



Karachi Metropolitan Corporation

Office of the Director Media, Public
Relations & Publications
1st Floor, KMC Building, M.A Jinnah Road
Karachi Phone # 99215134

No Dir01/50/MPR&P/2026

NOTICE INVITING TENDERS (SINGLE STAGE ONE ENVELOPE PROCEDURE OF SPPRA EPADS)

Tender in sealed covers is invited on EPADS for the following works through reputable firms, having adequate experience in the relevant field. Tender Set may be purchased from the office of director Media Public Relations & Publications. Tenders Document with a copy of bid security and earnest money should be submitted in the license of Director Media Public Relation & Publication, KMC Head Office, MA Jinnah Road, Karachi.

S. No	Tender Reference No.	Name of Scheme	Estimated Cost (In Million)	Bid Security in shape of Pay Order/ Bank Guarantee In favor of KMC	Tender Fee In shape of pay order in favor of KMC	Date of Opening	Eligibility Criteria (Mandatory)
1.	MPRP/01/2026	Procurement of Goods/ Services for arrangement of different events of KMC for FY 2026-2027	AS PER BUDGET	5%	Rs. 5,000/-	05-10-2026	As mentioned in Bidding Documents

TERMS & CONDITIONS

I. Tender schedule is as follows:

SCHEDULE	DATE & TIME	VENUE
1. Receiving of application & Issuance of Tender, in addition to this facility of directly downloading of bidding documents from SPPRA EPAD Website	From 18-09-2026 To 02-10-2026 During office Hours	Office of the Director Media Public Relation & Publication, Situated at 1st floor, KMC Head Office, MA Jinnah Road, Karachi.
2. Submission of Tender	05-10-2026 (10:00 AM)	
3. Opening of Tender	05-10-2026 (11:00 AM)	

- In case of any reason, if the tender is not responded or unresponsive on the above dates, the next date of submission and opening will be 27/09/2026 and the bidding document will also be available for sale up to 27/10/2026. The tender in sealed cover superscripted with the name of work should be dropped in the tender box kept in the office of Director MPR&P KMC.
- In case, the date of submission/opening will be declared as a public holiday by the Government, or non-working day, due to Force Majeure, the next official working day shall be deemed to be the date for submission and opening of tenders at the same time and venue of NIT.
- KMC may reject all or any bids or proposals at any time prior to the acceptance of a bid or proposal, in accordance with the relevant provisions of SPP Rules 2010 (Updated January-2024).
- Pay order of Bid security in favor of KMC shall be uploaded along with the bid on the website of "EPADS" SPPRA as well as shall be submitted physically along with the pay order of tender fees and supporting documents of eligibility criteria as mentioned in NIT in the office of Director MPRP before the closing time of bid.

DIRECTOR

Director Media Public Relation & Publication

INF/MM/219/26



No. KMC/MPR&P/ 156/2026

Dated: 14/07/26

NOTIFICATION

With the approval of competent authority, a Procurement Committee with following composition and TOR's is hereby constituted under section 7 & 8 of SPP rules 2010 amended (2019) for the procurement of goods related to Media Public Relation & Publication Department KMC for the year 2026-27.

- | | |
|---|----------|
| 1. Daniyal Alishan
Media Public Relation & Publication | Chairman |
| 2. Arshad Hussain
Deputy Director
Media Public Relation & Publication | Member |
| 3. Dr. Waris Jakhrani
Deputy Medical Superintendent
Civil Hospital Karachi | Member |

The Function and responsibilities of procurement committee shall be according to section 8 SPP Rules 2010:

1. Preparing bidding documents.
2. Carrying out technical as well as financial evaluation of the bids.
3. Preparing evaluation reports as provided in rule 45.
4. Making recommendations for the award of contract to the competent authority.
5. Perform any other function ancillary and incident to the above.



Director

Media Public Relation & Publication
Karachi Metropolitan corporation

Copy for information to:

1. Secretary to Mayor Karachi
2. P.S to Municipal Commissioner, KMC.
3. Committee members
4. Office record



KARACHI METROPOLITAN CORPORATION
Media Public Relation & Publication
1st, Floor, KMC Building, M. A. Jinnah Road, Karachi.

No.KMC(MPR&P)/2026/154

DATED: 14/07/2026

NOTIFICATION

With the approval of competent authority, a Complaint Redressal Committee (CRC) for the financial year 2026-2027 is hereby constituted upon following officials to resolve the complaints regarding redressal of grievances and settlement of disputes under Rule 31 of Sindh Public Procurement Regulatory Authority rules 2010.

01	Financial Advisor, KMC	Chairman
02	Representative Accountant General Sindh	Member
03	Director Finance Dow University of Health and Sciences	Member

Director

Media Public Relations & Publications
KMC

Copy for information to:

1. Honorable Mayor Karachi
2. Municipal Commissioner, KMC.
3. Director Finance, Dow University of Medical Health and sciences
4. Director (CB), SPPRA
5. Committee members
6. Office Record



KARACHI METROPOLITAN CORPORATION
MEDIA, PUBLIC RELATION & PUBLICATION DEPARTMENT
BIDDING DOCUMENTS

ANNUAL CONTRACT FOR HIRING OF SERVICES OF VENDOR FOR EVENTS OF KMC

MEDIA PUBLIC RELATION & PUBLICATION DEPARTMENT, KMC

BASED ON STANDARD BIDDING DOCUMENTS

Tender Reference DIR/MPR&PD01/50/KMC/001-2026

Estimated Cost: -	Offer Rate	Tender Cost:	Rs. 5,000/-
Time Limit: -	12 Month Period	Penalty	Rs. 1,000/- per day
To be Opened on: -	05-10-2026	Validity of Tender:	90 Days & can be extended up to further 90 days complying SPP Rules 2010 (Amended 2019)

Place of Tender Sale / Dropping / Opening Office of The Director Media
Public Relation & Publication Department, KMC, situated at 1st
Floor, main Building M.A. Jinnah Road, Karachi
(Tel: No.021-99216335 Fax:021-99216335)

Director, MPR&PD
Karachi Metropolitan Corporation

Tender Issuance:

Office of The Director Media Public Relation & Publication Department, KMC, situated at 1st Floor KMC Main Building, M.A Jinnah Road, KHi.

