BID DOCUMENT

FOR THE

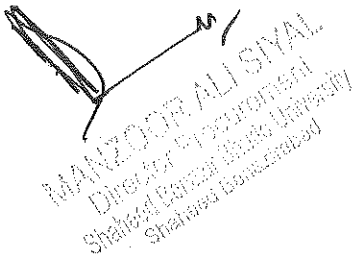
Hiring of Security Services (Guards) Providing Company for Naushahro Feroze Campus of SBBU SBA

SINGLE STAGE ONE ENVELOP

FORSBBU-SBA

MANZOOR ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

PART	DESCRIPTION	PAGE#
A.	**TENDER INFORMATION**	-
1.	Brief Introduction	3
2.	Instructions To Bidders (ITB)	4
3.	TheBid Document(Contents, Amendments & Clarification)	4
4.	BidPreparation: Procedure	5
5.	Bid Submission	7
6.	Bid OpeningAndEvaluation	7
7.	Acceptance Of Bid And Award Criteria	9
B.	**GENERAL CONDITIONS OF CONTRACT (GCC)**	10
C.	**SPECIAL CONDITIONS OF CONTRACT (GCC)**	14
D.	**SCHEDULE OF REQUIREMENTS**	16
	Form (To be filled by bidders)	17
	Annexures	23
E.	**INVITATION TO BID**	29
F.	**BID DATA SHEET**	30
G.	**BIDDER'S QUALIFICATION CRITERIA**	31
H.	**BILL OF QUANTITIES (B.O.Q.)**	32



BRIEF INSTRUCTIONS

DearBidder,

TheShaheed Benazir Bhutto University Shaheed Benazirabad (SBBU-SBA)appreciate yourinterest in response tothis Tender, which is advertised as per SPPRA Rule #17.

The SBBU-SBA is premiere educational institute in Nawabshah, imparting quality educationto the male &female gender. The SBBU-SBA is interested to acquireitems mentioned in **Bill of Quantities(BoQ)**from potential firms.

The bidder is expected to examine the Bidding Document, includingbid data sheet, evaluation criteria, bill of quantities and terms & conditions. Failure to furnish all information required in the Bidding documentshall result rejection of the Bidder. In case of any conflict, instructions / provisions herein with the Sindh Public Procurement Rules, 2010 (Amended 2019) ("the Rules"), the Rules shall be applicable.

This Bidding Process will be governed under Sindh Public Procurement Rules, 2010, as amended from time to time during the completion of the contract.

CONTENTSOFBIDDOCUMENT

TheBiddingDocumentinadditiontotheNoticeInvitingTender(NIT)include:

i. InstructionstoBidders(ITB).
ii. GeneralConditionsofContract(GCC).
iii. BidData Sheet
iv. Bidder's Qualification / Evaluation Criteria
v. Billof Quantity.
vi. Form &Annexures.

Feel free to contact the Director Procurement on +92-244-9370525 or dp@sbbusba.edu.pkfor any information and query.

Thankyou.

Director Procurement
Shaheed Benazir Bhutto University,
Shaheed Benazirabad.

MANZOOR ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

INSTRUCTIONS TO BIDDERS. (ITB)

1. *SOURCES OF FUNDS*

1.1 The Procuring agency has allocated funds / received / applied for loan / grant / federal / provincial / local government funds from the source(s) indicated in the bid data sheet 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 by procuring agency from university funds or 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. *ELIGIBLEBIDDERS*

2.1 This Invitation for Bids is open to all original Manufacturers, within Pakistan and abroad, and their Authorized Agents / Importers / Bidders / Distributors.

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 University 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 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.

2.4 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. *ELIGIBLEGOODS*

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 manufactureor produce or the place from which the related services are supplied.

3.3 All goods mentioned in Bill of Quantity(BOQ) and related services to be supplied under the contract shall have their origin in eligible source from foreign countries and all expenditures made under the contract shall be limited to such goods and services.

4. *COSTOFBIDDING*

4.1 The Bidder shall bear all costs associated with the preparation and submission of its bid.The Procuring agency will not be responsible or liable for these costs.

THE BID DOCUMENT

5. CONTENTS OF BIDDING DOCUMENTS

5.1 The Bidding Documents: In addition to the Invitation for Bids (IFB) / Tender Notice, the bidding documents include:

i. InstructionstoBidders (ITB);
ii. GeneralConditionsofContract (GCC);
iii. SpecialConditionsofContract (SCC);
iv. ContractForm;
v. Manufacturer'sAuthorizationForm;
vi. PriceSchedules.
vii. Scheduleof Requirements;
viii. TechnicalSpecifications;

Note:

a. In case of discrepancies between the Invitation for Bids (IFB) / Tender Notice and the Bidding Documents, the Bidding Documents shall take precedence.

b. The bidders are expected to examine all instructions, forms, terms, and specificationsinthebiddingdocuments.Failuretofurnishcomplete information required in the bidding documents or to submit a bid not substantially responsive to the bidding documents may result in rejection.

6. AMENDMENT / CLARIFICATION OF BID DOCUMENT

6.1 An interested Bidder requires any clarification regarding bid document may notify the Procuring Agency in writing as per SPPRA Rule 23(1).

6.2 At any time prior to the deadline for submission of bids, the Procuring Agency may, for any reason, whether at its

MANZOOR ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

own initiative or in response to a clarification requested by a prospective Bidder, modify the bidding documents by amendment.

6.3 All prospective bidders that have received the bidding documents will be notified the amendment(s) in writing, which will be binding on them.

6.4 In order to allow prospective bidders reasonable time to take the amendment(s) into account in preparing their bids, the Procuring Agency may, at its discretion, extend the deadline for submission of the bids.

BID PREPARATION

7. *BIDPROCEDURE*

7.1 Single Stage – Two Envelope Procedure under SPPRA Rule number 46-2.

a. Bid shall comprise a single package containing two separate envelopes, the technical proposal and financial proposal.

b. The Envelopes must be marked as TECHNICAL PROPOSAL and FINANCIAL PROPOSAL" in bold and legible writing to avoid confusion.

c. Initially, only the envelope marked "TECHNICAL PROPOSAL" shall be opened and the envelope marked as "FINANCIAL PROPOSAL" shall be retained in the custody of the procuring agency without being opened.

d. Procuring agency shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal, which does not conform to the specified requirements.

e. No amendments in the technical proposal shall be permitted during the technical evaluation.

f. The Financial proposals of technically qualified bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance.

g. The Financial proposals of technically rejected bidders shall be returned un-opened to the respective bidders.

8. *LANGUAGEOFBID*

8.1 The bid document as well as all correspondence 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.

9. *DOCUMENTSCOMPRISINGTHEBID*

9.1 The bid prepared by the Bidder shall comprise as per requirement in eligibility criteria and evaluation criteria

9.2 The bid prepared by the Bidder shall comprise the following:

a. Bid Form;

b. Price Schedule;

c. Documentary evidence to the effect that the Bidder is eligible to bid and is qualified to perform the Contract if its bid is accepted;

d. Documentary evidence to the effect that the goods to be supplied by the Bidder are eligible goods and related services as defined in clause- 3 and conform to the bidding documents; and

e. Bid Security.

10. *BIDPRICES*

10.1 The prices and discounts quoted by the Bidder in the Bid Form and in the Price Schedules shall conform to the requirements specified below.

10.2 All items in the Schedule of Supply must be listed and priced separately in the Price Schedules. If a Price Schedule shows items listed but not priced, their prices shall be assumed to be included in the prices of other items. Items not listed in the Price Schedule shall be assumed not to be included in the Bid.

10.3 The price to be quoted in the Bid Form shall be the total price of the Bid excluding any discounts offered.

10.4 The Bidder shall quote any unconditional discounts and the methodology for their application in the Bid Form.

10.5 Prices proposed in the Price Schedule Forms for Goods, shall be disaggregated, when appropriate. This disaggregation shall be solely for the purpose of facilitating the comparison of Bids by the Procuring Agency. This shall not in any way limit the Procuring Agency's right to contract on any of the terms offered:

a. Price Schedule For Goods offered from within the Procuring Agency's country:

Detailed Specification of Stores,	Model / Cat No.,	Name of Manufacturer.
Country of Origin	Quantity of Stores	Unit

- the unit price of the goods quoted on delivered duty paid (DDP) basis, including all customs duties and sales and other taxes already paid or payable on the components and raw material used in the manufacture or assembly of goods, or on the previously imported goods of foreign origin;
- If there is no mention of taxes, the offered/quoted price will be considered as inclusive of all prevailing taxes/duties. The benefit of exemption from or reduction in the GST or other taxes during the contract period shall be passed on to the Procuring Agency; and
- the total price for the item.

NAZIR ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

10.6 Final Prices quoted by the Bidder shall be fixed during the Bidder's performance of the Contract and not subject to variation on any account. A Bid submitted with an adjustable price quotation shall be treated as nonresponsive and shall be rejected.

10.7 If it was proved during the contract period that bidder has supplied the contracted item(s) to any other purchasing agency in Pakistan at the prices lower than the contracted prices, the balance amount will be deducted from the bill and / or security deposit of the bidder.

BID CURRENCIES

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

11. DOCUMENTSESTABLISHINGBIDDER'SELIGIBILITYAND QUALIFICATION

11.1 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 that:

a. 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. The Bidder has the financial, technical, and production capability necessary to perform the contract;
c. 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 Bidder's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications; and
d. The Bidder meets the evaluation & qualification criteria of bidding document.

12. DOCUMENTSESTABLISHINGGOOD"ELIGIBILITY ANDCONFORMITYTO BID DOCUMENTS

12.1 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, pursuant to ITB Clause 8.

12.2 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.

12.3 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; and
b. 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.

12.4 The Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbersdesignated by the Procuring Agency in its Technical Specifications, are intended to be descriptive only and not restrictive, for purposes of the commentary to be furnished pursuant to ITB Clause 12.3(b) above.

12.5 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 Specification

13. BID SECURITY

13.1 The Bidder shall furnish, as part of its proposal, a Bid Security in the amount and currency specified in the Bid Data Sheet and SCC. Unsuccessful bidders' Bid Security will be returned soon after approval of the successful Bidder. The successful Bidder's Bid Security will be discharged upon signing of contract and furnishing the Performance Security bond, duly guaranteed by a scheduled bank.

13.2 The Bid Security shall remain valid for a period of 28 days beyond the bid validity period.

13.3 The Bid Security is required to protect the Procuring Agency against the risk of Bidder's conduct, which would warrant the Security's forfeiture;

13.4 The Bid Security may be forfeited:

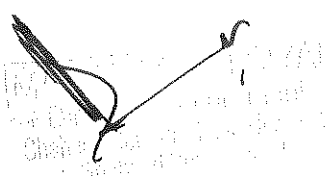
a. if a Bidder withdraws its bid during the period of bid validity; or
b. in the case of a successful Bidder, the Bidder fails:
    - to sign the Contract; or
    - to complete the supplies in accordance with the General Conditions of Contract.

14. BID VALIDITY

14.1 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.

14.2 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.

