

7.1.11 Affidavit on judicial stamp paper duly notarized confirming that all information, documents, certificates, and statements submitted with the bid are true, correct, complete, and authentic.

7.1.12 In case any information, document, certificate, or declaration submitted by the bidder is found false, forged, fabricated, misleading, or fraudulent, the Procuring Agency may initiate action in accordance with applicable laws, SPPRA Rules, and the terms of the contract, including rejection of bid, termination of contract, forfeiture of Bid Security/Performance Security, and blacklisting proceedings after providing an opportunity of hearing.

7.1.13 At least one (01) satisfactory performance certificate or completion certificate issued by a Government Department, Autonomous Body, Public Sector Organization, University, or reputable private sector organization for similar transportation services.

7.1.14 Any other documentary evidence required in support of the Eligibility Criteria, Qualification Criteria, and Bid Evaluation Criteria specified in the Bidding Documents.

7.2 DOCUMENTS TO BE ENCLOSED WITH FINANCIAL PROPOSAL

7.2.1 Original Bid Security of the prescribed amount and in the prescribed form.

7.2.2 Financial Proposal / Price Schedule duly completed, signed, stamped, and filled in all respects.

7.3 Bidders shall ensure that the Financial Proposal is complete, unambiguous, free from unauthorized alterations, and properly signed and stamped. Rates shall be quoted both in figures and words.

7.4 All prices, payments, and financial transactions under the contract shall be in Pakistani Rupees (PKR).

7.5 The quoted rates shall be inclusive of all applicable taxes, duties, levies, charges, and expenses unless otherwise specified in the bidding documents. Payments shall be subject to deduction of applicable taxes in accordance with prevailing Government laws and regulations.

8. ELIGIBILITY CRITERIA

The bidder meeting the following mandatory requirements shall be considered responsive and eligible for further evaluation. Failure to provide documentary evidence against any mandatory requirement may render the bid non-responsive.

8.1 Submission of complete bid in accordance with the requirements of the Bidding Documents.

8.2 Submission of all documents prescribed under Clause 7 of the Bidding Documents.

8.3 The bidder shall be an Active Taxpayer appearing on the Active Taxpayer List (ATL) of the Federal Board of Revenue (FBR). Where applicable, the bidder shall also possess valid registration with the Sindh Revenue Board (SRB).

8.4 Compliance with the Scope of Work, Technical Specifications, Operational Requirements, and other conditions prescribed in the Bidding Documents.

8.5 The bidder shall demonstrate adequate financial capacity through audited financial statements and/or income tax returns for the last three (03) years. The bidder shall have positive net worth and financial resources sufficient to perform the contract successfully.

8.6 The bidder shall possess relevant experience in providing transportation services to Government Departments, Autonomous Bodies, Universities, Educational Institutions, Public Sector Organizations, or reputable private organizations during the last three (03) years. Documentary evidence in the form of work orders, contracts, completion certificates, or performance certificates shall be provided.

8.7 The bidder shall possess all valid licenses, registrations, permits, route permits, and authorizations required under applicable laws for provision of transportation services.

8.8 The bidder shall not be blacklisted, suspended, or debarred by any Procuring Agency or Government Organization at the time of bid submission.

9. VALIDITY OF BIDS

9.1 Bids shall remain valid for a period of ninety (90) days from the date of opening of the Technical Proposals unless otherwise specified in the NIT. Bids with shorter validity periods shall be rejected as non-responsive.

10. ALTERNATIVE BIDS

10.1 Alternative bids, optional proposals, or conditional alternatives shall not be permitted. If a bidder submits more than one alternative offer, all such offers may be rejected.

11. SUBMISSION OF BIDS

11.1 Bids shall be submitted in sealed envelopes at the place, date, and time specified in the Notice Inviting Tender (NIT) and/or e-PADS procurement notice.

The Technical Proposal and Financial Proposal shall be enclosed in separate sealed envelopes and clearly marked accordingly.

Late bids received after the prescribed deadline shall not be accepted and shall be returned unopened in accordance with SPPRA Rules.

11.2 Bidders are solely responsible for timely submission of bids and are advised to allow sufficient time for delivery before the deadline.

12. OPENING OF BIDS

12.1 The Technical Proposals shall be opened on the date, time, and venue specified in the Notice Inviting Tender (NIT) in the presence of bidders' authorized representatives who may choose to attend.

12.2 If the scheduled date of bid opening falls on a public holiday or a day on which Government offices remain closed, the bids shall be opened on the next working day at the same time and venue unless otherwise notified by the Procuring Agency.

12.3 Minutes of bid opening shall be prepared and maintained in accordance with applicable procurement rules and procedures.

12.3 The Financial Proposals shall remain sealed and shall be kept in safe custody by the Procuring Agency until completion of the technical evaluation process.

12.4 After completion of technical evaluation and approval by the Competent Authority, the Financial Proposals of only those bidders who have been declared technically responsive and have achieved the minimum qualifying score prescribed in the Evaluation Criteria shall be opened publicly on the date, time, and venue communicated to the technically qualified bidders.

12.5 The Procuring Agency may revise or reschedule the date of opening of Financial Proposals, if necessary. Such change shall be communicated to all technically qualified bidders through official notification, e-PADS/SPPRA portal (where applicable), email, letter, or any other appropriate means. However, the Financial Proposals shall be opened within the validity period of the bids.

13. EVALUATION OF BIDS

13.1 The Technical and Financial Proposals shall be evaluated by the Procurement Committee duly constituted by the University of Sindh, Jamshoro in accordance with the Sindh Public Procurement Rules, 2010 (as amended) and the criteria specified in the Bidding Documents.

13.2 During evaluation, the Procurement Committee may seek written clarifications from any bidder for the purpose of verifying submitted information or removing minor ambiguities. Such clarifications shall not be permitted to alter, modify, substitute, or materially change the substance of the original bid.

13.3 Evaluation of bids shall be carried out strictly on the basis of documentary evidence submitted by the bidders and in accordance with the Eligibility Criteria, Technical Evaluation Criteria, Financial Evaluation Criteria, and other requirements prescribed in the Bidding Documents.

13.4 Bidders shall quote rates for all routes, lots, groups, packages, or items specified in the Financial Proposal. Partial bids shall not be considered unless specifically permitted in the Bidding Documents.

13.5 TECHNICAL EVALUATION OF PROPOSALS

13.5.1 Technical evaluation shall be conducted on the basis of the criteria, marks distribution, and documentary evidence prescribed in the Technical Evaluation Criteria.

13.5.2 The merit point system specified in the Evaluation Criteria shall be applied uniformly to all responsive bidders.

13.5.3 Only those bidders obtaining a minimum of seventy percent (70%) of the total technical score and fulfilling all mandatory eligibility requirements shall be considered technically qualified.

13.5.4 Financial Proposals of technically non-responsive bidders shall remain unopened and shall be returned in accordance with applicable procurement rules.

13.5.5 Financial Proposals of technically qualified bidders shall be opened publicly and evaluated in accordance with the procedure specified in the Bidding Documents.

13.5.6 The contract shall be awarded to the bidder whose bid is determined to be substantially responsive, technically qualified, and offers the lowest evaluated cost in accordance with the applicable provisions of the Sindh Public Procurement Rules, 2010 (as amended).

13.5.7 The Procuring Agency reserves the right to verify any information, document, certificate, work order, performance certificate, vehicle ownership record, financial statement, or other supporting evidence submitted by the bidder at any stage of the procurement process.

13.5.8 Any attempt by a bidder to influence the evaluation process, interfere with the work of the Procurement Committee, or provide false, misleading, or fabricated information may result in disqualification and initiation of action under applicable laws and procurement rules.

TECHNICAL EVALUATION CRITERIA

Minimum Qualifying Score: 70 Marks out of 100

Sr.	Evaluation Parameter	Documentary Evidence Required	Maximum Marks
1	Establishment / Registration of Firm	Registration Certificate / NTN / Incorporation Documents	10
2	Relevant Experience in Transport Operations	Work Orders, Contracts, Completion Certificates, Performance Certificates	25
3	Available Fleet Strength (Owned and/or Legally Contracted Vehicles)	Registration Books, Lease Agreements, Vehicle Ownership Documents	25
4	Workshop / Maintenance Facility	Ownership Documents / Lease Documents / Photographs / Utility Bills	10
5	Financial Capacity (Average Annual Turnover of Last 03 Years)	Audited Financial Statements / Income Tax Returns	20
6	Performance Certificates from Clients	Satisfactory Performance Certificates	10
	TOTAL		**100**

1. Establishment / Registration of Firm (Maximum 10 Marks)

Sr.	Years in Business	Marks
1	10 Years and Above	10
2	08 to Less than 10 Years	08
3	05 to Less than 08 Years	06
4	03 to Less than 05 Years	04
5	Less than 03 Years	02

Maximum Marks: 10

2. Relevant Experience in Similar Transportation Services (Maximum 25 Marks)

Sr.	Similar Assignments Completed / Ongoing During Last 03 Years	Marks
1	05 or More Assignments	25
2	04 Assignments	20
3	03 Assignments	15
4	02 Assignments	10
5	01 Assignment	05
6	No Relevant Assignment	00

Maximum Marks: 25

3. Fleet Strength Available for Deployment (Maximum 25 Marks)

Sr.	Number of Large Buses Available (Owned and/or contracted)	Marks
1	40 or More Buses	25
2	30 to 39 Buses	20
3	20 to 29 Buses	15
4	10 to 19 Buses	10
5	Less than 10 Buses	05

Maximum Marks: 25

4. Workshop / Maintenance Facility (Maximum 10 Marks)

Sr.	Description	Marks
1	Fully Operational Workshop with Maintenance Facility	10
2	Formal Maintenance Arrangement with Workshop	05
3	No Documentary Evidence	00

Maximum Marks: 10

5. Average Annual Turnover During Last Three Financial Years (Maximum 20 Marks)

Sr.	Average Annual Turnover	Marks
1	Above Rs. 130 million	20
2	Rs. 100 million to 129 million	15
3	Rs. 80 million to 110 million	10
4	Rs. 50 million to 99 million	05
5	Less than Rs. 50 million	00

Maximum Marks: 20

6. Performance Certificates (Maximum 10 Marks)

Sr.	Number of Satisfactory Performance Certificates	Marks
1	05 or More	10
2	04	08
3	03	06
4	02	04
5	01	02
	None	00

Maximum Marks: 10

TOTAL MARKS = 100

Minimum Qualifying Score = 70 Marks

13.6 **FINANCIAL EVALUATION OF PROPOSALS**

13.6.1 Only those bidders who have been declared technically qualified in accordance with the prescribed Technical Evaluation Criteria shall be eligible for opening of Financial Proposals. Financial Proposals shall be opened publicly on the date, time, and venue communicated to the technically qualified bidders.

