



Sindh Emergency Rescue Service (Rescue 1122)

TENDER DOCUMENT

FOR HIRING OF LEGAL FIRM

SINGLE STAGE - ONE ENVELOPE PROCEDURE (46)-1

FISCAL YEAR 2026 – 2027

Due On 26-10-2026



Sindh Emergency Rescue Service (Rescue 1122)

Notice Inviting Tender (NIT)



Sindh Emergency Rescue Service (Rescue 1122)

INVITATION OF BIDS

(Through e-Pak Acquisition & Disposal System – EPADS)

Ref: No. SERS/DIRS(F)/HQ/3781/2026 Dated: 08-10-2026

ADVERTISEMENT OF NIT

The Sindh Emergency Rescue Service (Rescue 1122) now invites e-bids through EPADS through Open Competitive Bidding for Hiring of Legal Firm under the relevant provision of Sindh Public Procurement Rules 2010 (Amended up to date).

Interested bidders are invited to submit a written application along with a non-refundable tender fee of Rs. 3000 in shape of Cash/Pay Order/Demand Draft/ Bank guarantee in favor of "SINDH EMERGENCY RESCUE SERVICE (RESCUE 1122) GOVT OF SINDH" at the Office of the Director Finance, Sindh Emergency Rescue Service (Rescue 1122), Headquarters, Plot No. 9, Block-17, Gulshan-e-Iqbal, Karachi between 0900 to 1700 hours except Saturday, Sunday and Holidays from date of publication up to 26-10-2026 up to 2:00 p.m. A complete set of bidding document containing detailed terms and conditions, can be viewed / downloaded from <https://portalsindh.eprocure.gov.pk/#/>.

The Bids prepared in accordance with the instructions in the bidding documents must be submitted on EPADS and All bids must be accompanied by a bid security as mentioned below of the total estimated value of the procurement in shape of Pay orders/ Call Deposit/ demand draft/ bank guarantee in the name of "SINDH EMERGENCY RESCUE SERVICE (RESCUE 1122) GOVT OF SINDH " must reach before the deadline for the submission of e-bids, which will be opened on the same day 26-10-2026 at 2:30 p.m. at Office of the Director Finance, Sindh Emergency Rescue Service (Rescue 1122), Headquarters, Plot No. 9, Block-17, Gulshan-e-Iqbal, Karachi. Contact us by phone at +92-21-99334071 or via email at info@sers.gos.pk.

The Consultant Selection Committee (CSC) of Rescue 1122 reserves the right to postpone / accept / reject any / all bids under the relevant provision of SPPRA Rules 2010 (Amended up to date).

S.no	Tender Title	Earnest Money	Estimated Value	Tender Fee	Procurement Procedure	Date and time of Submission of Tender	Date and time of Opening of tender	Award Criteria
1	Hiring of Legal Firm	2%	2,000,000/-	3000/-	Single Stage One Envelope	On or before 26-10-2026 up to 2:00 p.m.	26-10-2026 at 2:30 p.m.	Least Cost Selection

N.B.

- In case of Govt. announces Public Holiday then Tender will be submitted and opened on next working day.
- All NITs shall include Government Taxes including Professional Tax, GST, SRB and others wherever and if applicable.
- In case of any difficulty prospective bidders may contact EPADS helpline 051-111-137-237 during working days/hours
- The Detailed purpose and Scope/ TORs of Hiring of Legal Firm is included in tender document.

DEPUTY DIRECTOR (FINANCE)
Sindh Emergency Rescue Service
Rescue 1122



Sindh Emergency Rescue Service (Rescue 1122)

ANNUAL PROCUREMENT PLAN

PROCUREMENT PLAN FOR THE YEAR 2026-27

PROCURING AGENCY: RESCUE 1122, REHABILITATION DEPARTMENT, GOVERNMENT OF SINDH

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S.No	Description of Procurement	Quantity (where applicable)	Estimated Unit Cost (where applicable)	Estimated Total Cost (in Millions Rs.)	Funds allocated (in Millions Rs.)	Source of funds (ADP/ NDI/ ADP)	Proposed Procurement Method	Timings of Procurements 2026-27				Timings of Procurements 2027-28			
								Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1	Technical Services for Command & Control, Hyderabad	N/A	N/A	49.50	49.50	Grant	Single Stage One Envelope	✓							
2	Purchase of IT Equipment	N/A	N/A	5.25	5.25	Grant	Single Stage One Envelope	✓							
3	Uniform & PPEs	N/A	N/A	30.00	30.00	Grant	Single Stage One Envelope	✓							
4	Vehicle Repair & Maintenance	N/A	N/A	31.80	31.80	Grant	Single Stage One Envelope (Framework Agreement)	✓							
5	Daily Consumable Items	N/A	N/A	5.00	5.00	Grant	Single Stage One Envelope (Framework Agreement)	✓							
6	Building Maintenance (All Stations)	N/A	N/A	15.00	15.00	Grant	Single Stage One Envelope	✓							
7	Repair of Rescue Equipment	N/A	N/A	10.40	10.40	Grant	Single Stage One Envelope (Framework Agreement)	✓							
8	Hiring of Law Firm	N/A	N/A	2.00	2.00	Grant	Single Stage One Envelope	✓							
9	Food & Feeding	N/A	N/A	5.00	5.00	Grant	Single Stage One Envelope (Framework Agreement)	✓							
10	Medicine Supplies	N/A	N/A	5.50	5.50	Grant	Single Stage One Envelope (Framework Agreement)	✓							
11	Stationary	N/A	N/A	5.00	5.00	Grant	Single Stage One Envelope (Framework Agreement)	✓							
12	Rescue Supplies	N/A	N/A	13.00	13.00	Grant	Single Stage One Envelope (Framework Agreement)	✓							
13	Vehicle Tracking Services	N/A	N/A	2.00	2.00	Grant	Direct Contracting	✓							
14	Digitization of Rescue 1122	N/A	N/A	30.00	30.00	Grant	Single Stage Two Envelope	✓							
Total				209.55	209.55										

Reviewed By:
Deputy Director (Finance)
Rescue 1122

Reviewed By:
Director of Finance & Procurement
Rescue 1122

Approved By:
Director General,
Rescue 1122



Sindh Emergency Rescue Service (Rescue 1122)

