KARACHI DEVELOPMENT AUTHORITY

TENDER DOCUMENTS

Rate Running Annual Contract work of service & maintenance of Samsung IDCS 500 PABX System Installed at Civic Centre Building Gulshan-e-Iqbal, Karachi.

BASED ON STANDARD BIDDING DOCUMENTS OF SPPRA

(For Contracts upto Rs.2.5 Million)

Tender Reference EE/ED/KDA/2020/800

Estimated Cost:-	**1.699 millions**	**Tender Cost:**	**Rs. 3,000/-**
Time Allowed:-	**01 Month**	**Penalty**	**Rs. 1,000/- per day**
To be Opened on:-	**08-01-2020**	**Validity of Tender:**	**90 Days**

EXECUTIVE ENGINEER
ENGINEERING DEPARTMENT
KDA

Tender Issued:

No.EE/ED/KDA/2020/800

Issue to M/s.

_____

_____

Pay Order No._____

Date:_____

Bank:_____

Signature and Stamp of Issuing Authority.

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KARACHI DEVELOPMENT AUTHORITY

OFFICE OF THE EXECUTIVE ENGINEER,

Room No.406, 4th Floor, Civic Centre Building, Gulshan-e-Iqbal, Karachi.
Phone No.99230247- fax No.99232432

No.EE/ED/KDA/2020/ **Dated: _____.**

NOTICE INVITING TENDERS

(SINGLE STAGE ONE ENVELOPE SYSTEM OF SPPRA)

According to SPPRA Rule (Amended 2013) the tenders in Sealed Covers (Single Stage) are invited through News Paper / SPPRA (PPMS) and KDA Website for the following work, are invited from eligible interested contractors / firm / Parties etc.

Sr. No	Name of Scheme	Estimated Cost (Million)	Bid Money 2%	Tender Fee	Time Allowed
1	Rate Running Annual Contract work of service & maintenance of Samsung IDCS 500 PABX System Installed at Civic Centre Building Gulshan-e-Iqbal, Karachi.	1.699 (offer rate)	2%	3000/-	12 Months
2	Rate Running Annual Contract for Operation & Servicing/ Maintenance Of Five (05) Nos. Thyseen Passenger Lifts & 03 Nos. Hyundai Passenger Lifts Installed At Civic Centre Bldg.,Gulshan-E-Iqbal, KDA	4.901 (offer rate)	2%	3000/-	12 Months

TERMS AND CONDITIONS OF THE TENDERS

1. Tender schedule shall be as follow.

SCHEDULE	DATE & TIME	VENUE
1. Receiving of Application & Issuance of Tender	**From** 21-12-2020 To 07-01-2021 During Office Hours	Office of Executive Engineer, KDA Room No.406, 4th Floor Civic Centre, Gulshan-e-Iqbal Karachi.
2. Dropping of Tender	08-01-2021 at **2:30 p.m**	Office of Executive Engineer, KDA Room No.406, 4th Floor Civic Centre, Gulshan-e-Iqbal Karachi.
3. Opening of Tender	08-01-2021 at **3:00 p.m**	Office of Executive Engineer, KDA Room No.406, 4th Floor Civic Centre, Gulshan-e-Iqbal Karachi.

2. In case of any reasons, if the tenders are not responded on the above date, the next date of submission and opening of bids will be **25-01-2021** and the tender documents will also be available up to **24-01-2021.**
3. The biding documents will be issued to the interested firm/contractors on submission of written request on original letter head from the owner of the firm or their authorized and on payment of non-refundable cost of tender price mentioned against each work, through call deposit/pay order on any scheduled bank in favour of **KDA** and biding document can also be downloaded from the SPPRA website **www.ppms.pprasindh.gov.pk** with tender fee mentioned as above by hand/postal tender will also be considered.