13.6.2 Financial Proposals of technically non-responsive or disqualified bidders shall remain unopened and shall be returned after completion of the procurement process in accordance with applicable procurement rules.

13.6.3 Bids not accompanied by the prescribed Bid Security in the required amount, form, and validity period shall be rejected as non-responsive.

13.6.4 The bidder shall be responsible for accurate calculation of taxes, duties, levies, and other financial obligations included in the quoted rates. Any changes in Government taxes, duties, or statutory levies becoming effective after the bid submission date shall be dealt with in accordance with applicable laws, Government notifications, and the provisions of the Contract Agreement.

14. ANNOUNCEMENT OF BID EVALUATION REPORT

14.1 The Procurement Committee shall evaluate the Technical and Financial Proposals in accordance with the Sindh Public Procurement Rules, 2010 (as amended) and the criteria specified in the Bidding Documents.

14.2 The Bid Evaluation Report (BER) shall be prepared and approved by the Competent Authority and shall be uploaded on the SPPRA website, e-PADS (where applicable), and the official website of the University of Sindh. The report shall be made available to all participating bidders in accordance with the provisions of the Sindh Public Procurement Rules.

15. AWARD OF CONTRACT

15.1 The contract shall be awarded to the bidder who:

(a) fulfills all eligibility and qualification requirements;

(b) obtains the minimum qualifying technical score; and

(c) offers the lowest evaluated responsive bid among the technically qualified bidders.

15.2 In the event that two or more bidders quote identical lowest evaluated rates, the contract shall be awarded to the bidder obtaining the highest technical score. If the tie still persists, the matter shall be resolved in accordance with the applicable procurement rules and directions of the Competent Authority.

15.3 The University of Sindh reserves the right to reject any or all bids and annul the procurement process at any time prior to award of contract in accordance with the relevant provisions of the Sindh Public Procurement Rules, 2010 (as amended).

16. SIGNING OF CONTRACT

16.1 The successful bidder shall execute the Contract Agreement on the prescribed stamp paper within the period specified in the Letter of Acceptance. All stamp duties, taxes, registration charges, and incidental expenses relating to execution of the contract shall be borne by the contractor.

16.2 **PERIOD OF CONTRACT**

The contract shall initially remain valid for a period of one (01) year or up to a maximum of one hundred ninety (190) operational days, whichever is applicable under the approved operational plan. Subject to satisfactory performance, mutual consent of both parties, availability of funds, operational requirements, and approval of the Competent Authority, the contract may be extended for further period(s) on the same terms and conditions in accordance with applicable procurement rules and University policy.

No extension shall be automatic and shall require formal approval before expiry of the original contract period.

17. BID SECURITY AND PERFORMANCE SECURITY

17.1 The bidder shall furnish Bid Security equivalent to two percent (2%) of the estimated annual bid value in the form of Pay Order, Demand Draft, Deposit at Call, or Bank Guarantee issued by a scheduled bank operating in Pakistan in favour of the University of Sindh, Jamshoro.

The Bid Security shall remain valid for at least twenty-eight (28) days beyond the bid validity period and shall be enclosed with the Financial Proposal. A copy of the Bid Security may be enclosed with the Technical Proposal.

17.2 Bid Securities of unsuccessful bidders shall be returned after completion of the procurement process in accordance with applicable procurement rules.

17.3 The successful bidder shall furnish a Performance Security equivalent to five percent (5%) of the annual contract value in the form of Pay Order, Demand Draft, Deposit at Call, or Bank Guarantee issued by a scheduled bank operating in Pakistan in favour of the University of Sindh, Jamshoro.

The Performance Security shall remain valid up to ninety (90) days beyond the expiry or completion of the contract and shall be submitted before signing of the Contract Agreement.

17.4 The Bid Security of the successful bidder shall be released after receipt and acceptance of the required Performance Security. The successful bidder may request adjustment of the Bid Security towards the required Performance Security subject to approval by the Procuring Agency and payment of any balance amount required.

17.5 The Performance Security may be forfeited wholly or partially in the event of breach of contract, non-performance, abandonment of services, submission of fraudulent documents, or any other default attributable to the contractor, subject to issuance of notice and observance of due process as provided in the Contract Agreement.

17.5 The Performance Security may be forfeited wholly or partially in the event of breach of contract, abandonment of services, persistent non-performance, submission of fraudulent documents, or failure to fulfill contractual obligations, subject to issuance of notice, provision of an opportunity of hearing, and observance of due process in accordance with applicable laws and the Contract Agreement.

17.6 The Performance Security shall be released after successful completion of the contract period, settlement of all contractual obligations, and expiry of the prescribed validity period, subject to certification by the concerned department that no outstanding liabilities remain against the contractor.

18. COMMENCEMENT OF SERVICES

18.1 The contractor shall commence services from the date specified in the Contract Agreement or Work Order issued by the University, whichever is later.

19. GENERAL CONDITIONS

19.1 Any prospective bidder requiring clarification regarding the Bidding Documents may submit a written request to the Procuring Agency. Requests for clarification should be received at least five (05) working days before the deadline for submission of bids. The Procuring Agency may issue clarifications, corrigenda, or addenda, which shall form part of the Bidding Documents.

19.2 The bidder shall be deemed to have carefully examined the Bidding Documents, site conditions, operational requirements, applicable laws, and all factors affecting execution of the contract before submission of the bid. No claim for additional compensation on account of ignorance of such factors shall be entertained.

19.3 The bidder shall comply with all applicable laws, rules, regulations, permits, licenses, and statutory requirements governing the provision of transportation services in Pakistan.

Conditional bids, incomplete bids, bids not accompanied by the prescribed Bid Security, bids received after the prescribed deadline, and bids submitted by blacklisted firms shall be treated as non-responsive.

19.4 The contractor shall comply with all lawful instructions, policies, safety procedures, and disciplinary regulations issued by the University relating to transportation operations.

19.5 The University reserves the right to increase, decrease, suspend, merge, split, or revise routes, trips, deployment schedules, and operational requirements during the contract period according to actual need and availability of funds, without affecting the accepted unit rates and other contractual conditions.

19.6 Except where otherwise provided in the Contract Agreement or applicable Government policy, no escalation in the accepted rates shall be admissible during the currency of the contract.

19.7 The contractor shall be solely responsible for provision of transportation services and all associated operational arrangements. No separate payment shall be admissible for transportation, loading, unloading, labour, insurance, administrative expenses, or other incidental costs unless specifically provided in the Contract Agreement.

19.8 Any defect, deficiency, operational lapse, or service-related complaint identified by the University shall be rectified by the contractor within the period specified in the written notice issued by the University, depending upon the nature and urgency of the deficiency.

19.9 The bidder shall nominate an authorized representative and provide complete contact details including office address, telephone numbers, mobile numbers, and email address for all official communications.

19.10 Failure to provide services in accordance with the approved schedule and contractual requirements may result in imposition of penalties, recovery of losses, suspension of services, or termination of contract in accordance with the terms of the Contract Agreement.

19.11 The University shall not be responsible for any expenses incurred by bidders in connection with preparation, submission, clarification, negotiation, or participation in the bidding process.

19.12 No bidder shall be permitted to alter, modify, substitute, or withdraw any part of the bid after the bid submission deadline. Clarifications sought by the Procuring Agency shall not result in any change to the substance of the bid.

19.13 Evaluation of bids shall be carried out strictly in accordance with the Eligibility Criteria, Qualification Criteria, Technical Evaluation Criteria, Financial Evaluation Criteria, and other requirements specified in the Bidding Documents.

19.14 In case of any inconsistency between the Notice Inviting Tender (NIT) and the Bidding Documents, the provisions of the Bidding Documents shall prevail. Any corrigendum issued subsequently shall form an integral part of the procurement process.

19.15 The contractor shall deploy adequate and qualified staff, drivers, cleaners, supervisors, and support personnel necessary for efficient execution of the transportation services.

19.16 The contractor shall be liable for any loss, damage, injury, or destruction caused to University property or third parties due to negligence, misconduct, omission, or default of the contractor, his employees, agents, or representatives. Determination of liability shall be made in accordance with applicable laws and contractual provisions.

19.17 During the currency of the contract, the contractor shall provide transportation services strictly in accordance with the terms and conditions of the Contract Agreement, Scope of Work, approved schedules, and instructions issued by the authorized officers of the University.

20. PAYMENT

20.1 Payments shall be processed on a monthly basis against verified services actually rendered during the relevant billing period.

20.2 The contractor shall submit monthly invoices supported by attendance sheets, route deployment records, trip verification reports, fuel consumption records (where applicable), and any other supporting documents required by the University.

20.3 Payments shall be made subject to certification of satisfactory performance by the authorized officer of the University and availability of budgetary allocation.

20.4 The University shall endeavor to process undisputed payments within the prescribed financial procedures and timelines after receipt of complete and correct documentation.

20.5 All payments shall be subject to deduction of applicable Federal, Provincial, and Local Government taxes in accordance with prevailing laws, rules, and regulations.

20.6 No advance payment shall be made unless specifically approved by the Competent Authority and expressly provided in the Contract Agreement.

