GOVERNMENT OF SINDH

PRINTING & STATIONERY DEPARTMENT

BIDDING DOCUMENTS

TENDER FORM
FOR
REPAIRS, OVERHAULING & SERVICING OF OFFSET / LETTER PRESS / ALLIED PRE / POST PRINTING MACHINES INSTALLED AT SINDH GOVT. PRESS, KARACHI

NAME OF PROCURING AGENCY

PRINTING & STATIONERY DEPARTMENT

Gate No.4, Governor House Compound, Abdullah Haroon Road, Saddar, Karachi-75530
Phone: 99206341 – Fax: 99206340

Pay Order No. :	
Pay Order Amount:	
Date:	
Bank Name:	

DOCUMENT ISSUED TO:

M/S _____

Tender Fee: Rs. 2,000/- (Non Refundable)

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SAY NO TO CORRUPTION

Phone: 99206341
Fax: 99206340

URGENT & IMPORTANT

GOVERNMENT OF SINDH
OFFICE OF THE CONTROLLER
PRINTING & STATIONERY DEPARTMENT
Gate No.4, Governor House Compound
Abdullah Haroon Road, Karachi-75530

No. CP&S/SGP/AO/TENDER/2026-27/ 1850 **Dated: 24.11.2026**

The Director (Advertisement),
Information Department,
Government of Sindh,
KARACHI.

SUB: PROCUREMENT OF ADVERTISEMENT OF NOTICE FOR INVITING TENDER (NIT).

I am directed to enclose herewith seven (07) copies of Notice for Inviting Tender (NIT) for Procurement of various required items to the Printing & Stationery Department during the current Financial Year 2026-2027 for publication in leading daily English, Urdu, and Sindhi Newspapers.

You are requested that the Tender Notice may be appeared within three (03) days positively in order to confirm requirement of minimum 15 days from the date of publication of advertisement for opening of Tender under the provision of the Sindh Public Procurement Rules 2010 (Amended up to date).

Relevant cutting of Newspaper may also kindly be sent to this office, please.

D.A. / as above.

SUPERINTENDENT
Sindh Government Press, Karachi

Copy forwarded to:-

01. The P.S to the Worthy Secretary, Industries & Commerce Deptt; Govt. of Sindh, Karachi.
02. The Section Officer (Budget), Industries & Commerce Department, Government of Sindh, Karachi.
03. Copy of Procurement File.

SUPERINTENDENT
Sindh Government Press, Karachi

Phone: 99206341
Fax: 99206340

NOTICE INVITING TENDER

GOVERNMENT OF SINDH
OFFICE OF THE CONTROLLER
PRINTING & STATIONERY DEPARTMENT
Gate No.4, Governor House Compound
Abdullah Haroon Road, Karachi-75530

No. CP&S/SGP/AO/TENDER/2026-27/1850 **Dated: 24.11.2026**

According to the Procurement Plan the Printing & Stationery Department invites sealed bids under **Sindh Public Procurement (SPP) Rules, 2010 (Amended up to date)** from well reputed National firms fulfilling the eligibility criteria laid down below for supply of the following items to Printing & Stationery Department during the Current financial Year 2026-2027:-

- Supply of Stationery & Stores items.
- Supply of Paper, Printing, Binding & Sundry Materials.
- Repairs, Overhauling and Servicing of Offset / Letter Press / Allied Pre & Post Printing Machines.

QUALIFICATION REQUIREMENTS.

- As per eligibility criteria mentioned in the Bidding Documents.
- Prospective Firms must provide valid evidence as mentioned in the bidding documents.
- Bidding documents can be downloaded from EPADS website i.e. https://portalsindh.eprocure.gov.pk/ with effect from the date of issuance of NIT, **26th November, 2026 (Thursday).** The Tender fee pay Order **of Rs. 2,000/-(non-refundable) in favor of Superintendent, Sindh Government Press, Karachi** should be submitted at address **Office of the Superintendent, Sindh Government Press, Gate no. 4, Governor House Compound, Abdullah Haroon Road, Karachi** before opening of bids.
- All bids must be submitted under **Rule-46 (1) Single Stage–One Envelope Procedure** – specified under SPP Rules, 2010 (Amended up to date).
- Pay order / demand draft i.e. **2 % (Two percent)** bid security (refundable) of total estimated cost in favor of **Superintendent, Sindh Government Press, Karachi** should be submitted at address **Office of the Superintendent, Sindh Government Press, Gate no. 4, Governor House Compound, Abdullah Haroon Road, Karachi** before opening of bids. Any bid submitted without bid security or less than **2% (Two percent)** of total estimated cost shall be rejected during or after Evaluation.
- All bids along with requisite documents as mentioned in bids shall be submitted at EPADS website till **10:00 a.m. on 11th December, 2026 (Friday)**. Bids will be opened on the same date at **11:00 a.m.** online on EPADS by the Printing & Stationery Department notified committee as SPP Rules, 2010 (Amended up to date).
- The Printing & Stationery Department reserves the rights to cross-verify any document(s) and conduct manufacturing site visit, if deemed necessary, in order to ensure reliability of information and capability of service provider. Documents received without concrete evidence(s) will be marked as disqualified during preliminary evaluation of proposals.
- In case of holiday or due to any unavoidable circumstances, bidding documents will be opened next working day on scheduled time and venue.
- The procuring agency may reject any or all bids subject to relevant provisions of SPP Rules, 2010 (Amended up to date) and may cancel the bidding process at any time prior to the acceptance of a bid or proposal as mandated under Rule-25 of SPP Rules, 2010 (Amended up to date).
- The deadline for availability, Submission and opening of bids as under:-

Date of issuance of Bidding Documents	**26th November, 2026**
Deadline of submission of bids	**11th December, 2026** At 10:00 a.m.
Date of opening of bids in the presence of such bidders who may intend to attend the opening and Procurement Committee in the Committee Room of the **office of Controller, Printing & Stationery Department, Government of Sindh, Karachi.**	**11th December, 2026** At 11:00 a.m.

