



GOVT. OF SINDH

SCHOOL EDUCATION & LITERACY DEPARTMENT

BIDDING DOCUMENTS

For

SCHOOL EDUCATION & LITERACY DEPARTMENT

DISTRICT EDUCATION OFFICER

(ES&HS) MATIARI

(FOR THE YEAR 2026-2027)

For

Procurement of Furniture's

**For SEF Al-Madani School at Village Barkat
Ali Bhatti of Taluka Matiari**

Tender issued to

M/s _____

The deadline for submission is 01.09.2026 at 02:00PM

will be opened on the same day at 03:00PM

1.	Name of Work	Furniture & Fixture
2.	Date & Time of Tender Documents Issuance	18-08-2026 09.00AM to 05.00PM & 01.09.2026 before 02.00PM
3.	Place of Tender Issuance	Office of the District Education Officer (Elem: Sec: & Higher Sec:) Matiari.
4.	Method of Opening of Tender	It will be “Single Stage- Two Envelops” procedure as per Sindh Public Procurement Rules 2010 (Amended Upto Date)
5.	Date & Time of Tender Submission	01.09.2026 at 02.00PM
6.	Date & Time of Tender Opening (Technical Proposals)	01.09.2026 at 03.00PM
7.	Date & Time of Tender Opening (Financial Proposals)	It shall be informed in writing to the technically qualified bidders.
8.	Venue of submission & Opening of Tender	Office of the District Education Officer (Elem: Sec: & Higher Sec:) Matiari
9.	Validity of Tender	As per SPPRA Rules 2010 (Amended Upto Date)
10.	Amount of Bid Security / Earnest Money	@ 3% of the Bid Price in shape of pay order, Bank Guarantee or Bank Draft in favour of the District Education Officer (Elem: Sec: & Higher Sec:) Matiari
11.	Time Period allowed for providing of service	Within 45 days of the Contract Awarded.
12.	Contract Agreement	The successful firm shall enter and execute a formal agreement as per the format annexed with such modifications as may be necessary by the concerned District Education Officer.
13.	Stamp Duty Requirement	0.35% of the Contract Value or as prescribed by the relevant Government Laws.
14.	Terms of payment to Firm	After completion of job, payment will be made to the supplier on submission of bill along with delivery Chalang, inspection report and clearance certificate issued by the Inspection Committee assuring Quality / Quantity of purchased material by the internal relevant committee.
15.	Release of Bid Security	The bid security shall be released to the unsuccessful bidders as and when the work is awarded. To the successful bidder the Bid Security shall be released after acceptance of work order furnishing of Performance Security and signing of formal agreement.

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**OFFICE OF THE
DISTRICT EDUCATION OFFICER
(ELEM: SEC: & HIGHER SEC:) MATIARI
No: DEO (ES&HS)/ /2026-27/Matiari, Dated:**

NOTICE FOR INVITATION OF TENDER

The Chairman Procurement Committee, District Education Officer (Elementary Secondary & Higher Secondary) Matiari, invited seal tenders for procurement of **(Furniture`s)** for Petroleum Social Development Committee (PSDC) District Matiari at “SEF Al-Madani School @ Village Barkat Bhatti” of Taluka Matiari for the Academic Year 2026-27, ended on 01st September, 2026, as per single stage two envelop Procurement process are of SPPRA rules:-

i. Furniture and Fixture

Sr. #	Package Description of Tender	Estimated Cost	Earnest Money / Bid Security	Quantity	Last Date of Bid Submission Financial Bid and Technical Bid, Technical Bid Opening Date & Time	Technical Bid Opening Date & Time	Financial Bid Opening Date & Time
01	Mono Desk (Tali Wood 42X15X30) 484 Chairs (Tali Wood 18X18X36)	04.000 Million	3% of bid cost	Mentioned in bidding documents	01 st September, 2026 Bid Submission 02:00 PM Technical Bid Opening 03:00 PM	01 st September, 2026 Bid Opening 03:00 PM	07 th September, 2026 Bid Opening 03:00 PM
02	Staff Room Chair						
03	Teachers Chair						
04	Clerk Office Table (4X2.5)						
05	Filling Cabinets for Office						
06	Whiteboard						
07	Soft Board						
08	Electric Water Cooler						

The bidding documents for each category can be collected from the office of the District Education Officer (Elem: Sec: & Higher Sec:) Matiari, from 18.08.2026 to 01.09.2026 one Hour Before Closing on depositing fee of Rs. 3,000/- (Non-Refundable) for each tender or can be downloaded from SPPRA website.

The completed bid documents shall be submitted on 01.09.2026 till 02.00PM along with the bid security, equal to 3% of the bid price in shape of Pay Order Bank Guarantee or Bank Draft (attached with the Financial Proposal) in favour of the District Education Officer (Elem: Sec: & Higher Sec:) Matiari. The Financial Proposal shall be opened after the evaluation and approval of the Technical Proposal.