Consultant Selection Committee (CSC) Notification



NO: SO-I (Rehab)/3-28/2026-27/6617
GOVERNMENT OF SINDH
REHABILITATION DEPARTMENT

Karachi dated: 07th September, 2026

NOTIFICATION

No: SO-I (Rehab)/3-28/2026-27/ : In pursuance of Rules 67 and 71 of the Sindh Public Procurement Rules, 2010 (amended from time to time), a Consultant Selection Committee (CSC) is hereby constituted for Sindh Emergency Rescue Services (Rescue-1122) for the Current Financial Year 2026-27, with the following composition and functions & responsibilities:

Composition (Rule 67):

01	The Director General, Sindh Emergency Rescue Services (Rescue-1122)	Chairman
02	Nominee of Planning & Development Department Government of Sindh, (Not Below the rank of BS-18)	Member
03	Nominee of the Finance Department, Govt. of Sindh. (Not Below the rank of BS-18)	Member
04	Deputy Director (Finance) Sindh Emergency Rescue Services (Rescue-1122)	Member/Secretary
05	One Technical member from the concerned department(s) for consultation having adequate experience in the relevant field not below the rank of BS-18 or equivalent.	Member

Note: The Consultant Section Committee, with the approval of its Chairman, can co-opt up to two members, having adequate technical knowledge and experience in the relevant field, for providing technical input to the committee. The Co-opted Members shall have no voting rights.

Functions & Responsibilities (Rule 71):

1. Approval of Request for Proposal before issuance;
2. Shortlisting of consultants, responding to the Request for Expression of Interest, where applicable, in accordance with the criteria mentioned in Request for Expression of Interest;
3. Evaluation of technical and financial proposals, according the selection method and evaluation criteria, mentioned in the Request for Proposal;
4. Finalization of recommendation based on evaluation as mentioned at sub-rule (3) of Rule 71 above.

(RAFIQUE MUSTAFA SHAIKH)
SECRETARY TO GOVT. OF SINDH

No: SO-I (Rehab)/3-28/2026-27/

Karachi dated: 07th September, 2026

A copy for information & necessary action to:

1. The Chairman, Planning & Development Department, Govt. of Sindh, Karachi (With the request to kindly nominate an officer not below the rank of BS-18).
2. The Secretary, Finance Department, Govt. of Sindh, Karachi (With the request to kindly nominate an officer not below the rank of BS-18).
- ✓ 3. The Director General, Rescue-1122, Karachi.
4. The PS to Advisor to CM Sindh for Rehabilitation Department, Govt. of Sindh, Karachi.
5. The PS to Secretary, Rehabilitation Department, Govt. of Sindh, Karachi.
6. The PS to Managing Director, SPPRA, Government of Sindh, Karachi.
7. The Officers concerned.
8. Master file.

RESCUE 1122	
8-9-2026	
Dns. [Signature]	
Fin. [Signature]	
Admin. [Signature]	

(FAIZA SHEERAZ)
SECTION OFFICER (Admin)

REGALOW NO. D-83/L, KDA SCHEME 5 BLOCK-VII, C.O. 10
PHONE NO: 021-99250052-53, FAX: 021-3537995

Inward No: 1731
Date: 8-9-2026



Sindh Emergency Rescue Service (Rescue 1122)

COMPLAINT REDRESSAL COMMITTEE (CRC) NOTIFICATION



NO: SO-I (Rehab)/3-28/2026-27/6466
GOVERNMENT OF SINDH
REHABILITATION DEPARTMENT
Karachi dated: 16th July, 2026

NOTIFICATION

No: SO-I (Rehab)/3-28/2026-27/6466 : In pursuance of Rule 31 of the Sindh Public Procurement Rules, 2010 (as amended from time to time), a Complaint Redressal Committee (CRC) is constituted for Sindh Emergency Rescue Service (Rescue-1122) to address the complaints that may occur during the procurement of Works, Services and Goods for Current Financial Year 2026-27, with the following composition and ToRs:

Composition:

1.	Secretary, Rehabilitation Department, Govt. of Sindh	Chairman
2.	Representative from Accountant General, Sindh	Member
3.	Independent professional (Nominated by Head of the Administrative Department)	Member

Terms and Reference (ToRs):

The functions and responsibilities of Complaint Redressal Committee (CRC) will be same as specified in Rule 31 of the Sindh Public Procurement Rules, 2010 (as amended from time to time).

(RAFIQUE MUSTAFA SHAIKH)
SECRETARY TO GOVT. OF SINDH

No: SO-I (Rehab)/3-38/2026-27/

Karachi dated: 16th July, 2026

A copy for information & necessary action to:

1. The Accountant General, Sindh, Karachi,
(With the request to kindly nominate an officer not below the rank of BS-17 and the same may be communicated to this department, Please.)
2. The Director General, SERS (Rescue-1122), Sindh, Karachi.
3. The PS to Advisor to CM Sindh for Rehabilitation Department, Govt. of Sindh, Karachi.
4. The PS to Secretary, Rehabilitation Department, Govt. of Sindh, Karachi.
5. The PS to Managing Director, SPPRA, Govt. of Sindh, Karachi.
6. The Officers concerned.
7. Master file.

(SOBIA ABID)
SECTION OFFICER (Admin)



Sindh Emergency Rescue Service (Rescue 1122)

Bid Data Sheet

The following specific data for the goods/services to be procured 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.