20.3 The Service Provider shall submit the following documents along with each monthly invoice for processing of payment:

i. Original invoice/bill in the prescribed format duly signed and stamped by the authorized representative of the contractor and certified by the concerned University officer.

ii. Separate invoices, where applicable, for transportation service charges and fuel reimbursement claims.

iii. Route-wise deployment record, attendance sheets, trip verification reports, and operational logs duly verified by the authorized officer of the University.

iv. Monthly kilometer/mileage statement generated through the approved tracking system or supported by authenticated operational records.

v. Satisfactory performance certificate and service verification report issued by the authorized officer of the University for the relevant billing period.

vi. Documentary evidence in support of any additional claim, adjustment, or reimbursement admissible under the Contract Agreement.

vii. Copies of correspondence, notices, reports, or other documents relevant to the billing period, where required by the University.

viii. Any other supporting documents reasonably required by the University for verification and processing of payment.

21. REDRESSAL OF GRIEVANCES

21.1 Any bidder or contractor aggrieved by any act or decision of the Procuring Agency may seek redressal of grievances in accordance with Rule 31 of the Sindh Public Procurement Rules, 2010 (as amended from time to time).

21.2 The Procuring Agency shall constitute and notify a Grievance Redressal Committee (GRC) in accordance with applicable SPPRA Rules for disposal of procurement-related grievances.

22. TERMINATION OF CONTRACT

22.1 The University may terminate the contract, wholly or partially, by giving thirty (30) days prior written notice to the contractor in any of the following circumstances:

(a) Persistent failure to perform contractual obligations;

(b) Repeated violation of contractual terms and conditions;

(c) Fraudulent, corrupt, coercive, collusive, or obstructive practices;

(d) Bankruptcy, insolvency, or winding up of the contractor;

(e) Any other material breach of contract.

22.2 The University may also terminate the contract for convenience, subject to thirty (30) days prior written notice, without assigning any reason. In such case, the contractor shall be entitled to payment only for services satisfactorily performed up to the effective date of termination.

22.3 Upon termination, the contractor shall immediately cooperate in orderly transfer or discontinuation of services and shall hand over all records, reports, and documents relating to the contract as directed by the University.

22.4 Termination of the contract shall not affect any rights, obligations, liabilities, recoveries, penalties, or remedies accrued prior to the effective date of termination.

23. DISPUTE RESOLUTION AND ARBITRATION

23.1 The parties shall make every effort to resolve amicably, through mutual consultation and negotiation, any dispute, controversy, or claim arising out of or relating to the contract.

23.2 If the dispute is not resolved amicably within thirty (30) days, either party may refer the matter for arbitration in accordance with the Arbitration Act, 1940 (as amended from time to time) and other applicable laws of Pakistan.

23.3 Each party shall nominate one arbitrator within fifteen (15) days of receipt of notice of arbitration. The appointed arbitrators shall appoint an umpire before commencement of arbitration proceedings.

23.4 The decision of the arbitrators or, where applicable, the umpire shall be final and binding upon both parties.

23.5 The seat and venue of arbitration shall be Jamshoro/Hyderabad, Sindh, Pakistan, and proceedings shall be conducted in the English language unless otherwise mutually agreed by the parties.

24. APPLICABLE LAW AND JURISDICTION

24.1 The Contract Agreement shall be governed and construed in accordance with the laws of the Islamic Republic of Pakistan.

24.2 Subject to the arbitration provisions contained herein, the Courts of Jamshoro and Hyderabad, Sindh, Pakistan shall have jurisdiction over matters arising from or relating to the contract.

ANNEXURE – A

FINANCIAL BID FORM / PRICE SCHEDULE

(Plying of Private Point Buses for Pick & Drop Facility of Students)

(To be submitted on Bidder's Official Letterhead duly signed and stamped)

Tender Title: Plying of Buses for providing pick and drop services to students of University of Sindh, Jamshoro for the Academic Year 2026-2027 (Max 190 Days in the current Financial Year) (Extendable up to Two (02) Years subject to satisfactory performance and mutual consent).

Bidder Name: ____

Sr.	Description of Service	Estimated No. of Buses	Estimated Operational Days	Unit Rate Per Bus Per Day (PKR) (Excluding Fuel)	Estimated Amount (PKR)
1	Provision of Large Size Buses (50+2 Capacity) including Driver, Cleaner, Maintenance, Lubricants, Repairs, Tyres, Insurance, Taxes and all Operational Costs (excluding fuel reimbursement)	123	190	_________	_________

TOTAL BID PRICE (PKR): __________________________

(Inclusive of all applicable Federal, Provincial and Local Taxes, Duties and Levies, excluding Fuel Reimbursement)

Amount in Words:

Rupees ____ Only.

DECLARATION

We hereby certify that:

1. We have carefully examined and understood all terms and conditions of the bidding documents.
2. The quoted rates are inclusive of all applicable taxes, duties, levies and operational costs except fuel reimbursement where applicable under the Contract.
3. We agree to provide the required services strictly in accordance with the Scope of Work and Contract Conditions.
4. The quoted rates shall remain fixed during the validity of the contract unless otherwise provided in the Contract Agreement.

Authorized Signature: ______________________

Name: ___________________________________

CNIC No.: _______________________________

Designation: _____________________________

Company/Firm Name: ______________________

Address: ________________________________

Telephone/Mobile: _________________________

E-mail: _________________________________

Company Stamp

NOTE:

Fuel/Diesel reimbursement shall not form part of the financial evaluation.

Fuel reimbursement, where admissible under the Contract Agreement, shall be paid separately on the basis of:

(a) Approved route distance;

(b) Verified operational records;

(c) Approved fuel consumption standards determined by the University;

(d) Actual services rendered; and

(e) Prevailing Government-notified diesel rates.

Such reimbursement shall be subject to verification and certification by the Transport Section of the University.

ANNEXURE – B

ROUTES

(Indicative Routes for Student Transportation Services)

Sr.	Route / Area	Estimated No. of Buses
1.	Agriculture Complex	02
2.	Ali Palace	06
3.	Al-Rehman Cottages / Hyderabad Bypass Bridge	01
4.	Anwar Villas	02
5.	Chandia Goth	02
6.	Citizen Colony	01
7.	G.O.R. Colony	03
8.	Gulistan-e-Sajjad	02
9.	Happy Homes	01
10.	Hussainabad	02
11.	Marvi Town	04
12.	Hyderabad Bypass via Naqash Villas / Wadho Wah	02
13.	Nasim Nagar	06
14.	Sheedi Goth via Sehrish Nagar	04
15.	Alamdar via Shalimar	01
16.	Shora Goth / Honda Palace	02
17.	Gulshan-e-Mehran Zeal Pak via Fateh Chowk	02
18.	Fateh Chowk	01
19.	Badin Stop	02
20.	Channel via Hala Naka	02
21.	Phuleli (03 Coasters)	03
22.	Hala Naka Via Saima Plaza	02
23.	Baldia	02
24.	City Gate	05
25.	Isra Village Hyderabad	01
26.	Market	05
27.	Shuhab Cinema via Tando Wali Muhammad	02
28.	Tando Wali Muhammad	02
29.	Gulistan-e-Kohsar	02
30.	Khuda Hafiz Chowk, Latifabad Unit No. 12	02
31.	Latifabad Unit No. 05	06
32.	Latifabad Unit No. 07	06
33.	Khuda Ki Basti	02
34.	Kotri City	02
35.	Kotri Latif Chowk	02
36.	Kotri Phatak / Muslim Town	01
37.	SITE Kotri	02
	OUT OF CITY	00
38.	Hala	02
39.	Matli	03
40.	Mirpurkhas	04
41.	Matiyari	01
42.	Nasarpur	02

Sr.	Route / Area	Estimated No. of Buses
43.	Shahdadpur	01
44.	Tando Adam	04
45.	Tando Allahyar	06
46.	Tando Jam	02
47.	Tando Muhammad Khan	03
	TOTAL	**123**

Notes:

1. The above routes, deployment requirements, and estimated number of buses are indicative and based on current transportation requirements of the University.
2. The University reserves the right to increase, decrease, merge, split, suspend, revise, add, or delete any route, stop, trip, or bus deployment requirement during the contract period according to operational needs, student strength, budget availability, and administrative requirements.
3. The successful bidder shall operate buses on the routes assigned by the University through the Transport Section.
4. The actual route distance, approved pickup points, operational timings, and trip schedules shall be notified separately by the Transport Section and may be revised from time to time.
5. Payment shall be made only for verified services actually rendered in accordance with approved deployment schedules.
6. Fuel reimbursement, where admissible under the Contract Agreement, shall be calculated separately on the basis of approved route distance, verified operational records, approved fuel consumption standards, and prevailing Government-notified diesel rates.
7. The number of buses mentioned above is tentative and does not constitute a guaranteed minimum quantity during the contract period.

DEPLOYMENT SUMMARY

Sr.#	Number of Routes	Number of Buses
1	47	123
TOTAL	**47**	**123**

Note:

1. The above fleet deployment is tentative and subject to revision by the University during the contract period according to operational requirements.
2. The successful bidder shall maintain sufficient fleet strength to meet the University's transportation requirements.
3. The University reserves the right to increase, decrease, add, merge, split, suspend, or delete any route, trip, or bus deployment requirement without affecting the accepted unit rates and other contractual conditions.
4. Payment shall only be made for services actually rendered and duly verified by the Transport Section.

ANNEXURE – B

DEPLOYMENT SUMMARY

Sr.		Large Buses (50+2 Capacity)	Coasters / Mini Buses	Total Vehicles
1		120	03	123
	TOTAL	**120**	**03**	**123**

Special Notes

1. The above fleet deployment is tentative and may be revised by the University of Sindh, Jamshoro according to operational requirements.
2. The successful bidder shall ensure availability of the required fleet throughout the contract period.
3. Deployment of three (03) Coasters/Mini Buses shall be permissible only on the Phuleli Route or any other route specifically approved in writing by the Transport Section of the University.
4. Wherever possible, preference shall be given to deployment of large buses having minimum capacity of 50+2 passengers.
5. The University reserves the right to replace, increase, decrease, merge, split, suspend, add, or delete any route or vehicle deployment requirement during the contract period without affecting the accepted unit rates.
6. Payment shall be made only for services actually rendered and duly verified by the authorized officer of the University.
7. Fuel reimbursement, where admissible under the Contract Agreement, shall be processed separately in accordance with approved route distances, operational records, fuel consumption standards, and prevailing Government-notified diesel rates.

