Standard Bidding Document

Procurement of Non Consultancy Services to Establish STEAM Labs/Maker spaces in selected educational institutions of FDE (Non-Consultancy Services)

National

Single Stage-Two Envelope

March 06, 2026

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Table of Contents

Instructions to Bidders 3

Bid Data Sheet 26

Bids Data Sheet (BDS) 27

Eligibility Criteria 31

Evaluation Criteria 31

Required Services 34

Related Services : 36

Services Specifications 37

Scope of Work 38

Price Schedule 44

General Conditions of Contract 47

Special Conditions of Contract 57

Bid Securing Declaration 63

Contract Form 65

Integrity Pact 68

Performance Guarantee Form 70

Annexure 72

Complete Bid Document (Hard form) 73

Procurement Forms 74

Past Experience and Completed Contracts 1

Historical Contract Non-Performance, and Pending Litigation and Litigation History 1

Current Contracts and Their Progress 1

Financial Capacity and Net Worth Evaluation Form 1

Average Annual Turnover 1

Additional Forms and Documents 77

PROCUREMENT NOTICE

PROCUREMENT OF NON-CONSULTANCY SERVICES

1. The **Federal Directorate of Education. (Federal Directorate of Education)** has reserved Funds for the procurement planned for FY **2025-26**. The **Federal Directorate of Education. (Federal Directorate of Education)** intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the "**Procurement of Non Consultancy Services to Establish STEAM Labs/Maker spaces in selected educational institutions of FDE**"

2. The **Federal Directorate of Education. (Federal Directorate of Education)** invites Bids through **EPADS v2.0** from eligible Bidders registered on **EPADS v2.0** for provision of Non-Consultancy Services.

3. **Single Stage-Two Envelope**Procedure of Principal Method of Procurement (i.e. Open Competitive Bidding) will be used by adopting **Quality and Cost Based Selection (QCBS)**Technique for the subject procurement, in line with the Public Procurement Rules, 2025 and any Regulations, and Instructions issued by the Authority (from time to time).

4. All Bids must be accompanied by a Bid Security described in Bid Security Section in Bidding Documentin the form of **Pay Order, Call at Deposit, Demand Draft** or Bid Securing Declaration on the prescribed format described.

5. E-Bidding documents, containing detailed terms & conditions, specifications and requirements etc. are available on **e-Pak Acquisition and Disposal System (EPADS)** at **https://vendors.epads.gov.pk/**.

6. The e-bids, prepared in accordance with the instructions in the e-Bidding documents, must be submitted through **EPADS v2.0**on or before **Wednesday, March 25, 2026 10:00 AM**. E-bids will be opened on the same day at **Wednesday, March 25, 2026 10:30 AM**. Manual submission of Bids shall not be entertained. Those vendors who have not yet registered on the new version of**{SYSTEMSHORTITLE},** may register themselves on **https://vendors.epads.gov.pk/**. A tutorial to explain the registration process is available at **https://www.youtube.com/watch?v=MNW6T38v7tc**

In terms of Rules 65 of Public Procurement Rules, 2025 Grievance Redressal Committee (GRC) is notified for the subject procurement and notification copy is available on the procuring agency's websiteand also available on **EPADS v2.0** as well as Authority's website at (**www.ppra.org.pk**).

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Instructions to Bidders

A. Introduction

1. **Scope of Bids**

1.1. The Procuring Agency (PA), as indicated in the **Bids Data Sheet (BDS)** invites Bids through **EPADS v2.0** for the provision of Non-Consultancy Services for as specified in the BDS and **in Section Evaluation Criteria, Specifications & Schedule of Requirements**. The name, identification, and number of items/deliverables are provided in the **BDS**. **Single Stage-Two Envelope** procedure of the open competitive method shall be used. The successful Bidders will be expected to provide the services within the specified period and timeline(s) as stated in the **BDS**.

2. **Source of Funds**

2.1. Source of funds is referred in Clause-1 of Invitation for Bids.

3. **Fraud & Corruption**

3.1. As defined under Rule 2(j) of Public Procurement Rules, 2025.

4. **Eligible Bidders**

4.1. A bidder is eligible to participate in a procurement process if the bidder:

4.1.1. possesses or has access to the technical competence, financial resources, equipment and other physical facilities, personnel, managerial capability, experience and reputation necessary to complete the procurement contract;

4.1.2. has the legal capacity to enter into a procurement contract;

4.1.3. is not insolvent, in receivership, bankrupt or being wound up and its activities or affairs are not suspended or being administered under any Act, by a court or by a judicial officer;

4.1.4. is not the subject of legal proceedings for any of the matters mentioned in sub-rule (c);

4.1.5. has fulfilled or has made substantial arrangements satisfactory to the relevant authorities, to fulfil its obligations to pay taxes and social security (where applicable) other contributions of its employees; and

4.1.6. has not, or in the case of a company, its owners and beneficial owners, directors or officers have not, been convicted of a criminal offence related to:

4.1.6.1. its professional conduct; or

4.1.6.2. a bidder (or, in the case of a company, its key individuals such as owners, beneficial owners, directors, or officers) must not have engaged in any prohibited practice, such as fraud, corruption, collusion, or coercion, within the time period stated in the bidding documents, which can be up to three years before the start of the procurement process. Additionally, the bidder must not have been debarred (i.e., banned) from participating in public procurement processes in Pakistan or by any international organization or country. If they have, they are ineligible to participate in the current bidding.

4.2. The procuring agency may require a bidder participating in the procurement process to provide the prescribed documentary evidence or other information to satisfy itself that the bidder is qualified in accordance with the criteria in sub-clause (1).

4.3. A procuring agency shall set out in the bidding document all the criteria for qualification to be applied in accordance with sub-clause (1).

4.4. Except as permitted under the Ordinance, Rules and Regulations, the procuring agency shall not establish a criterion for eligibility of a bidder that:

4.4.1. discriminates against or among a bidder or against categories of bidders; or

4.4.2. is not required for the performance of the procurement contract; or

4.4.3. is not related to the avoidance or management of legal, reputational or economic risk to the procuring agency unless it is in the national interest to do so, and the criteria is set out in the bidding documents.

4.5. A procuring agency shall assess the eligibility of a bidder for participation in the procurement process against the criteria for qualification under sub-clause (1).

4.6. In the case of a joint venture, consortium, or association, all members shall be jointly and severely liable for the execution of the contract in accordance with the terms and conditions of the contract. The joint venture, consortium, or association shall nominate a lead member as nominated in the BDS,

4.7. who shall have the Authority to conduct all business for and on behalf of any and all the members of Joint venture, consortium, or association during the bidding process, and in case of award of contract, during the execution of the contract.

4.8. The appointment of the lead Member in the joint venture, consortium, or association shall be confirmed by submission of valid power of Attorney to the procuring agency.

4.9. Subject to the limits specified in the BDS, the procuring agency may allow bidders to participate in the form of a Joint Venture (JV). However, each party in the JV must individually meet the eligibility criteria specified in the BDS

4.10. No Bidder can be a sub-contractor while submitting a Bids individually or as a member of a joint venture in the same Bidding process.

5. **Qualification of the Bidder**

5.1. All Bidders shall provide in Section VI, Bid Forms, a preliminary description of the proposed work method and schedule, including drawings and charts, as necessary.

B. Bidding Documents

1. **Contents of Standard Bidding Document**

1.1. The Services required, bidding procedure, and terms and conditions of the contract are prescribed in the bidding document. In addition to the Invitation for Bids, the bidding document which should be read in conjunction with any addendum issued in accordance with **ITB 6.1** include:

Section I -Invitation to Bid
Section II Instructions to Bidders (ITB)
Section III Bid Data Sheet (BDS)
Section IV Eligible Countries
Section V Evaluation Criteria, Specifications, Schedule of Requirements, and Technical Specifications.
Section VI Bidding Forms
Section VII Fraud & Corruption
Section VIII – Material & Non-material deviation
Section IX General Conditions of Contract (GCC)
Section X Special Conditions of Contract (SCC)
Section XI Contract Forms

1.2. The Bidder is expected to examine all instructions, requirements, forms, terms and specifications in the bidding documents. Failure to furnish all the information required in the bidding document will be at the Service provider's risk and may result in the rejection of his bids.

2. **Clarifications**

2.1. Clarifications of the bidding documents may be requested in writing through EPADS v2.0 by any bidder up to three days prior to the deadline for the submission of bids.

The procuring agency shall respond promptly and in writing to any request by a bidder for clarification of the bidding documents and, in any event, no later than two days prior to the deadline for the submission of bids or proposals.

Responses to requests for clarification shall be communicated simultaneously and in writing to all bidders participating in the procurement proceedings.

No bidder shall be allowed to alter or modify his bid after the bids have been opened however, the procuring agency may seek and accept clarification to the bid that do not change the substance of the bid, through EPADS v2.0.

2.2. Procuring Agency's response will be uploaded on the EPADS v2.0, including a description of the inquiry.

2.3. Should the Procuring Agency deem it necessary to amend the bidding document as a result of a clarification, it shall do so following the procedure under **ITB 8 .**

2.4. If indicated **in the BDS**, the bidder’s designated representative is invited at the bidder’s cost to attend a pre-bid meeting at the place, date and time mentioned **in the BDS**. During this pre-bid meeting, prospective bidder(s) may request clarification(s) regarding the schedule of requirements, the Evaluation Criteria or any other aspects of the bidding document.

2.5. Minutes of the pre-bid meeting, if applicable, including the text of the questions asked by bidders, and the responses given, together with any responses prepared after the meeting will be uploaded on EPADS v2.0. Any modification to the bidding document that may become necessary as a result of the pre-bid meeting shall be made by the Procuring Agencyexclusively through the use of an Addendum pursuant to **ITB 8** .

2.6. To assist in the examination, evaluation and comparison of Bids of the Bidders, the Procuring Agency may, ask any Bidder for a clarification of its bid including breakdown of prices, through EPADS v2.0. Any clarification submitted by a bidder that is not in response to a request by the Procuring Agency shall not be considered.
No change in the prices or substance of the bid shall be sought, offered, or permitted.
The alteration or modification in the bid which in any way affect the following parameters will be considered as a change in the substance of a

bid:

2.6.1. evaluation & qualification criteria;

2.6.2. required scope of work or specifications;

2.6.3. all securities requirements;

2.6.4. tax requirements;

2.6.5. terms and conditions of bidding documents; and

2.6.6. change in the ranking of the bidders.

From the time of bid(s) opening to the time of contract award, if any bidder wishes to contact the procuring agency on any matter related to the bid, it should do so in writing or through electronic form that provides record of the content of communication.

3. **Amendment of Bidding documents**

3.1. Before the deadline for submission of bids, the procuring agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder or pre-bid meeting may modify the bidding documents by issuing addendum.

3.2. Any addendum issued including the notice of any extension of the deadline shall be part of the bidding document pursuant to **ITB 8 .1** shall be uploaded on EPADS v2.0 as well as Authority's website. The procuring agency shall promptly publish the addendum at the procuring agency's website indicated in the **BDS**:

Provided that the bidder who had either already submitted his bid, shall have the right to withdraw his already submitted bid and submit the revised bid, prior to the original or extended bid submission deadline.

3.3. To give prospective bidders reasonable time in which to take an addendum/corrigendum into account in preparing their bids, the Procuring Agency may, at its discretion, extend the deadline for the submission of bids:

Provided that the Procuring Agency shall extend the deadline for submission of bids, if such an addendum is issued within last three (03) days of the bid submission deadline.

C. Preparation of Bids

1. Documents Constituting the Bids

1.1. The bids prepared by the bidders shall constitute the following components: -

1.1.1. Forms of bid and Bid Prices completed in accordance with ITB 10 and 11;

1.1.2. Documentary evidence established in accordance with ITB 8 that services to be provided by the bidder are eligible services, and conform to the bidding documents;

1.1.3. Documentary evidence established in accordance with ITB 9 that the bidder is eligible and/or qualified for the subject bidding process;

1.1.4. Documentary evidence established in accordance with ITB 9.3 that the bidder has been authorized to provide the services;

1.1.5. Bid security or Bids Securing Declaration furnished in accordance with ITB 14; and

1.1.6. Any other document required in the BDS.

2. **Documents Establishing Eligibility of the Services and Conformity to bidding documents**

2.1. To establish the conformity of the Non-Consulting Services to the Bidding document, the bidder shall furnish as part of its bid the documentary evidence that services provided conform to the requirements.

2.2. Standards for the provision of the Non-Consulting Services are intended to be descriptive only and not restrictive.

3. **Documents Establishing Eligibility and Qualification of the Bidder**

3.1. Pursuant to ITB 8, the bidder shall furnish, as part of itsbid, all those documents establishing the bidder's eligibility to participate in the bidding process and/or its qualification to perform the contract if its bid is accepted.

3.2. The documentary evidence of the bidder's eligibility to bids shall establish to the satisfaction of the procuring agency that the bidder, at the time of submission of its bid, is from an eligible country as defined in Section-IV titled as "Eligible Countries".

3.3. The documentary evidence of the bidder's qualifications to perform the contract if its bid is accepted shall establish to the satisfaction of procuring agency that:

3.3.1. the bidder has the financial, technical, and supply/production capability necessary to perform the Contract, meets the qualification criteria specified in BDS.

3.3.2. that the bidder meets the qualification criteria listed in the Bids Data Sheet.

4. **Form of Bid**

4.1. **The bidder shall fill the Form of Bid furnished in the bidding documents. The Bid Forms must be completed without any alterations to its format and no substitute shall be accepted.**

5. **Bids Prices**

5.1. The Bids Prices quoted by the bidder in the Forms of Bid and in the price schedule shall conform to the requirements specified or exclusively mentioned hereafter in the bidding document.

5.2. All items in the Schedule of Requirements must be listed and priced separately in the Price Schedules. If a Price Schedule shows items listed but not priced and neither explicitly mentioned, their prices shall be construed to be included in the prices of other items.

5.3. The Bid price to be quoted in the Forms of Bid in accordance with ITB 10 shall be the total price of the bid, excluding any discounts offered.

5.4. The bidder shall indicate on the appropriate Price Schedule, the unit prices (where applicable) and total bid price of the services, it proposes to provide under the contract.

5.5. Prices quoted by the bidder shall be fixed during the currency of the contract and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and shall be rejected pursuant to ITB 28, unless otherwise price adjustment is permissible under Conditions of the Contract. (May be reviewed)

6. **Price Adjustment**

6.1. Price adjustment shall not be applicable on the contract with less then 12 months period.

6.2. Procuring agency may increase the remuneration of the human resources involved in non-consultancy services upto maximum 15% on annual basis.

6.3. **Procuring agency shall incorporate the provisions to allow wage rate in compliance with Federal Government's minimum wage notification, subject to the condition that clause 11.2 shall not be applicable in that case.**

7. **Bids Currencies**

7.1. Prices shall be quoted in Pakistani Rupees unless otherwise specified in the BDS.

8. **Bid Validity Period**

8.1. Bid(s) shall remain valid for the period specified in the BDS after the bid submission deadline prescribed by the Procuring Agency. A Bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive. The period of bid validity will be determined from the complementary bid securing instrument i.e. the expiry period of bid security or bid securing

declaration as the case may be.

9. **Bid Security or Bid Securing Declaration**

9.1. Unless otherwise specified in the BDS, the bidder shall furnish as part of its bid, in the amount and currency specified in the BDS or Bid Securing Declaration on the format provided in Section VI (Bid Forms) The scanned copy of the Bids Security shall be uploaded in the EPADS v2.0 while submitting bid, whereas the original forms of Bid Security shall be submitted to the procuring agency before the bid submission deadline. The bidder who failed to submit the original bid security before the submission deadline shall be disqualified straightaway.

9.2. The Bid Security or Bid Securing Declaration is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to ITB 14.5

9.3. The Bid Security shall be payable promptly upon written demand by the Procuring Agency in case any of the conditions listed in 14.5 are invoked.

9.4. Unsuccessful Bidders' Bid Security will be discharged or returned as promptly as possible after the award of contract, however in no case later than thirty (30) days after the expiration of the period of Bid Validity prescribed by the Procuring Agency pursuant to ITB 13. The Procuring Agency shall make no claim to the amount of the Bid Security, and shall promptly return the Bid Security document, whichever of the following that occurs earliest:

9.4.1. the expiry of the Bid Security;

9.4.2. the entry into force of a procurement contract and the provision of a Performance Guarantee, for the performance of the contract if such a guarantee, is required by the bidding document;

9.4.3. the rejection by the Procuring Agency of all Bids;

9.4.4. the withdrawal of the Bid prior to the deadline for the submission of bids, unless the bidding document stipulate that no such withdrawal is permitted.

9.5. The Bid Security may be forfeited or the Bid Securing Declaration executed:

9.5.1. if a bidder:

9.5.1.1. withdraws its bid during the period of bid validity as specified by the Procuring Agency, and referred by the bidder in the Forms of Bid, except as provided for in the ITBs; or

9.5.1.2. does not accept the correction of errors pursuant to ITB 23; or

9.5.2. in the case of a successful bidder fails:

9.5.2.1. **to sign the contract in accordance with ITB 32; or**

9.5.2.2. **to furnish Performance Guarantee in accordance with ITB 33.**

9.6. **The bid security shall be valid for a period specified in BDS. Bids with shorter bid security validity period shall be rejected straight away.**

10. **Alternative Bids by Bidders**

10.1. Alternatives will not be considered, unless specifically allowed for in the BDS.

10.2. When alternative times for completion are explicitly invited, a statement to that effect will be included in the BDS and the method of evaluating different time schedules will be described in Section V, Evaluation and Qualification Criteria.

11. **Withdrawal, Substitution, and Modification of Bids**

11.1. Before Bids submission deadline, any bidder may withdraw, substitute, or modify his bid after it has been submitted.

12. **Format and Signing of Bids**

12.1. The bidder shall prepare and submit his bid with due diligence after carefully reading all the terms and conditions before submission through EPADS v2.0.

12.2. Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person(s) signing the forms of bid.

D. Submission of Bids

1. **Submission of Bids through EPADS v2.0 before Dead deadline**

1.1. The Technical and Financial Bids as the case may be, shall be submitted in the due portion of the EPADS v2.0, before bid submission deadline. The bid submission option shall be automatically disabled once the deadline is over.

1.2. The Procuring Agency may, under exceptional circumstances and at its discretion, extend the deadline for the submission of bids by amending the Bidding Documents in accordance with ITB 8. In such a case, all rights and obligations of the Procuring Agency and the Bidders that were previously subject to the original deadline shall thereafter be subject to the revised deadline.

E. Opening and Evaluation of Bids

1. **Opening & Evaluation of Bids by the Procurement Cell**

1.1. As per Rule 10 of Public Procurement Rules, 2025
(PA to establish a Procurement Cell which shall carryout procurements a per Rule 10 of Public Procurement Rules, 2025)

2. **Opening & Evaluation of Bids by the Bid Evaluation Committee**

2.1. As per Rule 11 of Public Procurement Rules, 2025
(PA to constitute odd number Bid Evaluation Committee for the purpose of bid opening and evaluation of all procurements with an estimated value up

to two billion rupees)

3. **Third Party Validation**

3.1. **In compliance with Rule 12** of Public Procurement Rules, 2025, the third-party validation committee or firm shall validate all procurements above five hundred million and up to two 2 billion rupees. The third-party validation shall be conducted at specifications, bidding documents preparation, technical (if any) & final evaluation stages.

4. **External Bid Evaluation Committee**

4.1. **As per Rule 13 of Public Procurement Rules, 2025,** procurements with an estimated value above two billion rupees shall be opened and evaluated by the Procuring Agency's notified External Bid Evaluation Committee.

5. **Opening of Bids**

5.1. The Procuring Agency will open all bids through EPADS, in the presence of bidders' or their representatives who choose to attend, and other parties with a legitimate interest in the bid proceedings at the place, on the date and at the time, specified in the **BDS**. The Bidders' representatives present shall sign attendance sheet as proof of their attendance.

5.2. The bids shall be opened one at a time, and the following read out and recorded: (a) the name of the bidder; (c) the presence of a bid security, if required; and (d) any other details as the procuring agency may consider appropriate.

5.3. No bid will be rejected at the time of bid opening except for bids whose bid security has not been provided to the procuring agency before submission deadline**.**

5.4. The procuring agency shall prepare minutes of the bid opening. The record of the bid opening shall include, as a minimum: the name of the bidder and the bid price, if applicable.

6. **Confidentiality**

6.1. Information relating to the examination, clarification, evaluation and comparison of bids and recommendation of contract award shall not be disclosed to bidders or any other person(s) not officially concerned with such process, until the time of the announcement of the respective evaluation report.

6.2. Any effort by a bidder to influence the procuring agency processing of bids or award decision may result in the rejection of his bid.

7. **Preliminary Examination of Bids**

7.1. Prior to the detailed evaluation of bids, the procuring agency will determine whether each bid:

7.1.1. meets the eligibility criteria defined in **ITB 3**;

7.1.2. has been prepared as per the format and contents defined by the procuring agency in the bidding document;

7.1.3. is accompanied by the required securities; and

7.1.4. is substantially responsive to the requirements of the bidding document.

7.2. The procuring agency will confirm that the documents and information specified under **ITB 7,8 and 9** have been provided in the bids. If any of these documents or information is missing, or is not provided in accordance with the Instructions to Bidders, the bids shall be rejected.

7.3. If a bid is not substantially responsive, it will be rejected by the procuring agency and may not subsequently be evaluated for complete technical responsiveness.

8. **Examination of Terms and Conditions, Technical Evaluation**

8.1. The procuring agency shall evaluate the technical aspects of the bids submitted in accordance with **ITB 21,** to confirm that all requirements specified in **Section V – Evaluation Criteria, Technical Specifications and Schedule of Requirements**,prescribed inthe bidding document have

been met without material deviation or reservation.

8.2. If after the examination of the terms and conditions and the technical evaluation, the procuring agency determines that the bid is not substantially responsive in accordance with **ITB 21,** it shall reject the bids.

9. **Correction of Errors**

9.1. Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: -

9.1.1. if there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the procuring agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;

9.1.2. if there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and

9.1.3. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.

9.1.4. Where there is discrepancy between grand total of price schedule and amount mentioned on the Forms of bid, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.

9.2. The amount stated in the bid will be adjusted by the procuring agency in accordance with the above procedure for the correction of errors and, with the concurrence of the bidder that shall be considered as binding upon the bidder. If the Bidder does not accept the corrected amount, his bid will then be rejected, and the Bid Security may be forfeited or the Bid Securing Declaration may be executed in accordance with **ITB 14.**

10. **Conversion to Single Currency**

10.1. As per Rule 42 of Public Procurement Rules, 2025.

11. **Evaluation of Bids**

11.1. The procuring agency shall evaluate bids in accordance with Rule 42 of Public Procurement Rules, 2025 and compare only those bids determined to be substantially responsive, pursuant to **ITB 21.**

11.2. In evaluating the Technical Bids of each Bidder, the Procuring Agency shall apply the evaluation criteria and methodologies specified in the **Bid Data Sheet (BDS)** and in accordance with the Statement of Requirements and Technical Specifications. No other evaluation criteria or methodologies shall be permitted.

11.3. **In case of tie of bids, the bidders shall be provided an opportunity to offer their best and final monetary offer through EPADS. However, in no case the rates shall be higher than the original financial bids.**

11.4. The Procuring agency/Employer's evaluation of a bid will take into account:

11.4.1. the bid price, excluding provisional sums and the provision, if any, for contingencies in the summary bill of quantities, but including day work items, where priced competitively;

11.4.2. price adjustment for correction of arithmetic errors in accordance with **ITB 30;**

11.5. converting the amount resulting from applying (a) and (b) above, if relevant, to a single currency in accordance with **ITB 31**;

11.6. The estimated effect of the price adjustment provisions of the Conditions of Contract, applied over the period of execution of the Contract, shall not be taken into account in bid evaluation.

11.7. If these bidding documents allow bidders to quote separate prices for different lots, and the award to a successful bidder of multiple lots, the methodology of evaluation to determine the lowest evaluated lot combinations in the Form of Bid, is specified in the **BDS.**

12. **Determination of Most Advantageous Bids**

12.1. Selection technique will be adopted for determining the Successful Bid in accordance with the criteria referred in the **BDS** or prescribed in the separate section titled as Evaluation Criteria.

13. **Abnormally Low Financial Bids**

13.1. Procuring agency may reject a bid if it has determined that the price, in combination with other constituent elements of the bid, is abnormally low in relation to the subject matter of the procurement, such that it raises material concerns on the part of the procuring agency, as to the ability of the bidder to perform the procurement contract satisfactorily for the offered price.

A procuring agency shall not reject a bid as abnormally low under sub-clause (1) above unless the procuring agency –

13.1.1. requested in writing through EPADS from the bidder a written clarification of his bid, including a detailed price analysis of his bid price in relation to the subject matter of the procurement contract, scope, methodology, schedule, allocation of risks and responsibilities and any other requirements of the bidding document; and

13.1.2. having taken account, the information provided by the bidder in response to a request under paragraph (a) and the information included in the bid, the procuring agency determines that the bidder has failed to demonstrate its ability to perform the procurement contract satisfactorily for the offered price.

The procuring agency shall promptly communicate to the bidder concerned its decision to reject the bid, including the reasons for the decision.

14. **Rejection of Bids**

14.1. As per Rule 45 of Public Procurement Rules, 2025

15. **Cancellation of procurement**

15.1. As per Rule 46 of Public Procurement Rules, 2025

16. **Single Responsive Bid**

16.1. The procuring agency may consider single responsive subject to underlying conditions of Rule 50 of Public Procurement Rules, 2025.

17. **Alternate Dispute Resolution (ADR)**

17.1. As per Rule 66 of Public Procurement Rules, 2025

18. **Arbitration Clause**

18.1. (Appointing Authority for the Arbitrator shall be Chief justice of Honorable Islamabad High Court OR Managing Director (PPRA) OR Secretary (Ministry of Law & Justice),

19. **Fee of the Arbitrator**

19.1. The fee shall be specified in PKR as detrmined by the Appointing Authority and shall be shared equally by each party.

20. **Socio-economic development**

20.1. As per Rule 63 of Public Procurement Rules, 2025, PA to encourage the inclusiveness of small and medium enterprises, and marginalized groups by according preferences in line with the notified policies of the Federal Government

21. **Environmental objectives**

21.1. As per Rule 64 of Public Procurement Rules, 2004, The procuring agency may seek to procure services with a reduced environmental impact throughout their life cycle when compared to services with the same primary function that may otherwise be procured.

F. Award of Contract

1. **Appointment of Contract Manager**

1.1. The procuring agency shall designate a Contract Manager for each procurement or class of procurement who shall manage the contract as per Rule 58 & 59 of Public Procurement Rules, 2004.

2. **Criteria of Award**

2.1. The procuring agency will award the Contract to the bidder whose bid has been determined to be substantially responsive to the bidding document and who has been declared as Successful Bid .

3. **Procuring Agency's Right to reject All Bids**

3.1. The procuring agency reserves the right to reject all the Bids and to annul the procurement process at any time prior to acceptance of the bid(s), without thereby incurring any liability to the affected bidder(s).

3.2. Notice of the rejection of all bids shall be given promptly to all bidders that have submitted the bids. The procuring agency shall upon request communicate to any bidder the grounds for the rejection of his bid, but is not required to justify those grounds.

4. **Procuring Agency's Right to Vary Quantities at the Time of Award**

4.1. The procuring agency reserves the right, at the time of contract award, to increase or decrease not more than 15% of the original scope of related services originally specified in the Schedule of Requirements, provided that such variation does not exceed the percentage indicated in the **Bid Data Sheet (BDS)**. This adjustment shall be made without any change in the unit price or other terms and conditions of the Bids and Bidding Documents.

5. **Notification of Award**

5.1. Prior to the award of contract, the procuring agency shall issue a Final Evaluation Report giving justification for acceptance or rejection of the bids.

5.2. Bidder whose bid has been accepted, will be notified for the award by the Procuring Agency prior to expiration of the Bid Validity period through EPADS. The Letter of Acceptance will state the sum that the procuring agency will pay the successful bidder in consideration for the execution of the scope of works as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price).

5.3. The notification of award will constitute the formation of the Contract, subject to the condition that bidder furnish the Performance Guarantee in accordance with **ITB 33** and signing of the contract in accordance with **ITB 32.**

6. **Signing of Contract**

6.1. Promptly after notification of award, Procuring Agency shall send the successful bidder the draft agreement, incorporating all terms and conditions as agreed by the parties to the contract. The successful bidder and the procuring agency shall sign the contract.

7. **Performance Guarantee**

7.1. After the receipt of the Letter of Acceptance, the successful bidder, within the specified time, shall deliver to the Procuring Agency a Performance Guarantee in the amount and in the form stipulated in the **BDS and SCC**, denominated in the type and proportions of currencies in the Letter of Acceptance and in accordance with the Conditions of Contract.

7.2. Failure of the successful bidder to comply with the requirement of **ITB 33.1** shall constitute 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 ranked bidder or call for new bids.

8. **Advance Payment**

8.1. The Procuring Agency will provide an Advance Payment as stipulated in the Conditions of Contract, subject to a maximum amount, as stated in the **BDS**. The Advance Payment request shall be accompanied by an Advance Payment Guarantee in the form provided in Contract Forms.

9. **Arbitration**

9.1. The Arbitrator shall be appointed by mutual consent of the both parties as per the provisions specified in the **SCC**.

10. **Corrupt & Fraudulent Practices**

10.1. Procuring Agencies (including beneficiaries of Government funded projects and procurement) as well as Bidders/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts, and will avoid to engage in any corrupt and fraudulent practices.

G. Grievance Redressal & Complaint Review Mechanism

1. **Constitution of Grievance Redressal**

1.1. Procuring agency shall constitute a Grievance Redressal Committee (GRC) comprising of an odd number of persons with proper power and authorization to address the complaint. The GRC shall not have any of the members of Procurement Evaluation Committee. The committee must have one subject specialist depending the nature of the procurement.

2. **GRC Procedure**

2.1. Any aggrieved party or bidder as the case may be, may file grievance in accordance with Rule 65 of the Public Procurement Rules, 2025 and Redressal of Grievance Regulations, 2022

H. Blacklisting/ Debarment

1. **Procedure for Blacklisting/Debarment**

1.1. The procuring agency may initiate blacklisting proceedings against contractor/supplier in accordance with Rule-25 of the Public Procurement Rules, 2025 , Mechanism for Blacklisting, Debarment Regulations, 2024 and “procedure for filling and disposal of review petition under rule-25(6) of

Public Procurement Rules, 2025.

PUBLIC PROCUREMENT REGULATORY AUTHORITY
(PPRA)
EPADS

Bid Data Sheet

Bids Data Sheet (BDS)

The following specific data for the procurement of Goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

BDS Clause Number	ITB Number	Amendments of, and Supplements to, Clauses in the Instruction to Bidders
A. Introduction		
1	**1.1**	Name of Procuring Agency:**Federal Directorate of Education. (Federal Directorate of Education)** The subject of procurement is:**Procurement of Non Consultancy Services to Establish STEAM Labs/Maker spaces in selected educational institutions of FDE** Expected commencement date: **Thursday, April 30, 2026**
2.	**2.1**	Financial year for the operations of the Procuring Agency:**2025-26** Name and identification number of the Contract: **P11198**
3.	**4.6**	JV/Consortium or AssociationAllowed: **Yes** Number of JV/Consortium Members: **3**
B. Bidding Documents		

4.	**7.1**	The Bidders may seek clarifications through **EPADS v2.0**: Clarification Date: Saturday, March 21, 2026 Pre-Bid Meeting: Wednesday, March 18, 2026 10:00 AM Venue: 2nd Floor, Committee Room FDE, Rohtas road, G-9/4 Islamabad.
5.	**8.1**	Any addendum, in case issued, shall be published on **Federal Directorate of Education. (Federal Directorate of Education)** website and on **EPADS v2.0**.
6.	**9.1**	List of documents required along with the bid: No
7.	**11.1**	The qualification criteria to establish the supply / production capability of the bidder. *see Eligibility Criteria*
8.	**7.6**	**Services and Their relateddocuments:** *See section Required Services and Scope of Work*
9.	**13.1 & 13.2**	Price schedule will be provided according to the format defined and acquired. *see section price schedule.*
10.	**7.6.2**	**Specifications:** *see section of specifications.*

C. Preparation of Bids

11.	**13.5**	The price shall be **Fixed**.