Issue to M/s. _____

P.O No• _____

Dated _____

Banh: _____

Signature & Stamp of Issuing Authority

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No Dir01/50/MPR&P/-2026
Karachi Metropolitan Corporation
Office of the Director
Media, Public Relations & Publications
1st Floor, KMC Building, M.A Jinnah Road Karachi
Phone # 99215134

Annexure “A”

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DIRECTOR
Director Media Public Relation & Publication
KMC

BIDDING DATA

A	Name of Procuring Agency	Karachi Metropolitan Corporation through Director, MPR&P KMC as Procuring Agency and Executing Agency.
B	Brief Description of Work	<u>PROCUREMENT OF GOODS AND SERVICES</u>
C	Procuring Agency Address	DIRECTOR MPR&P KMC, 1st floor, KMC Head Office M.A. Jinnah road Karachi (Tel: 021-99216335)
D	Estimated Cost	As per procurement plan
E	Amount of Bid Security	16,50,000/- Total 5% of bid as mentioned in the NIT
F	Period of Bid validity (Days)	90 Days & can be extended up to further 90 days complying SPP Rules 2010 (Updated January-2024)
G	Security Deposit (i/e Bid Security)	Rs.16,50,000/- equivalent to approx. 5% (Under Unit Rate Item Price, as Offered in price schedule by bidder)
H	Percentage, if any, to be deducted from bills: (Retention Money)	5%
I	Deadline for dropping of bid along with time:	 As per NIT
J	Venue, Time and date of Bid Opening:	
K	Opening date	Rs. 1,000 per day but not more than 10% cost of Work after than action will be taken as per rule including withdrawal of/M Work order & blacklisting of the firm.
L	Liquidity Damages:	
M	Place of Work	Office of the Director MPR&P Department, KMC, MA Jinnah Road KMC

Conditions of Contract:

Clause — 1: Commencement & Completion Dates of work. The contractor shall not enter upon or commence any portion of work except with the written authority and instructions of the Executing Agency or of in subordinate-in-charge of the work. Failing such authority the contractor shall have no claim to ask for measurements of or payment for work.

The contractor shall proceed with the R/M with due expedition and without delay and complete the works in the time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall reckoned from the date on which the order to commence work is given to the contractor. And further to ensure good progress during the execution of the work, contractor shall be bound, in all in which the time allowed for completion of any work exceeds one month, to achieve progress on the prorated basis.

Clause - 2: Liquidated Damages. The contractor shall pay liquidated damages to the Executing Agency at the rate per day stated in the bidding data for each day that the completion date is later than the Intended completion date; the amount of liquidated damage paid by the contractor to the Agency shall not exceed 10 per cent of the contract price. Executing Agency may deduct liquidated damages from payments due to the contractor. Payment of liquidated damages does not affect the contractor's liabilities.

Clause —3: Termination of the Contract.

- (A) Executing Agency i.e Director MPR&P Department, KMC, KMC may terminate the contract if either of the following conditions exists:-
- (i) contractor causes a breach of any clause of the Contract;
 - (ii) the progress of any particular portion of the work is unsatisfactory and notice of 10 days has expired;
 - (iii) in the case of abandonment of the R/M, owing to the serious illness or death of the contractor or any other cause.
 - (iv) contractor can also request for termination of contract if a payment certified by the Executing Agency: is not paid to the contractor within 60 days of the date of the submission of, the bill;
- (B) The Executing Agency i.e Director MPRP Department, KMC, has power to adopt any of the following courses as may deem fit: -
- (i) to forfeit the security deposit available except conditions mentioned at A (iii) and (iv) above;
 - (ii) to finalize the work by measuring performing the work done by the contractor.
- (C) In the event of any of the above courses being adopted by the Executing Agency i.e Director MPRP Department, KMC, the contractor shall have: -
- (i) no claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials, or entered into any

engagements, or made any advances on account of, or with a view to the execution of the work or the performance of the contract,

- (ii) however, the contractor can claim for the work done at site duly certified by the executive agency in writing regarding the performance of such R/M and has not been paid.

Executing Agency i.e Director Media Public Relation & Publication, KMC may propose to invite fresh bids for remaining work.

Clause 4: Possession of the sites for compensation for delay. The Executing Agency shall give possession of all parts of the site to the contractor. If possession of site is not given by the date stated in the contract data, no compensation shall be allowed for any delay caused in starting of the work on account of any acquisition of land, water standing in pits/ Compartments or in according sanction to estimates. In such case, either date of commencement will be changed or period of completion is to be extended accordingly.

Clause —5: Extension of Intended Completion Date. The Procuring Agency with consent Executing Agency either at its own initiatives before the date of completion or on desire of the contractor may request Procurement Agency to extend the intended completion date, if an event (which hinders the execution of contract) occurs or a variation order is issued which makes it impossible to complete the work by the intended completion date for such period as he may think necessary or proper. The decision of the Procuring Agency in this matter shall be final; where time has been extended under this or any other clause of this agreement, the date for completion of the work shall be the date fixed by the order giving the extension or by the aggregate of all such orders, made under this agreement.

When time has been extended as aforesaid, it shall continue to be the essence of the contract and all clauses of the contract shall continue to be operative during the extended period.

Clause —6: Specifications. The contractor shall execute the whole and every part of the work in the most substantial and work-man-like manner and both as regards materials and all other matters in strict accordance with the specifications lodged in the office of the Executing Agency and initialed by the parties, the said specification being a part of the contract accordingly as per agreement. The contractor shall also confirm exactly, fully and faithfully to the designs, drawing, and instructions in writing relating to the R/M signed by the Procuring Agency & Contractor as per agreement but to which the contractor shall be entitled to have access to the Executing Agency Office, for pre inspections of samples if the Contractor needed or on the directives of Executing Agency during office hours and the contractor shall, be entailed at his own expenses.

Clause - 7: Payments.

- (A) **Interim/Running Bill.** A bill either against full delivery or part delivery shall be submitted by the contractor as frequently. As the progress of the work may justify for all work executed and not included in any previous bill with time frame of agreement and the Executing Agency shall take or cause to be taken the requisite

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inspection & measurements for the purpose of having the same verified and the claim, as far as admissible, adjusted, if possible before the expiry of ten days from the presentation of the bill, at any time depute a subordinate or a team to inspect & measure up the said work in the presence of the contractor or his authorized agent, whose countersignature to the measurement list will be sufficient to warrant and the Executing Agency may prepare a bill from such list, which shall be binding on the contractor in all respects.

The Executing Agency shall pass/certify the amount to be paid to the contractor, which he considers due and payable in respect thereof, subject to deduction of security deposit, advance payment (If any made to him and all applicable taxes.

All such intermediate / Running payment shall be regarded as payments by way of advance against the final payment only and not as payments for work actually done and completed and shall not preclude the Executing Agency from recoveries from final bill and rectification of defects and unsatisfactory items of works pointed out to him during defect liability period.

- (B) **The Final Bill.** A bill shall be submitted by the contractor within 10 working days of the date fixed for the completion of the work otherwise Executing Agency -in-charge's certificate of the measurements and of the total amount payable for the works shall be final and binding on all parties.

Clause - 8: Reduced Rates. In cases where the items of work are not accepted as so completed, the Executing Agency may make payment on account of such items at such reduced rates as he may consider reasonable in the preparation of final or on running account bills with reasons recorded in writing.

Clause - 9: Issuance of Variation and Repeat Orders.

