

**NATIONAL INSTITUTE OF PUBLIC ADMINISTRATION  
KARACHI**



**STANDARD BID DOCUMENT**

**Rehabilitation of Naala and  
Upgradation/Reconstruction of Security  
Guardroom at NIPA Karachi**

Tender # Works/Naala/2026/I

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## INVITATION TO BID

National Institute of Public Administration, Karachi, a constituent unit of the National School of Public Policy, Government of Pakistan, invites electronic bids from the original manufacturers/authorized distributors/ suppliers/ contractors/ service providers etc. registered with Income Tax and Sales Tax Department for the **Rehabilitation of Naala and Upgradation/Reconstruction of Security Guardroom at NIPA Karachi.**

2. E-bidding documents, containing detailed terms and conditions, specifications and requirements are available for the registered bidders on EPADS portal ([www.eprocure.gov.pk](http://www.eprocure.gov.pk))
3. The electronic bids, must be submitted by using EPADS on or before **05.06.2026 at 11:00am.** Manual bids, shall not be accepted. Electronic Bids will be opened on the same day at 11:30am on EPADS under **Single Stage One Envelope** Bidding Procedure
4. Details terms and conditions, specifications of items, eligibility criteria are mentioned in bidding documents. Bids must include the following documents in addition to any other information that the bidder may find necessary.
  - a. Bidding documents received after submission (through EPADS) of due date/time mentioned will not be entertained.
  - b. Bid must be accompanied by Bid Security (Rs.100,000/-) in shape of Pay Order/CDR/Bank Draft. The hard copy of the bid security (in original) on or before **05.06.2026 at 11:00am.** Otherwise electronic bid will not be accepted.
  - c. NIPA Karachi reserves the rights to reject all bids/proposals under PPRA Rules 33 and can cancel the bidding process before acceptance of bid proposal.
  - d. The advertisement and bidding documents are also available on PPRA website at [www.ppra.org.pk](http://www.ppra.org.pk)

**Note:** Procuring agency will not be responsible for any technical issue occurred at EPADS related to the bidder's module. Bidder will be sole responsible for timely submission. Notification of the Grievance Redressal Committee (GRC) constituted under Rule-48 of PPRA rules, 2004 is provided on EPADS at [www.eprocure.gov.pk](http://www.eprocure.gov.pk) and on PPRA's website and on NIPA Karachi Website.

**Sohail Anjum**

**Deputy Director (A&F)**

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Email: [info@nipakarachi.gov.pk](mailto:info@nipakarachi.gov.pk), Website: [www.nipakarachi.gov.pk](http://www.nipakarachi.gov.pk)

## Terms and Conditions

National Institute of Public Administration, Karachi (*hereinafter referred to as "NIPA Karachi" or Client'*) invites bids from eligible and experienced income tax/ sales tax/ PRA registered sole proprietor / firms / companies/ authorized distributor/ supplier (*hereinafter referred to as "Bidder"*) for the specified items for its office located at University Road, Block-11 Gulshan-e-Iqbal, Karachi, as per Annex-A (*hereinafter referred to as "goods"*).

Public Procurement Rules, 2004 will be strictly followed, these may be obtained from PPA website <https://ppra.org.pk/>.

In this document, unless otherwise mentioned to the contrary, "*Rule*" means a *Rule* under the Public Procurement Rules, 2004.

### 1. General:

- 1.1 Any offer not received as per terms & conditions of the tender enquiry is liable to be ignored. No offer shall be considered if:
  - (a) received without bid security
  - (b) received after the time and date fixed for its receipt
  - (c) the offer is ambiguous
  - (d) the offer is incomplete
  - (e) the offer is received by fax or e-mail
  - (f) the offer is from a black listed firm
  - (g) offer received with shorter validity than required
  - (h) the offer is not conforming to the specifications mentioned in the tender document
  - (i) there is any conditional offer
  - (j) bids not compliant with any of the terms and conditions listed in the tender document will be liable to be rejected.
- 1.2 Bid will remain valid for a period of 120 days from the date of opening the tender. All the prices will be quoted in Pak Rupees (inclusive of all applicable taxes) and no change in price will be made in any case. No additional amount over and above the quoted price will be paid.
- 1.3 The cover envelope as well as inner envelopes containing technical / financial proposals must indicate particulars of tender i.e. technical proposal/financial proposal, name of submitting firm/company. The envelopes must be properly sealed.
- 1.4 Work Order(s) will be issued in favour of technically responsive "most advantageous bid" evaluated as per details laid down at Annex-A after the approval of the competent authority.
- 1.5 NIPA Karachi may increase or decrease the ordered quantities under Public Procurement Rules, 2004.
- 1.6 NIPA Karachi has the right to ask for demonstration of the equipment/material quoted by the vendor.