The Technical Proposal will be opened on the same day at (03.00PM) by the Procurement Committee in the presence of bidders or their authorized representatives who wish to be present there. Any conditional bid and bid without security shall not be considered.

The Bid Security shall be forfeited by the Procuring Agency, if the bidder withdraws his bid after opening and before the expiry of the bid validity period or fails to sign the contract if the bid is accepted.

The Procuring Agency may reject all or any Bid at any time prior to the acceptance of the Bid, subject to the relevant provisions of SPPRA Rules, 2010 (Amended up to Date).

--Sd--
(REHMATULLAH RIND)
District Education Officer
(Elem: Sec: & Higher Sec:) Matiari
Chairman
Procurement Committee District Matiari

1.1 INTRODUCTION

The Procuring Agency intends to procure Furniture & Fixture for the financial year 2026-27 from eligible bidders through open tenders bidding process under SPPRA Rules 2010 (Amended Upto Date) as provided in rule # 46 (2) Single Stage – Two Envelops shall comprise a single package containing two separate envelops (a) Each envelop shall contain separately the financial proposal and the technical proposal; (b) Envelops shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion also mention the region for which applied; (c) Initially, only the envelop marked “TECHNICAL PROPOSAL” will be opened; (d) Envelop marked as “FINANCIAL PROPOSAL” will be retained in the custody of the Procuring Agency without being opened and it will be opened in presence of bidders who stand qualified in the Technical evaluation, for which date, time and venue will be communicated to the bidders in advance.

The Procuring Agency requires completing the work **within 45 days** from the date of signing of award contract, the bidding firm who may have capacity to complete the job within specified time frame may apply.

The complete set of Bidding Documents may be purchased by an interested eligible bidder on submission of a written application to the office given below and upon payment of a non-refundable fee of Rs. 3,000/- (Rupees Three Thousand only) in shape of Pay Order/ Bank Draft. Bidders may acquire the Bidding Documents from office of the District Education Officer (Elem: Sec: & Higher Sec:) Matiari during office working hours till 09.00AM to 5.00PM before closing time.

All bids must be accompanied by a Bid Security equal to 3% of their quoted amount in the form of (pay order/Bank Guarantee /demand draft) and must be delivered to the office of District Education Officer (Elem: Sec: & Higher Sec:) Matiari at or before 02.00PM 01.09.2026. Bids will be opened at 03.00PM on the same day in the presence of bidders, representative who choose to attend, in the office of the District Education Officer (Elem: Sec: & Higher Sec:) Matiari.

Details/ specifications of items given in Section 4. Responding Organizations should quote for whole/partial items, depending upon the nature of goods in each category subject to meet requirement of procurement agency will be considered.

The Procuring Agency reserves the right of awarding of tender for one or more category after opening of financial proposals. Interested bidders are required to submit their bid proposals strictly as per SCOPE OF WORK (Section-4) and in the light of instructions as laid in this bid document.

The NIT was published in various daily newspapers, also on SPPRA Website.

1.2 Preparation of Proposals

1.2.1 Technical Proposal

1. While preparing Technical Proposal Bidding firm(s) are expected to examine the documents comprising this invitation in detail, as material deficiencies in providing the information requested may result in rejection of the proposal.
2. The Technical Proposal should provide the information as mentioned in Section#2.
3. To establish the conformity of the items required through this TENDER Document, the bidder shall furnish as part of its Technical Proposal, a detailed description of the Bidder's proposed items conforming in all material aspects with the technical Requirements both overall as well as in regards to the performance of each proposed item.
4. Please note that the Technical Proposal shall not include any financial information.

1.2.2 Financial Proposal

1. While preparing the Financial Proposal, the bidder(s) are expected to take into account the requirement and conditions of the invitation documents. The Financial Proposal should follow instructions as mentioned in section 3. It should provide lump sum costs associated with the assignment and all other out of pocket expenses.
2. The Data Sheet shows validity of bid up to 90 days. The Procuring Agency will make its best effort to complete technical clarification (if needed) within this period. Proposal validity may be extended with mutual consent.
3. Rates should be inclusive of all government taxes/levies such as Income Tax, GST, FED, Stamp Duty or whatsoever may be in practice, and will be borne by the bidders in all aspects.

1.3 Bid Price / Payment

1. This Document showing item-wise list along with specifications, quantity and detailed terms and conditions for bidding document is available on provision of Rs. 3,000/- Cash/Bank DD/PO/Bank Chalan in favour of the District Education Officer (Elem: Sec: & Higher Sec:) Matiari, on any working day during office hours.
2. All payments will be made in Pak Rupees.
3. The prices charged by the successful bidder for the required items along with accessories and associated services shall not vary from the prices as quoted in the Financial Proposal.
4. Payment will be made after deliveries of material at consignee, Installation, completion and inspection certificate for Quality/ Quantity issued by the Inspection Committee of the Procuring Agency.

1.4 Cost of Bidding

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

1.5 Language of Bidding

The bid must be prepared and submitted in English language. Supporting documents and printed literature furnished by the bidder with the bid may be in another language as long as they are accompanied by an English translation of the pertinent passages. For the purpose of interpretation of the Bid, English language shall prevail.