14.3 Bids shall remain valid for 90 days from the date of its technical opening. A bid valid for a shorter period shall be



treated as non-responsive bid and shall be rejected

15. ALTERNATIVE BIDS

15.1 Unless otherwise indicated in the BDS, alternative bids shall not be considered.

SUBMISSION OF BIDS

16. SEALING AND MARKING OF BIDS

16.1 The envelopes shall:

(a) having thenameandaddressoftheBidder;
(b) having thespecificidentificationof the nameandNITreferencenumber;
(c) having theProcuringAgency'snameandaddress mentioned in NIT.
(d) having astatement:**"DONOTOPENBEFORE"**thetimeanddatespecifiedintheBid Data Sheet.

16.2 If the envelopes are not sealed and marked as required above, the Procuring Agency will not responsible for the misplacement or premature opening of the bid.

17. DEADLINEFORSUBMISSIONOF BIDS

17.1 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.

17.2 The Procuring Agency may, at its convenience, extend this deadline for submission of bids by amending the bidding documents in which case all rights and obligations of the Procuring Agency and the Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

18. LATE SUBMISSION OF BID

18.1 A bid received by the Procuring Agency after the deadline for submission of bids shall not be entertained and returned unopened to the bidder.

19. MODIFICATIONANDWITHDRAWALOF BIDS

19.1 The Bidder may modify or withdraw his submitted bid, by written notice received by Procuring agency prior to the deadline prescribed for submission of bids.

19.2 No bid may be modified and withdrawn after the deadline for submission of bids.

19.3 The Bidder may after its submission withdraw prior to the expiry of the deadline prescribed for submission of bids.

OPENING AND EVALUATION OF BIDS

20. OPENINGOFBIDSBYTHEPROCURING AGENCY

20.1 The Procuring Agency will open all bids in the presence of bidders / representatives, at the time, date, and at the place specified in the Bid Data Sheet. The bidders / representatives shall sign attendance sheet.

20.2 The bidders' names, bid modifications or withdrawals, bid prices, discounts, bid security and such other details as the Procuring Agency, at its discretion, will be announced at the opening of bid.No bid shall be rejected at bid opening, except for late bids, which shall be returned unopened to the Bidder.

20.3 Bids 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.

20.4 The Procuring agency will prepare minutes of the bid opening meeting.

21. CLARIFICATIONOF BIDS

21.1 During evaluation process of the bids, the Procuring Agency may, at its discretion, ask the Bidder for a clarification of his 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.

22. PRELIMINARY EXAMINATION

22.1 The Procuring Agency will examine the bids to determine whether complete, computational errors, required sureties have been furnished, the documents have been properly signed, and the bids are generally in order.

22.2 Arithmetical errors will be rectified on the following basis:

a. If there is any **discrepancy**in the product between unit price and total price, **the unit price shall prevail**, and the total price shall be corrected accordingly.
b. If the Supplier does not accept thecorrection of the errors, its bid will be rejected,and bid security shallbe forfeited.
c. If there is any discrepancy found between words and figures, the **amount in words willprevail**.

22.3 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.

22.4 Prior to the detailed evaluation, 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, and Taxes and Duties, will be deemed to be

MANZOOR ALI SYAL
Manager Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

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.

22.5 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.

23. EVALUATIONANDCOMPARISONOF BIDS

23.1 The Procuring Agency will evaluate and compare the bids which have been determined to be substantially responsive.

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

23.3 The Procuring Agency's evaluation of a bid will take into account, in addition to the bid price quoted, one or more of the following factors, and quantified:

a. **Incidental costs:**Incidental costs provided by the bidder will be added by Procuring Agency to the bid price at the final destination.

b. **Delivery schedule offered in the bid:** The goods covered under this invitation are required to be delivered / shipped within an acceptable range of weeks specified in the Schedule of Requirement.

c. **Deviations in payment schedule from that specified in the Special Conditions of Contract:** 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.

23.4 For the purpose of comparison of bids quoted in different currencies, price shall be converted into Pakistani Rupees. The rate of exchange shall be the selling rate prevailing seven working days before the date of opening of the bids, as notified by the National Bank of Pakistan (NBP) / State Bank of Pakistan (SBP).

24. Evaluation Criteria

TECHNICAL EVALUATION OF BIDS

24.1 The bids disqualified / not responsive to the Mandatory Qualification Criteria provided in this document shall not be eligible for further Technical or Financial Evaluation.

24.2 Joint Venture / Consortium Bids, Conditional Bids, Telegraphic Bids, Bids not accompanied by Bid Security of required amount and form, bids received after specific date and time and bids of Blacklisted firms shall be treated as rejected / non-responsive.

24.3 Evaluation shall be based on the record / documentary evidence submitted by the bidder.

24.4 Bids should be fully responsive to the technical specifications of the goods.

24.5 Goods shall be evaluated as per the sample furnished or demo provided by the bidder for physical verification / technical evaluation.

FINANCIAL EVALUATION OF BIDS:

24.6 Financial bids of the technically responsive / qualified bidders shall be considered only.

24.7 Bids not accompanied by the Bid Security of required amount and form shall be rejected.

24.8 Procuring Agency shall not be responsible for any erroneous calculation of taxes and all differences arising out shall be fully borne by the Successful Bidder.

24.9 The bidder whose offered rate is found lowest amongst other technically qualified bidders shall be considered for acceptance of the offer provided that it fulfills the laid down terms and conditions of the tender.

25. CONTACTINGTHEPROCURING AGENCY

25.1 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.

25.2 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.

26. REJECTIONOF BIDS

26.1 Notwithstanding anything stated here-before after the Procuring Agency may reject any or all bids at any time prior to the award of contract.

26.2 The Procuring Agency may communicate in written to a bidder for its rejection.

26.3 If any erasing and/or alterations in the submitted bid shall be authenticated by the authorized person by his full signature. Use of hand written writing and white fluid markers shall lead to rejection of bid.

26.4 Ambiguous and incorrect information in the submitted bid will result rejection of bid.

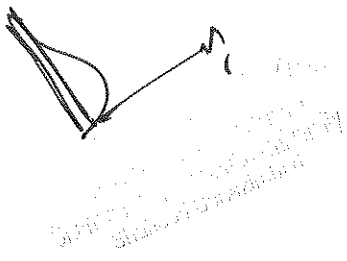
27. RE-BIDDING

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

MANSOOR ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

28. ANNOUNCEMENTOFEVALUATION REPORT

28.1 The Procuring Agency will announce the Evaluation Report prior to the award of contract as per SPPRA Rule 45.



AWARD OF CONTRACT

29. ACCEPTANCEOFBIDANDAWARD CRITERIA

29.1 The Procuring Agency will award the contract to the qualified bidder as per criteria mentioned in the bid data sheet.

29.2 The bids will be awarded, if not in conflict with any other law, rules, regulations or policy of the Government. The contract will be awardedwithin the original or extended period of bid validity.

30. PROCURINGAGENCY'SRIGHTTO CHANGE QUANTITIESATTIMEOF AWARD

30.1 The Procuring Agency reserves the right to change the quantity of item(s) mentioned in bill of quantity without any change in unit price or other terms and conditions.

31. LIMITATIONS ON NEGOTIATIONS

31.1 The Procuring Agency reserves the right to hold negotiation of delivery schedule or completion schedule for all the items or any item.

31.2 Negotiations will not be used to change substantially:

1. the technical quality or details of the requirement, including the tasks or responsibilities of the bidder or the performance of the goods;
2. the terms and conditions of the Contract and;
3. anything affecting the crucial or deciding factors in the evaluation of the proposals / bid and / or selection of successful bidder.

32. NOTIFICATIONOF AWARD OF CONTRACT

32.1 Pursuant to Rule 45 of SPP Rules 2010 (Amended 2013), 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.

32.2 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.

33. SIGNINGOF CONTRACT

33.1 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.

33.2 Within thirty (30) days of receipt of the Contract Form, 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 upto 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.

34. PERFORMANCE SECURITY

34.1 The successful Bidder shall furnish Performance Security. Upon submission of Performance Security the Bid Security will be returned to the Bidder. The amount of Performance Security is specified at Bid Data Sheet.

34.2 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 at the risk and cost of the former.

35. CORRUPTORFRAUDULENT PRACTICES

35.1 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 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 noncompetitive levels and to deprive the Procuring Agency of the benefits of free and open competition;

(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 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;

35.2 The Procuring Agency will take all possible administrative / legal measures if it is found that the Bidder recommended for award was / isengaged in corrupt or fraudulent practice(s) before or after signing of the contract resulting into the conviction of the proprietor under criminal case besides blacklisting of the firm either indefinitely or for such period of time as may be determined by the Procuring Agency.

35.3 will declare a firm ineligible, either indefinitely or for a stated period of time, for the award of a Contract if it, at any time, determines that the firm has engaged in corrupt or fraudulent practices in competing for or in executing a Contract.



B:GeneralConditionsofContract (GCC)

TheScopeoftheContractshallbethe *ProcurementofitemsmentionedintheNITattachedwiththisbid document*, in accordance with the Specifications and Bill of Quantity enclosed in this *tender document*.

1. *DEFINITIONS*

1.1 InthisContract,thefollowingtermsshallbeinterpretedasindicated:

(a) **"TheContract"** meanstheagreement enteredintobetweentheProcuringAgencyand the Bidder, 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 Bidder under the Contract for the full and proper performance of its Contractual obligations.

(c) "**Goods**" means all of the commodities, raw material, machinery and equipment, and/or other materials that the Supplier is required to supply to the Procuring Agency under the Contract.

(d) "**Services**" means the services required to the supply of the goods, such as mention in the bill of quantities.

(e) "**GCC**"meanstheGeneralConditionsofContractcontainedinthissection.

(f) "**SCC**"meanstheSpecialConditionsofContract.

(g) **"The Procuring Agency"** means the Shaheed Benazir Bhutto University (SBBU-SBA), Shaheed Benazirabad.

(h) **The Vice Chancellor** shall mean the Vice Chancellor of the Shaheed Benazir Bhutto University (SBBU-SBA) Shaheed Benazirabad Sindh, including his successor in office and assignees, empowered to act in all matters pertaining to the University either directly or through the Director Procurement SBBU-SBA.

(i) **"TheBidder/Vendor/Supplier"**meanstheindividualorfirmsupplyingthegoods under this Contract.

(j) The "**Specifications**" shall mean the specifications mentioned in the bill of quantities as well as the samples and patterns (if any).

(k) "**Day**"meansofficialworkingdayexcludingnational/officialholiday.

(l) "**Month**"shallmeantheCalendarmonth.

(m) Writingshallincludeanymanuscript,type-written,printedorotherstatement reproduced in any visible form and whether under seal or under hand.

2. *APPLICATION*

2.1 These General Conditions shall apply to the extent that they are not inconsistent with provisions of other parts of the Contract.

3. *SPECIFICATION / STANDARDS*

3.1 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.

4. *USEOFCONTRACTDOCUMENTSAND INFORMATION*

4.1 The Bidder 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 Bidder in the performance of the Contract. Disclosure to such employed person shall be made in confidence and shall extend only, as far as may be' necessary, to such performance and not further or otherwise.

4.2 The Supplier shall not, without the Procuring agency's prior written consent, make use of any document or information except for purposes of performing the Contract.