SUPERINTENDENT
Sindh Government Press, Karachi

بدھ 14 رجمادی الثانی 1448ھ 25 رنومبر 2026ء

www.jang.com.pk

JangDotComDotPk | jangdotcom | jang_akhbar

باقاعدہ تصدیق شدہ اشاعت ABC CERTIFIED پاکستان کے سب سے بڑے روزنامہ کا پیارہ

WEDNESDAY NOVEMBER 25, 2026

THE DAILY JANG KARACHI

روزنامہ جنگ کراچی

بانی میر خلیل الرحمٰن

جلد 90 | بدھ 14 رجمادی الثانی 1448ھ 25 رنومبر 2026ء | نمبر 323

حکومت سندھ، دفتر کنٹرولر، پرنٹنگ اینڈ اسٹیشنری ڈیپارٹمنٹ

گیٹ نمبر 4، گورنر ہاؤس کمپاؤنڈ، عبداللہ ہارون روڈ، کراچی-75530

فون: 99206341 | فیکس: 99206340

نمبر: CP&S/SGP/AO/TENDER/2026-27/1850 مورخہ: 24-11-2026

ٹینڈر طلبی نوٹس

پروکیورمنٹ پلان کے مطابق، پرنٹنگ اینڈ اسٹیشنری ڈیپارٹمنٹ، سندھ پبلک پروکیورمنٹ (SPP) رولز 2010 (تاحال ترمیم شدہ) کے تحت، درج ذیل اہلیت کے معیار پر پورا اترنے والی اچھی شہرت کی حامل قومی فرمز سے موجودہ مالی سال 2027-2026 کے دوران پرنٹنگ اینڈ اسٹیشنری ڈیپارٹمنٹ کو درج ذیل اشیا کی فراہمی کے لیے سربمہر بولیاں طلب کرتا ہے:

- اسٹیشنری اور اسٹورز کی اشیا کی فراہمی۔
- کاغذ، پرنٹنگ، بائنڈنگ اور متفرق مواد کی فراہمی۔
- آفسیٹ/لیٹر پریس/متعلقہ پری پرنٹنگ اور پوسٹ پرنٹنگ مشینوں کی مرمت، اوور ہالنگ اور سروسنگ۔

اہلیت کے تقاضے: (QUALIFICATION REQUIREMENTS)

- بڈنگ دستاویزات میں درج کردہ اہلیت کے معیار کے مطابق۔
- متوقع حصہ لینے والی فرمز کو بڈنگ دستاویزات میں بیان کردہ تفصیلات کے مطابق درست اور مؤثر ثبوت فراہم کرنا ہوں گے۔
- بڈنگ دستاویزات EPADS کی ویب سائٹ یعنی https://portalsindh.eprocure.gov.pk/ سے نوٹس انوائٹنگ ٹینڈر (NIT) کے اجراء کی تاریخ، 26 نومبر 2026 (جمعرات) سے ڈاؤن لوڈ کی جاسکتی ہیں۔ 2,000 روپے کا پے آرڈر/بلٹور ٹینڈر فیس (ناقابل واپسی)، سپرنٹنڈنٹ، سندھ گورنمنٹ پریس، کراچی کے حق میں بنوا کر، بولیاں کھولنے سے قبل درج ذیل پتے پر جمع کروانا ہوگا: دفتر سپرنٹنڈنٹ، سندھ گورنمنٹ پریس، گیٹ نمبر 4، گورنر ہاؤس کمپاؤنڈ، عبداللہ ہارون روڈ، کراچی۔
- تمام بولیاں SPP رولز 2010 (تاحال ترمیم شدہ) کے رول 46(1) کے تحت مقرر کردہ سنگل اسٹیج-ون انویلپ پروسیجر کے مطابق جمع کروائی جائیں گی۔
- کل تخمینہ شدہ لاگت کے 2% (دو فیصد) کے مساوی پے آرڈر/ڈیمانڈ ڈرافٹ بطور بڈ سیکیورٹی (قابل واپسی)، سپرنٹنڈنٹ، سندھ گورنمنٹ پریس، کراچی کے حق میں بنوا کر، بولیاں کھولنے سے قبل درج ذیل پتے پر جمع کروانا ہوگا: دفتر سپرنٹنڈنٹ، سندھ گورنمنٹ پریس، گیٹ نمبر 4، گورنر ہاؤس کمپاؤنڈ، عبداللہ ہارون روڈ، کراچی۔ بڈ سیکیورٹی کے بغیر یا کل تخمینہ شدہ لاگت کے 2% (دو فیصد) سے کم بڈ سیکیورٹی کے ساتھ جمع کروائی گئی کوئی بھی بولی جانچ پڑتال کے دوران یا اس کے بعد مسترد کردی جائے گی۔
- تمام بولیاں، بڈنگ دستاویزات میں بیان کردہ مطلوبہ دستاویزات کے ہمراہ، 11 دسمبر 2026 (جمعہ) کو صبح 10:00 بجے تک EPADS کی ویب سائٹ پر جمع کروانا لازمی ہوں گی۔ بولیاں اسی تاریخ کو صبح 11:00 بجے پرنٹنگ اینڈ اسٹیشنری ڈیپارٹمنٹ کی جانب سے نوٹیفائی کردہ کمیٹی کے ذریعے SPP رولز 2010 (تاحال ترمیم شدہ) کے مطابق EPADS پر آن لائن کھولی جائیں گی۔
- پرنٹنگ اینڈ اسٹیشنری ڈیپارٹمنٹ کو کسی بھی دستاویز (دستاویزات) کی تصدیق ثانوی اور ضرورت محسوس ہونے پر مینوفیکچرنگ سائٹ کا دورہ کرنے کا حق حاصل ہوگا، تاکہ فراہم کردہ معلومات کی قابل اعتماد حیثیت اور سروس فراہم کرنے والے کی صلاحیت کو یقینی بنایا جاسکے۔ ٹھوس ثبوتوں کے بغیر موصول ہونے والی دستاویزات کو تجاویز کی ابتدائی جانچ پڑتال کے دوران نااہل قرار دیدیا جائے گا۔
- سرکاری تعطیل یا کسی ناگزیر صورتحال کی صورت میں بڈنگ دستاویزات مقررہ وقت اور مقام پر اگلے ورکنگ ڈے کھولی جائیں گی۔
- پروکیورنگ ایجنسی کو SPP رولز 2010 (تاحال ترمیم شدہ) کی متعلقہ دفعات کے تابع کسی بھی یا تمام بولیاں مسترد کرنے کا حق حاصل ہے، نیز SPP رولز 2010 (تاحال ترمیم شدہ) کے رول 25 کے تحت کسی بھی بولی یا پروپوزل کی منظوری سے قبل کسی بھی وقت بڈنگ کا عمل منسوخ کیا جاسکتا ہے۔
- بڈنگ دستاویزات کی دستیابی، بولیاں جمع کروانے اور کھولنے کی آخری تاریخیں درج ذیل ہیں:

بڈنگ دستاویزات کے اجراء کی تاریخ	26 نومبر 2026
بولیاں جمع کروانے کی آخری تاریخ	11 دسمبر 2026، صبح 10:00 بجے
بولیاں کھولنے کی تاریخ (ایسے بولی دہندگان کی موجودگی میں جو بولیاں کھولنے کے عمل میں شرکت کرنا چاہیں، اور پروکیورمنٹ کمیٹی کی موجودگی میں) بولیاں کنٹرولر، پرنٹنگ اینڈ اسٹیشنری ڈیپارٹمنٹ، حکومتِ سندھ، کراچی کے دفتر کے کمیٹی روم میں کھولی جائیں گی۔	11 دسمبر 2026، صبح 11:00 بجے

سپرنٹنڈنٹ

سندھ گورنمنٹ پریس، کراچی

INF/KRY/5315/26

No:SO(B)2-2/2026-27/877
GOVERNMENT OF SINDH
INDUSTRIES & COMMERCE DEPARTMENT
Karachi dated the 2nd October, 2026

NOTIFICATION

NO.SO(B)2-2/2026-27: In pursuance of Rule-7 of SPPRA Rules, 2010 (Amended 2019) "**Procurement Committee**" is hereby constituted for the procurement of Stationery Items, Paper Printing & Binding Materials, durable goods, requirement of different kinds of Printing Materials and Repairs of Overhauling & Servicing of Pre and Post Printing Machines for the financial year 2026-27.

1.	Controller, Printing & Stationery Department, Govt. of Sindh.	Chairman
2.	Section Officer (Dev), Industries & Commerce Department, GoS.	Member
3.	Representative of Works & Services Department, (Building Department) Govt. of Sindh.	Member

Function and responsibilities of procurement Committee.

i) Preparing bidding documents.
ii) Carrying out technical as well as financial evaluation of the bids.
iii) Preparing evaluation report as provided in Rule-45.
iv) Making recommendation for the award of contract to the competent authority and
v) Performa any other function ancillary and incidental to the above.

(SHADIA JAFFER)
SECRETARY TO GOVT. OF SINDH

NO.SO(B)2-2/2026-27 **Karachi, 2nd October, 2026**

A copy is forwarded for information:-

1. The Accountant General Sindh, Karachi.
2. The Secretary, Works & Services Department, Karachi
3. The Controller, Printing & Stationery Department, Govt. of Sindh
4. The Manager (Enforcement-II), SPPRA, Karachi.
5. The Superintendent, Sindh Govt. Press, Karachi for publication in the next issue of Sindh Govt. Gazette.
6. The P.S. to Secretary, Industries & Commerce Department, Govt. of Sindh, Karachi.

(Qazi Abid Ali)
Section Officer (Budget)
For Secretary to Govt. of Sindh

NO 123 7/10/26

GOVERNMENT OF SINDH
INDUSTRIES & COMMERCE DEPARTMENT
Karachi dated the 2nd October, 2026

NOTIFICATION

NO.SO(B)2-2/2026-27: In pursuance of Rule-31(1) of Sindh Public Procurement Regulatory Authority Rules-2010 (Amended-up-to-date) a **"Complaint Redressal Committee"** is hereby constituted for redressal of complaints, if any, in the procurement process of Stationery Items, Paper Printing & Binding Materials, durable goods, requirement of different kinds of Printing Materials and Repairs of Overhauling & Servicing of Pre and Post Printing Machines for the financial year 2026-27 with the following composition:-

1	The Secretary, Industries & Commerce department, Govt. of Sindh	**Chairman**
2.	Representative of Accountant General Sindh.	Member
3	Mr. Abdullah Mastoi, Civil Engineer	Member

TERMS OF REFERENCE:

a) Prohibit the Procurement Committee from acting or deciding in a manner, in consistent with these rules & regulations;

b) Annul in whole or in part, any unauthorized act or decision of the Procurement Committee; and

Provided while re-issuing tenders the procuring agency may change the specification & other content of bidding documents, as deemed appropriate.

(bb) Recommend to the head of department that the case be declared a mis-procurement if material violation of Act, Rules Regulations, orders, instructions or any other law relating to public procurement, has been established; and;

c) Reverse any decision of the Procurement Committee or substitute its own decision for such a decision;

(SHADIA JAFFER)
SECRETARY TO GOVT. OF SINDH

NO.SO(B)2-2/2026-27/876 Karachi dated the 2nd October, 2026

A copy is forwarded to:-

1. The Accountant General Sindh, Karachi.
2. The Controller, Printing & Stationery Department, GoS, Karachi.
3. The Manager (Enforcement-II), Sindh Public Procurement Regulatory Authority, Govt. of Sindh, Karachi.
4. P.S. to Secretary, Industries & Commerce Department, Govt. of Sindh, Karachi.
5. The member(s) concerned.
6. Office Order File.

(QAZI ABID ALI)
SECTION OFFICER (Budget)
FOR SECRETARY TO GOVT OF SINDH

1. INSTRUCTIONS TO BIDDERS

The following instructions shall be read carefully and complied with by all bidders. Failure to comply with any mandatory requirement of this Bidding Document may render the bid non-responsive in accordance with the Sindh Public Procurement Rules, 2010 (Amended up to date).

1.1 General Instructions

a. Bidders shall carefully examine the complete Bidding Document, including all sections, schedules, specifications, forms, annexures and any corrigendum/addendum issued by the Procuring Agency before submitting their bids.

b. The bid shall be prepared in the English language, duly completed, signed and stamped by the authorized representative of the bidder. Every page of the bid requiring authentication shall bear the signature and official stamp of the bidder.

c. All information provided in the bid shall be complete, accurate and supported by documentary evidence wherever required. Any false statement, forged document, concealment of material information or misrepresentation may result in rejection of the bid and any other action permissible under the applicable laws and the Sindh Public Procurement Rules, 2010 (Amended up to date).

d. No column, schedule or mandatory form shall be left blank. Where any provision is not applicable, the bidder shall clearly mention **"Not Applicable (N/A)"**.

e. Bidders shall upload all mandatory documents, including registration certificates, tax registrations, bid security, technical documents, financial documents, affidavits and other required information through the SPPRA Sindh e-PADS Portal within the prescribed submission deadline.

1.2 Submission of Bids

a. Bids shall be submitted electronically through the **SPPRA Sindh e-PADS Portal** in accordance with the Notice Inviting Tender (NIT) and this Bidding Document.

b. No manual or hard-copy bid shall be accepted unless specifically required by the Procuring Agency under the applicable provisions of the Sindh Public Procurement Rules, 2010 (Amended up to date).

c. Late bids shall not be accepted after the prescribed closing date and time.

d. Bids shall be opened electronically on the date and time specified in the Notice Inviting Tender (NIT). Bidders or their duly authorized representatives may attend the bid opening, where applicable.