Procuring Agency	Rescue 1122, Government of Sindh
Tender Description	PROCUREMENT FOR HIRING OF LEGAL FIRM
Bid Procedure:	Single Stage –One Envelope
Bidder's (Who can Apply)	1 Bidder shall be a Pakistani entity. 2 The Bidder must have valid NTN Number, GST & SRB (Where applicable), 3 The bidder is NOT BLACK LISTED from any Procuring Agency in Pakistan. 4 The bidder shall have at-least 03 years of experience in the relevant field. 5 The bidder should have required annual turnover as mentioned eligibility criteria. 6 Firm must comply with specifications mentioned in bidding documents. 7 The Conditional bid will be disqualified.
Bid Document can be purchased From:	Office of the Director Finance & Procurement, Sindh Emergency Rescue Service Rescue 1122 Head Quarter Plot No. 9 Block-17 Gulshan E Iqbal Karachi, Pakistan. Contact us by phone at +92-21-99334071 or via email at info@sers.gos.pk.
Language:	English
Bid Currency:	Bid shall be in PKR.
Quoted Prices.	The Bidders shall quote price including all applicable taxes.
Bid Security:	2% of estimated cost; Pay order/ Demand Draft or in any shape as allowed in Rule 37 (2) of SPP Rules 2010 (Amended) in the favor of “SINDH EMERGENCY RESCUE SERVICE (RESCUE 1122) GOVT OF SINDH”
Bid Validity:	The bid should be valid for 90 days
Performance Security	5% of Contract Award Amount (as mentioned in Acceptance Letter). In shape of any instrument allowed in Rule 39 of SPP Rules 2010 (Amended) in the favor of “SINDH EMERGENCY RESCUE SERVICE (RESCUE 1122) GOVT OF SINDH”
Award Criteria	Most Advantageous Bid (Least Cost Selection after qualifying technical criteria)
Purchase Date:	Bid Document will be issued from 1 st day of publication on website (SPPRA-EPADs) up to 26/10/2026 at 14:00 hrs.
Bid Submission / Closing Time	(Date & time): 26/10/2026 at 14:00 hrs. Bids received after the due date and time will be un-accepted. Address for bid submission: Online on EPADS and in the office of Director Finance & Procurement, Rescue 1122, Govt. of Sindh, Plot#09, Sindh Emergency Rescue Service (Rescue-1122), Headquarter near Baitul Muqaram Masjid, Gulshan e Iqbal Block-17, Karachi. by hand.
Bid Opening	(Date & time): 26/10/2026 at 14:30 hrs.
Bid opening place	In the Committee Room of Director Finance & Procurement
Performance Period	As per requirement
Bid Evaluation:	The bids will be evaluated as per Evaluation Criteria given in this bid document. The Procuring Agency reserves the right to reject any or all the bids subject to the relevant provisions of SPPRA Rules 25 (1) (Amended upto date).
Liquidated Damages	In case of late performance @ 0.1% per day will be charged on bid amount deducted from the bill, but not more than 10% of contract value.



Sindh Emergency Rescue Service (Rescue 1122)

Instructions to Bidder (ITB)

1. **SOURCES OF FUNDS**

Recurring Budget of current financial year and the eligible payment under the contract is to be made from allocated budget.

2. **ELIGIBLE BIDDERS**

2.1 This Invitation for Bids is open to all Consultancy Firms from eligible source as defined in the SPP Rules, 2010 (amended up to date) and its Bidding Documents except as provided hereinafter.

2.2 This Invitation for Bid is open to all firms having three years of experience in the relevant field within Pakistan or abroad, and their Authorized Agents / Importers / Bidders / Distributors.

2.3 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, specification, and other documents to be used for the procurement of the goods under this NIT.

2.4 Government-owned enterprises 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 Federal Govt. or Provincial Govt.

2.5 Bidder should not be eligible to bid, if they are under a declaration of ineligibility for corrupt and fraudulent practices issued by any Government organization.

3. **ELIGIBLE GOODS**

3.1 The origin of all the goods & related services to be supplied under the Contract should be mentioned.

3.2 Origin means the place where the goods are mint, grown or produce or the place from which the related services are supplied.

3.3 The Origin of services is distinct from the nationality of bidders.

3.4 All goods (mention in the bill of quantities) and related services to be supplied under the contract shall have their origin in eligible source countries and all expenditures made under the contract shall be limited to such services.

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.

THE BID DOCUMENT

5. **CONTENTS OF BID DOCUMENT**

5.1 The Bidding Document in addition to the Notice Inviting Tender (NIT) include:

- i. Instructions to Bidders (ITB).
- ii. General Conditions of Contract (GCC).
- iii. Special Conditions of Contract (SCC).
- iv. Bid Data Sheet



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- v. Schedule of Requirements / Bill of Quantities.
- vi. Bid Form and Price Schedules
- vii. Experience in the relevant field
- viii. Contract Form
- ix. Performance Security Form
- x. Bid Declaration.

5.2 In case of discrepancies between the Invitation for Bid (IFB) / Tender Notice and the Bidding Document, the Bid Document shall take precedence.

5.3 The bidders are expected to examine all instructions, forms, terms, and specifications in the bid document. Failure to furnish complete information required in the bidding document or to submit a bid not substantially responsive to the bidding document may result in rejection of its bid.

6. ***CLARIFICATION OF BID DOCUMENT***

6.1 A interested Bidder requiring any clarification of the bid documents may notify the Procuring agency in writing. The Procuring agency will respond in writing to any request for clarification of the bid documents, which it receives not 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 BID DOCUMENT***

- 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 bid document by amendment.
- 7.2 All interested bidders that have received the bid 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.

PREPARATION OF BID

8. ***BID PROCEDURE***

8.1 **Single Stage – One Envelope Procedure** under SPPRA Rule number 46-1.

- (a) Bid shall comprise a single package containing the financial proposal and the technical proposal;
- (b) Procuring agency shall evaluate the proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements;
- (c) No amendments in the proposal shall be permitted during the Process;
- (d) Bid found to be the lowest evaluated or best evaluated bid shall be accepted.
- (e) The Bids shall be opened in the presence of bidders or their authorized representative at the prescribed time, date and venue.



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9. **LANGUAGE OF BID**

- 9.1 The bid document and 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 in **English**. Supporting documents and printed literature furnished by the bidder may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case for purposes of interpretation of the Bid, the translated version shall prevail.

10. **DOCUMENTS COMPRISING THE BID**

The bid prepared by the Bidder shall comprise the following:

- (a) Price Schedule completed in accordance with ITB Clauses 4, 5 and 6.
- (b) Bid Security.
- (c) Bid Form.
- (d) Documentary evidence that the bidder is eligible to bid and is qualified to perform the Contract if its bid is accepted (as defined in *ITB Clause 2*);
- (e) Supply orders in the relevant field.
- (f) Undertaking that the bidder is not black listed by any firm.
- (g) Documentary evidence to the effect that the goods to be supplied by the Bidder are eligible goods and related services;

11. **BID FORM**

- 11.1 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, warranty/Guarantee (if applicable), and prices.