4.3 Any document, other than the Contract itself, shall remain the property of the Procuring Agency and shall be returned (all copies) on completion of the Bidder's performance under the Contract.

4.4 The Bidder shall permit the Procuring Agency to inspect the Bidder's accounts and records relating to the performance of the Supplies.

5. *PATENT RIGHTS*

5.1 The Bidder 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 in the country.

6. *ENSURINGSTORAGE ARRANGEMENTS*

6.1 To ensure storage arrangements for the intended supplies, the Bidder shall inform the Procuring Agency at least two weeks prior to the arrival of the consignments at its store/warehouse. However, in case no space is available at its store/warehouse at the time of supply, the Procuring Agency shall, seven days prior to such a situation, inform the Bidder, in writing, of the possible time-frame of availability of space by which the supplies could be made. In case the Bidder abides by the given time frame, he will not be penalized for delay.

7. *INSPECTIONS AND TESTS*

7.1 The Procuring agency or its representative(s) 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

MANZOOR ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

Procuring agency shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

7.2 The inspections and tests may be conducted on the premises of the Supplier, at point of delivery, and/or at the Goods" final destination. If conducted on the premises of the Supplier, 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

7.3 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.

7.4 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.

7.5 Nothing in GCC Clause 7 shall in any way release the Supplier from any warranty or other obligations under this Contract.

8. *DELIVERY AND DOCUMENTS*

8.1 The Bidder shall in accordance with the terms specified in the Schedule of Requirements make delivery of the goods. Details of documents to be furnished by the Bidder are specified in SCC.

9. *INSURANCE*

9.1 The goods supplied under the Contract shall be delivered to the Procuring Agency after the payment of all taxes and customs duty charges etc. Risk will be transferred to the Procuring Agency only after the delivery of these goods has been made to the Procuring Agency. Hence, payment of insurance premium, if any, shall be the responsibility of the Bidder.

10. *TRANSPORTATION*

10.1 The Bidder shall arrange such transportation of the goods as is required to prevent them from damage or deterioration during transit to their final destination as indicated in the Schedule of Requirements.

10.2 The goods shall be supplied at the consignees end (Central Store, Shaheed Benazir Bhutto University,Shaheed Benazirabad) as per Schedule of Requirements on the risk and cost of the Bidder. Transportation including loading/unloading of goods shall be the responsibility of Bidder.

11. *INCIDENTAL SERVICES*

11.1 The Bidder will be required to provide to the Procuring Agency incidental services the cost of which should be included in the total bid price.

12. *WARRANTY / GUARANTEE*

12.1 The term period of warranty / guarantee means the period of twelve (12) months or in accordance with extended warranty period form the date on which the Stores have been put into operation and demonstrated to the University staff. In any case this period shall not exceed six months beyond the warranty expiration period from the date of taking-over of goods.

12.2 During the period of warranty / guarantee, the Contractor shall remedy, at his / her expense, all defects in design, materials, and workmanship that may develop or are revealed under normal use of the goods upon receiving written notice from the University; the notice shall indicate in what respect the goods are faulty.

12.3 The previsions of this Clause include all the expenses that the Contractor may have to incur for delivery and installation / fixation of such replacement parts, material and equipment as are needed for satisfactory operation of the goods at the Procuring agency's premises.

12.4 The Procuring Agency shall promptly notify the Bidder in writing of any claims arising out of this warranty.

13. *PAYMENT*

13.1 The method and conditions of payment to be made to the Bidder under this Contract are specified in SCC.

14. *ASSIGNMENT*

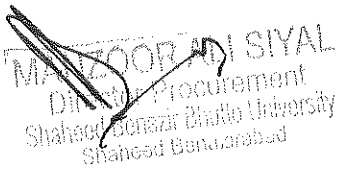
14.1 The Bidder shall not assign, in whole or in part, its obligations to perform to another party under this Contract, except with the Procuring Agency's prior written consent.

15. *DELAYSINTHEBIDDER'S PERFORMANCE*

15.1 Delivery of the goods shall be made by the Bidder in accordance with the time schedule prescribed by the Procuring Agency in the Schedule of Requirements / Contract Agreement.

15.2 If at any time in the course of performance of the Contract, the Bidder encounters anything impeding timely delivery of the goods, he shall promptly notify the Procuring Agency in writing of the causes of delay and its likely duration. As soon as practicable, after receipt of the Bidder's notice, the Procuring Agency shall evaluate the situation and may, depending on merits of the situation, extend the Bidder's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the Parties by a supplementary Contract to be treated as an addendum to the original contract.

15.3 Any undue delay by the Bidder in the performance of its delivery obligations shall render it liable to the imposition of liquidated damages.



16. *PENALTIES LIQUIDATED DAMAGES*

16.1 If the Supplier fails to deliver any or 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.

17. *TERMINATIONFOR DEFAULT*

17.1 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; 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:

a. "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.
b. "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.

17.2 In the event the Procuring agency terminates the Contract in whole or in part, 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.

18. *FORCE MAJEURE*

18.1 Notwithstanding the provisions of GCC Clauses 15, 16, and 17, the Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

18.2 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.

18.3 If a Force Majeure situation arises, the Supplier shall promptly notify theProcuring 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.

19. *TERMINATIONFOR INSOLVENCY*

19.1 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.

20. *TERMINATIONFOR CONVENIENCE*

20.1 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.

20.2 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.

21. *RESOLUTIONOF DISPUTES*

21.1 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.

21.2 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.

MANZOOR ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

22. *GOVERNING LANGUAGE*

22.1 The Contract shall be written in the language specified in SCC. Subject to GCC Clause 23, 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.

23. *APPLICABLE LAW*

23.1 The Contract shall be interpreted in accordance with the laws of the Procuring agency's country (Islamic Republic of Pakistan), unless otherwise specified in SCC.

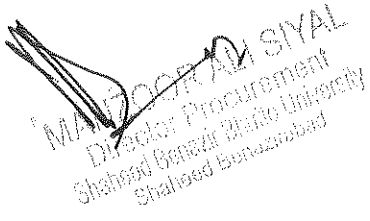
24. *NOTICES*

24.1 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.

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

25. *TAXESAND DUTIES*

25.1 Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Procuring agency in case of Delivered Duty Paid (DDP) basis.



C:SPECIALCONDITIONSOFCONTRACT (SCC)

1. ***DEFINITIONS(GCCCLAUSE1)***

GCC 1.1 (g)	The Procuring Agency is "Shaheed Benazir Bhutto University, Shaheed Benazirabad".
GCC 1.1 (h)	The Bidder is: _____ (nameandaddressofthesuccessfulbidder)

2. ***BIDSECURITY(ITBCLAUSE 13)***

ITB 13.1	The Bidder shall furnish, as part of its financial proposal/bid, refundable Bid Security in Pak Rupees (at the rate/amount given in Bid Data Sheet)in theshapeall permissible forms/instruments as prescribe in SPPRA Rules, 2010&inthename of the "Vice Chancellor, Shaheed Benazir Bhutto University, Shaheed Benazirabad". The financial bid found deficient of the Bid Security will be rejected. No personalcheque in lieu thereof will be acceptable at any cost. The previous Bid Security, if any, will not be considered or carried forward. However, the Bid Security of the successful Bidder will be returned upon submission of required Performance Security of the Contract amount (at the rate given in Bid Data Sheet) in theshapeofall permissible forms/instruments as prescribe in SPPRA Rules, 2010 &inthename of the Security depositSBBU-SBA". After delivery and acceptance of the Goods, the performance security shallbe reduced to five (5) percent of the Contract Price to cover the Supplier's warranty obligations.

3. ***TECHNICALSPECIFICATIONS/ STANDARDS(GCCCLAUSE 3)***

GCC 3.1	The technical specifications of the goods provided in these bidding document are only for widest possible competition and not for favor any single contractor or supplier nor put others at a disadvantage. However, the brand name, catalogue No. / Name etc., if any, has only been used for the reference purpose. Goods offered **"ATLEASTEQUIVALENTORHAVINGBETTERTECHNICALSPECIFICATIONS"**shallalsobeconsidered.

4. ***INSPECTIONSANDTESTS(GCCCLAUSE 7)***

GCC7.1, 7.2, 7.3	The goods received in the Central Store of SBBU, SBA from the Bidder will be thoroughly inspected and examine by a Committee to make sure that the goods received conform to the specifications laid down in the bid documents and which have been approved by the Procurement Committee for procurement. The Committee will submit its inspection report, any deficiency pointed out by the Committee shall have to be rectified by the Bidder free of cost.

5. ***DELIVERYANDDOCUMENTS(GCCCLAUSE 8)***

GCCClause8.1 The Bidder shall provide the following documents at the time of delivery of goods to the Central Store of the SBBU-SBA verification duly completed in all respects:

i. Original copies of Delivery Note (Delivery Challan) (in duplicate) showing item's description, make, model, quantity as well as Lot Number, Batch Number, Registration Number, manufacturing and expiry dates (if applicable).

ii. Original copies of the Bidder's invoices (in duplicate) showing warranty, item's description, make, model as well as Lot Number, Batch Number, Registration Number, manufacturing and expiry dates (if applicable) per unit cost, and total amount.

iii. Original copies of the Sales Tax Invoices (where applicable) in duplicate showing item's description, quantity, per unit cost (with GST) and total amount (with GST).

iv. Manufacturer's or Bidder's warranty certificate(Where Applicable).

v. Inspection certificate issued by the nominated inspection committee along with Bidder's factory inspection report.

vi. Certificateoforigin.

6. ***INSURANCE(GCCCLAUSE 9)***

GCC9.1 The goods supplied under the Contract shall be on DDP basis at consignee'send under which risk will be transferred to the Procuring Agency only after it has taken delivery of the goods. Hence insurance coverage is Bidder's responsibility.



7. ***WARRANTY/GUARANTEE(GCCCLAUSE 12)***

GCC12.1 Thegoodsshallbeaccompaniedbymanufacturerstandardwarranty/ guarantee or 1 year or extended warranty, whichever is more.

GCC12.2 TheProcuringAgencyshallpromptlynotifytheBidderinwritingofany claims arising out of this warranty.

8. ***PAYMENT(GCCCLAUSE 13)***

GCC13.1 The method and conditions of payment to be made to the Bidder under this Contract shall be as follows:

(a) Paymentshall bemadeinPak Rupees.

(b) The payment will be made to the Bidder within 60 days of the receipt of original delivery challan(s) and invoice(s) in duplicate duly completed in all respect and signed and stamped by the Chairman of the Inspection Committee. The Inspection Committee will prepare and submit a report of physical inspection with a certificate to the effect that the goods conform to the specifications laid down in the bidding documents.

9. ***PENALTIES/LIQUIDATEDDAMAGES(GCCCLAUSE 16)***

GCC16.1 In case deliveries are not completed within the time frame specified in the schedule of requirements / contract, a Show Cause Notice will be served onthe Bidder which will be following by cancellation of the Contract to theextent of non-delivered portion of installments. No supplies will be accepted and the amount of Performance Guarantee / Security to the extent of non- delivered portion of supplies of relevant installments will be forfeited. If the firm fails to supply the whole installments, the entire amount of Performance Guarantee/Security will be forfeited to the Government Account and the firm will be blacklisted at least for five years for future participation in bids:

The liquidated damage shall be 0.5 % per week or part thereof. The maximum amount of liquidated damages shall be 10% of the amount of contract. Once thecumulative amountofliquidateddamages reachesten percent (10%) ofthe amount of the contract, the Procuring Agency shall rescind the contract, without prejudice to other courses of action and remedies open to it.

