



**ACCELERATED ACTION PLAN (AAP) FOR REDUCTION OF
STUNTING & MALNUTRITION IN SINDH (LIVESTOCK SECTOR)
LIVESTOCK & FISHERIES DEPARTMENT, GOVERNMENT OF SINDH**

Animal Science Complex, Near Singer Chowrangi, Korangi, Karachi
Tel: 021-35123347 Email: aap.livestock@gmail.com



Bidding Documents

for National Competitive Bidding

(Single Stage Two Envelope Procedure)

**PROCUREMENT / HIRING OF SERVICES OF SOCIAL MOBILIZERS FOR
SUSTAINABILITY, IMPLEMENTATION AND FOLLOW UP IN COMMUNITIES
UNDER ACCELERATED ACTION PLAN FOR REDUCTION OF STUNTING AND
MALNUTRITION IN SINDH (LIVESTOCK SECTOR)**

PART ONE (FIXED)

- ☐ Instructions to Bidders (ITB)
- ☐ General Conditions of Contract (GCC)

Ref No. PPC/AAP/LS/SERVICES/2026-27

Due on dated: 15.10.2026

Issued to: _____

P. O. No.: _____

Issue Date: _____

Signature: _____



**ACCELERATED ACTION PLAN (AAP) FOR REDUCTION OF
STUNTING & MALNUTRITION IN SINDH
LIVESTOCK & FISHERIES DEPARTMENT, GOVERNMENT OF SINDH**
Animal Science Complex, Near Singer Chowrangi, Korangi, Karachi-74900
Tel: 021-35123347 Email: aap.livestock@gmail.com



NOTICE INVITING TENDER FOR HIRING OF SERVICE PROVIDER

Sealed Bids are invited for procurement /hiring of services during the fiscal year 2026-27 under Accelerated Action Plan for reduction of stunting and malnutrition, *Sehtmand* Sindh Program (Livestock Sector) on prescribed bidding document from Community Based Origination / Non-Government Organization as a Service Provider dealing with Social Mobilization in the field of livestock and malnutrition as per SPPRA Rules 2010 and amendment made therein.

S. #	Description	Tender No.	Tender document price non-refundable
1	Procurement / hiring of services of Social Mobilizers for sustainability, implementation and follow up in communities under Accelerated Action Plan for reduction of stunting and malnutrition in Sindh (Livestock Sector)	PPC/AAP/LS/ Services/26-27	Rs. 2000

The bidding documents containing detailed specifications, terms and conditions can be obtained from EPADS portal <https://sindh.eprocure.gov.pk> upon payment of tender cost (non-refundable) through Pay order issued in favor of Accelerated Action Plan for reduction of stunting and malnutrition in Sindh (Livestock sector) as per follows:

Date of issue	Date of receiving and opening
Tenders shall be issued from 01-10-2026 to 15-10-2026	Sealed envelope of tenders shall be received on 15-10-2026 up to 01:00 PM and technical bid opened on same day at 02:00 PM before the representative of bidders at Committee Room of PMU, AAP Livestock Sector at Karachi.

TERMS AND CONDITIONS

01. Single Stage-Two Envelopes Procedure will be adopted.
02. The bidders are required to attached bid security amounting Rs. 800,000 in shape of payorder / demand draft submit in E-proposal and original (hard copy) issued by scheduled bank in Pakistan in favor of Accelerated Action Plan for reduction of stunting and malnutrition in Sindh (Livestock sector) on address mentioned below on or before 15.10.2026.
03. The service provider must have valid registration with Income Tax, General Sales Tax (FBR), Sindh Services Tax (SRB) / Societies/ Social Welfare Department, Government of Sindh or any other government entity authorized for such activities.
04. The service provider must have a valid permission /clearance from concerned department of Government of Sindh, to operate in the province of Sindh.
05. The service provider must have at least three year of experience with the Livestock Sector, Government of Sindh.
06. The Bids offered must be in Pakistani Rupees, the rates must be quoted inclusive of all government taxes wherever applicable as per rules.
07. Blacklisted service providers are not entitled to participate in the bidding process and the bidder must have no any pending inquiries with the any provincial or federal investigation agencies.
08. Taxes / Liabilities shall be deducted as per government policy.
09. Partial and incomplete bids will not be considered. If the bidder failed to submit the bid on online EPADS Portal, bids received after prescribed date and time will be rejected. If the opening date is declared as holiday then the tender will be opened on next working day at same time.
10. The "**Financial Bid**" of only "**Technical Qualified Firms**" will be opened in presence of their respective representatives at the date and time to be determined and communicated later.
11. The assignment shall be completed within the time as mentioned in the schedule of requirements which is up to 30-06-2027. The period is extendable for subsequent year subject to the performance.
12. The Procuring Agency reserves the right to cancel the bidding process at any time prior to the acceptance of a bid proposal as per SPPRA Rules 2010.


PROVINCIAL PROGRAM COORDINATOR,
Accelerated Action Plan (AAP) for reduction of stunting and malnutrition,
Sehtmand Sindh Program (Livestock Sector) Phone: 0213-5123347

aap
Accelerated
Action Plan
Advancing the science of child development

Sealed Bids are invited for procurement/hiring of services during the fiscal year 2026-27 under Accelerated Action Plan for reduction of stunting and malnutrition, Sehtmand Sindh Program (Livestock Sector) on prescribed bidding document from Community Based Origination / Non-Government Organization as a Service Provider dealing with Social Mobilization in the field of livestock and malnutrition as per SPPRA Rules 2010 and amendment made therein.

TERMS AND CONDITIONS

01. Single Stage Two-Envelopes Procedure will be adopted.
02. The bidders are required to attached bid security amounting Rs. 800,000 in form of payorder / demand draft submitted in E-proposal and bank guarantee submitted by scheduled bank / banking firm of Accredited Action Plan for reduction of stunting and malnutrition in Sindh (Livestock sector) on address mentioned below on or before 15-10-2026.
03. The service provider must have valid registration with Income Tax, General Sales Tax (FBR), Sindh Services Tax (SRB) / Societies / Social Welfare Department, Government of Sindh or any other government entity authorized for such activities.
04. The service provider must have a valid permission / clearance from concerned department of Government of Sindh, to operate in the province.
05. The service provider must have at least three year of experience with the Livestock Sector, Government of Sindh.
06. The bids offered must be in Pakistani Rupees, the rates must be quoted inclusive of all government taxes wherever applicable as per rates.
07. Disqualified service providers are not entitled to participate in the bidding process and the bidder must have no any pending inquiries with the any provincial or federal investigation agencies.
08. Taxes / Liabilities shall be deducted as per government policy.
09. Partial and incomplete bids will not be considered. If the bidder failed to submit the bid on online EPADS Portal, bids received after prescribed date and time will will be rejected. If the opening date is declared as holiday then the tender will be opened on next working day.
10. The "Financial Bid" of only "Technical Qualified Firms" will be opened in presence of their respective representatives at the date and time to be determined and communicated later.
11. The assignment shall be completed within the time as mentioned in the schedule of requirements which is up to 30-06-2027. The period is extendable for subsequent years subject to performance.
12. The Procuring Agency reserves the right to cancel the bidding process at any time prior to the acceptance of a bid proposal as per

Accelerated Action Plan (AAP) for reduction of stunting and malnutrition.
Sehtmand Sindh Program (Livestock Sector) Phone: 0213-5123347

جلد 73، پتھر 26 ستمبر 2026ء بمطابق 13 ربیع الثانی 1448ھ (شمارہ 4) قیمت 40 روپے

[illegible]

[illegible]

مستعمل کیلئے معلومات، شرائط و ضوابط، پیشکش، ڈانگ و سٹانڈرڈس EPADS <https://sindh.eprocure.gov.pk> پر ملے گا۔ اس سے فیڈرز کی قیمت (قابل دہائی) کے آئندہ کی صورت میں بھی Accelerated Action Plan for reduction of stunting and malnutrition in Sindh (Livestock sector) میں کارکنان کو شامل کرنا اور اس کے مطابق عمل کی جائے گی۔

Downloaded from <http://ajph.org/> on November 10, 2014

[illegible]

پروونشل پروگرام کوآرڈینیٹر
ریگولر پوزیشن (AAP) فارمیشن آف سٹیکس ہیل تھ ریفرنس
محبت و خدمت کے نام پر نیکو کارانہ کیلئے: 0213-5123347


JOB PORTAL BY
INFORMATION DEPARTMENT
INF/KRY/4279/2026

[illegible]

Preface

These Bidding Documents have been prepared for use by Procuring agencies and their implementing agencies in the procurement of goods through National Competitive Bidding (NCB).

In order to simplify the preparation of bidding documents for each procurement, the Bidding Documents are grouped in two parts based on provisions which are fixed and that which are specific for each procurement. Provisions which are intended to be used unchanged are in Part one, which includes Section I, Instructions to Bidders, and Section II, General Conditions of Contract. Data and provisions specific to each procurement and contract are included in Part Two which includes Section II, Bid Data Sheet; Section III, Special Conditions of Contract; Section IV, Schedule of Requirements; Section V, Technical Specifications; and the forms to be used in Section I, Invitation for Bids, and Section VI, Sample Forms.

This is Part one which is fixed and contains provisions which are to be used unchanged. Each section is prepared with notes intended only as information for the Procuring agency or the person drafting the bidding documents. They shall not be included in the final documents.

Table of Contents - Part One

<i>PART ONE - SECTION I. INSTRUCTIONS TO BIDDERS</i>	<i>2</i>
<i>TABLE OF CLAUSES</i>	<i>3</i>
<i>PART ONE - SECTION II. GENERAL CONDITIONS OF CONTRACT</i>	<i>21</i>
<i>TABLE OF CLAUSES</i>	<i>22</i>

Part One - Section I.
Instructions to Bidders

Table of Contents

A. INTRODUCTION	4
1. SOURCE OF FUNDS.....	4
2. ELIGIBLE BIDDERS	4
3. ELIGIBLE GOODS AND SERVICES	5
4. COST OF BIDDING.....	5
B. THE BIDDING DOCUMENTS.....	5
5. CONTENT OF BIDDING DOCUMENTS	5
6. CLARIFICATION OF BIDDING DOCUMENTS	6
7. AMENDMENT OF BIDDING DOCUMENTS	6
C. PREPARATION OF BIDS	6
8. LANGUAGE OF BID	6
9. DOCUMENTS COMPRISING THE BID	6
10. BID FORM.....	7
11. BID PRICES	7
12. BID CURRENCIES	7
13. DOCUMENTS ESTABLISHING BIDDER'S ELIGIBILITY AND QUALIFICATION.....	7
14. DOCUMENTS ESTABLISHING GOODS' ELIGIBILITY AND CONFORMITY TO BIDDING DOCUMENTS	8
15. BID SECURITY	9
16. PERIOD OF VALIDITY OF BIDS	10
17. FORMAT AND SIGNING OF BID.....	10
D. SUBMISSION OF BIDS	11
18. SEALING AND MARKING OF BIDS	11
19. DEADLINE FOR SUBMISSION OF BIDS.....	11
20. LATE BIDS	12
21. MODIFICATION AND WITHDRAWAL OF BIDS	12
E. OPENING AND EVALUATION OF BIDS	12
22. OPENING OF BIDS BY THE PROCURING AGENCY	12
23. CLARIFICATION OF BIDS.....	13
24. PRELIMINARY EXAMINATION	13
25. EVALUATION AND COMPARISON OF BIDS.....	14
26. CONTACTING THE PROCURING AGENCY	18
F. AWARD OF CONTRACT.....	18
27. POST-QUALIFICATION.....	18
28. AWARD CRITERIA.....	18
29. PROCURING AGENCY'S RIGHT TO VARY QUANTITIES AT TIME OF AWARD	19
30. PROCURING AGENCY'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS.....	19
31. NOTIFICATION OF AWARD.....	19
32. SIGNING OF CONTRACT	19
33. PERFORMANCE SECURITY	19
34. CORRUPT OR FRAUDULENT PRACTICES	20

Instructions to Bidders

A. Introduction

1. Source of Funds

- 1.1 The Procuring agency has received /applied for loan/grant/federal/provincial/local government funds from the source(s) indicated in the bidding data in various currencies towards the cost of the project /schemes specified in the bidding data and it is intended that part of the proceeds of this loan/grant/funds/ will be applied to eligible payments under the contract for which these bidding documents are issued.
- 1.2 Payment by the Fund will be made only at the request of the Procuring agency and upon approval by the Government of Sindh., and in case of a project will be subject in all respect to the terms and conditions of the agreement. The Project Agreement prohibits a withdrawal from the allocated fund account for the purpose of any payment to persons or entities, or for any import of goods, if such payment or import, to the knowledge of the Federal Government/ Sindh Government, is prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations. No party other than the Procuring agency shall derive any rights from the Project Agreement or have any claim to the allocated fund proceeds.