12.	**15.1**	Currency of the Bids shall be : **PKR**
13.	**16.1**	The Bids/Bid Validity period shall be: **90 Days**
14.	**17.1**	The amount of Bid Security shall be as defined in Bid Security Section for items and lots given in **BDS 6** The Bid Security shall be in the form of: **Pay Order, Call at Deposit, Demand Draft**
15.	**17.3**	The Bids security shall be valid for twenty-eight (28) days beyond the expiry of the Bids validity period specified in the bidding documents, for example the bid validity is 180 days so the bid security shall be valid for 180+28 = 208 days.
16.	**18.1**	Alternative Bids to the requirements of the bidding documents willnot be permitted.
D. Submission of Bids		
17.	**21.1**	Bid shall be submitted online on EPADS v2.0 whereas hard copy of the bid security should be submitted to the following; **Rohtas road, G-9/4 Islamabad., Islamabad Capital Territory** Bids that are not submitted on EPADS v2.0 shall be disqualified. The deadline for Bids submission is: **Wednesday, March 25, 2026 10:00 AM**

E. Opening and Evaluation of Bids

18.	**26.1**	The Bids opening shall take place on **EPADS v2.0**. Day *:* ***Wednesday*** Date:***Wednesday, March 25, 2026*** Time *:* ***10:30 AM***
19.	**32.1**	Selection technique adopted will be: **Quality and Cost Based Selection (QCBS)** *see Evaluation Criteria*

F. Award of Contract

20.	**49.1**	The Performance guarantee shall: **10.00%**. The Performance Guarantee shall be acceptable in the form of:**Bank Guarantee**
21.	**51.1**	Arbitrator shall be appointed by mutual consent of the both parties.

G. Review of Procurement Decisions

22.	**53.1**	Grievence against this procurement shall be submitted online on EPADS v2.0.

Eligibility Criteria

Bidder's Type	Required Registration
Sole Proprietorship	NADRA CITIZENSHIP (CNIC/NICOP)
Partnership Firm	FBR (NTN)
Company (Private Limited)	FBR (GSTN)
Company (Public Limited)	Punjab (PRA)
Company (Holding Company)	SECP
Company (Limited by Guarantee)	Registrar of Firms
State Owned Enterprise (Private Limited)	
State Owned Enterprise (Public Limited)	

Evaluation Criteria

Quality and Cost Based Selection (QCBS)

Technical Marks	**70**
Passing Marks	**46**

Organizational Profile & Relevant Experience	
Minimum 3 years' experience in Implementing STEAM Based projects over Rs 10 Million or More Nationally or Internationally (3 Marks for each Year) (Quantitative)(Doc Required) 5 or more Year experience of implementing Steam based project having worth 10M or above **(15)** 4 Years and less than 5 Year experience of implementing Steam based project having worth 10M or above **(12)** 3 Years and less than 4 Year experience of implementing Steam based project having worth 10M or above **(9)**	15
Experience Establishing STEAM Based Labs at any Level with Government/semi Govt/ Autonomous bodies	
2 Marks Per Project (Quantitative)(Doc Required) 5 projects **(10)** 4 projects **(8)** 3 projects **(6)** 2 projects **(4)** 1 proejct **(2)**	10
Methodology, Work Plan & Service Delivery Model	
Understanding TORs, Approach and Presenting Implementation Methodology with clarity in visualizing Lab Design and suiting furniture (Presentation in person and provision of hard form with RFP) (Quantitative)(Doc Required)	15
Technical Evaluation Criteria	

Technical Experts BS Electrical/Electronics/Mechanical/CS/CE/SE/IT Engineering with Experience in STEAM / Ed-Tech projects Robotics, IoT, software, 3D printing minimum 3 Year Relevant Experience (Quantitative)(Doc Required)	3
Project Coordinator/Lead /Manager BS in Electrical/Electronics/Mechanical/CS/CE/SE/IT Engineering with Experience in STEAM / Ed-Tech projects) minimum 3 Year Relevant Experience (Quantitative)(Doc Required)	3
Experience in teacher capacity building	
Ability to Train and provide Support (Availability of Master Trainers, Evidence of Training Content /Module be attached) (Quantitative)(Doc Required)	2
Financial & Operational Capacity	
Financial stability (last three years audited reports with average annual Turnover of 10 Millions). (Quantitative)(Doc Required)	6
Working Capital over 5 Million for last three years) (Quantitative)(Doc Required)	6
. Expertise in STEAM Content Development	

Evidence of Developing STEAM Based Work Books,Lesson Plans,Manuals any Levels from Primary,Middle,Secondary or H.Secondary Grades according to International STEAM Framework. (Proof of Manuals/Guides/Planners be submitted) 1 complete class/grade = 1 (Quantitative)(Doc Required) 10 complete class/grade **(10)** 9 complete class/grade **(9)** 8 complete class/grade **(8)** 7 complete class/grade **(7)** 6 complete class/grade **(6)** 5 complete class/grade **(5)** 4 complete class/grade **(4)** 3 complete class/grade **(3)** 2 complete class/grade **(2)** 1 complete class/grade **(1)**	10

Required Services

Lot Title : Establishment of Steam Labs/ maker spaces

Bid Security : 1000000

Position	Delivery Schedule	Quantity
Infrastructure uplift /Development	**Address:** Rohtas road, G-9/4 Islamabad., Islamabad Capital Territory **Schedule:** 27 Days **Quantity:** 500	500
Digital Screen55”	**Address:** Rohtas road, G-9/4 Islamabad., Islamabad Capital Territory **Schedule:** 27 Days **Quantity:** 1	1
Computer	**Address:** Rohtas road, G-9/4 Islamabad., Islamabad Capital Territory **Schedule:** 27 Days **Quantity:** 11	11
STEAM Kits (Three levels=, Elementary, Secondary and Higher Secondary)	**Address:** Rohtas road, G-9/4 Islamabad., Islamabad Capital Territory **Schedule:** 27 Days **Quantity:** 47	47

Position	Delivery Schedule	Quantity
3D Printer	**Address:** Rohtas road, G-9/4 Islamabad., Islamabad Capital Territory **Schedule:** 27 Days **Quantity:** 1	1
VR Box	**Address:** Rohtas road, G-9/4 Islamabad., Islamabad Capital Territory **Schedule:** 27 Days **Quantity:** 1	1

Related Services :

Yes

Establishment of Steam Labs/ maker spaces

Position	Related Services
Digital Screen55”	Wall Mounting
Computer	Installation and Deployment
3D Printer	Installation and Deployment

Services Specifications

Lot Title : Establishment of Steam Labs/ maker spaces

Position: Infrastructure uplift /Development

Specifications / Requirements:
As Specified in Annexed RFP Document

Position: Digital Screen55”

Specifications / Requirements:
As Specified in Annexed RFP Document

Position: Computer

Specifications / Requirements:
As Specified in Annexed RFP Document

Position: STEAM Kits (Three levels=, Elementary, Secondary and Higher Secondary)

Specifications / Requirements:
Also specified in attached Annexture • Electronics Kits x 10 • IoT Box, x 6 • Robotics Kits, x 10 • Space Tech Kit, x 1 • Game Development Platform (Open Source), x 1 • Arts & Design Software for Full Class, x 1 • Mathematics Tools. x 1 • LMS, x 1 • Simulators, x 1 • Software, x 1 • Hardware Toolkits, x 3 • Recyclable x 10 • Eco- Friendly Materials for STEAM Activities x 1

Position: 3D Printer

Specifications / Requirements:
As Specified in Annexed RFP Document

Position: VR Box

Specifications / Requirements:
As specified in Annextured RFP Document

Scope of Work

Scope of Work

2.1 Infrastructure Requirements

A dedicated space of 500 square feet (at least) will be provided in each selected school for the establishment of the STEAM Lab. The overall design and layout of the lab should be aligned with the project's objectives of fostering innovation, collaboration, and hands-on learning. The bidder is responsible for designing and deploying a functional and aesthetically pleasing environment that aligns with the project's objectives.

(a) Student Work stations: One table per group of four students, equipped with four chairs, to facilitate collaborative project-based learning.

(b) STEAM Branding: Walls will be branded with STEAM-related themes and visuals to inspire creativity and emphasize the focus areas of the lab. Posters and info graphics that are not only An esthetically well-designed but also carry actual scaffolding materials for the relevant projects shall be used.

(c) Floor and Ceiling Upgrades: The lab will undergo necessary floor and ceiling upgrades to ensure a comfortable and safe environment conducive to learning.

(d) Windows and Doors Repair: Any required repairs to windows and doors will be carried out to maintain a secure and well-lit space.

(e) Electricity and Lighting: Adequate electrical outlets and enhanced lighting will be installed to support various digital and electronic activities within the lab.

(f) Storage & Display Cabinets: Cabinets will be provided to store STEAM kits, equipment, and materials, ensuring they are organized and easily accessible. Display cabinets/side tables will also be placed for STEAM kits and projects.

(g) Digital Screen: A large 55”digital screen (Smart TV) will be installed to display educational content, presentations, and project instructions, supporting interactive and multimedia-based learning.

2.2 STEAM KITS

STEAM kits are essential tools that bring the principles of Science, Technology, Engineering, Arts, and Mathematics to life in an interactive and engaging manner. In the context of the STEAM Labs being established in selected FDE schools, these kits serve as the foundation for hands-on learning, allowing students to explore complex concepts through practical application. These kits transform abstract ideas into tangible experiences, enabling students to build, experiment, and innovate. This hands-on approach deepens their understanding and retention of concepts. By working with STEAM kits, students are encouraged to think creatively and critically, developing solutions to real- world problems. This nurtures their problem-solving skills and prepares them for future challenges. The kits often require students to work in groups, promoting collaboration and communication. This team work mirrors real-world scenarios, where interdisciplinary efforts are key to success. It will allow students to apply theoretical knowledge in a practical setting, bridging the gap between classroom learning and real-world applications. This makes learning more relevant and engaging.

In the STEAM Labs, these kits will be central to the educational experience, enabling students to explore diverse disciplines in a way that is both fun and educational. As a minimum the following kits should be made part of the project, the bidders are free to propose additional relevant material for each type of kit as these kits are exhaustive.

1. **Electronics Kits**: Solar Panel, Model House, Bread boards, resistors, capacitors, transistors, LEDs, power supplies, multi meters, Arduino UNO and soldering stations.(Spec)

2. **IoT Box**: ESP8266 Node MCU, Android Cable, Relay Module (5V 2-Channel), Bread Board, 5V DC Fan, Ultrasonic Sensor, PIR Sensor, Temperature Sensor, Jumper Wires M-F and F-F, LED, Buzzer, Acrylic Sheet (Laser Cutting), SMD LED 4V, Female Pin Socket, M3x38 Hex Spacer Female, M3HexSpacer Screws, Electrical Wires (1 Feet Red & Black)

3. Robotics Kits: Micro Controllers, motors, sensors, chassis, gears, and software tools for programming, camera, microcontroller for camera, Raspberry PI, and simulators(Specs)

4. **Space Tech Kits**: Water rocket, space mission simulations with controller, and astronomy software.(Specs)

5. **Game Development Tools**: Open-Source Platform any

6. **Design &Arts:** Design Software

7. **Mathematics Tools**: Graphing calculator, geometry kit, software for mathematical modeling. Competitive math books, competitive programming platforms (free).(Specs)

8. **Hardware Toolkit:** Complete Hardware toolkit for STEAM Projects including soldering equipment, wires, Screwdrivers, pliers, wire strippers, and wrenches for general use. Measuring tools like rulers, calipers, and multi meters, child-safe drills and drill bits Nuts, bolts, screws, soldering mat, oscilloscope, power supply and washers for assembling projects.(Specs for all kits)

9. **Recyclable and Eco-Friendly Materials:** Materials that can be easily recycled or repurposed for proto typing and model-building Cardboard and Foam Boards, Wooden Dowels and Blocks. The awareness among students to use recycled items to use in projects.

10. **Other Equipment:**

10.1. **3D Printer:** Installed at each lab, used to print the 3D Print necessary parts and designs made by the students for their projects. It will be used for learning about additive manufacturing. It is also used to get the basic knowledge of 3 axis machines. Its working principle is based on Fused Deposition Modeling.(Specs)

10.2. **VR Box:** To visualize the3D Models and simulate the games developed by the students.(spec)

2.3 The Service Provider:

The term 'firm' shall be used for the Service Provider in this document. The organization must be registered in Pakistan under the relevant laws, including Societies Registration Act, Trust Act, SECP, FBR and other legal regulating bodies and must have a registered office in Pakistan.

2.4 **Service Provision Model:**

Sr. No.	Deliverable Category	Activity / Output	Detailed Deliverables
1	Mobilization	Project kickoff	Mobilization report, project team deployment

2	Planning	Site assessment	School-wise site readiness & utility reports
3	Planning	Lab design	Lab layout, furniture plan, electrical & IT drawings
4	Planning	Implementation plan	Detailed execution plan with milestones
5	Infrastructure	Civil & interior works	Flooring, ceiling, lighting, repairs completed
6	Infrastructure	Furniture installation	Student workstations, chairs, cabinets
7	Infrastructure	STEAM branding	Wall branding, posters, instructional visuals
8	Equipment	Electronics kits	Complete electronics STEAM kits installed
9	Equipment	IoT kits	Fully configured IoT kits
10	Equipment	Robotics kits	Robotics kits with software & simulators
11	Equipment	Space tech kits	Water rockets & simulation tools

12	Equipment	Math & design tools	Math kits, design & arts software
13	Equipment	Hardware toolkit	Complete STEAM hardware & safety toolkit
14	Equipment	Recyclable materials	Eco-friendly prototyping materials
15	Technology	Digital screen	55” Smart TV installed & operational
16	Technology	3D printer	Installed, calibrated, test prints
17	Technology	VR box	Installed & tested
18	Assets	Asset tagging	Asset register (school-wise)
19	Digital Content	Software setup	Open-source/licensed tools installed
20	Digital Content	Learning content	STEAM lessons, projects, simulations
21	Curriculum	Curriculum alignment	Grade-wise curriculum mapping

22	Training	Teacher training	Hands-on STEAM & equipment training
23	Training	Safety & SOPs	Lab SOPs, safety manuals
24	Training	Training materials	Manuals, guides, presentations
25	Academic	Pilot activities	Student STEAM pilot projects
26	Support	Technical stabilization	On-site troubleshooting
27	Certification	Lab readiness	Fully operational lab certification
28	Handover	Documentation	Warranties, manuals, licenses
29	Closure	Final inspection	Joint inspection & sign-off
30	Reporting	Final report	Completion & handover report

Price Schedule

For Individual Positions

#	Position Title	Quantity	Unit Price (PKR)	Total Price (PKR)	Delivery Location	Delivery Period / Year	Country of Origin
1							
2							

For Lots

#	Lot Title	Total Lot Price (PKR)	Country of Origin
1	[Lot 1 Title]		

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

PUBLIC PROCUREMENT REGULATORY AUTHORITY
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EPADS

General Conditions of Contract

A. General

1. **Definitions**

1.1. Unless the context otherwise requires, the following terms whenever used in this Contract shall have the same meaning and shall be interpreted as indicated

1.1.1. “Applicable Law” means the laws and any other instruments having the force of law in the Government’s Country, or in such other country as may be specified in the Special Conditions of the Contract (SC), as they may be issued and in force from time to time;

1.1.2. “The Contract” means an agreement enforceable by law;

1.1.3. “The Contract Price” means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations;

1.1.4. “The Services” means the work to be performed by the Contractor pursuant to this Contract and as prescribed in the Specifications and Schedule of Activities included in the Contractor’s Bid;

1.1.5. “Ancillary Services” means those services ancillary to the provision of Services, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Contractor covered under the Contract;

1.1.6. “GCC” means the General Conditions of Contract contained in this section;

1.1.7. “SCC” means the Special Conditions of Contract by which the GCC may be amended or supplemented;

1.1.8. **“**Day” means calendar day unless indicated otherwise;

1.1.9. “Effective Date” means the date on which this Contract comes into force and effect;

1.1.10. “The Contractor” means the individual or corporate body whose Bids to provide the Services has been accepted by the Procuring Agency;

1.1.11. “The Project Site,” where applicable, means the place or places named in Bid Data Sheet and technical Specifications;

1.1.12. “Government” means the Government of Pakistan;

1.1.13. “Local Currency” means the currency of Pakistan;

1.1.14. “In Writing” means communicated in written form with proof of receipt;

1.1.15. “Completion Date” means the date of completion of the Services by the Contractor as certified by the Procuring Agency;

1.1.16. “Foreign Currency” means any currency other than the currency of the country of the Procuring Agency;

1.1.17. “Party” means the Procuring Agency or the Contractor, as the case may be, and “Parties” means both of them;

1.1.18. "Service" means any object of procurement other than goods or works;

1.1.19. “Subcontractor” means any entity to which the Bidder subcontracts any part of the Services.

2. **Applicable Law**

2.1. The contract shall be governed and interpreted in accordance with the laws of Pakistan, unless otherwise specified in SCC.

3. **Language**

3.1. The Contract as well as all correspondence and documents relating to the Contract exchanged between the Contractorand the Procuring Agency, shall be written in the **English language** unless otherwise stated in the **SCC** . Supporting documents and printed literature that are part of the Contract may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Contract, this translation shall govern.

4. **Notices**

4.1. Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile to such Party at the address specified in the **SCC**.

5. **Location**

5.1. The Services shall be performed at such locations as the Procuring Agency may approve and as specified in **SCC.**

6. **Authorized Representatives / Authority of Member in charge**

6.1. Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Agency or the Contractor may be taken or executed by the officials specified in the **SCC**.

B. Commencement, Completion, Modification, and Termination of Contract

1. **Effectiveness of Contract**

1.1. This Contract shall come into effect on the date the Contract is signed by both parties and such other later date as may be stated in the **SCC.**

2. **Commencement of Services**

2.1. The Contractor shall confirm availability of Key Experts and begin carrying out the Services not later than the number of days after the Effective Date specified in the **SCC.**

3. **Program schedule**

3.1. Before commencement of the Services, the Contractor shall submit to the Procuring Agency for approval a Program showing the general methods, arrangements, order and timing for all activities. The Services shall be carried out in accordance with the approved Program as updated.

4. **Starting Date/Expiration Date**

4.1. The Contractor shall start carrying out the Services Five (05) days after the date the Contract becomes effective, or at such other date as may be specified in the **SCC.**

4.2. Unless terminated earlier pursuant to Clause **GCC 14** hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the **SCC.**

5. **Entire Agreement**

5.1. This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein.

6. **Modification**

6.1. Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any modification(s) or variation(s) made by the other Party.

6.2. In cases of any modification(s) or variation(s), the prior written consent of the Procuring Agency is required.

7. **Force Majeure**

7.1. **Definition**
For the purposes of this Contract, “Force Majeure” means an event which is beyond the reasonable control of a Contractor and which makes a Contractor’s performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

7.2. **No Breach of Contract**
The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract in so far as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

7.3. **Extension of Time**

Any period within which a Contractor shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

7.4. **Payments**

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Contractor shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

8. **Termination**

8.1. **By the Procuring Agency**

The Procuring Agency may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (e) of this Clause. In such an occurrence the Procuring Agency shall give at least thirty (30) calendar days' written notice of termination to the Contractor in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e);

8.1.1. If the Contractor fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension;

8.1.2. If the Contractor becomes (or, if the Contractor consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;

8.1.3. If the Contractor fails to comply with any final decision reached as a result of arbitration proceedings;

8.1.4. If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;

8.1.5. If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;

8.2. **By the Contractor**

The Contractor may terminate this Contract, by not less than thirty (30) calendar days' written notice to the Procuring Agency, in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.

8.2.1. If the Procuring Agency fails to pay any money due to the Contractor pursuant to this Contract and not subject to dispute within forty-five (45) calendar days after receiving written notice from the Contractor that such payment is overdue;

8.2.2. If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;

8.2.3. If the Procuring Agency fails to comply with any final decision reached as a result of arbitration;

8.2.4. If the Procuring Agency is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Bidder may have subsequently approved in writing) following the receipt by the Procuring Agency of the Contractor's notice specifying such breach.

C. Obligations of the Contractor

1. General

1.1. Standard of Performance

1.1.1. The Contractor shall perform the Services and carry out the Services with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Contractor shall always act, in respect of any matter relating to this Contract or to the Services, as a faithful adviser to the Procuring Agency, and shall at all times support and safeguard the Procuring Agency's legitimate interests in any dealings with the third parties;

1.1.2. The Contractor shall employ and provide such qualified and experienced Experts and Sub-Contractors as are required to carry out the Services.

1.2. Law Applicable to Services

The Contractor shall perform the Services in accordance with the Contract and in accordance with the Law of Pakistan and shall take all practicable steps to ensure that any of its Experts and Sub-Bidders, comply with the Applicable Law.

2. Conflict of Interests

2.1. Contractor Not to Benefit from Commissions and Discounts

The remuneration of the Contractor shall constitute the Contractor's sole remuneration in connection with this Contract or the Services, and the Contractor shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Contractor shall use their best efforts to ensure that the Personnel, any Subcontractors, and agents of either of them similarly shall not receive any such additional remuneration.

2.2. Contractor and Affiliates Not to be Otherwise Interested in Project

The Contractor agree that, during the term of this Contract and after its termination, the Contractor and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing Services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services.

2.3. Prohibition of Conflicting Activities

Neither the Bidder nor its Subcontractors nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

2.3.1. during the term of this Contract, any business or professional activities in the Government's country which would conflict with the activities assigned to them under this Contract;

2.3.2. during the term of this Contract, neither the Contractor nor their Subcontractors shall hire public employees in active duty or on any type of leave, to perform any activity under this Contract;

2.3.3. after the termination of this Contract, such other activities as may be specified in the **SCC.**

3. **Insurance to be Taken Out by the Contractor**

3.1. The Contractor(a) shall take out and maintain, and shall cause any Subcontractors to take out and maintain, at its (or the Sub-contractors', as the case may be) own cost but on terms and conditions approved by the Procuring Agency, insurance against the risks, and for the coverage, as shall be specified in the **SCC**; and (b) at the Procuring Agency's request, shall provide evidence to the Procuring Agency showing that such insurance has been taken out and maintained and that the current premiums have been paid.

4. **Contractor's Actions Requiring Procuring Agency's Prior Approval**

4.1. The Contractor shall obtain the Procuring Agency's prior approval in writing before taking any of the following actions:

4.1.1. appointing such members of the Personnel not provided by the Contractor;

4.1.2. changing the Program of activities; and

4.1.3. any other action that may be specified in the **SCC.**

5. **Reporting Obligations**

5.1. The Contractor shall submit to the Procuring Agency the reports and documents in the numbers, and within the periods as prescribed by the Procuring Agency.

6. **Liquidated Damages**

6.1. **Payments of Liquidated Damages**
The Contractor shall pay liquidated damages to the Procuring Agency at the rate per day stated in the **SCC** for each day that the Completion Date is later than the Intended Completion Date. The total amount of liquidated damages shall not exceed the amount defined in the **SCC**. The Procuring Agency may deduct liquidated damages from payments due to the Contractor. Payment of liquidated damages shall not affect the Contractor's liabilities.

6.2. **Correction for Over-payment**
If the Intended Completion Date is extended after liquidated damages have been paid, the Procuring Agency shall correct any overpayment of liquidated damages by the Contractor by adjusting the next payment certificate. The Contractor shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in **SCC.**

6.3. **Lack of performance penalty**
If the Contractor has not corrected a Defect within the time specified in the Procuring Agency's notice, a penalty for Lack of performance will be paid by the Contractor. The amount to be paid will be calculated as a percentage of the cost of having the Defect corrected, assessed as specified in the Contractor

7. **Performance Guarantee**

7.1. Within the time stipulated in the acceptance letter from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in shape and amount **specified in SCC.**

7.2. The proceeds of the Performance Guarantee shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

7.3. The Performance Guarantee shall be denominated in the currency of the Contract, or in a freely convertible currency acceptable to the Procuring agency and shall be in the acceptable form as specified in **SCC**.

7.4. The Performance Guarantee will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless otherwise **specified in SCC.**

8. **Sustainable Procurement**

8.1. The Contractor shall conform to the sustainable procurement contractual provisions, if and as specified in the **SCC.**

D. Contractor's Personnel

1. **Description of Personnel**

1.1. The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Contractor's Key Personnel. The Key Personnel listed by title as well as by name are hereby approved by the Procuring Agency.

2. **Removal and / or Replacement of Personnel**

2.1. Except as the Procuring Agency may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the Contractor, it becomes necessary to replace any of the Key Personnel, the Contractor shall provide as a replacement a person of equivalent or better qualifications.

2.2. If the Procuring Agency finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Contractor shall, at the Procuring Agency's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the Procuring Agency.

2.3. The Contractor shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

E. Obligations of the Procuring Agency

1. **Change in the Applicable Law**

1.1. If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of the Services rendered by the Contractor, then the remuneration and reimbursable expenses otherwise payable to the Contractor under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred in the **SCC.**

2. **Services and Facilities**

2.1. The Procuring Agency shall make available to the Contractor and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described in the Terms of Reference, at the times and in the manner specified in the Terms of Reference.

2.2. In case that such services, facilities and property shall not be made available to the Contractor, the Parties shall agree on (i) any time extension that it may be appropriate to grant to the Contractor for the performance of the Services, (ii) the manner in which the Contractor shall procure any such services, facilities and property from other sources, and (iii) the additional payments, if any, to be made to the Contractor as a result thereof.

F. Payments to the Contractor

1. **Contract Price**

1.1. The price payable shall be in Pakistani Rupees unless otherwise specified in the **SCC**.

2. **Terms and Conditions of Payment**

2.1. Payments will be made to the Contractor according to the payment schedule stated in the **SCC** and as per actual invoice submitted by the Contractor.

2.2. Unless otherwise stated in the **SCC**, the advance payment shall be made against the provision by the Contractor of a bank guarantee for the same amount, and shall be valid for the period stated in the **SCC.** Any other payment shall be made after the conditions listed in the **SCC** for such payment have been met, and the Contractor have submitted an invoice to the Procuring Agency specifying the amount due.

3. **Quality Control Identifying Defects**

3.1. The principle and modalities of Inspection of the Services by the Procuring Agency shall be as indicated in the **SCC.** The Procuring Agency shall check the Contractor's performance and notify him of any Defects that are found. Such checking shall not affect the Contractor's responsibilities. The Procuring Agency may instruct the Contractor to search for a Defect and to uncover and test any service that the Procuring Agency considers may have a Defect. Defect Liability Period is as defined in the **SCC**.

4. **Correction of Defects, and Lack of Performance Penalty**

4.1. The Procuring Agency shall give notice to the contractor of any Defects before the end of the Contract. The Defects liability period shall be extended for as long as Defects remain to be corrected.

4.2. Every time notice a Defect is given; the contractor shall correct the notified Defect within the length of time specified by the Procuring Agency's notice.

4.3. If the contractor has not corrected a Defect within the time specified in the Procuring Agency's notice, the Procuring Agency will assess the cost of having the Defect corrected, the contractor will pay this amount, and a Penalty for Lack of Performance.

5. **Settlement of Disputes Amicable Settlement**

5.1. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation.

6. **Dispute Settlement**

6.1. **Arbitration**
If any dispute of any kind whatsoever shall arise between the procuring agency and the contractor in connection with or arising out of the Contract, including without prejudice to the generality of the foregoing, any question regarding its existence, validity or termination, or the execution of the contract, the parties shall seek to resolve any such dispute or difference by mutual consultation. If the parties fail to resolve such a dispute or difference even after negotiations or mediation, then the dispute shall be referred within fourteen (14) days in writing by either party to the Arbitrator, with a copy to the other party.
Any dispute in respect of which a notice of intention to commence arbitration has been given, in accordance with **GCC sub-clause 32.1**, shall be finally settled by arbitration. Arbitration may be commenced prior to or after completion of the Contract. Arbitration proceedings shall be conducted in accordance with Arbitration Act 1940. Notwithstanding any reference to arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless otherwise agreed. The Procuring Agency shall continue to pay the Contractor any undisputed amounts due under the Contract during the resolution of any dispute.

PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Special Conditions of Contract

SECTION VIII. SPECIAL CONDITIONS OF CONTRACT

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

Number of GC Clause	**Amendments of, and Supplements to, Clauses in the General Conditions of Contract**
	Definitions **The Procuring Agency is:**Federal Directorate of Education. (Federal Directorate of Education),Assistant DirectorRohtas road, G-9/4 Islamabad., Islamabad Capital Territory **The Supplier is:** **The title of the subject procurement is:Procurement of Non Consultancy Services to Establish STEAM Labs/Maker spaces in selected educational institutions of FDE**
GCC 2	**Applicable/Governing Law:** The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan
GCC 3	**Language:** The language of the Contract, all correspondence and communications to be given, and all other documentation to be prepared and supplied under the Contract shall be in **English.**

GCC 4	**Notices:** **The addresses for the notices are:** Procuring Agency: Federal Directorate of Education. (Federal Directorate of Education),Assistant Director Rohtas road, G-9/4 Islamabad., Islamabad Capital Territory +92-331-633-3028 ad.it@fde.gov.pk Contractor/ Bidder: [Name, address and telephone number]. The Contractor/ Bidder's Representative(s) [Name, address, telephone number and e-mail address]
GCC 6.1	**The Authorized Representatives are:** **For the Procuring Agency:** Federal Directorate of Education. (Federal Directorate of Education),Assistant Director Rohtas road, G-9/4 Islamabad., Islamabad Capital Territory +92-331-633-3028 ad.it@fde.gov.pk **For the Bidder:** **Name: ……** **Designation: ……..** **Address: ……..**
GCC 7	**Effectiveness of the contract** The Contractor/Bidder shall be effective within ….. days from the date of signature of the Contract by both parties
GCC 8	**Commencement of Contract:** The Contractor/ Bidder shall provide Non-Consultancy Services from the effective date of contract.

GCC 10.2	**Expiration of Contract:** The time period shall be …….
GCC 14	**Termination** In the event of termination of the contract due to any reason as already defined in the General Conditions of Contract, the Bidder shall be responsible for providing to the Authority the Goods till the time of alternate arrangements.
GCC 16	**Conflict of Interest:** The Procuring Agency reserves the right to determine on a case-by-case basis whether the Bidder should be disqualified from providing goods or services due to a conflict of a nature described in Clause GCC 17**.**
GCC 20	**Liquidated Damages** If the Bidder fails to provide services as required under the contract or in case of any data loss/data breach or any incident compromising the data security or other such failures related to any services, the Bidder shall pay to the Procuring Agency as Liquidated Damages at a rate of **0.20%** to **10.00%**of the Contract value, in accordance with the extent of performance failure & the cost of investigating such incidents as judged by the Authority.
GCC 21	**Performance Guarantee:** The amount of performance guarantee shall be 10.00%of the contract price in acceptable form of Bank Guarantee
GCC 27	**Currency of Payment:** All the payment to be released to the contractor/Bidder shall be in Pakistani Rupees.
GCC 28	**Payment terms:** Payment will be made to the Bidder against the procured Goods and services according to the actual invoice or running bills submitted by the Bidder against the services provided within the time given in the conditions of the contract.