10. ***RESOLUTIONOFDISPUTES(GCCCLAUSE 21)***

GCC21.2 In the case of a dispute between the Procuring agency and the Supplier, the disputeshallbereferredtothedisputeresolutionmechanism asdefinedin rule 31, 32and 34 of the SPP Rules, 2010.

11. ***GOVERNINGLANGUAGE(GCCCLAUSE 22)***

GCC 22.1 ThelanguageofthisContractshallbeENGLISH.

12. ***APPLICABLELAWS(GCCCLAUSE 23)***

GCC23.1 The Contract shall be governed by the Laws of Pakistan and the Courts of Hyderabad or Karachi - Pakistan shall have exclusive jurisdiction.

13. ***NOTICES (GCC CLAUSE 24)***

PROCURINGAGENCY'Saddress fornoticepurposes:

DIRECTOR PROCUREMENT,
Shaheed Benazir Bhutto University, Shaheed benazirabad.
PhoneNo:+92-244-9370525 Email: dp@sbbusba.edu.pk

BIDDER'SADDRESSfornoticepurposes:

Name of Bidder:
Name of Contact Person & Designation:
Phone No:
Fax No.
Mobile Phone No:
Email Address

14. ***TAXESANDDUTIES(GCCCLAUSE 25)***

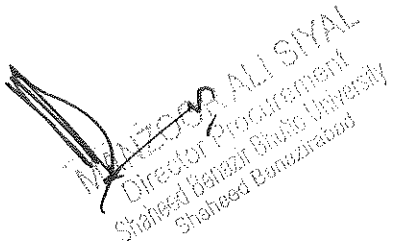
GCC25.1 Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Procuring Agency in case of Delivered Duty paid (DDP) basis.

MANZOOR ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

SCHEDULEOFREQUIREMENTS

Thedeliveryschedulehereafter expressedthedate of deliveryrequired.

S#	Descriptionof Goods	QTY	RequiredDelivery Schedule	Location
01.	Asperthedetailsofitemsattached in **Technical Specifications**		12 Months | Deployment: Four (04) security positions continuously manned 24 hours a day, 7 days a week	Naushahro Feroze Campus ofShaheed Benazir Bhutto University, Shaheed Benazirabad.



FORM-01

Company Letter Head
TECHNICALPROPOSALSUBMISSIONFORM

[Location, Date]

To(NameandaddressofClient/SBBU-SBA) Dear

Sir,

We,theundersigned,offertoprovide**the_____(inserttitleofassignment)**in accordance withyour NIT/TenderDocumentNo.**(insertnumber) dated(insertdate)**andour Proposal. We are hereby submitting our Proposal, which includes the Technical and Financial Bids sealed in one envelope.

Having examined the bidding documents including Addenda /Corrigendum Nos. **[insertnumbers & Date of individual Addendum / Corrigendum],**the receipt of which is hereby acknowledged, we, offer to supply / deliver the SERVICES / GOODS under the above-named Contract in full conformity with this bidding document. The rates/unit prices described in the price schedule or such other sums as may be determined in accordance with the terms and conditions of the Contract. The amounts are in accordance with the Price Schedules attached herewith and are made part of this bid. We undertake, we have no reservation to this Bid Document.

We undertake, if our bid is accepted, to deliver / supply the Services / Goods in accordance with the delivery schedule specified in the schedule of requirements. We undertake to provide a performance security in the form, of current amounts, and within the times specified in the biddocument. We agree to abide by the Bid Validity Period specified in the Bid Document and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.Until the formal final Contract is prepared and executed, this bid, together with your written acceptance of the bid and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive, not to give any reason for rejection of any bid and that you will not defray any expenses incurred by us in bidding. We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictlyobservethelawsagainst fraud andcorruptioninforce inPakistan.Weconfirmthat wecomplywiththe eligibility requirements of the bidding documents.

Weunderstandyouarenotboundtoacceptany Proposal youreceive.

AuthorizedSignature:
Name and Title of Authorized Signatory:
Name of Bidder:
Stamp/ Seal:

MANZOOR ALI SHAH
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

FORM-02

Company Letter Head
FINANCIALPROPOSALSUBMISSIONFORM

[Location,Date

]

To (Name and

address of Client / Competent Authority (SBBU-SBA)

DearSir,

We,theundersigned,offertoprovidethe**(Inserttitleofassignment)**inaccordance with yourNIT / Tender DocumentNo.**(insert number)**dated **(insert date)**and our Technical Proposal. Our attached Financial Proposal is for the sumof **(insert amount inwords andfigures)**.This amount isinclusive of all taxes, duties etc. Our Financial Proposal shall be binding upon us up to expiration of the validity period of the Proposal.

No commissions or gratuities have been or are to be paid by us toagents relating to this Bid / Proposal and Contract execution.

We also declare that any Government organization (Federal / Provincial / Local) has not declared us or any Sub- Contractors for any part of the Contract, ineligible on charges of engaging in corrupt, fraudulent, collusive, or coercive practices. We furthermore, pledge not to indulge in such practices in competing foror in executing the Contract, and are aware of the relevant provisionsof the ProposalDocument.

Weunderstandyouarenotboundtoacceptany Proposalyoureceive.

AuthorizedSignature:
Name and Title of Authorized Signatory:
Name of Bidder:
Stamp/ Seal:

MANZOOR ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

FORM-03

BIDFORM

To:

TheDirector Procurement,
Shaheed Benazir Bhutto University,
Shaheed Benazirabad.

DearSir,

Having examined the Bidding Documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver the goods specified in the said Bidding Documents for the sum of **[Total Bid Amount Rs.**_____ _____],**[Bid Amount in words** _____ _____**only]** or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this bid.

2. The free of cost / donation / discounts offered and the methodology for their application are: _____
   _____
   _____

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

4. If ourbidisaccepted,we shallPerformance Security_____ of the Contract Price for the due performance of the Contract, in the form prescribedby the Procuring Agency.

5. We agree to the validity of this bid for 90 days from the date fixed for financial bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

6. Until a formal Contract is prepared and executed, this bid, together with the written acceptance thereof and notification of award, by the Procuring Agency, shall constitute a binding Contract between us.

7. We understand that you are not bound to accept the lowest or any bid you mayreceive.

Name _____
In the capacity of _____

Signed _____
Duly authorized to sign the Bid for and on behalf of_____
Date _____

MANZOOR ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

FORM-04

TENDERPURCHASERECEIPT

(OnBidder's/Company/firm'sLetterhead)

Tender Invitation to Bid Number_____

Procurement of _____

This is to certify that this tender document is issued to below mentionedbidder. Thebidderhassubmittedthetenderapplication alongwithtenderfees(non-refundable) andphotocopies of NTN,GST&SRB(where applicable) certificate. The details are as under:

Registered Name _____

NTN Number_____

GSTNumber(For Goods)_____

SST Number (For Services) _____

Demand Draft/Challan#_____**,Dated:**_____

Rs._____**,Bank**_____

RepresentativeoftheFirm_____

ContactNumberMobile:_____

ContactNumber PTCL:_____

EmailAddress:_____

PostalAddress:_____

_____

AuthorizedSignature

*Name of the signatory*_____

*Bidder*_____

Company Stamp/ Seal:

MUHAMMAD ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

INTEGRITY PACT

(AFFIDAVIT) On Stamp Paper Rs.100

SHOULD BE SUBMITTED AFTER RECEIPT OF AWARD LETTER

DECLARATION OF FEES, COMMISSION AND BROKERAGE PAYABLE BY THE SUPPLIERS/CONTRACTORS/CONSULTANTS.

Contract Number: _____ Dated: _____

Contract Value: _____

Contract Title: _____

[Name of Supplier/Contractor/Consultant] 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 it (GoS) through any corrupt business practice.

Without limiting the generality of the foregoing, **[Name of Supplier/ Contractor/ 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 Procuring Agency (PA), except that which has been expressly declared pursuant hereto.

[Name of Supplier/Contractor/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 PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[Name of Supplier/Contractor/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 right and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, **[Name ofSupplier/Contractor/Consultant]** agrees to indemnify PA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten time the sum of any commission, gratification, bribe, finder's fee or kickback given by **[Name of Supplier/Contractor/Consultant]** 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 PA.

[Procuring Agency] **[Supplier /Contractor/Consultant]**

MANZOOR ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

CONTRACT FORM

(AFFIDAVIT) On Stamp Paper Rs.100

SHOULD BE SUBMITTED AFTER RECEIPT OF AWARD LETTER

THIS AGREEMENT made the _____ day of _____ 20 _____ between **[name 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.

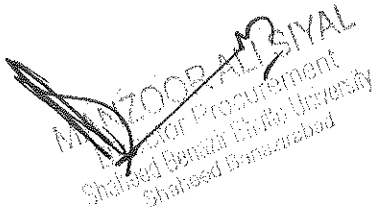
3. In consideration of the payments to be made by the Procuring agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract

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)



ANNEXURE–A

UNDERTAKING

ON STAMP PAPER (PKR 100/-)

Date:

Tender Invitation to Bid Number_____

Procurement of _____

A-NON-BLACK LISTED

1. The bidder shall not have been barred / black listed by any of Federal or Provincial GovernmentDepartment,OrganizationorAutonomousBodyoranyotherProcuring Agency in Pakistan.
2. Any director or owner of the bidding company is not awarded any punishment from any Court of Law.
3. Bidder has submitted the correct and complete information along with the bid/offer. If any document / information is found forged / engineered / fake / bogus at any stage, the bidder may be declared as Blacklisted in accordance with law and the performance guarantee and payment, if any may be forfeited.

B-REQUIRED EXPERIENCE & TURN OVER

4. The Bidder has required experience in the relevant field since last five Years.
5. The Bidder has the required Average Annual Turnover for last five years.

C-SUPPLY OF ITEMS :

6. The Bidder has quoted the items as per required specification.
7. The Bidder shall supply the items as per required make, model and quality.

D-SPECIAL CONDITION:

8. The Bid Validity Period is 90 Days and can be extendable as per SPPRA Rule # 38- 06 & 07.
9. The bidder has submitted the complete tender proposal with accurate data and material. If the Procuring Agency found at any stage a document or piece of information is forged, faked, or bogus, the Procuring Agency has the right to take necessary action as per SPPRA Rules.
10. Our firm carefully gone through the Terms & Conditions as mentioned in the bid document. The bidder has agreed all the terms & condition given in the bid document.