2. Eligible Bidders

- 2.1 This Invitation for Bids is open to all suppliers from eligible source as defined in the SPP Rules, 2009 and its Bidding Documents except as provided hereinafter.
- 2.2 Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring agency to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation for Bids.
- 2.3 Government-owned enterprises in the Province of Sindh may participate only if they are legally and financially autonomous, if they operate under commercial law, and if they are not a dependent agency of the Government of Sindh.
- 2.4 Bidders shall not be eligible to bid if they are under a declaration of ineligibility for corrupt and fraudulent practices issued by the

any government organization in accordance with sub clause 34.1

- 3. Eligible Goods and Services**
- 3.1 All goods and related services to be supplied under the contract shall have their origin in eligible source countries, defined in the SPP Rules, 2009 and its Bidding Documents ,and all expenditures made under the contract will be limited to such goods and services.
- 3.2 For purposes of this clause, “origin” means the place where the goods are mined, grown, or produced, or the place from which the related services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially-recognized product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 3.3 The origin of goods and services is distinct from the nationality of the Bidder.
- 4. Cost of Bidding**
- 4.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring agency named in the Bid Data Sheet, hereinafter referred to as “the Procuring agency,” will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

B. The Bidding Documents

- 5. Content of Bidding Documents**
- 5.1 the bidding documents include:
- (a) Instructions to Bidders (ITB)
 - (b) Bid Data Sheet
 - (c) General Conditions of Contract (GCC)
 - (d) Special Conditions of Contract (SCC)
 - (e) Schedule of Requirements
 - (f) Technical Specifications
 - (g) Bid Form and Price Schedules
 - (h) Bid Security Form
 - (i) Contract Form
 - (j) Performance Security Form
 - (k) Manufacturer’s Authorization Form
- 5.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder’s risk and may result in the

rejection of its bid.

- | | |
|--|--|
| 6. Clarification of Bidding Documents | 6.1 A interested Bidder requiring any clarification of the bidding documents may notify the Procuring agency in writing. The Procuring agency will respond in writing to any request for clarification of the bidding documents which it receives no later than three working days prior to the deadline for the submission of bids prescribed in the Bid Data Sheet. Written copies of the Procuring agency's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all interested bidders that have received the bidding documents. |
| 7. Amendment of Bidding Documents | 7.1 At any time prior to the deadline for submission of bids, the Procuring agency, for any reason, whether at its own initiative or in response to a clarification requested by a interested Bidder, may modify the bidding documents by amendment.

7.2 All interested bidders that have received the bidding documents will be notified of the amendment in writing, and will be binding on them.

7.3 In order to allow interested bidders reasonable time in which to take the amendment into account in preparing their bids, the Procuring agency, at its discretion, may extend the deadline for the submission of bids. |

C. Preparation of Bids

- | | |
|--|--|
| 8. Language of Bid | 8.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring agency shall be written in the language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified in the Bid Data Sheet, in which case, for purposes of interpretation of the Bid, the translation shall govern. |
| 9. Documents Comprising the Bid | 9.1 The bid prepared by the Bidder shall comprise the following components: <ul style="list-style-type: none"> (a) a Bid Form and a Price Schedule completed in accordance with ITB Clauses 10, 11, and 12; (b) documentary evidence established in accordance with ITB |

Clause 13 that the Bidder is eligible to bid and is qualified to perform the contract if its bid is accepted;

(c) documentary evidence established in accordance with ITB Clause 14 that the goods and ancillary services to be supplied by the Bidder are eligible goods and services and conform to the bidding documents; and

(d) bid security furnished in accordance with ITB Clause 15.

10. Bid Form

10.1 The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, their country of origin, quantity, and prices.

11. Bid Prices

11.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the goods it proposes to supply under the contract.

11.2 Prices indicated on the Price Schedule shall be delivered duty paid (DDP) prices. The price of other (incidental) services, if any, listed in the Bid Data Sheet will be entered separately.

11.3 The Bidder's separation of price components in accordance with ITB Clause 11.2 above will be solely for the purpose of facilitating the comparison of bids by the Procuring agency and will not in any way limit the Procuring agency's right to contract on any of the terms offered.

11.5 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. A bid submitted with an adjustable price quotation will be treated as nonresponsive and will be rejected, pursuant to ITB Clause 24. If, however, in accordance with the Bid Data Sheet, prices quoted by the Bidder shall be subject to adjustment during the performance of the contract, a bid submitted with a fixed price quotation will not be rejected, but the price adjustment would be treated as zero.

12. Bid Currencies

12.1 Prices shall be quoted in Pak Rupees unless otherwise specified in the Bid Data Sheet.

13. Documents Establishing Bidder's

13.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted.

**Eligibility and
Qualification**

- 13.2 The documentary evidence of the Bidder's eligibility to bid shall establish to the Procuring agency's satisfaction that the Bidder, at the time of submission of its bid, is from an eligible country as defined under ITB Clause 2.
- 13.3 The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the Procuring agency's satisfaction:
- (a) that, in the case of a Bidder offering to supply goods under the contract which the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the goods' Manufacturer or producer to supply the goods in the Procuring agency's country;
 - (b) that the Bidder has the financial, technical, and production capability necessary to perform the contract;
 - (c) that, in the case of a Bidder not doing business within the Procuring agency's country, the Bidder is or will be (if awarded the contract) represented by an Agent in that country equipped, and able to carry out the Supplier's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications; and
 - (d) that the Bidder meets the qualification criteria listed in the Bid Data Sheet.

**14. Documents
Establishing
Goods'
Eligibility and
Conformity to
Bidding
Documents**

- 14.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the eligibility and conformity to the bidding documents of all goods and services which the Bidder proposes to supply under the contract.
- 14.2 The documentary evidence of the eligibility of the goods and services shall consist of a statement in the Price Schedule of the country of origin of the goods and services offered which shall be confirmed by a certificate of origin issued at the time of shipment.
- 14.3 The documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, and data, and shall consist of:
- (a) a detailed description of the essential technical and

performance characteristics of the goods;

- (b) a list giving full particulars, including available sources and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods for a period to be specified in the Bid Data Sheet, following commencement of the use of the goods by the Procuring agency; and
- (c) an item-by-item commentary on the Procuring agency's Technical Specifications demonstrating substantial responsiveness of the goods and services to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications.

14.4 For purposes of the commentary to be furnished pursuant to ITB Clause 14.3(c) above, the Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Procuring agency in its Technical Specifications, are intended to be descriptive only and not restrictive. The Bidder may substitute alternative standards, brand names, and/or catalogue numbers in its bid, provided that it demonstrates to the Procuring agency's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

15. Bid Security

15.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, a bid security in the amount specified in the Bid Data Sheet.

15.2 The bid security is required to protect the Procuring agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to ITB Clause 15.7.

15.3 The bid security shall be in Pak. Rupees and shall be in one of the following forms:

- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the Procuring agency's country, in the form provided in the bidding documents or another form acceptable to the Procuring agency and valid for thirty (30) days beyond the validity of the bid; or

15.4 Any bid not secured in accordance with ITB Clauses 15.1 and 15.3 will be rejected by the Procuring agency as nonresponsive, pursuant to ITB Clause 24.

15.5 Unsuccessful bidders' bid security will be discharged or returned as promptly as possible but not later than thirty (30) days after the expiration of the period of bid validity prescribed by the Procuring agency pursuant to ITB Clause 16.

15.6 The successful Bidder's bid security will be discharged upon the Bidder signing the contract, pursuant to ITB Clause 32, and furnishing the performance security, pursuant to ITB Clause 33.

15.7 The bid security may be forfeited:

- (a) if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or
- (b) in the case of a successful Bidder, if the Bidder fails:
 - (i) to sign the contract in accordance with ITB Clause 32;
 - or**
 - (ii) to furnish performance security in accordance with ITB Clause 33.

**16. Period of
Validity of
Bids**

16.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the Procuring agency, pursuant to ITB Clause 19. A bid valid for a shorter period shall be rejected by the Procuring agency as nonresponsive.

16.2 In exceptional circumstances, the Procuring agency may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security provided under ITB Clause 15 shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in the bidding document.

**17. Format and
Signing of Bid**

17.1 The Bidder shall prepare an original and the number of copies of the bid indicated in the Bid Data Sheet, clearly marking each "ORIGINAL BID" and "COPY OF BID," as appropriate. In the event of any discrepancy between them, the original shall govern.

17.2 The original and the copy or copies of the bid shall be typed or written in indelible ink and shall be signed by the Bidder or a

person or persons duly authorized to bind the Bidder to the contract. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.

17.3 Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

17.4 The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid, and to contract execution if the Bidder is awarded the contract.

D. Submission of Bids

18. Sealing and Marking of Bids

18.1 The Bidder shall seal the original and each copy of the bid in separate envelopes, duly marking the envelopes as “ORIGINAL” and “COPY.” The envelopes shall then be sealed in an outer envelope.

18.2 The inner and outer envelopes shall:

- (a) be addressed to the Procuring agency at the address given in the Bid Data Sheet; and
- (b) bear the Project name indicated in the Bid Data Sheet, the Invitation for Bids (IFB) title and number indicated in the Bid Data Sheet, and a statement: “DO NOT OPEN BEFORE,” to be completed with the time and the date specified in the Bid Data Sheet, pursuant to ITB Clause 2.2.

18.3 The inner envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared “late”.

18.4 If the outer envelope is not sealed and marked as required by ITB Clause 18.2, the Procuring agency will assume no responsibility for the bid’s misplacement or premature opening.

19. Deadline for Submission of Bids

19.1 Bids must be received by the Procuring agency at the address specified under ITB Clause 18.2 no later than the time and date specified in the Bid Data Sheet.

19.2 The Procuring agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in accordance with ITB Clause 7, in which case all rights and

obligations of the Procuring agency and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

20. Late Bids

- 20.1 Any bid received by the Procuring agency after the deadline for submission of bids prescribed by the Procuring agency pursuant to ITB Clause 19 will be rejected and returned unopened to the Bidder.

21. Modification and Withdrawal of Bids

- 21.1 The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Procuring agency prior to the deadline prescribed for submission of bids.
- 21.2 The Bidder's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of ITB Clause 18. by a signed confirmation copy, postmarked not later than the deadline for submission of bids.
- 21.3 No bid may be modified after the deadline for submission of bids.
- 21.4 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Form. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security, pursuant to the ITB Clause 15.7.

E. Opening and Evaluation of Bids**22. Opening of Bids by the Procuring agency**

- 22.1 The Procuring agency will open all bids in the presence of bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign a register evidencing their attendance.
- 22.2 The bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the Procuring agency, at its discretion, may consider appropriate, will be announced at the opening. No bid shall be rejected at bid opening, except for late bids, which shall be returned unopened to the Bidder pursuant to ITB Clause 20.

22.3 Bids (and modifications sent pursuant to ITB Clause 21.2) that are not opened and read out at bid opening shall not be considered further for evaluation, irrespective of the circumstances. Withdrawn bids will be returned unopened to the bidders.

22.4 The Procuring agency will prepare minutes of the bid opening.

23. Clarification of Bids

23.1 During evaluation of the bids, the Procuring agency may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

24. Preliminary Examination

24.1 The Procuring agency will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

24.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.