ANNEXURE – C

TECHNICAL PROPOSAL SUBMISSION FORM

To:

The Purchase Store Officer
University of Sindh, Jamshoro
Allama I.I. Kazi Campus
Jamshoro, Sindh, Pakistan

Subject: Submission of Technical Proposal

Tender No. PSO/Tenders/Services/2026/________

Tender Title: "Plying of Private Point Buses Service for Pick & Drop Facility to Students of University of Sindh, Jamshoro for the Academic Year 2026-2027 (190 Operational Days Maximum) (Extendable Subject to Approval and Applicable Rules)"

Dear Sir,

We, the undersigned, hereby submit our Technical Proposal in response to the above-mentioned tender and confirm that we have carefully examined and fully understood the contents of the Notice Inviting Tender (NIT), Bidding Documents, Scope of Work, Eligibility Criteria, Evaluation Criteria, and all terms and conditions governing the procurement process.

We further declare and undertake that:

1. We are eligible to participate in this procurement process and possess the legal capacity, technical capability, financial resources, and operational experience required for execution of the contract.
2. We have submitted all information, documents, certificates, affidavits, and supporting evidence required under the Bidding Documents.
3. All information and documents furnished by us are true, correct, complete, and authentic. In the event any information or document is found false, forged, misleading, or fabricated at any stage, we understand that our bid may be rejected and appropriate action may be taken in accordance with applicable laws and procurement rules.
4. We undertake to provide the required transportation services strictly in accordance with the terms and conditions of the Bidding Documents, Scope of Work, Contract Agreement, and instructions issued by the University of Sindh.
5. We confirm that neither our firm nor any of our directors, partners, proprietors, or authorized representatives has been blacklisted, debarred, or suspended by any Government Department, Autonomous Body, Public Sector Organization, or International Agency.
6. We further certify that we have not engaged and shall not engage in any corrupt, fraudulent, collusive, coercive, or obstructive practices in connection with this procurement process or execution of the contract.
7. We understand that the University of Sindh reserves the right to accept or reject any bid(s) or annul the procurement process in accordance with the Sindh Public Procurement Rules, 2010 (as amended).
8. We agree that this proposal shall remain valid for the period specified in the Bidding Documents.

We hereby submit our Technical Proposal for consideration and look forward to participating in the procurement process.

Yours faithfully,

Authorized Signature: ________________________

Name of Signatory: __________________________

CNIC No.: ___________________________________

Designation: _________________________________

Company/Firm Name: ________________________

NTN No.: ____________________________________

Address: ____________________________________

Telephone / Mobile: _________________________

E-mail Address: _____________________________
Company Seal / Stamp

ANNEXURE – D

TECHNICAL INFORMATION / BIDDER PROFILE FORM

Tender No. PSO/Tenders/Services/2026/________

Tender Title:
Plying of Private Point Buses Service for Pick & Drop Facility to Students of University of Sindh, Jamshoro

A. BIDDER INFORMATION

1. Name of Firm / Company / Sole Proprietorship / Partnership
2. Nature of Business
3. Registered Office Address
4. Telephone No. ________________________________
5. Mobile No. __________________________________
6. E-mail Address _______________________________
7. NTN No. _____________________________________
8. SRB Registration No. (if applicable)
9. Date of Establishment / Incorporation
10. Name of Authorized Representative
11. Designation
12. CNIC No.

B. DOCUMENTARY COMPLIANCE

Sr.	Description	Yes	No
1	Complete Bidding Document signed and stamped on each page		
2	Bid Purchase Receipt / Tender Fee Evidence Attached		
3	NTN Registration Certificate Attached		
4	Sales Tax / SRB Registration Attached (if applicable)		
5	CNIC of Authorized Signatory Attached		
6	Affidavit of Non-Blacklisting Attached		
7	Audited Financial Statements Attached		
8	Income Tax Returns Attached		
9	Vehicle Registration Documents Attached		
10	Fitness Certificates / Route Permits Attached		

C. FINANCIAL INFORMATION

Average Annual Turnover During Last Three Financial Years:

Financial Year	Turnover (PKR)
Year-1	
Year-2	
Year-3	
Average Annual Turnover	

Net Worth / Equity as per Latest Audited Financial Statements:

PKR ______________________

D. EXPERIENCE IN SIMILAR SERVICES

Details of Similar Assignments Executed During Last Three Years

Sr.	Client Name	Nature of Services	No. of Buses Operated	Contract Period	Contact Details
1					
2					
3					
4					
5					

(Attach Work Orders, Agreements, Completion Certificates and Performance Certificates)

E. AVAILABLE FLEET DETAILS

Sr.	Vehicle Type	Seating Capacity	Quantity	Owned / Contracted
1	Large Bus	50+2		
2	Coaster / Mini Bus			

(Attach Registration Books, Lease Agreements, Route Permits and Fitness Certificates)

F. WORKSHOP / MAINTENANCE FACILITY

Do you possess a workshop / maintenance facility?

☐ Yes ☐ No

Location of Workshop:

G. ADDITIONAL INFORMATION

Any other information relevant to this bid:

DECLARATION

I/We hereby certify that all information provided in this Technical Information Form and supporting documents is true, correct, complete, and authentic to the best of my/our knowledge and belief.

I/We understand that submission of false, forged, misleading, or incomplete information may result in rejection of the bid, forfeiture of securities, blacklisting, and other actions under applicable laws and procurement rules.

Authorized Signature: _______________________

Name: _____________________________________

Designation: ________________________________

CNIC No.: __________________________________

Company/Firm Name: ________________________

Date: ______________________________________

Official Seal / Stamp

ANNEXURE – D

INSTRUCTIONS FOR PREPARATION OF POWER OF ATTORNEY

1. The Power of Attorney shall be executed by an authorized representative of the bidder duly empowered to sign and submit the bid and to bind the bidder in all matters relating to this procurement process.
2. The execution of the Power of Attorney shall be in accordance with the applicable laws of Pakistan and the constitutional documents of the bidder (such as Memorandum and Articles of Association, Partnership Deed, or Proprietorship Declaration, as applicable). Where required, the document shall be executed under the common seal of the company in accordance with its internal governance procedures.
3. The bidder shall provide, wherever required, documentary evidence of authority of the signatory, including but not limited to:
    - Certified copy of Board Resolution (in case of company);
    - Partnership authorization letter (in case of partnership firm);
    - Authorization letter from proprietor (in case of sole proprietorship);
    - Any other relevant document establishing legal authority.
4. The bidder shall also submit, for verification purposes, extracts of relevant constitutional documents along with the Power of Attorney or authorization documents confirming delegation of authority to the person executing the bid.
5. In cases where the bid is signed by a Director, Partner, or Proprietor who is already authorized under the constitutional documents of the bidder, a certified copy of the relevant resolution or authorization document shall be submitted in lieu of a separate Power of Attorney, provided that such authority is clearly established and verifiable.
6. All Power of Attorney documents must be duly notarized and, where applicable, stamped in accordance with the Stamp Act of the relevant Province.

ANNEXURE – E

FORMAT OF POWER OF ATTORNEY
(On Bidder's Official Letterhead, duly signed and stamped)
Know all men by these presents that:
We, M/s ____, having our registered office at ____, do hereby appoint and authorize Mr./Ms. ____, son/daughter of ___________________________, bearing CNIC No. _______________________________, presently employed with us and holding the designation of _______________________________, as our true and lawful attorney (hereinafter referred to as the "Authorized Representative").
The said Authorized Representative is hereby empowered, in the name and on behalf of the company/firm, to do, execute, and perform all acts, deeds, matters, and things as may be necessary or incidental in connection with our participation in the tender titled:
"Plying of Private Point Buses Service for Pick & Drop Facility to Students of University of Sindh, Jamshoro"
including but not limited to:

- Signing and submission of the bid/proposal (Technical and Financial);
- Submission of clarifications, documents, and information required by the University of Sindh;
- Representation during bid opening and evaluation process;
- Any correspondence with the University of Sindh in relation to this tender.

We hereby agree and undertake to ratify and confirm all acts, deeds, and things lawfully done by the said attorney pursuant to this Power of Attorney, and such acts shall be deemed to have been done by us as if done personally by the bidder.
This Power of Attorney shall remain valid for the purpose of the above-mentioned tender process unless revoked in writing and communicated to the University of Sindh.
Dated this ______ day of __________, 2026.
For and on behalf of:

(M/s Company/Firm Name)
Authorized Signatory:
Name: ______________________________
Designation: __________________________
CNIC No.: ___________________________
Signature & Stamp
Accepted by Attorney:
Signature: ___________________________
Name: _______________________________
CNIC No.: ___________________________

ANNEXURE – F

UNDERTAKING / DECLARATION

(On Bidder's Official Letterhead, duly signed and stamped)

We, M/s ____, hereby solemnly affirm and declare that:

1. All information, documents, certificates, and statements provided by us in this bidding process are true, correct, complete, and genuine to the best of our knowledge and belief.
2. We confirm that no material information has been concealed, suppressed, or tampered with in any form, and all submitted documents are verifiable from the issuing authorities.
3. We have carefully read, understood, and fully agree to all terms, conditions, specifications, eligibility criteria, and instructions contained in the bidding document issued by the University of Sindh, Jamshoro.
4. We understand that in case any information or document provided by us is found to be false, forged, misleading, or incorrect at any stage, the University of Sindh shall have the right to:
   - Reject our bid; and/or
   - Forfeit our bid security and/or performance security; and
   - Initiate blacklisting and legal proceedings under applicable rules and laws.
5. We further undertake that we are not involved in any corrupt, fraudulent, collusive, coercive, or unethical practices in relation to this procurement process.
6. We acknowledge that submission of this undertaking is a mandatory requirement and forms an integral part of the bidding process.