AuthorizedSignature

Name of the signatory_____

Bidder_____

Company Stamp/ Seal:

MANZOOR ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

ANNEXURE–B

PAST EXPERIENCE
VALIDLISTOFCLIENT'SDETAILS

(ON BIDDER / COMPANY / FIRM'S LETTERHEAD)

[Location,Date]

To:[NameandaddressofEmployer]

DearSir,

I/we herebymentionfollowing listofvalidClientsdetails whereour firmhadprovidedservices, supportedbycopiesof Purchase Order /WorkOrders&Performance Certificate / SatisfactoryPerformanceLettersforyour reference:

S. #	Name of Procuring Agency	Details of Procurement Department		Attach Copy of Purchase Order (Mandatory)	Attach Copy of Performance Certificate (Mandatory)
		Contact Person / Number	Official Email ID		
01					
02					
03					
04					
05					

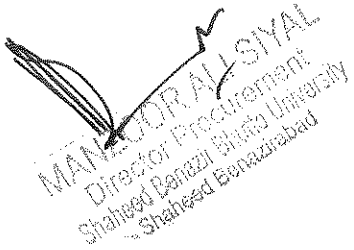
Note: Must fill **Annexure-B**and attachdocumentary evidence in the shape of Purchase Order along with Satisfactory Performance Certificate, showing the relevant details.

AuthorizedSignature

Name of the signatory_____

Bidder_____

Company Stamp/ Seal:



ANNEXURE – C

DECLARATIONOFANNUALTURNOVER AND INCOME TAX RETURN

(OnBidder's/Company/firm'sLetterhead)

*To:**Convener, Procurement Committee***

NIT Ref:SBBU/DP/ Dated,
forTender"_".

*Dear**Sir,*out firm herebydeclarethat the Average Turnoverisasfollow:

Year	Annual Turnover for the last 3 years Year (PKR)
Year 2024	
Year 2025	
Year 2026	
TOTAL	
Average Turn-over in 3 years	

Financial Information in PKR	Year 2024	Year 2025	Year 2026
Total Assets (TA)			
Total Liabilities (TL)			
Current Assets (CA)			
Current Liabilities (CL)			
Total / Gross Revenue (TR)			
Profits Before Taxes (PBT)			
Net Profit			
Current Ratio			

Supporting Document		Yes / No
Income Tax Returns	Year 2024	
	Year 2025	
	Year 2026	
Audit Reports	Year 2023-24	
	Year 2024-25	
	Year 2025-26	

NOTE :

ADD ROWS AND COLUMNS AS PER REQUIRED YEARS MENTIONED IN EVALUATION CRITERIA

AuthorizedSignature

Name of the signatory_____

Bidder_____

Company Stamp/ Seal:

ANNEXURE –D

MANUFACTURER'S AUTHORIZATION FORM

To:

The Vice Chancellor,
Shaheed Benazir Bhutto University
Shaheed Benazirabad.

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 **NIT No.** ***[reference of the Invitation to Bid]***for the above goods manufactured by us.

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

We hereby undertake that we will provide the complete after sale services support in case of agency transfer or withdrawn from the bidder and will inform timely of any transition.

Our representative may be reached in need of support,

Name:
Designation:
Email Address:

_____
[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.



ANNEXURE – E

COMPLIANCE SHEET FOR TECHNICAL EVALUATION

(OnBidder's/Company/firm'sLetterhead)

Name of the Item:_____

Sr. #	Tender Specification	Offered Specification	Compliance Yes / No

Note: Supporting documents must be provided

AuthorizedSignature

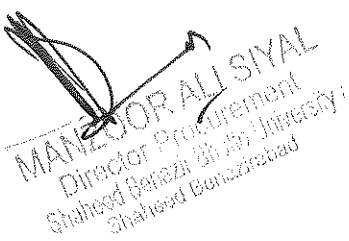
Name of the signatory_____

Bidder_____

Company Stamp/ Seal:

NOTE :

ADD ROWS AND COLUMNS AS PER REQUIRED YEARS MENTIONED IN EVALUATION CRITERIA



ANNEXURE – F

BIDDERPROFILE/DETAILS
(OnBidder/Company/firm'sLetterhead)
(OnBidder's/Company/firm'sLetterhead)

Tender: _____

ITB to Bidder _____

1.	RegisteredCompanyName	
2.	RegistrationLicenseNumberissuedbyMinistryof Interior / Home Department(Attachdocumentaryevidence)	
3.	National Tax Number(Attach documentary evidence)	
4.	General Sales Tax Number (Attach documentaryevidence)	
5.	Sindh Sales Tax Number (Attach documentaryevidence)	
6.	Registration Certificate with EOBI / SESSI (Attach documentary evidence)	
7.	Years of Operation of Company after its Registration (Attach documentary evidence)	
8.	Managerial Capability i. Total no. of Permanent Staff ii. Total No. of Contract / Project Staff (Attach as separate Annexure)	
9.	Assignment in hand (Presently) (Attach as separate Annexure)	
10.	BankNameandBranch	
11.	BankAccountNumber	
12.	AdditionalProfessionalRegistrationDetails(ifany):	
13.	Postaladdress	
14.	PTCL Number	
15.	Mobile Number	
16.	E-mail ID	
17.	Blacklisting/Complaint/Litigationagainstthefirm (Byany govt. or other org. if any)	
18.	Name&Addressofthecompanies/subsidiariesand associated companies, if any, with whom there is collaborationorjointventure	
19.	Whetherpayorder,fortherequisiteBid Security enclosed? (Yes / No)	
20.	Anyotherrelevant detail	

AuthorizedSignature

Name of the signatory_____

Bidder_____

Company Stamp/ Seal:

MANZOOR ALI SYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

INVITATION TO BIDDERS

The Sealed bids are invited from the eligible bidders, for below mentioned tenders:

Sr.	TenderDescription	Award Criteria (Most Advantageous Bid)	Bid Procedure
01	Hiring of Security Service (Guards) Providing Company for Naushahro Feroze Campus of SBBU SBA	Lowest Evaluated Cost Bases	SingleStageOne Envelope

BidDocumentIssuance	Documentswillbeissuedfromthefirstdayof advertisement in Websites / Newspapersupto**15-12-2026** at**03:00 (PM)**as per SPPRA Rules.
Tender Fees & Application	The bidder shall pay tender fees Rs. 5,000 per tender (Non-Refundable) via cash deposit in shape of Pay Order in the favor of Security Deposit SBBU-SBA. The bidder must send the application along with tender fees and other documents as mentioned in bid document to the office of Director Procurement, SBBU-SBA. So that, in case of any modification / amendment in the bid document, must be communicated as per SPPRA Rules.
Contact details:	PTCL : 0244-366210 and email address : dp@sbbusba.edu.pk For EPADS Queries: Helpline # 051-111-137237.
BidsSubmission / Closing Time	**SPPRA-EPADS** (Date&time):**15-12-2026** at **10:30 (AM)**theBidsreceivedafterdue dateand timewillun-accepted. The Bidder shall submit e-bid as per SPPRA Rule 24-2.
BidOpening	(Date&time):**15-12-2026** at **11:00 (AM) @ EPADS**
BidSecurity	Bid security of amounting to **Rs. 126,000/-** in the shape of all permissible forms/instruments as prescribe in Rule-37(2) of SPPRA Rules, 2010 in the favor of **Security Deposit SBBU-SBA.**
Bid Document Issued, Submission & Opening Place	**Issued:** Procurement Cell (i.e. office of the Director Procurement), SBBU-SBA. **Opening**: Syndicate Hall/Office of Director Procurement SBBU-SBA.
Eligibility	(i) Valid registration in NTN, GST & SRB (Where applicable). (ii) Experience: Minimum three years of experience in the relevant field. (iii) Turnover: as mentioned in Bid Document (Bidder's Qualification Criteria).

Note:*Bidder should submit bids through EPADS only and Copy of* bids shall be manually submitted.

Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad
Landhi stop Sakrand Road Nawabshah
Tel # 0244-9370523
www.sbbusba.edu.pk

MANZOOR ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

Shaheed Benazir Bhutto University Shaheed Benazirabad
C-BIDDATA SHEET

ProcuringAgency		**Shaheed Benazir Bhutto University, Shaheed Benazir Abad, Nawabshah.**
TenderDescription		Hiring of Security Service (Guards) Providing Company for Naushahro Feroze Campus of SBBU SBA
BidProcedure:		**SingleStage–One Envelope**
Bidder's (Whocan Apply)	1	The biddershallbeaPakistani entity.
	2	ThebiddermusthavevalidNTN,GST&SRBregistration (Whereapplicable),
	3	Thebiddermust not be BLACKLISTEDfromanyProcuringAgencyin Pakistan.
	4	Thebiddershould haveat-least03yearsofexperienceintherelevantfield.
	5	Thebiddershouldhaverequiredannualturnover asmentioned in eligibility criteria.
	6	The bidder mustcomplywithrequired specificationsmentionedinbill of quantities.
	7	The Conditionalbidwillbedisqualified.
	8	The Bidder shall submit e-bid as per SPPRA Rule 24-2.
BidDocumentcan be purchased From:		OfficeoftheDirectorProcurement, SBBU, SBA, Nawabshah. **PTCL** # 0244-9370525. **Email: dp@sbbusba.edu.pk**
Language:		English
BidCurrency:		BidshallbeinPKR.
QuotedPrices.		Thebiddershallquotepriceinclusive of FOB, FOR and all applicable taxes.
BidSecurity:		Bid security of amounting to **Rs. 126,000/-** in the shape of all permissible forms/instruments as prescribe in Rule-37(2) of SPPRA Rules, 2010 in the favor of **Security Deposit SBBU-SBA**.
BidValidity:		Thebidshall bevalidfor90 days
PerformanceSecurity		**5%** of Contract Award Amount (as mentionedin Acceptance Letter) in all permissible forms/instruments as prescribe in SPPRA Rules, 2010 inthefavorof "**Security Deposit SBBU-SBA**"will be accepted.
Award Criteria		MostAdvantageousBid (Cost Selection Method).
PurchaseDate:		Bid Documentwillbeissuedfrom1st dayofpublicationin websites(EPADS &SBBU-SBA) or newspapersupto**07-12-2026 03:00 PM.**
BidSubmission / Closing Time		(Date&time):**08-12-2026**at **10:30 (AM),** Bidsreceivedafterduedateandtimewillbeun-accepted.
BidOpening		(Date&time):**08-12-2026** at **11:00 (AM).**
BidOpeningPlace		Office of Director Procurement/Syndicate Hall of SBBU-SBA
DeliveryPeriod		**Within 02 weeksatSBBU-SBA**(after he issuance of Procurement Order)
InstallationPeriod		Itwillstartafterreceivingofequipmentatsite.
Inspection:		Thegoods/arrangements/security personalswillbeverifiedbytheinspection Committees/designated officialsasperspecificationmentionedinBoQ & P.O.
BidEvaluation:		ThebidswillbeevaluatedasperEvaluationCriteriagiveninthisBidDocument.
		TheProcurement scope canbeenhanced / decreased atanytimeasperSPPRARules.
		TheProcuringAgencyreservestherighttorejectanyoralltheBidssubjecttotherelevant ProvisionsofSPPRARules25(1).
LiquidatedDamages		Incaseoflatedelivery@0.1%perdayof contract amountwill be deducted from thebill,which should notmorethan10%ofcontract value.
Note:Incaseofanyunforeseensituationor official/governmentholidayresultinginclosureofofficeonthedate ofopening,bidsshallbesubmitted/openedonnextworkingdayatthegiven time.		