4. The bid security equal **2%** of schedule items in shape of pay order from any scheduled bank in favour of **KDA** must be enclosed with tender documents; otherwise the tender will be rejected.
5. The contractors must mention their complete and correct present / postal address in tender documents and quoted the rates both in words and in figures incomplete / conditional tenders will be not accepted.
6. If any fake documents are found then the tender is liable to be rejected / cancelled without any compensation with penalty as per rules.
7. All the tenders will be dropped on as per above schedule upto 02:30 pm and will be opened by the Procurement Committee, in the office of the undersigned at 03:00 pm in presence of such contractors / parties / firms/bidders who wish to be present.
8. The procuring agency may reject all or any bids/tenders at any time prior to the acceptance of a bid or proposal subject to the relevant provision of SPPRA Rules 2010 (Amended 2019).
9. Tenders will not be received after the schedule time.
10. **Eligibility Criteria:-**
    a. NTN Certificate
    b. SRB Certificate
    c. Required Bid Security must be attached.
    d. Bid is Signed, Named & Stamped by the Authorized Person of the firm along with authorization letter.
    e. Minimum Three Years' Experience of relevant field.
    f. Turnover of at least three years (0.25 Million for work #1), (1 Million for work #2).
    g. Valid PEC 2021 and Category relevant field of specialization codes (where applicable).
    h. Copy of CNIC.

EXECUTIVE ENGINEER
Karachi Development Authority

Published through:

Director I.T, KDA
Enclosed a copy with request to publish on KDA web.

Media Coordinator:
Enclosed a copy with request to publish on at least 3 leading newspapers.

Copy to:

1. The Director General, Karachi Development Authority, Karachi.
2. The Chief Engineer (Development), Engineering Department, Karachi Development Authority, Karachi.
3. Office copy.

Annexure "B"

Instructions to Bidders/ Procuring Agencies.

General Rules and Directions for the Guidance of Contractors.

This section of the bidding documents should provide the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Agency. It should also give information on bid submission, opening and evaluation, and on the award of contract.

Matters governing the performance of the Contract or payments under the Contract, or matters affecting the risks, rights, and obligations of the parties under the Contract are included as Conditions of Contract and *Contract Data*.

The *Instructions to Bidders* will not be part of the Contract and will cease to have effect once the contract is signed.

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1. All work proposed to be executed by contract shall be notified in a form of Notice Inviting Tender (NIT)/Invitation for Bid (IFB) hoisted on website of Authority and Procuring Agency and also in printed media where ever required as per rules. NIT must state the description of the work, dates, time and place of issuing, submission, opening of bids, completion time, cost of bidding document and bid security either in lump sum or percentage of Estimated Cost/Bid Cost. The interested bidder must have valid NTN also.
2. Content of Bidding Documents must include but not limited to: Conditions of contract, Contract Data, specifications or its reference, Bill of Quantities containing description of items with scheduled/item rates with premium to be filled in form of percentage above/ below or on item rates to be quoted, Form of Agreement and drawings.
3. **Fixed Price Contracts:** The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.
4. The Procuring Agency shall have right of rejecting all or any of the tenders as per provisions of SPP Rules 2010.
5. **Conditional Offer**: Any person who submits a tender shall fill up the usual printed form stating at what percentage above or below on the rates specified in Bill of Quantities for items of work to be carried out: he is willing to undertake the work and / or also quote the rates for those items which are based on market rates. Only one rate of such percentage, on all the Scheduled Rates shall be framed. Tenders, which propose any alternative in the works specified in the said form of invitation to tender or in the time allowed for carrying out the work, or which contain any other conditions, will be liable to rejection. No printed form of tender shall include a tender for more than one work, but if contractor wish to tender for two or more works, they shall submit a separate tender for each.

The envelope containing the tender documents shall refer the name and number of the work.

6. All works shall be measured by standard instruments according to the rules.

7. Bidders shall provide evidence of their eligibility as and when requested by the Procuring Agency.

8. **8.** Any bid received by the Agency after the deadline for submission of bids shall be rejected and returned unopened to the bidder.

9. **9.**Prior to the detailed evaluation of bids, the Procuring Agency will determine whether the bidder fulfills all codal requirements of eligibility criteria given in the tender notice such as registration with tax authorities, registration with PEC (where applicable), turnover statement, experience statement, and any other condition mentioned in the NIT and bidding document. If the bidder does not fulfill any of these conditions, it shall not be evaluated further.