- (A) Procuring Agency with consent ,of Executing Agency may issue a Variation Order for procurement of works, physical services from the original contractor to cover any increase or decrease in quantities, including the introduction of new work items that are either due to change of plans, to suit actual required conditions, within the general scope and physical boundaries of the contract.
- (B) Contractor shall not perform a variation until the Procuring Agency has authorized the variation in writing subject to the limit not exceeding the contract cost by of 15% on the same conditions in all respects on which he agreed to do them in the work, and at the same rates, as are specified in the tender for the main work. The contractor has no right to claim for compensation by reason of alterations or curtailment of the CM.
- (C) In case the nature of the work in the variation does not correspond with items in the Bill of Quantities, the quotation by the contractor is to be in the form of new rates for the relevant items of work, and if the Executing Agency is satisfied that the rate quoted is within the rate worked out by him on detailed rate analysis, and then only Procuring Agency shall allow him that rate after approval from higher authority.
- (D) The time for the completion of the work shall be extended in the proportion that the additional work bear to the original contract work.
- (E) In case of quantities of work executed result the Initial Contract Price to be exceeded by more than 15%, and then Executing Agency can adjust the rates for those quantities causing excess the cost of contract beyond 13% with approval of Procuring Agency.
- (F) **Repeat Order:** Any Cumulative variation, beyond the 15% of initial contract amount, shall be subject of another contract to be tendered out if the works are separable from the original contract.

Clause-10: Quality Control.

- (A) **Identifying Defects:** if at any time before the security deposit is refunded to the contractor/during defect liability period mentioned in bid data, the Executing Agency of the R/M may instruct the contractor to rectify the defect in the stipulated time.
- (B) **Correction of Defects:** The contractor shall be bound forthwith to rectify or remove

the defect the R/M so specified' in whole or in part, as the case may require. The contractor shall correct the notified defect within the Defects Correction Period mentioned in notice.

(C) Uncorrected Defects:

- (i) In the case of any such failure, the Executing Agency shall give the contractor at least 14 days' notice to replace materials or articles complained of as the case may be at the risk and expense in all respects of the contractor.
- (ii) If the Executing Agency considers that rectification/correction of a defect is not essential and it may be accepted or made use of; it shall be within his discretion to accept the same at such reduced rates as he may fix therefore.

Clause — 11:

Inspection of Operations. The Executing Agency and his subordinates, shall at all reasonable times have access to the site for supervision and inspection of works under or in course of execution in pursuance of the contract and the contractor shall afford every facility for and every assistance in obtaining the right to such access.

- (A) Dates for Inspection and Testing.** The Executing Agency shall give the contractor reasonable notice of the intention of the Executing Agencies team to receive the R/M shall have been given to the contractor as per schedule of plan in the agreement, then he either himself be present to receive orders and instructions, or have a responsible agent duly accredited in writing present for that purpose, orders given to the contractor's duly authorized agent shall be considered to have the same force and effect as if they had been given to the contractor himself.

Clause — 12: Examination of work before covering up.

- (A)** No part of the works shall be covered up or put out of view/beyond the reach without giving notice of not less than five days to the Executing Agency whenever any such part of the works or foundations is or are ready or about to be ready for examination and the Executing Agency shall, without delay, unless he considers it unnecessary and advises the contractor accordingly, attend for the purpose of

examining and measuring such part of the works or of examining such foundations;

- (B) If any work is covered up or placed beyond the reach of measurement without such notice having been given, the same shall be uncovered at the contractor's expense, and in default thereof no payment or allowance shall be made for such work, or for the materials with which the same was executed.

Clause — 13: Risks. The contractor shall be responsible for all risks of loss of or damage to physical property or facilities or related services up to the premises of R/M in KMC and of personal injury and death which arise during and in consequence of its performance of the contract. If any damage is caused while the work is in progress or becomes apparent within three months of the date of the certificate of completion, final or otherwise, the contractor shall make good the same at his own expense, or in default the Executing Agency may cause the same to be made good by other workmen, and deduct the expenses from retention money lying with the Executing Agency.

Clause-14: Measures for prevention of fire and safety measures. The contractor shall not set fire to any standing jungle, trees, bush-wood or grass without a written permit from the Executive Executing Agency. When such permit is given, and also in all cases when destroying, cutting or uprooting trees, bush-wood, grass, etc. by fire, the contractor shall take necessary measures to prevent such fire spreading to or otherwise damaging surrounding property. The contractor is responsible for the safety of all its activities including protection of the environment on and off the site. Compensation of all damage done intentionally or unintentionally on or off the site by the contractor's labour shall be paid by him.

Clause-15: Sub-contracting. The contractor shall not subcontract the whole of the works, except where otherwise provided by the contract. The contractor shall not subcontract any part of the works without the prior consent of the Executing Agency. Any such consent shall not relieve the contractor from any liability or obligation under the contract and he shall be responsible for the acts, defaults and neglects of any subcontractor, his agents, servants or workmen as if these acts, defaults or neglects were those of the contractor, his agents' servants or workmen. The provisions of this contract shall apply to such subcontractor or his employees as if he or it were employees of the contractor.

Clause — 16: Disputes. All disputes arising in connection with the present contract, and which cannot be amicably settled between the parties, the decision of the Sr. Director, MS, KMC of the circle/officer/one grade higher to awarding authority shall be final, conclusive and binding on all parties to the contract upon all questions relating to the meaning of the specifications, designs, drawings, and instructions, hereinbefore mentioned and as to the quality of workmanship, or materials used on the work or as to any other questions, claim, right, matter, or thing whatsoever in any way arising out of, or relating to the contract design, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the works, or the execution, or failure to execute the same, whether arising, during the progress of the work, or after the completion or abandonment thereof.

Clause — 17: Site Clearance. On completion of the work, the contractor shall be furnished with a certificate by the Executing Agency (hereinafter called the Executing Agency in-

Charge) of such completion, but neither such certificate shall be given nor shall the work be considered to be complete until the contractor shall have removed all temporary structures and materials brought at site either for use or for operation facilities including cleaning debris and dirt at the site (if any). If the contractor fails to comply with the requirements of this clause then Executing Agency, may at the expense of the contractor remove and dispose of the same as he thinks fit and shall deduct the amount of all expenses so incurred from the contractor's retention money. The contractor shall have no claim in respect of any surplus materials as aforesaid except for any sum actually realized by the sale thereof.

Clause – 18 : Financial Assistance / Advance Payment.

(A) Mobilization advance is not allowed.

(B) Secured Advance against materials brought at site.

- (i) Secured Advance may be permitted only against imperishable Materials/quantities anticipated to be consumed/utilized on the work within a period of three months from the date of issue of secured advance and definitely not for full quantities of materials for the entire work/contract. The sum payable for such materials on site shall not exceed 75% of the market price of materials;
- (ii) Recovery of Secured Advance paid to the contractor under the above provisions shall be affected from the monthly payments on actual consumption basis, but not later than period more than three months (even if unutilized).

Clause —19: Recovery as arrears of Land Revenue. Any sum due to the Government by the contractor shall be liable for recovery as arrears of Land Revenue.

Clause -20: Refund of Security Deposit/Retention Money. On completion of the whole of the works (a work should be considered as complete for the purpose of refund of security deposit to a contractor from the last date on which its final measurements are checked by a competent authority, if such check is necessary otherwise from the last date of recording the final measurements), the defects notice period has also passed and the Executing Agency has certified that all defects notified to the contractor before the end of this period have been corrected, the security deposit lodged by a contractor (in cash or recovered in installments from his bills) shall be refunded to him after the expiry of three months from the date on which the work is completed.