12. **BID PRICES**

- 12.1 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.
- 12.2 The prices shall be quoted on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery location specified in the schedule of Requirements. No separate payment shall be made of the incidental services.
- 12.3 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.
- 12.4 Prices shall be quoted in Pak Rupees unless otherwise specified in the Bid Data Sheet.

13. **BID CURRENCIES**

- 13.1 Prices shall be quoted in Pakistani Rupees for goods mention in the bill of quantities.

14. **DOCUMENTS ESTABLISHING BIDDER'S ELIGIBILITY AND QUALIFICATION**

- 14.1 Pursuant to *ITB Clause 2 & 3*, the Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualifications and experience to perform the contract.

15. **DOCUMENTS ESTABLISHING GOODS' ELIGIBILITY AND CONFORMITY TO BIDDING DOCUMENTS**

- 15.1 Pursuant to ITB Clause 2, 8, 10 and 18, the Bidder shall furnish, as part of its bid, documents establishing the eligibility and conformity to the bidding documents of all services, which the Bidder proposes to supply under the contract and shall consist of:

- 15.1.1 a detailed description of the essential technical and performance characteristics of the goods;



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- 15.1.2 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 Specification are intended to be descriptive only and not restrictive: till stated otherwise in Technical Specifications or Bid Data Sheet.

16. **BID SECURITY**

- 16.1 The Bidder shall furnish, as part of its proposal, Bid Security in the amount and currency specified in the Bid Data Sheet.
- 16.2 The Bid Security shall remain valid for a period of 30 days beyond the bid validity period. or till it is revalidated/extended for a period mutually agreed upon by the procuring agency and tenderer.
- 16.3 Bid Security is required to protect the Procuring Agency against the risk of Bidder's conduct, which would warrant the Security's forfeiture;
- 16.4 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, the Bidder fails:
(i) to sign the Contract; or
(ii) to complete the supplies in accordance with the General / Specific Conditions of Contract.
(iii) to furnish performance security after the ward of contract.
- 16.5 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.
- 16.6 The successful Bidder's bid security will be discharged upon the Bidder signing the contract and submission of performance security, *pursuant to ITB Clause 37*.

17. **BID VALIDITY**

- 17.1 Bids shall remain valid for 90 days from the date of its opening. A bid valid for a shorter period shall be treated as non-responsive and rejected.
- 17.2 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 16* shall also be suitably extended.
- 17.3 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.
- 17.4 The Procuring Agency shall ordinarily be under an obligation to process and evaluate the bids within the stipulated bid validity period. However, for any reasons to be recorded in writing, if an extension is considered necessary, all those who have submitted their bids shall be asked to extend their respective bid validity period.

SUBMISSION OF BIDS

18. **SEALING AND MARKING OF BIDS**

- 18.1 The envelope shall:
(a) bear the name and address of the Bidder;
(b) bear the specific identification Name and NIT reference number;
(c) bear the Procuring Agency's name and address



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- (d) a statement: **"DO NOT OPEN BEFORE"** the time and date specified in the Bid Data Sheet.
- 18.2 If the envelope is not sealed and marked as required, the Procuring Agency will assume no responsibility for the misplacement or premature opening of the bid.
- 19. DEADLINE FOR SUBMISSION OF BIDS**
 - 19.1 Bid must be submitted by the bidder and received by the Procuring Agency at the specified address not later than the time and date specified in the Bid Data Sheet.
 - 19.2 The Procuring Agency may, at its convenience, extend the deadline for submission of bids, by amending the bidding documents as mentioned in *ITB Clause 7*.
- 20. LATE BID**
 - 20.1 Any bid received by the Procuring Agency after the deadline for submission of bids prescribed by the Procuring Agency shall not be entertained 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 No bid may be modified and withdrawn after the deadline for submission of bids.
 - 21.3 Withdrawal of a bid before the validity period of bid security may result the forfeiture of bid security.

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.
 - 22.3 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*.
 - 22.4 Bids (and modifications sent pursuant to *ITB Clause 21.1*) 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.
 - 22.5 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**



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- 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 Consultancy Firm 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, Applicable Law, Taxes and Duties, 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 & 30*).
- 25.2 The Procuring Agency's evaluation of a bid will be on delivered duty paid (DDP) inclusive of prevailing duties/taxes and will exclude any allowance for price adjustment during the period of execution of the contract, if provided in the bid.
- 25.3 **Litigation History:** The Bidder should not be involved in any litigation with the Procuring Agency/Govt. Deptt: (Provincial/Federal), else their bid will be rejected.

26. ***CONTACTING THE PROCURING AGENCY***

- 26.1 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 any bidder wishes to bring additional information to the notice of the Procuring Agency, it may do so in writing.
- 26.2 Any direct or indirect effort by a bidding firm to influence the Procuring Agency during the process of selection of a bidder or award of contract may besides rejection of its bid result into its disqualification from participation in the Procuring Agency's future bids.

27. ***REJECTION OF BIDS***

- 27.1 Notwithstanding anything stated here-before after the Procuring Agency may reject any or all bids at any time prior to the acceptance of a bid. The Procuring Agency may upon request, communicate to a bidder, the grounds for its rejection, but shall not be under obligation to justify those grounds.
- 27.2 The **erasing and/or alterations**, if any, in the Tender shall be authenticated by the authorized person by his full signature. Use of white fluid markers shall lead to rejection of bids.



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27.3 **Ambiguous and incorrect answers** and/or incorrect filling of Tender Documents will render the tender liable to rejection.

28. **RE-BIDDING**

28.1 If the Procuring Agency has rejected all bids, it may move for a rebidding or may seek any alternative method of procurement under the provisions of the prevailing Rules.

29. **ANNOUNCEMENT OF EVALUATION REPORT**

29.1 The Procuring Agency will announce the Evaluation Report and the resultant acceptance or rejection of bids at least seven days prior to the award of procurement contract.

AWARD OF CONTRACT

30. **POST-QUALIFICATION**

30.1 In the absence of prequalification, the Procuring agency will determine to its satisfaction whether the Bidder (that is selected as having submitted the lowest evaluated responsive bid) is qualified to perform the contract satisfactorily.

30.2 The determination will take into account the Bidder's financial and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, as well as such other information as the Procuring agency deems necessary and appropriate.