1.6 Confidentiality

1. Information relating to the evaluation of proposals and recommendations concerning award shall not be disclosed to the bidder(s) who submitted the proposals or to other persons not officially concerned with process, until the award of Contract is notified to the successful firm(s).
2. Information related to the examination evaluation, comparison and post qualification of Proposals, and recommendation of contract award, shall not be disclosed to the Bidder (s) or any other persons.
3. Any attempt by a Bidder to influence the Procuring Agency in the examination, evaluation, comparison and post-qualification of the Proposals or Contract award decisions will result in the rejection of its proposals.
4. The bidder must provide an undertaking on judicial paper stating to maintain confidentiality and binding that the documents provided under this bid are correct and can be verified from concerned authorities.

1.6.1 Use of Documents and Information by External and Internal Audit

The Bidder shall permit the Procuring Agency to inspect their accounts and record relating to the performance of the supplier and to have them audited by auditors appointed by the Procuring Agency, if so required by the Procuring Agency can directly contact the references given in the technical requirement as a part of TENDER DOCUMENTS to verify the bidder's technical reasons supporting compliance.

1.7 Bid Validity

1. Bid shall remain valid and open for acceptance for a period of 90 days from the specified date of tender opening.
2. In exceptional circumstances prior to expiry of the original bid validity period, the bidder may be requested in writing for an extension of the period of validity. A bidder agreeing to such request will not be permitted to modify his bid. A bidder not agreeing to such request may be withdrawn at the discretion of the Procuring Agency.

1.8 Amendment of Bidding Documents

1. At any time prior to the deadline for submission of Bids, the Procuring Agency may for any reason, whether at its own initiative or in response to a clarification requested by prospective Bidder can modify the Bidding Documents by making essential amendment.
2. The amendment shall be the part of the Bidding Documents, and will be notified in writing through fax or letter by courier or shall be made available on the Website of SPPRA to all prospective bidder who have received the Bidding Documents.

1.9 Clarification(s) / Queries of Tender

1. The bidders are expected to carefully examine all instructions, forms and specification in the Bidding Documents. Any Bidder in doubt as to the exact meaning or interpretation of any part of the Bidding Documents should immediately seek clarification in writing from the Procuring Agency.
2. Requests for all clarification in regard to the given specifications or other information contained in Tender Documents should come either through e-mail/ Fax or Courier to the Procuring Agency. Telephone enquiries may not be entertained.

1.10 Contradictions, Obscurities and Omissions

The Bidder should likewise notify to the above of any contradictions, obscurities and omissions in the Bidding documents if clarification of these is necessary for the clear understanding of the documents and for preparation of the Bid. Such enquiries must reach to the Chairman Procurement Agency.

1.11 Inspection

- a) The Inspection will be carried on the material by representatives of the Inspection Committee appointed by the Procuring Agency upon the arrival of material at the store. It is Bidder's responsibility to ensure quality, quantity correctness and adherence to the Specifications etc any deviation will be rejected and the supplying firm will be solely responsible for it.
- b) The inspection report, which inter-alia, should indicate the condition, Quality as approved in inspection, quantity etc for the items received at stores, shall be signed by the inspection committee.
- c) Taking Over: Upon receipt of the material in the stores of the Procuring Agency and after inspection, the Procuring Agency will issue a taking-over certificate in respect of those items of stores which are received in acceptable condition.

1.12 Installation and Demonstration

- i) After inspection and taking over of the stores, as stated above, **the contractor shall install** those items of stores which are to permanently positioned in place. For this purpose, the contractor shall coordinate with the Chairman Procuring Agency for making arrangements for proper installation.

1.13 Completion Certificate

After completion of the installation and demonstration, as stated above, a certificate is to be obtained by the Contractor from the Chairman Procuring Agency stating that the stores (item-wise) have been satisfactorily installed and demonstrated by the Contractor.

1.14 Breach of Contract

In case of breach of warranty/guaranty or contract, the **damages** suffered by the Procuring Agency **shall be recovered from the Contractor** out of any payment due to the Contractor and /or in accordance with the terms and conditions of the Contract Security/ Performance Bond, without notice to the Contractor.

1.15 Contractor's Default Liability

- a) The Procuring Agency may upon written notice of default to the Contractor Terminate the Contract in the circumstances detailed hereunder:-
 - i) If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring Agency.
 - ii) If, in the judgment of the Procuring Agency, the Contractor fails to comply with any of the other provisions of the Contract.
- b) In the event the Procuring Agency terminates the Contracts, in whole or in part, as provided in above, the Procuring Agency reserves the right to purchase, on such terms and the conditions as it may deem appropriate, stores similar to the one terminated, and the Contractor will be liable to the Procuring Agency for any additional costs for such similar stores, and/or for liquidated damages for delay, as defined in Clause 1.18 (c) of the Condition of Contract until such reasonable time as may be required for the final supply of the stores.
- c) If the Contract is terminated, as provided in above, the Procuring Agency, in addition to any other rights provided in this Clause, may require the Contractor to transfer title and

deliver to the Procuring Agency under any of the following cases in the manner and as directed by the Procuring Agency.