Dated this ______ day of __________, 2026.

For and on behalf of:

(M/s Company / Firm Name)

Authorized Signatory:
Name: ______________________________
Designation: _________________________
CNIC No.: ___________________________

Signature & Stamp

In the capacity of:
Duly authorized to sign bids for and on behalf of the bidder.

ANNEXURE – G

TENDER SECURITY (BID SECURITY) FORM

(To be issued by a Scheduled Bank in Pakistan)

To:

The University of Sindh, Jamshoro
Allama I.I. Kazi Campus
Jamshoro, Sindh, Pakistan

WHEREAS M/s ____, having its registered office at ____ (hereinafter referred to as the "Bidder/Operator"), has submitted its bid against the Tender titled:

"Plying of Private Point Buses Service for Pick & Drop Facility to Students of University of Sindh, Jamshoro"

Tender No. PSO/Tenders/Services/2026/________

AND WHEREAS ____________________________ (Name of Bank), having its registered office at ____ (hereinafter referred to as the "Guarantor/Bank"), has agreed to issue this Guarantee in favour of the University of Sindh, Jamshoro.

NOW THEREFORE, the Guarantor hereby irrevocably and unconditionally guarantees and undertakes to pay to the University of Sindh, Jamshoro, upon its first written demand, any sum or sums not exceeding PKR ______________________ (in figures) ____________________________ (in words), without any demur, protest, cavil, or argument, and without requiring the University to provide any proof or justification for such demand.

This Guarantee shall be enforceable on the occurrence of any of the following events:

1. If the Bidder withdraws its bid during the period of bid validity specified in the bidding document; or
2. If the Bidder does not accept corrections of its bid price (if any); or
3. If the Bidder, upon notification of acceptance of its bid by the University during the bid validity period, fails or refuses to:
    - Furnish the required Performance Security; or
    - Sign the Contract Agreement in accordance with the bidding documents.

It is further agreed that any claim under this Guarantee shall be received by the Guarantor within thirty (30) working days after expiry of the Guarantee, and the Guarantee shall remain valid up to:

_____________________________ (date), or until furnishing of the Performance Security by the successful bidder, whichever is later.

This Guarantee is unconditional, irrevocable, and shall remain in full force and effect during its validity period.

IN WITNESS WHEREOF, the Guarantor has executed this Guarantee on this ______ day of __________, 2026.

GUARANTOR / BANK

Authorized Signatory: _______________________

Name: _____________________________________

Designation: ________________________________

CNIC No. (if applicable): ____________________

Bank Name: _________________________________

Branch Address: ____________________________

Seal of Bank: _______________________________

ANNEXURE – H

PERFORMANCE SECURITY (PERFORMANCE BANK GUARANTEE)

(To be issued by a Scheduled Bank operating in Pakistan)

Issuing Bank: _______________________________

Date of Issue: _______________________________

Date of Expiry: ______________________________

Claim Lodgment Expiry Date: _________________

To:

The University of Sindh, Jamshoro
Allama I.I. Kazi Campus
Jamshoro, Sindh, Pakistan

WHEREAS M/s ____, having its registered office at ____ (hereinafter referred to as the "Service Provider"), has entered into a Contract with the University of Sindh, Jamshoro for the provision of:

"Plying of Private Point Buses Service for Pick & Drop Facility to Students of University of Sindh, Jamshoro"

Contract Value: PKR ______________________ (in figures) __________________________________ (in words)

AND WHEREAS it is a condition of the Contract that the Service Provider shall furnish a Performance Security in the form of an unconditional, irrevocable bank guarantee issued by a scheduled bank in Pakistan, valid for the period specified in the Contract Documents.

AND WHEREAS _________________________ (Name of Bank), having its registered office at ____ (hereinafter referred to as the "Guarantor/Bank"), has agreed to issue this Performance Guarantee in favour of the University of Sindh, Jamshoro.

NOW THEREFORE, the Guarantor hereby irrevocably and unconditionally guarantees and undertakes to pay to the University of Sindh, Jamshoro, upon its first written demand, any sum or sums not exceeding PKR ______________________ (in figures) __________________________________ (in words), without any demur, protest, cavil, or argument, and without requiring the University to prove or justify the basis of such demand.

This Performance Guarantee shall become payable on demand in the event of any of the following:

1. If the Service Provider commits any default under the Contract;
2. If the Service Provider fails to perform or fulfill any obligation under the Contract;
3. If the Service Provider violates any term, condition, or specification of the Contract;
4. If the services rendered are found unsatisfactory or below the required standard as determined by the University.

It is further agreed that the University of Sindh, Jamshoro shall specify the grounds of invocation in its demand letter. Any claim under this Guarantee shall be lodged with the Bank within thirty (30) working days after expiry of the Guarantee.

This Guarantee shall remain valid up to ____________________________ (date), or until completion of all contractual obligations including warranty/defect liability period, whichever is later.

This Guarantee is unconditional, irrevocable, and shall remain in full force and effect during its validity period.

IN WITNESS WHEREOF, the Guarantor has executed this Guarantee on this ______ day of __________, 2026.

GUARANTOR / BANK

Authorized Signatory: _______________________

Name: _____________________________________

Designation: ________________________________

Bank Name: _________________________________

Branch Address: ____________________________

Seal of Bank: _______________________________

ANNEXURE – I

FORMAT FOR COVERING LETTER (BID SUBMISSION LETTER)

To:

The Purchase Store Officer
University of Sindh, Jamshoro
Allama I.I. Kazi Campus
Jamshoro, Sindh, Pakistan

Subject: Submission of Bid for "Plying of Private Point Buses Service for Pick & Drop Facility to Students of University of Sindh, Jamshoro"

Tender No. PSO/Tenders/Services/2026/________
Dated: _____________

Dear Sir,

We, the undersigned, having carefully examined the bidding documents, including all annexures, schedules, terms and conditions, hereby submit our bid in full conformity with the requirements of the University of Sindh, Jamshoro.

We confirm the following:

a) We offer to provide the required transportation services strictly in accordance with the scope of work, technical specifications, and all terms and conditions of the bidding documents at the prices quoted in our Financial Proposal.

b) We undertake, if our bid is accepted, to commence and complete the services within the time frame specified in the contract, starting from the date of issuance of the work order or contract agreement.

c) We agree that our bid shall remain valid for a period of ______ days from the date of bid opening and shall remain binding upon us during this period.

d) We undertake to execute a formal contract agreement in the prescribed format of the University of Sindh, incorporating all terms, conditions, and mutually agreed provisions.

e) We acknowledge that until a formal contract is executed, this bids along with your written acceptance shall constitute a binding arrangement between both parties.

f) We understand that the University of Sindh is not bound to accept the lowest or any bid and reserves the right to reject any or all bids without assigning any reason, in accordance with applicable procurement rules.

g) We confirm that we meet all eligibility, technical, and financial qualification criteria as specified in the bidding document, and the supporting documents are attached herewith.

We further certify that all information provided in this bid is true, correct, and complete to the best of our knowledge and belief.

Yours faithfully,

Authorized Signatory: ________________________

Name: ______________________________________

Designation: _________________________________

CNIC No.: __________________________________

Company/Firm Name: ________________________

Address: ____________________________________

Contact No.: _________________________________
E-mail: ____________________________________
Company Seal & Stamp

ANNEXURE – J

STANDARD MONETARY DEDUCTIONS FOR DEFAULT / NON-PERFORMANCE OF SERVICES

1. Definition of Rate per Service Day (RPSD)

Rate per Service Day (RPSD) shall be calculated as follows:

RPSD = (Total Contract Value for One Year × 12) ÷ 365

(for clarity, where applicable, Total Contract Value shall mean the approved annual contract price excluding taxes, unless otherwise specified in the Contract Agreement).

2. Monetary Deductions for Non-Performance

Sr.	Description of Infraction	Monetary Deduction per Occurrence
1	Non-provision of vehicle on a scheduled working day without prior approved replacement	1 × RPSD
2	Late arrival beyond scheduled departure time without valid justification	0.25 × RPSD
3	Failure to follow approved route or unauthorized deviation	0.50 × RPSD
4	Deployment of unfit / unclean / mechanically defective vehicle	0.50 × RPSD
5	Non-availability of required staff (driver/cleaner) on duty	0.25 × RPSD

3. General Conditions

1. All penalties shall be imposed after proper verification of facts and upon issuance of a written notice to the contractor.
2. The contractor shall be provided an opportunity to submit clarification/explanation before imposition of any deduction.
3. Repeated or continuous non-performance may lead to escalation of penalties, suspension of payments, or termination of contract in accordance with the Contract Agreement and applicable procurement rules.
4. All deductions shall be adjusted from the monthly payable bills of the contractor.
5. The Procuring Agency reserves the right to define or modify severity of infractions in case of repeated operational failures.

4. Interpretation Clause

In case of any ambiguity in interpretation of RPSD or penalty application, the decision of the University of Sindh, Jamshoro shall be final and binding in accordance with the Contract Agreement.

ANNEXURE – K

INDEMNITY BOND

This Deed of Indemnity is made and executed on this ___ day of __________, 2026

BETWEEN:

M/s ____, having its registered office at ____ (hereinafter referred to as the "Contractor", which expression shall wherever the context so permits include its successors, legal representatives, and assigns),

AND

The University of Sindh, Jamshoro, an autonomous statutory body established under the University of Sindh Act, 1947, having its principal office at Jamshoro, Sindh, Pakistan (hereinafter referred to as the "Employer/University").