30.3 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 lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

31. **AWARD CRITERIA**

31.1 Subject to *ITB Clause 23, 25, 26 & 30*, the Procuring agency will award the contract to the qualified bidder **as per criteria mentioned in the bid data sheet**, the bidder must be qualified to perform the contract satisfactorily. Furthermore, the quoted bid must be as per specification mentioned in the Bill of Quantities.

32. **PROCURING AGENCY'S RIGHT TO VARY QUANTITIES AT TIME OF AWARD**

32.1 The Procuring Agency reserves the right to increase or decrease the quantity of stores originally specified in the Price Schedule and Schedule of Requirements without any change in unit price or other terms and conditions.

33. **PROCURING AGENCY'S RIGHT TO ACCEPT ANY BID TO REJECT ANY OR ALL BIDS**

33.1 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.

33.2 Pursuant to Rule 45 of SPP Rules 2010 (Amended up to date), Procuring agency shall hoist the evaluation report on Authority's web site, and intimate to all the bidders seven days prior to notify the award of contract

33.3 The notification of award will constitute the formation of the Contract.

33.4 Upon the successful Bidder's furnishing of the performance security, the Procuring agency will promptly notify each unsuccessful Bidder and will discharge its bid security (pursuant to *ITB Clause 16.5*).



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34. ***LIMITATIONS ON NEGOTIATIONS***

- 34.1 The Procuring Agency reserves the right to hold negotiation on delivery schedule or completion schedule for all the items or any item.
- 34.2 Negotiations will not be used to change substantially:
 - 34.2.1 the details of the requirement, including the tasks or responsibilities of the bidder or the performance of the goods;
 - 34.2.2 the terms and conditions of the Contract and;
 - 34.2.3 anything affecting the crucial or deciding factors in the evaluation of the proposals / bid and / or selection of successful bidder.

35. ***NOTIFICATION OF AWARD***

- 35.1 Prior to the expiry of the original or extended period of bid validity, the successful bidder will be informed in writing of acceptance of its bid by the Procuring Agency.
- 35.2 Upon the successful Bidder's furnishing of the performance security pursuant to ITB Clause 37, the Procuring agency will promptly notify each unsuccessful Bidder and will discharge its bid security.

36. ***SIGNING OF CONTRACT***

- 36.1 While conveying acceptance of bid to the successful bidder, the Procuring Agency will send the bidder Contract Form, incorporating all points of agreement between the Parties.
- 36.2 Seven days after the official announcement of the award, both the successful Bidder and the Procuring Agency will sign and date the Contract on legal stamp paper valuing 0.35% of the value of contract, (cost shall be borne by the bidder). In case the successful Bidder, after completion of all codal formalities, shows inability to sign the Contract, its Bid Security shall be forfeited. The firm may also be blacklisted from taking part in any future bidding of Procuring Agency for a period up to five Years. In such a situation, the Procuring Agency may make the award to the next lowest evaluated responsive bidder or move for re-bid.

37. ***PERFORMANCE SECURITY***

- 37.1 The successful Bidder shall furnish Performance Security. Upon submission of Performance Security, the Bid Security will be returned. The amount of Performance Security is specified at Bid Data Sheet.
- 37.2 Failure of the successful Bidder to comply with any of the requirements specified in this document shall be considered as sufficient grounds for the annulment of the award and forfeiture of the Bid Security, in which event the Procuring Agency may make the award to the next lowest evaluated Bidder.

38. ***CORRUPT OR FRAUDULENT PRACTICES***

- 38.1 The Procuring Agency and the Bidders / Manufacturers / Contractors are expected to observe the highest standard of ethics during the procurement and execution of the Contract. In pursuance of this policy, the relevant terms / phrases as may apply are defined below:
 - (i) **"Corrupt practice"** means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in Contract execution; and
 - (ii) **"Fraudulent Practice"** means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
 - (iii) **"Coercive Practice"** means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party



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to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;

(iv) **“Collusive Practice”** means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;

(v) **“Corrupt Practice”** means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;

(vi) **“Obstructive Practice”** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.



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CONTRACT AGREEMENT

THIS AGREEMENT made the _____ day of ____ 2026__ between [name of Procuring agency] of [country of Procuring agency] (hereinafter called “the Procuring agency”) of the one part and [name of Firm] of [city and country of Firm] (hereinafter called “the Consultancy Firm”) of the other part:

WHEREAS the Procuring agency invited bids for legal services, viz., [brief description of services] and has accepted a bid by the Consultancy Firm for the services in the sum of [contract price in words and figures] (hereinafter called “the Contract Price”).

The services shall be provided by the (Name of bidder) starting from (Start date) and continuing until (End date) for the duration of the 1-year contract period, extendable for up to three (03) years, subject to availability of budget in next fiscal year (2027-28), satisfactory performance and mutual written agreement by both parties.

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 Consultancy Firm as hereinafter mentioned, the Consultancy Firm hereby covenants with the Procuring agency to provide the 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 Consultancy Firm in consideration of the provision of the 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 Consultancy Firm)



Sindh Emergency Rescue Service (Rescue 1122)

Witness

Witness

GENERAL TERMS & CONDITIONS OF THE CONTRACT

1. I/We _____ Muslim adult, by caste _____
_____ R/o _____
_____ bind myself/ourselves to supply the said item to the **Sindh Emergency Rescue Service (Rescue 1122)** during the financial year **2026–2027** or until further orders. The articles are show in tender form and the rates are specified against each. The articles shall be of the best quality. The decision of Director OR Officer In-charge authorized by him to Acton his behalf (there in called the said officer) in regard to the quality and kind of the articles shall be final and binding up on me/us.
2. The services shall be rendered whenever required in the presence of the Director, Rescue 1122 or his representative and myself/ourselves or my/our authorized agent my/our agent/agents shall be responsible person/persons and his/their name shall be known to the said officer in case it is discovered otherwise this contract/tender will be cancelled and security money forfeited.
3. Should any delay occur on my/our part or should I/We/Our agent fail to supply the articles at he given time and place the said officer may purchase them from the market out of my/our security deposit and the differences between the contract and Market rate shall be paid well by me/us.
4. The security money deposited by me/us shall be returned to me/us after successful completion of the contract and on my/our furnishing the usual No demand certificate.
5. Tender Form shall be accompanied by Earnest money as pretender form in shape of Call Deposit/Pay Order.
6. I will provide all the services as offered by me in Tender during the financial year at same rate and cost without delay/fail.
7. The articles/stores will be delivered upon proper receipt signed by the authorized officer on the delivery challan. The original challan will be attached with the bills.
8. The Director, Rescue 1122 Sindh reserves the right to cancel the part or whole Tenders without assigning any reason.
9. I/We perfectly understand all the above conditions and general directions to the contractor. I/we shall be bound myself/ourselves to abide by them and I/we also understand my/our contract, is liable to terminate in case of breach of any of the terms of contract. In that case my/our security deposit will be forfeited by the Director, Sindh Emergency Rescue Service (Rescue 1122).