Director Procurement

SBBU-SBA

MANZOOR ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

D-BIDDER'S QUALIFICATION CRITERIA

CONTENTS OF THE BIDDER'S PROPOSAL: The proposal shall include an indexed table of contents with page numbers.Al documents must be arranged strictly in accordance with the prescribed requirements and sequence.

i. **SUBMISSION OF IRRELEVANT OR UNNECESSARY ATTACHMENTS SHOULD BE AVOIDED.**

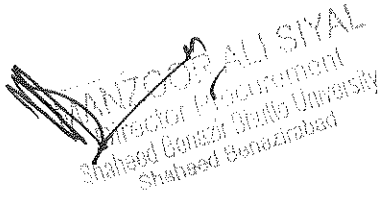
ii. The e-bid shall be submitted in compliance with SPPRA Rule 24(2). Only computerized or typed bids shall be accepted; handwritte submissions shall be treated as non-responsive.

iii. The bidder shall duly complete and submit all appendices provided in the bid document, supported by relevant documentar evidence.

iv. The bidder shall structure and tag their profile in accordance with the specified evaluation criteria and in the prescribed sequence.

Thebidderisrequiredtothefollowingmandatoryinformation.

Sr. #	Description	Attached at Page #
1	**BIDDER'S QUALIFICATION CRITERIA**	
1.1	Bidder must be registered for NTN&GST(Goods)	
1.2	Bidder must be 'Active for Income Tax and Operative for General Sales Tax at FBR website	
1.3	ThebiddershallSubmit Original Tender Fee Challan / Tender Fee.	
1.4	ThebiddershallSubmit Original Bid Security	
1.5	The Bidder shall sign &stampon each page of Tender Document along with attachments	
1.6	Submit Original UNDERTAKING on Stamp Paper of PKR-100 as per Draft given in **Annexure-A at page # 24.**	
1.7	Company Profile along with **Annexure-F at page # 29**Forms (01 & 02) on Official Letter Head.	
1.8	Bidder must be registered forSRB(Services)	
2	**PAST EXPERIENCE & PERFORMANCEIN LAST THREE PRECEDING FINANCIAL YEARS:**	
2.1	The bidder must have proven experience in successfully completing projects of a similar nature. Relevant Purchase Orders, along with Satisfactory Performance Certificates, **A:** Attach three Purchase orders, issued by any Procuring Agency (Government / Semi Government/ Autonomous /Private Limited Company), each Purchase Order value must be 80% of **PKR 20million** or above. **B:** Purchase Orders given at **2.1-A**accompanied by the corresponding Performance Certificates.	
2.2	Attach filled Annexure-B given at **page # 25,** accompanied with supporting documents.	
3	**AVERAGE ANNUAL TURN OVER**	
3.1	The bidder must have an average annual turnover of not less than **PKR 30Million** in any three years out of the last five preceding financial years, as evidenced by submitted income tax returns.	
3.2	Attach three Complete Income Tax Returns from **LastFive Preceding Financial Years**	
3.3	Attach three Complete Audit Reports from **LastFive Preceding Financial Years**	
3.4	Attach filled Annexure-C given at **page # 26** along with supporting document for Turn-Over verification	
4	**BIDDER'S PROFESSIONAL QUALIFICATION CRITERIA**	
4.1	Copy of CNIC of signatory of the Bid Forms	
4.2	Valid Registration Professional Tax Certificate	
4.3	Valid Registration with SECP	
4.4	Valid Certificate of Registration of Employees Old-Age Benefit Institution (EOBI).	
4.5	Valid Certificate of Social Security Registration of Employees. Registration Certificate with SESSI	
4.6	Valid Membership with All Pakistan Security Agencies Association (APSAA)	
4.7	Valid No Objection Certificate (NOC) of Ministry of Interior / Provincial Home Departments for providing Security Services in the country / Province.	
4.8	Valid Registration with Pakistan Telecom Authority (PTA).	
4.9	Duly signed and stamped Compliance to Scope of Work as mentioned vide Annexure-A-(1) of this document.	
4.10	Affidavit on Stamp Paper of Rs. 100/- as per Specimen give at Annexure A-(2).	
4.11	Certificate on the company's letterhead that if selected, as per Specimen at Annexure A-(3).	
4.12	Declaration of Weapon's Licenses as per Annexure A-(4)	
4.13	Undertaking / Certificate from firm that it has its own Armorer (Name / Office Card) which will check the weapons at least once a month, after deployment of guards Specimen at Annexure A-(5).	
4.14	Total Number of Employees on Bidder's Payroll (Minimum 50 Personal) (Supported with attested EOBI's current three months contribution payment slip)	



NOTE:

- **Contents of Bidders Technical Proposal:** Index Table with page Numbers, attach documents as per requirement. Bid shall be computerized or typographical format shall be entertained, but the hand written bids shall be disqualified.
- Toqualifyfornext stage,thebiddermustfulfill all requirements as given at eligibility criteria table, else the bid shall be disqualified.
- Thebiddermustfillandsubmitalltheappendixgiveninbiddocument,along with supporting documents.
- Thebiddersshallsethisprofileaccordingtosequential orderofcriteriaandtagthem.
- The Procuring Agency reservestherighttovisitthesiteforthephysicalverificationofequipment,humanresources, Security Arrangements etc.

Bidder
Signaturewithstamp

Chairman,
Director Procurement



MANZOOR ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

BILL OF QUANTITIES (B.O.Q.)

Hiring of Security Services (Guards) Providing Company for Naushahro Feroze Campus of SBBU SBA

(OnBidder's/Company/firm'sLetterhead)

Sr.	Item Name	Description	Qty	Unit	Rate	Amount
1	**Guards**	Provision of trained, licensed, uniformed and properly equipped security personnel for continuous security coverage of the University Campus, comprising four (04) security positions manned round the clock (24/7), including all shifts, weekly offs, leave arrangements, relief/substitute personnel, supervision, uniforms, security equipment required for satisfactory execution of the services.	04	Person		
				Grand Total		
				Total Amount		

Note:
12 Months | Deployment: Four (04) security positions continuously manned 24 hours a day, 7 days a week

Signature of Bidder with Stamp

Chairman,
Director Procurement.



TERMS&CONDITIONS

1. The bidder should submit all the relevant and required documents, else the bid will be considered incomplete and will be disqualified. The submitted documents will be assumed as final and last.
2. The SBBU-SBA reserves the right to accept or reject any or all the bids or Increase/ Decrease the Quantities of items or as per SPPRA Rules.
3. The rates should be inclusive of FOB and GST, Income Tax & any other government duty.
4. TheBidderhastosupplyoriginal itemsof good quality atcentralStoreofSBBU-SBA. The refurbish, less quality or refurbish items will be un-accepted.
5. The substandard or below the mark manufactured material or components shall not be used for the Manufacturingotherwise on the dayof inspection orafterward ProcuringAgency maycancel the Purchase Order and cease the performance security.
6. Rejectedconsignmentshallbereturnedbacktodealers/suppliersattheirowncost.
7. There shall be inspection in presence of representative(s) of the Bidder and Purchaser on arrival of items at Main Store.
8. Payment will be made on availability of funds, if delayed due to any reason; no extra interest / mark-upwill be accepted / paid.
9. ThePurchase/Supplyorderssubmitted bythebidderof schools(publicandprivate) will notbeapplicable and will not be assumed as standard required by the Procuring Agency.
10. In case of breach of contract, the damages suffered by the Procuring Agency shall be recovered to the full extent from the Contractor's Performance Security.
11. If the Bidder fails to deliver items within the time specified in the Purchase Order, the penalty will be imposed as approved by the Competent Authority (as per Rules).

Bidder
Signaturewithstamp

Chairman,
Director Procurement.



ANNEXURE– A (1)

SECURITY COMPANY'S SCOPE OF WORK

1. Aim: To establish foolproof security arrangements to ward off any subversive/untoward incidents.Thefollowingisthescopeofworktobeperformedifhired for provision of security services for SBBU SBA.

a. ***SecurityGuards***

(i). Thecompanyshall provide SecurityGuards at designated location(s)to providesecuritycover,andalsoSecurityGuardswithAutomatic/Semi- automatic/rapid-fireweaponaspergivenscheduleofdutytiming.

(ii). The company shall provide and ensure that each guard on duty has received and understood written instructions ofbasic dutiesand has the following in his possession.

1. CompanycardandcopyofComputerizedNational Identity Card (CNIC).
2. Torchforguardsoneveningandnightduties
3. Neat &cleanStandardUniform.
4. Weapon(s)with ammunitionofagreed kind andqualityto be provided only to the relevant security guard as per the requirement / request of SBBU SBA.

(iii). The Guard will be called "Standing Security Guard" and will remain alert, patrolling and vigilant throughout their duty hours, and any mishap will be the responsibility of the company under all circumstances.

(iv). The company shall be bound to execute the directives of the SBBU SBA Standing Security Orders, which will be conveyed to the company through writing, Email, WhatsApp message / SMS or Letter etc.

(v). The company shall be responsible for providing satisfactory services at all key points/offices of SBBU SBA premises with the following conditions:

a. Thecompanyshallmaintainextra guardstobereadilyavailable with the company as the substitute for the supervisors/Guards whobecomeabsent/short/sickatthecompany'sownenrollment for which the SBBU SBA Management will not make any extra payment.

b. The company shall deploy energetic, smart and healthy, well trained ex-armed forces personnel (preferable) or well-trained civilians with perfect turnout, smart uniforms and fully competent to meet security requirements/demands at sensitive/vulnerable points in consultation with the security in charge of the SBBU SBA Management designated for the purpose.

c. Upon unsatisfactory performance of the supervisor/guards, as determined by the SBBU SBA Management, the contract agreement shall be terminated by giving notice to the Security Company. Unsatisfactoryperformance includes:

- Unabletoprovidethe desirednumberofsecurity guards/supervisors / lady searchers.
- Absenceofsecurityguard(s)fromduty
- Non-Attendanceofofficeonscheduled/prescribedtime.
- Casualperformanceof dutybyguard(s)
- Duringtheperiodofagreement,theresponsibilityofanyloss and damage due to unsatisfactory performance of the securitycompany.
- Non-reportingofmajorincidentstoSBBU SBAmanagementthat occurs in the SBBU SBA premises

d. Daily attendance shall be marked as per the approved attendance system of the SBBU SBA. Security Company head- office shall also submit the Daily Attendance Sheet. Month- wise bill be submitted to SBBU SBA, on 1st week of every month regularly.

e. The guard services must be on shift basis according to labor laws each day with different guard at each shift shall be provided by the company to SBBU SBA.

f. The company of active performance of duties by the security guards and working of mechanical security system round the clock, seven days a week even on holidays and shall maintain a supervisory network of its own to ensure presence.

b. ***Mechanical Security System: -***

(i) The company shall provide **"Hand-Held Metal Detectors"** wherever required bySBBU SBA.

(ii) Thecompanyshallprovidean**"undercarriageCar-SearchMirror"**whereverrequired bySBBU SBA.

(iii) The company shall provide a **"Walk through Gate"** if required by SBBU SBA.