CONTRACT DATA

1. Procuring Agency's Drawings, if any
1. The Procuring Agency means
Karachi Metropolitan Corporation

(Through Office of the Director Media Public Relation and Publication Department KMC, situated at 1st Floor, KMC main Building, M.A. Jinnah Road, Karachi as procuring Agency and Executing Agency.
3. **The Contractor means**
The Lowest Responsive Evaluated Bidder / Most Advantageous Bidder
4. **Commencement Date** means the date of issue of Notice to Commence which shall be issued within fourteen (14) days of the signing of the Contract Agreement.
5. **Time for Completion: 12 Month Period**
6. **In charge of Executing Agency**
Office of the Director Media Public Relation and Publication Department KMC
Nishtar Road, Karachi.
7. **Documents forming the Contract listed in the order of priority:**
 - a) The Contract Agreement
 - b) Letter of Acceptance
 - c) Price Schedule
 - d) Contract Data
 - e) Conditions of Contract
 - f) The Drawings, if any (Attached)
 - g) The Specifications
 - h) All documents/ correspondences'(if any)
8. **Provision of Site:** (Applicable)
9. Authorized person: DIRECTOR MPR&P, KMC
10. a. Name and address of Incharge of Procuring Agency's: -
Office of the Director MPRP KMC situated at 1st floor Room KMC Main Building,
M.A Jinnah Road, Karachi

11. Bid Security:
Bid Security: to be Rs.16,50,000/- (only One Million and Six Hundred Fifty Thousand of may order in favor of KMC with its validity 30 days beyond the work period.
1. **Requirements for Contractor's design (if any):**
Specification Clause No 's "Manufacturer Design" (if applicable)
13. **Programmer: (Not applicable in this case)**
Time for submission: Within fourteen 14 days of the Commencement Date.
Form of program: as mutually agreed (*Bar Chart/CPM/PERT or other*)
14. **Liquidate Damage:** Amount payable due to failure to complete any part(s) of Scope of Work shall be Rs. 1,000 per day up to a maximum of (10%) of sum stated in the Letter of Acceptance for breach of any clause of the contract.
15. **Remedy Defect:** Within the time given in the defect rectification notice / Manufactures Warranty or whichever is later and / or manufacturer warranty if equipment's is replaced. However, the Bid Security Depots 'will be released after 03 Months from the date of completion of Work and satisfactory performance.
16. **Performance of Works:** The Contractor is bound that the works executed under the Contract should be done as per specification of price schedule as well as requirement of executing department. The Contractor further is bond that all works under this Contract shall have no defect, arising from requirement, materials, or workmanship (except when the requirement and/or work is required by the Procuring agency's specifications).
17. **Monitoring & Scrutiny of works:** If, the Quality of executed work under this contract are not good on the basis of standards specification of price schedule, the executing department KMC shall held responsible to monitor the quality of works and shall promptly ask the contractor in writing for bad/worst R/M works without prejudice to any other rights of KMC with the direction not to claim any damages towards the contractor and contract payment shall be withheld until the final decision of such laxity.
18. **Variation procedures:** (Not **Applicable** in this case)
Day work rates _____ (details)
19. (a) Valuation of the Works:
 - i. Lump sum price **Not Applicable** (details), or
 - ii. Lump sum price with schedules of rates **Not Applicable** (details), or
 - iii. Lump sum price with bill of quantities **BOQ** Attached or
 - iv. Re-measurement with estimated/bid quantities in the Schedule of Prices or on premium above or below quoted on the rates mentioned in CSR **Not Applicable** (details), or /and
 - v. Cost reimbursable **Not Applicable** (details)
18. **Mobilization / Secure Advance:**
(Not Applicable in this case)
19. Percentage of retention: 0%
20. Currency of payment: Pak. Rupees
21. Arbitration
Place of Arbitration: Karachi, Province of Sindh

Scope of Work

**Annual Contract for services of sound system in
MEDIA PUBLIC RELATION & PUBLICATION DEPARTMENT. KMC**

Source of Fund

KMC Funded Scheme.

Eligibility & Minimum Qualification Criteria

The evidence / documents for the following eligibility criteria / minimum qualification will be checked during process of tender & if anyone is missed then, the tender will be summarily rejected during the Evaluation Process of Bid conducted by the Procurement Committee.

1. Valid NTN Certificate.
2. Valid Sales Tax Registration / Valid SUB Certificate (whichever is applicable).
3. Valid Professional Tax.
4. Tender Fee pay order must be enclosed as per NIT.
5. Bid Security, as mentioned in the NIT Bidding Documents, must be furnished.
6. Bid must be valid as mentioned in NIT well as Bidding Data and unconditional.
7. All rates quoted including the total amount of the bid shall be in figures & words (both).
8. All corrections / overwriting shall be clearly re-written with initials & duly stamped by the bidder.
9. The bid shall be properly signed, named & stamped by the authorized person of the firm and authorization letter for signatory towards from the authorized person, if other than the signatory of the firm.
10. No item of Price Schedule should be blanked all item of rates must be quoted in the price schedule.
11. Agreement must be attached in case of Joint Venture.
12. Submission of 5% earnest money in shape of pay order.
13. Satisfactory Certificate from the government clients
14. AFFIDAVIT FOR THE URGENT ARRANGEMENTS OF ANY EVENT DIRECTED BY AUTHORITY, IN CASE OF NON COMPLIANCE BID SECURITY WILL BE FORFEITED AND CONTRACT WILL BE CANCELLED

PART-B; Minimum Qualification Criteria: All Proofs should be attached for Scrutiny & Evaluation).

15. The working experience of the bidder under required relevant field should be 03 years (Documentary Evidence may be attached).
16. The preceding working experience of the bidder with KMC should be executed with the entire satisfaction of work.
15. Average Annual Turn Over of the firm should not less than the quoted bid amount for the last (03) three years. (Attach documentary evidence of Financial Position of the 03 three years).
16. Income Tax return of last 03 consecutive years.
17. The bidder shall not be blacklisted from Government, Government, Semi Government, Autonomous/Private organization. In this regard, an affidavit relating to NO Blacklisting of bidder Firm on Stamp Paper of Rs.100/- must be attached with bidding document.
18. Firm must not be engaged with any litigation process.

1

Those bids, which will meet all *conditions* : Eligibility Criteria A & B, shall be declared as “Most Advantageous Bids/Substantial Responsive Bids”.



