

TENDER RECEIPT

A/C (F-I)/Labour work/

Date of Submission: 23-07-2026 up-to 01:00 PM

Time of Opening: 23-07-2026 up-to 01:30 PM

Issued in Favor of Messrs:- through Cash / pay
order paid Challan for Rs. 2000/- (Rupees Two Thousand only) non-refundable vide Receipt No.
..... dated - -2026 in Food Account-II at SBP / NBP.

ASSTT ACCOUNTS OFFICER (FOOD)
KARACHI REGION

“A” Name & Signature of Contractor _____

“B” CNIC No. of Contractor _____
(Copy attached)

“C” Full Name in Capital letter of Person(s) signing _____

“D” Rubber Stamp _____

“E” Full name and registered address _____
of the firm which the person(s)
represent

“F” The Capacity in which the tenderer has signed on behalf
of the firm _____

“G” Whether the firm is Registered firm or Ur-Registered
Partnership firm _____

Annexure-A

KARACHI FOOD REGION TENDER FORM

DESCRIPTION OF WORKS TO BE CARRIED AT ALL PRCS OF
KARACHI FOOD GODOWNS

RATE PER BAG OF STANDARD/
UN-STANDARD WEIGHT

Sr. No.	Description	Quantity (M. Tons)	Amount in Figure		Amount in Words
			Jute	P.P	
01	RE-FILLING / REPLACEMENT <u>OF BAGS OF FOOD GRAINS</u> Refilling / Replacement of bags with simultaneous collection of loose grains, standardization on scale to be arranged by the contractor, stitching with required material and re-stacking in lots in various sheds at Landhi Godowns.	30,000			
02	RESTACKING AND HANDLING <u>OF BAGS</u> Removing of wheat Bags from one unit to another and re-stacking / re0-filling of loose grains by standard weightment and proper stitching by arranging required material.	30,000			
03	HANDLING & SHIFTING OF BAGS OF GRAINS FROM GODOWN TO <u>GODOWN AT</u> <u>LANDHI/PIPRI.</u>	70,000			

Pay order No. _____ Dated _____

For Rs. _____

Drawn at _____ Bank _____

Branch Karachi is enclosed which may be adjusted towards security deposit / Bid Security
I have read / got read the terms & conditions and undertake to abide by all the provisions in letter and spirit.

SIGNATURE OF THE TENDERER
SEAL OF PERSON / FIRM

1. TERMS AND CONDITIONS OF TENDER FOR THE YEAR 2026-27.

- A. This Tender Form and the scheduled (s) list of work should be signed with the name of persons and Firms Rubber Stamp, with Registration number.
- B. The Tender shall be submitted in the Tender Form and the attached schedule (s) list of work duly and properly filled and signed.
- C. Parties/Contractors who have not performed satisfactory work and have failed in fulfilling their contractual obligations with the Department shall not be eligible to complete in this Tender.
- D. The Tender Form can be obtained from the Regional Directorate Food, Karachi at any working day or can be downloaded from Sindh Public Procurement Regularity Authority SPPRA e-PADS from web address <https://eprocure.gov.pk/>. It is mandatory for the prospective contractor to register themselves on <https://portalsindh.eprocure.gov.pk/supplier/registration> for participating in the subject tender online on e-PADS.
- E. Incomplete Tender (s) schedule (s) shall not be entertained, any condition or alteration, cutting of words or figures, erasing and insertion of any remarks the Tender Form (x) schedules (s) will not be accepted and such Tenders shall be rejected.
- F. The Bid shall remain valid for the period of **90 days** after the date of bid opening.
- G. Rupees 1.00 Million as a bid security required under SPPRA Rules 2010 (Amended to date) in shape of call deposit / CDR to be pledged in the name of Deputy Director Food, Karachi Region which shall remain valid for a period of 28 days beyond the validity period for bid. Tenders without Bid Security will not be entertained. However, Bid Security will be refunded to the unsuccessful bidders after awarding of contract to the successful bidders.
- H. The item wise rate per bag of 101 Kg gross should be quoted in words as well as figures.
- I. The online bid shall be submitted online on SPPRA e-PADS (<https://eprocure.gov.pk/>) under the relevant provision of Rule 46 (2) of SPP Rules, 2010. The successful bidders shall be bound to pay all the admissible taxes (viz. Income Tax, Sales Tax, Stamp duty etc.) applicable at the time of payment.