1.3 Bid Security

a. Each bid shall be accompanied by a **Bid Security equivalent to 2% of the total estimated cost**, in the form specified in the Bidding Document and the Notice Inviting Tender.

b. The Bid Security shall be issued by a scheduled bank operating in Pakistan in the form of a Pay Order, Call Deposit Receipt (CDR), Demand Draft or Bank Guarantee, where permitted, in favour of **Superintendent, Sindh Government Press, Karachi.**

c. Bids submitted without the prescribed Bid Security or with an invalid or insufficient Bid Security shall be treated as non-responsive.

1.4 Performance Security

a. The successful bidder shall furnish a **Performance Security equal to 5% of the Contract Price** in the form prescribed in the Contract Agreement before signing the contract or within the period specified in the Letter of Acceptance/Purchase Order.
b. The Performance Security shall remain valid throughout the contract period and for such additional period as specified in the contract to cover warranty obligations or final acceptance, where applicable.
c. Failure of the successful bidder to furnish the required Performance Security within the prescribed period may result in cancellation of the award and forfeiture of the Bid Security, without prejudice to any other remedy available to the Procuring Agency under the applicable rules.

1.5 Integrity Pact

The Bidder shall sign and stamp the Form of Integrity Pact provided in the Bidding Document for all Sindh Government procurement contracts exceeding Rupees ten (10) million. Failure to provide such Integrity Pact shall make the bid non- responsive (SPP Rule 89).

1.6 Right of Rejection

The Procuring Agency reserves the right to accept or reject any bid, annul the bidding process and reject all bids at any time prior to the acceptance of a bid, strictly in accordance with the relevant provisions of the **Sindh Public Procurement Rules, 2010 (Amended up to date)**. Such action shall not create any liability on the Procuring Agency towards the bidders except as provided under the applicable law.

2. SCHEDULE OF REQUIREMENTS.

The tenderer / bidder shall quote rates including delivery to the consignee's end. All taxes and delivery charges shall be the responsibility of the bidder and included in the quoted price. Offer shall remain valid till 30.06.2027 from the date of opening of Tender.

Sr. #	Description of Offset Printing Machines/Allied machinery.	Hourly Rates of Service Charges	Parts if any
01	**HEIDELBERG**-Offset Single Colour Offset Printing Machine 52 x 72 cm. Model **SORM** with standard accessories.	Rs._____(Rupees…… ……..……..... only)	(Replacement of Parts, if any, at cost supported by Cash Memo in original)
02	**HEIDELBERG-**Offset Single Colour press Offset Printing Machine 72 x 102 cm. Model **SORS** with standard accessories.	Rs._____(Rupees…… ……..……..... only)	
03	**HEIDELBERG** Single Colour Offset Printing Machine Model **GTO-52** with standard accessories.	Rs._____(Rupees…… ……..……..... only)	
04	**HEIDELBERG** Offset Printing Machine Model **MO** with standard accessories.	Rs._____(Rupees…… ……..……..... only)	
05	**Plate Contact Frame** 96 x 112 Fair with standard accessories.	Rs._____(Rupees…… ……..……..... only)	
06	**HEIDELBERG** Speedmaster 2-Colour Offset Press 53x74 cm (20½ x 29 ½) Model SX74-2 Edition with auto wash up Device Machine No./Sr.# DS001422	Rs._____(Rupees…… ……..……..... only)	
07	**HERALD** Cutting Machine	Rs._____(Rupees…… ……..……..... only)	
08	**DIAMOND** Cutting Machine	Rs._____(Rupees…… ……..……..... only)	
09	**HEIDELBERG Cylinder** Size 22½ x 32¼	Rs._____(Rupees…… ……..……..... only)	
10	**CHANDER** (Hand Feed)	Rs._____(Rupees…… ……..……..... only)	
11	**LETTER PRESS** Machines (Auotmatic)	Rs._____(Rupees…… ……..……..... only)	
12	**AUTO MINABINDA** (Hot Glue Machine)	Rs._____(Rupees…… ……..……..... only)	
13	Any other Machine placed in the Press	Rs._____(Rupees…… ……..……..... only)	

Total Bid Security 2% (in words) _____

3. SCOPE OF WORK

A. Servicing & Maintenance with all Parts & all Accessories;

1. Bidder will carry out required Periodic Preventive Maintenance (PPM). The PPM will be carried out as per instructions given by Original Machine / Equipment Manufacturer (O.E.M) which includes: -

    - Function and operation safety check.
    - Adjustment, setting and lubrication.
    - Calibrations on all required parameters.
    - Correction of detected defects which result from normal wear and tear and replacement of parts, if necessary, to enhance quality.

2. Bidder will carry out all necessary repairs and replacement whether in parts, cards, controls, batteries (if any), UPS (if any), Screens & accessories or anything else as and when necessary to keep the said equipment / machinery functional. Furthermore, Bidder shall provide support to operating staff of the "Machinery / Equipment"; as and when considered necessary by this Department.
3. Bidder will provide lubricants, greases, oil and all other material required for the servicing & maintenance of above-mentioned Machines / Equipment.
4. Bidder will submit the service report to Manager Works, Sindh Government Press, Karachi along with checklist duly signed completed in all respects after successful completion of each PPM for verification and signatures by all concerned.

B. Trouble Shooters:

1. Bidder shall provide and maintain fully qualified technical staff to carry out the obligations under this contract. Such technologists or technical staff shall respond to service calls within an hour on 24/7 basis, in case deployed on call or immediately if available, during the entire period of this contract.
2. Bidder on receipt of any complaint of malfunctioning of the machinery / equipment will immediately detail qualified service technical staff who will troubleshoot the fault & identify and replace defective part on site and submit defective part/s within same day to Manger Works, Sindh Govt. Press, Karachi.

C. Providing & Fixing of Spare Parts and Accessories:

1. Bidder shall maintain all machinery & equipment which cover whole range of Cards, parts, components, controls, batteries (if any), accessories and others to maintain the same in good working condition. All parts which will become unserviceable shall be replaced by the bidder under contract period.
2. Bidder will be responsible to arrange the availability of fast-moving spares & expendables off the shelf and supply and replace the part within 24 Hours. However, if the required parts are to be procured from the Manufacturer/ abroad; firm will arrange the same fastest means within seven (07) working days.

D. Penalty:

1. In case of nonperformance, poor and under performance and defaults attributable to the service provider and / or its staff, of the requirements / conditions as stated in the agreement and any deviation from the contents of the same may invoke penalties at per occurrence formula, which will be as follows:

    "In case of non-satisfactory performance referred in Scope of Work and mentioned in the agreement clauses, 10% of the invoiced amount for the respective task shall be deducted as penalty".