KARACHI METRTROPOLITAN CORPORATION
OFFICE OF THE DIRECTOR MEDIA PUBLIC RELATION AND PUBLICATION DEPARTMENT
Room No.19, 1ST Floor, KMC Head Office M.A. Jinnah Road Karachi
Phone No.021-99215134

SUBJECT: ANNUAL CONTRACT FOR PROCUREMENT OF SERVICES AND GOODS FOR
MEDIA PUBLIC RELATION AND PUBLICATION DEPARTMENT

BILL OF QUANTITIES

S. No.	Description Particulars	Quantity per item	Unit	Rate in figures	Rate in words
1	2	3	4	5	6
1.	One Eco Chamber, Microphone along with Two VIP desk Speaker model ST-2	AS PER REQ	Each		
2.	Chamber along with Microphone one power amplifier, Two large ST-4 Speaker	AS PER REQ	Each		
3.	Pair Large VIP and additional speaker model SP-1210, 350 Walt	AS PER REQ	Each		
4.	Additional speaker model SP-2, 350 Walt	AS PER REQ	Each		
5.	The Amplifier with 2 Loud Speaker set along with microphone.	AS PER REQ	Each		
6.	Additional Loud Speaker.	AS PER REQ	Each		
7.	Additional Microphone.	AS PER REQ	Each		
8.	Pianist	AS PER REQ	Each		
9.	Guitarist	AS PER REQ	Each		
10.	Orchestra	AS PER REQ	Each		
11.	Drummer	AS PER REQ	Each		
12.	Musical Band	AS PER REQ	EACH		
13.	DVD Player with Laptop	AS PER REQ	Each		
14.	SMD Wall 10x20, (P-3, P-4)	AS PER REQ	Each		
15.	SMD Wall 12x8 (P-3, P-4)	AS PER REQ	Each		
16.	LCD 49" Inches	AS PER REQ	Each		

17.	LCD 62" Inches	AS PER REQ	Each		
18.	Multimedia Projector Set 3200 Lomin	AS PER REQ	Each		
19.	Multimedia Projector Set 4000 Lomin	AS PER REQ	Each		
20.	Stand by Generator along with fuel 2.5 K. V	AS PER REQ	Each		
21.	Stand by Generator along with fuel 5 K. V	AS PER REQ	Each		
22.	Stand by Generator along with fuel 15 K. V	AS PER REQ	Each		
23.	Transport Charges.	AS PER REQ	Each		



KARACHI METROPOLITAN CORPORATION

OFFICE OF THE DIRECTOR

Media Public Relation & Publication Department

1st Floor, KMC Head Office M.A. Jinnah Road Karachi

Phone No.021-99215134

PRICE SCHEDULE

SUBJECT: ANNUAL CONTRACT FOR SERVICES OF ELECTRIC ITEMS IN MEDIA MANAGEMENT DEPARTMENT, KMC.

BILL OF QUANTITIES

S. No.	Description Particulars	Unit	Quantity Per Item	Rate in Figures	Rate in Words
1	2	4	5	6	7
1	Series Jhalar	Each	AS PER REQ		
2	Search Light 500 Watt	Each	AS PER REQ		
3	Search Light 200 Watt	Each	AS PER REQ		
4	Hollogen Green Light 500 Watt	Each	AS PER REQ		
5	Hollogen Green Light 1000 Watt	Each	AS PER REQ		
6	Hanger Tube 500 Watt	Each	AS PER REQ		
7	Hanger Tube 1000 Watt	Each	AS PER REQ		
8	LED Lights	Each	AS PER REQ		
9	Color Bulb Chain	Each	AS PER REQ		
10	Pedestal Fan	Each	AS PER REQ		
11	Open Bulb	Each	AS PER REQ		
12	Tube Light 40 Watt	Each	AS PER REQ		
13	T.L. Services K.E.	Each	AS PER REQ		
14	Generator 5 (kv) including fuel	Each	AS PER REQ		
15	Generator 100 (kv) including fuel	Each	AS PER REQ		
16	Generator 200 (kv) including fuel	Each	AS PER REQ		

17	Conveyance per Trip	Each	AS PER REQ		
18	Chilli Light (Per Jhalar)	Each	AS PER REQ		

S. No.	Description Particulars	Unit	Quantity Per Item	Rate in Figures	Rate in Words
19	Color LED Light	Each	AS PER REQ		
20	LED Spot Light 50 Walt / 100 Walt	Each	AS PER REQ		
21	Parcans Light	Each	AS PER REQ		
22	LED Bulb Chain	Each	AS PER REQ		
Total Amount					



KARACHI METROPOLITAN CORPORATION

OFFICE OF THE DIRECTOR

Media Public Relation & Publication Department

1st Floor, KMC Head Office M.A. Jinnah Road Karachi

Phone No.021-99215134

PRICE SCHEDULE

SUBJECT: ANNUAL CONTRACT FOR SUPPLY & SERVICES OF CATERING SERVICES IN MEDIA MANAGEMENT DEPARTMENT, KMC.

BILL OF QUANTITIES

S. No.	Description Particulars	Unit	Quantity Per Item	Rate in Figures	Rate in Words
1	2	3	4	5	6
1. Menu No. 1 (Refreshment)			AS PER REQ		
1	Tea, Biscuits	Each			
2	Chadar, Border, Cutlery, Crockery, Service	Each			
3	Cold Drink	Each			
Menu No. 2 (Refreshment)			AS PER REQ		
1	Cold Drink with Service	Each			
2	Tea (1 Cup)	Each			
3	Biscuits	Each			
4	Chicken Sandwich	Each			
5	Chicken Patties	Each			
6	Cake	Each			
Light Refreshment			AS PER REQ		
1	Spicy Chicken Wings	Each			
2	Chicken Dram Stick	Each			
3	Samosa	Each			
4	Tea	Each			
5	Vegetable Culets	Each			
Light Refreshment					
1	Tea	Each	AS PER REQ		

S. No.	Description Particulars	Unit	Quantity Per Item	Rate in Figures	Rate in Words
2	Biscuit	Each			
3	Cake	Each			
	Menu No. 3 (Refreshment)		AS PER REQ		
1	Tea	Each			
2	Fish Finger	Each			
3	Vegetable Culets	Each			
4	Chicken Nuggets	Each			
5	Chicken Sandwich	Each			
6	Drum Stick	Each			
7	Chadar, Border, Cutlery, Crockery, Service	Each			
	Menu No. 1 Food		AS PER REQ		
1	Mutton Biryani	Each			
2	Chicken Curry	Each			
3	Nan Taftan	Each			
4	Salad / Dahi Kunda	Each			
5	Sweet Dish (as per choice)	Each			
6	Chadar, Border, Cutlery, Crockery, Service	Each			
	Menu No.2 Food		AS PER REQ		
1	Chicken Sop	Each			
2	Mutton Biryani	Each			
3	Chicken Curry	Each			
4	Dahi Kunda	Each			
5	Nan Taftan	Each			
6	Salad	Each			
7	Sweet dish (as per choice)	Each			

S. No.	Description Particulars	Unit	Quantity Per Item	Rate in Figures	Rate in Words
8	excluding Ice Cream & Kulfi	Each			
9	Tea	Each			
10	Chadar, Border, Cutlery, Crockery, Service	Each			
	Menu No. 3 Food		AS PER REQ		
1	Chicken Korma	Each			
2	Motton Biryani	Each			
3	Chicken Bori Fried	Each			
4	Fish Fried	Each			
5	Nan Taftan	Each			
6	Sweet Dish (as per choice)	Each			
7	Salad (Continental)	Each			
	Menu No.4 Food		AS PER REQ		
1	Motton Karahi	Each			
2	Chicken Steam Roast	Each			
3	Mutton Both Stik	Each			
4	Chicken Biryani	Each			
5	Nan /Taftan	Each			
6	Salad (Continental)	Each			
7	Sweet Dish (on choice)	Each			
8	Chadar, Border, Cutlery, Crockery, Service	Each			
	Menu No. 5 (Food)		AS PER REQ		
1	Chicken Tikka Botti	Each			
2	Sheekh Kabab	Each			
3	Behari Kabab	Each			
4	Reshmi Kabab	Each			
5	Nan Taftan	Each			