24.3 The Procuring agency may waive any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

24.4 Prior to the detailed evaluation, pursuant to ITB Clause 25 the Procuring agency will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these Clauses, a substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, **such as** those concerning Bid Security (ITB Clause 15), Applicable Law (GCC Clause 30), and Taxes and Duties (GCC Clause 32), will be deemed to be a material deviation. The Procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.

24.5 If a bid is not substantially responsive, it will be rejected by the Procuring agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

25. Evaluation and Comparison of Bids

25.1 The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive, pursuant to ITB Clause 24.

25.2 The Procuring agency's evaluation of a bid will be on delivered duty paid (DDP) price inclusive of prevailing duties and will exclude any allowance for price adjustment during the period of execution of the contract, if provided in the bid.

25.3 The Procuring agency's evaluation of a bid will take into account, in addition to the bid price quoted in accordance with ITB Clause 11.2, one or more of the following factors as specified in the Bid Data Sheet, and quantified in ITB Clause 25.4:

- (a) incidental costs
- (b) delivery schedule offered in the bid;
- (c) deviations in payment schedule from that specified in the Special Conditions of Contract;
- (d) the cost of components, mandatory spare parts, and service;
- (e) the availability Procuring agency of spare parts and after-sales services for the equipment offered in the bid;
- (f) the projected operating and maintenance costs during the life of the equipment;
- (g) the performance and productivity of the equipment offered; and/or
- (h) other specific criteria indicated in the Bid Data Sheet and/or in the Technical Specifications.

25.4 For factors retained in the Bid Data Sheet pursuant to ITB 25.3, one or more of the following quantification methods will be applied, as detailed in the Bid Data Sheet:

- (a) Incidental costs provided by the bidder will be added by Procuring agency to the delivered duty paid (DDP) price at

the final destination.

(b) *Delivery schedule.*

- (i) The Procuring agency requires that the goods under the Invitation for Bids shall be delivered at the time specified in the Schedule of Requirements which will be treated as the base, a delivery “adjustment” will be calculated for bids by applying a percentage, specified in the Bid Data Sheet, of the DDP price for each week of delay beyond the base, and this will be added to the bid price for evaluation. No credit shall be given to early delivery.

or

- (ii) The goods covered under this invitation are required to be delivered (shipped) within an acceptable range of weeks specified in the Schedule of Requirement. No credit will be given to earlier deliveries, and bids offering delivery beyond this range will be treated as nonresponsive. Within this acceptable range, an adjustment per week, as specified in the Bid Data Sheet, will be added for evaluation to the bid price of bids offering deliveries later than the earliest delivery period specified in the Schedule of Requirements.

or

- (iii) The goods covered under this invitation are required to be delivered in partial shipments, as specified in the Schedule of Requirements. Bids offering deliveries earlier or later than the specified deliveries will be adjusted in the evaluation by adding to the bid price a factor equal to a percentage, specified in the Bid Data Sheet, of DDP price per week of variation from the specified delivery schedule.

(c) *Deviation in payment schedule.*

- (i) Bidders shall state their bid price for the payment schedule outlined in the SCC. Bids will be evaluated on the basis of this base price. Bidders are, however, permitted to state an alternative payment schedule and indicate the reduction in bid price they wish to offer for such alternative payment schedule. The Procuring agency may consider the alternative payment schedule offered by the selected Bidder.

or

- (ii) The SCC stipulates the payment schedule offered by

the Procuring agency. If a bid deviates from the schedule and if such deviation is considered acceptable to the Procuring agency, the bid will be evaluated by calculating interest earned for any earlier payments involved in the terms outlined in the bid as compared with those stipulated in this invitation, at the rate per annum specified in the Bid Data Sheet.

(d) *Cost of spare parts.*

- (i) The list of items and quantities of major assemblies, components, and selected spare parts, likely to be required during the initial period of operation specified in the Bid Data Sheet, is annexed to the Technical Specifications. The total cost of these items, at the unit prices quoted in each bid, will be added to the bid price.

or

- (ii) The Procuring agency will draw up a list of high-usage and high-value items of components and spare parts, along with estimated quantities of usage in the initial period of operation specified in the Bid Data Sheet. The total cost of these items and quantities will be computed from spare parts unit prices submitted by the Bidder and added to the bid price.

or

- (iii) The Procuring agency will estimate the cost of spare parts usage in the initial period of operation specified in the Bid Data Sheet, based on information furnished by each Bidder, as well as on past experience of the Procuring agency or other procuring agencies in similar situations. Such costs shall be added to the bid price for evaluation.

(e) *Spare parts and after sales service facilities in the Procuring agency's country.*

The cost to the Procuring agency of establishing the minimum service facilities and parts inventories, as outlined in the Bid Data Sheet or elsewhere in the bidding documents, if quoted separately, shall be added to the bid price.

(f) *Operating and maintenance costs.*

Since the operating and maintenance costs of the goods under procurement form a major part of the life cycle cost of the equipment, these costs will be evaluated in accordance with the criteria specified in the Bid Data Sheet or in the Technical Specifications.

(g) *Performance and productivity of the equipment.*

(i) Bidders shall state the guaranteed performance or efficiency in response to the Technical Specification. For each drop in the performance or efficiency below the norm of 100, an adjustment for an amount specified in the Bid Data Sheet will be added to the bid price, representing the capitalized cost of additional operating costs over the life of the plant, using the methodology specified in the Bid Data Sheet or in the Technical Specifications.

or

(ii) Goods offered shall have a minimum productivity specified under the relevant provision in the Technical Specifications to be considered responsive. Evaluation shall be based on the cost per unit of the actual productivity of goods offered in the bid, and adjustment will be added to the bid price using the methodology specified in the Bid Data Sheet or in the Technical Specifications.

(h) *Specific additional criteria indicated in the Bid Data Sheet and/or in the Technical Specifications.*

The relevant evaluation method shall be detailed in the Bid Data Sheet and/or in the Technical Specifications.

Alternative

25.4 Merit Point System:

The following merit point system for weighing evaluation factors can be applied if none of the evaluation methods listed in 25.4 above has been retained in the Bid Data Sheet. The number of points allocated to each factor shall be specified in the Bid Data Sheet.

[In the Bid Data Sheet, choose from the range of]

Evaluated price of the goods	60 to 90
Cost of common list spare parts	0 to 20
Technical features, and maintenance and operating costs	0 to 20
Availability of service and spare parts	0 to 20
Standardization	0 to 20
Total	100

The bid scoring the highest number of points will be deemed to be the most advantageous bid.

- 26. Contacting the Procuring agency**
- 26.1 Subject to ITB Clause 23, no Bidder shall contact the Procuring agency on any matter relating to its bid, from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the Procuring agency, it should do so in writing.
- 26.2 Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

F. Award of Contract

- 27. Post-qualification**
- 27.1 In the absence of prequalification, the Procuring agency will determine to its satisfaction whether the Bidder that is selected as having submitted the most advantageous responsive bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in ITB Clause 13.3.
- 27.2 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 13.3, as well as such other information as the Procuring agency deems necessary and appropriate.
- 27.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next most advantageous bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.
- 28. Award Criteria**
- 28.1 Subject to ITB Clause 30, the Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the most advantageous bid, provided further that the Bidder is

determined to be qualified to perform the contract satisfactorily.

- | | |
|---|--|
| 29. Procuring agency's Right to Vary Quantities at Time of Award | 29.1 The Procuring agency reserves the right at the time of contract award to increase or decrease, by the percentage indicated in the Bid Data Sheet, the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions. |
| 30. Procuring agency's Right to Accept any Bid and to Reject any or All Bids | 30.1 The Procuring agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Procuring agency's action. |
| 31. Notification of Award | <p>31.1 Prior to the expiration of the period of bid validity, the Procuring agency will notify the successful Bidder in writing by registered letter or by cable, to be confirmed in writing by registered letter, that its bid has been accepted.</p> <p>31.2 The notification of award will constitute the formation of the Contract.</p> <p>31.3 Upon the successful Bidder's furnishing of the performance security pursuant to ITB Clause 33, the Procuring agency will promptly notify each unsuccessful Bidder and will discharge its bid security, pursuant to ITB Clause 15.</p> |
| 32. Signing of Contract | <p>32.1 At the same time as the Procuring agency notifies the successful Bidder that its bid has been accepted, the Procuring agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.</p> <p>32.2 Within thirty (30) days of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency.</p> |
| 33 Performance Security | <p>33.1 Within twenty (20) days of the receipt of notification of award from the Procuring agency, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, in the Performance Security Form provided in the bidding documents, or in another form acceptable to the Procuring agency.</p> <p>33.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 32 or ITB Clause 33.1 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid</p> |

security, in which event the Procuring agency may make the award to the next most advantageous bidder or call for new bids.

**34. Corrupt or
Fraudulent
Practices**

34.1 The Government of Sindh requires that Procuring agency's (including beneficiaries of donor agencies' loans), as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the SPPRA, in accordance with the SPP Act, 2009 and Rules made thereunder:

- (a) defines, for the purposes of this provision, the terms set forth below as follows:
 - (i) "corrupt practice" means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution; and
 - (ii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring agency, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Procuring agency of the benefits of free and open competition;
- (b) will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
- (c) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a Government-financed contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a Government-financed contract.

34.2 Furthermore, Bidders shall be aware of the provision stated in sub-clause 5.4 and sub-clause 24.1 of the General Conditions of Contract.

Part One - Section II.
General Conditions of Contract

Table of Contents

1. DEFINITIONS.....	23
2. APPLICATION.....	23
3. COUNTRY OF ORIGIN.....	24
4. STANDARDS.....	24
5. USE OF CONTRACT DOCUMENTS AND INFORMATION; INSPECTION AND AUDIT BY THE BANK.....	24
6. PATENT RIGHTS.....	25
7. PERFORMANCE SECURITY	25
8. INSPECTIONS AND TESTS	25
9. PACKING	26
10. DELIVERY AND DOCUMENTS.....	26
11. INSURANCE.....	27
12. TRANSPORTATION.....	27
13. INCIDENTAL SERVICES	27
14. SPARE PARTS.....	27
15. WARRANTY	28
16. PAYMENT	29
17. PRICES.....	29
18. CHANGE ORDERS	29
19. CONTRACT AMENDMENTS.....	30
20. ASSIGNMENT	30
21. SUBCONTRACTS.....	30
22. DELAYS IN THE SUPPLIER'S PERFORMANCE	30
23. LIQUIDATED DAMAGES	30
24. TERMINATION FOR DEFAULT.....	31
25. FORCE MAJEURE	32
26. TERMINATION FOR INSOLVENCY	32
27. TERMINATION FOR CONVENIENCE.....	32
28. RESOLUTION OF DISPUTES.....	33
29. GOVERNING LANGUAGE.....	33
30. APPLICABLE LAW.....	33
31. NOTICES	33
32. TAXES AND DUTIES	33

General Conditions of Contract

1. Definitions

1.1 In this Contract, the following terms shall be interpreted as indicated:

- (a) “The Contract” means the agreement entered into between the Procuring agency and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- (b) “The Contract Price” means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
- (c) “The Goods” means all of the equipment, machinery, and/or other materials which the Supplier is required to supply to the Procuring agency under the Contract.
- (d) “The Services” means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract.
- (e) “GCC” means the General Conditions of Contract contained in this section.
- (f) “SCC” means the Special Conditions of Contract.
- (g) “The Procuring agency” means the organization purchasing the Goods, as named in SCC.
- (h) “The Procuring agency’s country” is the country named in SCC.
- (i) “The Supplier” means the individual or firm supplying the Goods and Services under this Contract.
- (j) “The Project Site,” where applicable, means the place or places named in SCC.
- (k) “Day” means calendar day.

2. Application

2.1 These General Conditions shall apply to the extent that they are

not superseded by provisions of other parts of the Contract.

3. Country of Origin

- 3.1 All Goods and Services supplied under the Contract shall have their origin in the countries and territories eligible under the rules and further elaborated in the SCC.
- 3.2 For purposes of this Clause, “origin” means the place where the Goods were mined, grown, or produced, or from which the Services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 3.3 The origin of Goods and Services is distinct from the nationality of the Supplier.