WHEREAS the Contractor has been awarded/selected for providing "Plying of Private Point Buses Service for Pick & Drop Facility to Students of University of Sindh, Jamshoro" under a contract executed or to be executed between the parties;

NOW THIS DEED WITNESSETH AS UNDER:

1. The Contractor hereby undertakes and agrees to indemnify, defend, and hold harmless the University of Sindh, its officers, employees, and representatives from and against all losses, damages, liabilities, claims, actions, proceedings, costs, and expenses of whatsoever nature arising out of or in connection with:

   a) Any negligence, misconduct, omission, or breach of contract by the Contractor, its employees, drivers, agents, or representatives;
   b) Any loss, damage, theft, injury, or harm caused to any person or property during the execution of transportation services;
   c) Any violation of applicable laws, rules, regulations, or motor vehicle requirements during performance of services.

2. The Contractor shall be solely responsible for all claims, compensation, damages, or legal proceedings arising out of accidents, injuries, death, or property damage during the performance of the contract, and shall bear all costs and liabilities thereof.

3. In the event the University of Sindh is made party to any legal proceedings due to acts or omissions of the Contractor, the Contractor shall fully indemnify and reimburse the University for all costs, expenses, damages, or penalties incurred in such proceedings.

4. This Indemnity shall be in addition to and not in derogation of any other rights, remedies, or protections available to the University of Sindh under the Contract, law, or applicable procurement rules.

5. The obligations under this Indemnity Bond shall remain valid during the currency of the contract and shall survive even after its termination or completion, to the extent of any liability arising during the contract period.

IN WITNESS WHEREOF, the parties hereto have executed this Indemnity Bond on the day, month, and year first above written.

For and on behalf of Contractor:

Name: _____________________________
Designation: ________________________
CNIC No.: __________________________
Signature & Stamp: _________________

For University of Sindh:

Authorized Officer: ________________
Designation: ________________________
Signature & Stamp: _________________

WITNESSES:

1. Name: __________________ CNIC: __________________ Signature: ___________
2. Name: __________________ CNIC: __________________ Signature: ___________

ANNEXURE – L

UNDERTAKING / CERTIFICATE

(To be executed on Non-Judicial Stamp Paper of Rs. 100/- and duly notarized)

We, M/s ____, hereby solemnly affirm and undertake as under:

1. That all information, documents, statements, and declarations submitted along with our bid are true, correct, complete, and genuine to the best of our knowledge and belief.
2. That in case any information, document, or declaration submitted by us is found to be false, forged, misleading, or incorrect at any stage of the procurement process or during the currency of the contract, the University of Sindh, Jamshoro shall have the right to:
   a) Immediately terminate our contract;
   b) Forfeit our performance security; and
   c) Initiate blacklisting proceedings in accordance with applicable procurement rules and laws.
3. That we further undertake that if we are found involved in any proven fraud, misrepresentation, corruption, or criminal offence relating to this contract, the University of Sindh shall be entitled to take any legal and administrative action as per law, including termination of contract and recovery of damages.
4. That we understand and accept that such action may be taken without prejudice to any other rights or remedies available to the University under the contract, applicable laws, or procurement rules.
5. That we shall not claim any compensation, refund, or damages in case of termination of contract under the above-mentioned conditions.

Bidder Details:

M/s: ____

Contact Person: __________________________________

Address: ____

Telephone: ______________________________________

Mobile: ____

Email: ____

Authorized Signature: ____________________________

Name: ____

Designation: _____________________________________

Date: ____

Company Seal

ATTESTED BY NOTARY PUBLIC

ANNEXURE – M

DECLARATION OF ANNUAL TURNOVER AND INCOME TAX RETURNS

(On Bidder / Company / Firm's Letterhead)

[Location], [Date]

To:
Purchase Store Officer
University of Sindh
Jamshoro

Subject: Declaration of Annual Turnover and Income Tax Returns
Ref: PSO/Tenders/Services/2026/ ______ Dated: ______ Plying of Private Point Buses Service for Pick & Drop Facility to Students of University of Sindh Jamshoro (2026–2027) (Extendable)

Dear Sir,

We, M/s ______________________________________, hereby solemnly declare that our firm's Annual Turnover for the last three financial years is as under:

Financial Year	**Annual Turnover (PKR in Millions)**
2023–2024	________________________________
2024–2025	________________________________
2025–2026	________________________________

We further confirm that the above turnover figures are duly reflected in our Audited Financial Statements / Income Tax Returns.

We also hereby declare that our firm has duly filed Income Tax Returns for the last three financial years i.e. 2023–2024, 2024–2025, and 2025–2026 with the Federal Board of Revenue (FBR), and supporting documents including Income Tax Returns (ITR), Sales Tax Returns (if applicable), and Audited Financial Statements are attached herewith.

We understand that any false declaration or misrepresentation of facts shall render our bid liable to rejection and may lead to blacklisting as per applicable procurement rules.

Yours faithfully,

Authorized Signature: __________________________
Name: ____
Designation: __________________________________
Name of Firm: _________________________________
Stamp / Seal: __________________________________

ATTESTED BY NOTARY PUBLIC

ANNEXURE – N

LIST OF CLIENTS / EXPERIENCE DETAILS

(On Bidder / Company / Firm's Letterhead)

[Location], [Date]

To:
Purchase Store Officer
University of Sindh
Jamshoro

Subject: Submission of Client List / Experience Details
Ref: PSO/Tenders/Services/2026/ ______ Dated: ______ Plying of Private Point Buses Service for Pick & Drop Facility to Students of University of Sindh Jamshoro (2026–2027) (Extendable)

Dear Sir,

We, M/s ______________________________________, hereby provide details of our clients where we have successfully rendered transportation / bus plying / fleet operation services during the last ten (10) years. The details are supported with copies of contracts, agreements, and/or work orders.

CLIENT EXPERIENCE DETAILS

Sr.	Client Name / End User	Nature of Client (Govt / Semi Govt / Private / Autonomous)	Scope of Work (No. of Buses / Fleet Size)	Project Location	Period (From – To)	Status (Ongoing / Completed)	Contact Person & Number
1							
2							
3							
4							
5							

We further confirm that all the above-mentioned projects are genuine and verifiable, and documentary evidence including contracts/work orders/completion certificates is attached for evaluation purposes.

We understand that any false, misleading, or unverifiable information may lead to rejection of our bid and blacklisting as per applicable procurement rules.

Yours faithfully,

Authorized Signature: __________________________
Name: ____
Designation: ___________________________________
Name of Firm: _________________________________
Stamp / Seal: __________________________________

ATTESTED BY NOTARY PUBLIC

ANNEXURE – O

DECLARATION FOR REGISTRATION OF BUSES

(On Bidder / Company / Firm's Letterhead)

[Location], [Date]

To:
Purchase Store Officer
University of Sindh
Jamshoro

Subject: Declaration of Registered Buses for Transportation Services
Ref: UoS/TRANSPORT/2026/ ______ Dated: ______ Hiring of Buses for Pick & Drop Services for Students of University of Sindh Jamshoro (2026–2027) (Extendable)

Dear Sir,

We, M/s ____, hereby solemnly declare that the following buses are available with our firm for execution of the above-mentioned contract. Copies of Registration Certificates, Fitness Certificates, Route Permits, and ownership/lease agreements (where applicable) are attached for verification.

We further confirm that all vehicles listed below are roadworthy, registered with the Excise & Taxation Department, and compliant with applicable transport laws.

LIST OF REGISTERED BUSES

Sr.	Registration No.	Seating Capacity	Make	Model	Engine No.	Chassis No.	Registered Owner Name
1							
2							
3							
4							
5							

SUMMARY DECLARATION

Total Number of Buses Owned / Available: ___________

Total Number of Leased Vehicles (if any): ___________

Total Fleet Offered for Contract: ___________

We undertake that all above-mentioned vehicles shall remain available for exclusive use of the University of Sindh during the contract period and shall not be withdrawn without prior written approval of the University.

We further understand that any discrepancy, fake documentation, or non-availability of vehicles during inspection may lead to rejection of our bid and/or blacklisting as per applicable procurement rules.

Yours faithfully,

Authorized Signature: ___________________________
Name: ____
Designation: ___________________________________
Name of Firm: __________________________________
Stamp / Seal: __________________________________

ATTESTED BY NOTARY PUBLIC

ANNEXURE – P

BIDDER PROFILE / COMPANY DETAILS

(On Bidder / Company / Firm's Letterhead)

[Location], [Date]

To:
Purchase Store Officer
University of Sindh
Jamshoro

Subject: Submission of Bidder Profile
Ref: PSO/Tenders/Services/2026/ ______ Dated: ______ Plying of Buses for providing pick and drop services to students of University of Sindh, Jamshoro for the Academic Year 2026-2027 (Max 190 Days in the current Financial Year) (Extendable up to Two (02) Years subject to satisfactory performance and mutual consent).

BIDDER INFORMATION

Sr.	Particulars	Details
1	Registered Company / Firm Name	___________________________
2	Type of Organization (Sole Proprietor / Partnership / Company)	___________________________
3	National Tax Number (NTN)	___________________________ *(copy attached)*
4	Sales Tax Registration (GST / SRB)	___________________________ *(copy attached)*
5	Sindh Revenue Board (SRB) Registration (if applicable)	___________________________ *(copy attached)*
6	Year of Establishment / Registration	___________________________ *(evidence attached)*
7	Years of Business Operation	___________________________

MANPOWER / MANAGERIAL CAPABILITY

Particulars	Details
Total Permanent Staff	___________________
Total Contract / Project Staff	___________________
Details of Key Management Personnel	Attached as Annexure

BUSINESS / OPERATIONAL INFORMATION

Particulars	Details
Present Assignments in Hand	Attached as Annexure
Name of Client(s) (if any major contracts)	___________________

FINANCIAL & BANK INFORMATION

Particulars Details

Bank Name ___________________________

Branch Address ___________________________

Bank Account Number ___________________________

CONTACT INFORMATION

Particulars Details

Physical Address ___________________________

Postal Address ___________________________

Telephone Number ___________________________

Fax Number (if any) ___________________________
Email Address ___________________________

LEGAL / COMPLIANCE STATUS

Particulars	Details
Blacklisting Status (Yes / No)	___________________________
Litigation / Complaint History (if any)	___________________________
Collaboration / Joint Venture Details (if any)	___________________________

BID SECURITY CONFIRMATION

Particulars	Details
Bid Security Attached (Yes / No)	___________________________

We hereby certify that all information provided above is true and correct. We understand that any false declaration may lead to rejection of bid and blacklisting as per applicable procurement rules.