## **2. Time Period:**

Requisite work are required to be completed within 10 days after issuance of Work Order.

## **3. Extension of Work period:**

In special circumstances, request for extension of work period may be considered by the competent authority on the written request of the firm before the target date, which will be authorized to either accept or reject as per bid rejection clause 33(1), of PPRA, 2004 rules.

## **4. Penalty of Delay / Cancellation:**

- 4.1. The goods will be inspected by the NIPA Karachi through authorized committee/personnel and will be rejected if not found according to the given specifications as mentioned at Annex- A.
- 4.2. If the bidder fails / delays in performance of any of the obligations, under the contract / violates any of the provisions of the contract / commits breach of any of the terms and conditions of the contract the purchaser may, without prejudice to any other right of action / remedy it may have, deduct from the contract price against undelivered portion, as liquidated damages, a sum of money @0.25% of the total contract price which is attributable to such part of the goods / the services / the works, in consequence of the failure/delay, be put to the intended use, for every day between the scheduled delivery date(s), with any extension of time thereof granted by the purchaser, and the actual delivery date(s). Provided that the amount so deducted shall not exceed, in the aggregate 10% of the Contract Price.

## **5. Payment to the Supplier:**

- 5.1. Payment will be made through treasury cheque to the bidder against invoice after 100% completion of delivery, work and inspection by the authorized person/committee etc.
- 5.2. No payment will be made as advance.
- 5.3. Payment against partial delivery will not be made.

## **6. Bid Security:**

- 6.1. Bid security amounting to Rs.100,000/- shall have to be attached along with (Financial Proposal) of the bidding document. It should be in the form of Pay Order/Bank Draft/CDR from a scheduled bank in favor of Director General, NIPA Karachi.
- 6.2. Bid security of unsuccessful bidders shall be returned on the finalization of the tender whereas the bid security of successful bidder shall be returned upon submission of Performance Guarantee.
- 6.3. The bid security shall be forfeited if
  - 6.3.1. The offer is withdrawn, amended or revised after submission time.

- 6.3.2. The bidder fails to execute the contract strictly in accordance with terms and conditions of tender document

## 7. Deduction of Taxes:

All the applicable taxes will be deducted while making payment as per Government Rules Instructions/ Notifications. Bidder will be responsible for the payment of duties, levies and clearance from customs authorities etc. Any exemption from any taxes are to be substantiated with applicable policy document/tax rules/SRO etc.

## 8. Dispute:

Any dispute will be settled by following the procedure prescribed by PPRA, 2004 Rule 48.

## 9. Eligibility Criteria:

| Category                  | Description  | Document |
|---------------------------|--|----------|
| Legal (Mandatory)         | Valid Income Tax Registration (Status = Active with FBR)   | Required |
|                           | Valid General Sales Tax Registration (Status = Active with FBR/SBR)  | Required |
|                           | Pakistan Engineering Council (PEC) Registration Certificate  | Required |
|                           | <p><b>Single Undertaking covering following aspects:</b></p> <p>i. Submission of undertaking that the firm is not blacklisted by any of Provincial or Federal Government Department anywhere in Pakistan.</p> <p>ii. In full compliance of the Execution Schedule and Delivery Period mentioned in tender document.</p> <p>iii. Compliance to the technical specifications of “Rehabilitation of Naala and Upgradation/Reconstruction of Security Guardroom at NIPA Karachi” (including all items) to be done mentioned vide Annex-A of this document.</p> | Required |
| Past Experience Mandatory | <p>i. Worth of project similar in nature. (Verifiable through relevant work orders/contracts)</p> <p>ii. Must have annual turnover of 50% of the bidding amount.</p> <p>iii. Minimum 3 years of experience</p>   | Required |

**Note:** Bidders must attach copies of required documents with proper annex along with tender document.

**Submission of all above documents is mandatory for technical evaluation.**

## 10. Financial Evaluation Criteria

- 10.1 The Financial Bids of the technically responsive bidders will be opened in presence of bidder(s) / representative(s) who choose to be present on the same day.
- 10.2 Most advantageous bid, in terms of “value for money,” based on quality, timeliness, reliability, after-sales service, upgradeability, price, source, and the combination of whole-life cost, shall be accepted.