T

- 4.1 The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods’ country of origin. Such standards shall be the latest issued by the concerned institution.

5. Use of Contract Documents and Information; Inspection and Audit by the Government

- 5.1 The Supplier shall not, without the Procuring agency’s prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring agency in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The Supplier shall not, without the Procuring agency’s prior written consent, make use of any document or information enumerated in GCC Clause 5.1 except for purposes of performing the Contract.
- 5.3 Any document, other than the Contract itself, enumerated in GCC Clause 5.1 shall remain the property of the Procuring agency and shall be returned (all copies) to the Procuring agency on completion of the Supplier’s performance under the Contract if so required by the Procuring agency.

- 5.4 The Supplier shall permit the Procuring agency to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the procuring agency, if so required.

6. Patent Rights

- 6.1 The Supplier shall indemnify the Procuring agency against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in the Procuring agency's country.

7. Performance Security

- 7.1 Within twenty (20) days of receipt of the notification of Contract award, the successful Bidder shall furnish to the Procuring agency the performance security in the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.
- 7.3 The performance security shall be denominated in the currency of the Contract acceptable to the Procuring agency and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the Procuring agency's country, in the form provided in the bidding documents or another form acceptable to the Procuring agency; or
 - (b) a cashier's or certified check.
- 7.4 The performance security will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC.

8. Inspections and Tests

- 8.1 The Procuring agency or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring agency. SCC and the Technical Specifications shall specify what inspections and tests the Procuring agency requires and where they are to be conducted. The Procuring agency shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.
- 8.2 The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at

the Goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring agency.

- 8.3 Should any inspected or tested Goods fail to conform to the Specifications, the Procuring agency may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Procuring agency.
- 8.4 The Procuring agency's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival in the Procuring agency's country shall in no way be limited or waived by reason of the Goods having previously been inspected, tested, and passed by the Procuring agency or its representative prior to the Goods' shipment from the country of origin.
- 8.5 Nothing in GCC Clause 8 shall in any way release the Supplier from any warranty or other obligations under this Contract.

9. Packing

- 9.1 The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the Procuring agency.

10. Delivery and Documents

- 10.1 Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in the Schedule of Requirements. The details of shipping and/or other documents to be furnished by the Supplier are specified in SCC.
- 10.2 Documents to be submitted by the Supplier are specified in SCC.

11. Insurance

11.1 The Goods supplied under the Contract shall be delivered duty paid (DDP) under which risk is transferred to the buyer after having been delivered, hence insurance coverage is sellers responsibility.

12. Transportation

12.1 The Supplier is required under the Contract to transport the Goods to a specified place of destination within the Procuring agency's country, transport to such place of destination in the Procuring agency's country, including insurance and storage, as shall be specified in the Contract, shall be arranged by the Supplier, and related costs shall be included in the Contract Price.

13. Incidental Services

13.1 The Supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:

- (a) performance or supervision of on-site assembly and/or start-up of the supplied Goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied Goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;
- (d) performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
- (e) training of the Procuring agency's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.

13.2 Prices charged by the Supplier for incidental services, if not included in the Contract Price for the Goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged for other parties by the Supplier for similar services.

14. Spare Parts

14.1 As specified in SCC, the Supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:

- (a) such spare parts as the Procuring agency may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under the Contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) advance notification to the Procuring agency of the pending termination, in sufficient time to permit the Procuring agency to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the Procuring agency, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

- 15.1 The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the Procuring agency's specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.
- 15.2 This warranty shall remain valid for twelve (12) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.
- 15.3 The Procuring agency shall promptly notify the Supplier in writing of any claims arising under this warranty.
- 15.4 Upon receipt of such notice, the Supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective Goods or parts thereof, without costs to the Procuring agency.
- 15.5 If the Supplier, having been notified, fails to remedy the defect(s)

within the period specified in SCC, within a reasonable period, the Procuring agency may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Procuring agency may have against the Supplier under the Contract.

16. Payment

16.1 The method and conditions of payment to be made to the Supplier under this Contract shall be specified in SCC.

16.2 The Supplier's request(s) for payment shall be made to the Procuring agency in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and Services performed, and by documents submitted pursuant to GCC Clause 10, and upon fulfillment of other obligations stipulated in the Contract.

16.3 Payments shall be made promptly by the Procuring agency, but in no case later than sixty (60) days after submission of an invoice or claim by the Supplier.

16.4 The currency of payment is Pak. Rupees.

17. Prices

17.1 Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid, with the exception of any price adjustments authorized in SCC or in the Procuring agency's request for bid validity extension, as the case may be.

18. Change Orders

18.1 The Procuring agency may at any time, by a written order given to the Supplier pursuant to GCC Clause 31, make changes within the general scope of the Contract in any one or more of the following:

- (a) drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Procuring agency;
- (b) the method of shipment or packing;
- (c) the place of delivery; and/or
- (d) the Services to be provided by the Supplier.

18.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be

made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from the date of the Supplier's receipt of the Procuring agency's change order.

19. Contract Amendments

19.1 Subject to GCC Clause 18, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.

20. Assignment

20.1 The Supplier shall not assign, in whole or in part, its obligations to perform under this Contract, except with the Procuring agency's prior written consent.

21. Subcontracts

21.1 The Supplier shall notify the Procuring agency in writing of all subcontracts awarded under this Contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the Supplier from any liability or obligation under the Contract.

21.2 Subcontracts must comply with the provisions of GCC Clause 3.

22. Delays in the Supplier's Performance

22.1 Delivery of the Goods and performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring agency in the Schedule of Requirements.

22.2 If at any time during performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Procuring agency in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Procuring agency shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.

22.3 Except as provided under GCC Clause 25, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 23, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the application of liquidated damages.

23. Liquidated

23.1 Subject to GCC Clause 25, if the Supplier fails to deliver any or

Damages

all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in SCC. Once the maximum is reached, the Procuring agency may consider termination of the Contract pursuant to GCC Clause 24.

24. Termination for Default

24.1 The Procuring agency, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part:

- (a) 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 pursuant to GCC Clause 22; or
- (b) if the Supplier fails to perform any other obligation(s) under the Contract.
- (c) if the Supplier, in the judgment of the Procuring agency has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this clause:

“corrupt practice” means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.

“fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition.

24.2 In the event the Procuring agency terminates the Contract in whole or in part, pursuant to GCC Clause 24.1, the Procuring agency may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those

undelivered, and the Supplier shall be liable to the Procuring agency for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.

25. Force Majeure

25.1 Notwithstanding the provisions of GCC Clauses 22, 23, and 24, the Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

25.2 For purposes of this clause, “Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Procuring agency in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

25.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring agency in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring agency in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

**26. Termination
for Insolvency**

26.1 The Procuring agency may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring agency.

**27. Termination
for
Convenience**

27.1 The Procuring agency, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring agency’s convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

27.2 The Goods that are complete and ready for shipment within thirty (30) days after the Supplier’s receipt of notice of termination shall be accepted by the Procuring agency at the

Contract terms and prices. For the remaining Goods, the Procuring agency may elect:

- (a) to have any portion completed and delivered at the Contract terms and prices; and/or
- (b) to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Supplier.

28. Resolution of Disputes

28.1 The Procuring agency and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

28.2 If, after thirty (30) days from the commencement of such informal negotiations, the Procuring agency and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms specified in SCC. These mechanisms may include, but are not restricted to, conciliation mediated by a third party, adjudication in an agreed manner and/or arbitration.

29. Governing Language

29.1 The Contract shall be written in the language specified in SCC. Subject to GCC Clause 30, the version of the Contract written in the specified language shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.

30. Applicable Law

30.1 The Contract shall be interpreted in accordance with the laws of the Procuring agency's country, unless otherwise specified in SCC.

31. Notices

31.1 Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by cable, telex, or facsimile and confirmed in writing to the other party's address specified in SCC.

31.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

32. Taxes and Duties

32.1 Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Procuring agency.

Sindh Public Procurement Regulatory Authority

Bidding Documents

For

National Competitive Bidding

Hiring of Service Provider

PART TWO (PROCUREMENT SPECIFIC PROVISIONS)

- ☐ Invitation for Bids (IFB)
- ☐ Bid Data Sheet (BDS)
- ☐ Special Conditions of Contract (SCC)
- ☐ Schedule of Requirements
- ☐ Technical Specifications
- ☐ Sample Form
- ☐ Eligibility

Table of Contents - Part Two

SECTION I. INVITATION FOR BIDS.....	2
SECTION II. BID DATA SHEET.....	4
SECTION III. SPECIAL CONDITIONS OF CONTRACT.....	9
TABLE OF CLAUSES.....	10
SECTION IV. SCHEDULE OF REQUIREMENTS.....	16
SECTION V. TECHNICAL SPECIFICATIONS.....	18
SECTION VI. SAMPLE FORMS.....	21
SAMPLE FORMS	22
1. Bid Form and Price Schedules.....	23
2. Bid Security Form	26
3. Contract Form.....	27
4. Performance Security Form.....	28
5. Bank Guarantee for Advance Payment	29
6. Manufacturer's Authorization Form.....	30
SECTION VII. ELIGIBILITY FOR THE PROVISION OF GOODS, WORKS, AND SERVICES IN BANK-FINANCED PROCUREMENT	Error! Bookmark not defined.

Invitation for Bids

Date: *[date of issuance of IFB]* _____

IFB N^o: _____

1. The **Provincial Program Coordinator, Accelerated Action Plan for reduction and malnutrition, Sehtmand Sindh Program (Livestock Sector)** has received an allocation from the Public Fund in Pak rupees towards the cost of **Accelerated Action Plan (AAP) for reduction and malnutrition, Sehtmand Sindh Program (Livestock Sector)**.
2. The Accelerated Action Plan for reduction and malnutrition, Sehtmand Sindh Program (Livestock Sector) now invites sealed bids from eligible bidders for the **procurement / hiring of services of Social Mobilizers for sustainability, implementation and follow up in communities under Accelerated Action Plan for reduction of stunting and malnutrition in Sindh (Livestock Sector)**
3. A complete set of bidding documents may be downloaded from <https://sindh.eprocure.gov.pk> by interested bidders on the submission of payment of tender fee nonrefundable fee of Rs. 2,000 only in shape of pay order issued in favour of Accelerated Action Plan for reduction and malnutrition, Sehtmand Sindh Program (Livestock Sector).
4. The provisions in the Instructions to Bidders and in the General Conditions of Contract are the provisions of the Sindh Public Procurement Ordinance and its Rules made thereunder which also conform to the requirements of the World Bank *Standard Bidding Documents: Procurement of Goods for National Competitive Bidding, Pakistan*, Part One.
5. Bids must be submit online at EPADS portal and hard copy must be delivered to the office of Program Coordinator AAP (Livestock Sector) on or before **01:00 PM on 15.10.2026** and must be accompanied by a **security deposit of Rs. 800,000**.
6. Bids will be opened in the presence of bidders' representatives who choose to attend at **02:00 PM on 15.10.2026** at the office of Provincial Program Coordinator, AAP (Livestock) at Animal Science Complex, Korangi, Karachi.
7. The bidders are requested to give their best and final prices as no negotiations are expected.