GCC 29	**Identifying Defects:** The Authority reserves the right at any time to inspect the premises of the provider to inspect the goods and monitor the goods being provided. Inspections & Tests Requirements For being Brand New, bearing relevant reference numbers of the equipment (Certificate from supplier) For Physical Fitness having No Damages (Certificate from supplier) For conformance to specifications and performance parameters, through Prior to delivery inspection (Inspection Report by Procurement Committee / Inspection Team) For successful operation at site after complete installation, testing and commissioning of the equipment (Installation, Testing and Commissioning Report by Procurement Committee / Inspection Team) Delivery & Documents Copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount; Copies of the packing list identifying contents of each package; Manufacturer's or Supplier's Valid Warranty Certificate; The above documents would be required even if the equipment has already been imported and is available with the supplier ex-stock

GCC 31	**Following is the guidance for Dispute Resolution**

1. If any dispute of any kind whatsoever shall arise between the Authority and the Bidder in connection with or arising out of the Contract, including without prejudice to the generality of foregoing, any question regarding its existence, validity, termination and the execution of the Contract – whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual diligent negotiations in good faith within 14 (fourteen) days following a notice sent by one Party to the other Party in this regard**.**

2. At future of negotiation the dispute shall be resolved through mediation and mediator shall be appointed with the mutual consent of the both parties**.**

3. At the event of failure of mediation to resolve the dispute relating to this contract such dispute shall finally be resolved through binding Arbitration by sole arbitrator in accordance with Arbitration Act 1940. The arbitrator shall be appointed by mutual consent of the both parties**.** The Arbitration shall take place in Islamabad, Pakistan and proceedings will be conducted in English language.

4. The cost of the mediation and arbitration shall be shared by the parties in equal proportion however the both parties shall bear their own costs and lawyer's fees regarding their own participation in the mediation and arbitration. However, the Arbitrator may make an award of costs upon the conclusion of the arbitration making any party to the dispute liable to pay the costs of another party to the dispute**.**

5. Arbitration proceedings as mentioned in the above clause regarding resolution of disputes may be commenced prior to, during or after completion of the contract.

Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that the Authority shall pay the Bidder any monies due to the Bidder.

Arbitrator's fee:

The fee shall be specified in Pak Rupees, as determined by the Arbitrator, which shall be shared equally by both parties**.**

Appointing Authority for Arbitrator:

By the Mutual Consent or in accordance with the provisions of Arbitration Act, 1940, in case the parties fail to reach a consensus on the name of sole arbitrator, any party may submit an application to the Chief Justice Islamabad High Court for appointment of sole arbitrator. The Chief Justice IHC may appoint a former judge of any High Court or Supreme Court as the sole arbitrator to resolve the dispute between the parties.

Rules of procedure for arbitration proceedings:

Any dispute between the Authority and a Bidder who is a national of the Islamic Republic of Pakistan arising in connection with the present Contract shall be referred to adjudication or arbitration in accordance with the laws of the Islamic Republic of Pakistan including Arbitration Act 1940, however above provision shall prevail in referring the case to the Arbitrator.

Place of Arbitration and Award:

The arbitration shall be conducted in English language and place of arbitration shall be at

Bid Securing Declaration

Form 9: Bid Securing Declaration

Date: *[insert date (as day, month and year)]*

Bid No.:***P11198***

To: **Federal Directorate of Education. (Federal Directorate of Education),Assistant DirectorRohtas road, G-9/4 Islamabad., Islamabad Capital Territory**

We, the undersigned, declare that:

We understand that, according to your conditions, Bids must be supported by a Bid Securing Declaration.

We accept that we will be blacklisted and henceforth cross debarred for participating in respective category of public procurement proceedings for a period of (not more than) six months, if fail to abide with a bid securing declaration, however without indulging in corrupt and fraudulent practices, if we are in breach of our obligation(s) under the Bid conditions, because we:

1. have withdrawn or modified our Bid during the period of Bid Validity specified in the Form of Bid;

2. Disagreement to arithmetical correction made to the Bid price; or

3. having been notified of the acceptance of our Bid by the Procuring Agency during the period of Bid Validity, (i) failure to sign the contract if required by Procuring Agency to do so or (ii) fail or refuse to furnish the Performance Security or to comply with any other condition precedent to signing the contract specified in the Bidding Documents.

We understand this Bid Securing Declaration shall expire if we are not the successful

Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) twenty-eight (28) days after the expiration of our Bid.

Contract Form

SECTION IX: CONTRACT FORMS

THIS AGREEMENT made the _____ day of _____ 20_____ between**Federal Directorate of Education. (Federal Directorate of Education),Assistant DirectorRohtas road, G-9/4 Islamabad., Islamabad Capital Territory**

(hereinafter called "the Procuring Agency") of the one part and *[name of Bidder]* of *[city and country of Bidder]* (hereinafter called "the Bidder") of the other part:

WHEREAS the Procuring Agency invited Bids for provision of goods, viz., **Procurement of Non Consultancy Services to Establish STEAM Labs/Maker spaces in selected educational institutions of FDE (*P11198*)** and has accepted a Bids by the Bidder for the provision of Goods in the sum of *[contract price in words and figures]* (hereinafter called "the Contract Price").

NOW THIS CONTRACT WITNESSETH AS FOLLOWS:

1. In this Contract 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 Contract, In the event of any ambiguity or conflict between the Contract Documents listed below, the order of precedence shall be the order in which the Contract Documents are listed below:-

1. This form of Contract;
2. the Form of Bids and the Price Schedule submitted by the Bidder;
3. the Schedule of Requirements;
4. the Technical Specifications;
5. the Special Conditions of Contract;
6. the General Conditions of the Contract;
7. the Procuring Agency's Letter of Acceptance; and
8. [*add here: any other documents*]

3. In consideration of the payments to be made by the Procuring Agency to the Bidder as hereinafter mentioned, the Bidder hereby covenants with the Procuring Agency to provide the Goods related 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 Bidder in consideration of the provision of Goods 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 Contract 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)

Witness to the signatures of the Procuring Agency:

……

Signed, sealed, delivered by _____the _____ (for the Procuring Agency)

Witness to the signatures of the Bidder: ……

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Integrity Pact

Integrity Pact

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BYTHE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTHRS.10.00 MILLION OR MORE

Contract Number: Contract Value: Contract Title:

Dated:

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

Without limiting the generality of the foregoing [Name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fee 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 consultations fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

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

[Name of Supplier] accepts full responsibility and strict liability for making and false declaration, not making full disclosure, misrepresenting fact 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 GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [Name of Supplier] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten time the sum of any commission, gratification, bribe, finder's fee or kickback given by [Name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.

Performance Guarantee Form

Performance Guarantee Form

To: **Federal Directorate of Education. (Federal Directorate of Education),Assistant DirectorRohtas road, G-9/4 Islamabad., Islamabad Capital Territory**

WHEREAS *[name of Bidder]* (hereinafter called "the Bidder") has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated *[insert date]* for provision of Goods*(*hereinafter called "the Contract").

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

AND WHEREAS we have agreed to give the Bidders guarantee:

THEREFORE, WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Bidder, 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 Bidder 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: *[insert date]*

Signature and seal of the Guarantors

_____

[name of bank or financial institution]

_____

[address]

_____

[date}

Annexure

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Complete Bid Document (Hard form)

Annexture 1 - Complete Bid Document designed by FDE

Upload Document

Document Required

See Form Under Additional Forms and Documents: **Complete Bid Document (Hard form)** (page number: 78)

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Procurement Forms

Past Experience and Completed Contracts

See Form Under Additional Forms and Documents: **Past Experience and Completed Contracts** (page number: 208)

Historical Contract Non-Performance, and Pending Litigation and Litigation History

See Form Under Additional Forms and Documents: **Historical Contract Non-Performance, and Pending Litigation and Litigation History** (page number: 209)

Current Contracts and Their Progress

See Form Under Additional Forms and Documents: **Current Contracts and Their Progress** (page number: 211)

Financial Capacity and Net Worth Evaluation Form

See Form Under Additional Forms and Documents: **Financial Capacity and Net Worth Evaluation Form** (page number: 212)

Average Annual Turnover

For Last 3 Years

See Form Under Additional Forms and Documents: **Average Annual Turnover** (page number: 214)

PUBLIC PROCUREMENT REGULATORY AUTHORITY
(PPRA)
EPADS

Additional Forms and Documents

REQUEST FOR PROPOSAL

"Procurement of Non Consultancy Services to Establish STEAM Labs/Maker spaces in selected educational institutions of FDE"

(Single Stage Two Envelope)

Pre-Bid Meeting: 10:00 a.m. on 18th March, 2026
Last Date for Submission for Proposal: 10:00 a.m. on 25th March, 2026
Opening of Technical Proposal: 10:30 a.m. on 25th March, 2026

Ministry of Federal Education & Professional Training

Director Monitoring and Evaluation
Federal Directorate of Education
Islamabad

www.fde.gov.pk

Feb, 2026

PART I
Section I. Request for Proposal

Federal Directorate of Education, an attached department of Ministry of Federal Education & Professional Training Islamabad invites bids form eligible vendors/firms (Joint venture or consortium) /authorized service providers who are registered with relevant Income Tax, Sales Tax Departments, PPRA-EPADS or other relevant forums and are at Active Taxpayers List of the Federal Board of Revenue for the "Procurement of Non Consultancy Services to Establish STEAM Labs/Maker spaces in selected educational institutions of FDE".

The interested Firms/Vendors are requested to submit sealed bids following "Single Stage-Two Envelope" and QCBS bidding procedure in accordance with the PPRA Rules 36 (b).Bidding documents in soft form, containing detailed terms and conditions can be collected from the office of Director (Monitoring & Evaluation),FDE or downloaded from www.mofept.gov.pk, www.fde.gov.pk or www.eprocure.gov.pk, www.ppra.gov.pk free of cost. The bidding document must be prepared in accordance with the instructions given there in and submitted using PPRA e-Procurement portal-EPADS (**www.eprocure.gov.pk**) on or before 25.03.26 by 1000 hrs. Technical Proposals will be opened using EPADS on the same day at 1030 hrs in the presence of the representative of the firms who may wish to attend in Committee Room, FDE G-9/4, Islamabad. Pre-Bid meeting will be held at address given below on 18.03.2026 at 1000 hrs. Bid security of PKR 1,000,000/-(Pakistani Rupees One Million) in the shape of Pay Order, CDR, or Banker's Cheque, in the name of DDO FDE is to be furnished along with Financial Proposal. FDE will not be responsible for any cost or expense incurred by the bidders in connection with preparation or submission of bids. Bids submitted through EPADS electronically will be accepted and evaluated. However Bidders are requested to submit bidding document in hard form for facilitation of the evaluation process. Original Bid security must be submitted before the closing date and time. Technical Proposals will be opened first; those who will qualify in the technical criteria and specifications will be evaluated financially.

Inam Jahangir
Director (Monitoring and Evaluation), FDE
Chairman Purchase Committee,
Federal Directorate of Education, Mauve Area Rohtas Road G-9/4, Islamabad
Phone: 051-9262850 E.mail : dir.monitoring@fde.gov.pk

Section II

Instructions to educational Service Provider /Consultant/ Service provider s/Bidders

A. General Provisions

1. Definitions	1.1 Definition a) "Affiliate(s)" means an individual or an entity that directly or indirectly controls, is controlled by, or is under common control with the Consultant/ Service provider. b) "Applicable Law" means the laws and any other instruments having the force of law in Pakistan, or in such other country as may be specified in the Data Sheet, as they may be issued and in force from time to time. c) "Consultant/ Service provider" means a legally-established professional consulting firm or an entity that may provide or provides the Services to the Procuring Agency under the Contract. d) "Contract" means a legally binding written agreement signed between the Procuring Agency and the Consultant/ Service provider and includes all the attached documents listed in its Clause 1 (the General Conditions of Contract (GCC), the Special Conditions of Contract (SCC), and the Appendices). e) "Data Sheet" means an integral part of the Instructions to Consultant/ Service provider s (ITC) Section 2 that is used to reflect specific country and assignment conditions to supplement, but not to over-write, the provisions of the ITC. f) "Day" means a calendar day. g) "Experts" means, collectively, Key Experts, Non-Key Experts, or any other personnel of the Consultant/ Service provider, Sub-Consultant/ Service provider or Joint Venture member(s). h) "Joint Venture (JV)" means an association with or without a legal personality distinct from that of its members, of more than one Consultant/ Service provider where one member has the authority to conduct all business for and on behalf of any and all the members of the JV, and where the members of the JV are jointly and severally liable to the Procuring Agency for the performance of the Contract. i) "Key Expert(s)" means an individual professional whose skills, qualifications, knowledge and

	experience are critical to the performance of the Services under the Contract and whose CV is taken into account in the technical evaluation of the Consultant/ Service provider's proposal. j) "ITC" (this Section 2 of the RFP) mean the Instructions to Consultant/ Service provider s that provides the Consultant/ Service provider s with all information needed to prepare their Proposals. k) "LOI" (this Section 1 of the RFP) means the Letter of Invitation being sent by the Procuring Agency to the Consultant/ Service provider s. l) "Non-Key Expert(s)" means an individual professional provided by the Consultant/ Service provider or its Sub-Consultant/ Service provider and who is assigned to perform the Services or any part thereof under the Contract and whose CVs are not evaluated individually. m) "Proposal" means the Technical Proposal and the Financial Proposal of the Consultant/ Service provider . n) "RFP" means the Request for Proposals to be prepared by the Procuring Agency for the selection of Consultant/ Service provider s, based on the SRFP. o) "Services" means the work to be performed by the Consultant/ Service provider pursuant to the Contract. p) "SRFP" means the Standard Request for Proposals, which must be used by the Procuring Agency as the basis for the preparation of the RFP. q) "Sub-Consultant/ Service provider" means an entity to whom the Consultant/ Service provider intends to subcontract any part of the Services while remaining responsible to the Procuring Agency during the performance of the Contract. *r)* "TORs" (this Section 7 of the RFP) means the Terms of Reference that explain the objectives, scope of work, activities, and tasks to be performed, respective responsibilities of the Procuring Agency and the Consultant/ Service provider, and expected results and deliverables of the assignment.
2. Introduction	2.1 The Procuring Agency named in the Data Sheet intends to select a Consultant/ Service provider from those listed in the Letter of Invitation, in accordance with the method of selection specified in the Data Sheet. The eligible Consultant/ Service provider s are invited to submit a Technical Proposal and a

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	Financial Proposal, or a Technical Proposal only, as specified in the Data Sheet, for consulting services required for the assignment named in the Data Sheet. The Proposal will be the basis for negotiating and ultimately signing the Contract with the selected Consultant/ Service provider. 2.2 The Consultant/ Service provider s should familiarize themselves with the local conditions and take them into account in preparing their Proposals; including attending a pre-proposal conference if one is specified in the Data Sheet. Attending any such pre-proposal conference is optional and is at the Consultant/ Service provider s' expense. 2.3 The Procuring Agency will timely provide, at no cost to the Consultant/ Service provider s, the inputs, relevant project data, and reports required for the preparation of the Consultant/ Service provider's Proposal as specified in the Data Sheet.
3. Conflict of Interest	3.1 The Consultant/ Service provider is required to provide professional, objective, and impartial advice, at all times holding the Procuring Agency's interests paramount, strictly avoiding conflicts with other assignments or its own corporate interests, and acting without any consideration for future work. 3.2 The Consultant/ Service provider has an obligation to disclose to the Procuring Agency any situation of actual or potential conflict that impacts its capacity to serve the best interest of its Procuring Agency. Failure to disclose such situations may lead to the disqualification of the Consultant/ Service provider or the termination of its Contract and/or sanctions by the Authority. 3.3 Without limitation on the generality of the foregoing, the Consultant/ Service provider shall not be hired under the circumstances set forth below:
a. Conflicting activities	(i) <u>Conflict between consulting activities and procurement of goods, works or non-consulting services:</u> a firm that has been engaged by the Procuring Agency to provide goods, works, or non-consulting services for a project, or any of its Affiliates, shall be disqualified from providing consulting services resulting from or directly related to those goods, works, or non-consulting services. Conversely, a firm hired to provide consulting services for the preparation or implementation of a

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	project, or any of its Affiliates, shall be disqualified from subsequently providing goods or works or non-consulting services resulting from or directly related to the consulting services for such preparation or implementation.
b. Conflicting assignments	(ii) Conflict among consulting assignments: a Consultant/ Service provider (including its Experts and Sub-Consultant/ Service provider s) or any of its Affiliates shall not be hired for any assignment that, by its nature, may be in conflict with another assignment of the Consultant/ Service provider for the same or for another Procuring Agency.
c. Conflicting relationships	(iii) Relationship with the Procuring Agency's staff: a Consultant/ Service provider (including its Experts and Sub-Consultant/ Service provider s) that has a close business or family relationship with a professional staff of the Procuring Agency, or of a recipient of a part of the financing in case the project is financed by some financing institution) who are directly or indirectly involved in any part of (i) the preparation of the Terms of Reference for the assignment, (ii) the selection process for the Contract, or (iii) the supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Authority throughout the selection process and the execution of the Contract.
4. **Unfair Competitive Advantage**	4.1 Fairness and transparency in the selection process require that the Consultant/ Service provider s or their Affiliates competing for a specific assignment do not derive a competitive advantage from having provided consulting services related to the assignment in question. To that end, the Procuring Agency shall indicate in the Data Sheet and make available to all eligible Consultant/ Service provider s together with this RFP all information that would in that respect give such Consultant/ Service provider any unfair competitive advantage over competing Consultant/ Service provider s.
5. Corrupt and Fraudulent Practices	5.1 The Authority requires compliance with its Regulatory Framework in regard to corrupt and fraudulent practices as set forth in Section 6. 5.2 In further pursuance of this Regulatory Framework,

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	Consultant/ Service provider s shall permit and shall cause their agents (where declared or not), sub-contractors, sub-Consultant/ Service provider s, service providers, suppliers, and personnel, to permit the Procuring Agency to inspect all accounts, records and other documents relating to any short listing process, Proposal submission, and contract performance (in the case of award), and to have them audited by auditors appointed by the Procuring Agency.
6.	6.1 The Procuring Agency permits Consultant/ Service provider s (individuals and firms, including Joint Ventures and their individual members) from all countries to offer consulting services for the project. 6.2 Furthermore, it is the Consultant/ Service provider 's responsibility to ensure that it's Experts, joint venture members, Sub-Consultant/ Service provider s, agents (declared or not), sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements. As an exception to the foregoing Clauses 6.1 and 6.2 above:
a. Sanctions	6.3 A firm or an individual declared blacklisted by the Authority in accordance with the above Clause 5.1 shall be ineligible to participate in the procurement process or to be awarded a contract, during such period of time as the Authority shall determine. The list of debarred firms and individuals is available at the electronic address specified in the **Data Sheet**.
b. Prohibitions	6.4 Firms and individuals of a country or goods manufactured in a country may be ineligible if so indicated in Section 5 (Eligible Countries).
c. Restrictions for public employees	6.5 Government officials and civil servants of Pakistan are not eligible to be included as Experts in the Consultant/ Service provider 's Proposal unless such engagement does not conflict with any employment or other laws, regulations, or policies of the Government of Pakistan, and they (i) are on leave of absence without pay, or have resigned or retired; (ii) are not being hired by the same agency they were working for before going on leave of absence without

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	pay, resigning, or retiring (in case of resignation or retirement, for a period of at least two years, or the period established by statutory provisions applying to civil servants or government employees whichever is longer. Experts who are employed by the government-owned universities, educational or research institutions are not eligible unless they have been full time employees of their institutions for a year or more prior to being included in Consultant/ Service provider 's Proposal.; and (iii) Their hiring would not create a conflict of interest.
B. Preparation of Proposals	
7. General Considerations	7.1 In preparing the Proposal, the Consultant/ Service provider is expected to examine the RFP in detail. Material deficiencies in providing the information requested in the RFP may result in rejection of the Proposal.
8. Cost of Preparation of Proposal	8.1The Consultant/ Service provider shall bear all costs associated with the preparation and submission of its Proposal, and the Procuring Agency shall not be responsible or liable for those costs, regardless of the conduct or outcome of the selection process. The Procuring Agency is not bound to accept any proposal, and reserves the right to annul the selection process in accordance with the procurement regulatory framework at any time prior to Contract award, without thereby incurring any liability to the Consultant/ Service provider .
9. Language	9.1The Proposal, as well as all correspondence and documents relating to the Proposal exchanged between the Consultant/ Service provider and the Procuring Agency shall be written in the language(s) specified in the Data Sheet.
10. **Documents Comprising the Proposal**	10.1 The Proposal shall comprise the documents and forms listed in the **Data Sheet**. If specified in the **Data Sheet**, the Consultant/ Service provider shall include a statement of an undertaking of the Consultant/ Service provider to observe, in competing for

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	and executing a contract, the Procuring Regulatory Framework regarding corrupt and fraudulent practices.
11. Only One Proposal	11.1 The Consultant/ Service provider (including the individual members of any Joint Venture) shall submit only one Proposal, either in its own name or as part of a Joint Venture in another Proposal. If a Consultant/ Service provider, including any Joint Venture member, submits or participates in more than one proposal, all such proposals shall be disqualified and rejected. This does not, however, preclude a Sub-Consultant/ Service provider, or the Consultant/ Service provider's staff from participating as Key Experts and Non-Key Experts in more than one Proposal when circumstances justify and if stated in the **Data Sheet** and subject to regulatory instructions, if any.
12. **Proposal Validity**	12.1Proposals shall remain valid for the period specified in the Data Sheet after the Proposal submission deadline prescribed by the PA. To ensure the validity of proposal, it shall contain bid/proposal security or bid/proposal securing declaration as a complementary bid/proposal securing instrument having the validity twenty-eight days more than the bid/proposal validity period. 12.2 During this period, the Consultant/ Service provider shall maintain its original Proposal without any change, including the availability of the Key Experts, the proposed rates and the total price. 12.3 If it is established that any Key Expert nominated in the Consultant/ Service provider's Proposal was not available at the time of Proposal submission or was included in the Proposal without his/her confirmation, such Proposal shall be disqualified and rejected for further evaluation, and may be subject to blacklisting and debarment in accordance with Clause 5 of this ITC.
a. Extension of Validity Period	12.4 If considered necessary, an extension can be made in case of exceptional circumstances (beyond the control of the procuring agency) after recording the reason(s) in writing. Such extension shall be only once, and the period of the extension should be determined keeping in view of the circumstances under which such extension is deemed to be necessary, however, the same shall not be more than the original bid validity period. The request and the responses shall be made in writing. Moreover,

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	any such extension shall be solicited and procured in advance prior to the expiry of original (or initial) bid validity period. Bid/Proposal Securing Instrument shall also be extended in conformity with the period of extension. 12.5 If the Consultant/ Service provider agrees to extend the validity of its Proposal, it shall be done without any change in the original Proposal and with the confirmation of the availability of the Key Experts. 12.6The Consultant/ Service provider has the right to refuse to extend the validity of its Proposal in which case such Proposal will not be further evaluated.
b. Substitution of Key Experts at Validity Extension	12.7 If any of the Key Experts become unavailable for the extended validity period, the Consultant/ Service provider shall provide a written adequate justification and evidence satisfactory to the Procuring Agency together with the substitution request. In such case, a replacement Key Expert shall have equal or better qualifications and experience than those of the originally proposed Key Expert. The technical evaluation score, however, will remain to be based on the evaluation of the CV of the original Key Expert. 12.8 If the Consultant/ Service provider fails to provide a replacement Key Expert with equal or better qualifications, or if the provided reasons for the replacement or justification are unacceptable to the Procuring Agency, such Proposal will be rejected.
c. Sub-Contracting	12.9 The Consultant/ Service provider shall not subcontract the whole of the Services.
	12.10 The Proposal Securing Declaration is required to protect the Procuring Agency against the risk of Consultant/ Service provider ’s conduct which would warrant the Consultant/ Service provider to face the blacklisting or debarment proceedings in accordance with regulatory framework.
	12.11Any Proposal not accompanied by a Proposal Securing Declaration shall be rejected by the Procuring Agency as non-responsive.
	12.12 The Proposal Securing Declaration of a joint venture must be in the name of the joint venture submitting the

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	Proposal.
	12.13 The successful Consultant/ Service provider 's Proposal Securing Declaration will be discharged upon the signing the contract with the Successful Consultant/ Service provider , and furnishing the performance security.
	12.14 A Consultant/ Service provider shall be suspended from being eligible for tendering in any contract with the Procuring Agency for the period of time indicated in the Proposal Securing Declaration: (a) if the Consultant/ Service provider withdraws its Proposal, except as provided in **ITC 12.6** or (b) in the case of a successful Consultant/ Service provider , if the Consultant/ Service provider fails within the specified time limit to: (i) sign the contract, or (ii) furnish the required performance security
13. Clarification and Amendment of RFP	13.1 The Consultant/ Service provider may request a clarification of any part of the RFP during the period indicated in the **Data Sheet** before the Proposals' submission deadline. Any request for clarification must be sent in writing, or by standard electronic means, to the Procuring Agency's address indicated in the **Data Sheet**. The Procuring Agency will respond in writing, or by standard electronic means, and will send written copies of the response (including an explanation of the query but without identifying its source) to all eligible Consultant/ Service provider s. Should the Procuring Agency deem it necessary to amend the RFP as a result of a clarification or at its own initiative, it shall do so following the procedure described below: i. At any time before the proposal submission deadline, the Procuring Agency may amend the RFP by issuing an amendment in writing or by standard electronic means. The amendment shall be sent to all shortlisted Consultant/ Service provider s and will be binding on them. The shortlisted Consultant/ Service provider s shall acknowledge receipt of all amendments in writing.

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	ii. If the amendment is substantial, the Procuring Agency may extend the proposal submission deadline to give the shortlisted Consultant/ Service provider s reasonable time to take an amendment into account in their Proposals. 13.12 The Consultant/ Service provider who has already submitted the proposal prior to any amendments in the RFP, may submit a modified Proposal or a modification to any part of it based on the respective amendment in the RFP at any time prior to the proposal submission deadline. No modifications to the Technical or Financial Proposal shall be accepted after the deadline.
14. Preparation of Proposals – Specific Considerations	14.1 While preparing the Proposal, the Consultant/ Service provider must give particular attention to the following: i. The Procuring Agency may indicate in the **Data Sheet** the estimated Key Experts' time input (expressed in person-month) or the Procuring Agency's estimated total cost of the assignment, but not both. This estimate is indicative and the Proposal shall be based on the Consultant/ Service provider 's own estimates for the same. ii. If stated in the **Data Sheet**, the Consultant/ Service provider shall include in its Proposal at least the same time input (in the same unit as indicated in the **Data Sheet**) of Key Experts, failing which the Financial Proposal will be adjusted for the purpose of comparison of proposals and decision for award in accordance with the procedure in the **Data Sheet**. iii. For assignments under the Fixed-Budget selection method, the estimated Key Experts' time input is not disclosed. Total available budget, with an indication whether it is inclusive or exclusive of taxes, is given in the **Data Sheet**, and the Financial Proposal shall not exceed this budget.
15. Technical Proposal Format and Content	15.1 The Technical Proposal shall not include any information regarding Financial Proposal. A Technical Proposal containing material financial information shall be declared non-responsive. 15.2 Depending on the nature of the assignment, the Consultant/ Service provider is required to submit a

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	Full Technical Proposal (FTP) as indicated in the **Data Sheet** and using the Standard Forms provided in Section 3 of the RFP.
16. Financial Proposal	16.1 The Financial Proposal shall be prepared using the Standard Forms provided in Section 4 of the RFP. It shall list all costs associated with the assignment, including (a) remuneration for Key Experts and Non-Key Experts, (b) reimbursable expenses indicated in the **Data Sheet**.
a. Taxes	16.2The Consultant/ Service provider and its Sub-Consultant/ Service provider s and Experts are responsible for meeting all tax liabilities arising out of the Contract unless stated otherwise in the Data Sheet. Information on taxes in the Procuring Agency's country is provided in the Data Sheet.
b. Currency of Proposal	16.3The Consultant/ Service provider may express the price for its Services in the currency or currencies as stated in the Data Sheet. If indicated in the Data Sheet, the portion of the price representing local cost shall be stated in the national currency.
c. Currency of Payment	16.4Payment under the Contract shall be made in the currency or currencies in which the payment is requested in the Proposal.
C. Submission, Opening and Evaluation	
17. Submission, Sealing, and Marking of Proposals	17.1 The Consultant/ Service provider shall submit a signed and complete Proposal comprising the documents and forms in accordance with Clause 10 (Documents Comprising Proposal). The submission can be done by mail or by hand. If specified in the **Data Sheet**, the Consultant/ Service provider has the option of submitting its Proposals electronically. 17.2 An authorized representative of the Consultant/ Service provider shall sign the original submission letters in the required format for both the Technical Proposal and, if applicable, the Financial Proposal and shall initial all pages of both. The authorization shall be in the form of a written power of attorney attached to the Technical Proposal. 17.2.1 A Proposal submitted by a Joint Venture

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	shall be signed by all members so as to be legally binding on all members, or by an authorized representative who has a written power of attorney signed by each member's authorized representative. 17.3 Any modifications, revisions, interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the Proposal. 17.4 The signed Proposal shall be marked "ORIGINAL", and its copies marked "COPY" as appropriate. The number of copies is indicated in the **Data Sheet**. All copies shall be made from the signed original. If there are discrepancies between the original and the copies, the original shall prevail. The original and all the copies of the Technical Proposal shall be placed inside of a sealed envelope clearly marked "**TECHNICAL PROPOSAL**", "Procurement of Non Consultant Service Provider for Provision of 30 Monitoring and valuation Assistants with Motorbikes, Tablets equipped with Android-based App & Relevant Software for Real time Monitoring Data Collection & Reporting on FDE Educational Institutions **"**, reference number, name and address of the Consultant/ Service provider, and with a warning "**DO NOT OPEN UNTIL 15TH MARCH, 1030HRS** ." 17.5 Similarly, the original Financial Proposal (if required for the applicable selection method) shall be placed inside of a sealed envelope clearly marked "**FINANCIAL PROPOSAL**" followed by the name of the assignment, reference number, name and address of the Consultant/ Service provider , and with a warning "**DO NOT OPEN WITH THE TECHNICAL PROPOSAL**." 17.6 The sealed envelopes containing the Technical and Financial Proposals shall be placed into one outer envelope and sealed. This outer envelope shall bear the submission address, RFP reference number, the name of the assignment, Consultant/ Service provider's name and the address, and shall be clearly marked "**DO NOT OPEN BEFORE 15TH MARCH** ,2026 AT **1030 HRS** ". 17.7 If the envelopes and packages with the Proposal are not sealed and marked as required, the Procuring Agency will assume no responsibility for the misplacement, loss, or premature opening of the