## 11. Bid / Tender Opening Procedure:

As per Public Procurement Rules 2004, single stage one envelope bidding procedure shall be adopted.

- 11.1 The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain the financial proposal and the technical proposals separately.
- 11.2 Complete tender document must be submitted through EPADs not later than the date and time mentioned in the advertisement.
- 11.3 In case the last date of submission of bid coincide with any holiday or with unforeseen event, the last date for submission of the bids shall be the next working/normal day.
- 11.4 The envelopes shall be marked as “**FINANCIAL PROPOSAL**” and “**TECHNICAL PROPOSAL**” in bold and legible letters.
- 11.5 The technical proposal shall be evaluated in a manner prescribed in bidding documents. Proposal is liable to be rejected if it does not conform to the specified requirements / specifications.
- 11.6 During the technical evaluation no amendments in the technical proposal shall be permitted;
- 11.7 The financial proposals of bids meeting the technical specifications shall be opened publicly on the same day. However, NIPA Karachi reserves the right to change the date of opening the financial bids if required. Any such change will be communicated to the bidders accordingly.

## 12. Performance Guarantee

A provisional Offer Letter will be issued in favour of the successful bidder(s). Performance guarantee against warranty period of the item (Service, Parts & Labour) in the shape of bank guarantee from any scheduled bank equivalent to 5% of the total work order(s) amount will have to be furnished within 7 days of receipt of Provisional Offer Letter along with acceptance of the offer. The bank guarantee will be furnished as per the format attached at Annex-C. Issuance of work order is subject to the submission of bank guarantee. In case the bank guarantee is not furnished within the stipulated time period the bid will be rejected and Provisional Offer Letter will be issued in favour of next in line bidder. Performance guarantee will be returned after successful completion of the work.

**Deputy Director (A&F)**  
National Institute of Public Administration,  
Karachi.

**ANNEX-A**

**SPECIFICATIONS AND DETAIL OF WORK**

| <b>SEWRAGE LINE (NAALA) REPAIRING WORKS</b> |   |             |            |
|---|---|-------------|------------|
| <b>S. NO.</b>                               | <b>Description</b>  | <b>Unit</b> | <b>Qty</b> |
| <b>1</b>                                    | <b><u>EXCAVATION WORK &amp; BACK FILLING WORKS</u></b>  |             |            |
| <i>i)</i>                                   | The contractor must be knowledgeable about the nature of the ground to be excavated. Excavate to the levels required at site for water flow of sewerage line. Back-fill in layers of no more than 9" grade with approved fill material. Water, ram and mechanically compact.  | Cft         | 140        |
| <i>ii)</i>                                  | Naala Complete Cleaning Works (L x W : 35' x 6')  | Job         | 1          |
| <i>iii)</i>                                 | Back Filling  | Cft         | 20         |
| <b>2</b>                                    | <b><u>4" THICK RCC SLAB (RATIO 1 : 2 : 4)</u></b>   |             |            |
|   | Providing and laying, compacting finishing & curing etc. straight or curved cast-in place designed mix 1 : 2 : 4 Cement Concrete using 1 Part of OPC Cement, Two Parts of silt free local sand and 4 Parts of 3/4" thick down graded crushed stone; mixed in a manner to achieve a cube strength of 3000 psi in 28 days, using 3/4" down crush stone & fine sand (free from silt & dust), including mechanical mixing, transporting, hoisting, lifting & placing at any height / depth, vibrating and curing etc. Complete in all respect also includes cost of water tight form work and its removal. Complete in all respects, as per direction of Engineer |             |            |
| <i>i)</i>                                   | PCC (1:2:4) for Surface Leveling  | Sft         | 150        |
| <i>ii)</i>                                  | 4" Thick RCC Walls using OPC Cement (Lucky or equivalent)   | Cft         | 140        |
| <i>iii)</i>                                 | 4" Thick RCC Slab using OPC Cement (Lucky or equivalent)  | Cft         | 210        |
| <i>v)</i>                                   | Steel Frame using 4/8" @ dia G-60 Amerli/Faizan or equivalent   | Kgs         | 1,340      |

