

Dated, _____-2026

**TENDER FORM TO BE SUBMITTED THROUGH
E-PAK ACQUISITION & DISPOSAL SYSTEM**

Date of Submission: 16-09-2026 up-to 02:00 PM

Time of Opening: 02:30 PM on 16-09-2026

Issued in Favor of Messrs:- through
Cash / Pay Order/ Paid Challan for Rs. 5000/- (Rupees Five Thousand only) non-
refundable vide Receipt No. dated: - -2026 in Food Account-II
at SBP / NBP.

**ASSISTANT ACCOUNTS OFFICER (F)
KARACHI REGION**

- “A” Name & Signature of Contractor _____
- “B” CNIC No. of Contractor (Copy attached) _____
- “C” Rubber Stamp _____
- “D” Full Business Address of Firm which the person (s) represent _____
- “E” The Capacity in which the tendered has signed on behalf of the firm _____
- “F” Whether the firm is Registered firm or Ur-Registered Partnership firm _____

REGIONAL DIRECTORATE OF FOOD KARACHI
TENDER FORM / ENQUIRY FOR TRANSPORTATION

Date & Time of Submission of Tender: 16-09-2026 up-to 02:00 PM
Date & Time of Opening of Tender: 16-09-2026 at 02:30 PM
Wheat Crop: 2025-26
Contract Period: Up-to 28-02-2027

DESCRIPTION OF WORK

Transportation of wheat bags subject to the conditions laid down in SPPRA Rules. The PASCO wheat and Bardana is to be lifted from the following Districts of Sindh to all Godowns/PRCs of Karachi for the period up-to **28-02-2027**. The contractor shall have to lift correct number of bags with weight on 100% weighment basis from dispatching ends after satisfaction of quality, quantity and weight from dispatching end and to deliver the same to the designated Incharges of P.R. Centers / Godowns of Karachi Region on prescribed weighbridge. The contractor will be fully responsible for all en-route shortages and other losses in transit and the same will be recovered from his bills / security deposit and or as arrears of Land Revenue to which such contractor will have no counterclaim. Any items (s) of work or any part thereof can be suspended / withdrawn / terminated at any time without assigning any reason (s) therefore and no claim whatsoever shall be entertained in this behalf.

S. No.	Name of District from where PASCO Wheat & Bardana is to be lifted	Quantity (in M tons)	Quoted Rate Per Bag of 101 KG.
1	Khairpur	90,526	The list of work and required bid security attached at “Annexure-A”.
2	Naushehro Feroze	53,359	
3	Shaheed Benazirabad	32,172	
4	Sukkur	31,174	
Total		207,231	

Rates should be quoted for per bag of 101 Kilograms gross from any WP Centers / PRCs of District to any PRC / Privately hired godowns in Karachi Regions as shown against each (Annexure-A) including the loading / unloading proper stacking inside the centre / godown to the level up-to 15 to 18 bags high, besides collection of sweeping stitching of torn / slack bags with cost of sutli etc. as attached Annexure-A. The weight of Bardana will not be chargeable towards transportation charges.

I have read/got read the terms and conditions and hereby undertake to discharge the duties accordingly and undertake to provide the required No. of Truck above.

Pay-order No: _____ Dated: _____ for Rs. _____ of
_____ Bank Branch _____ is/are enclosed.

Note: Pay order in full amount fixed for security deposit for each District may be enclosed; which must be issued from any schedule Bank.

Signature of the Bidder with stamp _____ Dated _____

**RATES OFFERED BY THE BIDDER AGAINST ESTIMATED TARGET FOR
TRANSPORTATION OF WHEAT & BARDANA FROM PASCO GODOWNS OF
FOLLOWING DISTRICTS OF SINDH TO KARACHI FOOD
GODOWNS/PRIVATELY HIRED GODOWNS, FOR THE CROP 2025-26 (UPTO 28-
02-2027)**

Sr No.	Name of District	Estimated Quantity allocated for shifting (in M.T)	Rate offered for Transportation of wheat bag of 101 Kg from various district to Karachi Food Godowns	Total Amount Quoted (BxC)	Bid Security of the total Quoted amount column "D"
	A	B	C	D	E
1.	Khairpur	90,526			Rs 15 Million
2.	Naushehro Feroze	53,359			
3.	Shaheed Benazirabad	32,174			
4.	Sukkur	31,174			
Total		207,231			
		Details of Bid Security (Banker Cheques / Pay order / Demand Draft): 1) Name of Issuing Bank& Branch: _____ 2) Date of Pay order: _____ 3) Amount of Bid Security: _____ 4) In Favor of : _____ 5) Address Bank: _____ 6) Period of Bid Validity: _____			

Note:-

1. Bid Security is calculated on the Total Estimated Cost of the Quantity of wheat to be shifted.
2. The difference of the bid Security amount at the rate quoted shall be recovered.