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10. The Director, Sindh Emergency Rescue Service (Rescue 1122) reserves the right to increase or decrease the quantity of any item of schedules as and when it is deemed necessary without assigning any reason.
11. Services will be provided within the stipulated date and time as given in the order, failing which security money will be forfeited.
12. In case of late delivery penalty of 2% of the total cost of the ordered items will be imposed after the expiry of the given period.
13. The Director, Sindh Emergency Rescue Service (Rescue 1122). reserve the right to impose the following penalties for any breach of the contract by bidders.
 - a. Forfeiture of the Security Deposit.
 - b. Forfeiture of payment.
 - c. Black listing of the Firm/Company.
14. I/We shall abide by the General Sales Tax rules as applicable.
15. The approved bidder(s) has/have to deliver the material on F.O.R basis at Director, Sindh Emergency Rescue Service (Rescue 1122).
16. Income Tax, GST and SST will be deducted as per rules, on the purchase/ Services.
17. The contract shall come into force and effective for Twelve (12) months subject to availability of budget in fiscal year 2027-28. However, the contract is extendable / renewal able for another 3 years, if mutually agreed on satisfactory performance of the contractor during first year.
18. The bid will be valid for nineteen (90) days from the date of opening of the tender.



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INTEGRITY PACT 89
FEES, COMMISSION AND BROKERAGE ETC.
PAYABLE BY THE CONSULTANCY FIRMS OF GOODS, SERVICES & WORKS INAS
PER SPPRA AMENDMENT OF 2019, RULE 89
CONTRACTS WORTH RS. 0.1 MILLION OR MORE

Contract No:
Contract Value:
Contract Title:

Dated:

Name of Consultancy Firm/Contactor/Consultant Here by 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 Consultancy Firm/Contactor/Consultant** 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 Consultancy Firm/Contactor/Consultant 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 Consultancy Firm/Contactor/Consultant 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 Consultancy Firm/Contactor/Consultant** 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 Consultancy Firm] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoS.

Name of Buyer:
Firm

Name of Seller/Consultancy

Signature:

Signature:



Sindh Emergency Rescue Service (Rescue 1122)

Terms of References (TORs)

Legal Firm

Background

The Government of Sindh has established Sindh Emergency Rescue Service (Rescue 1122) as a modern, integrated emergency response system aimed at safeguarding lives, property, and the environment. Developed with the support of the World Bank under key resilience and rehabilitation initiatives, the service reflects the Government's commitment to strengthening disaster preparedness and emergency management capacity across the province.

Currently operational across all divisional headquarters, major highways, and motorways, Rescue 1122 delivers timely and professional emergency response through strategically established Command and Control Centers in Karachi, Hyderabad, and Sukkur. These centers ensure rapid coordination and deployment in accordance with internationally recognized response standards.

Following the enactment of the Sindh Emergency Rescue Service Act, 2023, the service operates under a robust legal and institutional framework, supported by formally notified service rules. Rescue 1122 provides a comprehensive range of emergency services, including pre-hospital medical care, firefighting, water rescue, and disaster response.

The service is staffed by highly trained and specialized personnel capable of managing complex emergency situations, including natural disasters, urban incidents, and structural emergencies. In addition to emergency response, Rescue 1122 plays a critical role in capacity building through training of first responders and community preparedness programs.

Term of References (TORs)

The Legal firm will have to perform their responsibilities to fulfil on following Terms of References;

1. Providing legal advice to RESCUE 1122 Sindh on a regular basis, as and when required.
2. Negotiate and prepare reply to legal notices / responses and help RESCUE 1122 Sindh in sorting out issues out of Court(s) / legal matters.
3. Prepare and review the draft partnership, para wise comments on legal matters / court cases, legal Contracts, Agreements, MoUs etc. as and when required and to take necessary steps needed for completion of legal requirement for such arrangements (partnership/legal).
4. Assist in interpreting laws, rules and policies as and when required. Review any draft of rules, regulations, policies etc. to ensure consistency.
5. Representation before the Courts of Law including but not limited to Magistrate, Civil, Sessions, Tribunals, Federal Ombudsmen, Provincial Ombudsman, High Courts, Federal Shariat Court, Supreme Court (any other legal forum) for the cases / matters either filed by RESCUE 1122 Sindh against Consultancy Firms, partners, employees, others etc or vice versa.



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6. Deal with all legal matters such as trials, civil suits, bails, incidental rent, appeals, revisions, transfer applications, urgent applications, intra court appeals/larger benches appeal, leave to appeal, public litigation etc.
7. Deal with relevant government authorities if and when required on legal matters on behalf of RESCUE 1122, Sindh.
8. Ensure provision of personnel, officials and resources to manage simultaneous proceedings at different forums across Pakistan.
9. Ensure timely and / or on call availability (24/7) of personnel designated for RESCUE 1122 Sindh related matters.
10. Ensure availability of one crew member (legal firm) at RESCUE 1122 Headquarters Karachi during office hours, and 24/7 on-call availability of personnel designated for RESCUE 1122 Sindh-related matters.
11. Be willing to contest (travel and be available) throughout Pakistan and represent RESCUE 1122 Sindh, if nature of the cases, so warrant.
12. To extend related help/expert services to RESCUE 1122 Sindh for all legal or regulatory matters not specifically stated above also appear timely in each case / hearing of RESCUE 1122 Sindh in court and presence of Senior Advocate must be provided (if necessary).
13. Other legal issues as and when arising out of any circumstances.
14. The Legal Firm shall submit a detailed progress report for each court case monthly basis, reflecting the expeditious disposal of legal matters concerning RESCUE 1122 Sindh. These reports will be included in the overall progress documentation for record-keeping and payment processing purposes
15. Provide any other required legal support.