(iv) The company shall utilize already available CCTV cameras, monitors and DVRs wherever required via permission by SBBU SBA.

(v) Thecompanyshallprovidecommunicationinshapeof**"WalkieTalkiesintercommunicationsystem"**,where verrequiredbySBBU SBA.

(vi) Thecompanyshallprovideandinstalltheequipmentmentionedatserial No i, ii, iii, and v from the first day of this agreement, if required by SBBU SBA, till its end /termination, whichever occurs earlier.

(vii) The company shall provide its above-listed equipment in good quality andconditionandensureitsproperactivation/operationthroughoutthe period of contract agreement.

Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

(viii) The ownership of the companies above listed equipment shall rest with the company. However, it shall not be replaced after its installation from the location without the prior written approval of the SBBU SBA Management.

(ix) During the period for which the equipment is taken out for repair or replacement, the company shall provide its replacement of the same nature, quality and condition, without affecting security services. However, upon termination of this agreement, the company shall be permitted to remove all its apparatus /equipment installed in the premises.

(x) The companyshall ensure activation of the equipment round the clock, seven days a week, without anyinterruption.

(xi) ThepossibleuseofHand-HeldMetalDetector,Carsearchmirrors,walk through gates and walkie-talkies, will be defined in a mutually agreed StandingOperation Practices to be devised at each location.

(xii) Thecompanyshall beresponsible forthemaintenanceof its equipment.

(xiii) The SBBU SBA Administration shall provide adequate space, light and power at the premises for installation and operation of the equipment.

(xiv) The company shall be responsible for proper and effective use of Mechanical SecuritySystems.

(xv) Thecompanyshall complywith all the instructions as and when given bytheSBBU SBAManagementregardingservicesanduseofall equipment.

(xvi) Any health risk incident during the currency of the contract, would be the responsibilityof the vendor and no claim can be charged

2. The guard's duties shall inter Alia include the following

2.1 Prevention of entry into offices /installation premises trusted in the charge of the company,ofanypersonnotauthorizedbySBBU SBAManagementoranypersonwholacks proper identification or intrudes the secured premises.

2.2 Prevent pilferage of items /equipment/property belonging to SBBU SBA from the premises placed under the charge of the company as per written instructions issued by the authorized officer of the SBBU SBA Management. Proper inventorylist will beprepared and checked byboth theparties oranypartofpropertywill notberemovedwithout aproper gate pass.

2.3 Inform concerned authorized officer of the SBBU SBA Management promptly and accurately, of any occurrence detrimental to the security of the installation premises and propertyof the SBBU SBA placed under charge of the company.

2.4 Totakeproper actionincaseofemergencieslike:

(i). Fire, rising of alarm and proper communication to fire brigade and officer in- charge of the installation and arrange rescue activities.

(ii). Forced Entry will be promptly reported to the local police station, SBBU SBA securityin charge and SecurityCompany's head office for appropriate action.

(iii). Law and order situation will be promptly reported to the local police station, SBBU SBASecurityinchargeandthesecuritycompanyheadofficeofthecompany for appropriate action. All entrypoints shall be closed under such situation.

(iv). Provide medical assistance to SBBU SBA Management to anyperson injured in the premises. The provision of medical coverage and its cost shall be borne by SBBU SBA, in case, if the negligence is in part of the SBBU SBA.

(v). To carry out daily checking of all security lights, entry points and locked premises for their effectiveness after office hours or on closed holidays.

(vi). Patrolling/picketingtheinstallationasperspecificwrittenorderspeculiarto the installation prepared by the company and approved by the SBBU SBAAdministration.

(vii). To properly brief the relieving guard, about any situation concerning the security.

2.5 Security guards must have under gone, Fire Fighting Trainings and elimination of the subversive activities (bidder is bound to provide the training certificate on the demand of SBBU SBA). Further coordination with concerned secret agencies; special police, local policeand civil defense authorities will bedoneatsiteand to takeimmediateremedial measures.

2.6 Theguardshall perform duties includingsecurityofSBBU SBA personnel, installations, its property and fire fighting in any eventualityof a fire disaster or any other likely attack bythe human being or group of human beings.

2.7 During the validity of the contract agreement, in case damage occurs to the property or personneloftheSBBU SBA andduetooutbreakoffire oranyothereventualitycausedbythe negligenceofthesecurityguards,thecompanyshallbewhollyresponsibleandliablefor payingforsuchlossesoccurredtoSBBU SBA,asaresultoftheirnegligence,tobedecidedby acommitteeconsistingofrepresentatives,inequal numberofboththeparties,whichwill decide the matter after considering the following:

(i). Negligence of securityguards amounting to an act of omission or commission as a result to which loss occurs as enlisted in the indemnityclause.

(ii). Negligence of guards in case of the fire, or other disaster, which is caused by anyact omission and commission of security guards.

(iii) Any fire/disaster, which erupts from outside as a result of any calamity and accident and is beyond the control of security guards, will not fall under the indemnityclause.

MANZOOR ELAHI
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

(iv) The Company shall notify its representatives who will be contracted for immediate replacement in the event of unsatisfactory performance of deputed personnel.

3. PENALTY

3.1 The Security Company is bound to provide guards on every cost for sensitive areas, in case of anyloss due to lapse SecurityCompanywill be held responsible.

3.2 In case of any damage/loss to SBBU SBA's due to Security lapse herewith for determination of liability a committee constituted by the management having representation from Security Company will investigate the matter and fix the responsibility. The recommendation of the committee shall be a bindingon the companyto paythe losses.

3.3 In case of any theft/damage at Main Store premises, the security company will be held responsible to pay the entire losses to the SBBU SBA as determined by the Committee constituted bythe Competent Authority.

3.4 Overage and underage guards will not be accepted for duty and no salary shall be paid forthem.

3.5 In case of placement of inefficient guard/placement of, lethargic guards, guards without proper uniform, SBBU SBA reserve the rights to impose penaltyup to Rupees 500/-.

4. Human Resource:

Staffwillworkaccordingtothetableprovidedbelowbytheauthorizedofficerof SBBU SBA at designated location(s). This could be adjusted accordingto the future requirements of the university.

NAUSHAHRO FEROZE CAMPUS

Sr.	PARAMETERS	Requirement
1	Supervisor (Armed & Ex-Forces)	01
2	Security Guards (Ex-Forces / Armed)	04
3	Walkie Talkie	04
4	Vehicle Scanner	1
5	Hand–Held Metal Detector	1
6	Torches	04
7	Bike	--
	Required Arms & Weapons with Ammunition	
A	Close Combat Weapons; Machine Pistols (30 Bore / 9mm)	1
B	Automatic Rifles (Multiple Shot Option) with ammunition	1
C	Repeaters (Shot Guns) with Minimum 10-Rounds Each with ammunition.	1

4.1 The contractor shall be responsible to provide satisfactory services at all locations of SBBU SBA by deploying energetic, and healthy, well-trained workers with approved uniform.

4.2 In case of any dispute between guard/workers and the contractor the matter shall be, referred to the Vice Chancellor for arbitration whose decision shall be final.

4.3 Undisciplined guards and/or guards involved in immoral activities will not be allowed to serve in the SBBU SBA.

4.4 Contractor will be bound to change the guards who will be unwanted by the SBBU SBA management immediately.

4.5 The Employees will work according to Government rules / policy.

i. Theservices to be provided bythe contractor must beaccordingto government labor laws.

ii. Childlaborrulesandbasichumanrightswillnotbeviolatedby the Contractor.

iii. Ageofworkershallnotbeless than20years.

iv. Thecontractorshallbeboundtoalways provide the approved number of Guards as contracted to provide even **on holidays**.

v. THE CONTRACTOR SHALL BE BOUND TO PAY THE PRESCRIBED MINIMUM WAGES, AS REVISED FROM TIME TO TIME, TO ITS EMPLOYEES WORKING AT SBBU SBA IN ACCORDANCE WITH THE RATES FIXED BY THE PROVINCIAL GOVERNMENT.

5-Confidentiality:

5.1 The company shall ensure that all employees performing, the services shall not any time during the validity of the contract agreement or thereafter, will not disclose any information whatsoever, to any person, as to be affairs of the SBBU SBA or its personnel and as to any other matter, which may come to their knowledge by reason of performance of the services. If in the opinion of the SBBU SBA Management, there has been any such disclosure the person concerned shall immediately be dismissed from the service of the company and other necessary action shall also be initiated with the consultation of SBBU SBA management.

A. ***ResponsibilitiesoftheCompany:***

MANZOOR ALI SHAH
Director Procurement
Shaheed Benazir Bhutto University
Shahsod Benazirabad

6.1 In addition to the services to be performed by the company specified above, the company shall provide at additional cost to the SBBU SBA such supervision of its employees as in necessary to adequately fulfill its obligation.

6.2 The company is responsible for ensuring that all its employees performing the services are physically and mentally fit, have no communicable disease and are in good health in all respects to perform the duties.

6.3 Salary should be issued prior to 10th of every month and disbursement sheets should be verified bybank statements submitted to the concerned department on a monthly basis

6.4 The contractor will be bound to pay the salary of all employees through a bank account whichwill be checked and verified the by the SBBU SBA management at any time to make sure that prevailing rates fixed bythe provincial government are followed

6.5 The Company is an independent contractor and accordingly is fully responsible for any accident or injury to its personnel or caused by its personnel and agrees that neither the SBBU SBA nor anyof its personnel shall be held liable for either of the above in any manner.

6.6 The personnel of the company shall not in any manner indulge in any unionism nor have any linked activity with SBBU SBA employees.

6.7 The company is responsible for recruitment, discipline and all other service matters of its employees. They shall not in any case communicate with the SBBU SBA management regarding their service matters which is the sole responsibility of the company.

6.8 The SBBU SBA may refuse to accept services from any of the employees of the company, whose work has been found unsatisfactory or not in the accordance with the requirements of this document.

6.9 The company shall be responsible for the deployment of security guards at allvulnerable points as per the agreement. However, for any new site, for which order of deployment will be issued by SBBU SBA management, the company shall be responsible to deploysecurity guards and install the security system after the issuance of work order within seven days. In case of delay, if any incident takes place, it shall be covered under the indemnity clause.

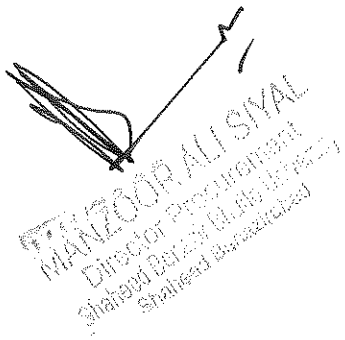
6.10The Security Company will use its own frequency for communication (Walkie- Talkies etc) to the SBBU SBA.

B. *Restriction of Assignment / Take over*

a. The company shall not assign or sub-contract any of its duties or rights under this agreement, including but not limited to anybenefit or interest herein or there under, any such assignment or sub-contacting by the company shall entitle the SBBU SBA to terminate its services forthwith.

b. If the company makes any arrangement with or assignment in favor of its creditors or amalgamates with any other concern or his taken over, the SBBU SBA shall be entitled to terminate its services forthwith.