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Withdrawal of bids	Proposal. 17.8 The Proposal or its modifications must be sent to the address indicated in the **Data Sheet** and received by the Procuring Agency no later than the deadline indicated in the **Data Sheet**, or any extension to this deadline. Any Proposal or its modification received by the Procuring Agency after the deadline shall be declared late and rejected, and promptly returned unopened. 17.9 A Consultant/ Service provider may withdraw its Proposal after it has been submitted, provided that written notice of the withdrawal of the Proposal is received by the Procuring Agency prior to the deadline for submission of Proposal. 17.10 Revised Proposal may be submitted after the withdrawal of the original Proposal. 17.11 First, envelopes marked "WITHDRAWAL" shall be opened and read out and the envelope with the corresponding bid shall not be opened, but returned to the Bidder. No bid withdrawal shall be permitted unless the corresponding Withdrawal Notice contains a valid authorization to request the withdrawal and is read out at bid opening.
18. Confidentiality	18.1 From the time the Proposals are opened to the time the Evaluation Report is published, the Consultant/ Service provider should not contact the Procurement Evaluation Committee of the Procuring Agency on any matter related to its Technical and/or Financial Proposal. Information relating to the evaluation of Proposals shall not be disclosed to the Consultant/ Service provider s who submitted the Proposals or to any other party not officially concerned with the process, until the publication of the Evaluation Report. 18.2 Any attempt by Consultant/ Service provider s or anyone on behalf of the Consultant/ Service provider to influence improperly the Procuring Agency in the evaluation of the Proposals may result in the rejection of its Proposal, and may be subject to the application of prevailing blacklisting procedures. 18.3 Notwithstanding the above provisions, from the time of the Proposals' opening to the time of publication

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	of evaluation report, if a Consultant/ Service provider wishes to contact the Procurement Evaluation Committee or the Procuring Agency on any matter related to the selection process, it should do so only in writing.
19. Opening of Proposal (Technical Proposals)	19.1 The Procuring Agency will open all Proposals, in public, in the presence of Consultant/ Service provider' or their representatives who choose to attend, and other parties with a legitimate interest in the Proposal proceedings at the place, on the date and at the time, specified in the **BDS**. The Consultant/ Service provider' representatives present shall sign a register as proof of their attendance. 19.2 First, envelopes marked "WITHDRAWAL" shall be opened and read out and the envelope with the corresponding Proposal shall not be opened, but returned to the Consultant/Service provider. No Proposal withdrawal shall be permitted unless the corresponding Withdrawal Notice contains a valid authorization to request the withdrawal and is read out at bid opening. 19.3 Second, outer envelopes marked "SUBSTITUTION" shall be opened. The inner envelopes containing the Substitution Proposal shall be exchanged for the corresponding Original Proposal being substituted, which is to be returned to the Consultant/ Service provider unopened. No envelope shall be substituted unless the corresponding Substitution Notice contains a valid authorization to request the substitution and is read out and recorded at bid opening. 19.4 Next, outer envelopes marked "MODIFICATION" shall be opened. No Technical Proposal and/or Financial Proposal shall be modified unless the corresponding Modification Notice contains a valid authorization to request the modification and is read out and recorded at the opening of the Proposal. Any Modification shall be read out along with the Original Proposal except in case of Single Stage Two Envelope Procedure where only the Technical Proposal, both Original as well as Modification, are to be opened, read out, and recorded at the opening. Financial Proposal, both Original and Modification, will remain unopened till the prescribed financial Proposal opening date. 19.5 The Procuring Agency's evaluation committee shall conduct the opening of the Technical Proposals in the

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	presence of the Proposer Consultant/Service provider s' authorized representatives who choose to attend (in person, or online if this option is offered in the **Data Sheet**). The opening date, time and the address are stated in the **Data Sheet**. The envelopes with the Financial Proposal shall remain sealed until they are opened in accordance with Clause 23 of the ITC. 19.6 At the opening of the Technical Proposals the following shall be read out: (i) the name and the country of the Consultant/Service provider or, in case of a Joint Venture, the name of the Joint Venture, the name of the lead member and the names and the countries of all members; (ii) the presence or absence of a duly sealed envelope with the Financial Proposal; (iii) any modifications to the Proposal submitted prior to proposal submission deadline; and (iv) any other information deemed appropriate or as indicated in the **Data Sheet**.
20. Proposals Evaluation	20.1 Subject to provision of Clause 15.1 of the ITC, the evaluators of the Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded. 20.2 The Consultant/Service provider is not permitted to alter or modify its Proposal in any way after the proposal submission deadline. While evaluating the Proposals, the Procuring Agency will conduct the evaluation solely on the basis of the submitted Technical and Financial Proposals.
21. Evaluation of Technical Proposals	21.1 The Procuring Agency's evaluation committee shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference and the RFP, applying the evaluation criteria, sub-criteria, and point system specified in the **Data Sheet**. Each responsive Proposal will be given a technical score. A Proposal shall be rejected at this stage if it does not respond to important aspects of the RFP or if it fails to achieve the minimum technical score indicated in the **Data Sheet**.
22. Financial Proposals for QCBS	N/A
23. Public Opening of	23.1 After the technical evaluation is completed, the Procuring Agency shall issue the Technical Evaluation

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Financial Proposals (for QCBS, FBS, and LCS methods)	Report containing all the information regarding responsiveness or non-responsiveness of the Consultant/Service provider along with the technical scores. The Financial Proposals of non-responsive Consultant/Service provider s will be returned unopened after completing the selection process and Contract signing. The Procuring shall notify in writing those Consultant/Service provider s that have achieved the minimum overall technical score and inform them of the date, time and location for the opening of the Financial Proposals. The opening date should allow the Consultant/Service provider s sufficient time to make arrangements for attending the opening. The Consultant/Service provider's attendance at the opening of the Financial Proposals (in person, or online if such option is indicated in the **Data Sheet**) is optional and is at the Consultant/ Service provider's choice. 23.2 The Financial Proposals shall be opened by the Procuring Agency's evaluation committee in the presence of the representatives of that Consultant/Service provider s whose proposals have passed the minimum technical score. At the opening, the names of the Consultant/Service provider, and the overall technical scores, including the break-down by criterion, shall be read aloud. The Financial Proposals will then be inspected to confirm that they have remained sealed and unopened. These Financial Proposals shall be then opened, and the total prices read aloud and recorded. Copies of the record shall be sent to all Consultant/Service providers who submitted Proposals.
24. Correction of Errors	24.1 Activities and items described in the Technical Proposal but not priced in the Financial Proposal, shall be assumed to be included in the prices of other activities or items, and no corrections are made to the Financial Proposal.
a. Time-Based Contracts	24.1.1 If a Time-Based contract form is included in the RFP, the Procuring Agency's evaluation committee will (a) correct any computational or arithmetical errors, and (b) adjust the prices if they fail to reflect all inputs included for the respective activities or items in the Technical Proposal. In case of discrepancy between (i) a partial amount (sub-total) and the total amount, or (ii) between the amount derived by multiplication of unit price with

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	quantity and the total price, or (iii) between words and figures, the former will prevail. In case of discrepancy between the Technical and Financial Proposals in indicating quantities of input, the Technical Proposal prevails and the Procuring Agency's evaluation committee shall correct the quantification indicated in the Financial Proposal so as to make it consistent with that indicated in the Technical Proposal, apply the relevant unit price included in the Financial Proposal to the corrected quantity, and correct the total Proposal cost.
25. Taxes	25.1 The Procuring Agency's evaluation of the Consultant/Service provider Financial Proposal shall exclude taxes and duties in the in accordance with the instructions in the **Data Sheet**.
26. Conversion to Single Currency	26.1 For the evaluation purposes, prices shall be converted to a single currency using the selling rates of exchange, source and date indicated in the **Data Sheet**.
27. Combined Quality and Cost Evaluation	
a. Quality- and Cost-Based Selection (QCBS)	27.1 For QCBS, the total score is calculated by weighting the technical and financial scores and adding them as per the formula and instructions in the Data Sheet. The Consultant/Service provider achieving the highest combined technical and financial score will be invited for negotiations.
b. Fixed-Budget Selection (FBS)	N/A
Least-Cost Selection	N/A
D. Negotiations and Award	
28. **Negotiations**	28.1 The negotiations will be held at the date and address indicated in the **Data Sheet** with the Consultant/Provider 's representative(s) who must have written power of attorney to negotiate and sign a Contract on behalf of the Consultant/ Service provider .

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	28.2 The Procuring Agency shall prepare minutes of negotiations that are signed by the Procuring Agency and the Consultant/Service provider's authorized representative.
a. Availability of Key Experts	28.3 The invited Consultant/ Service provider shall confirm the availability of all Key Experts included in the Proposal as a pre-requisite to the negotiations, or, if applicable, a replacement in accordance with Clause 12 of the ITC. Failure to confirm the Key Experts' availability may result in the rejection of the Consultant/Service provider's Proposal and the Procuring Agency proceeding to negotiate the Contract with the next-ranked Consultant/Service provider. 28.4 Notwithstanding the above, the substitution of Key Experts at the negotiations may be considered if due solely to circumstances outside the reasonable control of and not foreseeable by the Consultant/Service provider, including but not limited to death or medical incapacity. In such case, the Consultant/Service provider shall offer a substitute Key Expert within the period of time specified in the letter of invitation to negotiate the Contract, who shall have equivalent or better qualifications and experience than the original candidate.
b. Technical negotiations	28.5 The negotiations include discussions of the Terms of Reference (TORs), the proposed methodology, the Procuring Agency's inputs, the special conditions of the Contract, and finalizing the "Description of Services" part of the Contract. These discussions shall not alter the original scope of services under the TORs or the terms of the contract, lest the quality of the final product, its price, or the relevance of the initial evaluation be affected.
c. Financial Negotiations	28.6 There shall be no financial negotiations, however, it may include only the clarification of the Consultant/Service provider's tax liability and how it should be reflected in the Contract.
29. Conclusion	29.1 The negotiations are concluded with a review of

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of Negotiations	the finalized draft Contract, which then shall be initialed by the Procuring Agency and the Consultant/ Service provider's authorized representative. 29.2 If the negotiations fail, the Procuring Agency shall inform the Consultant/Service provider in writing of all pending issues and disagreements and provide a final opportunity to the Consultant/Service provider to respond. If disagreement persists, the Procuring Agency shall terminate the negotiations informing the Consultant/Service provider of the reasons for doing so; and the Procuring Agency will invite the next-ranked Consultant/Service provider to negotiate a Contract. Once the Procuring Agency commences negotiations with the next-ranked Consultant/Service provider, the Procuring Agency shall not reopen the earlier negotiations.
30. Award of Contract	30. Subject to ITC 29, the Procuring Agency will award the Contract to the Consultant/Service provider whose Proposal has been determined to be substantially responsive to the RFP Documents and who has been declared as Most Advantageous Consultant/Service provider , provided that such Consultant/Service provider has been determined to be: a) eligible in accordance with the provisions of ITC 6; b) is determined to be qualified to perform the Contract satisfactorily; and c) Successful negotiations have been concluded, if any.
31. Grievance Redressal Mechanism	31.1 Procuring agency shall constitute a Grievance Redressal Committee (GRC) comprising of odd number of person with proper power and authorization to address the complaint. The GRC shall not have any of the members of Procurement Evaluation Committee. The committee must have one subject specialist depending the nature of the procurement. 31.2 Any party can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the prequalification or bidding documents found contrary to provision of

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	Procurement Regulatory Framework, and the same shall be addressed by the GRC well before the bid submission deadline. 31.3 Any Bidder feeling aggrieved by any act of the procuring agency after the submission of his bid may lodge a written complaint concerning his grievances not later than seven of the announcement of technical evaluation report and five days after issuance of final evaluation report. 31.4 In case, the complaint is filed against the technical evaluation report, the GRC shall suspend the procurement proceedings. 31.5 In case, the complaint is filed after the issuance of the final evaluation report, the complainant cannot raise any objection on technical evaluation of the report: Provided that the complainant may raise the objection on any part of the final evaluation report in case where single stage one envelop bidding procedure is adopted. 31.6 The GRC, in both the cases shall investigate and decide upon the complaint within ten days of its receipt. 31.7 Any bidder or the procuring agency not satisfied with the decision of the GRC may file Appeal before the Appellate Committee of the Authority on prescribed format after depositing the fee as prescribed in “Redressal of Grievance Regulations, 2021”. 31.8 The Committee, upon receipt of the Appeal against the decision of the GRC complete in all respect shall serve notices in writing upon all the parties to Appeal. 31.9 The committee shall call the record from the concerned procuring agency or the GRC as the case may be, and the same shall be provided within prescribed time. 31.10 The committee may after examination of the relevant record and hearing all the concerned parties, shall decide the complaint within fifteen

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	(15) days of receipt of the Appeal. 31.11 The decision of the Committee shall be in writing and shall be signed by the Head and each Member of the Committee. The decision of the committee shall be final.
32. Mechanism of Blacklisting	32.1 The Procuring Agency shall bar for not more than the time prescribed in Rule-19 of the Public Procurement Rules, 2004, from participating in their respective procurement proceedings, bidder or contractor who either: i. Involved in corrupt and fraudulent practices as defined in Rule-2 of Public Procurement Rules; ii. Fails to perform his contractual obligations; and Fails to iii. abide by the id securing declaration; 32.2 The show cause notice shall contain: (a) precise allegation, against the bidder or contractor; (b) the maximum period for which the Procuring Agency proposes to debar the bidder or contractor from participating in any public procurement of the Procuring Agency; and (c) the statement, if needed, about the intention of the Procuring Agency to make a request to the Authority for debarring the bidder or contractor from participating in public procurements of all the procuring agencies. 32.3 The procuring agency shall give minimum of seven days to the bidder or contractor for submission of written reply of the show cause notice 32.4 In case, the bidder or contractor fails to submit written reply within the requisite time, the Procuring Agency may issue notice for personal hearing to the bidder or contractor/ authorize representative of the bidder or contractor and the procuring agency shall decide the matter on the basis of available record and personal hearing, if availed. 32.5 In case the bidder or contractor submits written

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	reply of the show cause notice, the Procuring Agency may decide to file the matter or direct issuance of a notice to the bidder or contractor for personal hearing. 32.6 The Procuring Agency shall give minimum of seven days to the bidder or contractor for appearance before the specified officer of the Procuring Agency for personal hearing. The specified officer shall decide the matter on the basis of the available record and personal hearing of the bidder or contractor, if availed. 32.7 The procuring Agency shall decide the matter within fifteen days from the date of personal hearing unless the personal hearing is adjourned to a next date and in such an eventuality, the period of personal hearing shall be reckoned from the last date of personal hearing. 32.8 The Procuring Agency shall communicate to the bidder or contractor the order of debarring the bidder or contractor from participating in any public procurement with a statement that the bidder or contractor may, within thirty days, prefer a representation against the order before the Authority. 32.9 Such blacklisting or barring action shall be communicated by the procuring agency to the Authority and respective bidder or bidders in the form of decision containing the grounds for such action. The same shall be publicized by the Authority after examining the record whether the procedure defined in blacklisting and debarment mechanism has been adhered to by the procuring agency. 32.10 The bidder may file the review petition before the Review Petition Committee Authority within thirty days of communication of such blacklisting or barring action after depositing the prescribed fee and in accordance with “Procedure of filing and disposal of review petition under Rule-19(3) Regulations, 2021”. The Committee shall evaluate

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	the case and decide within ninety days of filing of review petition. 32.11 The committee shall serve a notice in writing upon all respondent of the review petition. The notices shall be accompanied by the copies of review petition and all attached documents of the review petition including the decision of the procuring agency. The parties may file written statements along with essential documents in support of their contentions. The Committee may pass such order on the representation may deem fit. 32.12 The Authority on the basis of decision made by the committee either may debar a bidder or contractor from participating in any public procurement process of all or some of the procuring agencies for such period as the deemed appropriate or acquit the bidder from the allegations. The decision of the Authority shall be final.

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Section III. Proposal Data Sheet

A. General	
ITC Clause Reference	
2.1	Name of the Procuring Agency: M/o FE&PT/FDE, Islamabad Method of selection: QCBS
2.2	Financial Proposal is to be submitted in separate envelope as per the Single Stage Two Envelop Bidding Procedure The name of the assignment is: "Procurement of Non Consultancy Services to Establish STEAM Labs/Maker spaces in selected educational institutions of FDE"
2.3	A pre-proposal conference/meeting will be held: Yes √_____ or No ____ Date of pre-proposal conference/meeting/Pre-Bid Meeting: 10:00 a.m. on 5th **MARCH** , 2026 in the Room 501 5th floor officer of Director M&E, Federal Directorate of Education, Rohtas Road, G-9/4 Islamabad Ph No:051-9262850 E-mail dir.monitoring@fde.gov.pk
2.4	Investing in STEAM Maker spaces aligns with global education trends and national policy imperatives. It addresses learning inequities, strengthens academic and socio-emotional outcomes, and builds capacities that are essential for future employment, innovation, and sustainable community development. The initiative not only furthers quality education goals but also nurtures a generation equipped for technological, economic, and societal transformation. The Federal Directorate of Education, Islamabad aims to establish state-of-the-art STEAM (Science, Technology, Engineering, Arts, and Mathematics) Labs Maker Spaces and implement STEAM program in 2 Girls and 2 Boys schools in rural areas under the Federal Directorate of Education (FDE) of ICT. This initiative is designed to transform traditional educational environments into dynamic, interactive spaces where students can engage in experiential learning. By integrating cutting-edge technology and modern pedagogical approaches, the program aims to nurture creativity, enhance critical thinking, and

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develop robust problem-solving skills among students.

International Perspective

Education systems globally are shifting from rote learning to active, inquiry-based, and project-based learning to prepare students for complex 21st-century challenges. Major frameworks such as UNESCO Futures of Education and OECD policy goals emphasize critical thinking, creativity, digital literacy, and problem-solving as core competencies .Countries with advanced STEAM ecosystems (e.g., Finland, Singapore, USA) have embedded Makers paces/Innovation Labs in school curricula to nurture innovation and workforce readiness. The rise of Industry 4.0 and global competitiveness has accelerated demand for skills in computational thinking, design thinking, robotics, and engineering fundamentals.

National Perspective

Pakistan's Educational landscape is changing and calls for 21st-century learning skills, ICT integration, and creative pedagogies. Federal reforms aim to reduce learning poverty and promote science and technology education. Despite curricular reforms, many rural schools important technical infrastructure and experiential learning environments critical for meaningful STEAM engagement. There is a growing recognition within Federal Directorate of Education (FDE) and Ministry of Federal Education and Professional Training that learning ecosystems must evolve beyond traditional lecture models to meet future socio-economic needs.

Need Analysis

1. International Drivers

- Skill Gap: Global reports indicate a mismatch between school outcomes and workforce demands in STEM fields.
- Equity Imperative: International benchmarks show underserved communities lag without access to hands-on tech and design resources.
- Innovation Economy: Competitive advantage is increasingly linked to a population's capacity for innovation, adaptability, and cross-domain collaboration.

2. National/Contextual Drivers (Rural/Urban Islamabad & Pakistan)

- Resource Disparities: Rural schools lag in access to labs, tech

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tools, and trained facilitators compared with urban counterparts.

- Pedagogical Gap: Traditional instruction remains dominant, limiting student engagement with practical and contextual problem solving.
- Future Jobs: Pakistan's young demographic requires skills aligned with digital transformation, entrepreneurship, and localized innovation.
- Teacher Capacity: Teachers require structured support and environments that enable facilitation of experiential learning.
- Policy Alignment: There is a policy mandate to strengthen STEAM education, digital literacy, and inclusive education, which STEAM Maker spaces can operationalize.

Objectives

I. Establish **STEAM Labs** in Selected Schools of Federal Directorate of Education (FDE) schools in Islamabad, each equipped with necessary hardware listed below and the infrastructure to support a wide range of STEAM activities.

II. Implement a comprehensive STEAM program / curriculum tailored for students of Primary, Middle and Secondary levels that integrates hands-on, project-based learning experiences to ensure that students not only grasp theoretical concepts but also understand their practical applications.

III. Address the existing gaps in hands-on practical knowledge by providing students with the tools, resources, and guidance needed to conduct experiments, build projects, and engage in activities that reinforce their understanding of STEAM subjects.

IV. Contribute to the development of a knowledge-based economy by equipping students' with practical skills in STEAM fields. This will lay a strong foundation for their future involvement in areas central to the industry 5.0 skills, such as robotics, artificial intelligence, and biotechnology. Equip students in primary, middle and secondary level with essential STEAM skills, giving them a deeper understanding of the practical aspects of STEAM like Astronomy, Electronics, Robotics, Space Tech, Game Development, Design & Arts, IoT, Mathematics, Arduino Use and Digital Literacy etc. This will help them develop the critical thinking and

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	problem-solving abilities needed for success in these fields. V. Target approximately 800 students per lab (40 Students x 4 Classes per Day x 5 Days a Week) through this program. The duration of class would be at least one hour. The program will provide these students with a solid foundation in STEAM education, preparing them for advanced studies and careers in these fields. All students enrolled in the STEAM program will develop in a group of a STEAM product as an output under any category of the STEAM program. The selected school will act as a STEAM hub for 5 nearby schools. VI. Enable students to participate in STEAM fairs, competitions, and/or workshops to show case student projects. VII. Enable students to work on real-world projects that require collaboration, creativity, and innovation. Establish a model that can be sustained and scaled to other regions, ensuring long-term impact. VIII. The project is expected to supplement the existing STEM/STEAM initiatives in FDE schools and will be providing dedicated resources at school level to ensure world-class STEAM learning experience. IX. Enhance Learning Equity: Provide all students—especially in rural settings—access to hands-on, technology-rich learning environments. X. Develop 21st-Century Skills: Foster critical thinking, creativity, collaboration, communication, and computational literacy. XI. Strengthen Curriculum Integration: Embed STEAM/Maker-space activities into existing science, mathematics, ICT, and arts curricula for meaningful application. XII. Promote Experiential & Project-Based Learning: Shift learning from passive reception to active design-build-test cycles, mirroring real-world problem solving. XIII. Build Teacher Expertise: Train educators in facilitation of inquiry-driven learning, tool usage, and project mentorship.

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	XIV. Support Local Innovation: Enable students to identify and address community-relevant challenges through prototyping and iterative design. XV. Facilitate Global Competitiveness: Prepare learners to participate in global STEAM challenges, competitions, and collaborative networks. XVI. Encourage Entrepreneurship Mindset: Cultivate attitudes toward innovation, resilience, opportunity recognition, and value creation. The STEAM Labs/Maker-spaces will serve as incubators for innovation, providing students with the tools and resources to actively explore and engage in Interdisciplinary learning. Through hands-on, project based activities, students will have the opportunity to apply theoretical knowledge in practical scenarios, thereby deepening their understanding and fostering a passion for STEAM fields. The labs will be equipped with advanced technology and educational kits covering diverse areas such as Electronics, Robotics, Space Technology, Game Development, and more, ensuring that students gain a comprehensive exposure to emerging fields. It will create an environment of enhancing academic knowledge and equip students with the competencies and confidence to navigate and contribute to a rapidly evolving technological landscape. By cultivating a generation of thinkers, creators, and innovators, the initiative will prepare students to meet the challenges of the future, making them not only learners but also contributors to the advancement of society.
4.1	Bidding documents can also be downloaded from www.mofept.gov.pk, www.fde.gov.pk or **www.eprocure.gov.pk**, www.ppra.gov.pk free of cost.
6.3.1	**A list of debarred firms and individuals is available at the PPRA website***:* https://ppra.org.pk/
B. Preparation of Proposals	
9.1	The **language of the Bid** is ***["English"].*** All correspondence shall be in [**English**] The language for translation of supporting documents and printed literature is *[English/Urdu].*
10.1	**The Proposal shall comprise the following**:

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	TECHNICAL PROPOSAL **1st Inner Envelope with the Technical Proposal:** (1) Power of Attorney to sign the Proposal (2) TECH-1 (3) TECH-2 (4) TECH-3 (5) TECH-4 (6) TECH-5 **Financial Proposal (if applicable):** (1) FIN-1 (2) FIN-2 Appendix A: Terms of Reference Appendix B: Key Experts Appendix C: Cost Estimates Appendix D: Performance Guarantee Appendix E: Integrity Pact
10.2	**Statement of Undertaking is required** Yes__√_____, or No _____ *[If Yes, make sure to include paragraph (e) in Form TECH-1]*
11.1	**Participation of Sub-Consultant/ Service provider s, Key Experts and Non-Key Experts in more than one Proposal is permissible** Yes _____ or No_____√___
12.1	**Proposals shall be valid until** *[90 Days]*
13.1	**Clarifications may be requested not later than** [03] **days prior to the submission deadline.** **Director (M&E) FDE /Chairman Purchase Committee,** **Federal Directorate of Education, Mauvee Road G-9/4,** **Islamabad** **Phone: 051-9262850 E.mail : dir.monitoring@fde.gov.pk**
15.2	The format of the Technical Proposal to be submitted is: FTP ___√____ or STP _____ *[check the applicable format]* Submission of the Technical Proposal in a wrong format may lead to the Proposal being deemed non-responsive to the RFP requirements.

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16.1	***The rate must be quoted both with taxes and with inclusive of all taxes***
16.2	**A price adjustment provision applies to remuneration rates:** Yes _____ or No ___√_____ N/A
16.3	**All Govt. Taxes are applicable as per Existing provision of laws.**
16.4	**The Financial Proposal shall be stated in the following currencies: PKR** **The Financial Proposal should state local costs in the Procuring Agency's country currency (local currency):** Yes__√___ or No_____.
C. Submission, Opening and Evaluation	
17.1	**The Consultant/ Service provider s shall have to submit the proposal thorough EPADS and is requested to submit in Hard format for facilitation in evaluation process and for Original Bid Security, Declaration on Judicial Papers)**
17.4	**The Consultant/ Service provider requested to submit in hard form for facilitation of evaluation process:** (a) **Technical Proposal:** one (1) original (b) **Financial Proposal:** one (1) original.
17.7 and 17.9	**The Proposals must be submitted through EPADS before or no later than:** Last Date for Submission for Proposal: 1000 Hrs on 13.03.26 _____ The Proposal Must Bear on Sealed Envelope that Do Not Open Before 13.3.26 **The Proposal submission address is: Inam Jahangir Director (Monitoring and Evaluation) FDE /Chairman Purchase Committee, Federal Directorate of Education, Mauve Area Road G-9/4, Islamabad**
19.4	**The opening shall take place at:** Opening of Technical Proposal: 10:30 a.m. on 13th March , 2026
19.5	**In addition, the following information will be read aloud at the opening of the Technical Proposals: N/A**

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21.1	**Mandatory Eligibility Criteria:**

Sr. No.	Mandatory Eligibility Criteria Checklist
(i)	Certificate of Incorporation or Registration with relevant Government bodies or equivalent copy attached (i.e. SECP, KPRA,SPRA,PPRA etc)
(ii)	NTN/FTN Certificate (for public sector entity), (whichever is applicable) copy attached / Tax Exemption (copy of certificate attached)
(iii)	Proof of Registration with FBR (GST/ST Registration Certificate attached)
(iv)	Original affidavit (not older than one month) on minimum of PKR 100 Judicial Paper stating that the Bidder is not insolvent, bankrupt and is not blacklisted or debarred by PPRA, Government, Semi-Government, Private, Autonomous body or any other national or international organization.
(v)	Original affidavit (not older than one month) on minimum of PKR 100 Judicial Paper stating that the bidder is on active tax payers List and has submitted its tax return for the preceding fiscal year. Tax payer list serial number (downloadable from FBR's website) is also to be mentioned (if applicable).
(vi)	In Case of JV Have provided Agreement on Judicial Paper of appropriate value between the JV declaring one as Lead Partners and share of profit disbursement duly signed by both partners.
(vii)	Have submitted Technical and Financial Proposal E-PADS. Bidders are to make sure that Financial Proposal is not part of the Technical Proposal in any form
(viii)	Have Attached Bid Security @ Rs 1,000,000/- in the shape of Pay Order / Demand Draft / CDR in favour of DDO, Federal Directorate of Education to be provided in original with Technical proposal
(ix)	Has an average Annual turnover of minimum Rs 10 million or more for last three years and in case of (Joint Venture the Joint average turnover will be taken .

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(x)	Integrity Pact Duly Signed is attached May on Judicial Paper or paper but al contract stage Original Integrity Pact be submitted on Judicial Paper

Firms that do not fulfill the mandatory eligibility criteria will be declared as non-responsive and will be rejected

Evaluation of Technical Proposals

The Technical Proposal will carry 70% weightage towards the total score, to determine the most advantageous bid. The criteria and point system for the evaluation of Technical Proposals shall be as under**:**

Evaluation Category	**Details**	**Max Marks 70**
A. Organizational Profile & Relevant Experience	Minimum 3 years' experience in Implementing STEAM Based projects over Rs 10 Million or More Nationally or Internationally (Provision of STEAM Kits , Working in STEAM Pedagogy, STEAM based Content Development, Project Execution,).(3 Mark for Each Year Max =15)Work Order and Completion Certificate to be Attached.	15
	Experience Establishing STEAM Based Labs at any Level with Government/semi Govt/ Autonomous bodies. (2 Mark =one project, Max 10) Work Order and Completion Certificate to be Attached.	10
B. Methodology, Work Plan & Service Delivery Model	Understanding TORs, Approach and Presenting Implementation Methodology with clarity in visualizing Lab Design and suiting furniture (Presentation in person and provision of hard form with RFP)	15
C. HR profile	Project Coordinator/Lead /Manager BS in Electrical/Electronics/Mechanical/CS/CE/SE/IT Engineering	3

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	with Experience in STEAM / Ed-Tech projects) minimum 3 Year Relevant Experience	
	Technical Experts BS Electrical/Electronics/Mechanical/CS/CE/SE/IT Engineering with Experience in STEAM / Ed-Tech projects Robotics, IoT, software, 3D printing minimum 3 Year Relevant Experience	3
D. Experience in teacher capacity building	Ability to Train and provide Support (Availability of Master Trainers, Evidence of Training Content /Module be attached)	2
E. Financial & Operational Capacity	Financial stability (last three years audited reports with average annual Turnover of 10 Millions).	6
	Working Capital over 5 Million for last three years)	6
F. Expertise in STEAM Content Development	Evidence of Developing STEAM Based Work Books, Lesson Plans, Manuals at any Levels amongst Primary, Middle, Secondary or Higher Secondary Grades according to International STEAM Framework. (Proof of Manuals/Guides/Planners be submitted) 1 complete class/grade =1 Max=10 Marks	10

The technical evaluation will be conducted according to the criteria specified, with a minimum qualifying threshold / score of 45.5 Marks (65%) out 70 are required to qualify for the financial stage. Only bids meeting or exceeding this threshold will proceed to financial evaluation.

$$Technical\ Score = Points\ Obtained$$

. The FDE/Mo FEPT will upload technical evaluation on E-PADS and inform the qualifying firms with date, time and address for opening the financial proposal. The opening date shall not be sooner than 5 calendar days after the notification date. The notification may

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	be sent through telephone call or email at address given for official correspondence besides uploading on E-PADS. ***Note: Please note that Bid Security @Rs 1,000,000/-in the shape of CDR or Bank Draft or Pay Order, must be furnished with the Technical Proposal.*** **Financial Proposal Evaluation** The Financial proposal will carry 30% weightage towards the total score, to determine the total score to ascertain the most advantageous bid. $$\text{Financial Score} = 30 \times \frac{\text{Lowest Amount quoted by a bidder/ company in financial bid}}{\text{Amount quoted by the company being rated}}$$. On opening the financial proposal in the presence of the bidding firm(s) representatives who wish to attend, FDE/Mo FEPT will announces the names of the firm(s), their technical scores, and the amounts of their financial proposals. **Total Score** Total score shall determine the most advantageous bid, in terms of the technical score and the financial score. **Total Score = Technical Score + Financial Score**
21.1	***N/A***
23.1	**An online option of the opening of the Financial Proposals is offered:** Yes _√___or No_____.The proposal shall be opened using EPADS
25.1	For the purpose of the evaluation, the Procuring Agency will exclude: (a) all local identifiable indirect taxes such as sales tax, excise tax, VAT, or similar taxes levied on the contract's invoices; and (b) all additional local indirect tax on the remuneration of services rendered by non-resident experts in the Procuring Agency's country. If a Contract is awarded, at Contract negotiations, all such taxes will be discussed, finalized (using the itemized list as a guidance but not limiting to it) and added to the Contract amount as a separate line, also indicating which taxes shall be paid by the Consultant/ Service provider and which taxes are withheld and paid by the Procuring Agency on behalf of the Consultant/ Service provider.
26.1	**The single currency for the conversion of all prices expressed in various currencies into a single one is**: PKR
27.1	**The lowest evaluated Financial Proposal (Fm) is given the**

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(QCBS only)	**maximum financial score (Sf) of 100.** **The formula for determining the financial scores (Sf) of all other Proposals is calculated as following:** Sf = 100 x Fm/ F, in which "Sf" is the financial score, "Fm" is the lowest price, and "F" the price of the proposal under consideration. **The weights given to the Technical (T) and Financial (P) Proposals are**: **T** = 70%, and **P** = 30% Proposals are ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = 70% the weight given to the Technical Proposal; P = 30% the weight given to the Financial Proposal; T + P = 1) as following: **S = St x T% + Sf x P%.**
D. Negotiations and Award	
28.1	Expected date and address for contract negotiations: Soon after the Financial Evaluation uploaded at Office of the Director (M&E),FDE
30.1	The publication of the contract award information following the completion of the contract negotiations and contract signing will be done as following: N/A
30.2	**Expected date for the commencement of the Services:** Soon after the kick starting the Renovation for STEAM makers spaces at FDE

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Section III. Technical Proposal – Standard Forms

CHECKLIST OF REQUIRED FORMS

FORM	DESCRIPTION	*Please √ if attached*
TECH-1	Technical Proposal Submission Form.	
TECH-1 Attachment	If the Proposal is submitted by a joint venture, attach a letter of intent or a copy of an existing agreement.	
Power of Attorney	No pre-set format/form. In the case of a Joint Venture, several are required: a power of attorney for the authorized representative of each JV member, and a power of attorney for the representative of the lead member to represent all JV members	
TECH-2	Consultant/ Service provider's Organization and Experience.	
TECH-2A	A. Consultant/ Service provider 's Organization	
TECH-2B	B. Consultant/ Service provider 's Experience	
TECH-3	Description of the Approach, Methodology, and Work Plan for Performing the Assignment	
TECH-4	Work Schedule and Planning for Deliverables	
TECH-5	Team Composition, Key Experts Inputs, and attached Curriculum Vitae (CV)	

Note: All pages of the original Technical and Financial Proposal shall be initialed by the same authorized representative of the Consultant/ Service provider who signs the Proposal.