Any completed stores; and Such partially completed Stores, drawings, information and contract right (hereinafter called manufacturing material) as the Contractor has specifically produced or acquired for the performance of such parts of the Contract as has been terminated.

- d) The Procuring Agency will pay to the Contractor the Contract Price for the completed Stores delivered to and accepted by the Procuring Agency and also for the manufacturing materials delivered and accepted.
- e) In the event the Procuring Agency does not terminate the Contract, as provided above, the Contractor shall continue with the performance of his/her contract, in which case the Contractor shall be liable to the Procuring Agency for liquidated damages for delay as set out in Clause 1.18 (c) until the Stores are accepted.

1.16 Partial Shipments

- a) The Procuring Agency accepts partial shipments and also allows partial payments subject to pre-information and agreement, by observing other terms and condition laid down in the contract agreement.
- b) In the event any portion of the stores supplied by the Contractor is found **defective in material or workmanship**, or otherwise not in conformity with the requirements of the Contractor, the
- c) Procuring Agency shall have the right to reject or require, in writing rectification of the stores. In the latter case, the Contractor shall with utmost diligence and at his own expense, make good the defects so specified or replace the defective stores. If the Contractor fails to rectify or replace the rejected stores, the Procuring Agency may adopt any of the following options.
 - i) Replace or Rectify, at its option, such defective stores and charge to the Contractor the excess cost occasioned to the Procuring Agency plus (15%) fifteen percent; or
 - ii) Acquire the said stores at a reduced price considered equitable under the circumstances; or
 - iii) **Terminate the Contract**

1.17 Extension of Time

If the completion of the Contract is delayed due to reason beyond the control of the Contractor, the Contractor shall without delay request the Procuring Agency, in writing, of his claim for an extension of time. The Procuring Agency on receipt of such request may agree to extend the completion date as may be reasonable in the circumstances of the case by without prejudice to other terms and conditions of the Contract.

1.18 Delay in Delivery – Liquidated Damages

- a) Delivery Plan: The Responding Organization shall provide a detailed delivery, installation and configuration plan. Bidder should provide the life line, which should describe exactly what and how material will be delivering, installed and configured. Delivery plan should not be in generic terms but should be specific to this assignment.

Activities schedule should be in tabular form mentioning names of tasks, sub tasks, start date, finish date resources and milestones will also be appreciated.

- b) Should the progress of the Contract at any time be lagging behind the program agreed between the Procuring Agency and the Contractor, the Procuring Agency will notify the Contractor in writing and the Contractor shall there upon take such steps as he/she may deem fit to expedite the progress of the Contract. Non-issuance of this notice by the Procuring Agency shall not in any way absolve the Contractor of the liquidated damages as stated in below section(1.18(b)).
- c) If the Contractor fails to complete the Contract, in full or part, within the time laid down in the Contract Agreement or any extension thereof, there shall be deduction from the Contract Price, as liquidated damages, a sum of one half of one percent (0.5%) of the Contract price of each unit of the delayed stores for each calendar week of delay subject to the maximum of five percent (5%) of the Contract Price of the unit or units so delayed, and such deduction shall be in full satisfaction of the Contractor's liability for the said failure.

1.19 Post Development Support & Services or Warranty

Bidder is required to provide support service till 30 days from the date of supply, in this regard an under-taking on company letter head is required to be submitted along with the technical proposal.

1.20 Training

The bidder should provide a comprehensive training plan which should be flexible to cater to the current requirements. It should encompass all ranges of users i.e. functional, operational and managerial etc. training Documents such as schedules, training material must be provided with the technical proposal.

1.21 Signing of Contract

Within (10) working days after notification to the successful bidder regarding acceptance of his bid submission of 3% Contract Security in shape of DD/Pay Order or Bank Guarantee, the contract incorporating all agreements between the parties will be signed. The Contract agreement will be affixed with revenue stamps @ 0.35% of the contract value as per stamp Act.

2. Technical Proposal

2.1 Covering Letter sample for submission of Technical Proposal attached at end.

2.2 Eligibility Criteria

1. This set of bid documents has been prepared under guidelines as laid down in SPPRA Rules 2010 (Amended Upto Date) and provide a clear basis upon which tenders will be evaluated. Following an objective process based on fair and transparent criteria However, the tenders should submit relevant information clearly and follow instructions to submit their relevant documentary proofs in proper order as defined herein and should not defer, so that it should not impose an excessive burden of preparation or paperwork.
2. Firms would be denied who do not meet the specified criteria. Thus, those who prepare documentation for this bid are responsible for ensuring that the criteria are sufficiently stringent to assure that only properly qualified firms are included in the final list.
3. The Procuring Agency will not accept “blacklisted” contractors or suppliers in principle the tenderers should submit an affidavit on judicial paper stating that their firm is not black-listed or is not involved in any of litigation with any government, semi government or private institutions.
4. The Tendering process invites maximum number of firms to participate and meet the pre-requisite requirements laid down in this bid document.
5. Bidding is open to the contractors, suppliers and joint ventures from the country that full fill the requirement of this tender.
6. where a firm, its affiliates or parent company in addition to consulting also has the capability to fulfill the requirement as laid by The Procuring Agency can also apply.
7. only those firms may apply who have 5 years business experience with various five procuring agencies Firms having less experience may not apply.