| <b>NAALA SLAB (PULIYAA) WORKS</b> |   |      |     |
|-----------------------------------|---|------|-----|
| S. No.                            | Description   | Unit | Qty |
| 1                                 | <b>EXCAVATION WORK &amp; BACK FILLING WORKS</b>   |      |     |
| i)                                | Excavation of Existing Metal Road: The contractor must be knowledgeable about the nature of the ground to be excavated. Excavate to the levels required at site for water flow of sewerage line. Back-fill in layers of no more than 9" grade with approved fill material. Water, ram and mechanically compact.   | Cft  | 54  |
| ii)                               | Back Filling  | Cft  | 20  |
| 2                                 | <b>6" THICK RCC SLAB (RATIO 1 : 1 1/2 : 3)</b>  |      |     |
|                                   | Providing and laying, compacting finishing & curing etc. straight or curved cast- in place designed mix 1 : 1/2 : 3 Cement Concrete using 1 Part of OPC Cement, One & Half Parts of silt free local sand and 3 Parts of 3/4" thick down graded crushed stone; mixed in a manner to achieve a cube strength of 3000 psi in 28 days, using 3/4" down crush stone & fine sand (free from silt & dust), including mechanical mixing, transporting, hoisting, lifting & placing at any height / depth, vibrating and curing etc. Complete in all respect also includes cost of water tight form work and its removal. Complete in all respects, as per direction of Engineer |      |     |
| i)                                | PCC (1:2:4) for Surface Leveling  | Sft  | 150 |
| ii)                               | 6" Thick RCC Walls using OPC Cement (Lucky or equivalent)   | Cft  | 90  |
| iii)                              | 6" Thick RCC Slab using OPC Cement (Lucky or equivalent)  | Cft  | 120 |
| iv)                               | Bottom Frame using 6/8" @ dia Steel G-60 Amerli/Faizan or equivalent  | Kgs  | 900 |
| v)                                | Top Frame using 4/8" @ dia Steel G-60 Amerli/Faizan or equivalent   | Kgs  | 400 |
| vi)                               | Marine Ply Shuttering (Will be taken by NIPA after Works)   | Sft  | 130 |
| vii)                              | Making of Gola in Slope on both Sides of Puliya using same as above ratio   | Rft  | 36  |

## Upgradation/Reconstruction of Security Guardroom at Gate # 3 NIPA Karachi

| S.No  | Description  | Unit | Quantity |
|---|--|------|----------|
| <b>1 - DISMANTLING WORKS</b>  |  |      |          |
| Dismantling & Removing of following existing structure and throw all debris away from the site. |  |      |          |
| i)  | 8" thick walls   | Sft  | 400      |
| ii)   | Ms Girderd with baked tiles Roof   | Sft  | 126      |
| iii)  | Mosaic Flooring  | Sft  | 150      |
| iv)   | All Electric Works   | Job  | 1        |
| <b>2 - SUB STRUCTURAL WORKS</b>   |  |      |          |
| i)  | Excavation & Digging for Plinth works  | Cft  | 50       |
| ii)   | <u>Plinth Beam</u><br>Making of Plinth Beam using standard RCC ratio (1:2:4) & Steel dia @4/8 complete in all respect. | Cft  | 80       |
| <b>3- SUPER STRUCTURAL WORKS</b>  |  |      |          |
| i)  | 6" thick Masonry   | Sft  | 300      |
| ii)   | 3/4" Thick Plaster using 1:2 ratio   | Sft  | 600      |
| iii)  | CC Floor using (1:2:4) ratio as per instructions   | Sft  | 100      |
| iv)   | Stone Ballasting 8" thick  | Cft  | 70       |
| v)  | 5" thick Roof Slab RCC Slab using (1:2:4) ratio & steel bar @ 4/8 C - C 6 inches as per standard                       | Cft  | 50       |
| vi)   | 4/8 dia. Steel Bar   | Kgs  | 230      |
| vii)  | Roof Screeding 2" thick (1:3:6)  | Sft  | 100      |
| viii)   | Aluminum Windows 4" (3' x 3')  | Nos  | 3        |
| <b>4 - PAINT WORKS</b>  |  |      |          |
| i)  | Emulsion Gallon White Gobbis (Gold) or equivalent  | Nos  | 1        |
| ii)   | Emulsion Gallon Off White Gobbis (Gold) or equivalent  | Nos  | 3        |
| iii)  | Wall Putty Drum  | Nos  | 1        |
| iv)   | POP & Reigmar (2 + 6)  | Lot  | 1        |
| v)  | Paint Works Labor Charges  | Job  | 1        |
| <b>5 - ELECTRICAL WORKS</b>   |  |      |          |
| Providing & Supplying the following electric items  |  |      |          |
| i)  | 3/29 Pakistan Cable or equivalent  | Coil | 1        |
| ii)   | 7/29 Pakistan Cable or equivalent  | Mtr  | 15       |
| iii)  | Ceiling Fan 54" (Pak Fan or equivalent)  | Nos  | 1        |
| iv)   | LED Light 40w (Aqua or equivalent)   | Nos  | 1        |
| v)  | Light Plug (Aqua GLI or equivalent)  | Nos  | 2        |
| vi)   | Switch Board (8+2) Buttons (China made best quality)   | Nos  | 1        |
| vii)  | Breaker 2 Pole 32Amp (Chint or equivalent)   | Nos  | 1        |
| viii)   | PVC Pipe 3/4" dia. (Admanjee or equivalent)  | Each | 12       |
| ix)   | Miscellaneous conduit accessories  | L/S  | 1        |
| x)  | Electric Works Labor Charges   | Job  | 1        |