Bid Security Form

To: [*name of the Procuring Agency*]

Whereas *[name of the Consultant/ Service provider / Service provider]* (hereinafter called "the Consultant/ Service provider / Service provider /Service Provider) has submitted its proposal dated *[date of submission of Proposal]* for the provision of *[name and/or description of the consultancy services]* (hereinafter called "the proposal").

KNOW ALL PEOPLE by these presents that WE *[name of Financial Institution]* of *[name of country]*, having our registered office at *[address of Financial Institution]* (hereinafter called "the Bank"), are bound unto *[name of PA]* (hereinafter called "the Procuring Agency") in the sum of *[amount]* 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 Proposal

   (a) have withdrawn or modified our Proposal during the period of Proposal Validity specified in the Form of Proposal;

   (b) Disagreement to arithmetical correction made to the Proposal price; or

   (c) having been notified of the acceptance of our Proposal by the Procuring Agency during the period of Proposal Validity, (i) failure to sign the contract if required by Procuring Agency to do so or (ii) fail or refuse to furnish the Performance Security or to comply with any other condition precedent to signing the contract specified in the SRFP Documents.

2. 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 states the amount claimed by it is due to it, owing to the occurrence of one or both of the conditions, specifying the occurred condition or conditions.

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

Name:…….. in the capacity of ……..

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signed

_____

[Signature of the Bank]

Dated on …… day of …….. 20 …….

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Form TECH-1

Technical Proposal Submission Form

{Location, Date}

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

Dear Sirs:

We, the undersigned, offer to provide the educational services for *[Insert title of assignment]* in accordance with your Request for Proposals dated *[Insert Date]* and our Proposal. *[Select appropriate wording depending on the selection method stated in the RFP:* "We are hereby submitting our Proposal, which includes this Technical Proposal and a Financial Proposal sealed in a separate envelope" *or, if only a Technical Proposal is invited* "We hereby are submitting our Proposal, which includes this Technical Proposal only in a sealed envelope.*"].*

{If the Consutant/ Service provider is a joint venture, insert the following*:* We are submitting our Proposal a joint venture with: {Insert a list with full name and the legal address of each member, and indicate the lead member}. We have attached a copy {insert: "of our letter of intent to form a joint venture" or, if a JV is already formed, "of the JV agreement"} signed by every participating member, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture.

{OR

If the Consultant/ Service provider / Service provider 's Proposal includes Sub-Consultant/ Service provider / Service provider s, insert the following: We are submitting our Proposal with the following firms as Sub-Consultant/ Service provider s: {Insert a list with full name and address of each Sub-Consultant/ Service provider .}

We hereby declare that:

(a) All the information and statements made in this Proposal are true and we accept that any misinterpretation or misrepresentation contained in this Proposal may lead to our disqualification by the Procuring Agency.

(b) Our Proposal shall be valid and remain binding upon us until *[insert day, month and year in accordance with ITC 12.1]*.

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(c) We have no conflict of interest in accordance with ITC 3.

(d) *[Note to Procuring Agency: Only if required in ITC10.2 (Data Sheet 10.2), include the following:* In competing for (and, if the award is made to us, in executing) the Contract, we undertake to observe the laws against fraud and corruption, including bribery, in force in the country of the Procuring Agency.*]*

(e) Except as stated in the Data Sheet, Clause 12.7, we undertake to negotiate a Contract on the basis of the proposed Key Experts. We accept that the substitution of Key Experts for reasons other than those stated in ITC Clause 12 and ITC Clause 28.4 may lead to the termination of Contract negotiations.

(f) Our Proposal is binding upon us and subject to any modifications resulting from the Contract negotiations.

We undertake, if our Proposal is accepted and the Contract is signed, to initiate the Services related to the assignment no later than the date indicated in Clause 30.2 of the Data Sheet.

We understand that the Procuring Agency is not bound to accept any Proposal that the Procuring Agency receives.

We remain,

Yours sincerely,

Authorized Signature {In full and initials}: _____
Name and Title of Signatory: _____
Name of Consultant/ Service provider / Service provider (company's name or JV's name):
In the capacity of: _____

Address: _____
Contact information (phone and e-mail): _____

{For a joint venture, either all members shall sign or only the lead member, in which case the power of attorney to sign on behalf of all members shall be attached}

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Form TECH-2

NON CONSULTANT/ SERVICE PROVIDER ORGANIZATION AND EXPERIENCE

Form TECH-2: a brief description of the Consultant/ Service provider / Service provider's organization and an outline of the recent experience of the Consultant/ Service provider / Service provider that is most relevant to the assignment. In the case of a joint venture, information on similar assignments shall be provided for each partner. For each assignment, the outline should indicate the names of the Consultant/ Service provider / Service provider 's Key Experts and Sub-Consultant/ Service provider / Service provider s who participated, the duration of the assignment, the contract amount (total and, if it was done in a form of a joint venture or a sub-consultancy, the amount paid to the Consultant/ Service provider / Service provider), and the Consultant/ Service provider / Service provider 's role/involvement.

A - Consultant/ Service provider's Organization

1. Provide here a brief description of the background and organization of your company, and – in case of a joint venture – of each member for this assignment.

2. Include organizational chart, a list of Board of Directors, and beneficial ownership

B - Consultant/ Service provider's Experience

---

1. List only previous similar assignments successfully completed in the last *[.....]* years.

2. List only those assignments for which the Consultant/ Service provider / Service provider was legally contracted by the Procuring Agency as a company or was one of the joint venture partners. Assignments completed by the Consultant/ Service provider / Service provider 's individual experts working privately or through other consulting firms cannot be claimed as the relevant experience of the Consultant/ Service provider / Service provider , or that of the Consultant/ Service provider / Service provider 's partners or sub-Consultant/ Service provider / Service provider s, but can be claimed by the Experts themselves in their CVs. The Consultant/ Service provider / Service provider should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so requested by the Procuring Agency.

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Details of Contracts of Similar Nature and Complexity

Name of Bidder or partner of a Joint Venture:

Use a separate sheet for each contract.

1.	Number of contracts	
	Name of contract	
	Country	
2.	Name of Purchaser	
3.	Purchaser address	
4.	Nature of Information Systems and special features relevant to the contract for which the Bidding Documents are issued	
5.	Contract role (check one) Prime Supplier Management Contractor Partner in a Joint Venture	
6.	Amount of the total contract/partner share (in specified currencies at completion, or at date of award for current contracts) ____ Currency Currency Currency	
7.	Equivalent amount PKR _____ Total contract: PKR _____, Partner share: PKR___;	
8.	Date of award/completion	
9.	Contract was completed months ahead/behind original schedule (if behind, provide Explanation).	
10.	Contract was equivalent under/over original (if over, completed contract amount provide explanation).	
11.	Special contractual/technical requirements.	

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Duration	Assignment name/& brief description of main deliverables/outputs	Name of Procuring Agency & Country of Assignment	Approx. Contract value (in US$ equivalent)/ Amount paid to your firm	Role on the Assignment
{e.g., Jan.2009–Apr.2010}	{e.g., "Improvement quality of.....": designed master plan for rationalization of .....; }	{e.g., Ministry of ....., country}	{e.g., PKR 1 mill/PKR 0.5 mill}	{e.g., Lead partner in a JV A&B&C}
{e.g., Jan-May 2008}	{e.g., "Support to sub-national government....." : drafted secondary level regulations on.....}	{e.g., municipality of....., country}	{e.g., PKR0.2 mil/PKR 0.2 mil}	{e.g., sole Consultant/ Service provider / Service provider }

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Form TECH-3
DESCRIPTION OF APPROACH, METHODOLOGY, AND WORK PLAN IN RESPONDING TO THE TERMS OF REFERENCE

Form TECH-4: a description of the approach, methodology and work plan for performing the assignment, including a detailed description of the proposed methodology and staffing for training, if the Terms of Reference specify training as a specific component of the assignment.

{Suggested structure of your Technical Proposal (in FTP format):

a) Technical Approach and Methodology
b) Work Plan
c) Organization and Staffing

a) ***Technical Approach and Methodology.*** {Please explain your understanding of the objectives of the assignment as outlined in the Terms of Reference (TORs), the technical approach, and the methodology you would adopt for implementing the tasks ***Note to Procuring Agency: add the following for supervision of infrastructure contracts such as Plant or Works and for other consulting services where the social risks are substantial or high]:*** "*(*including on the [environmental and] social aspects)" to deliver the expected output(s), and the degree of detail of such output. Please do not repeat/copy the TORs in here.}

b) ***Work Plan.*** {Please outline the plan for the implementation of the main activities/tasks of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the Procuring Agency), and tentative delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing your understanding of the TOR and ability to translate them into a feasible working plan. A list of the final documents (including reports) to be delivered as final output(s) should be included here. The work plan should be consistent with the Work Schedule Form.}

c) ***Organization and Staffing.*** {Please describe the structure and composition of your team, including the list of the Key Experts, Non-Key Experts and relevant technical and administrative support staff.}

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Form TECH-4

WORK SCHEDULE AND PLANNING FOR DELIVERABLES
(THE BIDDER IS TO GIVE TIME LINE AGAINST THESE DELIVERABLES)

Sr. No.	Deliverable Category	Activity / Output	Detailed Deliverables
1	Mobilization	Project kickoff	Mobilization report, project team deployment
2	Planning	Site assessment	School-wise site readiness & utility reports
3	Planning	Lab design	Lab layout, furniture plan, electrical & IT drawings
4	Planning	Implementation plan	Detailed execution plan with milestones
5	Infrastructure	Civil & interior works	Flooring, ceiling, lighting, repairs completed
6	Infrastructure	Furniture installation	Student workstations, chairs, cabinets
7	Infrastructure	STEAM branding	Wall branding, posters, instructional visuals
8	Equipment	Electronics kits	Complete electronics STEAM kits installed
9	Equipment	IoT kits	Fully configured IoT kits
10	Equipment	Robotics kits	Robotics kits with software & simulators
11	Equipment	Space tech kits	Water rockets & simulation tools
12	Equipment	Math & design tools	Math kits, design & arts software
13	Equipment	Hardware toolkit	Complete STEAM hardware & safety toolkit
14	Equipment	Recyclable materials	Eco-friendly prototyping materials
15	Technology	Digital screen	55” Smart TV installed & operational
16	Technology	3D printer	Installed, calibrated, test prints
17	Technology	VR box	Installed & tested
18	Assets	Asset tagging	Asset register (school-wise)

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Sr. No.	Deliverable Category	Activity / Output	Detailed Deliverables
19	Digital Content	Software setup	Open-source/licensed tools installed
20	Digital Content	Learning content	STEAM lessons, projects, simulations
21	Curriculum	Curriculum alignment	Grade-wise curriculum mapping
22	Training	Teacher training	Hands-on STEAM & equipment training
23	Training	Safety & SOPs	Lab SOPs, safety manuals
24	Training	Training materials	Manuals, guides, presentations
25	Academic	Pilot activities	Student STEAM pilot projects
26	Support	Technical stabilization	On-site troubleshooting
27	Certification	Lab readiness	Fully operational lab certification
28	Handover	Documentation	Warranties, manuals, licenses
29	Closure	Final inspection	Joint inspection & sign-off
30	Reporting	Final report	Completion & handover report

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FORM TECH-5

TEAM COMPOSITION AND TASK ASSIGNMENTS

Professional Staff			
Name of Staff	**Area of Expertise**	**Position Assigned**	**Task Assigned**

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CURRICULUM VITAE (CV)

Position Title and No.	{e.g., K-1, TEAM LEADER}
Name of Expert:	{Insert full name}
Date of Birth:	{day/month/year}
Country of Citizenship/Residence	

Education: {List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained}

_____

_____

Employment record relevant to the assignment: {Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information of previous Procuring Agency's and employing organization(s) who can be contacted for references. Past employment that is not relevant to the assignment does not need to be included.}

Period	**Employing organization and your title/position. Contact info for references**	**Country**	**Summary of activities performed relevant to the Assignment**
[e.g., May 2005-present]	[e.g., Ministry of ……, advisor/Consultant/ Service provider / Service provider to… For references: Tel……/e-mail……; Mr. Hbbbbb, deputy minister]		

Membership in Professional Associations and Publications:

_____

Language Skills (indicate only languages in which you can work):

_____

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Adequacy for the Assignment:

Detailed Tasks Assigned on Consultant/ Service provider / Service provider 's Team of Experts:	**Reference to Prior Work/Assignments that Best Illustrates Capability to Handle the Assigned Tasks**
{List all deliverables/tasks as in TECH- 5 in which the Expert will be involved)	

Expert's contact information: (e-mail ……., phone……)

Certification:
I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available, as and when necessary, to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by the Procuring Agency.

{day/month/year}

Name of Expert Signature Date

{day/month/year}

Name of authorized Signature
Date
Representative of the Consultant/ Service provider / Service provider
(the same who signs the Proposal)

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Section IV. Financial Proposal - Standard Forms

{*Notes to Consultant/ Service provider / Service provider* shown in brackets { } provide guidance to the Consultant/ Service provider / Service provider to prepare the Financial Proposals; they should not appear on the Financial Proposals to be submitted.}

Financial Proposal Standard Forms shall be used for the preparation of the Financial Proposal according to the instructions provided in Section 2.

FIN-1 Financial Proposal Submission Form

FIN-2 Summary of Costs

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FORM FIN-1
Financial Proposal Submission Form

{Location, Date}

To: [Name and address of Procuring Agency]

Dear Sirs:

We, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Request for Proposal dated [Insert Date] and our Technical Proposal.

Our attached Financial Proposal is for the amount of {Indicate the corresponding to the amount(s) currency (ies)} {Insert amount(s) in words and figures}, *[Insert "including" or "excluding"] of all indirect local taxes in accordance with Clause 25.1 in the Data Sheet.* The estimated amount of local indirect taxes is {Insert currency} {Insert amount in words and figures} which shall be confirmed or adjusted, if needed, during negotiations. {Please note that all amounts shall be the same as in Form FIN-2}.

Our Financial Proposal shall be valid and remain binding upon us, subject to the modifications resulting from Contract negotiations until *[insert day, month and year in accordance with ITC 12.1].*

Commissions and gratuities paid or to be paid by us to an agent or any third party relating to preparation or submission of this Proposal and Contract execution, paid if we are awarded the Contract, are listed below:

Name and Address of Service provider	Amount and Currency	Purpose of Commission or Gratuity

{If no payments are made or promised, add the following statement: "No commissions or gratuities have been or are to be paid by us to agents or any third party relating to this Proposal and Contract execution."}

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

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Authorized Signature {In full and initials}: _____
Name and Title of Signatory: _____
In the capacity of: _____
Address: _____
E-mail: _____

{For a joint venture, either all members shall sign or only the lead member/Consultant/ Service provider /Service provider , in which case the power of attorney to sign on behalf of all members shall be attached}

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Form Fin-2

Summary of Cost Form
(Financial Proposal)

******

Proposal Price

(May use separate for three level (i.e. primary, Elementary, Secondary and Higher Secondary)

The Price Schedule is as under [*insert the total price of the offer in words and figures, indicating the various amounts and the respective currencies*].

S/N	Item	Description	Units	Quantity	Price
1	Infrastructure uplift /Development	As specified	R-SQFT	500SQFT	
2	Digital Screen55”	As specified	Nos	1	
3	Computer	As specified	Nos	11	
4	STEAM Kits (Three levels=, Elementary, Secondary and Higher Secondary) • Electronics Kits, • IoT Box, • Robotics Kits, • Space Tech Kit, • Game Development Platform (Open Source), • Arts & Design Software for Full Class, • Mathematics Tools. • LMS, • Simulators, • Software, • Hardware Toolkits, • Recyclable • Eco- Friendly Materials for STEAM Activities	As specified Below for each level i.e. primary, elementary and Secondary & Higher Secondary	Nos.	Complete Kits /Sets	*Separate rate for each level and Kits be quoted work order be issued accordingly as availability of Funds. FDE reserves the right to issue order for single or multiple grade
5	3D Printer	As specified	Nos.	1	
6	VR Box	As specified	Nos.	1	

Per Lab Price for primary Level	
Per Lab Price For Elementary Level	
Per Lab Price For Secondary and Higher Secondary Level	
Total Price for Three Level	
GST (to calculated for all three levels)	
Total Price Per Lab Incl. Taxes for all three levels	

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After establishing the rates for one lab with all level STEM Kits the work order will be issued for identified educational institutions appended below to this Fin-2 Form and may change sites /increase or decrease quantifies as per requirement of FDE.

Authorized Signature [in full and initial]
Name and Title of Signatory:
Company Stamp:
Name of Firm:
Address

*In case of increase / decrease in the number of labs all other factors shall remain the same Corporate Seal (where appropriate)

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The List of proposed Institutions for establishment of STEAM Labs/the PA can change the site as per need:

1. IMSG NHC , Bhara Kau
2. IMSB I-14 Tarnol
3. IMSB F-8/3
4. IMCG F-6/2 St 25
5. IMCG G-10/2

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Section V. Eligible Countries

All the Consultant/ Service provider / Service provider s are allowed to participate in the subject procurement without regard to nationality, except Consultant/ Service provider / Service provider s of some nationality, prohibited in accordance with policy of the Federal Government.

Following countries are ineligible to participate in the procurement process:

1. India
2. Israel

Ministry of Interior, Government of Pakistan has notified List of Business Friendly Countries (BVL), information can be accessed through following link:
http://www.dgip.gov.pk/Files/Visa%20Categories.aspx#L

1. *state "none"]*

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Section VI. Terms of Reference

1. Project Description:

In the context of this project, a qualified service provider (Company, Joint Venture or Consortium), registered with the relevant authorities, holding the necessary NOCs for operating in Pakistan (where applicable), and listed as an active taxpayer, will be engaged to implement the proposed solutions in the designated schools. The selected service provider will be responsible for delivering and deploying the required technologies, software, hardware, digital content, curriculum, and training. Additionally, they will ensure that the classroom environment is fully equipped and optimized to facilitate seamless STEAM learning activities throughout the three-year operational period.

2. Scope of Work

2.1 Infrastructure Requirements

A dedicated space of 500 square feet (at least) will be provided in each selected school for the establishment of the STEAM Lab. The overall design and layout of the lab should be aligned with the project's objectives of fostering innovation, collaboration, and hands-on learning. The bidder is responsible for designing and deploying a functional and aesthetically pleasing environment that aligns with the project's objectives.

(a) Student Work stations: One table per group of four students, equipped with four chairs, to facilitate collaborative project-based learning.

(b) STEAM Branding: Walls will be branded with STEAM-related themes and visuals to inspire creativity and emphasize the focus areas of the lab. Posters and info graphics that are not only An esthetically well-designed but also carry actual scaffolding materials for the relevant projects shall be used.

(c) Floor and Ceiling Upgrades: The lab will undergo necessary floor and ceiling upgrades to ensure a comfortable and safe environment conducive to learning.

(d) Windows and Doors Repair: Any required repairs to windows and doors will be carried out to maintain a secure and well-lit space.

(e) Electricity and Lighting: Adequate electrical outlets and enhanced lighting will be installed to support various digital and electronic activities within the lab.

(f) Storage & Display Cabinets: Cabinets will be provided to store STEAM kits, equipment, and materials, ensuring they are organized and easily accessible. Display cabinets/side tables will also be placed for STEAM kits and projects.

(g) Digital Screen: A large 55”digital screen (Smart TV) will be installed to display educational content, presentations, and project instructions, supporting interactive and multimedia-based learning.

2.2 STEAM KITS

STEAM kits are essential tools that bring the principles of Science, Technology, Engineering, Arts, and Mathematics to life in an interactive and engaging manner. In the context of the STEAM Labs being established in selected FDE schools, these kits serve as the foundation for hands-on learning, allowing students to explore complex concepts through practical application. These kits transform abstract ideas into tangible experiences, enabling students to build, experiment, and innovate. This hands-on approach deepens their understanding and retention of concepts. By working with STEAM kits, students are encouraged to think creatively and critically, developing solutions to real- world problems. This nurtures their problem-solving skills and prepares them for future challenges. The kits often require students to work in groups, promoting collaboration and communication. This team work mirrors real-world scenarios, where interdisciplinary efforts are key to success. It will allow students to apply theoretical knowledge in a practical setting, bridging the gap between classroom learning and real-world applications. This makes learning more relevant and engaging.

In the STEAM Labs, these kits will be central to the educational experience, enabling students to explore diverse disciplines in a way that is both fun and educational. As a minimum the following kits should be made part of the project, the bidders are free to propose additional relevant material for each type of kit as these kits are exhaustive.

a) **Electronics Kits**: Solar Panel, Model House, Bread boards, resistors, capacitors, transistors, LEDs, power supplies, multi meters, Arduino UNO and soldering stations.(Spec)
b) **IoT Box**: ESP8266 Node MCU, Android Cable, Relay Module (5V 2-Channel), Bread Board, 5V DC Fan, Ultrasonic Sensor, PIR Sensor, Temperature Sensor, Jumper Wires M-F and F-F, LED, Buzzer, Acrylic Sheet (Laser Cutting), SMD LED 4V, Female Pin Socket, M3x38 Hex Spacer Female, M3HexSpacer Screws, Electrical Wires (1 Feet Red & Black)
c) Robotics Kits: Micro Controllers, motors, sensors, chassis, gears, and software tools for programming, camera, microcontroller for camera, Raspberry PI, and simulators(Specs)
d) **Space Tech Kits**: Water rocket, space mission simulations with controller, and astronomy software.(Specs)
e) **Game Development Tools**: Open-Source Platform any

f) **Design &Arts:** Design Software

g) **Mathematics Tools**: Graphing calculator, geometry kit, software for mathematical modeling. Competitive math books, competitive programming platforms (free).(Specs)

h) **Hardware Toolkit:** Complete Hardware toolkit for STEAM Projects including soldering equipment, wires, Screwdrivers, pliers, wire strippers, and wrenches for general use. Measuring tools like rulers, calipers, and multi meters, child-safe drills and drill bits Nuts, bolts, screws, soldering mat, oscilloscope, power supply and washers for assembling projects.(Specs for all kits)

i) **Recyclable and Eco-Friendly Materials:** Materials that can be easily recycled or repurposed for proto typing and model-building Cardboard and Foam Boards, Wooden Dowels and Blocks. The awareness among students to use recycled items to use in projects.

j) **Other Equipment:**

a. **3D Printer:** Installed at each lab, used to print the 3D Print necessary parts and designs made by the students for their projects. It will be used for learning about additive manufacturing. It is also used to get the basic knowledge of 3 axis machines. Its working principle is based on Fused Deposition Modeling.(Specs)

b. **VR Box:** To visualize the3D Models and simulate the games developed by the students.(spec)

2.3 The Service Provider:

The term 'firm' shall be used for the Service Provider in this document. The organization must be registered in Pakistan under the relevant laws, including Societies Registration Act, Trust Act, SECP, FBR and other legal regulating bodies and must have a registered office in Pakistan.

2.4 Service Provision Model:

Sr. No.	Deliverable Category	Activity / Output	Detailed Deliverables
1	Mobilization	Project kickoff	Mobilization report, project team deployment
2	Planning	Site assessment	School-wise site readiness & utility reports
3	Planning	Lab design	Lab layout, furniture plan, electrical & IT drawings
4	Planning	Implementation plan	Detailed execution plan with milestones

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Sr. No.	Deliverable Category	Activity / Output	Detailed Deliverables
5	Infrastructure	Civil & interior works	Flooring, ceiling, lighting, repairs completed
6	Infrastructure	Furniture installation	Student workstations, chairs, cabinets
7	Infrastructure	STEAM branding	Wall branding, posters, instructional visuals
8	Equipment	Electronics kits	Complete electronics STEAM kits installed
9	Equipment	IoT kits	Fully configured IoT kits
10	Equipment	Robotics kits	Robotics kits with software & simulators
11	Equipment	Space tech kits	Water rockets & simulation tools
12	Equipment	Math & design tools	Math kits, design & arts software
13	Equipment	Hardware toolkit	Complete STEAM hardware & safety toolkit
14	Equipment	Recyclable materials	Eco-friendly prototyping materials
15	Technology	Digital screen	55” Smart TV installed & operational
16	Technology	3D printer	Installed, calibrated, test prints
17	Technology	VR box	Installed & tested
18	Assets	Asset tagging	Asset register (school-wise)
19	Digital Content	Software setup	Open-source/licensed tools installed
20	Digital Content	Learning content	STEAM lessons, projects, simulations
21	Curriculum	Curriculum alignment	Grade-wise curriculum mapping
22	Training	Teacher training	Hands-on STEAM & equipment training
23	Training	Safety & SOPs	Lab SOPs, safety manuals
24	Training	Training materials	Manuals, guides, presentations
25	Academic	Pilot activities	Student STEAM pilot projects

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Sr. No.	Deliverable Category	Activity / Output	Detailed Deliverables
26	Support	Technical stabilization	On-site troubleshooting
27	Certification	Lab readiness	Fully operational lab certification
28	Handover	Documentation	Warranties, manuals, licenses
29	Closure	Final inspection	Joint inspection & sign-off
30	Reporting	Final report	Completion & handover report

3. Duration of Assignment

The contract duration will be **03 months**.

4. Schedule of Payments:

The Firm shall be engaged for a period of 03 Months and all the payment will be made once the overall setting up of maker space is completed.
After establishing the rates for one lab the work order will be issued for identified educational institutions attached at Annex to this Fin-2 Form and may increase or decrease as per requirement of FED.

Note: All the payments shall be made through Pre-Audit System of AGPR and FDE shall be responsible for timely submission of Bills to AGPR.
Schedule of Delivery
Expected Timeframe and Duration
Start date: March, 2026
End date: May, 2026

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PART II

Section VII. Conditions of Contract and Contract Forms

Foreword

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Section VIII
STANDARD FORM OF CONTRACT

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Contract for Consultant/ Service provider

Project Name _____

***[Loan/Credit/Grant]* No._____**

Contract No. _____

between

_____

[Name of the Procuring Agency]

and

_____

[Name of the Consultant/ Service provider / Service provider]

Dated: _____

Form of Contract

(Text in brackets [ ] is optional; all notes should be deleted in the final text)

This CONTRACT (hereinafter called the "Contract") is made the *[number]* day of the month of *[month]*, *[year]*, between, on the one hand, *[name of Procuring Agency or Recipient]* (hereinafter called the "Procuring Agency") and, on the other hand, *[name of Consultant/ Service provider / Service provider]* (hereinafter called the "Consultant/ Service provider / Service provider ").

[If the Consultant/ Service provider / Service provider consist of more than one entity, the above should be partially amended to read as follows: "…(hereinafter called the "Procuring Agency") and, on the other hand, a Joint Venture (name of the JV) consisting of the following entities, each member of which will be jointly and severally liable to the Procuring Agency for all the Consultant/ Service provider / Service provider 's obligations under this Contract, namely, *[name of member]* and *[name of member]* (hereinafter called the "Consultant/ Service provider / Service provider ").]

WHEREAS

(a) the Procuring Agency has requested the Consultant/ Service provider / Service provider to provide certain consulting services as defined in this Contract (hereinafter called the "Services");

(b) the Consultant/ Service provider / Service provider , having represented to the Procuring Agency that it has the required professional skills, expertise and technical resources, has agreed to provide the Services on the terms and conditions set forth in this Contract;

(c) the Procuring Agency has received [*or* has applied for] a loan [*or* credit *or* grant] from the *[Insert as appropriate:)]* toward the cost of the Services and intends to apply a portion of the proceeds of this [loan/credit/grant] to eligible payments under this Contract, it being understood that (i) payments will be made only at the request of the Procuring Agency; (ii) such payments will be subject, in all respects, to the terms and conditions of the [loan/financing/grant] agreement, including prohibitions of withdrawal from the [loan/credit/grant] account for the purpose of any payment to persons or entities, or for any import of goods, if such payment or import.

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NOW THEREFORE the parties hereto hereby agree as follows:

1. The following documents attached hereto shall be deemed to form an integral part of this Contract:

   (a) The General Conditions of Contract
   (b) The Special Conditions of Contract;
   (c) Appendices:

   Appendix A: Terms of Reference
   Appendix B: Key Experts and List of Tech Trade Fellows Available for Deployment
   Appendix C: Cost Estimates
   Appendix D: Performance Guarantee
   Appendix E: Integrity Pact

   In the event of any inconsistency between the documents, the following order of precedence shall prevail: the Special Conditions of Contract; the General Conditions of Contract, including Attachment 1; Appendix A; Appendix B; Appendix C and Appendix D; and Appendix E, Appendix F Any reference to this Contract shall include, where the context permits, a reference to its Appendices.

2. The mutual rights and obligations of the Procuring Agency and the Consultant/ Service provider shall be as set forth in the Contract, in particular:

   (a) the Consultant/ Service provider shall carry out the Services in accordance with the provisions of the Contract; and
   (b) the Procuring Agency shall make payments to the Consultant/ Service provider in accordance with the provisions of the Contract.

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

For and on behalf of ***[Federal Directorate of Education, Islamabad]***

[Director M&E
For and on behalf of *[Name of Consultant/ Service provider / Service provider or Name of a Joint Venture]*

_____

[Authorized Representative of the Consultant/ Service provider / Service provider – name and signature]

[For a joint venture, either all members shall sign or only the lead member, in which case the power of attorney to sign on behalf of all members shall be attached.]