Overall Job Objective: To support the effective implementation of governmental rules and policies and strengthen the legal and compliance functions within Rescue 1122, the organization seeks to engage the services of an experienced and dynamic Legal Firm. The firm will provide professional legal support, advisory services, and representation to the team, ensuring compliance with Government of Sindh and Government of Pakistan laws, regulations, and procedures, while promoting transparency, accountability, and sound governance practices.

Objectives of the Assignment: Legal advisory and representation services constitute an independent and objective function designed to add value and strengthen an organization's operations. Legal support assists an organization in accomplishing its objectives by providing a systematic and professional approach to interpreting and applying applicable laws, regulations, and policies, and by safeguarding the organization's legal interests.

The purpose of hiring an independent Legal Firm is to support the organization in achieving its objectives by offering expert legal advice, representation, and guidance, and by ensuring compliance with applicable laws and regulatory frameworks of the Government of Sindh and Government of Pakistan, while strengthening governance, risk mitigation, and decision-making processes. The Legal Firm shall;

- i. Review and provide legal assessment to ensure that organizational activities, decisions, and operations comply with applicable laws and regulations, and that



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- legal risks are identified and appropriately managed by Rescue-1122 management;
- ii. Promote the establishment of best legal and compliance practices by providing recommendations in line with prevailing laws and regulatory requirements;
 - iii. Identify potential legal risks and opportunities to improve compliance, governance, and operational effectiveness
 - iv. Advise on legal matters, including regulatory compliance, contracts, disputes, and risk mitigation strategies;
 - v. Review and evaluate existing policies, procedures, and contracts to ensure legal soundness and alignment with applicable laws;
 - vi. Provide legal support in process reviews to ensure adherence to statutory and regulatory frameworks;
 - vii. Assist in the development and standardization of legal manuals, guidelines, and compliance frameworks.

The legal services shall be carried out in accordance with applicable laws, rules, and professional standards. While providing legal support and advisory services, due consideration shall be given to compliance requirements, risk mitigation, and safeguarding the organization's legal interests, with special attention to the following:

The Legal Firm shall provide comprehensive legal advisory and representation services to the Client (Rescue-1122). Legal support shall be delivered in accordance with the agreed Terms of References (TORs) of engagement between Rescue-1122 management and the firm, and in line with applicable laws and regulatory requirements.

The Terms of References (TORs) of the Legal Firms are to determine whether the organization's activities, policies, contracts, and decisions are compliant with applicable legal and regulatory frameworks, and to ensure that legal risks are identified, assessed, and appropriately managed. The legal and compliance frameworks shall be reviewed in accordance with the Government of Pakistan (GoP) and Government of Sindh (GoS) laws, rules, regulations, and guidelines.

The Legal firm should review that whether organization's control framework ensures that:

- a) Legal risks are appropriately identified, assessed, and managed by the management;
- b) Significant legal, contractual, and regulatory information is accurate, reliable, and timely for decision-making;
- c) Actions and transactions of project staff are in compliance with internal policies, procedures, and all applicable laws and regulations;
- d) Contracts, agreements, and legal obligations are properly drafted, reviewed, executed, and adequately safeguard the organization's interests;
- e) Organizational programs, plans, and objectives are implemented in compliance with applicable legal and regulatory requirements;
- f) A culture of legal compliance, ethical conduct, and continuous improvement is promoted within the organization;
- g) Significant legislative and regulatory developments impacting the organization are identified, monitored, and addressed appropriately.



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The Legal Firm will carry out its responsibilities by:

- a) Developing an annual legal advisory and compliance plan using an appropriate risk-based approach, incorporating legal risks and concerns identified by management or relevant oversight bodies, and submitting the plan to the competent authority for review and approval;
- b) Executing the approved legal and compliance plan, and updating it periodically in line with emerging legal requirements and organizational needs;
- c) Communicating legal opinions, findings, and recommendations to the management/competent authority, and obtaining written responses regarding actions taken or planned within a specified timeframe. The firm shall also monitor the implementation of legal recommendations and assess their effectiveness, highlighting any unresolved or high-risk legal exposures;
- d) Submitting periodic (quarterly, if required) legal advisory reports to the management and a comprehensive annual legal report to the relevant governing body;
- e) Engaging qualified legal professionals with adequate knowledge, experience, and credentials to effectively handle legal advisory, compliance, and representation matters of the organization;
- f) Identifying and communicating opportunities to strengthen legal compliance, governance structures, and organizational processes;
- g) Providing legal support in responding to observations, objections, or proceedings arising from external audits, regulatory reviews, or inquiries conducted by the Auditor General of Pakistan or any other authority, and recommending appropriate remedial measures.

The control review activities performed by Legal Firm at RESCUE 1122 will include:

- a) Reviewing the legal adequacy and compliance of financial and operational information, including how it is documented, maintained, and reported in accordance with applicable laws and regulations;
- b) Reviewing the systems and processes established to ensure compliance with applicable laws, rules, and regulatory requirements;
- c) Reviewing legal safeguards related to organizational assets, including ownership, custody, and protection, and advising on legal measures to secure such assets;
- d) Assessing whether resources are utilized in accordance with contractual obligations, legal provisions, and principles of due diligence;
- e) Evaluating the adequacy and effectiveness of the organization's legal and compliance frameworks for managing risks and ensuring lawful operations;
- f) Reviewing key financial and operational processes from a legal perspective to ensure compliance with statutory requirements and contractual terms;
- g) Identifying significant legal risks that may affect the organization's ability to achieve its objectives, communicating these risks to management, and advising on appropriate mitigation measures;
- h) Reviewing contracts, agreements, and relevant financial documentation on a sample basis to ensure that organizational funds are utilized and recorded in compliance with applicable laws, grant conditions, and contractual obligations;
- i) Reviewing interim financial reports (IFRs) and related documentation from a legal standpoint to ensure compliance with applicable legal, contractual, and regulatory requirements.