10. Bid without bid security of required amount and prescribed form shall be rejected.

11. Bids determined to be substantially responsive shall be checked for any arithmetic errors. Arithmetical errors shall be rectified on the following basis;

(A) **In case of schedule rates**, the amount of percentage quoted above or below will be checked and added or subtracted from amount of bill of quantities to arrive the final bid cost.

(B) **In case of item rates,** .If there is a discrepancy between the unit rate and the total cost that is obtained by multiplying the unit rate and quantity, the unit rate shall prevail and the total cost will be corrected unless in the opinion of the Agency there is an obvious misplacement of the decimal point in the unit rate, in which case the total cost as quoted will govern and the unit rate corrected. If there is a discrepancy between the total bid amount and the sum of total costs, the sum of the total costs shall prevail and the total bid amount shall be corrected.

(C) Where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.

Annexure "C"

BIDDING DATA

A	Name of Procuring Agency:	**Karachi Development Authority**
B	Brief Description of Work:	**Rate Running Annual Contract work of service & maintenance of Samsung IDCS 500 PABX System Installed at Civic Centre Building Gulshan-e-Iqbal, Karachi.**
C	Procuring Agency Address:	**Office of Executive Engineer, KDA Room No.406, 4th Floor Civic Centre, Gulshan-e-Iqbal Karachi.**
D	Estimated Cost:	**Rs. 1.699 millions**
E	Amount of Bid Security:	**2% of bidding amount as mentioned in NIT**
F	Period of Bid validity (Days):	**90 Days & can be extended upto further 90 days complying SPP Rules 2010 (Amended 2019).**
G	Security Deposit (i/e Bid Security):	**(2 % of Quoted Amount)**
H	Percentage, if any, to be deducted from bills:	**(8% to be deducted from Running Bills)**
I	Deadline for dropping of bid along with time:	**08-01-2021 till 2:30 PM**
J	Venue, Time and date of Bid Opening:	**08-01-2021 at 3:00 PM (office of the Executive Engineer room no. CR#406 4th floor, Civic Center Gulshan -e-Iqbal.**
K	Time for completion:	One month from the written order for commencement.
L	Liquidity Damages:	Rs. 1000 per day but not more than 10% cost of work after than action will be taken as per rule including withdrawal of Work order & blacklisting of the firm.
M	Deposit Receipt :	No._____ Date:_____ Amount in words and figure: Rs. (Rupees_____ _____

Annexure "D"

Conditions of Contract

Clause – 1:Commencement & Completion Dates of work. The contractor shall not enter upon or commence any portion or work except with the written authority and instructions of the Engineer-in-charge or of in subordinate-in-charge of the work. Failing such authority the contractor shall have no claim to ask for measurements of or payment for work.

The contractor shall proceed with the works with due expedition and without delay and complete the works in the time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall reckoned from the date on which the order to commence work is given to the contractor. And further to ensure good progress during the execution of the wok, contractor shall be bound, in all in which the time allowed for completion of any work exceeds one month, to achieve progress on the prorate basis.

Clause – 2:Liquidated Damages. The contractor shall pay liquidated damages to the Agency at the rate per day stated in the bidding data for each day that the **c**ompletion date is later than the Intended completion date; the amount of liquidated damage paid by the contractor to the Agency shall not exceed 10 per cent of the contract price. Agency may deduct liquidated damages from payments due to the contractor. Payment of liquidated damages does not affect the contractor's liabilities.

Clause – 3: Termination of the Contract.

(A) Procuring Agency/Executive Engineer may terminate the contract if either of the following conditions exits:-

(i) contractor causes a breach of any clause of the Contract;

(ii) the progress of any particular portion of the work is unsatisfactory and notice of 10 days has expired;

(iii) in the case of abandonment of the work owing to the serious illness or death of the contractor or any other cause.

(iv) contractor can also request for termination of contract if a payment certified by the Engineer is not paid to the contractor within 12 Months of the date of the submission of the bill;

(B) The Executive Engineer/Procuring Agency has power to adopt any of the following courses as may deem fit:-

(i) to forfeit the security deposit available except conditions mentioned at A (iii) and (iv) above;

(ii) to finalize the work by measuring the work done by the contractor.