Authorized Signature & Official Stamp of Bidder

E. Force Majeure:

Force Majeure shall mean

(i) any act of God or act of nature, fire, flood, storm, explosion, sabotage, riot, act of war whether declared or not, requirement or restriction of governmental authorities, inability or delay in the grant of governmental or other approvals, consents, permits, licenses or authorities or any other like event;
(ii) any strike, lockout, work stoppage or other industrial dispute of any kind; or
(iii) any act or omissions of a third party which affects the provisions of the Services, including a failure to provide goods and services or access to premises; or
(iv) any other similar circumstances beyond the control of the affected Party.

Neither Party shall be held liable for failure in performing any of its obligations under this Agreement if such failure is caused by or arises as a result of an event of Force Majeure mentioned above.

The affected Party shall promptly notify the other Party in writing of the occurrence of an event of Force Majeure and the estimated extent and duration of its inability to perform its obligations.

Upon the cessation of the event of Force Majeure, the affected Party shall promptly notify the other Party in writing of such cessation and shall resume performance of its obligations. Notwithstanding anything stated herein, the occurrence of an event of Force Majeure does not relieve the Client of its payment obligations for the Services actually rendered by the Operator.

If an event of Force Majeure continues interruptedly for a continuous period of thirty (30) days, the parties may by mutual written consent terminate this Agreement, with effect from the date mutually agreed.

F. Contract Termination:

In case Service Provider commits any breach of the terms and conditions contained in this Agreement, the Procuring Agency shall have the right to terminate / suspend this Agreement by providing thirty (30) calendar days' prior notice to the other. However, if the breach is remedied by the party in default, to the satisfaction of the aggrieved party, within the above said period the Agreement shall not be terminated / suspended.

G. Amendments:

Any Clause & Term & Condition may only be amended / modified in prior writing and signed by both Parties. This service work cannot be assigned by either Party to any third party without prior written permission of the other.

ACCEPTANCE BY BIDDER

I/We hereby certify that I/We have carefully read and understood all Scope of Work of this Bidding Document and agree to comply with the same without reservation.

Authorized Signature: _____

Name: _____

Designation: _____

Official Stamp: _____

Date: _____

4. BIDDING DATA

The following specific data shall supplement, amend or clarify the provisions of the Instructions to Bidders. In case of any conflict, the provisions contained in this Bidding Data shall prevail for this procurement.

Particular		Description
a.	**Procuring Agency**	Printing & Stationery Department, Government of Sindh, Karachi.
b.	**Procurement Title**	**Repairs, Overhauling & Servicing Of Offset / Letter Press / Allied Pre / Post Printing Machines Installed at Sindh Govt. Press, Karachi**
c.	**Procuring Agency Address**	Gate No.4, Governor House Compound, Abdullah Haroon Road, Saddar, Karachi-75530 Phone: 99206341 – Fax: 99206340
d.	**Bid Security**	Bid Security equal to **2% of the total estimated cost** shall be furnished in favour of the **Superintendent, Sindh Government Press, Karachi**, in the form of Pay Order, Call Deposit Receipt (CDR) or Demand Draft issued by a scheduled bank operating in Pakistan, as specified in the Bidding Document.
e.	**Bid Validity**	Ninety (90) Days from the date of opening of bids
f.	**Performance Security**	The successful bidder shall furnish a **Performance Security equal to 5% of the Contract Price** in the form prescribed in the Contract before signing the Contract/Purchase Order or within the period specified in the Letter of Acceptance. The Performance Security shall remain valid throughout the contract period and any warranty period, where applicable.
g.	**Submission of Bids**	Bids shall be submitted **electronically through the SPPRA Sindh e-PADS Portal** on or before the date and time specified in the Notice Inviting Tender (NIT). Late bids shall not be accepted
h.	**Opening of Bids**	Bids shall be opened **electronically through the SPPRA Sindh e-PADS system** on the date and time specified in the Notice Inviting Tender (NIT). Bidders or their duly authorized representatives may attend the bid opening, where applicable.
i.	**Delivery Period**	The successful bidder shall complete the supply within Fifteen (15) calendar days from the date of issuance of the Purchase Order, unless otherwise specified by the Procuring Agency.
j.	**Liquidated Damages**	In case of delay in delivery attributable to the supplier, Liquidated Damages may be imposed at the rate of **2% of the value of the delayed goods for each completed month of delay**, subject to the maximum limit prescribed in the Contract and applicable provisions of the Sindh Public Procurement Rules, 2010 (Amended up to date).
k.	**Tender Fee / Bid Document Cost**	Non-refundable Tender Fee of **Rs. 2,000/-** shall be deposited through Pay Order, Demand Draft or Bank Challan, where applicable, in favour of the **Superintendent, Sindh Government Press, Karachi.** The bidder shall provide the following details: Pay Order / Demand Draft / Challan No.:_____ Date: _____ Amount (Rs.): _____ Bank Name: _____

BIDDER'S DECLARATION

I/We hereby declare that the information furnished above is true and correct. I/We have carefully read, understood and accepted all terms and conditions of the Bidding Document and agree to comply with the provisions of the Sindh Public Procurement Rules, 2010 (Amended up to date).

Authorized Signature: _____ Name: _____

Designation: _____ Official Stamp of Bidder: _____

Date: _____

EVALUATION AND QUALIFICATION CRITERIA FOR BIDDER(S)

REPAIRS, OVERHAULING AND SERVICING OF OFFSET / LETTER PRESS / ALLIED PRE & POST PRINTING MACHINES (2026-2027)