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For and on behalf of each of the members of the Consultant/ Service provider / Service provider [insert the name of the Joint Venture]

[Name of the lead member]

_____

[Authorized Representative on behalf of a Joint Venture]

[add signature blocks for each member if all are signing]

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PERFORMANCE GUARANTEE

Issuing Authority:
Date of Issuance:
Expiry:
Claim of Lodgment Date:

WHEREAS [Name and Address of the Contractor] (hereinafter called "the Contractor") has agreed to supply the Services and render the Services against Tender Name (hereinafter called "the Contract") for the Contract Value of PKR (in figures) (and in words)

AND WHEREAS it has been stipulated in the Tender Document that the successful Contractor shall furnish Performance Guarantee, within ten (10) working days of the receipt of the Acceptance Letter from the Client, in the form of a Bank Guarantee, issued by a scheduled bank operating in Pakistan, as per the format provided in the Tender Document to the Client, for a sum equivalent to Rs. _____(to 10% of the one (01) year contract value, on a yearly basis, with an undertaking to renew the Bank Guarantee before the end of each year, one month before the expiry period of the submitted bank guarantee) valid from the date of issue until all obligations have been fulfilled in accordance with the Contract; AND WHEREAS [Name of the Bank] having registered office at [Address of the Bank] (hereinafter called "the Guarantor") has agreed to give the Contractor a Guarantee;

THEREFORE, the Guarantor hereby affirms to bind himself, his successors and his assigns to the Client, for the sum of PKR (in figures) (and in words) and undertakes to pay to the Client, upon receipt of his written demand(s), any sum(s) as specified by him, not exceeding the above limit in aggregate, without cavil / argument and without the Client having to substantiate / prove or to show grounds / reasons for such claim(s), on the occurrence of any / all of the following conditions:

a. If the Contractor commits a default under the Contract;
b. If the Contractor fails to fulfill any of the obligations under the contract;
c. If the Contractor violates any of the provisions of the Contract.

Provided that the Client shall specify the occurred condition(s) owing to which the said sum is due to him. Provided further that any demand(s) / claim(s) from the Client shall reach the Guarantor within thirty working days after the expiry of the Guarantee.

This guarantee shall remain valid up to _____ or all obligations have been fulfilled in accordance with the Contract, whichever is earlier. Date this ___ _____day of 20

GUARANTOR
Signature _____ CNIC # ___

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Name _____ Designation _____ Address _____

[Note for Bidders: Instructions on amount and currency can be found in the Section 2. Joint Ventures need to also ensure that their Bid Security meets the requirements for Joint Ventures as provided in the same section

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General Conditions of the Contract

A. General Provisions

1. Definitions

1.1 Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:

(a) **"Applicable Law"** means the laws and any other instruments having the force of law in Pakistan or as may be specified in the **Special Conditions of Contract (SCC)**, as they may be issued and in force from time to time.

(b) **Procuring Agency"** means:-

(c) any Ministry, Division, Department or any Office of the Federal Government;

(d) any authority, corporation, body or organization established by or under a Federal Law or which is owned or controlled by the Federal Government;.

(e) **Procuring Agency's Personnel"** refers to the staff, labor and other employees (if any) of the Procuring Agency engaged in fulfilling the Procuring Agency's obligations under the Contract; and any other personnel identified as Procuring Agency's Personnel, by a notice from the Procuring Agency to the Consultant/ Service provider / Service provider .

(f) **"Consultant/ Service provider / Service provider "** means an individual Consultant/ Service provider / Service provider or a consulting firm as the case may be;

(g) **"Contract"** means an agreement enforceable by law;

(h) **"Contractor"** means a person, Consultant/ Service provider / Service provider , firm, company or an organization who undertake to supply goods, services or works;

(i) **"Contractor's Personnel"** means personnel whom the Contractor utilizes in the execution of its contract, including the staff, labor and other employees of the Contractor and each subcontractor; and any other personnel assisting the Contractor in the execution of the contract to be supervised by the Consultant/ Service provider / Service provider (if applicable).

(j) **"Day"** means calendar day unless indicated otherwise.

(k) **"Effective Date"** means the date on which this Contract

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comes into force and effect pursuant to Clause GCC 11.

(l) **"Experts"** means, collectively, Key Experts, Non-Key Experts, or any other personnel of the Consultant/ Service provider / Service provider , Sub-Consultant/ Service provider / Service provider or JV member(s) assigned by the Consultant/ Service provider / Service provider to perform the Services or any part thereof under the Contract.

(m) **"Foreign Currency"** means any currency other than the Pakistani Rupees.

(n) **"GCC"** means these General Conditions of Contract.

(o) **"Government"** means the Government of Pakistan.

(p) **"Joint Venture (JV)"** means an association with or without a legal personality distinct from that of its members, of more than one entity where one member has the authority to conduct all businesses for and on behalf of any and all the members of the JV, and where the members of the JV are jointly and severally liable to the Procuring Agency for the performance of the Contract.

(q) **"Key Expert(s)"** means an individual professional whose skills, qualifications, knowledge and experience are critical to the performance of the Services under the Contract and whose Curricula Vitae (CV) was taken into account in the technical evaluation of the Consultant/ Service provider / Service provider 's proposal.

(r) **"Local Currency"** means the currency of Pakistan

(s) **"Non-Key Expert(s)"** means an individual professional provided by the Consultant/ Service provider / Service provider or its Sub-Consultant/ Service provider / Service provider to perform the Services or any part thereof under the Contract.

(t) **"Party"** means the Procuring Agency or the Consultant/ Service provider / Service provider , as the case may be, and "Parties" means both of them.

(u) **"SCC"** means the Special Conditions of Contract by which the GCC may be amended or supplemented but not over-written.

(v) **"Services"** means any object of procurement other than goods or works; the work to be performed by the Consultant/ Service provider / Service provider pursuant to this Contract, as described in Appendix A hereto.

(w) **"Site**" (if applicable) means the land and other places where Works are to be executed or facilities to be installed, and such other land or places as may be specified in the Contractor's Contract as forming part of the Site.

(x) **"Sub-Consultant/ Service provider / Service provider s"** means an entity to whom/which the Consultant/ Service provider / Service provider subcontracts any part of the Services while remaining solely liable for the execution of the Contract.

(y) **"Third Party"** means any person or entity other than the Government, the Procuring Agency, the Consultant/ Service provider / Service provider or a Sub-Consultant/ Service provider / Service provider .

2. Relationship between the Parties

2.1. Nothing contained herein shall be construed as establishing a relationship of master and servant or of principal and agent as between the Procuring Agency and the Consultant/ Service provider / Service provider . The Consultant/ Service provider / Service provider , subject to this Contract, has complete charge of the Experts and Sub-Consultant/ Service provider / Service provider s, if any, performing the Services and shall be fully responsible for the Services performed by them or on their behalf hereunder.

3. Law Governing Contract

3.1. The contract shall be governed and interpreted in accordance with the laws of Pakistan, unless otherwise specified in **SCC.**

4. Language

4.1. The Contract as well as all correspondence and documents relating to the Contract exchanged between the Consultant/ Service provider / Service provider and the Procuring Agency, shall be written in the English language unless otherwise stated in the **SCC**. Supporting documents and printed literature that are part of the Contract may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Contract, this translation shall govern.

5. Headings

5.1. The headings shall not limit, alter or affect the meaning of this Contract.

6. Communications

6.1. Any communication required or permitted to be given or made pursuant to this Contract shall be in writing in the language specified in Clause GCC 4. Any such notice, request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the Party

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to whom the communication is addressed, or when sent to such Party at the address specified in the **SCC**.

6.2. A Party may change its address for notice hereunder by giving the other Party any communication of such change to the address specified in the **SCC**.

7. Location

7.1. The Services shall be performed at such locations as are specified in **Appendix-A** hereto and, where the location of a particular task is not so specified, at such locations, whether in the Government's country or elsewhere, as the Procuring Agency may approve.

8. Authority of Member in Charge

8.1. In case the Consultant/ Service provider / Service provider is a Joint Venture, the members hereby authorize the member specified in the **SCC** to act on their behalf in exercising all the Consultant/ Service provider / Service provider 's rights and obligations towards the Procuring Agency under this Contract, including without limitation the receiving of instructions and payments from the Procuring Agency.

9. Authorized Representatives

9.1. Any action required or permitted to be taken, and any document required or permitted to be executed under this Contract by the Procuring Agency or the Consultant/ Service provider / Service provider may be taken or executed by the officials specified in the **SCC.**

10. Fraud and Corruption

1 Public Procurement Regulatory Authority requires that Procuring Agencies (including beneficiaries of Government funded projects) as well as Applicants/Bidders/Suppliers/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts.

10.2 The Consultant/ Service provider / Service provider /Applicant/ Bidders shall permit and shall cause their agents (whether declared or not), sub-contractors, sub-Consultant/ Service provider / Service provider s, service providers, suppliers, and their personnel, to permit the Procuring Agency to inspect all accounts, records and other documents relating to any, Bid submission, Primary Procurement process, Framework Agreement performance, Secondary Procurement process, and/or Call-off Contract performance (in the case of award of a Call-off Contract), and to have them audited by auditors appointed by the Procuring Agency.

10.3 Any communications between the Bidder and the

Procuring Agency related to matters of alleged corrupt and fraudulent practices must be made in writing or in electronic forms that provide record of the content of communication.

10.4 Procuring Agency will reject proposal, if it is established that the Bidder was engaged in corrupt and fraudulent practices in competing for the contract.

10.5 Procuring Agency will also declare the bidder/Firm as blacklisted in accordance with the regulatory provisions PP Rule 19 and predefined standard mechanism.

B. Commencement, Completion, Modification and Termination of Contract

11. Effectiveness of Contract

11.1. This Contract shall come into force and effect on the date (the "Effective Date") of the Procuring Agency's notice to the Consultant/ Service provider / Service provider instructing the Consultant/ Service provider / Service provider to begin carrying out the Services. This notice shall confirm that the effectiveness conditions, if any, listed in the **SCC** have been met.

12. Termination of Contract for Failure to Become Effective

12.1. If this Contract has not become effective within such time period after the date of Contract signature as specified in the **SCC**, either Party may, by not less than twenty two (22) days written notice to the other Party, declare this Contract to be null and void, and in the event of such a declaration by either Party, neither Party shall have any claim against the other Party with respect hereto.

13. Commencement of Services

13.1. The Consultant/ Service provider / Service provider shall confirm availability of Key Experts and begin carrying out the Services not later than the number of days after the Effective Date specified in the **SCC**.

14. Expiration of Contract

14.1. Unless terminated earlier pursuant to Clause GCC 19 hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the **SCC**.

15. Entire Agreement

15.1. This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein.

16. Modifications

16.1. Any modification or variation of the terms and

or Variations

conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any proposals for modification or variation made by the other Party.

16.2. In cases of any modifications or variations, the prior written consent of the Procuring Agency is required.

17. Force Majeure

a. Definition

17.1. For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party, is not foreseeable, is unavoidable, and makes a Party's performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible under the circumstances, and subject to those requirements, includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action confiscation or any other action by Government agencies.

17.2. Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a Party or such Party's Experts, Sub-Consultant/ Service provider / Service provider s or agents or employees, nor (ii) any event which a diligent Party could reasonably have been expected to both take into account at the time of the conclusion of this Contract, and avoid or overcome in the carrying out of its obligations hereunder.

17.3. Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.

b. No Breach of Contract

17.4. The failure of a Party to fulfill any of its obligations hereunder shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this Contract.

c. Measures to be Taken

17.5. A Party affected by an event of Force Majeure shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall take all reasonable measures to minimize the consequences of any event of

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Force Majeure.

17.6. A Party affected by an event of Force Majeure shall notify the other Party of such event as soon as possible, and in any case not later than fourteen (14) calendar days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give written notice of the restoration of normal conditions as soon as possible.

17.7. Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

17.8. During the period of their inability to perform the Services as a result of an event of Force Majeure, the Consultant/ Service provider / Service provider , upon instructions by the Procuring Agency, shall either:

(a) demobilize, in which case the Consultant/ Service provider / Service provider shall be reimbursed for additional costs they reasonably and necessarily incurred, and, if required by the Procuring Agency, in reactivating the Services; or

(b) continue with the Services to the extent reasonably possible, in which case the Consultant/ Service provider / Service provider shall continue to be paid under the terms of this Contract and be reimbursed for additional costs reasonably and necessarily incurred.

17.9. In the case of disagreement between the Parties as to the existence or extent of Force Majeure, the matter shall be settled according to Clauses GCC 49& 50.

18. Suspension

18.1. The Procuring Agency may, by written notice of suspension to the Consultant/ Service provider , suspend all payments to the Consultant/ Service provider hereunder if the Consultant/ Service provider fails to perform any of its obligations under this Contract, including the carrying out of the Services, provided that such notice of suspension (i) shall specify the nature of the failure, and (ii) shall request the Consultant/ Service provider to remedy such failure within a period not exceeding thirty (30) calendar days after receipt by the Consultant/ Service provider of such notice of suspension.

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19. Termination

19. 1 This Contract may be terminated by either Party as per provisions set up below:

a. By the Procuring Agency

19.1.1 The Procuring Agency may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (f) of this Clause. In such an occurrence the Procuring Agency shall give at least thirty (30) calendar days' written notice of termination to the Consultant/ Service provider in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e); and at least five (5) calendar days' written notice in case of the event referred to in (f):

(a) If the Consultant/ Service provider fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension pursuant to Clause GCC 18;

(b) If the Consultant/ Service provider becomes (or, if the Consultant/ Service provider consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;

(c) If the Consultant/ Service provider fails to comply with any final decision reached as a result of arbitration proceedings pursuant to Clause GCC 49

(d) If, as the result of Force Majeure, the Consultant/ Service provider is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;

(e) If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;

(f) If the Consultant/ Service provider fails to confirm availability of Key Experts as required in Clause GCC 13.

19.1.2 if the Consultant/ Service provider , in the judgment of the Procuring Agency has engaged in Fraud and Corruption, as defined in paragraph 1.23 of Attachment 1 to the GCC, in competing for or in executing the Contract,

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then the Procuring Agency may, after giving fourteen (14) calendar days written notice to the Consultant/ Service provider , terminate the Consultant/ Service provider 's employment under the Contract.

b. By the Consultant/ Service provider

19.1.3 The Consultant/ Service provider may terminate this Contract, by not less than thirty (30) calendar days' written notice to the Procuring Agency, in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.

(a) If the Procuring Agency fails to pay any money due to the Consultant/ Service provider pursuant to this Contract and not subject to dispute pursuant to Clauses GCC 50.1 within forty-five (45) calendar days after receiving written notice from the Consultant/ Service provider that such payment is overdue.

(b) If, as the result of Force Majeure, the Consultant/ Service provider is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days.

(c) If the Procuring Agency fails to comply with any final decision reached as a result of arbitration pursuant to Clause GCC 50.1.

(d) If the Procuring Agency is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Consultant/ Service provider may have subsequently approved in writing) following the receipt by the Procuring Agency of the Consultant/ Service provider 's notice specifying such breach.

c. Cessation of Rights and Obligations

19.1.4 Upon termination of this Contract pursuant to Clauses GCC 12 or GCC 19 hereof, or upon expiration of this Contract pursuant to Clause GCC 14, all rights and obligations of the Parties hereunder shall cease, except (i) such rights and obligations as may have accrued on the date of termination or expiration, (ii) the obligation of confidentiality set forth in Clause GCC 22, (iii) the Consultant/ Service provider 's obligation to permit inspection, copying and auditing of their accounts and records set forth in Clause GCC 25 and to cooperate and assist in any inspection or investigation, and (iv) any right

which a Party may have under the Applicable Law.

d. Cessation of Services

19.1.5 Upon termination of this Contract by notice of either Party to the other pursuant to Clauses GCC 19a or GCC 19b, the Consultant/ Service provider shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the Services to a close in a prompt and orderly manner and shall make every reasonable effort to keep expenditures for this purpose to a minimum. With respect to documents prepared by the Consultant/ Service provider and equipment and materials furnished by the Procuring Agency, the Consultant/ Service provider shall proceed as provided, respectively, by Clauses GCC 27 or GCC 28.

e. Payment upon Termination

19.1.6 Upon termination of this Contract, the Procuring Agency shall make the following payments to the Consultant/ Service provider :

(a) remuneration for Services satisfactorily performed prior to the effective date of termination, and reimbursable expenditures for expenditures actually incurred prior to the effective date of termination; and pursuant to Clause 43;

(b) in the case of termination pursuant to paragraphs (d) and (e) of Clause GCC 19.1.1, reimbursement of any reasonable cost incidental to the prompt and orderly termination of this Contract, including the cost of the return travel of the Experts.

C. Obligations of the Consultant/ Service provider

20. General

a. Standard of Performance

20.1 The Consultant/ Service provider shall perform the Services and carry out the Services with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Consultant/ Service provider shall always act, in respect of any matter relating to this Contract or to the Services, as a faithful adviser to the Procuring Agency, and shall at all times support and safeguard the Procuring Agency's legitimate interests in any dealings with the third parties.

20.2 The Consultant/ Service provider shall employ and provide such qualified and experienced Experts and Sub-

Consultant/ Service provider s as are required to carry out the Services.

20.3 The Consultant/ Service provider may subcontract part of the Services to an extent and with such Key Experts and Sub-Consultant/ Service provider s as may be approved in advance by the Procuring Agency.

b. Law Applicable to Services

20.4 The Consultant/ Service provider shall perform the Services in accordance with the Contract and in accordance with the Law of Pakistan and shall take all practicable steps to ensure that any of its Experts and Sub-Consultant/ Service provider s, comply with the Applicable Law.

21. Conflict of Interests

21.1 The Consultant/ Service provider shall hold the Procuring Agency's interests paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests.

a. Consultant/ Service provider Not to Benefit from Commission s, Discounts, etc.

21.1.1 The payment of the Consultant/ Service provider pursuant to GCC F (Clauses GCC 42 through 47) shall constitute the Consultant/ Service provider 's only payment in connection with this Contract and, subject to Clause GCC 21.1.3, the Consultant/ Service provider shall not accept for its own benefit any trade commission, discount or similar payment in connection with activities pursuant to this Contract or in the discharge of its obligations hereunder, and the Consultant/ Service provider shall use its best efforts to ensure that any Sub-Consultant/ Service provider s, as well as the Experts and agents of either of them, similarly shall not receive any such additional payment.

21.1.2 Furthermore, if the Consultant/ Service provider, as part of the Services, has the responsibility of advising the Procuring Agency on the procurement of goods works or services. Any discounts or commissions obtained by the Consultant/ Service provider in the exercise of such procurement responsibility shall be for the account of the Procuring Agency.

b. Consultant/ Service provider and Affiliates Not to Engage in Certain Activities

21.1.3 The Consultant/ Service provider agrees that, during the term of this Contract and after its termination, the Consultant/ Service provider and any entity affiliated with the Consultant/ Service provider , as well as any Sub-Consultant/ Service provider s and any entity affiliated with such Sub-Consultant/ Service provider s, shall be disqualified from providing goods, works or non-

consulting services resulting from or directly related to the Consultant/ Service provider 's Services for the preparation or implementation of the project, unless otherwise indicated in the **SCC**.

c. Prohibition of Conflicting Activities

21.1.4 The Consultant/ Service provider shall not engage, and shall cause its Experts as well as its Sub-Consultant/ Service provider s not to engage, either directly or indirectly, in any business or professional activities that would conflict with the activities assigned to them under this Contract.

d. Strict Duty to Disclose Conflicting Activities

21.1.5 The Consultant/ Service provider has an obligation and shall ensure that its Experts and Sub-Consultant/ Service provider s shall have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of their Procuring Agency, or that may reasonably be perceived as having this effect. Failure to disclose said situations may lead to the disqualification of the Consultant/ Service provider or the termination of its Contract.

22. Confidentiality

22.1 Except with the prior written consent of the Procuring Agency, the Consultant/ Service provider and the Experts shall not at any time communicate to any person or entity any confidential information acquired in the course of the Services, nor shall the Consultant/ Service provider and the Experts make public the recommendations formulated in the course of, or as a result of, the Services.

23. Liability of the Consultant/ Service provider

23.1 Subject to additional provisions, if any, set forth in the **SCC**, the Consultant/ Service provider's liability under this Contract shall be as determined under the Applicable Law.

24. Insurance to be Taken out by the Consultant/ Service provider

24.1 The Consultant/ Service provider (i) shall take out and maintain, and shall cause any Sub-Consultant/ Service provider s to take out and maintain, at its (or the Sub-Consultant/ Service provider s', as the case may be) own cost but on terms and conditions approved by the Procuring Agency, insurance against the risks, and for the coverage specified in the **SCC,** and (ii) at the Procuring Agency's request, shall provide evidence to the Procuring Agency showing that such insurance has been taken out and maintained and that the current premiums therefore have been paid. The Consultant/ Service provider shall ensure that such insurance is in place prior to commencing the Services as

stated in Clause GCC 13.

25. Accounting, Inspection and Auditing

25.1 The Consultant/Service provider shall keep, and shall make all reasonable efforts to cause its Sub-Consultant/ Service provider s to keep, accurate and systematic accounts and records in respect of the Services in such form and detail as will clearly identify relevant time changes and costs.

25.2. Pursuant to paragraph 1.23 (e) of Attachment 1 to the General Conditions, the Consultant/Service provider shall permit and shall cause its agents (where declared or not), subcontractors, sub-Consultant/Service provider s, service providers, suppliers, and personnel, to permit, the procuring agency to inspect the site and/or the accounts, records and other documents relating to the procurement process, selection and/or contract execution, and to have such accounts, records and other documents. The Consultant/ Service provider 's and its Subcontractors' and sub-Consultant/Service provider s' attention is drawn to Sub-Clause 10.1 (Fraud and Corruption) which provides, inter alia, that acts intended to materially impede the exercise of the Procuring Agency's inspection and audit rights constitute a prohibited practice subject to contract termination.

26. Reporting Obligations

26.1 The Consultant/ Service provider shall submit to the Procuring Agency the reports and documents specified in **Appendix A**, in the form, in the numbers and within the time periods set forth in the said Appendix.

27. Proprietary Rights of the Procuring Agency in Reports and Records

27.1 Unless otherwise indicated in the **SCC**, all reports and relevant data and information such as maps, diagrams, plans, databases, other documents and software, supporting records or material compiled or prepared by the Consultant/Service provider for the Procuring Agency in the course of the Services shall be confidential and become and remain the absolute property of the Procuring Agency. The Consultant/Service provider shall, not later than upon termination or expiration of this Contract, deliver all such documents to the Procuring Agency, together with a detailed inventory thereof. The Consultant/Service provider may retain a copy of such documents, data and/or software but shall not use the same for purposes unrelated to this Contract without prior written approval of the Procuring Agency.

27.2 If license agreements are necessary or appropriate between the Consultant/Service provider and third parties for purposes of development of the plans, drawings, specifications, designs, databases, other documents and software, the

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Consultant/Service provider shall obtain the Procuring Agency's prior written approval to such agreements, and the Procuring Agency shall be entitled at its discretion to require recovering the expenses related to the development of the program(s) concerned. Other restrictions about the future use of these documents and software, if any, shall be specified in the **SCC**.

28. Equipment, Vehicles and Materials

28.1 Equipment, vehicles and materials made available to the Consultant/ Service provider by the Procuring Agency, or purchased by the Consultant/Service provider wholly or partly with funds provided by the Procuring Agency, shall be the property of the Procuring Agency and shall be marked accordingly. Upon termination or expiration of this Contract, the Consultant/Service provider shall make available to the Procuring Agency an inventory of such equipment, vehicles and materials and shall dispose of such equipment, vehicles and materials in accordance with the Procuring Agency's instructions. While in possession of such equipment, vehicles and materials, the Consultant/Service provider, unless otherwise instructed by the Procuring Agency in writing, shall insure them at the expense of the Procuring Agency in an amount equal to their full replacement value.

28.2 Any equipment or materials brought by the Consultant/Service provider or its Experts into the Procuring Agency's country for the use either for the project or personal use shall remain the property of the Consultant/Service provider or the Experts concerned, as applicable.

29. Code of Conduct

29.1 The Procuring Agencies and the Consultant/ Service provider are bound to follow the Code of Ethics issued by the Authority.

D. Consultant/ Service provider's Experts and Sub-Consultant/ Service provider

30. Description of Key Experts

30.1 The title, agreed job description, minimum qualification and time-input estimates to carry out the Services of each of the Consultant/ Service provider's Key Experts are described in **Appendix B.**

30.2 If required to comply with the provisions of Clause GCC 20a, adjustments with respect to the estimated time-input of Key Experts set forth in **Appendix B** may be made by the Consultant/ Service provider by a written notice to the Procuring Agency, provided (i) that such adjustments shall not alter the original time-input estimates for any individual by

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more than 10% or one week, whichever is larger; and (ii) that the aggregate of such adjustments shall not cause payments under this Contract to exceed the ceilings set forth in Clause GCC 42.2.

30.3 If additional work is required beyond the scope of the Services specified in **Appendix A**, the estimated time-input for the Key Experts may be increased by agreement in writing between the Procuring Agency and the Consultant/ Service provider. In case where payments under this Contract exceed the ceilings set forth in Clause GCC 42.2, the Parties shall sign a Contract amendment.

31. Replacement of Key Experts

31.1 Except as the Procuring Agency may otherwise agree in writing, no changes shall be made in the Key Experts.

31.2 Notwithstanding the above, the substitution of Key Experts during Contract execution may be considered only based on the Consultant/ Service provider's written request and due to circumstances outside the reasonable control of the Consultant/ Service provider, including but not limited to death or medical incapacity. In such case, the Consultant/ Service provider shall forthwith provide as a replacement, a person of equivalent or better qualifications and experience, and at the same rate of remuneration.

32. Approval of Additional Key Experts

32.1 If during execution of the Contract, additional Key Experts are required to carry out the Services, the Consultant/ Service provider shall submit to the Procuring Agency for review and approval a copy of their Curricula Vitae (CVs). If the Procuring Agency does not object in writing (stating the reasons for the objection) within twenty two (22) days from the date of receipt of such CVs, such additional Key Experts shall be deemed to have been approved by the Procuring Agency.

The rate of remuneration payable to such new additional Key Experts shall be based on the rates for other Key Experts position which require similar qualifications and experience.

33. Removal of Experts or Sub-Consultant/ Service provider s

33.1 If the Procuring Agency finds that any of the Experts or Sub-Consultant/ Service provider has committed serious misconduct or has been charged with having committed a criminal action, or shall the Procuring Agency determine that a Consultant/ Service provider 's Expert or Sub-Consultant/ Service provider has engaged in Fraud and Corruption while performing the Services, the Consultant/ Service provider shall, at the Procuring Agency's written request, provide a

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replacement.

33.2 In the event that any of Key Experts, Non-Key Experts or Sub-Consultant/ Service provider s is found by the Procuring Agency to be incompetent or incapable in discharging assigned duties, the Procuring Agency, specifying the grounds therefore, may request the Consultant/ Service provider to provide a replacement.

33.3 Any replacement of the removed Experts or Sub-Consultant/ Service provider s shall possess better qualifications and experience and shall be acceptable to the Procuring Agency.

34. Replacement/ Removal of Experts – Impact on Payments

34.1 Except as the Procuring Agency may otherwise agree, (i) the Consultant/ Service provider shall bear all additional travel and other costs arising out of or incidental to any removal and/or replacement, and (ii) the remuneration to be paid for any of the Experts provided as a replacement shall not exceed the remuneration which would have been payable to the Experts replaced or removed.

35. Working Hours, Overtime, Leave, etc.

35.1 Working hours and holidays for Experts are set forth in **Appendix B**. To account for travel time to/from the Procuring Agency's country, experts carrying out Services inside the Procuring Agency's country shall be deemed to have commenced or finished work in respect of the Services such number of days before their arrival in, or after their departure from, the Procuring Agency's country as is specified in **Appendix B**.

35.2 The Experts shall not be entitled to be paid for overtime nor to take paid sick leave or vacation leave except as specified in **Appendix B**, and the Consultant/ Service provider 's remuneration shall be deemed to cover these items.

35.3 Any taking of leave by Key Experts shall be subject to the prior approval by the Consultant/ Service provider who shall ensure that absence for leave purposes will not delay the progress and or impact adequate supervision of the Services.

E. Obligations of the Procuring Agency

36. Assistance and Exemptions

N/A

37. Access to Project Site

37.1 The Procuring Agency warrants that the Consultant/ Service provider shall have, free of charge, unimpeded access

to the project site in respect of which access is required for the performance of the Services. However the Procuring Agency will be responsible for any damage to the project site or any property thereon resulting from such access and will not indemnify the Consultant/ Service provider and each of the experts in respect of liability for any such damage, unless such damage is caused by the willful default or negligence of the Consultant/ Service provider or any Sub-Consultant/ Service provider s or the Experts of either of them.

38. Change in the Applicable Law Related to Taxes and Duties

38.1 If, after the date of this Contract, there is any change in the applicable law in the Procuring Agency's country with respect to taxes and duties which increases or decreases the cost incurred by the Consultant/ Service provider in performing the Services, then the remuneration and management cost payable to the Consultant/ Service provider under this Contract shall not be increased or decreased accordingly by agreement between the Parties hereto, and no adjustments shall be made to the ceiling amounts specified in Clause GCC 42.2.

39. Services, Facilities and Property of the Procuring Agency

39.1 The Procuring Agency may with proper permission on request make available to the Consultant/ Service provider and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described in the Terms of Reference (**Appendix A)** at the times and in the manner specified in said **Appendix A.**

40. Counterpart Personnel

40.1 The Procuring Agency shall make available to the Consultant/ Service provider free of charge such professional and support counterpart personnel, to be nominated by the Procuring Agency with the Consultant/ Service provider 's advice, if specified in **Appendix A**.

41. Payment Obligation

41.1 In consideration of the Services performed by the Consultant/ Service provider under this Contract, the Procuring Agency shall make such payments to the Consultant/ Service provider and in such manner as is provided by GCC F below.

F. Payments to the Consultant/ Service provider

42. Ceiling Amount

42.1 An estimate of the cost of the Services is set forth in **Appendix C Cost Estimates.**

42.2 Payments under this Contract shall not exceed the

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ceilings in PKR local currency specified in the **SCC**.

43. Remuneration and Reimbursable Expenses

43.1 The Procuring Agency shall pay to the Consultant/ Service provider the cost as per Appedix

43.2 All payments shall be at the rates set forth in **Appendix C**

43.3 No price adjustment is allowed shall be fixed for the duration of the Contract.

44. Taxes and Duties

44.1 The Consultant/ Service provider , Sub-Consultant/ Service provider and Experts are responsible for meeting any and all tax liabilities arising out of the Contract unless it is stated otherwise in the **SCC**.

45. Currency of Payment

45.1 Any payment under this Contract shall be made in the currency (ies) specified in the **SCC.**

46. Mode of Billing and Payment

46.1 Billings and payments in respect of the Services shall be made as follows:

(a) *Advance payment*. Within the number of days after the Effective Date, the Procuring Agency shall pay to the Consultant/ Service provider an advance payment as specified in the **SCC**. Unless otherwise indicated in the **SCC**, an advance payment shall be made against an advance payment bank guarantee acceptable to the Procuring Agency in an amount (or amounts) and in a currency (or currencies) specified in the **SCC**. Such guarantee (i) is to remain effective until the advance payment has been fully set off, and (ii) is to be in the form set forth in **Appendix E**, or in such other form as the Procuring Agency shall have approved in writing. The advance payments will be set off by the Procuring Agency in equal installments against the statements for the number of months of the Services specified in the **SCC** until said advance payments have been fully set off.