(C) In the event of any of the above courses being adopted by the Executive Engineer/Procuring Agency, the contractor shall have:-

(i) no claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials, or entered into any engagements, or made any advances on account of, or with a view to the execution of the work or the performance of the contract,

(ii) however, the contractor can claim for the work done at site duly certified by the executive engineer in writing regarding the performance of such work and has not been paid.

Procuring Agency/Engineer may invite fresh bids for remaining work.

Clause 4: Possession of the site and claims for compensation for delay. The Engineer shall give possession of all parts of the site to the **c**ontractor. If possession of site is not given by the date stated in the contract data, no compensation shall be allowed for any delay caused in starting of the work on account of any acquisition of land, water standing in borrow pits/ compartments or in according sanction to estimates. In such case, either date of commencement will be changed or period of completion is to be extended accordingly.

Clause –5: Extension of Intended Completion Date. The Procuring Agency either at its own initiatives before the date of completion or on desire of the contractor may extend the intended completion date, if an event (which hinders the execution of contract) occurs or a variation order is issued which makes it impossible to complete the work by the intended completion date for such period as he may think necessary or proper. The decision of the Executive Engineer in this matter shall be final; where time has been extended under this or any other clause of this agreement, the date for completion of the work shall be the date fixed by the order giving the extension or by the aggregate of all such orders, made under

this agreement.

When time has been extended as aforesaid, it shall continue to be the essence of the contract and all clauses of the contract shall continue to be operative during the extended period. **Clause –6: Specifications.** The contractor shall execute the whole and every part of the work in the most substantial and work-man-like manner and both as regards materials and all other matters in strict accordance with the specifications lodged in the office of the Executive Engineer and initialed by the parties, the said specification being a part of the contract. The contractor shall also confirm exactly, fully and faithfully to the designs, drawing, and instructions in writing relating to the work signed by the Engineer-in-charge and lodge in his office and to which the contractor shall be entitled to have

access at such office or on the site of work for the purpose of inspection during office hours and the contractor shall, if he so requires, be entitled at his own expense to make or cause to be made copies of the specifications, and of all such designs, drawings, and instructions as aforesaid.

Clause – 7: Payments.

(A) Interim/Running Bill. A bill shall be submitted by the contractor as frequently as the progress of the work may justify for all work executed and not included in any previous bill at least once in a month and the Engineer-in-charge shall take or cause to be taken the requisite measurements for the purpose of having the same verified and the claim, as for as admissible, adjusted, if possible before the expiry of ten days from the presentation of the bill, at any time depute a subordinate to measure up the said work in the presence of the contractor or his authorized agent, whose countersignature to the measurement list will be sufficient to warrant and the Engineer-in-charge may prepare a bill from such list which shall be binding on the contractor in all respects.

The Engineer /Procuring Agency shall pass/certify the amount to be paid to the contractor, which he considers due and payable in respect thereof, subject to deduction of security deposit, advance payment if any made to him and taxes.

All such intermediate payment shall be regarded as payments by way of advance against the final payment only and not as payments for work actually done and completed, and shall not preclude the Engineer-in-charge from recoveries from final bill and rectification of defects and unsatisfactory items of works pointed out to him during defect liability period.

(B) The Final Bill. A bill shall be submitted by the contractor within one month of the date fixed for the completion of the work otherwise Engineer-in-charge's certificate of the measurements and of the total amount payable for the works shall be final and binding on all parties.

Clause – 8: Reduced Rates. In cases where the items of work are not accepted as so completed, the Engineer-in-charge may make payment on account of such items at such reduced rates as he may consider reasonable in the preparation of final or on running account bills with reasons recorded in writing.

Clause – 9: Issuance of Variation and Repeat Orders.

(A) Agency may issue a Variation Order for procurement of works, physical services from the original contractor to cover any increase or decrease in quantities, including the introduction of new work items that are either due to change of

plans, design or alignment to suit actual field conditions, within the general scope and physical boundaries of the contract.

(B) Contractor shall not perform a variation until the Procuring Agency has authorized the variation in writing subject to the limit not exceeding the contract cost by of 15% on the same conditions in all respects on which he agreed to do them in the work, and at the same rates, as are specified in the tender for the main work. The contractor has no right to claim for compensation by reason of alterations or curtailment of the work.