Sr. #	Sub-Criteria	Evidence Required	Marks			Annex
			Max	Allocated	Obtained	
FINANCIAL & LEGAL STRENGTH			**50**			
1.	**Income Tax Deducted (Last 5 years in millions as per income tax returns)**					
1.1	**≥ 1.5**	Attach copies of last 5 years Income Tax Returns & registered in Sales Tax (Attach valid and active NTN & Sales Tax registration Certificates)	**05**	5		**A**
1.2	**≥ 1 < 1.5**			3		
1.3	**≥ 0.5 < 1**			2		
2.	**Cumulative Financial Turnover (PKR in Million) during last 5 years.**					
2.1	**≥ 8**	Attach Bank Statement with Bank Certificate showing Annual Turnover duly signed.	**05**	5		**B**
2.2	**≥ 6 < 8**			4		
2.3	**≥ 4 < 6**			3		
2.4	**≥ 2 < 4**			2		
3.	**Working Capital (PKR in Million) during last 5 years**					
3.1	**≥ 8**	Attach Audit Report or Income Tax Returns demonstrating the required working capital.	**05**	5		**C**
3.2	**≥ 6 < 8**			4		
3.3	**≥ 4 < 6**			3		
3.4	**≥ 2 < 4**			2		
4.	**Minimum available Cash Balance in Bank Account (Last 90 days prior to Bid opening) (PKR in Million)**					
4.1	**≥ 3**	Attach Bank Certificate, Bank Statement, TDR / CDR or other acceptable banking evidence confirming the required available cash balance duly signed and stamp by the concerned bank.	**05**	05		**D**
4.2	**≥ 2.5 < 3**			04		
4.3	**≥ 2 < 2.5**			03		
4.4	**≥ 1.5 < 2**			02		
4.5	**≥ 1**			01		
5.	**Registration with Pakistan Engineering Council and Sindh Revenue Board (SRB) Registration Certificate.**					
5.1	**Yes**	Attach Valid Registration Certificate must be Active as appeared on the Active Tax Payer List (ATL) available on Website at SRB Website along with returns of last **12 months** and registration evidence with **Pakistan Engineering Council (PEC)** in valid **category minimum C-5**.	**05**	5		**E**
5.2	**No**			00		
RELEVANCE OF BUSINESS, EXPERIENCE, CERTIFICATES AND MINIMUM FIRM AGE.			**25**			
6.	**Experience in relevant field (Printing Machines) of different Government Departments / Offices or other Public Sector organizations during the Last 5 years (with at least 01 per year mandatory)**					
6.1	**10 or more Assignments**	Attach copies of Work Orders, Purchased Orders, Contracts, Completion Certificates and / or other verifiable documentary evidence. **Note: Bidders failing to produce at least 01 assignment per year for the last 5 years will not be evaluated further.**	**10**	10		**F**
6.2	**8 to 9 Assignments**			7		
6.3	**6 to 7 Assignments**			5		
6.4	**5 Assignments**			3		

Authorized Signature & Official Stamp of Bidder

Sr. #	Sub-Criteria	Evidence Required	Marks			Annex
			Max	Allocated	Obtained	
7.	**Company Profile, Local Presence & Infrastructure / Workshop Facility in Karachi for Printing Machines.**					
7.1	Fully functional Workshop and Office in Karachi + Complete Company Profile + Tools / Testing Equipment + Service Vehicle + Skilled Technicians / Engineers + Owner CNIC	Attach documentary evidence: • Copy of Valid CNIC of Owner. • Detailed company Profile (with experience in printing machines) • Rent Agreement / Ownership document of office and workshop in Karachi + recent Utility Bill. • Evidence of Tools, Vehicles, Machinery / Equipment. • CVs / Certification of Technicians.	**05**	5		**G**
7.2	Functional Workshop / Office in Karachi + Company Profile + Partial evidence of assets (only Tools / Testing Equipment) + CNIC			4		
7.3	Office in Karachi + Company Profile + CNIC (without Workshop / Tools Proof)			3		
7.4	Only Company Profile + CNIC attached, No Proper workshop / Office proof in Karachi.			2		
8.	**Established Business Tenure / Minimum Firm Age (Years).**					
8.1	**≥ 10**	To be reckoned from date of commencement as per NTN Certificate / Letter of Incorporation Company Registration	**05**	05		**H**
8.2	**≥ 8 < 10**			04		
8.3	**≥ 6 < 8**			03		
8.4	**≥ 5**			02		
9.	**Undertaking on original E-Stamp paper of Rs.500/-**					
9.1	**Yes** - Complied	Attached scanned copy of undertaking / affidavit on E-Stamp Paper containing: a) Not involved in Departmental Rift / Abandoned / Unnecessary delay b) Not blacklisted by any agency c) Litigation detail (if any) d) All documents are true & correct	**05**	05		**I**
9.2	**Not** - Complied			00		
		Total Marks:	**50**			
QUALIFICATION MARKS should be min **70%** in total (Financial & Legal Strength and relevance of Business, Experience, Certificates and Minimum Firm Age). **Min 50% marks in Financial and Legal Strength otherwise the firm shall not be qualified.**			**35/50**			

Note:

- Marks will be assigned on the basis of valid documentary evidence and physical examination, firms that will not provide documentary / physical evidence against technical evaluation criteria will be marked as zero.
- Scanned copy of Bid Security @ 2% estimated cost and Tender fee to be uploaded with Bid documents, while original physical must reach the address mentioned in N.I.T before bid opening time.

P.A's Technical committee may conduct visits of sites in order to cross verify information / documents furnished by firms at any stage of procurement. In case, a firm fails to provide any information / documents the Committee reserves right to disqualify firm on technical grounds as per SPP Rules, 2010 (Amended up to date) with immediate effect.

Authorized Signature & Official Stamp of Bidder

5. TERMS AND CONDITIONS

The following terms and conditions shall govern the procurement of **Repairs, Overhauling & Servicing Of Offset / Letter Press / Allied Pre / Post Printing Machines Installed at Sindh Govt. Press, Karachi** under this bidding process. Submission of a bid shall constitute acceptance of these terms and conditions by the bidder.

5.1 Acceptance of Purchase Order

The successful bidder shall acknowledge receipt of the Purchase Order/Letter of Acceptance and shall comply with all terms and conditions contained therein.

5.2 Job Completion / Service Report Documentation

When a company / bidder complete the Job / work shall be accompanied following documents clearly indicating:

- Job Completion Certificate (Name & Model of the Machine, what was the Fault, what work was done, which parts were replaced (if any), date of completion of work);
- Service Report / Job Card;
- Satisfaction Certificate & invoice / bill;

Failure to provide complete Job / Work documentation may result in delay in inspection, acceptance or processing of payment.

5.3 Place of Performance / Execution of Services

The services shall be performed / executed at the location(s) specified in the Work Order / Purchase Order or as directed by the Procuring Agency.

5.4 Completion Period and Service level Penalty

The contractor shall the attend the complaint within 24 hours and shall complete minor repair within same day and major repair / overhauling within 03 to 07 days from the date of complaint / Work Order. In case of failure / delay Liquidated Damages / penalty @ **0.5% per day** of the Work Order value up to a maximum of **10%** shall be imposed.

5.5 Inspection and Acceptance

- Repair work shall be inspected by inspection committee / Concerned in-charge.
- Contractor shall demonstrate satisfactory working through test-run after repair.
- Major overhauling shall be kept under observation for 03 to 07 days.
- Work shall be accepted only after Satisfactory Performance Certificate / Joint Inspection Report duly signed & stamped.
- Any defect / substandard part found shall be rectified / replaced free of cost within 02 days.
- No invoice / bill shall be payable without final Acceptance Certificate.

5.6 Variation in Quantity

The Procuring Agency reserves the right to increase or decrease the scope / quantity of repair / maintenance work, delete any item or modify job / work requirements in accordance with the applicable provisions of the Sindh Public Procurement Rules, 2010 (Amended up to date).