S. No.	Description Particulars	Unit	Quantity Per Item	Rate in Figures	Rate in Words
6	Salad bar	Each			
7	Mutton Kunna	Each			
8	Chicken Biryani	Each			
9	Chadar, Border, Cutlery, Crockery, Service	Each			
	LUNCH BOXES MENU		AS PER REQ		
	Lunch Box No. 1				
1	Fish Fried	Each			
2	Chicken Tikka	Each			
3	Nan	Each			
4	Chips	Each			
5	Fruit Cake	Each			
6	Banana	Each			
7	Chadar, Border, Cutlery, Crockery, Service	Each			
	Lunch Box No. 2		AS PER REQ		
1	Chicken Roll	Each			
2	Chicken Steam Roast	Each			
3	Juice Tetra Pack	Each			
4	Chips / French Fried	Each			
5	Banana	Each			
6	Chadar, Border, Cutlery, Crockery, Service	Each			
	Lunch Box No. 3		AS PER REQ		
1	Club Sandwiches	Each			
2	Dry Pastry	Each			
3	Vegetable Culets	Each			
4	Finger Fish	Each			
5	Juice Tetra Pack	Each			
6	French Tries / Chips	Each			

S. No.	Description Particulars	Unit	Quantity Per Item	Rate in Figures	Rate in Words
7	Banana	Each			
8	Chadar, Border, Cutlery, Crockery, Service	Each			
	Lunch Box No. 4		AS PER REQ		
1	Chicken Fried	Each			
2	Shami Kabab	Each			
3	Dinner Roll	Each			
4	Small Butter Pack	Each			
5	Tomato Ketchup Pack	Each			
6	King Pastry	Each			
7	Juice Tetra Pack	Each			
8	Apple	Each			
9	Chadar, Border, Cutlery, Crockery, Service	Each			
	Lunch Box No. 5		AS PER REQ		
1	Chicken Biryani	Each			
2	Gajar Ka Halwa	Each			
3	Raita Salad	Each			
4	Chadar, Border, Cutlery, Crockery, Service	Each			
	ADDITIONAL FOOD ITEMS	Each			
1	Chicken Tikka	Each	AS PER REQ		
2	Chicken Grill	Each	AS PER REQ		
3	Chicken Steam	Each	AS PER REQ		
4	Chicken Fried	Each	AS PER REQ		
5	Chicken White Qorma	Each	AS PER REQ		
6	Chicken Karahi Masala	Each	AS PER REQ		
7	Chicken Stew	Each	AS PER REQ		
8	Chicken Veg. Chilies	Each	AS PER REQ		
9	Chicken Egg Roll	Each	AS PER REQ		

S. No.	Description Particulars	Unit	Quantity Per Item	Rate in Figures	Rate in Words
10	Chicken Cutlets	Each	AS PER REQ		
11	Fish Fried	Each	AS PER REQ		
12	Fish Orlay	Each	AS PER REQ		
13	Fish Lahori	Each	AS PER REQ		
14	Fish Cutlets	Each	AS PER REQ		
15	Fish Finger	Each	AS PER REQ		
16	Fish Pomfret	Each	AS PER REQ		
17	Mutton Chop Fried	Each	AS PER REQ		
18	Mutton Steam	Each	AS PER REQ		
19	Mutton Cutlets	Each	AS PER REQ		
20	Mutton Boti Stick	Each	AS PER REQ		
21	Mutton Palak	Each	AS PER REQ		
22	Mutton Kunna	Each	AS PER REQ		
23	Behari Kabab	Each	AS PER REQ		
24	Seekh Kabab	Each	AS PER REQ		
25	Shami Kabab	Each	AS PER REQ		
26	Beef Veg. Chilli	Each	AS PER REQ		
27	Kofta Curry	Each	AS PER REQ		
28	Nargisi Kofta	Each	AS PER REQ		
29	Daal Fired	Each	AS PER REQ		
30	Chicken Biryani Per Plate	Each	AS PER REQ		
31	Beef Biryani Per Plate	Each	AS PER REQ		
32	Mutton Biryani Per Plate	Each	AS PER REQ AS PER REQ		
33	Mutton Sajji	Each	AS PER REQ		
34	Chicken Sajji	Each	AS PER REQ		
35	Nan	Each	AS PER REQ		

S. No.	Description Particulars	Unit	Quantity Per Item	Rate in Figures	Rate in Words
36	Taftan	Each	AS PER REQ		
37	Fresh Fruit	Each	AS PER REQ		
38	Beef Haleem	Each	AS PER REQ		
39	Chicken Haleem	Each	AS PER REQ		
40	Dhai Phulki	Each	AS PER REQ		
41	Continental Salad Bar	Each	AS PER REQ		
42	Kulfi Falooda	Each	AS PER REQ		
43	Ice Cream Crunch/Pine Apple	Each	AS PER REQ		
44	Kashmiri Tea	Each	AS PER REQ		
45	Tea	Each	AS PER REQ		
46	Green Tea	Each	AS PER REQ		
47	Coffee/Espresso Coffee	Each	AS PER REQ		
48	Mix Vegetable	Each	AS PER REQ		
49	Per Person Decoration	Each	AS PER REQ		
50	Top VIP Per Person Decoration	Each	AS PER REQ		
51	Mineral Water 500 ml	Each	AS PER REQ		
52	Mineral water 1.5 Ltr	Each	AS PER REQ		
53	Juice	Each	AS PER REQ		
54	Cold Drink Can	Each	AS PER REQ		
55	Cold Drink 500 ml	Each	AS PER REQ		
56	Tissue Box	Each	AS PER REQ		
57	Air Freshener	Each	AS PER REQ		
58	Transportation for Small items	Each	AS PER REQ		
59	Disposable cup	Each	AS PER REQ		
	Total Amount				



KARACHI METROPOLITAN CORPORATION

OFFICE OF THE DIRECTOR

Media Public Relation & Publication Department

1st Floor, KMC Head Office M.A. Jinnah Road Karachi

Phone No.021-99215134

PRICE SCHEDULE

SUBJECT: ANNUAL CONTRACT FOR SUPPLY OF DECORATION ITEM IN Media Public Relation & Publication Department. KMC.