## BIDDER INFORMATION

|                                 |  |
|---------------------------------|--|
| <b>BIDDER INFORMATION</b>       |  |
| Name of Firm/Company            |  |
| Complete Postal Address         |  |
| Phone                           |  |
| Contact Person /<br>Designation |  |
| Cell Number                     |  |
| E-Mail                          |  |
| Fax Number                      |  |
| National Tax Number             |  |
| GST Number                      |  |

**NATIONAL INSTITUTE OF PUBLIC ADMINISTRATION  
KARACHI**



**TENDER DOCUMENT**

**Rehabilitation of Naala and  
Upgradation/Reconstruction of Security  
Guardroom at NIPA Karachi**

**FINANCIAL PROPOSAL**

Tender # Works/CivilWorks/2026/I

## ANNEX-B

**PRICE SCHEDULE/ FINANCIAL COST SHEET/ QUOTATION**  
**(FOR EACH ITEM SEPARATELY)**

| <b>Part A - BOQ OF SEWRAGE LINE (NAALA) REPAIRING WORKS</b> |  |             |            |             |                             |
|---|--|-------------|------------|-------------|-----------------------------|
| <b>S. NO.</b>   | <b>Description</b>   | <b>Unit</b> | <b>Qty</b> | <b>Rate</b> | <b>Amount (Without Tax)</b> |
| <b>1</b>  | <b><u>EXCAVATION WORK &amp; BACK FILLING WORKS</u></b>   |             |            |             |                             |
| <i>i)</i>   | The contractor must be knowledgeable about the nature of the ground to be excavated. Excavate to the levels required at site for water flow of sewerage line. Back-fill in layers of no more than 9" grade with approved fill material. Water, ram and mechanically compact.   | Cft         | 140        |             |                             |
| <i>ii)</i>  | Naala Complete Cleaning Works (L x W : 35' x 5')   | Job         | 1          |             |                             |
| <i>iii)</i>   | Back Filling   | Cft         | 20         |             |                             |
| <b>2</b>  | <b><u>4" THICK RCC SLAB (RATIO 1 : 2 : 4)</u></b>  |             |            |             |                             |
|   | Providing and laying, compacting finishing & curing etc. straight or curved cast- in place designed mix 1 : 2 : 4 Cement Concrete using 1 Part of OPC Cement, Two Parts of silt free local sand and 4 Parts of 3/4" thick down graded crushed stone; mixed in a manner to achieve a cube strength of 3000 psi in 28 days, using 3/4" down crush stone & fine sand (free from silt & dust), including mechanical mixing, transporting, hoisting, lifting & placing at any height / depth, vibrating and curing etc. Complete in all respect also includes cost of water tight form work and its removal. Complete in all respects, as per direction of Engineer |             |            |             |                             |
| <i>i)</i>   | PCC (1:2:4) for Surface Leveling   | Sft         | 150        |             |                             |
| <i>ii)</i>  | 4" Thick RCC Walls using OPC Cement (Lucky or equivalent)  | Cft         | 140        |             |                             |
| <i>iii)</i>   | 4" Thick RCC Slab using OPC Cement (Lucky or equivalent)   | Cft         | 210        |             |                             |
| <i>v)</i>   | Steel Frame using 4/8" @ dia. G-60 Amerli/Faizan or equivalent   | Kgs         | 1,340      |             |                             |