2. Following requirement must be fulfilled in Technical Proposal for meeting the Technical requirement:

- (A) Complete profile & history of company showing clear official/residential addresses, telephone numbers and Copy of CNIC(s) of the owner(s) and/or representative(s) of the firm.
- (B) Copy of NTN Certificate and registration Certificate from Sindh Revenue Board.
- (C) Original Paid-up Challans of Professional Tax for last three years from Excise & Taxation Department.
- (D) Registration Certificate from Registrar of Firm (In case of registered firm/company) or Registration Certificate from Securities & Exchange Commission of Pakistan.

- (E) Bank statement showing average Financial turnover of last Three (03) years not below than Rs. 200 Millions
- (F) The firm/company should have three year's relevant experience of commodities either with provincial food departments or with federal organizations such as PASSCO, TCP etc.
- (G) Affidavit on a non-judicial stamp paper of Rs. 100/= undertaking following:
 - (I) that the firm is neither blacklisted and nor defaulter with Food Department, Government of Sindh.
 - (II) That the contractor/firm will be bound under obligation and sole responsible for completion of awarded work by him/themselves and will not sublet the contract in any case.
 - (III) That the bidder will provide the (03) three specimen signatures of the contractor, the director(s) and/ or authorized representative(s) of the firm which shall be duly attested by the **First-Class Magistrate (FCM) / Oath Commissioner**
- (IV) Affidavit from the bidder to operate in person the transportation work and not to sub late any other on account of award of contract.

3. Other terms and conditions for the submission of bid documents are as follows:

- (A) Successful bidders shall submit performance security at Rs. 1.00 Million in shape of Pay Order or Demand Draft or Bank Guarantee/Insurance Guarantee in favor of Deputy Director Food, Karachi within the period specified in the Bid / offer acceptance of tender failing which the Bid Security of the bidder may be forfeited.
- (B) The other terms and conditions are mentioned in the tender form while and therefore, the bidder will have to sign each and every page of tender form and bidding documents while submitting his bids.
- (C) The Deputy Director Food / Procuring Agency may reject all the bids or proposals at any time prior to the acceptance of a bid or proposal according to SPPRA Rules and shall not incur any liability towards the bidders.

4. PERIOD OF CONTRACT.

The period of contract shall commence from the date of approval of rates or any other date as specified by the Deputy Director Food Karachi and expire on 30th June 2027. The Deputy Director Food may terminate the contract at any time without assigning any reason (s) subject to the relevant provision of SPPRA rules, thereof and without entertaining any claim or compensation to the contractor whatsoever. The respective Deputy Director Food may also withdraw full or any items (s) of work during the period of contract without assigning any reasons and with-out entertaining any claim of compensation of the contractor The Deputy Director Food Karachi reserves all the rights to extend the period of contract or part thereof to the extent of 15% of work already preformed as contained in SPPRA Rules OR otherwise as envisaged under SPPRA / Financial Rules.

5. SECURITY DEPOSIT.

- a) The earnest money in the shape of pay-order CDR etc. submitted at the time of Tender will be adjusted towards the Security Deposit.

- b) The Security Deposit is required to be paid in the shape of pay order to be drawn in favour of respective Deputy Director Food along with offer. The Security Deposit furnish as per terms and conditions of the contract shall be confiscated by the purchase / Tender committee in full or part thereof for any breach of the provisions of the agreement by the contractor or person acting on his behalf, or against any outstanding dues or any loss or damage caused to Government. The Deposit will be refunded to the contractor after (03) three months of the date of expiry of the contract and on production of "NO DUES CERTIFICATE" from the respective District Food Controllers. The refund may however be considered before the expiry of the contract, on merit.

