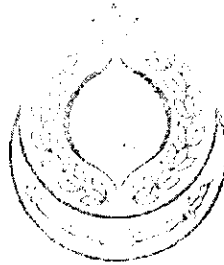


**GOVERNMENT OF SINDH  
PLANNING & DEVELOPMENT DEPARTMENT  
BUREAU OF STATISTICS**



**Tender Document**

**For**

**(HIRING OF VEHICLES UNDER DEVELOPMENT SCHEME NAMEDLY  
"PREPARATION OF Sindh GDP")**

**Bureau of Statistics, P&D Department, Government of Sindh**

Street No 13, Block No 8, Punjab Chowrangi, Kehkashan Clifton, Karachi  
Phone: - 021-9921008, 021-99251259, Email: [sindh.statistics@gmail.com](mailto:sindh.statistics@gmail.com)

## **Brief Introduction of Organization**

Sindh Bureau of Statistics – SINDH BOS was setup in 1970 as an attached department of the Planning & Development Department, Government of Sindh, with the objective of collection, compilation, tabulation and dissemination of statistical data on various socio-economic sectors of Sindh province for the use of planners, policy makers and researchers. BOS has established its 41 field offices in District and Sub Divisional and a future vision of Field Office in each Taluka Headquarter.

Recently Sindh Bureau of Statistics is working on development scheme namely "Preparation of Gross Domestic Product (GDP) of Sindh" The main objective of scheme is preparing Provincial GDP, so as, to have authentic facts on provincial economy. It will enable to prepare provincial and district plans, assess the impact of the plans and policies of Federal and Provincial authorities and identify the emerging trends requiring policy responses. It will also serve those who have an interest in the relative performance of the regional economies, i.e., business investors, planners and policy makers, academics, etc.

Since its setup Bureau of Statistics has been making efforts to develop sound statistical data base and ensure regular supply of information to the users. SINDH BOS has so far developed socio-economic indicators and published around 40 publications in a year that are widely circulated. They have assisted number of academic and research institutions both national and international in conducting Censuses and Surveys and case studies. Bureau's Field Offices located throughout the Province prepare Statistical Brochures for their jurisdictions and help assist their counterparts in collection, supply and analyses of data.

**SINDH Bureau of Statistics intends to hire Vehicles with the following description on monthly basis for use in Development Scheme (Preparation of Sindh GDP)**

Sr #	Description of Hiring Vehicles	Quantity Nos	Model	Duration
1.	Suzuki Mehran	06	2010 to 2016	06 (Six Months)

Tender Fee Rs. 300/-

Sr. No: \_\_\_\_\_

Dated: \_\_\_\_\_

☎ 021-99251008

✉ [sindh.statistics@gmail.com](mailto:sindh.statistics@gmail.com)

**GOVERNMENT OF SINDH  
PLANNING & DEVELOPMENT DEPARTMENT  
SINDH BUREAU OF STATISTICS**

TENDER FORM

***Invitation for Tender for "Hiring of Vehicles in Development Scheme, Preparation of Sindh GDP"***

Name of Firm:		
Postal Address:		
Telephone No(s):		
Fax No:		
Email Add: (if applicable)		
Authorized	Name:	
Person	Contact No:	
Sale Tax Registration No. of the Firm:		
National Tax No. of the Firm:		
Items list:		
Amount Quoted per Month:		
Validity of Quotation (Date):		
<b>Amount of Earnest Money</b> *Pay Order/ Demand Draft (Attached)	No:	
	Dated:	
	Rs.	

Name:	
Designation:	
Signature:	
Dated:	

**Note:**

1. Bids will be received before 27<sup>th</sup> January, 2017, 3:30 PM in the Office of Drawing & Disbursing Officer (GDP), Bureau of Statistics, Bureau of Statistics Building, Street # 13, Clifton Kehkashan Block 8, Main Punjab Chowrangi Karachi.
2. Bid will be opened at 04:15 PM on 27<sup>th</sup> January, 2017 in the Committee room of Bureau of Statistics, Ground Floor in the presence of tenderers who wish to attend.

*We have carefully read & understood the Tender Document & agree to fully abide by Terms & Condition given.*

Stamp & Signature

## TERMS & CONDITIONS

1. Tenderer offering the bid to hire the car to the Sindh Bureau of Statistics shall be referred as car owner or contractor or vehicle owner here after in the tender.
2. Lowest bidder shall be considered for award of the contract.
3. The acceptance of a tender will rest with the competent Authority, who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all of the tenders received, without assigning any reasons. All tenders in which any of the prescribed conditions are not fulfilled, or are incomplete in any respect are liable to be rejected.
4. The tender should quote their (own) rates for hiring the car on monthly basis in the price bid only. Mentioning of the rates or amounts in any other part of the tender.
5. It will be obligatory on the part of the contractor to sign the tender documents for all the component parts and that, after the work is awarded, he will have to enter into an agreement for each component with the competent authority.
6. All taxes including Sales Tax, or any other statutory obligation / tax on services, work contract tax, turn over tax etc. in respect of this contract, as applicable, shall be payable by contractor.
7. No advance will be granted in any case.
8. Deduction of sources such as Income Tax / service tax etc shall be recovered as applicable as per Government Rules
9. All the charges towards repair / servicing, all maintenance charges, maintenance of up keep of the vehicles, all incidental charges for maintenance of the vehicles etc shall be borne by the car owner. The vehicle should be available for SBOS use in all hours in the month including all emergencies.
10. The vehicle must be insured in all respects. All liabilities of any legal disputes, accidents, etc shall be borne/paid by the firm or car owner.
11. Sub-letting of work is prohibited.
12. The car owner shall submit the bills within three days after completion of calendar month
13. Monthly rent means calendar month rent i.e 30 or 31 days. Which should include all running expenses, driver wages, maintenance charges of vehicle for fit and good working condition, etc?