5.7 Quality of Service

The contractor shall ensure high quality of workmanship and shall deploy qualified, skilled and experienced technicians for repair / maintenance of printing machines. All spare parts used shall be genuine, new and of standard quality. Any defective work or substandard part found shall be replaced free of cost within 02 days during warranty period.

5.8 Service Execution / work Completion Procedure

The Contractor shall attend the complaint / carry out repair and maintenance work at the premises of the Procuring Agency as and when required, upon receipt of written / telephonic complaint from the concerned Section. After completion of work, the Contractor shall submit Job Completion Certificate and Service Report duly signed and stamped by the concerned Section In-charge, along with the satisfactory trial / test-run report of the machine. The repair work shall be deemed completed only after acceptance of the work and issuance of Satisfactory Performance Certificate by the Inspection Committee / concerned officer. The Contractor shall not remove any machine / part outside the premises without prior written permission of the Procuring Agency.

5.9 Rejection and Replacement of Defective Work / Spare Parts

The Procuring Agency reserves the right to reject any work or spare part that:

- do not conform to the required specifications;
- are damaged, defective or substandard;
- differ from the approved sample; or
- are supplied after the prescribed period without approval.

Rejected work / spare part shall be replaced by the contractor at its own cost within the period specified by the Procuring Agency.

5.10 Subcontracting / Assignment

The supplier shall not assign, transfer or subcontract the whole or any part of the contract without the prior written approval of the Procuring Agency.

5.11 Termination of Contract

The Procuring Agency may terminate the contract, wholly or partially, in case of:

- breach of contract by the contractor;
- failure to deliver spare part / work / job within the stipulated time;
- submission of false or misleading information; or
- any other reason permissible under the applicable laws and the Sindh Public Procurement Rules, 2010 (Amended up to date).

Upon termination, the contractor shall remove its equipment, materials or property (if any), from the premises of the Department without delay.

5.12 Submission of Invoices

Invoices/Bills shall be submitted to the concern office / section of this department, along with all supporting documents, including Job Completion Certificate, Service Report and Satisfaction Certificate.

5.13 Advance Payment

No advance payment shall ordinarily be made. However, where specifically approved by the Competent Authority, advance payment may be made against an acceptable Bank Guarantee or other security instrument as prescribed by the Procuring Agency.

5.14 Bid Validity

The bid shall remain valid for a period of **Ninety (90) Days** from the date of bid opening.

5.15 Company Profile

The bidder shall submit a complete company profile, including organizational information, experience, client list and contact details.

Authorized Signature & Official Stamp of Bidder

5.16 Applicable Laws and Rules

This procurement process and the resulting contract shall be governed by the Sindh Public Procurement Rules, 2010 (Amended up to date), and other applicable laws, rules, regulations and instructions issued by the Government of Sindh and SPPRA.

5.17 Quoted Rates / Service Charges

Rates shall be quoted in Pakistani Rupees (PKR) and shall be inclusive of all applicable taxes, duties, transportation, loading / unloading and all incidental costs unless otherwise specified in the Bidding Document.

5.18 Taxes and Duties

Applicable taxes and duties shall be deducted, withheld or paid in accordance with the prevailing laws, rules and regulations of the Government of Pakistan and Government of Sindh.

5.19 Bid Security

Each bid shall be accompanied by a Bid Security equal to **2% of the total estimated cost** in the form prescribed in the Bidding Document, in favour of the **Superintendent Sindh Government Press, Karachi**.

ACCEPTANCE BY BIDDER

I/We hereby certify that I/We have carefully read and understood all terms and conditions of this Bidding Document and agree to comply with the same without reservation.

Authorized Signature: _____

Name: _____

Designation: _____

Official Stamp: _____

Date: _____

5.20 Dispute Resolution / Arbitration:

Any dispute, controversy or claim arising out of or in connection with this procurement, including the interpretation, execution or performance of the Contract, shall be examined by the concerned Committees and shall be resolved / dealt with in accordance with the prevailing SPPRA Laws and Rules.

5.21 Performance Security:

The successful bidder shall furnish a **Performance Security equal to Five Percent (5%) of the total Contract Price** in the form of a **Pay Order, Call Deposit Receipt (CDR) or Bank Guarantee** issued by a scheduled bank operating in Pakistan, in favour of **Superintendent, Sindh Government Press, Karachi**, before signing the Contract/Purchase Order or within the period specified in the Letter of Acceptance. The Performance Security shall remain valid throughout the Contract period and, where applicable, the warranty period.

5.22 Government Taxes, Duties and Levies:

All applicable Federal and Provincial taxes, duties, levies and statutory charges shall be governed by the prevailing laws, notifications and SROs issued by the competent authorities. Applicable deductions shall be made at source in accordance with the relevant tax laws.

5.23 Rights of the Procuring Agency:

The Printing & Stationery Department reserves the right to accept or reject any bid, annul the procurement process or reject all bids at any time prior to the acceptance of a bid, strictly in accordance with the relevant provisions of the **Sindh Public Procurement Rules, 2010 (Amended up to date)**. The Procuring Agency may award the Contract to a single Lowest Evaluated Responsive Bidder or may award individual Work(s) to different Lowest Evaluated Responsive Bidders on Job-wise basis, as specified in the Notice Inviting Tender (NIT) and Evaluation Criteria.

5.24 Availability of Bidding Documents:

The Bidding Documents shall be available through the **SPPRA Sindh e-PADS Portal** and/or office of the Manager Book Depot, Near Gate No.4, Governor House Compound, Abdullah Haroon Road, Karachi.

5.25 Compliance with Labour Laws:

The successful bidder shall comply with all applicable labour laws of Pakistan. Employment of child labour is strictly prohibited. The Procuring Agency may require documentary evidence of compliance, including CNICs of deployed personnel, where applicable.

5.26 Environmental Compliance:

The Supplier shall adopt environmentally responsible manufacturing, packaging and disposal practices and shall avoid the use of hazardous or prohibited materials in accordance with the applicable environmental laws and regulations.

5.27 Submission of Bids:

Bids shall be submitted electronically through the **SPPRA Sindh e-PADS Portal** on or before the date and time specified in the **Notice Inviting Tender (NIT)**. Late bids shall not be accepted.

5.28 Opening of Bids:

Bids shall be opened electronically through the **SPPRA Sindh e-PADS Portal** on the date, time and location specified in the **Notice Inviting Tender (NIT)**. Bidders or their duly authorized representatives may attend the bid opening.

5.29 Taxes and Statutory Deductions:

Income Tax, Sales Tax, Stamp Duty and all other applicable taxes, duties and statutory deductions shall be deducted and/or paid strictly in accordance with the prevailing Government rules, notifications and applicable tax laws.