Authorized Signature: ___________________________
Name: ____
Designation: ___________________________________
Name of Firm: __________________________________
Stamp / Seal: __________________________________

APPENDIX – Q

BLACKLISTING CERTIFICATE

(To be executed on Non-Judicial Stamp Paper of Rs. 100/- and duly notarized)

We, M/s ____, hereby solemnly certify and declare that, to the best of our knowledge and belief, our firm/organization has not been blacklisted, debarred, or suspended by any Government, Semi-Government, Autonomous Body, Public Sector Organization, or Private Sector Organization within Pakistan.

We further confirm that no proceedings for blacklisting or debarment are currently pending against our firm before any competent authority.

We understand that if this declaration is found to be false, misleading, or incorrect at any stage, the University of Sindh, Jamshoro shall have the right to reject our bid, terminate any contract awarded, forfeit performance security, and initiate blacklisting proceedings as per applicable procurement rules and laws.

BIDDER DETAILS

M/s: ____

Contact Person: _________________________________

Address: _______________________________________

Telephone: _____________________________________

Mobile: ____

Fax: ____

Email: ____

Authorized Signature: ____________________________

Name: ____

Designation: ____________________________________

Date: ____

Company Seal

ATTESTED BY NOTARY PUBLIC

APPENDIX – R

INTEGRITY PACT

DECLARATION OF FEES, COMMISSION, AND BROKERAGE ETC.
(For Contracts Worth Rs. 10 Million or Above)

We, M/s ____, hereby solemnly affirm and declare as under:

1. That we have not and shall not obtain or attempt to obtain any contract, right, interest, privilege, or other obligation or benefit from the University of Sindh, Jamshoro or any of its departments through any corrupt, fraudulent, collusive, or coercive practices.
2. That we have fully disclosed all commissions, fees, brokerage, gratuities, taxes, or any other charges paid or payable in connection with this procurement process, and we shall not offer, give, or agree to give, directly or indirectly, any bribe, kickback, gift, gratification, or any other inducement to any officer or representative of the University of Sindh or any other authority to obtain or influence this contract.
3. That we accept full responsibility and strict liability for any false declaration, misrepresentation, or non-disclosure of facts, and we acknowledge that in such case the contract may be declared void at the discretion of the University of Sindh, without prejudice to any other legal or contractual remedies available.
4. That in case of violation of this Integrity Pact, the University of Sindh shall have the right to:
   a) Terminate the contract;
   b) Forfeit performance security;
   c) Initiate blacklisting proceedings; and
   d) Recover any loss or damages suffered as a result of such violation.
5. That we further undertake to indemnify the University of Sindh against any loss or damage arising out of any corrupt, fraudulent, or unethical business practices committed by us or our representatives.

SIGNATURES

For and on behalf of Contractor:

Name of Firm: ___________________________________

Authorized Signatory: ____________________________
Designation: _____________________________________
Signature & Seal: _______________________________

For University of Sindh, Jamshoro:

Authorized Officer: ______________________________
Designation: _____________________________________
Signature & Seal: _______________________________

NOTE: This Integrity Pact is a mandatory requirement for contracts under SPPRA Rules for procurement exceeding the prescribed financial threshold.

APPENDIX – S

CONTRACT AGREEMENT

FOR

Hiring of Buses for Providing Pick & Drop Services to Students of University of Sindh, Jamshoro
(For Academic Year 2023–2024, Extendable up to Two Years)

ROUTE – A (Fleet Operations Contract)

BETWEEN

UNIVERSITY OF SINDH, JAMSHORO
(a public sector autonomous university established under the University of Sindh Act, 1947)
(Hereinafter referred to as the "Employer")

AND

M/s ____
(Hereinafter referred to as the "Service Provider / Contractor")

Dated: _______________________

Place of Execution: Jamshoro, Sindh, Pakistan

Tender Reference No.: PSO/Tenders/Services/2023/ __________

This Contract Agreement is made for the hiring of buses for providing pick and drop transportation services to students of the University of Sindh, Jamshoro on Route – A and allied routes as per the approved bidding document, terms and conditions, and award of contract.

Both parties agree that this agreement shall be governed by the terms and conditions of the bidding document and applicable laws of the Islamic Republic of Pakistan, including SPPRA Rules 2010 (as amended).

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REVISED CONTRACT AGREEMENT (AUDIT + SPPRA COMPLIANT)

CONTRACT AGREEMENT

This Contract Agreement (“the Contract”) is made on this ________ day of __________, 2026.

BETWEEN

University of Sindh, Jamshoro, a public sector university established under the University of Sindh Act, 1947, having its principal office at Jamshoro (hereinafter referred to as the “University”, which expression shall include its successors, legal representatives, and permitted assigns)

AND

M/s __________________________, a firm/company duly registered under the laws of Pakistan, having its registered office at __________________________ (hereinafter referred to as the “Service Provider”, which expression shall include its successors, legal representatives, and permitted assigns).

WHEREAS (RECITALS)

(a) The University intends to utilize part of its approved budget for procurement of transport services for pick and drop of students under this Contract, subject to the provisions of the Sindh Public Procurement Rules, 2010 (as amended).

(b) The University invited bids for provision of **Plying of Private Point Buses for student transport services** as per Tender Document.

(c) The Service Provider has represented that it possesses the required experience, manpower, vehicles, and technical capability to perform the services and has agreed to provide such services under the terms and conditions of this Contract.

NOW, THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

1. Services

The Service Provider shall provide transport services for pick and drop of students strictly in accordance with the Tender Document, approved routes, schedule, and instructions issued by the University from time to time.

2. Payment

The University shall pay the Service Provider in accordance with the approved rates:

- Vehicle operation charges (per bus per day)
- Fuel reimbursement (where applicable) as per verified consumption and approved mechanism

Payments shall be made after deduction of applicable taxes in accordance with Government rules.

3. Contract Documents (Order of Precedence)

The following documents shall form an integral part of this Contract and shall be read as one document:

a) This Contract Agreement
b) Tender Notice / NIT
c) Bidding Document
d) Bidder’s Proposal
e) Terms & Conditions
f) Special Stipulations (if any)
g) Technical Specifications
h) Price Schedule
i) Affidavits and Undertakings
j) Performance Security
k) Integrity Pact
l) Any written amendments issued by the University

4. Order of Precedence

In case of any conflict or inconsistency among documents, the above order of precedence shall apply.

5. Roles and Responsibilities

The roles and responsibilities of both parties shall be as defined in the Tender Document and subsequent approved contract provisions.

IN WITNESS WHEREOF

The parties hereto have executed this Contract on the date first written above in accordance with the laws of Pakistan.

FOR THE UNIVERSITY OF SINDH

Signature: ________________________
Name: ____________________________
Designation: ______________________
Seal: _____________________________

FOR THE SERVICE PROVIDER

Signature: ________________________
Name: ____________________________
Designation: ______________________
Company Name: ___________________
Seal: _____________________________

WITNESSES

Witness 1:

Signature: ________________________
Name: ____________________________
CNIC: ____________________________
Address: __________________________

Witness 2:

Signature: ________________________
Name: ____________________________
CNIC: ____________________________
Address: __________________________

ENERAL CONDITIONS OF CONTRACT (REVISED – SPPRA COMPLIANT)

1. CONTRACT

The University of Sindh, Jamshoro (“the Procuring Agency”) shall, after issuance of Letter of Acceptance and receipt of Performance Security from the successful bidder, issue a formal Contract Agreement as per the approved tender documents.

The successful bidder shall, within **ten (10) working days** of receipt of the Contract Agreement, sign, stamp, and return the same to the University of Sindh, Jamshoro.

Failure to do so may result in cancellation of award and forfeiture of Bid Security.

2. CONTRACT DOCUMENTS AND INFORMATION

The Service Provider shall not, without prior written consent of the University of Sindh:

- Use the Contract or any part thereof for purposes other than execution of this Contract
- Disclose any document, specification, instruction, or information received from the University to any third party
- Share contractual material except with employees directly involved in execution of services

Any disclosure shall be strictly on a “need-to-know” basis and shall remain confidential.

3. CONTRACT LANGUAGE

The Contract and all related documents exchanged between the parties shall be in **English language**.

The Service Provider shall be responsible for all translation costs and accuracy of translated documents.

4. INSURANCE (CORRECTED FOR AUDIT SAFETY)

The Service Provider shall be responsible for maintaining adequate insurance coverage for:

- Vehicles deployed under the contract
- Third-party liability (including passengers and public safety risks)
- Any statutory insurance required under applicable laws

The Service Provider shall bear all insurance-related costs during the contract period.

5. PAYMENT

5.1 Invoice Submission

The Service Provider shall submit monthly invoices to the University of Sindh in the prescribed format, duly supported with:

- Service delivery details (route-wise and vehicle-wise)
- Attendance / utilization record (if applicable)
- Any other supporting documents required by the University

5.2 Verification of Payment

The University shall verify the claim and issue a Payment Certificate within **seven (7) working days** of receipt of a complete invoice.

The University may:

- Withhold payment in case of incomplete or unsatisfactory service
- Make necessary corrections or deductions based on verified records
- Adjust penalties or deductions as per contract terms

5.3 Payment Timeline

Payments shall be made within **thirty (30) days** of issuance of the Payment Certificate, subject to:

- Verification of services
- Deduction of applicable taxes under Government rules
- Availability of funds

No advance payment shall be made.