Signature of the Bidder with stamp _____ Dated _____

TERMS AND CONDITIONS OF TENDERS

1. This tender form and the schedule(s) list of work should be signed with the name of persons and Firms Rubber stamp, with Registration number.
2. The tenders must be submitted through (E-PADS) in the tender form and the attached schedule(s) list of work duly and properly filled and signed.
3. The tenderer shall have to enclose a pay order of any schedule Bank for the sum fixed for Bid Security, duly pledged in favor of respective Deputy Director Food Karachi Region.
4. The parties should fill in tender form, according to single stage (Two envelope procedure), as envisaged under SPPRA Rules 2010 (Amendment To date)
5. Bidders must quote rate per 101 Kg bag for transportation of wheat from Each District of Sindh to Karachi Food Godown/Private Hired Godowns in Karachi inclusive of all charges i.e. loading/unloading of commodity cost of material specified in the schedule(s) under the description of work and taxes, and nothing shall be paid by the department. The contractor shall be duty bound to work after normal hours and on Sunday/Holiday for which no overtime charges/double the normal rate on any account shall be payable by the Department.
6. Rate should be quoted both in figures and in words in the schedule/work attached Annexure-A with this Tender form. The Bid Security Rs. 15.00 Million being 1% of the estimated contractual value of whole quantity in Form of Pay Order/Demand Draft in Favor of Karachi Food Region which shall remain valid for a period of 28 Days beyond the validity period for bids.
7. The Bid shall remain valid for the period of 90 days after the date of bid opening.
8. Incomplete tender(s) schedule(s) shall not be entertained, and condition or alteration, cutting of words or figures, erasing and insertion of any remarks on the tender form(s) schedule(s) will not be accepted and such tenders shall be rejected.
9. Rate and amount of Bid security should be quoted both in figures and in words in the schedule/work attached **Annexure-A** with this Tender form and rate/route shall be considered subject to the provision of required security deposit only.
10. The rates should be inclusive of all charges i.e. loading/ unloading of commodity; cost of material specified in the schedule(s) under the description of work and taxes, and nothing shall be paid by the department. The contractor shall be duty bound to work after normal hours and on Sunday/Holiday for which no overtime charges/double the normal rate on any account shall be payable by the Department.
11. The contractor shall provide adequate Labour and the required number of trucks daily but not less than that prescribed in the attached schedule of work for each center as and when demanded for handling and transportation of commodity. In case the contractor fails to provide adequate labour and required number of trucks, the work shall be got done from the local market after giving him a notice of 24 hours and the expenditure in excess of his fixed rates including losses suffered, if any shall be recovered from the contractor. The quantity should be lifted under all circumstances without fail. The Department shall however, be entitled to get the work done simultaneously with through agency / party or the private transport company for that the approved transporter shall have no objection to it.