2.3 Evaluation Criteria

The Clear statement / Criteria for the eligibility requirements are give in following table application who wish to apply for participating in this tendering process may prepare their profile exactly in-accordance of the criteria set herein.

There will be three stages of Evaluation.

- a) Bidding Firm’s Evaluation
- b) Evaluation of specifications goods offered by the bidder.
- c) Evaluation against technical skill / facilities by the bidding firm concerned procurement.
- d) Weight-age Score (from a to c) high taker will be ranked as best evaluated cost.
- e) The evaluation will be carried out under the weighted formula of least cost.
- f) all bids will be weighted and their results will be announced on website, under intimation to the concerned bidder.

A) THE TECHNICAL CRITERIA

The technical proposals will be evaluated based on the criteria described as under. The Procuring Agency reserves the right to waive minor deviations, if these don’t materially affect the capability of a furniture manufacturer/furniture supplier to perform the contract.

Bidders are required to provide evidence/supporting documents with respect to all information given here under.

1. **Mandatory Information**

Sr #	Description
1.1	Name of Furniture Manufacturer/Furniture Supplier Firm & Manufacturer of Authorization
1.2	Type of firm whether individually owned (sole proprietorship), partnership, corporation and the names of its owners or partners (copies of Partnership Deed are to be submitted as evidence)
1.3	Address of registered office, Phone, Fax. Email address etc.
1.4	Undertaking for Not black listing/debarred certificate on Rupees 200/- stamp paper
1.5	Undertaking for Litigation history on stamp paper of Rupees 200/- that the bidder must not be Involved in any complain / Court Matter or Filed Petition against any government and semi government department institutions in last 05 year otherwise the bidder will not be consider.
1.6	National Tax Number (Certificate)
1.7	Sales Tax Registration (Certificate)
1.8	Sindh Revenue Board (SRB) Registration certificate if applicable
1.9	Professional Tax Certificate
2.0	Active Tax Payer 100%

2. **Criteria for Technical Qualification**

a) **General**

Sr #	Description	Maximum Marks	Criteria for Marks Obtained
2.1	Number of years of company establishment / establishment of manufacturer / Supplier	10	1 mark will be given for each year from the date of establishment. No marks will be given if no evidence or fake/invalid evidence is provided
2.2	Company Business Type it self Manufacturer 310000 (Mandatory)	20	Firm Should be Manufacturer of Furniture & Fixture in FBR Registration Certificates (Relevant Evidence Mandatory)

b) **Financial**

3.1	Annual Turnover of last 05 years Bank Account Details or Bank Credit line certificate of same financial value as per format attached as Annexure – D	10	10 marks are given if the available average annual turnover for last (05) five years is equal to or above PKR 100 Million. (Relevant Evidence Mandatory) 05 marks are given if the available average annual turnover for last (05) five years is equal to or above PKR 50 Million. No marks shall be given if available average working capital of last (05) five years is less than PKR 50 Million.
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Sr #	Description	Maximum Marks	Criteria for Marks Obtained
3.2	Audit Financial Reports last 05 years	10	2 marks will be added for each year Attached copies of financial statements (balance sheets including all related notes and income statements Photo copies) for the last (05) five years, duly audited by a certified chartered Accountant Firm in Pakistan, tax returns of last (05) five years. No marks will be given if no evidences of Financial statement or invalid/ outdated evidence are provided
3.3	Paid Income Tax Annual Returns last 05 years	10	2 marks will be added for each year No marks will be given if no evidences of Paid challan or invalid/ outdated evidence are provided.
3.4	Monthly Sale Tax Summary of last 12 Months	12	1 Marks production of each month Sale Tax return Max (12)
3.5	ISO Certification	08	Valid ISO 9001 Certificate

Experience Record

Sr #	Description	Maximum Marks	Criteria for Marks Obtained
Experience			
4.1	Government/Semi Government Organizations/ authorities/ Equivalent reputed organizations.	20	04 marks will be given for each contract/supplies completed in last five (05) years contract of similar size, type, nature, complexity. No marks will be given to invalid evidence provided or less than 02 contracts attached of Rs. 2.5 Million each.
Note	1. 60% Marks in Technical Evaluation to qualify as per above mentioned criteria. 2. Bidders must be provided the details of quoted items (Specification / Quantity of items on letter head separately) is found to.		

Note:-

- Committee is authorised to verify any of above documents if needed and the bidder will be black listed in the case of provide fake document (s) if any.
- Date of Financial bid opening can be extend in case of delay to get verification which end by committee.