BILL OF QUANTITIES

S.no	Description Particulars	Size	Quantity	Rate in Figures	Rate in Words
1	2	3	4	5	6
1.	Flag (Different Countries)	Small	Each		
2.	Flag (Different Countries)	Medium	Each		
3.	Flag (Different Countries)	Large	Each		
4.	Flag (Different Countries)	Extra Large	Each		
5.	Pana flex (medium)	Bridge Size	Each		
6.	Pana flex (Large)	Wall Size	Each		
7.	Play Card	Hand Size	Each		
8.	Pole Banner	Large	Each		
9.	Backdrop	15 x 30	Each		

S. No.	Description Particulars	Unit	Quantity Per Item	Rate in Figures	Rate in Words
1	2	3	4	5	6
1	Shamiyana (Size 15" x 30")	Each			
2	Kanat	Each			
3	Shamiyana VIP *Size (15" to 30")	Each			

4	Round Table	Each			
5	Dining Table (4'' - x 21/2~)	Each			
6	Big Table (6''-3-2-1/2)	Each			
7	Takhat (6'' - 3'' - 2-1/2)	Each			
8	Red Dari	Each			
9	Carpet (A Quality)	Each			
10	Carpet (B Quality)	Each			
11	Runner Carpet	Each			
12	Wooden Sofa VIP	Each			
13	Acrylic Chair	Each			
14	Chair Long Back	Each			
15	Presidential Chair	Each			
16	VIP Aluminum Sofa Set	Each			
17	Center Table With cover	Each			
18	Rostrum	Each			

S. No.	Description Particulars	Unit	Quantity Per Item	Rate in Figures	Rate in Words
19	Water Cooler Stainless Steel (Summar Bar)	Each			
20	Wash Basin Stainless Steel	Each			
21	Wash Tank Stainless Steel	Each			
22	Chandni Chaddar	Each			
23	Chair with cover	Each			
24	Marcy/Daira (Large)	Each			
25	Marcy/Daira (Small)	Each			
26	Marcy/Daira (Large) with Air-Conditioned	Each			
27	Marcy/Daira (Small) with Air-Condition	Each			
28	Pool Cover	Each			
29	Full Plate	Each			
30	Half Plate	Each			
31	Glass	Each			
32	Stair	Each			
33	Paneling Square Feet	Each			
34	Fan	Each			
35	Air Condition (Per Ton)	Each			
36	Conveyance (Truck both side)	Each			
37	Conveyance (Suzuki both side)	Each			
38	Decoration of Furniture (per person)	Each			
Total Amount					

NOTE:

- 1) Rates must be quoted in figures as well as in words and no one item of price schedule should be blanked OR without quoting rate. Otherwise, tender will be liable to be rejected.
- 2) Bank Guarantee / Pay Order of Bid Security Deposit will be considered.

- 3) After approval of tender by issuing of supply order, the contractual work will be start immediately and completed within contractual time period.
- 4) The work should be executed on the basis of standards specification of price schedule, whereas sub-standard execution of supply work is liable to be rejected. The Competent Authority of KMC has right to impose penalty, and stop the payment of contractual works till the finalization of sub standard execution ambiguity.
- 5) All the procuring supply item may be carried out by the Contractor on the written orders of Director Media Public Relation & Publication Department, KMC to the competent person authorized by the Director Media Public Relation & Publication Department, KMC, KMC Building, M.A Jinnah Road, Karachi.
- 6) Quantities of requisite procuring work can be increased/decreased as per requirement of existing scenario of supplying sought by executing department.
- 7) Contractor shall be entirely responsible to pay all applicable taxes, duties, license fees, charges etc. levied by any government entity time to time for this contract.

Checked & Verified by

I / We quoted the Price Schedule and bound ourselves to Comply all terms and condition of this contract with all existing rules and regulation of KMC and I have attached Bid Security in shape of Pay Order / Bank Guarantee

_____ No. _____

Dated: _____ issued from _____ Amounting
to Rs. _____ in favour of Karachi Metropolitan Corporation (KMC).

Signature of Bidder with Stamp

FORM OF BID

(LETTER OF OFFER)

Bid Reference No. _____

(Name of Works)

To:

Senior Director
Municipal Services Department
Karachi Metropolitan Corporation

Gentlemen,

1. Having examined the Bidding Documents including Instructions to Bidders, Bidding Data, Conditions of Contract, Contract Data, Scope of Work, Source of fund for the execution of the above-named Works, we, the undersigned, being a company doing business under the name of and address _____ and being duly incorporated under the laws of Pakistan hereby offer to execute and complete such Works and remedy any defects therein in conformity with the said Documents for the Total Bid Rebate (In terms of Percentage) of _____.%
2. We understand that all the Schedules attached hereto form part of this Bid.
3. As security for due performance of the undertakings and obligations of this Bid, we submit herewith a Bid Security in the amount of _____ drawn on _____ in your favour or made payable to you and valid for a period of twenty eight (28) days beyond the period of validity of Bid.
4. We undertake, if our Bid is accepted, to commence the Works and to deliver and complete the Works comprised in the Contract within the time(s) stated in Contract Data.
5. We agree to abide by this Bid for the period of _____ days from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
6. Unless and until a formal Agreement is prepared and executed, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
7. We undertake, if our Bid is accepted, to execute the Performance Security referred to in Conditions of Contract for the due performance of the Contract.
8. We understand that you are not bound to accept the lowest or any bid you may receive.
9. We do hereby declare that the Bid is made without any collusion, comparison of figures or arrangement with any other person or persons making a bid for the Works.

Dated this _____ day of _____, 20

Signature _____

in the capacity of _____ duly authorized to sign bid for and on behalf of

(Name of Bidder in Block Capitals)

(Seal)

Address _____

Witness:

(Signature) _____

Name: _____

Address: _____

(INTEGRITY PACT)

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC.
PAYABLE BY THE CONTRACTOR FOR WORKS IN
CONTRACTS WORTH RS. 10.00 MILLION OR MORE

Contract No. _____ Dated _____

Contract Value: _____

Contract Title: _____

... [Name of Contractor] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan (GOP) or any administrative subdivision or agency thereof or any other entity owned or controlled by GOP through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Contractor] 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, director, 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 GOP, except that which has been expressly declared pursuant hereto.

_____ [name of Contractor] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GOP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

_____ [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 GOP under any law, contract or other instrument, be voidable at the option of GOP.

Notwithstanding any rights and remedies exercised by GOP in this regard, _____ [name of Contractor] agrees to indemnify GOP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GOP 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 GOP.

Name of Employer: KMC

Name of Contractor:

Signature:

Signature:

[Seal]

[Seal]

Annexure "K"

**FORM OF PERFORMANCE SECURITY
(Bank Guarantee)**

Guarantee No. _____

Executed on. _____

(Letter by the Guarantor to the Employer)

Name of Guarantor (Scheduled Bank in Pakistan) with address: _____

Name of Principal (Contractor) with address: _____

Penal Sum of Security (express in words and figures) _____

Letter of acceptance _____ Dated _____

KNOW ALL MEN BY THESE PRESENTS,

that in pursuance of the terms of the Bidding Documents and above said Letter of Acceptance (hereinafter called the Documents) and at the request of the said Principal we, the Guarantor above named, are held and firmly bound unto the _____ (hereinafter called the Employer) in the penal sum of the amount stated above, for the payment of which sum well and truly to be made to the said Employer, we find ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH,

That whereas the Principal has accepted the Employer's above said Letter of Acceptance for _____
_____(Name of Contract) for the _____

_____(Name of Project).

NOW THEREFORE,

if the Principal (Contractor) shall well and truly perform and fulfill all the undertakings, covenants, terms and conditions of the said Documents during the original terms of the said Documents and any extensions thereof that may be granted by the Employer, with or without notice to the Guarantor, which notice is, hereby, waived and shall also well and truly perform and fulfill all the undertakings, covenants terms and conditions of the Contract and of any and all modifications of the said Documents that may hereafter be made, notice of which modifications to the Guarantor being hereby waived, then, this obligation to be void; otherwise to remain in full force and valid till all requirements of Clause 9, Remedying Defects, of Conditions of Contract are fulfilled.