Signature of the Bidder with stamp _____ Dated _____

12. Parties/contractors who have not performed satisfactory work and have failed in fulfilling their contractual obligations with the Department shall not be eligible to compete in the tender.
13. Offers once submitted shall not be allowed to be withdrawn. In case any offer is withdrawn, the losses, if any, that may accrue to Government by such withdrawal shall be payable by the party/firm concerned and shall be dealt in accordance of the relevant SPP Rule (2010 Amended to Date)
14. The bidder shall have to enclose a Pay Order/Demand Draft/Call Deposit Reciept/etc, of any schedule Bank for the sum fixed for Security Deposit, duly pledged in favor of respective Deputy Director Food, Karachi. The Security deposit of un-successful bidders will be returned after deciding the lowest tender rate.
15. The contractor shall load and unload the goods in his own presence or of his assignees(s) representative(s) etc. at all designated places and shall lift goods after his satisfaction of quality, quantity and weight from dispatching centers and bring it to Karachi in sealed manner. The Contractor is expected to load and bring only FAQ wheat to Karachi. The contractor shall be solely responsible for all the en-route shortages (Loose Grains) or damages etc. and shall have to pay the cost of such shortages. The recovery of cost of such shortages shall be affected as per notified policy of Food Department Government of Sindh, Karachi.
16. Misappropriation committed during transportation of wheat, (full bags of wheat), by the approved transport contractor shall be recovered as per open market rate of wheat at that time or carrying cost of the Department of particular crop whichever is higher plus markup cost from the end of the wheat year i.e. after 31-March of each year. This cost can be recovered from the running bills/pending bills/security deposits or arrears of Land Revenue and no counter claim will be entertained at later stage.
17. The contractor shall give correct and timely delivery of bags and weight to the Incharge P.R. Centre/ Godowns and stack the bags in the Godown in countable position and for failure on his part the stocks shall be got stacked / restacked at his risk and cost and the expenditure involved shall be recovered from him. The grains leftover inside and within the Godowns premises as a result of handling by the laboures of the contractors shall be collected, in the form of sweeping, filled in bags and stacked by him properly failing which the work will be got done at his risk and cost and losses suffered expenditure incurred if any shall be recovered from him in accordance with the Food Department Government of Sindh Notification No.SO(W)/Recovery/2021 dated 07-05-2021.
18. The bags of food grains shall be stacked up-to 15 or 18 layers of standard /un-standard bags with collection of sweeping stitching of torn slack bags and cost of sutlie etc and its cost should be included in the rates tendered. The bags will be stacked in proper countable position.

Signature of the Bidder with stamp _____ Dated _____

19. PRIOD OF CONTRACT:

The period of contract shall commence from the date of approval of rates or any other date as specified by Deputy Director Food, Karachi and expire on 28 February 2027. The Deputy Director Food, Karachi 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 item(s) of work during the period of contract without assigning any reasons and without entertaining any claim of compensation of the contractor. The purchase/tender committee 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 Rule 16(e) of SPPRA Rules OR other wise as envisaged under any other SPPRA / Financial Rules.

20. SECURITY DEPOSIT:

1. The bid security of amount as shown in the Annexure A in the form of Call deposit or pay order or demand draft in the name of **Deputy Director Food Karachi Region** and the required documents must be submitted by using EPADS Electronically through **SPPRA EPADS Portal (<http://eprocure.gov.pk>)** and **original bid security along-with a set of documents required in technical proposal** must reach at the office of Deputy Director Food Karachi located at **Sindh Govt. Godown No. 03, Landhi, Karachi.**, before deadline for submission of bids. Bids of the bidders failed to submit bid security by the deadline shall be rejected.
2. However, Bid Security will be refunded to the unsuccessful bidders after awarding of contract to the successful bidders.

21. SUBMISSION AND PAYMENT OF BILLS:

The contractor shall prepare bill(s) in quadruplicate accompanied with the truck- wise details of dispatches showing the number of bags and weight transported and the progressive total of up-to date dispatch from each Centre and will submit the same to the District Food Controller concerned who will get the bill(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 of both the dispatches and arrivals have been checked and the stocks arrived have been properly accounted for in the stock Registers at the Godowns. The District Food Controller after satisfying himself about the correctness of the stock received as per dispatch certificate will inform the dispatching end i.e. the District Food Controller for the quantity received at designated place through the transport contractor from the particular centre/Godown with the support of the centre-wise quantity acknowledge / received at designated place monthly progressive total which also be intimated by him i.e. the Centre Incharge/District Food Controller of dispatching end to respective District Food Controller / Deputy Director Food after ascertaining the correctness of the above position, the District Food Controller will record pay order on the bill(s) and pass it on to Regional Audit Office/Assistant Accounts Officer Food of the respective Region for pre audit. The whole process of scrutiny by the District Food Controller should not take more than 15 (fifteen) days before the payments is allowed,

Signature of the Bidder with stamp _____ Dated _____

by the respective Deputy Director Food to District Food Controllers of the Region on the basis of demand except Deputy Director Food, Karachi who will allow / 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 payments shall be made in accordance with SAP/3R system.