| <b>Part B - BOQ OF NAALA SLAB (PULIYAA) WORKS</b> |   |             |            |             |                             |
|---|---|-------------|------------|-------------|-----------------------------|
| <b>S. No.</b>                                     | <b>Description</b>  | <b>Unit</b> | <b>Qty</b> | <b>Rate</b> | <b>Amount (Without Tax)</b> |
| 1   | <b>EXCAVATION WORK &amp; BACK FILLING WORKS</b>   |             |            |             |                             |
| i)  | Excavation of Existing Metal Road: The contractor must be knowledgeable about the nature of the ground to be excavated. Excavate to the levels required at site for water flow of sewerage line. Back-fill in layers of no more than 9" grade with approved fill material. Water, ram and mechanically compact.   | Cft         | 54         |             |                             |
| ii)   | Back Filling  | Cft         | 20         |             |                             |
| 2   | <b>6" THICK RCC SLAB (RATIO 1 : 1 1/2 : 3)</b>  |             |            |             |                             |
|   | Providing and laying, compacting finishing & curing etc. straight or curved cast- in place designed mix 1 : 1/2 : 3 Cement Concrete using 1 Part of OPC Cement, One & Half Parts of silt free local sand and 3 Parts of 3/4" thick down graded crushed stone; mixed in a manner to achieve a cube strength of 3000 psi in 28 days, using 3/4" down crush stone & fine sand (free from silt & dust), including mechanical mixing, transporting, hoisting, lifting & placing at any height / depth, vibrating and curing etc. Complete in all respect also includes cost of water tight form work and its removal. Complete in all respects, as per direction of Engineer |             |            |             |                             |
| i)  | PCC (1:2:4) for Surface Leveling  | Sft         | 150        |             |                             |
| ii)   | 6" Thick RCC Walls using OPC Cement (Lucky or equivalent)   | Cft         | 90         |             |                             |
| iii)  | 6" Thick RCC Slab using OPC Cement (Lucky or equivalent)  | Cft         | 120        |             |                             |
| iv)   | Bottom Frame using 6/8" @ dia. Steel G-60 Amerli/Faizan or equivalent   | Kgs         | 900        |             |                             |
| v)  | Top Frame using 4/8" @ dia. Steel G-60 Amerli/Faizan or equivalent  | Kgs         | 400        |             |                             |
| vi)   | Marine Ply Shuttering (Will be taken by NIPA after Works)   | Sft         | 130        |             |                             |
| vii)  | Making of Gola in Slope on both Sides of Puliya using same as above ratio   | Rft         | 36         |             |                             |