Bid Data Sheet

The following specific data for the hiring of services shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Part One. Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

INTRODUCTION		
ITB 1.1	Name of Department of Government of Sindh	Livestock & Fisheries Department
ITB 1.2	Name of Project	Accelerated Action Plan for reduction and malnutrition, Sehtmand Sindh Program (Livestock Sector)
ITB 1.3	Name of Contract	Procurement / hiring of services of Social Mobilizers for sustainability, implementation and follow up in communities under Accelerated Action Plan for reduction of stunting and malnutrition in Sindh (Livestock Sector)
ITB 1.4	Name of Procuring agency	Provincial Program Coordinator, Accelerated Action Plan for reduction and malnutrition, Sehtmand Sindh Program (Livestock Sector)
ITB 1.5	Procuring agency's address, telephone:	Animal Science Complex, Korangi Karachi Telephone: 0213-5123347
ITB 1.6	Language of the bid	English
ITB 1.7	Duration & budget	The available budget is: Rs. 40.00 million (for current year 2026-27) for the targets mentioned in the scope of work and output indicators. Duration of the Assignment: The estimated duration of the services is up to June 2027. The period is extendable for subsequent year subject to the performance.
BID PRICE AND CURRENCY		
ITB 2.1	Bid Price Currency	The price quoted shall be in Pak Rupees inclusive of all taxes (present & future) duties and charges.
ITB 2.2	Nature of Bid Price	The price shall be fixed
PREPARATION AND SUBMISSION OF BIDS		
ITB 5	Qualification requirements	See annexure Bidders Qualification Criteria
ITB 6	Amount of bid security	Rs. 800,000

ITB 7	Manner of bid security	The bid security shall be denominated in the currency of the bid: a) The bid security shall be called in the form of Bank Guarantee/Demand Draft/Pay order issued by a scheduled bank in Pakistan in favour of Accelerated Action Plan for reduction and malnutrition, Sehtmand Sindh Program (Livestock Sector) and have validity as per SPPRA Rules. b) Soft copy be submitted in EPADS portal and original hard copy must be attached with the technical proposal. c) Bid security shall release to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired. d) The successful Bidder's bid security shall be discharged upon the Bidder signing the contract, and furnishing the performance security. e) The bid security may be forfeited: a) if a Bidder withdraws its bid during the period of bid validity or b) in the case of a successful Bidder, if the bidder fails: (i) to sign the contract in accordance or (ii) to furnish performance security
ITB 8	Bid validity period	90 days and extendable as per SPPRA Rules
ITB 9	Number of copies	01 Original hard copy and soft copy must be uploaded on EPADS portal
ITB 11	Address for bid submission	Soft copy on EPADS portal and hard copy submitted at office of the Provincial Program coordinator Accelerated Action Plan for reduction and malnutrition, Sehtmand Sindh Program (Livestock Sector) at Animal Science Complex, Korangi, Karachi
ITB 12	IFB title and number	Procurement / hiring of services of Social Mobilizers for sustainability, implementation and follow up in communities under Accelerated Action Plan for reduction of stunting and malnutrition in Sindh (Livestock Sector) PPC/AAP/LS/Services/26-27
ITB 13	Deadline for bid submission	15.10.2026 at 01:00 PM

ITB 14	Time, date, and place for bid opening	15.10.2026 at 02:00 PM Committee Room of PMU at Animal Science Complex, Korangi, Karachi.
ITB 15	The service provider may associate with other firms	Yes
BID EVALUATION		
ITB 16	Criteria for bid evaluation	See annexure Bid Evaluation Criteria
ITB 17	Details of evaluation method	Single Stage two envelope procedure
ITB 18	Selection method	The method of selection is: Quality and Cost Based Selection (QCBS) method
CONTRACT AWARD		
ITB 19	Amount of Performance Security	5% of Contract amount a) The performance security shall be submitted in the form of Bank Guarantee/Demand Draft/Pay order issued by a scheduled bank in Pakistan in favour of Accelerated Action Plan for reduction and malnutrition, Sehtmand Sindh Program (Livestock Sector)
ITB 20	Percentage for quantity increase or decrease	As per SPPRA Rules
ITB 21	Integrity Pact	Service Provider undertakes to sign Integrity Pact for the procurement.

BIDDERS QUALIFICATION CRITERIA

S. #	BIDDER ELIGIBILITY CRITERIA
	MANDATORY REQUIREMENTS: (If the below mentioned listed mandatory documents are short in the bid, the bid will be straightaway rejected and bidder will be disqualified from tender for further processing).
01.	Complete Company Profile (The profile must be configured according to the criteria of Serial No 1 to 17)
02.	The written confirmation of authorization to sign on behalf of the Bidder shall consist of: Power of Attorney issued by the competent authority of the Bidder's organization, authorizing the signatory to sign the Bid; and copy of CNIC of Owners / Proprietors / CEO/ Board Members.
03.	The service provider must have valid registration with Income Tax, General Sales Tax (FBR), Sindh Services Tax (SRB) / Societies/ Social Welfare Department, Government of Sindh or any other government entity authorized for such activities. Copy of all Registration Certificates bearing National Tax number (NTN) must be attached.
04.	Copy of Active Tax Payer List (latest) for both Income Tax and Sales Tax
05.	Copy of Tax Clearance Certificate upto date issued by the tax authorities.
06.	The service provider must have a valid permission /clearance from concerned department of Government of Sindh, to operate in the province of Sindh.
07.	Copy of last three years submitted returns of: i. Income Tax ii. Sales Tax
08.	The last three years annual turnover should be at least equal to or above the estimated contract value. (Copy of last three financial years Bank statement and Account maintenance certificate and submit details on Form 1)
09.	Copy of last three financial years Annual Audit Report conducted by International / Global Association of Audit / Chartered Accountancy Firm
10.	Company / firm Profile and at least minimum ten years of establishment in doing business. Location of office (Complete Address with, Phone, Fax, e-mail, Website address) of the Firm / Bidder. (PA have authority to visit during the process of tender)
11.	Experience: - The firm has five years consequent experience to public sector / government institute in relevant nature of work (submit minimum five work orders / work completion certificate/ contract agreement for each year). - Minimum completion of three procurement contracts in same assignment in last three years in Livestock & Fisheries Department, Government of Sindh. Chronology of Works/ Job Orders/ Award letters/ Contract Agreement/ Completion Certificate - Submit details of Project in hands
12.	Bidders are required to be furnished with earnest money of Rs. 800,000 in the form of Bank guarantee/Demand Draft/Pay order from scheduled bank in Pakistan in favour of Accelerated Action Plan for reduction and malnutrition, Sehtmand Sindh Program (Livestock Sector) and have validity as per SPPRA Rules.
13.	The Bidder should not have been barred / black listed by any of Provincial or Federal Govt. Deptt., Agency, Organization or autonomous body anywhere in Pakistan. Blacklisted service providers are not entitled to participate in the bidding process and the bidder must have no any pending inquiries with the any provincial or federal investigation agencies. (Submission of undertaking on Rs. 100/- legal stamp paper). However, if the bidder / firm has black listed in past but currently their status is non-black listed or debarred are eligible to participate in the same and must provide the evidence of non-black listing.

14.	Client & contact details list of minimum 03 Institutes all over Pakistan must be provided by the bidder (proof must be attached with technical bid).
15.	Tender Document and all other related documents submitted by the bidder are duly signed and stamped each page by the bidder. An affidavit to the effect that all documents / particulars / information given with technical proposal are true.
16.	An affidavit to the effect that the applicant has never indulged in corrupt, fraudulent or collusive practice for procuring contracts. An affidavit to the effect that the firm is not presently involved nor has been in the past in litigation with its employers. Should this be otherwise, the applicant must provide such details.
17.	Alternate & conditional offer shall not be allowed.

Note:

- The above mentioned criteria are mandatory for bidder's qualification; those who do not qualify or not fulfilled the above technical criteria the bids will be rejected and financial proposals will be returned unopened.
- Procuring Agency reserve the right to reject any bid if any one of the above-mentioned criteria is not fulfilled. Procuring agency shall disqualify the applicant at any stage, if it finds that the information submitted for qualification was either significantly inaccurate or incomplete. Incomplete or lacking the required information proposal shall not be entertained and shall be liable to rejection.
- Bidders are advised that before filling the bidding document, all the pages of bidding documents should carefully be checked. If any page / paper of bidding document are left unchecked / unsigned / missing / incomplete the bid will be straightaway rejected.
- Rates quoted must be inclusive of all prevalent taxes and other charges, as no negotiation is expected.
- The prospective firm(s) must provide valid evidence against each above criteria, the Procuring agency reserves the right to cross verify or call any information / document if deemed necessary in original, in order to ensure reliability / authenticity of information provided by the bidder.

AVERAGE ANNUAL TURNOVER VALUE

[The following table shall be filled in by the bidder]

Applicant Legal Name: _____

[insert full name]

ANNUAL TURNOVER DATA	
Year	Amount & Currency
[indicate year]	[insert amount and indicate currency]
Average annual turnover*	

* Average annual turnover calculated as total certified payments received by the firm in progress or completed.

Are the amount of Annual turnover Value should be **at least equal to or above** the estimated contract value (Submission of Audited Annual Reports and Bank Statements). Yes ☐ / No ☐

Sign & Stamp of bidders

BID EVALUATION CRITERIA (TECHNICAL)

The Technical Proposal will be evaluated on the basis of the criteria as set out below:

No.	Criteria		Marks
1.	Experience	General Social sector Related Project Experience of the Bidder during the last ten (10) years. (Refer to Table 1)	10
		Relevant Experience of the Bidder in the livestock and/or nutrition related assignments during the last ten (10) years. (Refer to Table 2)	30
2.	Professional Staff	Professional staff of the Bidder with Relevant Experience. (Refer to Table 3)	30
3.	Project Execution Plan	The Bidder will provide a detailed plan for execution of the Project to complete the Scope of Work provided in the TORs within the timelines provided. Bidder to provide Gantt chart with timelines in addition to the detailed plan.	10
4.	Financial Soundness	Average annual turnover over the last three (3) complete financial years	Turnover equal to PKR 5 Million - 5 marks For each additional PKR 1 Million of turnover after PKR 5 Million – 1 mark Maximum – 10 marks
		Net Worth for the last completed financial year	Net Worth equal to PKR 10 Million - 5 marks For each additional PKR 01 Million of Net Worth after PKR 10 Million – 1 mark Maximum – 10 marks
	TOTAL		100

TABLE 1.General Livestock Related Project Experience of the Bidder during the Last ten (10) Years

Marks for each project: 01 Mark
 Maximum attainable: 10 Marks

S.N	Name of the Assignment	Name of the Client	Address of the Client	Duration of the Assignment			Total Cost of the Assignment in PKR	Remarks
				From Date	To Date	Total Months		
1.								
2.								
...								
10.								

TABLE 2.Relevant Experience of the Bidder during the Last ten (10) Years

Marks for each relevant project: 10 Marks.
 Maximum attainable: 30 Marks.

S.N	Name of the Assignment	Name of the Client	Address of the Client	Duration of the Assignment			Total Cost of the Assignment in PKR	Remarks
				From Date	To Date	Total Months		
1.								
2.								
...								
6.								

TABLE 3.Relevant Experience of the Bidder's Professional Staff**(1) Social Sector Specialist – Marks 10**

Qualification (30% weightage)

PhD in Social sciences (30% weightage)

MSc in Social sciences (20% weightage)

BSc Social sciences (10% weightage)

Relevant Experience (70% weightage)

12 or more years of relevant experience (70% weightage)

10-11 years of relevant experience (60% weightage)

8-9 years (50% weightage)

5-7 years (40% weightage)

Less than 5 years (ZERO weightage)

(2) Livestock Management Specialist – Marks 10

Qualification (30% weightage)

PhD livestock management / animal husbandry (30% weightage)

MSc livestock management / animal husbandry (20% weightage)

BSc livestock management / animal husbandry (10% weightage)

Relevant Experience (70% weightage)

Livestock Management @ Farms or the Department

12 or more years of relevant experience (70% weightage)

10-11 years of relevant experience (60% weightage)

8-9 years (50% weightage)

5-7 years (40% weightage)

less than 5 years (ZERO weightage)

(3) Nutrition Specialist – Marks 10

Qualification (30% weightage)

PhD in any field of nutrition or food sciences (30% weightage)

MSc in any field of nutrition or food sciences (20% weightage)

BSc in any field of nutrition or food sciences (10% weightage)

Relevant Experience (70% weightage)

12 or more years of relevant experience (70% weightage)

10-11 years of relevant experience (60% weightage)

8-9 years (50% weightage)

5-7 years (40% weightage)

less than 5 years (ZERO weightage)

[illegible]

- i. The firms / bidders are required to submit their Technical and Financial proposals on EPADS Portal and hard copy in one envelope containing Technical information of bid shall be clearly marked "**Technical Bid**" the second envelope containing the Bid Price shall be clearly marked "**Financial Bid**" and should be reach at office of the Provincial Program coordinator Animal Science Complex Korangi, Karachi-74900 before the deadline of tender submission.
- ii. Applications with required documents attached shall be evaluated on the score obtained and firms obtaining 75 and above score shall be technically qualified.
- iii. The "**Financial Bid**" of only "**Technically Qualified Firms**" will be opened in presence of their respective representatives at the date and time to be determined and communicated later.
- iv. The firm will be ranked with **80% weightage to technical score and 20% weightage to financial score**. The firm which attains the highest combined weighted technical and financial score according to the criteria set out in this bidding document would be selected for the assignments.
- v. The applications of those firms including their subsidiaries and subcontractor who are blacklisted by any government department or by any of International Donor Agency like IFC, World Bank etc shall be rejected without detailed evaluation. The applicant is required to submit undertaking on judicial paper that he or any of his associate / manufacturer / supplier / subcontractor is not in the list of black listed firms of the above mentioned departments or financing institutions, the undertaking should be duly notarized.
- vi. Any other pertinent information in support to this bidding should also be furnished.
- vii. Procuring agency shall disqualify the applicant at any stage, if it finds that the information submitted for qualification was either significantly inaccurate or incomplete.
- viii. Incomplete or lacking the required information proposal shall not be entertained and shall be liable to rejection.