5.4 Basis of Payment

Payments shall be made strictly on the basis of:

- Verified services rendered
- Approved routes and schedules
- Contractually agreed rates

5.5 TAX DEDUCTION

Payment shall be made after deduction of applicable withholding taxes at source, including **Income Tax and Sales Tax (Federal/Provincial, as applicable)** in accordance with prevailing laws of the Government of Pakistan.

The Service Provider shall be responsible for compliance with all tax obligations.

6. PRICE

The Service Provider shall provide services at the rates quoted in the **Financial Proposal (Price Schedule)**.

No variation, escalation, or modification in the approved contract price shall be allowed during the currency of the contract, except where expressly permitted under applicable laws or written approval of the Procuring Agency.

7. ASSIGNMENT / SUBCONTRACTING

The Service Provider shall not assign, transfer, or subcontract any part of the Contract without prior written approval of the University of Sindh.

Any unauthorized assignment or subcontracting shall constitute a breach of contract and may result in termination and forfeiture of Performance Security.

8. EXTENSION OF TIME FOR PERFORMANCE

If the Service Provider encounters any condition that may delay performance of contractual obligations, it shall promptly notify the University of Sindh in writing, stating:

- Nature of delay
- Reason(s) for delay
- Expected duration of delay

The University of Sindh shall review the request and may, at its discretion, grant an extension of time without prejudice to any other rights available under the Contract.

9. LIQUIDATED DAMAGES (LD) – REVISED FOR LEGAL SAFETY

In case the Service Provider fails to provide services on scheduled days or delays commencement of services, liquidated damages shall be imposed at the rate of:

0.25% of the monthly contract value per day of default

provided that total LD shall not exceed the amount of **Performance Security**.

Imposition of LD shall not limit the right of the Procuring Agency to take further contractual or legal action.

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10. FORFEITURE OF PERFORMANCE SECURITY

The University of Sindh may, without prejudice to any other rights or remedies available under law or contract, forfeit the Performance Security in whole or in part if the Service Provider:

- Fails to perform contractual obligations
- Violates any term or condition of the Contract
- Commits repeated service failure or breach of performance standards

In case of serious or persistent non-performance, the University may also:

- Terminate the contract
- Debar the Service Provider as per SPPRA Rules (where applicable)

11. TERMINATION FOR DEFAULT

11.1 If the Service Provider fails or delays in the performance of any contractual obligation, or violates any term or condition of the Contract, or engages in any unlawful activity, the University of Sindh may, at its discretion and without prejudice to any other remedy available under law or contract, issue a written notice specifying the nature of default.

If the Service Provider fails to remedy the default within **fifteen (15) working days** (or such extended period as may be granted in writing by the University), the University may terminate the Contract, in whole or in part, without liability for compensation.

11.2 Upon termination for default, the University of Sindh may procure similar services from alternative sources at the risk and cost of the Service Provider. The defaulting Service Provider shall be liable to pay any excess costs incurred.

Termination shall not affect the obligation of the Service Provider to complete any part of the services already accepted or not affected by the termination.

12. TERMINATION FOR INSOLVENCY

If the Service Provider becomes bankrupt, insolvent, or enters liquidation proceedings, the University of Sindh may, at any time and without compensation liability, terminate the Contract by written notice.

Such termination shall be without prejudice to any other rights or remedies available to the University under law or contract.

13. TERMINATION FOR CONVENIENCE

13.1 The University of Sindh may terminate the Contract, in whole or in part, at any time by giving **thirty (30) days' written notice** to the Service Provider.

13.2 The University shall accept services satisfactorily performed up to the date of termination notice.

For remaining services not yet performed, the University may decide:

- (a) To cancel remaining services without liability, OR
- (b) To procure services from another source

Payment shall be made only for services satisfactorily rendered up to termination date.

14. FORCE MAJEURE

14.1 Force Majeure means any event beyond the reasonable control of either party, including but not limited to natural disasters, war, civil disturbance, or government restrictions.

However, Force Majeure shall **not include**:

- Non-availability of vehicles, fuel, or manpower
- Financial difficulty of the Service Provider
- Administrative or internal issues of the Service Provider

The University may, at its discretion, extend time for performance depending on circumstances.

14.2 The Service Provider shall not be liable for liquidated damages or termination for default **only to the extent** that such failure is directly caused by a verified Force Majeure event.

14.3 The Service Provider shall notify the University in writing immediately upon occurrence of Force Majeure, providing full details and evidence.

The Service Provider shall continue performance of obligations to the extent reasonably possible and shall take all reasonable alternative measures to minimize delay or disruption.

15. DISPUTE RESOLUTION

15.1 The University of Sindh and the Service Provider shall attempt to resolve any dispute arising out of or in connection with this Contract through **amicable negotiation and mutual consultation**.

If the dispute cannot be resolved within a reasonable period, it shall be referred for resolution under the applicable provisions of **SPPRA Rules, 2010 (as amended)** and laws of Pakistan.

15.2 ARBITRATION

If the University of Sindh and the Service Provider are unable to resolve a dispute amicably within **thirty (30) working days** from the commencement of informal negotiations, either party may refer the dispute to arbitration.

The arbitration shall be conducted in accordance with the **Arbitration Act, 1940 (as amended from time to time)**.

The arbitral tribunal shall consist of **one (1) arbitrator mutually appointed by both parties**. In case of failure to agree, appointment shall be made in accordance with the provisions of the Arbitration Act, 1940.

The **place of arbitration shall be Karachi or Hyderabad, Sindh (Pakistan)**, unless otherwise mutually agreed in writing.

The decision of the arbitrator shall be final and binding on both parties.

16. STATUTES AND REGULATIONS

16.1 The Contract shall be governed by and interpreted in accordance with the laws of the Islamic Republic of Pakistan, including applicable procurement rules of the Government of Sindh.

The Service Provider shall comply with all applicable federal, provincial, and local laws, rules, regulations, and by-laws during execution of the Contract.

The Service Provider shall be responsible for obtaining all necessary permits and approvals and shall indemnify the University against any penalties arising from non-compliance.

16.2 (CORRECTED JURISDICTION CLAUSE)

All disputes arising out of or in connection with this Contract shall be subject to the **exclusive jurisdiction of the courts at Jamshoro / Hyderabad, Sindh**, Pakistan.

17. TAXES AND DUTIES

The Service Provider shall be solely responsible for payment of all applicable taxes, duties, levies, and charges imposed by Federal, Provincial, or Local Government authorities during the execution of the Contract.

All payments made by the University shall be subject to applicable withholding taxes as per law.

18. CONTRACT COST

The Service Provider shall bear all costs and expenses associated with the preparation and submission of its bid and execution of the Contract.

The University of Sindh shall not be responsible for any such costs, including but not limited to:

- Stamp duty
- Legal charges
- Documentation expenses
- Bid preparation costs

19. AUTHORIZED REPRESENTATIVE

The Service Provider may appoint an Authorized Representative to act on its behalf for the execution of the Contract.

Any such appointment, delegation, or revocation shall be made in writing and shall be effective only after written notification to the University of Sindh.

19.1 The Authorized Representative shall act strictly within the authority delegated by the Service Provider.

19.2 Any delegation or revocation of authority shall not be effective unless communicated in writing to the other party.

19.3 Any decision, instruction, or approval given by the Authorized Representative within the scope of authority shall be binding on the Service Provider.

19.4 Failure of the Authorized Representative to issue instructions or approvals shall not prejudice the rights of the University to enforce compliance, reject services, or issue corrective instructions.

19.5 If the Service Provider disputes any instruction or decision of the University's Authorized Representative, the matter may be referred to the University of Sindh for final decision, which shall be binding unless challenged under arbitration provisions.

20. SPECIAL STIPULATIONS (SCHEDULE-A)

For ease of reference, the following Special Stipulations shall apply:

20.1 Tender Security (Bid Security)

The Bidder shall furnish Bid Security equivalent to **2% of the estimated total contract value**, in the form of **Bank Guarantee, Call Deposit Receipt (CDR), Pay Order, or Demand Draft**, issued by a scheduled bank operating in Pakistan, in favor of **University of Sindh, Jamshoro**.

The Bid Security shall:

- Be denominated in Pakistani Rupees (PKR)
- Remain valid for **at least 180 days** from the closing date of bid submission
- Remain valid until submission of Performance Security, whichever is later

20.2 Performance Security

The successful bidder shall furnish Performance Security equivalent to **3% of the annual contract value**, within **ten (10) working days** of issuance of Letter of Acceptance.

Performance Security shall be in the form of:

- Bank Guarantee / CDR / Pay Order / Demand Draft / AA-rated Insurance Guarantee
  issued by a scheduled bank in Pakistan.

Validity:

- Valid for **one (1) year from the date of contract award**, or until completion of contractual obligations, whichever is later.

Refund:

- Shall be released within **90 days after successful completion of contract**, subject to:
  - satisfactory performance certificate
  - clearance of all dues, penalties, and liabilities

20.3 Signing of Contract

The University of Sindh shall issue the Contract after receipt of Performance Security.

The successful bidder shall:

- Sign and return the contract within **ten (10) working days** of receipt
- Ensure compliance with all contractual obligations before commencement

20.4 Commencement of Services

Services shall commence on the date and time specified by the University of Sindh in the Letter of Award or Notice to Proceed.

20.5 Contract Period

The contract period shall be:

- **One (01) year (190 operational days)** in the current financial year
- Extendable up to **two (02) additional years** on mutual consent and satisfactory performance

20.6 Liquidated Damages (LD)

If the Service Provider fails to commence services or causes delay, Liquidated Damages shall be imposed at:

0.25% of the monthly contract value per day of delay

Where:

- Monthly contract value = Annual contract value ÷ 12

Limit:

- Total LD shall not exceed the **Performance Security amount**

LD shall apply for delay between scheduled commencement date and actual service start date, including approved extensions (if any).

20.7 Legal Eligibility to Work

The bidder must:

- Be legally registered and compliant under the laws of Pakistan
- Hold valid NTN and applicable tax registrations
- Be eligible to provide transport services under federal/provincial regulations
- Not be blacklisted by any public sector organization i