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The above-mentioned activities will be performed on a sample basis. The review and evaluation of the legal and compliance framework, as described above, does not include pre or post review or validation of individual payment transactions, but is limited to providing legal assessment, advisory support, and compliance assurance at the organizational level.

Organization activities/ processes where Legal Firm should particularly focus include:

i. General:

- a) An assessment of compliance with provisions of financing agreements, especially those relating to legal obligations, contractual matters and dispute resolution provisions.
- b) Adherence to Government orders, organization principles and procedures prescribed in the Legal Manual, Procurement Manual & Financial Management Manual and the administrative rules and regulations made under the organization from time to time.
- c) Adherence to the safeguard policies and applicable legal frameworks governing the Organization.
- d) Transactions, decisions and actions are undertaken on the basis of proper legal authority and in accordance with applicable laws and delegated powers.
- e) Transactions, contracts and agreements are duly supported by proper legal documentation and supporting records.
- f) All legal and contractual documents, files and records are properly numbered, maintained and filed in accordance with prescribed procedures.
- g) Checking of component wise, category-wise and account head wise legal and contractual obligations and related expenditures.
- h) Checking of various MIS and FMS reports generated along with statements and information submitted to various authorities from a legal compliance perspective.
- i) Checking of cost data with physical achievements data and contractual obligations to monitor project progress and legal compliance.
- j) Checking of various contracts awarded under each head of account from legal, contractual and compliance perspective.

ii) Others:

- a) Whether appropriate legal and compliance controls as specified by the Legal Manual, Procurement Manual, Financial Management Manual, Audit Manual, Operations Manual, and other relevant notifications, if any, are operating satisfactorily. The legal firm should identify gaps in legal and contractual controls and suggest methods for strengthening weak controls or establishing them where required.
- b) Verifying compliance with recommendations of the earlier legal reviews, audit reports (internal and external), and regulatory observations, and providing comments on the status of implementation and legal implications thereof.

iii) Quality Assurance

The Legal Firm shall develop a Legal Review Manual; maintain a quality assurance and improvement program that covers all aspects of legal advisory and review services related to SERS Rescue 1122. This should enable the evaluation of the conformance of legal advisory activities with applicable laws, rules, regulations, professional legal standards, and ethical practices, as well as relevant international best practices for legal services.

iv) Institutional Arrangements and Reporting:



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- a) The quarterly legal review reports shall be submitted on time and the annual legal report shall be submitted before the end of the fiscal year.
- b) Provide the Authority with timely information on legal and contractual compliance matters of the organization to enable appropriate follow-up action.
- c) Presenting Legal Review Reports to the Legal Committee/Council and follow up on its directives and decisions.

v) Duration of the Assignment

Initial Assignment for the Firm is for 1 year extendable on satisfactory performance of the firm, subject to budget and administrative approvals.

vi) Qualification and Experience

- a) The firm shall have a highly qualified professional legal team (CVs attached) with expertise in the areas covered under these Terms of References (TORs).
- b) The firm should not be in the Government of Pakistan (GoP) / Government of Sindh (GoS) debarred list or blacklisted.
- c) Experience of providing legal advisory services of similar nature and size to at least two (2) public sector entities. The firm must provide verifiable documentary evidence of the assignments carried out.
- d) The firm must have an office in Karachi, Sindh.
- e) The firm must have at least 3 years experience.

iv) Payment Timelines

Payment will be made every month proportionate to the contract amount on presenting the monthly report. Final payment will be made after successful delivery of all the deliverables under the Terms of References (TORs). All statutory taxes are applicable.



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1. Eligibility Criteria

S. No.	Eligibility Criteria of Firm	Compliance
1	An affidavit on Rs. 500/- stamp/bond paper declaring/certifying that the firm have never been blacklisted .	Yes / No
2	Must have Registration with FBR (Active Status) and be registered with SRB, if required . Registration certificate to be provided.	Yes / No
3	Must be registered with the Bar Council . Evidence in the form of certificate of incorporation and registration to be provided.	Yes / No
4	Must have the capacity/team of professional lawyers to contest cases before the highest legal forums in Pakistan, including the Hon'ble Supreme Court of Pakistan, Hon'ble High Courts, Accountability Courts, Ombudsmen Offices and other legal forums . Profiles/CVs of team members/professional lawyers reflecting their standing, practice and success before the said forums shall be provided.	Yes / No
5	Firm must submit signed and stamped Bidding Documents along with the Technical and Financial Proposals .	Yes / No
6	Firm must submit Bidding Document Fee and Bid Security as mentioned in the Notice Inviting Tenders , before the opening of the technical proposal.	Yes / No
7	Firm must have an average annual financial turnover of at least PKR 10 million during the last three years , verifiable from financial statements and bank statements. The firm shall also provide Audit Reports and Income Tax Returns for the last two years .	Yes / No
8	Firm must possess a minimum of 3 years experience.	Yes/No

Important note: To qualify for technical evaluation all of the above-mentioned mandatory requirements must be passed by the bidder/s.

2. Evaluation Criteria

S. No.	Evaluation Criteria	Documentary Evidence / Requirement	Points
A	Five Lawyers with a Bachelor's Degree in Law from an HEC-recognized University and at least 4 years' experience as practicing lawyers .	CVs along with Bar Council enrolment certificates. 6 points for each lawyer , maximum 30 points.	30
B	Two lawyers of the panel must be registered/ enrolled with the Supreme Court of Pakistan .	Documentary evidence of Supreme Court enrolment along with CVs. 5 points for each enrolment .	10
C	Regional presence in the province of Sindh through offices and deputed staff in Karachi, Hyderabad, Shaheed Benazirabad, Larkano, Sukkur and Mirpurkhas .	Evidence in the form of postal addresses and/or contact details. 5 points for each region .	30
D	Demonstrated experience of the firm in disaster management-related litigation and legal advisory .	Documentary evidence/details of relevant cases handled by the firm. 1.5 point for each case .	30
	Total Evaluation Score		100

Note: Minimum technical score to qualify is 80 points.



Sindh Emergency Rescue Service (Rescue 1122)

Financial Form

S.no	Item Description	Per Month/ Cost	Yearly Cost
1	Monthly Charges		
Total Price Including all taxes (in figure)			
Total Price Including all taxes (in words):			

Note: Bid amount must be included of All applicable taxes.