The Minimum Technical score (St) required to pass is 75 Marks.

The technical score shall have 80% and Financial Bid have 20% weightage for weighted average scores. The Bid obtaining maximum combined score shall be declared as the most advantageous responsive Bid and the firm offering the Best Evaluated Bid shall be declared as the successful Bidder and issued Letter of Acceptance, containing invitation for contract. Any factor having a bearing on the quoted price shall not be subject to negotiations.

- The above merit point system for weighing evaluation factors/criteria will be applied for technical proposals.
- Bidders achieving minimum 75 marks will be considered only for further process. Documentary evidence must be attached in support of each parameter.
- The lowest evaluated Financial Proposal (Fm) will be given the maximum financial score (Sf) of 100 points.

- Proposals will be ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; P = the weight given to the Financial Proposal; T + P = 1) and for calculation of combined score $S = St \times T\% + Sf \times P\%$. The firm achieving the highest combined technical and financial score will be declared as most advantageous responsive Bid.
- The Contract will be awarded to the most advantageous responsive firm whose product ranks highest in the Combined Evaluation scoring calculated through the Marks awarded to Technical Proposal and Financial Proposal as stated in this Bidding Documents.

GENERAL CONDITIONS:

- Must be fulfilled the bidders eligibility criteria.
- Bids must be accompanied with Bid Security of Rs. 800,000 in form of Bank guarantee/Demand Draft/Pay order from scheduled bank in Pakistan in favour of Accelerated Action Plan for reduction and malnutrition, Sehtmand Sindh Program (Livestock Sector) and have validity as per SPPRA Rules.
- Alternate or conditional bid cannot be accepted.
- Bid must be submitted on EPADS Portal electronically and hard copy in sealed envelope to the office of the Provincial Program coordinator, AAP (Livestock Sector).
- Bids should be submitted in conformity with Rule-46 sub rule (2) of Sindh Public Procurement Rules 2010 (and amended made therein) i.e. **“Procedure of open Competitive Bidding” “Single Stage- Two Envelop.**

TERMS OF REFERENCE

1. Background

1.1 Pakistani women and children suffer from some of the highest rates of malnutrition in the world with a national nutritional stunting prevalence among children under five of 43.7% (NNS, 2011). Pakistan also has the second highest number of severely wasted children next to India. The magnitude of the country's nutrition problem is reflected by the fact that half of the world's malnourished women and children, and an estimated 78% of the world's wasted children live in Bangladesh, India and Pakistan. Sindh's contribution to the national economy has been substantial – between 30 and 33% of the country's GDP with a population that is nearly 50% urban. The province's GDP per capita is roughly three times that of the country as a whole. The nutrition challenge facing the province, however, is substantial. Sindh, with just under a quarter of Pakistan's population, has a dangerously high rate of nutritional stunting among children under age 5 (49.8%). The prevalence of underweight children is 40.5%, while wasting prevalence is 17.5%.

1.2 The Government of Sindh has approved Accelerated Action Plan to reduce stunting and Malnutrition in Sindh. Agricultural and food-related interventions seeking to reduce food insecurity are also likely to reduce malnutrition if they: (1) focus on the diversity of food consumption and not simply the quantity; (2) provide special attention to agricultural tasks disproportionately undertaken by women and provide extension services to women directly; and (3) encourage home gardening, and small livestock and fisheries production for home consumption.

1.3 The goal of the AAP is to reduce stunting from 48% to 30% in first five years and 15% by 2026 in Sindh by increasing and expanding coverage of multi-sectoral interventions, that are known to reduce stunting in first five years of children's lives. The production sectors (agriculture, livestock, and fisheries) contribute to achieving this goal by increasing the number of households that consume a diverse and healthy diet, especially, those households with pregnant and lactating women (PLWs) and children under the age of 2.

1.4 Livestock will contribute by building the livestock (goats + backyard poultry) assets of poor households, widowed women with children and deprived landless people and enhancing livestock productivity by providing enhanced vaccination and livestock management advisory services to the farmers.

1.5 Operational Objectives

The Livestock Department will contribute in maintenance of balanced diet and health by making increased supply of animal protein (milk, meat and eggs) for target households by providing livestock (goats + backyard poultry) assets to the malnourished/ prone families, vaccination, drenching and livestock management trainings to small livestock holding families to improve livestock and poultry bird productivity and awareness on malnutrition. However specific Objectives for financial year 2026-2027 are presented below;

- Providing awareness regarding nutrition and livestock improved management practices to at least 6,000 persons each representing HH within 04 districts of Sindh province.
- Provision of Veterinary services in terms of vaccination and drenching twice in a year (2 doses each of FMD, HS, Mastitis, ET, PPR, CPP, ND, Avian Influenza, Fowl Pox vaccine/animal or bird/annum in priority districts as per schedule) to the livestock of already identified 120,000 persons/ farmers in 24 districts for prevention of disease and deaths and enhanced productivity.
- Provision of a package of 05 goats, 10 poultry birds and one feed to each of beneficiaries in severely Malnutrition (SAM/MAM) cases reported districts identified and finalized by AAP secretariat P&D Department.

2. Program Description and Scope

The first priority was given to replenish and restocking of livestock of AAP Livestock beneficiaries who have lost the livestock during those floods. However, it was decided by AAP secretariat to target those districts where malnutrition cases (MAM/ SAM) are reported more than 20 or 25% and recorded by Health Department or PPHI. Therefore, districts of Tharparkar, Badin, Sanghar, Sukkur, and Khairpur Mir's were targeted in the year 2023-24. But the impact was so low due to low budgetary allocations that only 500 out of more than 5000 malnutrition families in each of these districts got package of goats and poultry. Therefore, it was proposed to cover again these districts to create some impact in the malnourished households. 04 districts will be covered during 2026-27 are Dadu, Badin, Shaheed Benazirabad and Sukkur.

2.1. Package-A: Provision of awareness to farmers and malnourished households: About 6,000 Livestock farmers in targeted 04-districts of Sindh or wherever need be; would be targeted for nutrition and diversified food access related awareness and advisory services for better practices for improving their productivity. This would be achieved already established veterinary hubs established under AAP Livestock in public sector institutes and universities in collaboration with the Livestock and Fisheries Department, Government of Sindh and Project Staff.

2.2. Package-B: Provision of Veterinary Services: Veterinary services in terms of vaccination and drenching twice in a year will be provided through Directorate of Animal Husbandry of the Department. About 120,000 livestock owners representing HH with 600,000 Large animals, 1,000,000 small animals or 1,200,000 birds will be provided vaccination of FMD, HS, Mastitis and deworming injections, Vaccination of CPP, PPR & ET, and Vaccination of ND, Fowl Pox and avian influenza, respectively per annum to all of 24 districts. Each (2 doses each of FMD, HS, Mastitis for Large Animals (LA), ET, PPR, CCP for Small Animals (SA) along with anti-parasitic injections, ND, Fowl Pox and avian influenza vaccines for birds (B) /annum in priority districts as per schedule with beneficiaries of 120,000 persons/ farmers in 24 districts for prevention of disease and deaths and enhanced productivity. This would improve the productivity of the animals and prevention from disease and deaths, and ensure HH food security and public health. The coverage area can be increased to peripheral areas keeping in view the local field conditions, outbreaks of disease and animal movement to prevent the livestock from disease and deaths in targets.

2.2.1. Provision of Zoonotic services: It is reported that 60% of infections which are circulating in human populations are transmitted from animals and 80% of emerging infectious diseases in humans reported today are coming from animal sources. The World is working on “One Health concept” which means healthy animals ensure the health of humans. The list of zoonotic diseases is long and includes SARS-Corona virus, Middle east Respiratory Syndrome, anthrax, bird flu, bovine tuberculosis, brucellosis, *Campylobacter* infection, Cremona-Congo Haemorrhagic Fever, cat scratch fever, cryptosporidiosis, cysticercosis, dengue fever, Ebola, encephalitis from ticks, enzootic abortion, erysipelas, fish tank granuloma, giardiasis, glanders, hemorrhagic colitis, hepatitis E, hydatid disease, Leptospirosis, listeria infection, louping ill, Lyme disease, lymphocytic choriomeningitis, malaria, orf infection, parrot fever, pasteurellosis, plague, Q fever, rabies, rat-bite fever, ringworm, Rocky Mountain spotted fever, *Salmonella* and *E. coli* infections, streptococcal sepsis, swine flu, toxocariasis, toxoplasmosis, trichinellosis, tularemia, West Nile virus, zoonotic diphtheria, so on so forth. Therefore, the first line of defense from zoonotic diseases would be screening of animals from zoonotic diseases in timely manner and controlling the infection at that level before it is transmitted to humans and create public health hazard. Under the current program most prevailing zoonotic disease specially tuberculosis, *Salmonella*, *E.coli*, Brucellosis and avian influenza will be monitored regularly specially in the livestock of beneficiaries or distributed livestock, to ensure the public health and prevent their transmission through meat, milk, eggs and other dairy products. The activity would be conducted by only authorized facility i.e., Sindh Institute of animal Health Karachi and its sub-centres at various places in Sindh province as a pilot. Although, actual pilot was planned for year 2024-25 but due to scarcity of funds could not carried so therefore, it is planned for the current year.

2.3. Provision of Livestock assets for balance diet and maintenance of health:

Provision of 05 goats and 10 poultry birds along with feed bag to malnourished family with poor health to the tune of 400 to 500 per district and a total of atleast 1,800 to 2,500 beneficiaries in 04 districts of severely malnourished districts as per availability of the budget. Some of districts are the

same as already identified being implemented by the Health sector to synchronize the efforts to reduce stunting and malnutrition. The beneficiaries will be identified on the basis of SAM and MAM cases recorded and reported by the PPHI. Based on SAM and MAM identified household suffering from malnutrition/ stunting collected by the PPHI/ Health Department and physical assessment and evaluation made by Project Implementation partner (NGO) or the Departmental/ Project staff as per the availability of budget.

3. Objective(s) of the Assignment

3.1 The service provider are required to ensure that the Program activities are carried out in a timely and efficient manner with high standards of Program implementation including technical assistance in capacity building and with due considerations to the environmental and social standards agreed as part of the Program design.