3. FINANCIAL PROPOSAL

Financial Proposals of only the technically qualified bidders should be opened and evaluated / compared on the following basis:-

- 1) The financial proposals shall first be checked for any error of computation and arithmetic errors will be corrected.
- 2) If a bidder does not accept the correction of errors, its bid will be rejected and its bid security may be forfeited.
- 3) Items and Services that are required but have been left out or are necessary to correct minor deviations of the proposal will be added to the total proposal price using **cost taken from the highest prices from other responsive proposals** for the same item and Services, or in the absence of such information the cost will be estimated at prevailing list prices.
- 4) For the purpose of evaluation equal cost of the item / category (as the case may be will be considered) as prescribed at 1-1 comparison of bids, total lump sum cost will be considered of each category.
- 5) Total evaluated financial cost of each responsive bidder shall be the basis of merit ranking of the Financial Proposal of the bid.

Evaluation of Financial Proposals Offered by the Bidding Firm

After qualifying first stage of technical bid proposal of the bidders, the financial proposal of the same qualified bidders will be opened in the presence of procurement committee as well as concerned bidder (if participates), however the financial proposal of the disqualifying bidders will be returned duly untouched through courier.

METHOD OF AWARDING OF CONTRACT

Under SPPRA Rule No. 49 the bidders who qualify technically with the lowest evaluated cost by not necessarily the lowest submitted price shall be awarded the procurement contract.

- a) The Procurement Committee District Matiyari on the **Furniture`s** given in the tender appendixes will make technical evaluation. Rating for the technical evaluation will be as per format given as above. The evaluation shall be on the basis of bidder's responsiveness to the Terms of Reference. The Procuring Agency will apply evaluation criteria and point of system to

evaluating the bids technically. A proposal shall be rejected at this stage if it does not respond to the important aspects of the terms of Reference.

- b) The Procuring Agency will notify the bidding firm of rejection of their technical proposal indicating reasons that their financial proposal if any will be returned unopened after completing the selection process.
- c) The Procuring Agency will notify in writing to the firm(s) qualifying for technical score, and indicate the date, time and address for opening of financial proposal.
- d) On opening the financial proposal i.e. in the presence of the bidding firm(s) representative who wish to attend, The Procuring Agency will announce the names of firms their technical scores and the amount of their financial proposals.

The decision of the Procurement Committee will be binding on all Bidders.

1.2 Preparation of Results for successful Bidders:

- 1. After technically qualified bidding firms having lowest evaluated cost will be treated as successful and first lowest bidder.
- 2. The decision of Procuring Agency will be binding on all concerned and will in no case be challengeable at any forum.

Signature & Stamp of Bidder

COMPANY PROFILE

LEGAL INFORMATION	
Legal Registered Company Name	
Office Physical Address at Present	
Office Address as declared to FBR	
Telephone/Fax Numbers (Landline)	
Email Address & URL	
Name of Owner / with mobile phone number	
Name of Contact Person with Mobile number	

GENERAL INFORMATION	
Year of Establishment	
No. of Employees	
If Proprietorship company then give the Names of Owner/Proprietor with CNIC #s and Percentage of Share	
If Partnership Firm then give the Names of Partners & their CNIC #s and Percentage of Share	
If Private Limited Company then give the Name of Directors & their CNIC#s shareholders received dividend and it is optional	
Do you have Branches?	
No. of Staff in Branches	
Is your Office Owned?	
Is your Office is Rented?	
What is the nature of your Primary Business?	

FINANCIAL INFORMATION

Turnover in Last Five years.	<table border="1" style="margin: auto; border-collapse: collapse;"> <tr> <th style="width: 20%;">2021-22</th> <th style="width: 20%;">2022-23</th> <th style="width: 20%;">2023-24</th> <th style="width: 20%;">2024-25</th> <th style="width: 20%;">2025-26</th> </tr> <tr> <td style="height: 20px;"></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	2021-22	2022-23	2023-24	2024-25	2025-26					
2021-22	2022-23	2023-24	2024-25	2025-26							
Bank Account Details which id declared in FBR	(Note: Provide Account Number, Title of Account, Bank Name, Branch & attach Bank Certificate)										
If Proprietorship then give the Name of Owner/Proprietor with CNIC Number	(Note: Provide Name of Owner/Proprietor/ CNIC #, total capital/Investment Amount)										

EMPLOYEES INFORMATION

SR. #	Name of Employee	Designation	CNIC #	Mobile Number	Responsibility
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					

Logistic Information

Sr.#	Facility	Number of Facilities	Address/ Registration Number / Owned Or Rented.
1	Types of Vehicle		Give Details of Machines, their purpose and production
2	Do you have Ware house		

Note: All above mentioned information shall be provided on company letter head and duly signed by the authorized person.