(C) In case the nature of the work in the variation does not correspond with items in the Bill of Quantities, the quotation by the contractor is to be in the form of new rates for the relevant items of work, and if the Engineer-in-charge is satisfied that the rate quoted is within the rate worked out by him on detailed rate analysis, and then only he shall allow him that rate after approval from higher authority.

(D) The time for the completion of the work shall be extended in the proportion that the additional work bear to the original contact work.

(E) In case of quantities of work executed result the Initial Contract Price to be xceeded by more than 15%, and then Engineer can adjust the rates for those quantities causing excess the cost of contract beyond 15% after approval of Superintending Engineer.

(F) **Repeat Order:** Any cumulative variation, beyond the 15% of initial contract amount, shall be subject of another contract to be tendered out if the works are separable from the original contract.

Clause-10: Quality Control.

(A) **Identifying Defects:** If at any time before the security deposit is refunded to the contractor/during defect liability period mentioned in bid data, the Engineer-incharge or his subordinate-in-charge of the work may instruct the contractor to uncover and test any part of the works which he considers may have a defect due to use of unsound materials or unskillful workmanship and the contractor has to carry out a test at his own cost irrespective of work already approved or paid.

(B) **Correction of Defects:** The contractor shall be bound forthwith to rectify or remove and reconstruct the work so specified in whole or in part, as the case may require. The contractor shall correct the notified defect within the Defects Correction Period mentioned in notice.

(C) Uncorrected Defects:

(i) In the case of any such failure, the Engineer-in-charge shall give the contractor at least 14 days notice of his intention to use a third party to correct a defect. He may rectify or remove, and re-execute the work or remove and replace the materials or articles complained of as the case may be at the risk and expense in all respects of the contractor.

(ii) If the Engineer considers that rectification/correction of a defect is not essential and it may be accepted or made use of; it shall be within his discretion to accept the same at such reduced rates as he may fix therefore. **Clause – 11:**

(A) **Inspection of Operations.** The Engineer and his subordinates, shall at all reasonable times have access to the site for supervision and inspection of works under or in course of execution in pursuance of the contract and the contractor shall afford every facility for and every assistance in obtaining the right to such access.

(B) **Dates for Inspection and Testing.** The Engineer shall give the contractor reasonable notice of the intention of the Engineer-in-charge or his subordinate to visit the work shall have been given to the contractor, then he either himself be present to receive orders and instructions, or have a responsible agent duly accredited in writing present for that purpose, orders given to the contractor's duly authorized agent shall be considered to have the same force an effect as if they had been given to the contractor himself.

Clause – 12: Examination of work before covering up.

(A) No part of the works shall be covered up or put out of view/beyond the reach without giving notice of not less than five days to the Engineer whenever any such part of the works or foundations is or are ready or about to be ready for examination and the Engineer shall, without delay, unless he considers it unnecessary and advises the contractor accordingly, attend for the purpose of examining and measuring such part of the works or of examining such foundations;

(B) If any work is covered up or placed beyond the reach of measurement without such notice having been given, the same shall be uncovered at the contractor's expense, and in default thereof no payment or allowance shall be made for such work, or for the materials with which the same was executed.

Clause – 13: Risks. The contractor shall be responsible for all risks of loss of or damage to physical property or facilities or related services at the premises and of personal injury and death which arise during and in consequence of its performance of the contract. if any damage is caused while the work is in progress or become apparent within three months of the grant of the certificate of completion, final or otherwise, the contractor shall make good

the same at his own expense, or in default the Engineer may cause the same to be made good by other workmen, and deduct the expenses from retention money lying with the Engineer.

Clause-14: Measures for prevention of fire and safety measures. The contractor shall not set fire to any standing jungle, trees, bush-wood or grass without a written permit from the Executive Engineer. When such permit is given, and also in all cases when destroying, cutting or uprooting trees, bush-wood, grass, etc by fire, the contractor shall take necessary measures to prevent such fire spreading to or otherwise damaging surrounding property. The contractor is responsible for the safety of all its activities including protection of the environment on and off the site. Compensation of all damage done intentionally or unintentionally on or off the site by the contractor's labour shall be paid by him.