3.2 The service provider will work with the Program Coordinator, AAP Livestock Component to support implementation of the Program components. The tasks and activities would include, but not limited to:

- Develop a detailed Program Implementation Plan (PIP) for each activity with yearly distribution of activities and corresponding estimated costs for the full duration of Program implementation period.
- Verify and validate the SAM/ MAM cases of malnourished or stunting vulnerable families in each of the selected district, provided by PPHI / Health Department/ P&D Department and perform other related activities to be done under the Program.
- Carry out social mobilization and formation of VBOs in collaboration with the Departmental teams at each of the selected districts.
- Assist in capacity building and training interventions for target families and staff in each of the selected districts.
- Periodic meetings with Program Management Unit (PMU) officials and discuss on its accountable areas.
- Identify topics and areas for seminar/workshop/ days/ hands on training/demonstration for target families. The topics may include, but not limited to, animal husbandry, feed/fodder, animal nutrition, disease control, modern dairy farming, breed improvement, disease diagnosis, etc.
- Maintain detailed financial accounts and other Program records related to this assignment, and prepare other documentation as may be required by the Client and Program financiers.
- Social Mobilization and follow up in the communities wherein the assets of livestock are distributed under the program.
- Monitoring by follow up visits of beneficiaries who has received livestock assets that assets is managed and utilized as per scope.
- Provide Support in overall Program management and regular reporting requirements based on modern concepts, implementation of program activities and capacity building components including monitoring and compliance to environmental and social management plan for the Program.

4. Scope of Services, Tasks (Components) and Expected Deliverables

The service provider firm will be responsible for all contracts related to the tasks listed above and in this context will carry out, but not limited to the following specific activities:.

4.1. Assessment and identification of target families:

The beneficiaries identified by PPHI / Health Department on the basis of SAM and MAM cases recorded and reported by the AAP secretariat / P&D. Based on SAM and MAM identified household suffering from malnutrition/ stunting collected by the PPHI/ Health Department and physical assessment and evaluation made by Project Implementation partner (NGO). The service provider would verify, analyze and assess the potential families for package A, B and C.

4.2. Mobilization of families/ target group

(i). Undertake a detailed assessment of identified target families and carry out the following activities:

- Mobilize families associated with program.
- Manage the formation of VBOs and assess eligibility of participants in Program activities and help in decision that who will receive technology and inputs packages as provided in the Program operations manual.
- Develop and maintain a detailed and gender disaggregated database of VBOs.
- Keep and maintain records along with location and contract information of VBOs.

(ii). Develop a detailed monitoring system for assessing quality of mobilization and level of participation of mobilized families in each selected district and carry out the following activities:

- Prepare reports on the activities of the families/ VBOs included in program.
- Document the results and lessons learned / observed from the activities.
- Provide recommendations for improvements and changes to the adopted mobilization strategies.

4.3. Assist in awareness, Training and Capacity Building

About 6,000 Livestock farmers in targeted 04-districts of Sindh or wherever need be; would be targeted for nutrition and diversified food access related awareness and advisory services for better practices for improving their productivity. This would be achieved already established veterinary hubs established under AAP Livestock in public sector institutes and universities in collaboration with the Livestock and Fisheries Department, Government of Sindh and Project Staff. The service provider will assist under the activity as following:

Carry out a detailed training needs assessment of identified families/VBOs including:

- Areas and topics of training to be provided
- Assist the veterinary hub / project staff to deliver the awareness, training and capacity building.

- Monitor the post-training performance of producers and VBOs.
- Any other topics/martials identified in the training need assessment report

4.5 Program Implementation support to the PMU

- (a) Prepare regular monthly and quarterly progress reports on all Program components and activities listed above.
- (b) Prepare and manage implementation of the grievance redressal mechanism (GRM) on behalf of the DoLF PMU and prepare detailed reports on complaints received and managed.

5. Implementation Arrangements

5.1 The service provider will work closely with the Program Coordinator, Program Management Unit (PMU), AAP Livestock Component to whom they will be reporting on a day-to-day basis. The service provider will establish their offices in the field. The Program Coordinator PMU will be representative of the client and may designate a Deputy Program Director of the PMU to coordinate all interfaces with the service provider. The Program Coordinator (and Deputy Program Director) will also provide support to the service provider in resolving various administrative issues which may arise during the course of assignment. Have coordination with other Program partners, including the Nutrition Section, Secretariat, established in P&D Department for the Program and to provide information related to the Program to apprise Program Steering Committee (PSC) and Task Force.

5.2 The service provider Team Leader will be the principal contact and will be expected to be readily available during Program implementation. The service provider shall be responsible for all aspects of performance of services as set forth in the preceding sections of these TORs.

5.3 The PMU will be responsible for providing the existing data and information including all documents and reports prepared so far relating to the Program.

5.4 ***Duration of the Assignment:*** The estimated duration of the services is up to 30th June 2027 and will be extendable for subsequent year subject to the performance.

6. Reporting Requirements and Time Schedule for Delivery

Reporting: The service provider will prepare the following reports in English and provide the copies as per Appendix-D regarding Deliverables and Schedule, along with respective soft copies:

- (a) An inception report
- (b) Detailed Program implementation plan
- (c) Monthly and quarterly implementation progress reports
- (d) A mid-term implementation progress and issues report on format acceptable to the client and financiers
- (e) Implementation Completion and Results Report on format acceptable to the client and financiers
- (f) Any special reports as may be necessary from time to time for specific item/issue within the scope of the assignment

Time Lines

Sr. #	Documents	No. of Copies	Time line
1.	Draft Inception Report	5	30 days after the Services Agreement
2.	Final Inception Report	15	One week after the issuance of Client comments on Draft Inception Report
3	Monthly Progress Report	10	10 th of the every following month
4	Quarterly Progress Report	10	10 th of the first month of following quarter
5	Annual Progress Report	10	During first month of the following year
6	Revised Planning Commission Proforma-I (PC-I) / Plan	50	As and when required
7	Draft Program Completion Report	5	At completion of physical works/activities and six months before the Program closing date
8	Final Program Completion Report	25	One week after the issuance of Client comments on Draft Inception Report
9	Planning Commission Proforma-IV (PC-IV)	50	At completion of Program activities
10	Special Reports	10	As and when specified

8. Client's Input and Counterpart Personnel

(a) Services, facilities and property to be made available to the service provider by the Client:
Reports and Livestock assets for distribution

(b) Professional and support counterpart personnel to be assigned by the Client to the service provider team:

i. Program Coordinator

- Organize periodic meetings with service provider.
- Supervise the field work and evaluate the performance of service provider.
- Verify the identified accountable areas of service provider and manage remedial arrangement.
- Scrutinize the list of feasibility studies provided by the service provider that may be subsequently included in the Program design and manage provision to shape it.

ii. Deputy Program Director I & II

- Attend the periodic meetings with service provider.
- Verify the identified accountable areas of service provider and report to Program Coordinator.
- Collect reports from service provider and keep record and their onward transmission to the authorities.

iii. Divisional Hub Officer

- Perform Field work including identification families, formation of VBOs in collaboration with service provider.
- Conduct trainings and awareness to progressive Livestock farmers regarding livestock management and health care management in collaboration with service provider.

Section III. Special Conditions of Contract

Notes on the Special Conditions of Contract

Similar to the Bid Data Sheet in Section II, the clauses in this Section are intended to assist the Procuring agency in providing contract-specific information in relation to corresponding clauses in the General Conditions of Contract.

The provisions of Section III complement the General Conditions of Contract included in Part one, Section II, specifying contractual requirements linked to the special circumstances of the Procuring agency, the Procuring agency's country, the sector, and the Goods purchased. In preparing Section III, the following aspects should be checked:

- (a) Information that complements provisions of Part one Section II must be incorporated.
- (b) Amendments and/or supplements to provisions of Part one Section II, as necessitated by the circumstances of the specific purchase, must also be incorporated.

Table of Clauses

1. DEFINITIONS (GCC CLAUSE 1)	11
2. COUNTRY OF ORIGIN (GCC CLAUSE 3).....	11
3. PERFORMANCE SECURITY (GCC CLAUSE 7).....	11
4. INSPECTIONS AND TESTS (GCC CLAUSE 8).....	12
5. PACKING (GCC CLAUSE 9)	12
6. DELIVERY AND DOCUMENTS (GCC CLAUSE 10).....	12
7. INSURANCE (GCC CLAUSE 11).....	12
8. INCIDENTAL SERVICES (GCC CLAUSE 13).....	13
9. SPARE PARTS (GCC CLAUSE 14).....	13
10. WARRANTY (GCC CLAUSE 15)	13
11. PAYMENT (GCC CLAUSE 16)	14
12. PRICES (GCC CLAUSE 17)	15
13. LIQUIDATED DAMAGES (GCC CLAUSE 23)	15
14. RESOLUTION OF DISPUTES (GCC CLAUSE 28).....	15
15. GOVERNING LANGUAGE (GCC CLAUSE 29)	15
16. NOTICES (GCC CLAUSE 31).....	15

Special Conditions of Contract

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. Definitions (GCC Clause 1)

GCC 1.1 (g)—The Procuring agency is: AAP, Livestock

GCC 1.1 (h)—The Procuring agency's country is: Pakistan

GCC 1.1 (i)—The Supplier is:

Sample Provision

GCC 1.1 (j)—The Project Site is: *[if applicable]*

2. Country of Origin (GCC Clause 3)

All countries and territories as indicated in Part Two Section VI of the bidding documents, "Eligibility for the Provisions of Goods, Works, and Services in Government-Financed Procurement".

3. Performance Security (GCC Clause 7)

GCC 7.1 - The amount of performance security, as a percentage of the Contract Price, shall be: **5%** and the firm is required to furnish the Performance Security in form of bank guarantee/Demand Draft/Pay order in favour of Accelerated Action Plan for reduction and malnutrition, Sehtmand Sindh Program (Livestock Sector) within twenty (20) days after receipt of notification of contract award.

GCC 7.4—After delivery and acceptance of the Goods, the performance security shall be reduced to two (2) percent of the Contract Price to cover the Supplier's warranty obligations in accordance with Clause GCC 15.2.

4. Inspections and Tests (GCC Clause 8)

GCC 8.6—Inspection and tests prior to shipment of Goods and at final acceptance are as follows:

5. Packing (GCC Clause 9)*Sample provision*

GCC 9.3—The following SCC shall supplement GCC Clause 9.2:

6. Delivery and Documents (GCC Clause 10)*Sample provision (DDP terms)*

GCC 10.3—Upon shipment, the Supplier shall notify the Procuring agency the full details of the shipment, including Contract number, description of Goods, quantity and usual transport document. The Supplier shall mail the following documents to the Procuring agency:

- (i) copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;
- (ii) original and two copies of the usual transport document (for example, a negotiable bill of lading, a non-negotiable sea waybill, an inland waterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document) which the buyer may require to take the goods;
- (iii) copies of the packing list identifying contents of each package;
- (iv) insurance certificate;
- (v) Manufacturer's or Supplier's warranty certificate;
- (vi) inspection certificate, issued by the nominated inspection agency, and the Supplier's factory inspection report; and
- (vii) certificate of origin.

7. Insurance (GCC Clause 11)

GCC 11.1— The Goods supplied under the Contract shall be delivered duty paid (DDP) under which risk is transferred to the buyer after having been delivered, hence insurance coverage is sellers responsibility. Since the Insurance is seller's responsibility they may arrange appropriate coverage.

8. Incidental Services (GCC Clause 13)

GCC 13.1—Incidental services to be provided are:

[Selected services covered under GCC Clause 13 and/or other should be specified with the desired features. The price quoted in the bid price or agreed with the selected Supplier shall be included in the Contract Price.]

9. Spare Parts (GCC Clause 14)

GCC 14.1—Additional spare parts requirements are:

Sample provision

GCC 14.1—Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the Goods. Other spare parts and components shall be supplied as promptly as possible, but in any case within six (6) months of placing the order and opening the letter of credit.

10. Warranty (GCC Clause 15)***Sample provision***

GCC 15.2—In partial modification of the provisions, the warranty period shall be _____ hours of operation or _____ months from date of acceptance of the Goods or (_____) months from the date of shipment, whichever occurs earlier. The Supplier shall, in addition, comply with the performance and/or consumption guarantees specified under the Contract. If, for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall, at its discretion, either:

- (a) make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests in accordance with SCC 4,

or

- (b) pay liquidated damages to the Procuring agency with respect to the failure to meet the contractual guarantees. The rate of these liquidated damages shall be (_____).