5.30 Stamp Duty:

The successful bidder shall pay Stamp Duty at the rate prescribed under the **Sindh Stamp Act** and other applicable laws in force at the time of execution of the Contract.

5.31 Currency of Bid:

All prices, rates and financial proposals shall be quoted exclusively in **Pakistan Rupees (PKR).**

5.32 Active Taxpayer Status:

The bidder shall remain an Active Taxpayer with the relevant taxation authorities throughout the procurement process and the execution of the Contract. Failure to maintain Active Taxpayer status may render the bidder liable to action in accordance with the applicable laws and the provisions of the Contract.

Authorized Signature of Bidder: _____

Name of Authorized Signatory: _____

Designation: _____

Official Stamp: _____

Date: _____

6. SAMPLE FORMS

1. BID FORM AND PRICE SCHEDULES

Date: _____

IFB No: _____

To: [name and address of Procuring Agency] _____

Gentlemen and/or Ladies:

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

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

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

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

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

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

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

(if none, state "none")

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

Dated this _____ day of_____ 20_____.

[signature] [in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

2. BID SECURITY FORM

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

KNOW ALL PEOPLE by these presents that WE *[name of bank]* of *[name of country]*, having our registered office at *[address of bank]* (hereinafter called "the Bank"), are bound unto *[name of Procuring agency]* (hereinafter called "the Procuring agency") in the sum of for which payment well and truly to be made to the said Procuring agency, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this_____ day of_____ 20 ____.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or

2. If the Bidder, having been notified of the acceptance of its Bid by the Procuring agency during the period of bid validity:

   (a) fails or refuses to execute the Contract Form, if required; or

   (b) fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders;

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

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

_____

[signature of the bank]

3. CONTRACT FORM

THIS AGREEMENT made the _____ day of _____20_____ between *[name of Procuring Agency]* of *[country of Procuring agency]* (hereinafter called "the Procuring agency") of the one part and *[name of Supplier]* of *[city and country of Supplier]* (hereinafter called "the Supplier") of the other part:

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

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:

   (a) the Bid Form and the Price Schedule submitted by the Bidder;
   (b) the Schedule of Requirements;
   (c) the Technical Specifications;
   (d) the General Conditions of Contract;
   (e) the Special Conditions of Contract; and
   (f) the Procuring agency's Notification of Award.

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

4. The Procuring agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

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

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

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

4. PERFORMANCE SECURITY FORM

To: *[name of Procuring agency]*

WHEREAS *[name of Supplier]* (hereinafter called "the Supplier") has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated _____ 20_____ to supply *[description of goods and services]* (hereinafter called "the Contract").

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

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

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

This guarantee is valid until the_____ day of 20_____.

Signature and seal of the Guarantors

_____

[name of bank or financial institution]

_____

[address]

_____

[date]

5. INTEGRITY PACT

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

Contract No. _____ 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, 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 rights 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 of Supplier/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] ***[Contractor]***

6. BIDDER'S DECLARATION AND UNDERTAKING

It is hereby certified that I/We have carefully read, understood and accepted all the terms and conditions, specifications, instructions, evaluation criteria and other provisions contained in this Bidding Document.

I/We further declare that all information, documents and certificates submitted with this bid are true, complete and correct. I/We understand that any false declaration, concealment of material information or submission of forged or misleading documents shall render the bid liable to rejection and may result in any other action permissible under the **Sindh Public Procurement Rules, 2010 (Amended up to date)** and other applicable laws.

I/We undertake to comply with all contractual obligations, technical specifications and delivery requirements in the event that the Contract/Purchase Order is awarded to us.

BIDDER'S INFORMATION

Name of Firm / Company: _____

Name of Authorized Representative: _____

Designation: _____

Office Address: _____

Telephone No.: _____

Fax No. (if applicable): _____

Mobile No.: _____

Email Address: _____

National Tax Number (NTN): _____

Sales Tax Registration No. (if applicable): _____

I/We certify that the information furnished above is correct and complete and that I/We are duly authorized to sign this bid on behalf of the bidder.

Authorized Signature: _____

Name: _____

Designation: _____

CNIC No.: _____

Official Stamp: _____

Date: _____

PRINTING & STATIONERY DEPARTMENT, GOVERNMENT OF SINDH, KARACHI

ANNUAL PROCUREMENT PLAN FOR THE YEAR 2026-27

IN RESPECT OF TENDER NO. 6 "REPAIRS, OVERHAULING AND SERVICING OF OFFSET/LETTER PRESS / ALLIED PRE & POST PRINTING MACHINES"

S#	Descritpion of Procurment	Quantity (Where applicable)	Estimated Unit Cost (Where applicable)	Estimated Total cost (in million)	Funds Allocated	Source of Funds (ADP/Non ADP)	Proposed Procurement Method	Timing of procurements				Remarks
								1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
1	2	3	4	5	6	7	8	9	10	11	12	13
01	**HEIDELBERG**-Offset Single Colour Offset Printing Machine 52 x 72 cm, Model **SORM** with standard accessories.	Not applicable	8,500	**4.423 Million**	Budget Estimates for the year 2026-27 **Rs. 4.423** million subject to released funds by the Finance Department	Non-ADP	Under **Rule-46-(1) (single stage one envelop procedure)** open competitive bidding	As per released funds by the Finance Department				Hourly Rates of Service Charges lowest quoted firm will be declared successful by the procurement committee
02	**HEIDELBERG**-Offset Single Colour press Offset Printing Machine 72 x 102 cm, Model **SORS** with standard accessories.		8,500									
03	**HEIDELBERG** –Single Colour Offset Printing Machine Model **GTO-52** with standard accessories.		8,000									
04	**HEIDELBERG** Offset Printing Machine Model **MO** with standard accessories		9,000									
05	**PLATE CONTACT FRAME** 96 x 112 Fair with standard accessories		6,000									
06	**Heidelberg Speedmaster Two-Colour Offset Press 53 x 74 cm (20 ½ X 29 1/8) Model SX 74-2 Edition with Auto wash-up Device M/c No/ Sr.No. DS001422**		18,000									
07	**HERALD** Cutting Machine		7,000									
08	**DIAMOND** Cutting Machine		6,000									
09	HEIDELBERG **CYLINDER** Size 22½ x 32¼		6,000									
10	**CHANDER** (Hand Feed)		6,000									
11	**LETTER** PRESS Machines (Automatic)		7,000									
12	**AUTO MINABINDA** (Hot Glue Machine)		5,000									
13	Any other Machine placed in the press		7,000									

Khalid Mansoor Shaikh
Superintendent
Sindh Government Press
Karachi

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