22. AGREEMENTS:

- (i) If the successful parties / bidders fail to execute an agreement with the Food Department within seven days of bid acceptance, his Bid Security will be forfeited in favor of Government after due Notice.
- (ii) 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 non-judicial stamp paper which will be supplied by the party within (7 days) 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.
- (iii) The purchase / tender committee reserve the right to add or substitute any clause of the agreement in the interest of Government work and public utility.
- (iv) The respective District Food Controller of Hyderabad Region 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 are more than the amount of the security deposit and amount of the un-paid bills, the contractor shall pay the balance within the period specified by the respective District Food Controller / Deputy Director. In case of default the Government dues shall be recover as arrears of Land Revenue.
- (v) 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 or either party, the same inso-far as the decision for any such matter herein before provided for and has been so decided, or every such matter herein whether 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 has 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-redressal Committee to such person as may be appointed in this behalf by the Secretary Food to the Government of Sindh and his decision shall be final and binding. Deduction of money if any awarded in such arbitration/ Re-redressal Committee shall be recoverable in respect of the matter as referred.
- (vi) The quantities of district-wise allocated wheat stocks (as estimated in Annexure A) for shifting to Karachi can be increased or decreased by the Deputy Director Food (Karachi Region) at any time based on operational necessities with notice to the contractor in writing.

Signature of the Bidder with stamp _____ Dated _____

23. ISSUE OF WORK ORDER:

After the tender is approved, agreement signed and security deposited is received in full, the District Food Controller of the dispatching end shall in accordance with the allocation made by the competent authority, issue work order in the prescribed proforma indicating the specific quantity to be shifted up to a particular date estimated daily target shall also be indicated.

24. IMPOSITION OF PENALTY:

(i) Penalty shall be calculated and imposed up to the rate of 8% of the transportation charges for the quantity transported less than the target indicated in the work order.

(ii) The assessment of penalty shall be on the basis of monthly performance of the contractor in respect of wheat purchase centers and PRCs respectively and the total amount of penalty so calculated will be recovered from the bills. In case, the amount of penalty exceeds the amount of bills, the same will be recovered from the security deposit.

(iii) Keeping in view the performance of the contractor, a percentage of the bill/bills if necessary, may be withheld till the finalization of the work. Final Assessment and adjustment of the penalty and withheld amount shall be made in the final bill under a work. Action under this provision shall only be necessitated if the target in the work order exceeds the quantity laid down under para-19 (ii) above. In all other cases, the risk will be stand covered from the amount of security.

(iv) In case of unsatisfactory performance or non-observance of any condition of the agreement by the contractor, any action warranted under the policy may also be taken in addition to the imposition of the penalty.

(iv) Any under assessment of penalty shall be the personal responsibility of the DFC making payment of the bill.

(v) The above provisions shall be applicable to all categories or contracts under this policy but in case of contracts within district for shifting of wheat from WP Centre to PR Centre, the assessment of performance will be made on weekly basis.

B. Deputy Director Food, Karachi may terminate the agreement at any time if:

(i) The contractor fails to discharge the commitments of or fails to observe the instructions issued to him by the Department.

(ii) The Contractor proves to be incapable in performing satisfactorily work entrusted to him;

(iii) Any gratification, commission, gift or any other illegal advantage given by or on behalf of the contractor to any officer, official or any person acting on behalf of Government in relation to the operation of the agreement;

(iv) The contractor pilfers or abets the pilferage of Food grain or any other Government properties or causes loss to Government or collaborates with any officer, officials of the Government in causing loss to Government.

(v) The contractor assigns or sublets his contract without written permission of the respective Deputy Director Food, or attempt to do so, become insolvent or any in solvency proceeding etc. have already been or are commenced against him.

vi) In the event of the agreement being terminated as per clause above, the Contractor shall without prejudice to any other liabilities, be liable to make good the loss or damage the Government resulting from such transactions and the Deputy Director Food, may cause the entire work or any part thereof to be performed by any other agency / party and recover from the contractor the loss/ damage, suffered by the Government in this behalf.

Signature of the Bidder with stamp _____ Dated _____

These presents shall be treated and considered as entered into under the order of Government for the performance by the contractor of public duty and act in which the Public are interested within the meaning of Section 74 of the contract Act 1872 & conditions laid down in the SPPRA Rules

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) list of work and have affixed my/our signature/thumb impression hereunder in token of my/our consent to perform the job on the given conditions severally and jointly.