DISTRICT EDUCATION OFFICER (ELEM: SEC: & HIGHER SEC:) MATIARI
FURNITURE'S FOR SEF AL-MADANI SCHOOL @ VILLAGE BARKAT BHATTI, TALUKA MATIARI
TECHNICAL PROPOSAL

Submitted by M/s _____

DISTRICT MATIARI			
S. #	NAME OF THE ARTICLE & DESCRIPTION	ESTIMATED QUANTITY IN NUMBERS	Specification Offered By bidder
FURNITURE'S FOR SEF AL-MADANI SCHOOL @ VILLAGE BARKAT BHATTI, TALUKA MATIARI.			
01	Mono Desk (Tali Wood 42X15X30) 484 Chairs (Tali Wood 18X18X36)	219	
02	Staff Room Table Size: (4x2½x3)' Frame made in ¾ "lamination & lipping with sheesham wood 1 ½ "show laminated board on front, good quality 2 drawers lockable tea tray on right side, with foot rod, A class lacquer polish wherever required.	15	
03	Teachers Chair (31H x 18W x 18"D, Seat height: 18") Frame of made of Sheesham wood (lacquer polish). Seat and Back Molty Foam No.1 quality with project fabric.	11	
04	Clerk Office Table Size: (4x2½x3)' Frame made in ¾ "lamination & lipping with sheesham wood 1 ½ "show laminated board on front, good quality 2 drawers lockable tea tray on right side, with foot rod, A class lacquer polish wherever required.	1	
05	Filling Cabinets for Office Size: 39 W 17 D 47 H (Inches) Material: Noce Prenne & Charcoal Grey MFC Handles: Built-in Metallic Handles Finish: Grey Powder Coat Shelves: 4	3	
06	Whiteboard Deli Magnet Whiteboard E39034A 3x4 feet	12	
07	Softboard Size: L46"xW15"	15	
08	Electric Water Cooler Water Cooler Floor Standing Pressure Type VP80 Model WC-VP80 Temperature Controller Compressor Start Indication Power Supply Indication	1	

FORM OF TENDER

(To be printed on the letter head of the firm)

Tender Reference No. _____ Dated: _____

Name of Contract: **Furniture`s**

The Chairman Procurement Agency

Dear Sir,

1. Having examined the Tender Documents including Instructions to Tenderers, Conditions of Contract, Specifications, Drawings, Schedule of Prices and Addenda Nos. _____ for the execution of the above-named Contract, we, the undersigned, being a company doing business under the Name & Address _____ and being duly incorporated under the laws of Pakistan hereby offer to execute and complete such Contract and remedy and defects being in conformity with the said documents including Addenda thereto for the Total Tender Price of Rs. _____ (in figures and words) or such other sum as may be ascertained in accordance with said Documents.
2. We understand that all the Schedules attached hereto form part of this Tender.
3. As security for due performance of the undertakings and obligations of this Tender, we submit herewith a Bid Bond of Rs. _____ (in figures and words) drawn in favour of or made payable to the District Education Officer (Elem: Sec: & Higher Sec:) Matiari, and valid for a prior of 45 days beyond the period of validity of this Tender.
4. We undertake, if our Tender is accepted, to complete the whole of the work comprised in the above-named contract within _____ days.

ARTICLE OF AGREEMENT

The agreement is made on this _____ day of _____ 2026, by and between The District Education Officer (Elem: Sec: & Higher Sec:) Matiari, including his successors in office and Assignees/Agents, acting through the Chairman Procuring Agency, hereinafter called the _____ of the one part. AND M/s _____, located at _____,

Here in after called the "Contractor" which expression shall include their successors, legal representatives of the second part.

Whereas the Chairman Procuring Agency requires supply of _____ and whereas the Contractor has agreed to supply , install put into operation and demonstrate the working of the said equipment valued at Rs. _____ and in words in the period of 45 Days, subject to the terms and conditions set forth, hereinafter, which have been accepted by the Contractor.

Now this agreement witness as follows:

1. In this agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents which, for the purpose of identification, have been signed by _____ on behalf of the Contractor, and by the Procuring Agency on behalf of the Chairman Procuring Agency, all of (name and designation of the authorized person) which shall be deemed to form and be read and construed as a part of this Agreement viz.?
 - a) Articles of Agreement;
 - b) Instructions to Tenderers;
 - c) Conditions of Contract ;
 - d) Contractor's Offer including the relevant correspondence prior to signing of this Agreement with all Annexures duly filled in.
 - e) The specifications of the equipment ; and
 - f) Bill of Quantity with prices.
3. In consideration of the payment to be made to the Contractor, the Contractor hereby covenants with the Procuring Agency to supply, deliver, install, put into operation and demonstrate the working of the Equipment in conformity in all respects of the Contract & the order No. _____
4. The Procuring Agency hereby covenants to pay the Contractor in consideration of the supply, delivery installation, putting into operation and demonstration of the working of the Equipment the contract price in the manner prescribed by the Contract and approved by the Procuring Agency.

In witness thereof the parties have hereinto set their respective hands and seals, the day, month and year first above written.