(b) *The Itemized Invoices.* As soon as practicable and not later than fifteen (10) days after the end of each calendar month during the period of the Services, or after the end of each time interval otherwise indicated in the **SCC**, the Consultant/ Service provider shall submit to the

Procuring Agency, in duplicate, the invoice for salaries of Tech Trade fellows and Management Cost as per TORs and payment Method accompanied by the receipts or other appropriate supporting documents, of the amounts payable pursuant to Clauses GCC 45 and GCC 46 for such interval, or any other period indicated in the **SCC**.

(c) The Procuring Agency shall process bills within 10 days of receipt to AGPR Pre Audit System .

(d) *The Final Payment* .The final payment under this Clause shall be made only after the final report and a final invoice, identified as such, shall have been submitted by the Consultant/ Service provider and approved as satisfactory by the Procuring Agency. The Services shall be deemed completed and finally accepted by the Procuring Agency and the final report and final invoice shall be deemed approved by the Procuring Agency as satisfactory ninety (90) calendar days after receipt of the final report and final invoice by the Procuring Agency unless the Procuring Agency, within such ninety (90) calendar day period, gives written notice to the Consultant/ Service provider specifying in detail deficiencies in the Services, the final report or final invoice. The Consultant/ Service provider shall thereupon promptly make any necessary corrections, and thereafter the foregoing process shall be repeated. \

e) All payments under this Contract shall be made to the accounts of the Consultant/ Service provider specified in the **SCC**.

(f) With the exception of the final payment under (d) above, payments do not constitute acceptance of the Services nor relieve the Consultant/ Service provider of any obligations hereunder.

47. Interest on Delayed Payments

47.1 No interest will be paid as the payments are made through pre audit system of AGPR which sometimes take time as stated in **SCC.**

G. Fairness and Good Faith

48. Good Faith

48.1 The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives of this Contract.

H. Settlement of Disputes

49. Amicable

49.1 Any dispute of any kind whatsoever shall arise

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Settlement between the Authority and the Service Provider in connection with or arising out of the Contract, including without prejudice to the generality of the foregoing, any question regarding its existence, validity or termination, or the execution of the Project –whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual consultation. If the parties fail to resolve such a dispute or difference even after negotiations or mediation, then the dispute shall be referred within fourteen (14) days in writing by either party to the Arbitrator, with a copy to the other party.

49.2 Any dispute in respect of which a notice of intention to commence arbitration has been given, in accordance with GCC sub-clause 45.1, shall be finally settled by arbitration. Arbitration may be commenced prior to or after completion of the Project. Arbitration proceedings shall be conducted in accordance with Arbitration Act 1940.

49.3 Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that the Authority shall pay the Service Provider any monies due the Service Provider.

Special Conditions of Contract

[Notes in brackets are for guidance purposes only and should be deleted in the final text of the signed contract]

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
1.1(b) and 3.1	**The Contract shall be construed in accordance with the law of Pakistan.**
4.1	**The language is: English**
6.1 and 6.2	**The addresses are:** Procuring Agency : Inam Jahangir **Director Monitoring &Evaluation , Federal Directorate of Education, Rohtas Road, G-9/4 Islamabad Ph No:051- 9262850 E-mail dir.monitoring@fde.gov.pk** Consultant/ Service provider : _____ _____ Attention : _____ E-mail (where permitted) :_____
8.1	*[Note: If the Consultant/ Service provider consists only of one entity, state "N/A";* *OR* *If the Consultant/ Service provider is a Joint Venture consisting of more than one entity, the name of the JV member whose address is specified in Clause SCC6.1 should be inserted here.]* **The Lead Member on behalf of the JV is** _____ _____ *[insert name of the member]*
9.1	**The Authorized Representatives are:** **For the Procuring Agency:** **Inam Jahangir** Director Monitoring and Evaluation, Federal Directorate of Education, Rohtas Road, G-9/4 Islamabad Ph No:051- 9262850 E-mail dir.monitoring @fde.gov.pk **For the Consultant/ Service provider :***[name, title]*_____
11.1	**The effectiveness conditions are the following**: *[after signing*

	the contract the Service provider will start following the given time lines agreed as per gant chart and finish the work within specified time as per TORS and deliverable of RFP i.e. Procurement of Non Consultancy Services to Establish STEAM Labs/Maker spaces in selected educational institutions of FDE*]*
12.1	**Termination of Contract for Failure to Become Effective:** **The time period shall be 30 Days**
13.1	**Commencement of Services:** **The number of days shall be** *[after signing Contract the]*
14.1	**Expiration of Contract:** **The time period shall be three months**
21 b.	**The Procuring Agency reserves the right to determine on a case-by-case basis whether the Consultant/ Service provider should be disqualified from providing goods, works or non-consulting services due to a conflict of a nature described in Clause GCC 21.1.3** Yes__√____ No _____

23.1	**No additional provisions.** *[OR:* The following limitation of the Consultant/ Service provider 's Liability towards the Procuring Agency can be subject to the Contract's negotiations: **"**Limitation of the Consultant/ Service provider 's Liability towards the Procuring Agency: (a) Except in the case of gross negligence or willful misconduct on the part of the Consultant/ Service provider or on the part of any person or a firm acting on behalf of the Consultant/ Service provider in carrying out the Services, the Consultant/ Service provider , with respect to damage caused by the Consultant/ Service provider to the Procuring Agency's property, shall not be liable to the Procuring Agency: (i) for any indirect or consequential loss or damage; and (ii) for any direct loss or damage that exceeds [insert a multiplier, e.g.: one, two, three] times the total value of the Contract; (b) This limitation of liability shall not (i) affect the Consultant/ Service provider 's liability, if any, for damage to Third Parties caused by the Consultant/ Service provider or any person or firm acting on behalf of the Consultant/ Service provider in carrying out the Services; (ii) be construed as providing the Consultant/ Service provider with any limitation or exclusion from liability which is prohibited by the existing applicable Law of GoP.
24.1	**(a) Professional liability insurance, with a minimum coverage of** _____ *[insert amount and currency which should be not less than the total ceiling amount of the Contract]*;
27.1	a. Information relating to the evaluation of proposals and recommendations concerning award shall not be

	disclosed to the bidder(s) who submitted the proposals or to other persons not officially concerned with the process, until the award of contract is notified to the successful firm. b. Information relating to the examination, evaluation, comparison and post qualification of Proposals, and recommendation of contract award, shall not be disclosed to Bidders or any other person c. Any attempt by a Bidder to influence Federal Directorate of Education, Ministry of Federal Education and Professional Training in the examination, evaluation, comparison, and post-qualification of the Proposals or Contract award decisions will result in the rejection of its Proposals. d. The bidder shall not, without FDE/MoFEPT prior written consent, discloses the Contract, or any provision thereof or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of FDE/Mo FEPT in connection therewith, to any person other than a person employed by the Bidder in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance. e. The bidder shall not, without FDE/MoFEPT prior written consent, make use of any document or information related to FDE/MoFEPT functions and procedures except for purposes of performing the Contract. f. All documents shall remain the property of FDE/MoFEPTand shall be returned (all copies) to FDE/MoFEPTon completion of the Bidder's performance under the Contract if so required by FDE/MoFEPT. g. The Bidder shall permit FDE/MoFEPT to inspect their accounts and records relating to the performance of the services and to have them audited by auditors appointed FDE/MoFEPT, if so required by FDE/MoFEPT. h. FDE/MoFEPT can directly contact the references given in the technical requirements part of TENDER DOCUMENT to verify Bidder's technical reasons supporting compliance.

27.2	**Neither Party shall use any document, information, data or correspondence *and software* for purposes unrelated to this Contract without the prior written approval of the other Party**.
29. Code of Conduct	The Consultant/ Service provider is "required" to have a Code of Conduct for Experts as per the policy of the Authority.
33. Removal of Experts or Sub-Consultant/ Service provider s	***N/A***
36.1 (a) through (f)	*N/A*
36.1(f)	*N/A*
42.2	**The ceiling in local currency is inclusive all local direct or indirect taxes.** **Any indirect local taxes chargeable in respect of this Contract for the Services provided by the Consultant/ Service provider shall "be paid "by the Consultant/ Service provider .** **The amount of such taxes is _____** *N/A*
43.3	**Price adjustment on the remuneration do not allowed.**
44.1 and 44.2	**All payments made to Service provider/Consultant will be subjected to the direct or indirect taxes applicable as per the existing laws of GoP.**
45.1	**The currency [currencies] of payment shall be the following:** *[PKR]*
46.1(a)	Mobilization advance is not admissible
46.1(b)	**All the payments shall be made through Pre-Audit System of AGPR and all taxable as per existing laws of GoP and FDE shall be responsible for timely submission of Bills to AGPR**.

46.1(e)	**The accounts are:** for local currency: *[insert account]*.
47.1	**No interest will be paid so this clause in effective** **The interest rate is**: *N/A*
49.	**Dispute Resolution** i. If any dispute of any kind whatsoever shall arise between the Authority and the Service Provider in connection with or arising out of the Contract, including without prejudice to the generality of foregoing, any question regarding its existence, validity, termination and the execution of the Project – whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual diligent negotiations in good faith within 14 (fourteen) days following a notice sent by one Party to the other Party in this regard. ii. At future of negotiation the dispute shall be resolved through mediation and mediator shall be appointed with the mutual consent of the both parties. iii. At the event of failure of mediation to resolve the dispute relating to this contract such dispute shall finally be resolved through binding Arbitration by sole arbitrator in accordance with Arbitration Act 1940. The arbitrator shall be appointed by mutual consent of the both parties. The Arbitration shall take place in Islamabad, Pakistan and proceedings will be conducted in English language. iv. The cost of the mediation and arbitration shall be shared by the parties in equal proportion however the both parties shall bear their own costs and lawyer's fees regarding their own participation in the mediation and arbitration. However, the Arbitrator may make an award of costs upon the conclusion of the arbitration making any party to the dispute liable to pay the costs of another party to the dispute. v. Arbitration proceedings as mentioned in the above clause regarding resolution of disputes may be commenced prior to, during or after completion of the EPADS. Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective

	obligations under the Contract unless they otherwise agree that the Authority shall pay the Service Provider any monies due to the Service Provider. **Arbitrator's fee:** The fee shall be specified in Pak Rupees, as determined by the Managing Director, PPRA, which shall be shared equally by both parties. **Appointing Authority for Arbitrator:** By the Mutual Consent or in accordance with the provisions of Arbitration Act, 1940, in case the parties fail to reach a consensus on the name of sole arbitrator, any party may submit an application to the Chief Justice Islamabad High Court for appointment of sole arbitrator. The Chief Justice IHC may appoint a former judge of any High Court or Supreme Court as the sole arbitrator to resolve the dispute between the parties. **Rules of procedure for arbitration proceedings:** Any dispute between the Authority and a Service Provider who is a national of the Islamic Republic of Pakistan arising in connection with the present Contract shall be referred to adjudication or arbitration in accordance with the laws of the Islamic Republic of Pakistan including Arbitration Act 1940, however above provision shall prevail in referring the case to the Arbitrator. **Place of Arbitration and Award:** The arbitration shall be conducted in English language and place of arbitration shall be at Islamabad. The award of the arbitrator shall be final and shall be binding on the parties.

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PUBLIC PROCUREMENT REGULATORY AUTHORITY
(PPRA)
EPADS

Appendices

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Appendix A: Terms of Reference

1. Project Description:

In the context of this project, a qualified service provider (Company, Joint Venture or Consortium), registered with the relevant authorities, holding the necessary NOCs for operating in Pakistan (where applicable), and listed as an active taxpayer, will be engaged to implement the proposed solutions in the designated schools. The selected service provider will be responsible for delivering and deploying the required technologies, software, hardware, digital content, curriculum, and training. Additionally, they will ensure that the classroom environment is fully equipped and optimized to facilitate seamless STEAM learning activities throughout the three-year operational period.

2. Scope of Work

2.1 Infrastructure Requirements

A dedicated space of 500 square feet (at least) will be provided in each selected school for the establishment of the STEAM Lab. The overall design and layout of the lab should be aligned with the project's objectives of fostering innovation, collaboration, and hands-on learning. The bidder is responsible for designing and deploying a functional and aesthetically pleasing environment that aligns with the project's objectives.

(a) Student Work stations: One table per group of four students, equipped with four chairs, to facilitate collaborative project-based learning.

(b) STEAM Branding: Walls will be branded with STEAM-related themes and visuals to inspire creativity and emphasize the focus areas of the lab. Posters and info graphics that are not only An esthetically well-designed but also carry actual scaffolding materials for the relevant projects shall be used.

(c) Floor and Ceiling Upgrades: The lab will undergo necessary floor and ceiling upgrades to ensure a comfortable and safe environment conducive to learning.

(d) Windows and Doors Repair: Any required repairs to windows and doors will be carried out to maintain a secure and well-lit space.

(e) Electricity and Lighting: Adequate electrical outlets and enhanced lighting will be installed to support various digital and electronic activities within the lab.

(f) Storage & Display Cabinets: Cabinets will be provided to store STEAM kits, equipment, and materials, ensuring they are organized and easily accessible. Display cabinets/side tables will also be placed for STEAM kits and projects.

(g) Digital Screen: A large 55”digital screen (Smart TV) will be installed to display educational content, presentations, and project instructions, supporting interactive and multimedia-based learning.

2.2 STEAM KITS

STEAM kits are essential tools that bring the principles of Science, Technology, Engineering, Arts, and Mathematics to life in an interactive and engaging manner. In

the context of the STEAM Labs being established in selected FDE schools, these kits serve as the foundation for hands-on learning, allowing students to explore complex concepts through practical application. These kits transform abstract ideas into tangible experiences, enabling students to build, experiment, and innovate. This hands-on approach deepens their understanding and retention of concepts. By working with STEAM kits, students are encouraged to think creatively and critically, developing solutions to real- world problems. This nurtures their problem-solving skills and prepares them for future challenges. The kits often require students to work in groups, promoting collaboration and communication. This team work mirrors real-world scenarios, where interdisciplinary efforts are key to success. It will allow students to apply theoretical knowledge in a practical setting, bridging the gap between classroom learning and real-world applications. This makes learning more relevant and engaging.

In the STEAM Labs, these kits will be central to the educational experience, enabling students to explore diverse disciplines in a way that is both fun and educational. As a minimum the following kits should be made part of the project, the bidders are free to propose additional relevant material for each type of kit as these kits are exhaustive.

k) **Electronics Kits**: Solar Panel, Model House, Bread boards, resistors, capacitors, transistors, LEDs, power supplies, multimeters, Arduino UNO and soldering stations.

l) **IoT Box**: ESP8266 Node MCU, Android Cable, Relay Module (5V 2-Channel), Bread Board, 5V DCFan, Ultrasonic Sensor, PIR Sensor, Temperature Sensor, Jumper Wires M-F and F-F, LED, Buzzer, Acrylic Sheet (Laser Cutting), SMD LED 4V, Female Pin Socket, M3x38 Hex Spacer Female, M3HexSpacer Screws, Electrical Wies (1 Feet Red & Black)

m) Robotics Kits: Micro Controllers,motors,sensors,chassis,gears,andsoftwaretoolsforprogramming,camera, microcontroller for camera, Raspberry PI, and simulators

n) **Space Tech Kits**: Water rocket, space mission simulations with controller, and astronomy software.

o) **Game Development Tools**: Open-Source Platform

p) **Design &Arts:** Design Software

q) **Mathematics Tools**: Graphing calculator, geometry kit, software for mathematical modeling. Competitive math books, competitive programming platforms (free).

r) **Hardware Toolkit:** Complete Hardware toolkit for STEAM Projects including soldering equipment, wires, Screwdrivers, pliers, wire strippers, and wrenches for general use. Measuring tools like rulers, calipers, and multimeters, child-safe drills and drill bits Nuts, bolts, screws, soldering mat, oscilloscope, power supply and washers for assembling projects.

s) **Recyclable and Eco-Friendly Materials:** Materials that can be easily recycled or repurposed for proto typing and model-building Cardboard and Foam Boards, Wooden Dowels and Blocks. The awareness among students to use recycled

items to use in projects.

t) **Other Equipment:**

a. **3D Printer:** Installed at each lab, used to print the 3D Print necessary parts and designs made by the students for their projects. It will be used for learning about additive manufacturing. It is also used to get the basic knowledge of 3 axis machines. Its working principle is based on Fused Deposition Modeling.

b. **VR Box:** To visualize the3D Models and simulate the games developed by the students.

2.3 The Service Provider:

The term 'firm' shall be used for the Service Provider in this document. The organization must be registered in Pakistan under the relevant laws, including Societies Registration Act, Trust Act, SECP, FBR and other legal regulating bodies and must have a registered office in Pakistan.

2.4 Service Provision Model:

Sr. No.	Deliverable Category	Activity / Output	Detailed Deliverables
1	Mobilization	Project kickoff	Mobilization report, project team deployment
2	Planning	Site assessment	School-wise site readiness & utility reports
3	Planning	Lab design	Lab layout, furniture plan, electrical & IT drawings
4	Planning	Implementation plan	Detailed execution plan with milestones
5	Infrastructure	Civil & interior works	Flooring, ceiling, lighting, repairs completed
6	Infrastructure	Furniture installation	Student workstations, chairs, cabinets
7	Infrastructure	STEAM branding	Wall branding, posters, instructional visuals
8	Equipment	Electronics kits	Complete electronics STEAM kits installed
9	Equipment	IoT kits	Fully configured IoT kits
10	Equipment	Robotics kits	Robotics kits with software & simulators
11	Equipment	Space tech kits	Water rockets & simulation tools
12	Equipment	Math & design tools	Math kits, design & arts software

Sr. No.	Deliverable Category	Activity / Output	Detailed Deliverables
13	Equipment	Hardware toolkit	Complete STEAM hardware & safety toolkit
14	Equipment	Recyclable materials	Eco-friendly prototyping materials
15	Technology	Digital screen	55” Smart TV installed & operational
16	Technology	3D printer	Installed, calibrated, test prints
17	Technology	VR box	Installed & tested
18	Assets	Asset tagging	Asset register (school-wise)
19	Digital Content	Software setup	Open-source/licensed tools installed
20	Digital Content	Learning content	STEAM lessons, projects, simulations
21	Curriculum	Curriculum alignment	Grade-wise curriculum mapping
22	Training	Teacher training	Hands-on STEAM & equipment training
23	Training	Safety & SOPs	Lab SOPs, safety manuals
24	Training	Training materials	Manuals, guides, presentations
25	Academic	Pilot activities	Student STEAM pilot projects
26	Support	Technical stabilization	On-site troubleshooting
27	Certification	Lab readiness	Fully operational lab certification
28	Handover	Documentation	Warranties, manuals, licenses
29	Closure	Final inspection	Joint inspection & sign-off
30	Reporting	Final report	Completion & handover report

3. Duration of Assignment

The contract duration will be **03 months**.

4. Schedule of Payments:

The Firm shall be engaged for a period of 03 Months and all the payment will be made once the overall setting up of maker space is completed
Note: All the payments shall be made through Pre-Audit System of AGPR and FDE shall be responsible for timely submission of Bills to AGPR.

Schedule of Delivery
Expected Timeframe and Duration
Start date: March, 2026
End date: May, 2026

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Appendix B: Key Experts

FORM TECH-5

TEAM COMPOSITION AND TASK ASSIGNMENTS

Professional Staff			
Name of Staff	**Area of Expertise**	**Position Assigned**	**Task Assigned**

TEAM COMPOSITION AND TASK ASSIGNMENTS

CURRICULUM VITAE (CV)
KEY EXPERTS

Position Title and No.	{e.g., K-1, TEAM LEADER}
Name of Expert:	{Insert full name}
Date of Birth:	{day/month/year}
Country of Citizenship/Residence	

Education: {List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained}

_____

_____

Employment record relevant to the assignment: {Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information of previous Procuring Agency's and employing organization(s) who can be contacted for references. Past employment that is not relevant to the assignment does not need to be included.}

Period	**Employing organization and your title/position. Contact info for references**	**Country**	**Summary of activities performed relevant to the Assignment**
[e.g., May 2005-present]	[e.g., Ministry of ……, advisor/Consultant/ Service provider / Service provider to… For references: Tel……/e-mail……; Mr. Hbbbbb, deputy minister]		

Membership in Professional Associations and Publications:

_____

Language Skills (indicate only languages in which you can work): _____

_____

Adequacy for the Assignment:

Detailed Tasks Assigned on Consultant/ Service provider / Service provider 's Team of Experts:	**Reference to Prior Work/Assignments that Best Illustrates Capability to Handle the Assigned Tasks**
{List all deliverables/tasks as in TECH- 5 in which the Expert will be involved)	

Expert's contact information: (e-mail ……., phone……)

Certification:
I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available, as and when necessary, to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by the Procuring Agency.

{day/month/year}

Name of Expert Signature Date

{day/month/year}

Name of authorized Representative of the Consultant/ Service provider / Service provider (the same who signs the Proposal) Signature Date

Appendix-C- Cost Estimates

Summary of Cost Form
(Financial Proposal)

******

Proposal Price
(May use separate for three level (i.e. primary, Elementary, Secondary and Higher Secondary)

The Price Schedule is as under [*insert the total price of the offer in words and figures, indicating the various amounts and the respective currencies*].

S/N	Item	Description	Units	Quantity	Price
1	Infrastructure uplift /Development	As specified	R-SQFT	500SQFT	
2	Digital Screen55”	As specified	Nos	1	
3	Computer	As specified	Nos	11	
4	STEAM Kits (Three levels=, Elementary, Secondary and Higher Secondary) • Electronics Kits, • IoT Box, • Robotics Kits, • Space Tech Kit, • Game Development Platform (Open Source), • Arts & Design Software for Full Class, • Mathematics Tools. • LMS, • Simulators, • Software, • Hardware Toolkits, • Recyclable • Eco- Friendly Materials for STEAM Activities	As specified Below for each level i.e. primary, elementary and Secondary & Higher Secondary	Nos.	Complete Kits /Sets	*Separate rate for each level and Kits be quoted work order be issued accordingly as availability of Funds. FDE reserves the right to issue order for single or multiple grade
5	3D Printer	As specified	Nos.	1	
6	VR Box	As specified	Nos.	1	

Per Lab Price for primary Level	
Per Lab Price For Elementary Level	
Per Lab Price For Secondary and Higher Secondary Level	
Total Price for Three Level	
GST (to calculated for all three levels)	
Total Price Per Lab Incl. Taxes for all three levels	

After establishing the rates for one lab with all level STEM Kits the work order will be issued for identified educational institutions appended below to this Fin-2 Form and may change sites /increase or decrease quantifies as per requirement of FDE.

Authorized Signature [in full and initial]
Name and Title of Signatory:
Company Stamp:
Name of Firm:
Address

*In case of increase / decrease in the number of labs all other factors shall remain the same
Corporate Seal (where appropriate)

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Makers Space /classroom Items/Equipment/Kits specifications

Ser	Item	Specification
1	Infrastructure Development	STEAM Thematic Walls Posters with Plastic Emulsion Paint, PVC Ceiling, Wall to Wall Carpet Tiles, Windows& Doors Sanding & Paint with Repairs, 3 x Branding Acrylic Boards, Electricity Repairs & Lighting, 6Wooden Cabinets 2.5 D x 4 H X 4 L. 4' High, 2.5' Deepand8 Feet Long Side Shelfs. Side display tables. Electrification, Lighting, Beautification. 10 x Student Tables (4 x 6 Table Made with MDF to be shared with group of 4 Students.(Sample to be approved by the committee)). 40xStudentWoodenChairs (Wooden Chairs matched with Lab Theme (Sample to be approved by the committee)).
2	VR Box	Headset: 184 mm x 160 mm x 98 mm, 515g. Controllers: 126mm x 67mm x 43 mm, 126g (per controller, including the required single AA battery); Around 30 hours of usage from one AA battery. Display: 2 x LCD RGB, 2064x2208px per eye resolution, 120Hz native refresh rate (support for 72Hz, 90Hz and 120Hz modes); Pancake lenses with around 96-degree vertical field of view and 110-degree horizontal; adjustable IPD - continuous slider between 58-70mm. Suitable for users with IPD between 53-75mm. Chipset and memory: Qualcomm Snapdragon XR2 Gen 2 (4 nm), Adreno 740; 128GB 8GB RAM. Tracking: Head and hand tracking through integrated Oculus Insight technology (inside-out tracking), Hand tracking. Headset Battery: Around 4000 mAh (19.44 Wh) lithium-ion (2 to 3 hours of use on a single charge); 18W charging (around 2 hours for a full charge). Audio: Built-in stereo speakers and microphone, 3.5mm audio jack, support for 3D audio. Connectivity: Wi-Fi b/g/n/ac(5)/ax(6E) with 6GHz support and 160Mhz channels; Bluetooth 5.2 LE; Type-C USB port, with USB Host support; 3.5mm audio jack. OS and software: Oculus Mobile, based on Android, uses proprietary Oculus store for apps and games; Supports playing PCVR games through Oculus link and third-party wireless solutions
3.	Computer Table	4.5 feet width and 2.5 feet height with metal frame and Laminated MDF top with PVC edging and MDF keyboard tray with PVC edging, CPU place, plastic made padding below feet to avoid direct contact with floor.
4.	Computer Chair	Computer chair with fabric cushioning on plastic seat and back, and star base with height adjustment system and wheels. Complete in all respects.
5.	Decor & Electricity	As per Lab/ Room requirement.

6.	UPS (2 KVa)	UPS 2KVa with Batteries & Complete Installation, above 6 Feet height, Box Insulated & PVC ducting. One Year Warranty.
7.	Desktop PC	Core i3 12th Gen or above, 8GB DDR4 RAM, 250GB SSD, Intel Chipset, 18.5" LED or Higher, Intel UHD Graphics, Wireless LAN, Windows 11, Keyboard & Mouse. Complete installation. One Year Warranty. Thin Client Solution with complete offline Server (Sharing similar Compute) will also be considered.
8.	LED 65 inch	Screen Size: 65", 4K UHD (or higher), 3840x2160 resolution, 60Hz refresh rate, Bluetooth 4.0/5.0, Wi-Fi 2.4GHz/5GHz, 2x HDMI, 2 x USB 2.0, Media Tek 9611 or Quad A55 or up to 1.5GHz or, Mali G52 MP2 or higher Processor, 2GB RAM, 16GB Storage, Android TV™ 12 or Higher OS, Remote control with batteries, Wall Mount Brackets, HDMI Cable (10 M) & Installation Included. One Year Warranty.
9.	Sound System & Mic	Good quality of sound and cordless mic, at least 250 Watts, Bluetooth Connectivity, USB Input.
10.	Networking/ Wireless Aps	Wi-Fi 6, Min Speed 5 GHz (4804 Mbps 802.11ax, HE160) 2.4 GHz (574 Mbps 802.11ax), Min 4-6 Antennas, Ethernet Ports: 1× Gigabit WAN Port, Min 4-6 × Gigabit LAN Ports, IPv4 & IPv6 Supported, Easy in Built Setup with Guide or Step by Step User Manual. Minimum 50 User Connectivity. On Site Installation, Configuration & Connectivity is included.
11.	Arduino Starter Kit	As per Sepcs given below
12.	Electric/Electronic Kit	As per Sepcs given below
13.	Soldering Kit	As per Sepcs given below
14.	STEAM Kit (Cube Sat)	As per Sepcs given below
15.	STEAM Kit (Science)	As per Sepcs given below
16.	Robotics Kit	As per Sepcs given below
17.	Iot Kit	As per Sepcs given below

Grade wsie and Age appropriate Specification as per STEAM Framework

- **Primary Years Makerspace (Grades 1–5):** Foundational STEAM exploration — age-appropriate, play-based, inquiry-driven. Focus on curiosity, basic problem- solving, and collaborative skills.
- **Middle Years Makerspace (Grades 6–8):** Intermediate STEAM learning — advanced platforms, introductory programming, and project-based work. Focus on computational and critical thinking.
- **Secondary & Higher Secondary Makerspace (Grades 9–12):** Advanced STEAM education — sophisticated systems, AI/ML/IoT platforms, engineering design. Focus on preparing students for higher education and STEAM careers.