Our total liability under this Guarantee is limited to the sum stated above and it is a condition of any liability attaching to us under this Guarantee that the claim for payment in writing shall be received by us within the validity period of this Guarantee, failing which we shall be discharged of our liability, if any, under this Guarantee.

We, _____ (the Guarantor), waiving all objections and defenses under the Contract, do hereby irrevocably and independently guarantee to pay to the Employer without

delay upon the Employer's first written demand without cavil or arguments and without requiring the Employer to prove or to show grounds or reasons for such demand any sum or sums up to the amount stated above, against the Employer's written declaration that the Principal has refused or failed to perform the obligations under the Contract, for which payment will be effected by the Guarantor to Employer's designated Bank & Account Number.

PROVIDED ALSO THAT the Employer shall be the sole and final judge for deciding whether the Principal (Contractor) has duly performed his obligations under the Contract or has defaulted in fulfilling said obligations and the Guarantor shall pay without objection any sum or sums up to the amount stated above upon first written demand from the Employer forthwith and without any reference to the Principal or any other person.

IN WITNESS WHEREOF, the above bounded Guarantor has executed this Instrument under its seal on the date indicated above, the name and corporate seal of the Guarantor being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

Witness:

1. _____

2. _____

Guarantor (Bank)

Signature _____

Name _____

Title _____

Corporate Guarantor (Seal)

FORM OF CONTRACT AGREEMENT**KARACHI METROPOLITAN CORPORATION****AGREEMENT**

Project _____

Cost _____

Completion Time _____ Penalty: _____

An Agreement made this _____ day of _____ 2023 Between the Karachi Metropolitan Corporation through its _____ Hereinafter called the "KMC", (which expression shall mean and include his successors) of the One part and M/s _____ Having their office at _____

_____ Karachi through their _____ hereinafter called the "Contractor" (which expression shall mean and include his successors, heirs, executors, administrator and assignees) of the other Part.

Whereas the KMC has accepted the tender of the Contractor dated _____ on percentage basis at _____ % above/below/at par the schedule of rates plus offer rate/on item rate basis / on turnkey basis for completion of the work namely _____

_____ at a cost of Rs. _____ (Rupees _____ only) within a period of _____ according to the specification and general conditions of the contract signed by the Contractor after having made himself fully acquainted with their meaning.

AND WHEREAS

The Contractor has already deposited with the KMC a sum of Rs. _____ (Rupees _____

_____ Only) Vide Pay

Order/Bank Guarantee No. _____ Dated _____ from _____

Bank _____ Branch, Karachi on account of 2% Earnest Money for the said contract. The Said P.O. has been encashed and deposited into the Bank A/C of KMC vide Challan No. _____ dated _____

AND WHEREAS the Contractor has also deposited a Pay Order No. _____

dated _____ / Bank Guarantee

No _____ dated _____

from _____ Bank _____
_____ Branch, Karachi for an amount of Rs. _____
(Rupees _____ Only).

Agreed to the deduction of the amount equal to 8% from his running payments to make the total Security. The claim for refund of Security can be lodged after six months of the satisfactory completion of the work and after issuance of completion certificate by the Executing Department i.e Sr. Director (Information & Printing) Department, KMC.

AND WHEREAS the Contractor (if required under the contract) shall also furnish a Performance Bond in shape of Bank Guarantee from a scheduled bank for the amount equal to 5% of the contract value which shall be released after completion of the work and after issuance of necessary certificate by the Executing Department i.e Sr. Director (Information & Printing) Department, KMC.

AND WHEREAS the Contractor has given a lien to the KMC over the Security and Performance Bond for due fulfillment of the contract and does hereby bind himself, his heirs, successors legal representative and assignee to pay to the KMC, penalty through forfeiture of the said Security and the Performance Bond in case of breach of any condition of the contract without prejudice to the right of KMC to recover the damages from the Contractor for any such breach as per condition of the contract.

AND WHEREAS the following documents shall be deemed to from and be read and construed as part of this Agreement.

- I. Notice inviting tenders.
- II. Tender documents marked _____ and dated _____ including terms and conditions, BOQ, specifications and drawings.
- III. Work schedule.
- IV. Payment schedule
- V. Security and Performance Bond.
- VI. All correspondence in respect of the contract and the work.

AND WHEREAS in consideration of the payments to be made by the KMC to the Contractor as hereinafter mentioned the Contractor hereby covenants with the KMC to execute and complete the work and remedy the defects therein in all respect in conformity with the provision of the contract.

AND WHEREAS the KMC hereby covenants to pay to the Contractor in consideration of execution and completion of the work and remedy of defects therein, contract price of such other sum as may become payable under provision of the contract.

AND WHEREAS the Contractor binds him to execute and complete the work according to specification and to pay to the KMC, compensation for delay as per relevant clause of the conditions of contracts in case he does not perform under this contract and fails to complete the work within the specified time.

AND WHEREAS the Contractor has agreed to abide by the following conditions also:

- (i) The Contractor will engage a qualified Engineer of relevant field for proper supervision and execution of work. In case, the Contractor fails to do so, the

KMC will hire an Engineer on behalf of the Contractor and the emoluments of the Engineer will be deducted from the bills of the Contractor.

- (ii) The Contractor will submit supply methodology and activity plan before the start of work but not later than 7 days after issuance of Work Order.
- (iii) The Contractor will ensure availability of stationary Items and would also ensure their Proper supply of it. In case of default, the KMC will be at liberty to hire purchase the same on its own and the charges will be recovered from the bills of the contractor.
- (iv) In case of non-completion of the work within the stipulated time or if the contractor is found delaying the work deliberately he will be penalized by the Executing Agency i.e Sr. Director (Information & Printing) Department, KMC strictly in accordance with the Penalty / compensation clause of the contract.

AND WHEREAS in case of any disagreement / dispute on technical matters and those relating to execution of project supply the decision of the KMC, will be final conclusive and binding on the Contractor.

NOW THEREFORE THIS AGREEMENT WITNESSETH that the KMC and the Contractor shall respectively and well truly carry out and fulfill the contract and abide by all terms and conditions and specifications thereof.

IN WITNESS WHEREOF

The said parties have set their respective hands this _____ day of _____ 2024

KARACHI METROPOLITAN CORPORATION

CONTRACTOR

WITNESSES;-

1. _____

2. _____

METHOD OF PROCUREMENT USED

Single Stage – One Envelope Procedure (Rule 46 (1) of SPP Rule 2010 (Updated January-2024).

46(1) Single Stage – One Envelope Procedure

- (a) Notice Inviting Tenders and bidding documents of this method shall contain the following eligibility criteria;
 - i. Relevant experience;
 - ii. Turn-over of at least last three years;
 - iii. registration with Income Tax, Sales Tax and Pakistan Engineering Council (where applicable);
 - iv. any other factor deemed to be relevant by the procuring agency subject to provision of Rule 44;
- (b) Each bid shall comprise one single envelope containing the financial proposal and required information mentioned at clause (a) above;
- (c) All bids received shall be opened and evaluated in the manner prescribed in the Notice Inviting Tenders or bidding document.