Clause-15:Sub-contracting. The contractor shall not subcontract the whole of the works, except where otherwise provided by the contract. The contractor shall not subcontract any part of the works without the prior consent of the Engineer. Any such consent shall not relieve the contractor from any liability or obligation under the contract and he shall be responsible for the acts, defaults and neglects of any subcontractor, his agents, servants or workmen as if these acts, defaults or neglects were those of the contractor, his agents' servants or workmen. The provisions of this contract shall apply to such subcontractor or his employees as if he or it were employees of the contractor.

Clause – 16: Disputes. All disputes arising in connection with the present contract, and which cannot be amicably settled between the parties, , the decision of the Superintending Engineer of the circle/officer/one grade higher to awarding authority shall be final, conclusive and binding on all parties to the contract upon all questions relating to the meaning of the specifications, designs drawings, and instructions, hereinbefore mentioned and as to the quality of workmanship, or materials used on the work or as to any other questions, claim, right, matter, or thing whatsoever in any way arising out of, or relating to the contract design, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the works, or the execution, of failure to execute the same, whether arising, during the progress of the work, or after the completion or abandonment thereof.

Clause –17: Site Clearance. On completion of the work, the contractor shall be furnished with a certificate by the Executive Engineer (hereinafter called the Engineer in-charge) of such completion, but neither such certificate shall be given nor shall the work be considered to be complete until the contractor shall have removed all temporary structures and materials brought at site either for use or for operation facilities including cleaning debris and dirt at the site. If the contractor fails to comply with the requirements of this clause then Engineerin-charge, may at the expense of the contractor remove and dispose of the same as he thinks fit and shall deduct the amount of all expenses so incurred from the contractor's retention money. The contractor shall have no claim in respect of any surplus materials as aforesaid except for any sum actually realized by the sale thereof.

Clause –18: Financial Assistance /Advance Payment.

(A) Mobilization advance is not allowed.

(B) Secured Advance against materials brought at site.

(i) Secured Advance may be permitted only against imperishable materials/quantities anticipated to be consumed/utilized on the work within a period of three months from the date of issue of secured advance and definitely not for full quantities of materials for the entire work/contract. The sum payable for such materials on site shall not exceed 75% of the market price of materials;

(ii) Recovery of Secured Advance paid to the contractor under the above provisions shall be affected from the monthly payments on actual consumption basis, but not later than period more than three months (even if unutilized).

Clause –19: Recovery as arrears of Land Revenue. Any sum due to the Government by the contractor shall be liable for recovery as arrears of Land Revenue.

Clause –20: Refund of Security Deposit/Retention Money. On completion of the whole of the works (a work should be considered as complete for the purpose of refund of security deposit to a contractor from the last date on which its final measurements are checked by a competent authority, if such check is necessary otherwise from the last date of recording the final measurements), the defects notice period has also passed and the Engineer has certified that all defects notified to the contractor before the end of this period have been corrected, the security deposit lodged by a contractor (in cash or recovered in installments from his bills) shall be refunded to him after the expiry of three months from the date on which the work is completed.

Divisional Accountant

Contractor **Executive Engineer/Procuring Agency**

Annexure "E"

CONTRACT DATA

1. Procuring Agency's Drawings, if any Not Applicable in this case.
2. **The Procuring Agency** means Karachi Development Authority (through office of Executive Engineer, Engineering Department, KDA
3. **The Contractor** means

   The Lowest Responsive Evaluated Bidder
4. **Commencement Date** means the date of issue of Notice to Commence which shall be issued within fourteen (14) days of the signing of the Contract Agreement.
5. **Time for Completion 12 Months**
6. **Incharge**

   Office of Executive Engineer Engineering Department, KDA Room No.CR#406, 4th Floor Civic Centre, Gulshan-e-Iqbal Karachi
7. **Documents forming the Contract listed in the order of priority:**

   a) The Contract Agreement

   b) Letter of Acceptance

   c) Price Schedule

   d) Contract Data

   e) Conditions of Contract

   f) The Drawings, if any (Not Applicable in this case)

   g) The Specifications

   h) Any additional documents/ correspondences
8. **Provision of Site: (**Not Applicable in this case)
9. **Authorized person: Executive Engineer**
10. **Name and address of Incharge/Procuring Agency's representative**

    Office of Executive Engineer Engineering Department), KDA,Room no.CR# 406, 4th Floor Civic Centre, Gulshan-e-Iqbal Karachi
11. **Performance Security:**

Amount equal to 2% of Bid Amount in shape of pay order of Bank Guarantee in favour of KDA with its validity 30 days beyond the Work period.