6. SUBMISSION AND PAYMENT OF BILLS.

The contractor shall prepare bill (s) in quadruplicate accompanied with the item wise details of details of work showing the number of bags and weight worked out and the progressive total up-to date of each Centre and will submit the same to the District Food Controller concerned who will get the bills (s) certified from the Incharge of the P.R. Centre / Godown about the correctness of the work done by the contractor. The District Food Controller before countersigning the bill (s) for payment should make himself sure that quantity certificates have been checked and the stocks are properly accounted for in the stock Registers at the Godowns. After ascertaining the correctness of the above position the District Food Controller will record pay enter the bill (s) and pass it on to Regional Audit Office / Assistant Accounts Office Food of the Karachi Region for pre audit. The whole process of scrutiny by the District Food Controller should not take more than (15) fifteen days before the payment is allowed by the respective Deputy Director Food to District Food Controller of the Region on the basis of demand except Deputy Director Food Karachi who will allowed / make payments through Assistant Accounts Officer and Assistant Director Food to the parties concerned, the maintenance of record of transport bills claim will entirely rest with the District Food Controller as well as Assistant Accounts Officer (K) and they will be responsible to produce the same on demand for them. The payment shall be made in accordance with SAP / 3R system.

7. AGREEMENT.

- a) If the successful parties / bidders fail to execute and agreement with the Food Department within (07) seven days of bid acceptance, his Call Deposit will be forfeited in favour of Government after due Notice. The call deposit of 2nd and 3rd lowest should not be returned till and agreement is executed with the successful bidder (1st and 2nd or 3rd lowest) as the case may be.
- b) After acceptance of the lowest rates, the successful party will be required to commence the work as directed and execute an agreement with the Government on Rs. 200/- (Rupees Two Hundred Only) non-judicial stamp paper which will be supplied by the party within (07) seven days of the acceptance letter and affix adhesive at 0.35% stamp duty of the value of the contract or as per prescribed relevant rules.
- c) The purchase/Tender committee reserves the right to add or substitute and clause of the agreement in the interest of Government work and public utility.

**REGIONAL DIRECTORATE OF FOOD – KARACHI REGION
LABOUR WORK TENDER FORM**

- d) The respective District Food Controller and Deputy Director Food Karachi shall execute the agreement which may recover from the contractor as compensation such sums as he may consider recoverable, if any stock entrusted to the contractor under the agreement are lost, got damaged or misappropriated. In case the damaged/losses assessed is more than the amount of the Security Deposit and amounts of the un-paid bills, the contractor shall pay the balance within the period specified by the respective District Food Controller / Deputy Director Food. In case of default the Government dues shall be recovered as arrears of Land Revenues.
- e) If, any question, difference of opinion or objection whatsoever arises in connection with the operation or the managing of the terms and conditions of the agreement or any part thereof, or the rights, duties, liabilities of either party, the same insofar as the decision for any such matter herein before provided for and has been so decided, or every such matter herein whether its decision has been otherwise provided for, and/or whether it has been finally decided accordingly as to whether the contract shall be terminated or as been rightly terminated and as regards the rights and obligations of the parties as a result of such termination shall be referred for arbitration / Re-redressed Committee to such person as may be appointed in this behalf by the Secretary Food is the Government of Sindh and his decision shall be final and binding. Deduction of money if any awarded in such arbitration shall be recoverable in respect of the matter as referred.

8. ISSUE OF WORK ORDER.

Work order on need basis shall be issued to contractor during the valid period of agreement.

DECLARATION

I / We have read / got read, the above terms and conditions other clauses and have fully understood the meaning of the Tender Form and description of work in the attached schedule (s) and have affixed my / our signature / thumb impression hereunder in token of my/our consent of perform the job on the given conditions severally and jointly.

In witness thereof, the said parties have hereunto set their hands the day and year as written above.

Signature of the Contractor _____
With Rubber Stamp

Business Address _____

Telephone No. _____