A. Electronics Kits

Primary Years Makerspace — Grades 1–5

- **Snap / Magnetic Circuit Building Kit** — colour-coded components; snap-fit connectors; no loose wires; includes battery holder, bulb, switch, buzzer, fan; safe for ages 6+
- **AA/AAA Battery Holder Modules** — 1.5V per cell; 2-cell and 4-cell variants; wired output leads; child-safe insulation
- **Basic LED Assortment** — 5mm diffused; red, green, yellow; pre-wired with resistor or built-in current-limiting; 3V safe for direct 2xAA connection

- **Simple Switch & Relay Demonstration Board** — tactile push buttons, slide switches, and lever switches on pre-built demonstration board; labelled
- **Basic Magnet & Electromagnetism Kit** — bar magnets, horseshoe magnets, iron filings tray, compass; demonstrates magnetic fields
- **Simple Motor Exploration Kit** — small DC hobby motor (1.5–3V); propeller attachments; demonstrates energy conversion
- **Primary Science Sensor Cards / Tiles** — light sensor tile, sound tile, temperature tile — block-based compatible; plug-and-play; no soldering

Middle Years Makerspace — Grades 6–8

- **Solderless Breadboard** — min. 400 tie-point; ABS body; 20–29 AWG wire compatible
- **Resistor & Capacitor Assortment Pack** — resistors: carbon film, 10Ω–1MΩ, ±5%, min. 100 pcs E12 series; capacitors: electrolytic 1µF–470µF and ceramic 10pF–100nF, min. 30 pcs combined
- **General-Purpose Transistors (NPN &PNP)** — TO-92 package; min. 10 pcs each type; standard switching class
- **LED & Diode Pack** — 5mm LEDs assorted colours (10 pcs each); general-purpose rectifier diode min. 10 pcs; Zener assortment min. 10 pcs
- **Fixed DC Power Supply Module** — 5V and 12V regulated outputs; min. 1A; USB or barrel jack output; short-circuit protected
- **Digital Multimeter** — 3½-digit LCD; DC/AC voltage to 600V; resistance, continuity, diode test; CAT II rated; with probes
- **Introductory Microcontroller Development Board** — open-source IDE compatible; min. 14 digital I/O; 6 analogue inputs; USB programming; 5V/3.3V rails
- **Basic Soldering Iron Kit (supervised use)** — fixed-temperature 30–40W iron or low-cost adjustable; stand and sponge included; used for guided teacher-supervised activities

Secondary & Higher Secondary Makerspace — Grades 9–12

- **Full-Size Solderless Breadboard** — 830 tie-point; phosphor bronze contacts; self-adhesive base; min. 2 per station
- **Complete Passive Components Lab Pack** — resistors E12/E24 series (10Ω–1MΩ, ±1–5%); electrolytic, ceramic, and film capacitors; inductors; min. 200 pcs total assorted
- **Semiconductor Components Pack** — NPN/PNP transistors; MOSFETs; SCRs; general-purpose and Zener diodes; rectifier bridge modules; min. 15 pcs per type
- **Advanced Microcontroller Development Board** — 32-bit processor; min. 240 MHz; min. 32 KB Flash; USB + UART/SPI/I2C; open-source IDE compatible; breadboard-compatible form factor
- **Variable Regulated Bench Power Supply** — 1.5–30V adjustable; min. 3A continuous; digital voltage/current display; current limiting and short-circuit protection; 230V AC input
- **Digital Multimeter (Advanced)** — 4½-digit display; true RMS; DC/AC voltage, current, resistance, capacitance, frequency, temperature; CAT III 600V
- **Digital Oscilloscope** — min. 2-channel; min. 25 MHz bandwidth; min. 500 MSa/s sample rate; 7-inch display; USB storage; auto-trigger
- **Temperature-Controlled Soldering Station** — 150–450°C adjustable; min. 48W; ESD-safe; auto-sleep; interchangeable tips; stand, cleaning sponge, solder wire, and desoldering pump included
- **Function / Signal Generator Module** — 0.1 Hz–1 MHz; sine, square, triangle waveforms; TTL output; USB or standalone

B. IoT Innovation Box

Primary Years Makerspace — Grades 1–5

- **Plug-and-Play Sensor Activity Kit** — pre-wired sensor tiles (light, sound, temperature, motion); snap-connector or magnetic interface; no programming required; visual output via LED or buzzer; demonstrates cause-and-effect
- **Wireless Communication Demonstration Set** — simple RF or IR transmitter-receiver pair (pre-programmed); demonstrates wireless concept through interactive games or object detection; no configuration needed
- **Basic Automation Toy / Kit** — simple input-output system (e.g., press button → trigger motor/LED/sound); self-contained; battery powered; used to introduce concept of automation and smart devices

Middle Years Makerspace — Grades 6–8

- **Wi-Fi Capable Microcontroller Development Board** — 32-bit processor; min. 80 MHz; Wi-Fi 802.11 b/g/n; min. 4 MB Flash; USB programming; open-source framework compatible (MicroPython or equivalent)
- **USB Programming Cable** — matching board connector; min. 1m; data + power rated
- **2-Channel Relay Module** — 5V TTL control; optocoupler isolated; 10A/250V AC rated; LED indicator per channel
- **Solderless Breadboard** — min. 400 tie-point; included per box
- **Ultrasonic Distance Sensor** — range 2–400 cm; ±3 mm accuracy; 5V TTL trigger/echo interface
- **PIR Motion Sensor Module** — range 3–7 m adjustable; min. 110° angle; 5V; digital output
- **Temperature & Humidity Sensor Module** — temp -40°C to +80°C (±0.5°C); humidity 0–100% RH (±3%); digital or I2C interface
- **Jumper Wires (M-F and F-F)** — min. 40 pcs each; 20 cm; 22–24 AWG
- **LED Indicators & Active Buzzer Module** — assorted 5mm LEDs; RGB LED module; active buzzer (5V, min. 70 dB at 10 cm)
- **Small DC Fan / Motor (5V)** — demonstrates relay-controlled load switching
- **Rigid Mounting Panel** — laser/CNC-cut rigid sheet; min. 200 × 150 mm; acrylic or equivalent; for component mounting
- **M3 Standoff Spacers, Screws & Nuts** — brass or nylon spacers (10 mm and 38 mm); M3 screws 6 mm and 10 mm; min. 20 pcs each

Secondary & Higher Secondary Makerspace — Grades 9–12

- **Advanced Wi-Fi + Bluetooth SoC Development Board** — dual-core 32-bit; min. 240 MHz; Wi-Fi 802.11 b/g/n + BT/BLE; min. 4 MB Flash; 520 KB SRAM; UART/SPI/I2C/PWM; Arduino and MicroPython compatible
- **GSM / GPRS Communication Module** — quad-band 850/900/1800/1900 MHz; SIM card slot; UART interface; supports SMS, voice call, and GPRS data; 5V compatible
- **GPS Module** — min. -148 dBm sensitivity; NMEA 0183 output; UART interface; supports cold/warm/hot start; with patch antenna
- **Multi-Channel Relay Module (4-channel)** — 5V TTL optocoupler isolated; 10A/250V AC per channel; status LEDs

- **Advanced Sensor Bundle** — gesture sensor (I2C, proximity + RGB); UV index sensor; barometric pressure + temperature sensor (I2C); soil moisture sensor; flame/fire sensor; water level sensor; coloursensor module
- **Wireless Transceiver Module** — 2.4 GHz ISM band; SPI interface; min. 100 m open-air range; supports point-to-point and mesh communication
- **GSM/Wi-Fi Antenna Pack** — external SMA or IPX antenna; compatible with above communication modules
- **Li-ion / LiPo Battery & Charging Module** — 3.7V protected cell; min. 1000 mAh; TP4056-compatible single-cell charger module with overcharge/over-discharge protection
- **OLED Display Module** — 0.96-inch; I2C interface; 128 × 64 pixels; 3.3V/5V compatible
- **Rigid Enclosure / Project Box** — ABS or acrylic; min. 150 × 100 × 60 mm; drillable; for final project housing
- **Proto PCB Boards** — double-sided; min. 5 cm × 7 cm; tin-plated through-holes; min. 5 pcs
- **Complete Wiring & Connector Pack** — M-M, M-F, F-F jumper wires (40 pcs each); single-core red/black wire 1m each; 2.54 mm female pin headers; heat shrink tubing assortment

C. Robotics Kits

Primary Years Makerspace — Grades 1–5

- **Floor Robot / Programmable Tile Robot** — self-contained wheeled robot; controlled via physical button-press sequence or directional cards; no screen required; rechargeable; used to teach sequencing and directionality
- **Snap-Together Robot Construction Kit** — interlocking plastic parts; pre-defined joint types; includes small DC motor (1.5–3V) and gears; no tools required; builds wheeled or articulated structures
- **Block-Based Physical Coding Platform** — tangible coding cards or physical programming blocks compatible with floor robot above; introduces loops, conditions, and sequences without a screen
- **Basic Servo Motor Demonstration Unit** — single 180° servo; 5V; with horn and mounting bracket; plug-and-play with introductory controller; demonstrates rotational movement
- **Simple Remote Control Toy / Car Platform** — pre-assembled 2WD RC vehicle; 2.4 GHz or IR remote; demonstrates motors and remote control concept; not open to programming

Middle Years Makerspace — Grades 6–8

- **Programmable Microcontroller Board (Robotics)** — open-source IDE compatible; min. 14 digital I/O; PWM on min. 6 pins; USB programming; 5V/3.3V rails; UART/I2C/SPI
- **Dual H-Bridge Motor Driver Module** — input 5–12V; min. 1.5A per channel; TTL direction and PWM speed control
- **DC Gear Motors** — 3–12V; min. 0.5 kg·cm torque; D-shaft; min. 4 pcs per kit
- **Standard Servo Motors (180°)** — 5V; min. 2 kg·cm torque; 1000–2000 µs pulse; min. 2 pcs per kit
- **Modular Wheeled Robot Chassis (2WD)** — acrylic or ABS; pre-drilled; 200 × 150 mm minimum; rubber-tyred wheels; caster wheel included
- **IR Line & Obstacle Sensors** — digital output; adjustable sensitivity; detection range 2–30 cm; min. 4 pcs
- **Ultrasonic Distance Sensor** — range 2–400 cm; ±3 mm; 5V TTL; min. 1 pc per kit
- **Battery Holder & Connectors** — 6V (4×AA) or 7.4V Li-ion pack; wired output; fused or protected

- **Block-Based Programming Environment** — free/open-source; supports the supplied board; drag-and-drop logic blocks; serial monitor
- **Structural Assembly Parts** — aluminium or ABS brackets, rods, and support beams; assorted M3 fasteners; compatible with supplied chassis

Secondary & Higher Secondary Makerspace — Grades 9–12

- **Advanced 32-bit Microcontroller Board** — dual-core; min. 240 MHz; min. 20 digital GPIO; min. 4 ADC channels; USB/UART/SPI/I2C/CAN; open-source IDE; C/C++ and MicroPython compatible
- **Vision / AI-Capable Controller Module** — dual-core 32-bit; min. 240 MHz; integrated camera interface (min. 2MP OV2640 class); Wi-Fi + BLE; min. 4 MB Flash; supports face/object detection
- **Single-Board Computer (Linux-capable)** — 64-bit ARM quad-core; min. 1 GHz; min. 512 MB RAM; microSD boot; Wi-Fi + BT; 40-pin GPIO header; I2C/SPI/UART/PWM; 5V USB-C input
- **Stepper Motor with Driver Module** — bipolar or unipolar; step angle 1.8° or 7.5°; 5V or 12V; ULN2003 or A4988 class driver included
- **DC Gear Motors (advanced)** — 6–12V; min. 1 kg·cm torque; with encoder output (min. 20 PPR); D-shaft; min. 4 pcs
- **Standard and High-Torque Servo Motors** — standard 180° (5V, min. 2 kg·cm) and high-torque 180° (min. 10 kg·cm); min. 2 pcs each
- **Dual H-Bridge Motor Driver (Advanced)** — input up to 12V; min. 2A per channel; current sensing output; PWM and direction control
- **IMU — Accelerometer + Gyroscope Module** — 3-axis each; I2C interface; min. ±16g accelerometer range; min. ±2000°/s gyro range
- **Modular 4WD Robot Chassis** — aluminium or ABS; min. 250 × 200 mm; 4 motor mounts; pre-drilled multi-row mounting holes
- **Robot Simulation Software** — free/open-source; supports 3D robot simulation; compatible with supplied controllers; e.g., Webots, Gazebo, or equivalent
- **Text-Based Programming IDE** — open-source; syntax highlighting; serial/debug monitor; supports C/C++ and/or Python; compatible with supplied boards
- **Structural & Mechanical Parts Kit** — aluminium profile sections, rods, U-brackets, L-brackets, gears, pulleys, belts; M3/M4 fasteners; sufficient for multi-session robot build projects

D. Space Technology Kits

Primary Years Makerspace — Grades 1–5

- **Solar System Scale Model Kit** — tabletop or wall-mounted; min. 8 planets + Sun; labelled; non-toxic materials; durable plastic or foam
- **Constellation & Star Map Set** — min. 2 all-sky laminated star charts; constellation cards (min. 30); glow-in-dark star ceiling stickers for classroom
- **Basic Planetarium / Astronomy App** — free, age-appropriate digital planetarium; works offline; iOS and Android compatible; interactive star identification
- **Space Story & Activity Books** — age-appropriate illustrated books on space, planets, astronauts; min. 3 titles; curriculum-aligned

Middle Years Makerspace — Grades 6–8

- **Water Rocket Launch System (Basic)** — 1.5–2L PET bottle compatible; manual pump with pressure gauge; launch pad with guide rail min. 1.5m; safety release; fins and nose cone kit; parachute recovery mechanism
- **Planetarium / Astronomy Software (Offline)** — free/open-source digital planetarium; full offline capability; real-time sky simulation; e.g., Stellarium or equivalent
- **Telescope / Binoculars** — refractor telescope min. 70mm aperture OR 8×42 binoculars; tripod adaptable; for daytime/nighttime sky observation activities
- **Rocketry & Space Science Activity Kit** — printed or digital student workbook covering Newton's laws, trajectory, drag, and recovery; includes data recording sheets

Secondary & Higher Secondary Makerspace — Grades 9–12

- **Advanced Water Rocket System** — 1.5–3L bottle compatible; foot or hand pump with calibrated pressure gauge; min. 100 PSI rated; safety cable trigger; pressure relief valve; fin set, nose cone, and parachute recovery system; safety shield included
- **Space Mission Simulation Kit with Programmable Controller** — physical programmable command unit (USB or wireless); bundled simulation software covering orbital mechanics, satellite deployment, telemetry, and re-entry; perpetual educational license or open-source; Windows and Linux compatible
- **Advanced Astronomy Software Suite** — planetarium software (full offline); orbital mechanics simulator; satellite tracking software; image processing tool for astrophotography; all free/open-source
- **CanSat / CubeSat Educational Model Kit** — structural frame to construct 1U CubeSat model; demonstration payload integration; includes basic sensor module for data logging; used to teach satellite design principles

E. Game Development Tools

Primary Years Makerspace — Grades 1–5

- **Unplugged Coding & Logic Activity Kit** — physical card-based sequencing games; algorithm puzzle sets; board game with programming logic concepts; no screen required
- **Drag-and-Drop Visual Coding Platform (Beginner)** — browser or app-based; sprite-based animations and simple games; no typing; free to use; e.g., ScratchJr class or equivalent; tablet compatible
- **Physical Board / Card Game Design Kit** — blank cards, dice, tokens, game board templates, pencils and stickers; students design and play their own board games

Middle Years Makerspace — Grades 6–8

- **Block-Based to Text Game Development Platform** — transitions from visual blocks to scripting; supports 2D game creation; free/open-source; exports to browser; e.g., Scratch 3.0, GDevelop, or equivalent
- **2D Game Asset Creation Tool** — free sprite and tile editor; supports PNG/GIF export; works offline; e.g., Piskel, LibreSprite, or equivalent
- **USB Game Controller / Gamepad** — USB or Bluetooth; compatible with PC game engine; min. 2 per lab; standard directional and button layout

Secondary & Higher Secondary Makerspace — Grades 9–12

- **Open-Source 2D/3D Game Engine** — supports standard scripting language (Python, GDScript, C#, JavaScript, or Lua); 2D and 3D scene editor; integrated physics engine; exports to Windows, Linux, and HTML5; active community; free/open-source or free educational tier
- **Digital Drawing Tablet (optional)** — USB; min. A5 active area; pressure-sensitive; for sprite and UI asset creation; compatible with free raster and vector editors
- **Version Control Platform Access** — free tier; Git-based; for collaborative game project management; e.g., GitHub, GitLab, or equivalent
- **Sound & Music Creation Tool** — free/open-source audio editor for game sound effects and background music; e.g., Audacity, LMMS, or equivalent

F. Design & Arts

Primary Years Maker space — Grades 1–5

- **Child-Safe Digital Drawing &Colouring App** — free; touch screen or mouse-based; basic brushes, fill, and stamps; no account required; Windows and Android/iOS compatible
- **Physical Art & Craft Supplies** — colored pencils, markers, watercolours, A4 cartridge paper, construction paper; non-toxic; sufficient for class activities
- **Collage & Texture Materials Pack** — textured paper, fabric swatches, foam stickers, glitter glue, googly eyes; for mixed-media project work

Middle Years Makerspace — Grades 6–8

- **Raster Image Editing Software** — layers, selection tools, filters, painting; PNG/JPEG/PSD-compat export; free/open-source; e.g., GIMP or equivalent
- **Vector Graphics Tool** — vector drawing, SVG/PDF/DXF export; free/open-source; e.g., Inkscape or equivalent
- **Introductory 3D Modeling Tool** — browser or desktop; beginner-friendly; STL export for 3D printing; free; e.g., TinkerCAD class or equivalent
- **Colour Theory & Design Principles Workbook** — printed or digital; covers typography, layout, colour theory, visual hierarchy; min. 1 per student or shared set

Secondary & Higher Secondary Makerspace — Grades 9–12

- **Professional Raster Image Editor** — full layer management, masking, filters, retouching, RAW support; PNG/JPEG/TIFF/PSD-compact; free/open-source; e.g., GIMP or equivalent
- **Professional Vector & Illustration Software** — bezier path editing, typography tools, SVG/PDF/DXF/AI-compact export; free/open-source; e.g., Ink scape or equivalent
- **3D Mesh Modeling Software** — polygon/mesh modeling, UV unwrapping, rigging, rendering; OBJ/FBX/STL export; free/open-source; e.g., Blender or equivalent
- **Parametric CAD Software** — feature-based parametric modelling; dimensional constraints; assembly environment; STL/STEP export; free/open-source or free educational tier; e.g., FreeCAD or equivalent
- **Graphic Design Layout Tool** — multi-page layout, typography, master pages; PDF export; free/open-source or free educational tier

G. Mathematics Tools

Primary Years Makerspace — Grades 1–5

- **Counting & Place Value Manipulatives** — base-10 blocks (units, rods, flats, cubes); min. 200-piece set; durable plastic; colour-coded
- **Fraction Tiles / Circles Set** — colour-coded fraction pieces from whole to 1/12; min. 1 set per 2 students
- **Geometric Shape Tiles (2D)** — pattern blocks in 6 shapes; min. 250 pcs per set; used for symmetry, patterns, and area
- **Abacus** — 10-row, 10-bead; wooden frame; colour-coded beads; min. 1 per student
- **Tangram Set** — 7-piece tangram; durable plastic or wood; min. 1 set per student
- **Measuring Tools (Primary)** — 30 cm ruler, flexible tape measure (150 cm), trundle wheel; non-toxic; clearly graduated
- **Math Games & Puzzle Activity Kit** — number puzzles, logic cards, multiplication games; curriculum-aligned; min. 1 kit per lab

Middle Years Makerspace — Grades 6–8

- **Scientific Calculator** — algebraic notation; trigonometric, logarithmic, statistical functions; fraction calculation; min. 240 functions; solar + battery powered
- **Geometry Set** — compass, protractor (180°), set squares (30/60 and 45/45), 30 cm ruler, divider; stainless steel or heavy ABS; in case
- **Geoboard** — 25-peg or 100-peg; with rubber bands; for polygon and area exploration
- **3D Geometric Solids Set** — min. 8 solids (sphere, cube, cylinder, cone, prism, pyramid, hemisphere, torus); hollow transparent variants preferred; min. 1 set per lab
- **Basic Graphing & Algebra Software** — free/web-based; 2D function plotting, equation solving; e.g., Desmos or equivalent; no installation required
- **Algebra Tiles Set** — positive/negative unit, x, and x^2 tiles; colour-coded; min. 1 set per 2 students

Secondary & Higher Secondary Makerspace — Grades 9–12

- **Graphing Calculator (Physical)** — min. 96×64 pixel graphical LCD; 2D function plotting; statistics, matrix operations; programmable; USB PC connectivity; min. 200 hrs battery; permitted in international competitions
- **Advanced Geometry Set** — full precision compass, 180° and 360° protractors, set squares, ruler, divider, parallel rule; stainless steel
- **Mathematical Modelling & CAS Software** — computer algebra system; symbolic computation, calculus, linear algebra, statistics; 2D/3D graphing; free/open-source or educational license; e.g., GeoGebra, SageMath, or equivalent
- **Competitive Mathematics Reference Books** — min. 5 titles covering combinatorics, number theory, geometry, algebra, and problem-solving at Olympiad level
- **Competitive Programming Platform Access** — free online platform; supports Python, C++, Java; problem sets from beginner to advanced; e.g., Codeforces, DMOJ, Project Euler, or equivalent
- **Statistics & Probability Toolkit** — printed probability experiment kit (dice, coins, spinners, playing cards); paired with data analysis software module

H. Hardware Toolkit

Primary Years Makerspace — Grades 1–5

- **Child-Safe Hand Tool Set** — rounded safety scissors, soft-grip screwdrivers (#1 Phillips and 3 mm flat), plastic mallet; brightly coloured handles; no sharp edges
- **Measuring Tools (Basic)** — 30 cm ruler, 150 cm flexible tape measure; clearly graduated; durable plastic
- **Craft Glue & Adhesive Set** — PVA glue (2 × 120ml), glue sticks (10 pcs), double-sided tape; non-toxic
- **Safety Goggles** — child-sized; anti-fog; ANSI Z87.1 or equivalent; min. 1 per student

Middle Years Makerspace — Grades 6–8

- **Precision Screwdriver Set** — Phillips #0, #1, #2 and flat 2mm, 3mm, 4mm; min. 6 pcs; insulated handles
- **Pliers Set** — needle-nose, flat-nose, and flush-cutter wire cutters; min. 3 pcs; comfort grip
- **Adjustable Wire Strippers** — automatic; 10–28 AWG; min. 1 per kit
- **Hex Key (Allen) Wrench Set** — 1.5mm–10mm; min. 8-piece; L-shaped; chrome vanadium steel
- **Steel Ruler & Measuring Tape** — 300 mm stainless steel rule; 5m retractable tape measure
- **Digital Multimeter** — 3½-digit; DC/AC voltage, resistance, continuity, diode test; CAT II 600V; with probes
- **Safety Equipment** — safety goggles (adult-fit); anti-static wrist strap; first-aid guidance card

Secondary & Higher Secondary Makerspace — Grades 9–12

- **Complete Precision Hand Tool Set** — screwdrivers (Phillips #0–#3, flat, Torx), needle-nose/flat/flush-cutter pliers, adjustable wire strippers, hex key set, spanner set, anti-static tweezers (straight + angled)
- **Digital Vernier Caliper** — 150 mm; 0.01 mm resolution; depth gauge; IP54 rated preferred; ABS or stainless steel body
- **Digital Multimeter (Advanced)** — true RMS; 4½-digit; voltage, current, resistance, capacitance, frequency, temperature; CAT III 600V
- **Digital Oscilloscope** — min. 2-channel; min. 25 MHz bandwidth; min. 500 MSa/s; 7-inch display; USB storage; triggering modes
- **Variable DC Bench Power Supply** — 1.5–30V adjustable; min. 3A; digital display; current limiting; short-circuit protection; 230V AC input
- **Temperature-Controlled Soldering Station** — 150–450°C adjustable; min. 48W; ESD-safe; auto-sleep; interchangeable tips; stand and cleaning tools included
- **De soldering Pump & De soldering Wick** — spring-loaded vacuum pump; flux-impregnated braid 2–3 mm; min. 1.5m roll
- **Heat-Resistant Silicone Soldering Mat** — min. 300 × 400 mm; 500°C rated; with component tray
- **PCB Holder / Third-Hand Clamp** — adjustable; with magnifying glass; ESD-safe preferred
- **Variable-Speed Cordless / Corded Drill (Lab-Safe)** — 3-key chuck; min. 15 Nm torque; safety guard; HSS drill bit set 1–10 mm
- **Fasteners & Consumables Pack** — M2/M3/M4 stainless steel screws, nuts, washers (min. 200 pcs assorted); solder wire 0.8mm; heat shrink tubing assortment; insulation tape; cable ties

I. Recyclable & Eco-Friendly Prototyping Materials

Primary Years Makerspace — Grades 1–5

- **Cardboard & Craft Paper Pack** — A3/A4 thick cartridge paper, construction paper, tissue paper; assorted colours; min. 200 sheets total
- **Basic Craft Materials** — craft sticks (min. 200 pcs), pipe cleaners (min. 50 pcs), foam stickers, googly eyes, bottle caps; for model-making and art
- **Child-Safe Adhesives** — PVA glue (2 × 500ml), glue sticks (20 pcs); non-toxic
- **Repurposed Material Starter Tray** — clean plastic bottles (assorted sizes), cardboard tubes, fabric scraps, rubber bands; introduces recycling concept through guided projects
- **Eco-Awareness Posters & Activity Sheets** — printed; covers recycling, sustainability, and reusing materials; curriculum-aligned; min. 5 posters + 20 activity sheets

Middle Years Makerspace — Grades 6–8

- **Corrugated Cardboard Sheets** — single and double-wall; min. 30 sheets A2 or larger; natural/unbleached preferred
- **Foam Board** — 5mm thickness; A2 size; min. 20 sheets; recyclable or biodegradable foam
- **Wooden Dowels & Blocks** — dowels 3–12 mm diameter, 300–600 mm lengths; assorted wooden blocks; untreated softwood; min. 50 pcs each
- **Joining & Surface Materials** — PVA glue (500ml), hot glue sticks + low-temp glue gun, masking tape, double-sided tape, acrylic paints (8-colour non-toxic set), brushes
- **Labelled Recycling Bins (6-bin set)** — for sorting cardboard, plastic, metal, fabric, wood, and mixed; labelled; stackable

Secondary & Higher Secondary Makerspace — Grades 9–12

- **Extended Prototyping Materials Pack** — corrugated cardboard (A1, min. 20 sheets), foam board 5mm and 10mm (A2, min. 30 sheets), wooden dowels and blocks, balsa wood sheets, craft sticks (min. 500 pcs)
- **Laser-Cuttable Sheet Stock** — 3mm MDF or acrylic sheet; min. A3 size; min. 10 sheets; for precision prototype parts
- **Advanced Adhesives & Finishing** — contact cement, epoxy adhesive (2-part), spray adhesive, sandpaper (assorted grits), primer spray paint; non-toxic where possible
- **Full Repurposed Material Bank** — clean aluminium cans, plastic bottles (assorted), cardboard tubes, wire off-cuts, foam pieces, fabric scraps; stored in labelled bins; replenished each term
- **Sustainability & Circular Economy Guide** — printed and digital resource for students on lifecycle assessment, material selection, and eco-design principles

The List of proposed Institutions for establishment of STEAM Labs The site may be changed as per need of FDE

- IMSG NHC , Bhara Kau
- IMSB I-14
- IMSB F-8/3
- IMCG F-6/2 St 25
- IMCG G-10/2

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PUBLIC PROCUREMENT REGULATORY AUTHORITY
(PPRA)
EPADS

Appendix D- Form of Advance Payments Guarantee

[See Clause GCC 46.1(a) and SCC 46.1(a)]

{Guarantor letterhead or SWIFT identifier code}

Bank Guarantee for Advance Payment

Guarantor: _____ *[insert commercial Bank's Name, and Address of Issuing Branch or Office]*

Beneficiary: _____ *[insert Name and Address of Procuring Agency]*

Date: _____*[insert date]*____

ADVANCE PAYMENT GUARANTEE No.: _____*[insert number]*_____

We have been informed that _____ *[name of Consultant/ Service provider or a name of the Joint Venture, same as appears on the signed Contract]* (hereinafter called "the Consultant/ Service provider ") has entered into Contract No. _____ *[reference number of the contract]* dated ___*[insert date]*_____ with the Beneficiary, for the provision of _____ *[brief description of Services]* (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, an advance payment in the sum of _____ *[insert amount in figures]* ( ) *[amount in words]* is to be made against an advance payment guarantee.

At the request of the Consultant/ Service provider , we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of _____ *[amount in figures]* (_____) *[amount in words]*[1] upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's ~~a~~ written statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating that the Consultant/ Service provider is in breach of their obligation under the Contract because the Consultant/ Service provider :

(a) has failed to repay the advance payment in accordance with the Contract conditions, specifying the amount which the Consultant/ Service provider has failed to repay;

(b) has used the advance payment for purposes other than toward providing the Services under the Contract.

[1] The Guarantor shall insert an amount representing the amount of the advance payment and denominated either in the currency(ies) of the advance payment as specified in the Contract, or in a freely convertible currency acceptable to the Client.

It is a condition for any claim and payment under this guarantee to be made that the advance payment referred to above must have been received by the Consultant/ Service provider on their account number _____ at _____ *[name and address of bank]*.

The maximum amount of this guarantee shall be progressively reduced by the amount of the advance payment repaid by the Consultant/ Service provider as indicated in certified statements or invoices marked as "paid" by the Procuring Agency which shall be presented to us. This guarantee shall expire, at the latest, upon our receipt of the payment certificate or paid invoice indicating that the Consultant/ Service provider has made full repayment of the amount of the advance payment, or on the __ day of _*[month]*_____, *[year]*__,[2] whichever is earlier. Consequently, any demand for payment under this guarantee must be received by us at this office on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees (URDG) 2010 revision, ICC Publication No. 758.

_____
[signature(s)]

{Note: All italicized text is for indicative purposes only to assist in preparing this form and shall be deleted from the final product.}

Appendix-E-Integrity Pact

(To be filled/signed/stamped by the prospective bidder i.e., Principal and by the Local Agent on their Letter Head)

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS.10.00 MILLION OR MORE

Contract Number: _____ Dated: _____
Contract Value: _____
Contract Title: _____

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

Without limiting the generality of the foregoing, **[name of Supplier]** represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

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

[name of Supplier] 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 GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, **[name of Supplier]** agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by **[name of Supplier]** as aforesaid for the purpose of obtaining or

inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.

_____	_____
Buyer	Supplier

Past Experience / Contracts

Contracts over *[insert amount]* during the last three years:				
Procuring Agency	Value	Year	Goods/Services Supplied	Country of Destination

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Historical Contract Non-Performance, and Pending Litigation and Litigation History

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*
Date: *[insert day, month, year]*
Joint Venture Member Name: *[insert full name]*
IFP No. and title: *[insert IFP number and title]*
Page *[insert page number]* of *[insert total number]* pages

☐ Not debarred due to deviation from commitment of Bid Securing Declaration-☐ Not debarred due to non-performance			
Year	**Non-performed portion of contract**	**Contract Identification**	**Total Contract Amount (current value, currency, exchange rate and PKR equivalent)**
[insert year]	*[insert amount and percentage]*	Contract Identification: *[indicate complete contract name/ number, and any other identification]* Name of Procuring Agency: *[insert full name]* Address of Procuring Agency: *[insert street/city/country]* Reason(s) for nonperformance: *[indicate main reason(s)]*	*[insert amount]*
Pending Litigation, in accordance with Section III, Qualification Criteria and Requirements			
☐ Pending litigation in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.3 as indicated below.			

Year of dispute	**Amount in dispute (currency)**	**Contract Identification**	**Total Contract Amount (currency), ~~US$~~ PKR Equivalent (exchange rate)**

[insert year]	*[insert amount]*	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Procuring Agency: *[insert full name]* Address of Procuring Agency: *[insert street/city/country]* Matter in dispute: *[indicate main issues in dispute]* Party who initiated the dispute: *[indicate "Procuring Agency" or "Supplier"]* Status of dispute: *[Indicate if it is being treated by the Adjudicator, under Arbitration or being dealt with by the Judiciary]*	*[insert amount]*

☐ No consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4.

☐ Consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4 as indicated below.

Year of award	**Outcome as percentage of Net Worth**	**Contract Identification**	**Total Contract Amount (currency), PKR Equivalent (exchange rate)**
[insert year]	*[insert percentage]*	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Procuring Agency: *[insert full name]* Address of Procuring Agency: *[insert street/city/country]* Matter in dispute: *[indicate main issues in dispute]* Party who initiated the dispute: *[indicate "Procuring Agency" or "Supplier"]* Court/ arbitral award decision: *[Indicate if the award decision was against the Applicant or any member of a joint venture.]y]*	*[insert amount]*

Current Contract Commitments / Contracts in Progress Form

1. Name of Contract(s)
2. Procuring Agency Contact Information [insert address, telephone, fax, e-mail address]
3. Value of outstanding contracts [current PKR equivalent]
4. Estimated Delivery Date
5. Average monthly invoices over the last six months (PKR/mon.)

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Financial Situation and Performance

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*
Date: *[insert day, month, year]*
Joint Venture Member Name: *[insert full name]*
IFP No. and title: *[insert IFP number and title]*
Page *[insert page number]* of *[insert total number]* pages

1. Financial data

Type of Financial information in (currency)	**Historic information for previous** _*[insert number] years, [insert in words]* **(amount in currency, currency, exchange rate*, PKR equivalent)**				
	Year 1	Year 2	Year 3		
Statement of Financial Position (Information from Balance Sheet)					
Total Assets (TA)					
Total Liabilities (TL)					
Total Equity/Net Worth (NW)					
Current Assets (CA)					
Current Liabilities (CL)					
Working Capital (WC)					
Information from Income Statement					
Total Revenue (TR)					
Profits Before Taxes (PBT)					
Cash Flow Information					
Cash Flow from Operating Activities					

* Refer ITA 14 for the exchange rate

3. Financial documents

The Applicant and in case of JV, members of JV shall provide copies of financial statements for *[number]* years pursuant Section III, Qualifications Criteria and Requirements. The financial statements shall:

(a) reflect the financial situation of the Applicant or in case of JV member, and not an affiliated entity (such as parent company or group member).

(b) be independently audited or certified in accordance with local legislation.

(c) be complete, including all notes to the financial statements.

(d) correspond to accounting periods already completed and audited.

☐ Attached are copies of financial statements[1] for the *[number]* years required above; and complying with the requirements.

[1] If the most recent set of financial statements is for a period earlier than 12 months from the date of Application, the reason for this should be justified.

Average Annual Turnover (Annual Sales Value)

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*
Date: *[insert day, month, year]*
Joint Venture Member Name: *[insert full name]*
IFP No. and title: *[insert IFP number and title]*
Page *[insert page number]* of *[insert total number]* pages

Annual Turnover Data			
Year	**Amount** **Currency**	**Exchange rate*** **(If applicable)**	**PKR equivalent**
[indicate calendar year]	*[insert amount and indicate currency]*		
		Average Annual Turnover **	

* Refer ITA for date and source of exchange rate.

** Total PKR equivalent for all years divided by the total number of years. See Section III, Qualification Criteria and Requirements, ITA.