12. **Requirements for Contractor's design (if any):**

Specification Clause No's "Manufacturer Design" (if applicable)

13. **Programme: (Not applicable in this case)**

Time for submission: Within fourteen (14) days of the Commencement Date.
Form of programme: as mutually agreed *(Bar Chart/CPM/PERT or other*)

14. **Liquidated Damage:** Amount payable due to failure to complete any part(s) of Scope of work shall be Rs. 1,000 per day up to a maximum of (10%) of sum stated in the Letter of Acceptance for breach of any clause of the contract.

15. **Remedy Defect:** Manufactures Warranty or which ever is later and / or manufacturer warranty if equipments is replaced. However the RM will be released after 90 days from the date of completion of Work and satisfactory performance.

16. **Variation procedures: (Not Applicable in this case)**

Day work rates_____

_____(details)

17. (a) **Valuation of the Works:**

i. Lump sum price **Not Applicable** (details), or

ii. Lump sum price with schedules of rates **Not Applicable** (details), or

iii. Lump sum price with bill of quantities **BOQ Attached** or iv. Re-measurement with estimated/bid quantities in the Schedule of Prices or on premium above or below quoted on the rates mentioned in CSR **Not Applicable** (details), or/and

v. Cost reimbursable **Not Applicable** (details)

18. **Mobilization / Secure Advance:**

(Not Applicable in this case)

19. **Percentage of retention :** *Eight (8%) from each bill (running / final)*

20. **Currency of payment:** Pak. Rupees

21 **Arbitration**

Place of Arbitration: Karachi, Province of Sindh

Annexure "F"

SCOPE OF WORK

Rate Running Annual Contract work of service & maintenance of Samsung IDCS 500 PABX System Installed at Civic Centre Building Gulshan-e-Iqbal, Karachi.

Source of Fund

KDA Budget (Maintenance)

Karachi Development Authority

Annexure "G"

Rate Running Annual Contract work of service & maintenance of Samsung IDCS 500 PABX System Installed at Civic Centre Building Gulshan-e-Iqbal, Karachi.
Eligibility & Minimum Qualification Criteria

The evidence / documents for the following minimum qualification / eligibility criteria will be checked during opening process of tender prior to technical & financial evaluation & if anyone is missing then the tender will be summarily rejected at the moment by the tender opening committee.

PART-A: Eligibility Criteria

a. NTN Certificate
b. SRB Certificate
c. Required Bid Security must be attached.
d. Bid is Signed, Named & Stamped by the Authorized Person of the firm along with authorization letter.
e. Minimum Three Years' Experience of relevant field.
f. Turnover of at least three years (0.25 Million for work #1).
g. Valid PEC 2021 and Category relevant field of specialization codes (where applicable).
h. Copy of CNIC.

Annexure "I"

METHOD OF PROCUREMENT USED

Single Stage – One Envelope Procedure (Rule 46 (1) of SPP Rule 2010)

46(1) **Single Stage – One Envelope Procedure**

(a) Notice Inviting Tenders and bidding documents of this method shall contain the following eligibility criteria;

i. relevant experience;

ii. registration with Income Tax and Sales Tax (where applicable);

iii. any other factor deemed to be relevant by the procuring agency subject to provision of Rule 44;

(b) each bid shall comprise one single envelope containing the financial proposal and required information mentioned at clause (a) above;

(c) all bids received shall be opened and evaluated in the manner prescribed in the Notice Inviting Tenders or bidding document.