## Part C - BOQ of Upgradation/Reconstruction of Security Guardroom at Gate # 3 NIPA Karachi

| S.#   | Description  | Unit | Qty | Rate | Amount<br>(Without Taxes) |
|---|--|------|-----|------|---------------------------|
| <b>1 - DISMANTLING WORKS</b>  |  |      |     |      |                           |
| Dismantling & Removing of following existing structure and throw all debris away from the site. |  |      |     |      |                           |
| i)  | 8" thick walls   | Sft  | 400 |      |                           |
| ii)   | Ms Girderd with baked tiles Roof   | Sft  | 126 |      |                           |
| iii)  | Mosaic Flooring  | Sft  | 150 |      |                           |
| iv)   | All Electric Works   | Job  | 1   |      |                           |
| <b>2 - SUB STRUCTURAL WORKS</b>   |  |      |     |      |                           |
| i)  | Excavation & Digging for Plinth works  | Cft  | 50  |      |                           |
| ii)   | <u>Plinth Beam</u><br>Making of Plinth Beam using standard RCC ratio (1:2:4) & Steel dia. @ 4/8 complete in all respect. | Cft  | 80  |      |                           |
| <b>3- SUPER STRUCTURAL WORKS</b>  |  |      |     |      |                           |
| i)  | 6" thick Masonry   | Sft  | 300 |      |                           |
| ii)   | 3/4" Thick Plaster using 1:2 ratio   | Sft  | 600 |      |                           |
| iii)  | CC Floor using (1:2:4) ratio as per instructions   | Sft  | 100 |      |                           |
| iv)   | Stone Ballasting 8" thick  | Cft  | 70  |      |                           |
| v)  | 5" thick Roof Slab RCC Slab using (1:2:4) ratio & steel bar @ 4/8 C - C 6 inches as per standard                         | Cft  | 50  |      |                           |
| vi)   | 4/8 dia. Steel Bar   | Kgs  | 230 |      |                           |
| vii)  | Roof Screeding 2" thick (1:3:6)  | Sft  | 100 |      |                           |
| viii)   | Aluminum Windows 4" (3' x 3')  | Nos  | 3   |      |                           |
| <b>4 - PAINT WORKS</b>  |  |      |     |      |                           |
| i)  | Emulsion Gallon White  | Nos  | 1   |      |                           |
| ii)   | Emulsion Gallon Off White Gobbis or equivalent   | Nos  | 3   |      |                           |
| iii)  | Wall Putty Drum  | Nos  | 1   |      |                           |
| iv)   | POP & Regmar (2 + 6)   | Lot  | 1   |      |                           |
| v)  | Paint Works Labor Charges  | Job  | 1   |      |                           |
| <b>5 - ELECTRICAL WORKS</b>   |  |      |     |      |                           |
| Providing & Supplying the following electric items  |  |      |     |      |                           |
| i)  | 3/29 Pakistan Cable or equivalent  | Coil | 1   |      |                           |
| ii)   | 7/29 Pakistan Cable or equivalent  | Mtr  | 15  |      |                           |
| iii)  | Fan 54" (Pak Fan or equivalent)  | Nos  | 1   |      |                           |
| iv)   | LED Light 40w (Aqua or equivalent)   | Nos  | 1   |      |                           |
| v)  | Light Plug (China made)  | Nos  | 2   |      |                           |
| vi)   | Switch Board (8+2) Buttons (China made)  | Nos  | 1   |      |                           |
| vii)  | Breaker 2 Pole 32Amp   | Nos  | 1   |      |                           |
| viii)   | PVC Pipe 3/4 dia.  | Each | 12  |      |                           |
| ix)   | Miscellaneous conduit accessories  | L/S  | 1   |      |                           |
| x)  | Electric Works Labor Charges   | Job  | 1   |      |                           |

Total Cost (in numbers) PKR (without Taxes) \_\_\_\_\_

Total Cost (in words) PKR (without Taxes) \_\_\_\_\_

Total Cost (in numbers) PKR (with Taxes) \_\_\_\_\_

Total Cost (in words) PKR (with Taxes) \_\_\_\_\_

Date \_\_\_\_\_

Signature of authorized person

Name:

(Company Seal)

**Note: No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial proposal.**

## **BIDDER INFORMATION**

|                              |  |
|------------------------------|--|
| Name of Firm/Company         |  |
| Complete Postal Address      |  |
| Phone                        |  |
| Contact Person / Designation |  |
| Cell Number                  |  |
| E-Mail                       |  |
| Fax Number                   |  |
| National Tax Number          |  |
| GST Number                   |  |

## Performance Security (or Guarantee) (Bank Guarantee)

*[The Procuring Agency, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated]*

*[Guarantor letterhead or SWIFT identifier code]*

**Beneficiary:** *Director General, National Institute of Public Administration, Karachi*

**Date:** *[Insert date of issue]*

**Performance Guarantee No.:** *[Insert guarantee reference number]*

**Guarantor:** *[Insert name and address of place of issue, unless indicated in the letterhead]*

**Framework Agreement No.:** *[insert Procuring Agency's reference for the Framework Agreement]*

**Call-off Contract No.:** *[insert Procuring Agency's reference for the specific Call-off Contract]*

We have been informed that \_ *[insert name of Supplier, which in the case of a joint venture shall be the name of the joint venture]* (hereinafter called "the Applicant") has entered into a Call-Off Contract No. *[insert reference number of the contract]* dated *[insert date]* with the Beneficiary, for the supply of \_ *[insert name of contract and brief description of Goods and Related Services]* (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Call-off Contract, a performance guarantee is required.

At the request of the Applicant, we as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of *[insert amount in figures]*

(\_\_\_\_\_) *[insert amount in words]*, such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating that the Applicant is in breach of its obligation(s) under the Contract, without the Beneficiary needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire, no later than the .... Day of ....., 2..., and any demand for payment under it must be received by us at this office indicated above on or before that date.

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*[signature(s)]*