In witness thereof, the said parties have hereinto set their hands the day and year as

Written above:

Signature of the
Bidder/ Contractor
With Rubber Stamp:

Business Address:

Telephone

**EVALUATION CRITERIA FOR ACCEPTANCE OF BID TO BE OPENED ON
16-09-2026 AT OFFICE OF DEPUTY DIRECTOR FOOD KARACHI**

TECHNICAL EVALUATION CRITERIA:

S #	Documents required	Nature	Provided / not
i.	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.	Mandatory	
ii.	Copy of NTN Certificate and registration Certificate from Sindh Revenue Board.	Mandatory	
iii.	Original Paid up Challans of Professional Tax for last three years from Excise & Taxation Department.	Mandatory	
iv.	Registration Certificate from Registrar of Firm (In case of registered firm/company) or Registration Certificate from Securities & Exchange Commission of Pakistan.	Mandatory	
v.	Bank statement showing Financial turnover of last three (03) years not below than Rs. 2000 Millions.	Mandatory	
vi.	Evidence of Source of Transportation	Mandatory	
vii.	Five years experience certificate of transportation work.	Mandatory	
viii.	Proof of having minimum per day lifting capacity of 5000 M. Tons from each district duly attested by Head of Department/CEO of the other Company for whom the work has been performed.	Mandatory	
ix.	Transport contractors that have worked with Food Department are required to provide the performance certificate and No Dues Certificate from all the Regions of Food Department viz. Hyderabad, Mirpurkhas, Shaheed Benazirabad, Sukkur & Larkano Region issued from the respective Deputy Director Food.	Mandatory	
x.	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	Mandatory	

	(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.		
xi.	The bidder will have to sign each and every page of tender form and bidding documents while submitting his bids.	Mandatory	

If any of the above requirements are not fulfilled the technical bid will be rejected.

CRITERIA FOR ACCEPTANCE OF FINANCIAL BID: The least rate offer received in terms of amount, after technical qualification, on the specified route (Annexure-A) for acquiring the services of Transportation of PASCO Wheat as desired by the Department.

BIDDING DATA / BID DATA SHEET
(This Section should be filled in by the Engineer / Procuring Agency before Issuance of the Standard Bidding Documents)

- a) Name of Procuring Agency **Regional Directorate of Food Karachi**
- b) Brief Description of work **Tender Notice for Transportation of PASCO Wheat from various Districts of Sindh to Karachi Food Godowns for the period up-to 28-02-2027**
- c) Procuring Agency's Address **Regional Directorate of Food Karachi at Sindh Government Godown No. 3 Landhi Karachi**
- d) Estimated Cost: **1,450 (in Million)**
- e) Amount of Bid Security **15 Million (being 01% of Estimated Cost)**
(Fill in Lump Sum Amount or in %age of bid amount / estimated cost, but not exceeding 5%)
- f) Period of Bid Validity (days) **16-09-2026 to 90 Days Onwards from Date of Bid Opening.**
- g) Security Deposit:- **01% of approved offered rate.**
(Including bid security):-
- (i). Relevant Experience; **Five Year Experience in Transportation field.**
- (ii). Turnover of at least last three year **2000 Million for last three years**
- (iii). Registration with Income Tax and SRB Sindh Sales Tax (where applicable)
- (iv). Any other factor deemed to be relevant by the procuring agency subject to provision of Rule 44;
- Procuring agency must specify minimum experience and amount of turnover required for eligibility.
- h) Percentage, if any to be deducted from Bill: **En-route Shortages if any**
- i) Deadline for Submission of Bids along with time: **16-09-2026 at 02:00 PM**
- j) Venue, time, and date of Bid opening: **Office of the Deputy Director Food Sindh, located at Sindh Govt. Godown No. 03, Landhi, Karachi.**
- k) Time for Completion from written order of commence: **Financial Year 2026-27**
- l) Liquidity damaged: 08% (0.05 of Estimated Cost or Bid cost per day of delay, but total not exceeding 10% of bid price).
- m) Deposit Receipt No. Date: Amount (in Words and figures)

-Sd-
**DEPUTY DIRECTOR FOOD
KARACHI REGION**