WITNESSES

DISTRICT EDUCATION OFFICER
(ELEM: SEC: & HIGHER SEC:) MATIARI

Witness No. 1

Signature _____

Name: _____

Designation _____

Witness No. 2

Signature _____

Name: _____

Designation _____

CONTRACTOR

Witness No. 1

Signature _____

Name: _____

Designation _____

Witness No. 2

Signature _____

Name: _____

Designation _____

(INTEGRITY PACT)
**DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC PAYABLE BY THE
SUPPLIERS OF GOODS, SERVICES & WORK IN CONTRACTS WORKS RS: 10.00
MILLION OR MORE**

Contract No. _____ Dated: _____

Contract Value: _____

Contract Title: _____

_____ (Name of Contractor) hereby declares that it has not obtained or from Government of Sindh (GoS) or any administrative department or agency thereof or any other entity owned or controlled by GoS through any corrupt business practice.

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

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

Not with standing any rights and remedies exercised by GoS in this regard, (name of Contractor)

Agrees to indemnify GoS for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoS in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by (name of Contractor) as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoS.

Name of Procurement Agency:

Signature:

Signature:

(Seal)

(Seal)

Name of Contractor:

DISTRICT EDUCATION OFFICER (ELEM: SEC: & HIGHER SEC:) MATIARI
FURNITURE & FIXTURE
FINANCIAL PROPOSAL / BOQ

Submitted by M/s _____

DISTRICT MATIARI				
S. #	NAME OF THE ARTICLE & DESCRIPTION	ESTIMATED QUANTITY IN NUMBERS	RATE INCLUDING TAX	TOTAL AMOUNT INCLUDING TAXES
FURNITURE`S FOR SEF AL-MADANI SCHOOL @ VILLAGE BARKAT BHATTI, TALUKA MATIARI.				
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07	Softboard Size: L46"xW15"	15		
08	Electric Water Cooler Water Cooler Floor Standing Pressure Type VP80 Model WC-VP80 Temperature Controller Compressor Start Indication Power Supply Indication	1		



OFFICE OF THE
DISTRICT EDUCATION OFFICER
(ELEM: SEC: & HIGHER SEC:) MATIARI
No: DEO (ES&HS)/62 /2026-27/Matiari, Dated: 17/08/2026

NOTICE FOR INVITATION OF TENDER

The Chairman Procurement Committee, District Education Officer (Elementary Secondary & Higher Secondary) Matiari, invited seal tenders for procurement of (Furniture's) for Petroleum Social Development Committee (PSDC) District Matiari at "SEF Al-Madani School @ Village Barkat Bhatti" of Taluka Matiari for the Academic Year 2026-27, ended on 01st September, 2026, as per single stage two envelop Procurement process are of SPPRA rules:-

i. **Furniture and Fixture**

Sr. #	Package Description of Tender	Estimated Cost	Earnest Money / Bid Security	Quantity	Last Date of Bid Submission Financial Bid and Technical Bid, Technical Bid Opening Date & Time	Technical Bid Opening Date & Time	Financial Bid Opening Date & Time
01	Mono Desk (Tali Wood 42X15X30) 484 Chairs (Tali Wood 18X18X36)	04.000 Million	3% of bid cost	Mentioned in bidding documents	01 st September, 2026 Bid Submission 02:00 PM Technical Bid Opening 03:00 PM	01 st September, 2026 Bid Opening 03:00 PM	07 th September, 2026 Bid Opening 03:00 PM
02	Staff Room Chair						
03	Teachers Chair						
04	Clerk Office Table (4X2.5)						
05	Filling Cabinets for Office						
06	Whiteboard						
07	Soft Board						
08	Electric Water Cooler						

The bidding documents for each category can be collected from the office of the District Education Officer (Elem: Sec: & Higher Sec:) Matiari, from 18.08.2026 to 01.09.2026 one Hour Before Closing on depositing fee of Rs. 3,000/- (Non-Refundable) for each tender or can be downloaded from SPPRA website.

The completed bid documents shall be submitted on 01.09.2026 till 02.00PM along with the bid security, equal to 3% of the bid price in shape of Pay Order Bank Guarantee or Bank Draft (attached with the Financial Proposal) in favour of the District Education Officer (Elem: Sec: & Higher Sec:) Matiari. The Financial Proposal shall be opened after the evaluation and approval of the Technical Proposal.

The Technical Proposal will be opened on the same day at (03.00PM) by the Procurement Committee in the presence of bidders or their authorized representatives who wish to be present there. Any conditional bid and bid without security shall not be considered.

The Bid Security shall be forfeited by the Procuring Agency, if the bidder withdraws his bid after opening and before the expiry of the bid validity period or fails to sign the contract if the bid is accepted.

The Procuring Agency may reject all or any Bid at any time prior to the acceptance of the Bid, subject to the relevant provisions of SPPRA Rules, 2010 (Amended up to Date).


(REHMATULLAH RIND)
District Education Officer
(Elem: Sec: & Higher Sec:) Matiari
Chairman
Procurement Committee District Matiari
Rehmatullah Rind
District Education Officer
(ES&HS) Matiari