AuthorizedSignature[Infullandinitials]:
Name and Title of Authorized Signatory:
Name of Bidder:
Stamp / Seal:



AFFIDAVIT
(MustbePrinted onRs.100/-StampPaper)

We, M/s._____herebyundertakethat:

i. Our company is neither blacklisted nor suspended by any National / International, including Provincial and Federal Government Organization.

ii. Any director or owner of our companyis not awarded any punishment from anyCourt of Law.

iii. Wehavesubmittedthecorrectandcompleteinformation alongwithourbid/offer.

iv. If any document / information is found forged / engineered / false / fake / bogus at any stage OR any criminal proceedings found in any court of law during the contract period, SBBU SBA has right to terminate our services immediately without assigning any reason and makinganyrefundorpaymentandwemaybedeclaredasBlacklisted andtheperformance guarantee and payment, if anymaybe forfeited.

v. **THE COMPANY TO THE EFFECT THAT ALL SECURITY GUARDS ARE PAID MONTHLY WAGES, NOT LESS THAN THE MINIMUM WAGES FIXED BY THE GOVERNMENT OF SINDH FROM TIME TO TIME. ANY VIOLATION AT ANY STAGE IN THIS REGARD WILL RENDER THE SECURITY COMPANY INELIGIBLE TO WORK WITH SBBU SBA**

vi. Percentage of payment (tentative) to be paid to Security Guards out of total payment claimed by the Agency from SBBU SBA (attach progressive schedule month- wise for complete one year).

M/s.

Contact Person: Address:
Tel #: Mobile #. Fax #:
Email:
Signature: Dated:

Agency Seal:

ATTESTEDBYNOTARYPUBLIC



(MustbePrintedonCompany'sletterhead)

[Date&Location]

1. SECURITYCLEARANCECERTIFICATE

Certified that M/s.____ will bound to deploy Security Supervisors / Guards, who would be security wise cleared by MoI / Provincial Home Department / police. If found non- complied, SBBU SBA may immediately terminate the contract leading to forfeiture of earnest moneyor performance securityand further to blacklisting of the firm.

2. CATEGORY OF SECURITY GUARDS

CertifiedthatM/s._____will bound to deploy Security Supervisors/Guards,whoareEx-ArmedForcesPersonnel/Ex-armedForces/welltrained civiliansIffoundnon-complied,SBBU SBAmayimmediatelyterminatethecontract leadingto forfeitureof earnest moneyor performance securityand further to blacklistingof thefirm.

3. SECURITY GUARDS AGE CERTIFICATE

CertifiedthatM/s._____ will bound to deploy Security Supervisors / Guards, who would be having at least 5'.6" height and within the requisite age bracket. If found non-complied, SBBU SBA may Immediately terminate the contract leadingtoforfeitureofearnest moneyorperformancesecurityfurthertoblacklistingofthe firm.

AuthorizedSignature[Infullandinitials]: Name and Title of Authorized Signatory: Name of Bidder:
Stamp /Seal:

ANNEXURE– A (4)

DECLARATIONFORWEAPONLICENSE
(OnBidder/Company/firm'sLetterhead)

[Location,Date]

To:[NameandaddressofEmployer]

"HIRINGOFSECURITYSERVICESCOMPANY".

Dear Sir,

I/we hereby declare that our firm M/s_____havethefollowing weapons(copyof licenses are attached for your reference):

C. **SEMI-AUTOMATIC222OR223OF5.56BORE**

Sr. No.	LicenseNo.	No. of Licensed Weapons	Dateofissuance	DateofExpiry
Useadditionallines/pagesifrequired				

D. **SEMI-AUTOMATICMP5OF0.32BORE/0.30BORE**

Sr. No.	LicenseNo.	No. of Licensed Weapons	Dateofissuance	DateofExpiry
Useadditionallines/pagesifrequired				

E. **PUMPACTION/REPEATER12BORE**

Sr. No.	LicenseNo.	No. of Licensed Weapons	Dateofissuance	DateofExpiry
Useadditionallines/pagesifrequired				

Yoursfaithfully,

AuthorizedSignature[Infullandinitials]: Name and Title of Authorized Signatory: Name of Bidder: Stamp /Seal:

MANZOOR ALI SIYAL
Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

ANNEXURE– A (5)

(MustbePrintedonCompany'sLetterhead)

COMPANY'SARMOURERCERTIFICATE.

[Date& Location]

CertifiedthatMr._____S/O_____ BearingService Card No._____ CNICNo._____is working as Armorerfor M/s._____who will Examine / Check weapons of the deployed armed Guards / Security Supervisor(s) at least once in a month.

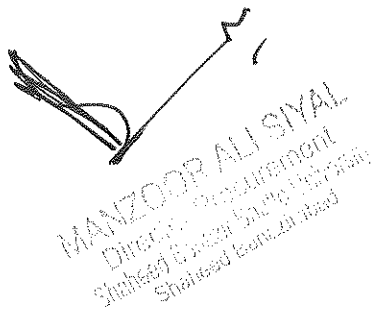
AuthorizedSignature[Infullandi

nitials]: Name and Title of

Authorized Signatory: Name of

Bidder:

Stamp /Seal:



Office of the Registrar
Shaheed Benazir Bhutto University, Shaheed Benazirabad
Knowledge - Commitment – Leadership

No. SBBU/Reg/Admn/ 736
Dated: 20.06.2025

NOTIFICATION

In partial modification to this office No. SBBU/Reg/Admn/920 dated 22.10.2024, it is notified for the information of all concerned that Vice Chancellor, Shaheed Benazir Bhutto University, Shaheed Benazirabad has been pleased to constitute the **"Procurement Committee"** as per Rule No.7 of SPRA Rule-2010 at the University on the following composition:

1. Mr. Manzoor Ali Siyal Director Procurement SBBU, SBA.	Convener
2. Mr. Ashfaque Hussain Director Finance, SBBU, SBA.	Member
3. Prof. Dr. Muhammad Afzal Director ASRB SBBU, SBA.	Member
4. Mr. Asfand Ali Deputy Director Purchase, PUMHSW, Nawabshah.	Member
5. Engr. Imtiaz Hussain Bhatti Executive Engineer, SBBU, SBA.	Member/Secretary

REGISTRAR
SBBU-SBA.

Copy to:-

1. The Secretary to the Vice Chancellor, SBBU, SBA.
2. Director QEC, SBBU,S BA.
3. All concerned.
4. Office Copy.

Shaheed Benazir Bhutto University, Shaheed Benazirabad, Sakrand Road Landhi Stop Nawabshah, Pakistan 67450
Ph.92-244-9370525, Fax.+92-244-9370521, E-mail registrar@sbbusba.edu.pk, Web : www.sbbusba.edu.pk

CamScanner

Office of the Registrar
Shaheed Benazir Bhutto University, Shaheed Benazirabad
Knowledge - Commitment – Leadership

No.SBBU/Reg/Admn/917
Dated: 22.10.2024

NOTIFICATION

It is notified for information of all concerned that Vice Chancellor, Shaheed Benazir Bhutto University, Shaheed Benazirabad has been pleased to re-constitute "**Redressal Committee**" to address the grievance of Contractor as per TORs and give recommendation or otherwise for approval of Competent Authority.

01. Dean (FMBA) SBBU, SBA	Convener
02. District Account Officer District, Shaheed Benazirabad	Member
03. Engr. Prof. Dr. Bashir Ahmed Memon QUEST, Nawabshah	Member

ASIF ALI ZARDARI
REGISTRAR

Copy to:

01. The Secretary to Vice Chancellor, Shaheed Benazir Bhutto University, Shaheed Benazirabad.
02. All Concerned.
03. Office Record.

MANZOOR ALI SIYAL
Director Procurement

Shaheed Benazir Bhutto University, Shaheed Benazirabad, Landhi Stop, Sakrand Road, Nawabshah, Pakistan 67450
Ph.92-244-9370525, Fax.+92-244-9370521, E-mail registrar@sbbusba.edu.pk, Web : www.sbbusba.edu.pk

CamScanner

ANNUAL PROCUREMENT PLAN

(WORKS, GOODS & SERVICES)

FINANCIAL YEAR 2026-27

Sr. No	Description of Procurement	Quantity (Where Applicable)	Estimated unit cost (where applicable)	Estimated total cost (Million)	Funds allocate (Million)	Source of funds (ADP/Non ADP)	Proposed procurement method	Timing of Procurements				Remarks
								1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
01	Hiring of Security Services (Guards) for Naushahro Feroze Campus of SBBU SBA			2.520	2.520	Non ADP	Single stage-one envelop		Oct-Dec 2026-27			

Director Procurement
SBBU SBA

Director Procurement
Shaheed Benazir Bhutto University
Shaheed Benazirabad

SHAHEED BENAZIR BHUTTO UNIVERSITY
SHAHEED BENAZIRABAD

No./SBBU/Proc/0490 Nawabshah, Dated:25 November, 2026

E-INVITATION TO BIDDERS

The Sealed bids are invited from the eligible bidders, for below mentioned tenders:

Sr.	Tender Description	Award Criteria (Most Advantageous Bid)	Bid Procedure
01	Hiring of Security Services (Guards) Providing Company for Naushahro Feroze Campus of SBBU SBA	Lowest Evaluated Cost Bases	Single Stage One Envelop

Bid Document Issuance	Documents will be issued from the first day of advertisement in Websites / Newspapers up to **15-12-2026** as per SPPRA Rules.
Tender Fees & Application	The bidder shall pay tender fees Rs. 5,000 per tender (Non-Refundable) via cash deposit in in the shape of Pay Order in the favor of Security deposit **SBBU-SBA**. The bidder must send the application along with tender fees and other documents as mentioned in bid document to the office of Director Procurement, SBBU-SBA. So that, in case of any modification / amendment in the bid document, must be communicated as per SPPRA Rules.
Contact details:	PTCL: 0244-937025 and email address: dp@sbbusba.edu.pk
Bids Submission / Closing Time	**SPPRA-EPADS** (Date & time): **15-12-2026** at **10:30 (AM)** the Bids received after due date and time will un-accepted. The Bidder shall submit e-bid as per SPPRA Rule 24-2.
Bid Opening	(Date & time): **15-12-2026** at **11:00 (AM) @ EPADS**
Bid Security	Bid security of amounting to **Rs. 126,000/-** in the shape of all permissible forms/instruments as prescribe in Rule-37(2) of SPPRA Rules, 2010 in the favor of **Security Deposit SBBU-SBA.**
Bid Document Issued, Submission & Opening Place	**Issued:** Procurement Cell (i.e. office of the Director Procurement), SBBU-SBA. **Opening**: Syndicate hall/office of Director Procurement, SBBU-SBA.
Eligibility	(i) Valid registration in NTN, GST & SRB (Where applicable). (ii) Experience: Minimum three years of experience in the relevant field. (iii) Turnover: as mentioned in Bid Document (Bidder's Qualification Criteria).

Note: *Bidder should submit bids through EPADS only and* manual bids shall be un-accepted.

Director Procurement

Shaheed Benazir Bhutto University
Shaheed Benazirabad
Landhi stop Sakrand Road Nawabshah
Tel # 0244-9370523
www.sbbusba.edu.pk