[The rate should be higher than the adjustment rate used in the bid evaluation under ITB 25.4 (f) or (g).]

GCC 15.4 & 15.5—The period for correction of defects in the warranty period is:

11. Payment (GCC Clause 16)

Sample provision

GCC 16.1—The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:

Payment for Goods supplied:

Payment shall be made in Pak. Rupees in the following manner:

- (i) **Advance Payment:** Ten (10) percent of the Contract Price shall be paid within thirty (30) days of signing of the Contract, and upon submission of claim and a bank guarantee for equivalent amount valid until the Goods are delivered and in the form provided in the bidding documents or another form acceptable to the Procuring agency.
- (ii) **On Shipment:** Eighty (80) percent of the Contract Price of the Goods shipped shall be paid through irrevocable confirmed letter of credit opened in favor of the Supplier in a bank in its country, upon submission of documents specified in GCC Clause 10.
- (iii) **On Acceptance:** Ten (10) percent of the Contract Price of Goods received shall be paid within thirty (30) days of receipt of the Goods upon submission of claim supported by the acceptance certificate issued by the Procuring agency.

Payment of local currency portion shall be made in *PAK RUPEES* within thirty (30) days of presentation of claim supported by a certificate from the Procuring agency declaring that the Goods have been delivered and that all other contracted Services have been performed.

- (iv) 100% of the Contract Price on complete delivery of store within thirty (30) days on submission of claim supported by acceptance certificate from procuring agency declaring Goods have been delivered and that all contracted services have been performed.

- (v) Part payment on part supply may be allowed

12. Prices (GCC Clause 17)***Sample provision***

GCC 17.1—Prices shall be adjusted in accordance with provisions in the Attachment to SCC.

*[To be inserted **only** if price is subject to adjustment.]*

13. Liquidated Damages (GCC Clause 23)

GCC 23.1—Applicable rate:

Maximum deduction:

[Applicable rate shall not exceed one-half (0.5) percent per week, and the maximum shall not exceed ten (10) percent of the Contract Price.]

14. Resolution of Disputes (GCC Clause 28)

GCC 28.3—The dispute resolution mechanism to be applied pursuant to GCC Clause 28.2 shall be as follows:

In the case of a dispute between the Procuring agency and the Supplier, the dispute shall be referred to adjudication or arbitration in accordance with the laws of the Procuring agency's country.

15. Governing Language (GCC Clause 29)

GCC 29.1—The Governing Language shall be: English

16. Applicable Law (GCC Clause 30)

GCC 30.1-The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan which includes the following legislation:

The Employment of Children (ECA) Act 1991
The Bonded Labour System (Abolition) Act of 1992
The Factories Act 1934

17. Notices (GCC Clause 31)

GCC 31.1—Procuring agency's address for notice purposes:

—Supplier's address for notice purposes:

Section IV. Schedule of Requirements

Notes for Preparing the Schedule of Requirements

The Schedule of Requirements shall be included in the bidding documents by the Procuring agency, and shall cover, at a minimum, a description of the goods and services to be supplied and the delivery schedule.

The objective of the Schedule of Requirements is to provide sufficient information to enable bidders to prepare their bids efficiently and accurately, in particular, the Price Schedule, for which a form is provided in Section VI. In addition, the Schedule of Requirements, together with the Price Schedule, should serve as a basis in the event of quantity variation at the time of award of contract pursuant to ITB Clause 29.

The date or period for delivery should be carefully specified, taking the date prescribed herein from which the Procuring agency's delivery obligations start (i.e., notice of award, contract signature, opening or confirmation of the letter of credit).

Schedule of Requirements / BOQ**DATA SHEET / ASSIGNMENT INFORMATION**

S. NO.	DETAIL OF WORK	AMOUNT (RS.)
01.	Procurement / hiring of services of Social Mobilizers for sustainability, implementation and follow up in communities under Accelerated Action Plan for reduction of stunting and malnutrition in Sindh (Livestock Sector)	

Section V. Technical Specifications

Notes for Preparing the Technical Specifications

A set of precise and clear specifications is a prerequisite for bidders to respond realistically and competitively to the requirements of the Procuring agency without qualifying their bids. The specifications must be drafted to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of economy, efficiency, and fairness in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation facilitated. The specifications should require that all goods and materials to be incorporated in the goods be new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided for otherwise in the contract.

Samples of specifications from previous similar procurements in the same country are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods, although not necessarily to be used in a particular procurement. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized international standards should be used as much as possible. Where other particular standards are used, whether national standards of the Borrower's country or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest current edition or revision of the relevant shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Technical Specifications**DATA SHEET / ASSIGNMENT INFORMATION**

S. NO.	DETAIL OF WORK
01.	Procurement / hiring of services of Social Mobilizers for sustainability, implementation and follow up in communities under Accelerated Action Plan for reduction of stunting and malnutrition in Sindh (Livestock Sector)

Section VI. Sample Forms

Notes on the Sample Forms

The Bidder shall complete and submit with its bid the **Bid Form** and **Price Schedules** pursuant to ITB Clause 9 and in accordance with the requirements included in the bidding documents.

When requested in the Bid Data Sheet, the Bidder should provide the **Bid Security**, either in the form included hereafter or in another form acceptable to the Procuring agency, pursuant to ITB Clause 15.3.

The **Contract Form**, when it is finalized at the time of contract award, should incorporate any corrections or modifications to the accepted bid resulting from price corrections pursuant to ITB Clause 16.3 and GCC Clause 17, acceptable deviations (e.g., payment schedule pursuant to ITB Clause 25.4 (c), spare parts pursuant to ITB Clause 25.4 (d), or quantity variations pursuant to ITB Clause 29. The Price Schedule and Schedule of Requirements deemed to form part of the contract should be modified accordingly.

The **Performance Security** and **Bank Guarantee for Advance Payment** forms should not be completed by the bidders at the time of their bid preparation. Only the successful Bidder will be required to provide performance security and bank guarantee for advance payment in accordance with one of the forms indicated herein or in another form acceptable to the Procuring agency and pursuant to GCC Clause 7.3 and SCC 11, respectively.

The **Manufacturer's Authorization** form should be completed by the Manufacturer, as appropriate, pursuant to ITB Clause 13.3 (a).

Sample Forms

1. <i>BID FORM AND PRICE SCHEDULES</i>	23
2. <i>BID SECURITY FORM</i>	26
3. <i>CONTRACT FORM</i>	27
4. <i>PERFORMANCE SECURITY FORM</i>	28
5. <i>BANK GUARANTEE FOR ADVANCE PAYMENT</i>	29
6. <i>MANUFACTURER'S AUTHORIZATION FORM</i>	30

1. Bid Form and Price Schedules

Date: _____
IFB N°: _____

To: *[name and address of Procuring Agency]*

Gentlemen and/or Ladies:

Having examined the bidding documents including Addenda Nos. *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver *[description of goods and services]* in conformity with the said bidding documents for the sum of *[total bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to _____ percent of the Contract Price for the due performance of the Contract, in the form prescribed by the Procuring agency.

We agree to abide by this Bid for a period of *[number]* days from the date fixed for Bid opening under Clause 22 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Currency	Purpose of Commission or gratuity
_____	_____	_____
_____	_____	_____
_____	_____	_____

(if none, state "none")

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this _____ day of _____ 19____.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

Price Schedule in Pak. Rupees

Name of Bidder _____. IFB Number _____. Page . of ____.

1	2	3	4	5	6		8
Item	Description	Country of origin	Quantity	Unit price DDP named place	Sales Tax GST	Total DDP per item	Unit price of Delivered duty paid (DDP) to final destination plus price of other incidental services if required ³

Signature of Bidder _____

Note: In case of discrepancy between unit price and total, the unit price shall prevail.

³ Must be included if required under ITB 11.2

2. Bid Security Form

Whereas *[name of the Bidder]* (hereinafter called “the Bidder”) has submitted its bid dated *[date of submission of bid]* for the supply of *[name and/or description of the goods]* (hereinafter called “the Bid”).

KNOW ALL PEOPLE by these presents that WE *[name of bank]* of *[name of country]*, having our registered office at *[address of bank]* (hereinafter called “the Bank”), are bound unto *[name of Procuring agency]* (hereinafter called “the Procuring agency”) in the sum of for which payment well and truly to be made to the said Procuring agency, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this ____ day of _____ 19 ____.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its Bid by the Procuring agency during the period of bid validity:
 - (a) fails or refuses to execute the Contract Form, if required; or
 - (b) fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders;

we undertake to pay to the Procuring agency up to the above amount upon receipt of its first written demand, without the Procuring agency having to substantiate its demand, provided that in its demand the Procuring agency will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including twenty eight (28) days after the period of bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

[signature of the bank]

3. Contract Form

THIS AGREEMENT made the _____ day of _____ 19____ between *[name of Procuring Agency]* of *[country of Procuring agency]* (hereinafter called “the Procuring agency”) of the one part and *[name of Supplier]* of *[city and country of Supplier]* (hereinafter called “the Supplier”) of the other part:

WHEREAS the Procuring agency invited bids for certain goods and ancillary services, viz., *[brief description of goods and services]* and has accepted a bid by the Supplier for the supply of those goods and services in the sum of *[contract price in words and figures]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH 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 referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Bid Form and the Price Schedule submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications;
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and
 - (f) the Procuring agency’s Notification of Award.
3. In consideration of the payments to be made by the Procuring agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Procuring agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by _____ the _____ (for the Procuring agency)

Signed, sealed, delivered by _____ the _____ (for the Supplier)

4. Performance Security Form

To: *[name of Procuring agency]*

WHEREAS *[name of Supplier]* (hereinafter called “the Supplier”) has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated _____ 19____ to supply *[description of goods and services]* (hereinafter called “the Contract”).

AND WHEREAS it has been stipulated by you in the said Contract that the Supplier shall furnish you with a bank guarantee by a reputable bank for the sum specified therein as security for compliance with the Supplier’s performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Supplier a guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the _____ day of _____ 19_____.

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]

5. Bank Guarantee for Advance Payment

To: *[name of Procuring agency]*

[name of Contract]

Gentlemen and/or Ladies:

In accordance with the payment provision included in the Special Conditions of Contract, which amends Clause 16 of the General Conditions of Contract to provide for advance payment, *[name and address of Supplier]* (hereinafter called “the Supplier”) shall deposit with the Procuring agency a bank guarantee to guarantee its proper and faithful performance under the said Clause of the Contract in an amount of *[amount of guarantee in figures and words]*.

We, the *[bank or financial institution]*, as instructed by the Supplier, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the Procuring agency on its first demand without whatsoever right of objection on our part and without its first claim to the Supplier, in the amount not exceeding *[amount of guarantee in figures and words]*.

We further agree that no change or addition to or other modification of the terms of the Contract to be performed thereunder or of any of the Contract documents which may be made between the Procuring agency and the Supplier, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee shall remain valid and in full effect from the date of the advance payment received by the Supplier under the Contract until *[date]*.

Yours truly,

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]

6. Manufacturer's Authorization Form

[See Clause 13.3 (a) of the Instructions to Bidders.]

To: *[name of the Procuring agency]*

WHEREAS *[name of the Manufacturer]* who are established and reputable manufacturers of *[name and/or description of the goods]* having factories at *[address of factory]*

do hereby authorize *[name and address of Agent]* to submit a bid, and subsequently negotiate and sign the Contract with you against IFB No. *[reference of the Invitation to Bid]* for the above goods manufactured by us.

We hereby extend our full guarantee and warranty as per Clause 15 of the General Conditions of Contract for the goods offered for supply by the above firm against this Invitation for Bids.

[signature for and on behalf of Manufacturer]

Note: This letter of authority should be on the letterhead of the Manufacturer and should be signed by a person competent and having the power of attorney to bind the Manufacturer. It should be included by the Bidder in its bid.

INTEGRITY PACT

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS

Contract Date:
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 Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by GoS 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 GoS, 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 GoS 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 GoS under any law, contract or other instrument, be voidable at the option of GoS.

Notwithstanding 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.

CONTRACTOR

PROCURING AGENCY