KARACHI DEVELOPMENT AUTHORITY
ENGINEERING DEPARTMENT

VOLUME-II: BILL OF QUANTITIES
(SINGLE STAGE ONE ENVELOPE METHOD)
(alongwith Eligibility & Minimum Qualification Criteria & Method of Procurement)

Name of Work: RATE RUNNING ANNUAL CONTRACT WORK OF SERVICE & MAINTENANCE OF SAMSUNG IDCS 500 PABX SYSTEM INSTALLED AT CIVIC CENTRE BUILDING GULSHAN-E-IQBAL, KARACHI

Estimated Construction Cost:	**Rs. 1.699 MILLION**
Bid Security: -	**Rs. 2.00% of Bid**
Tender Cost: -	**Rs. 3,000/-**

NOTE:
This Document contains 02 Pages excluding this page

Issue to M/s. _____ P.O. No. _____

Dated: _____ Amount _____

Bank: _____

ACCOUNTS OFFICER
KARACHI DEVELOPMENT AUTHORITY

KARACHI DEVELOPMENT AUTHORITY

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S.No.	Description of Item	Qty.	Rate in Figure	Rate in Word	Unit	Amount (Rs.)
	PART - A					
1	Monthly Servicing & Main. Charges (without parts) of PABX System & network of Telephone Cable from MDF to In-house Telephone Point of Civic Centre Building(Contractor period for the twelve months).	1			Job. P/month	
	PART - B **Spare parts of PABX System installed at Civic Centre Building.**					
1	System Cabinet	1			NO.	
2	RRCM (Daughter Board)	1			NO.	
3	Main Control Processor Card	1			NO.	
4	Local Control Processor Card	1			NO.	
5	Switch Control Processor Card	1			NO.	
6	Expended Switch Module	1			NO.	
7	Smart Media Card	1			NO.	
8	TEPRI Card	1			NO.	
9	16 Channel Digital Line Card	1			NO.	
10	16 Channel Single Line Card	1			NO.	
11	08 Channel Trunk Card	1			NO.	
12	08 Channel Auto Attendant Card	1			NO.	
13	Battery 03 Nos. (One Set)	1			NO.	
14	Telephone Set Line Cords	1			NO.	
15	Tele Rosset (with surface box, face plate & IO Module)	1			NO.	
16	Call Logging Software	1			NO.	
17	100 Pair IDF (With box and box strips)	1			NO.	
18	Providing & Fixing of Receiving Cord	1			NO.	
19	Providing & Fixing of Ear Piece	1			NO.	
20	Providing & Fixing of Mouth Piece	1			NO.	
21	Providing & Fixing of printed circuit plate for TIP Telephone Set	1			NO.	
22	Supply & laying of telephone cable cat 6 including Adamjee Channel Patti 3x4x1" as required as per direction of Engineer In-charge.	1			RFT	
23	Providing & laying 25 pair Telephone Cable. Branded	1			RFT	
24	Providing & laying 50 pair Telephone Cable. Branded	1			RFT	
25	Providing & laying 100 pair Telephone Cable. Branded	1			RFT	
26	Repairing of Power Supply Unit (if repairable).	1			NO.	

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QUOTED BID (SUMMARY)

ESTIMATED COST: Rs. 1.699 Million

Time Limit: 12 Month **Penalty: Rs. 3000/- Per Day**

I / We hereby qoute as follows:

		In Figures	In Wrds
1	**Total Cost of Items**	Rs. _____	
	GRAND TOTAL (12months)	Rs. _____	

The total amount is Rs._____ (Rupees _____
(In Figure) (In Word)

_____ for the complete job for all schedule of rate, approved rate & offer rates

(which ever is included in the BOQ)

I / We have attach a Bid Security as per NIT in shape of pay order bearing No._____ dated _____ amounting to Rs.

_____ issued from _____

NOTE:

* Tender must be qouted in figure & in word both otherwise laible to be cancelled.
* All over writing & correction if any must be initialed & stamped by the bidder.
* All SPPRA Rules / Notifications must be followed & If agreed, Contractor must sign and stamp the Quoted Bid.

Signature of the Contractor with Stamp

Address: _____

_____

SIGNATURE & STAMP OF
TENDER ISSUING AUTHORITY