## INSTRUCTIONS FOR BIDDERS

1. The contract resulting from this invitation shall be governed by the Sindh Purchase Manual 1993 and Sindh Public Procurement Rules 2010.
2. In the event of Tender being submitted by the firm, it must be signed by the Contractor / Supplier / Proprietor / Partners thereof, in the event of the absence of any partner it must be signed on his behalf by a person holding a power of attorney authorizing to do so.
3. The amount of earnest money deposited shall be Rs. 4% of the maximum quoted value of all items: earnest money should be paid by the contractors through demand Draft of the scheduled banks in favor of Director, Bureau of Statistics, Planning & Development Department, and Government of Sindh.
4. Procurement Committee shall open tender in the presence of the supplier / contractors, or their representative, who may be present at the time of opening tenders. In the event of tender being accepted the contractor / supplier shall for the purpose of identification, sign copies of specification and other documents as may be necessary, in the event of tender being reject, the earnest money deposited by the Contractors/supplier will be returned on furnishing a receipt for the return of the earnest money.
5. The required quantities of stores can be increased or decreased without giving any reason or notice.
6. The successful bidder would be liable to pay Security Deposit @ 10 % of the value of the offer
7. Conditions as per Tender Notice advertised in press will remain valid for 45 days
8. The firm / contractor should be G.S T. registered.
9. Any cutting/correction in bid will make the quotation invalid.
10. In case of quoting alternate prices, separate tender shall be purchased
11. The bidder shall mention validity of offer, terms of payment, guarantee period and schedule of delivery.
12. Procurement Committee reserves the right to obtain clarifications from any bidder in respect of items quoted by him. The replies by the bidder will be recorded and will form part of the bid documents.
13. Supply order/contract will be issued subject to the availability of funds.

14. The bidders shall provide evidence of proven relevant experience.
15. Successful bidder should have to demonstrate/ install the implement/ equipment/ machinery at the site on his own expenses including material etc.
16. In case of any deviation, the firm is to have replace/ modify the implement on his own expenses.
17. The Procuring agency may reject all or any bid at any time prior to the acceptance of a bid, subject to the relevant provisions of SPP Rules, 2010.
18. Delivery of Equipment will be ensured in 30 days of contract agreement.
19. 0.3% amount will be deducted of value of the offer as award fee by the A.G Sindh, Karachi.





NOTIFICATION

NO: SO(ADMN-I)(P&D)10(330)/2012: In pursuance of Rule-31 of Sindh Public Procurement Rules, 2010, a ~~Complaint Redressal Committee~~ of Bureau of Statistics P&D Deptt. is hereby constituted with following composition / TORs:-

01.	Director General (BOS)	Chairman
02.	Representative of A.G Sindh	Member
03.	An independent Professional from the relevant field and be nominated by Sindh Bureau of Statistics.	Member

Terms of References

- TORs of the Committee are as provided under Rule-31 of SPP Rules, 2010 and to perform any other function ancillary and incidental to the above.

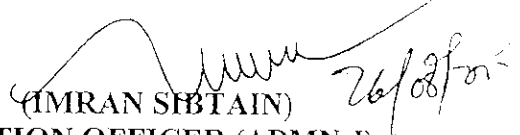
ADDITIONAL CHIEF SECRETARY (DEV.)

NO: SO (ADMN-I) (P&D) 10(330)/12:

Karachi dated the 26<sup>th</sup> August , 2015

A copy is forwarded for information & necessary action to:

- ✓ 1. Director General, Bureau of Statistics, P&D.
2. Accountant General Sindh, Karachi.
3. Chairman/All Members of the Committee.
4. The Section Officer (General) P&D Deptt. Govt. of Sindh.
5. PS to ACS (Dev), P&D Deptt. Govt. of Sindh, Karachi.
6. PS to Secretary (Planning) P&D Deptt. Govt. of Sindh.
7. Master/Personal File.

  
(IMRAN SIBTAIN) 26/08/15  
SECTION OFFICER (ADMN-I)  
PH: 021-99211926



NOTIFICATION

NO. SO(A-1)/P&D/12(142)/15: In supersession of this department's Notification No. SO(ADMN-I)(P&D)10(330)/2012, dated 26.09.2015, Procurement Committee of Bureau of Statistics, P&D Department is hereby re-constituted with following composition / TORs:-

- |   |          |
|---|----------|
| 01. Additional Director (DP) BoS                          | Chairman |
| 02. Additional Director (Admn) BoS                        | Member   |
| 03. Deputy Secretary, Information & Technology Department | Member   |

Terms of Reference:-

Procurement Committee shall be responsible for:-

1. Preparing bidding documents.
2. Carrying-out technical as well as financial evaluation of bids.
3. Preparing Bid Evaluation Reports (PER) provided in SPP Rule-45.
4. Making recommendation for the award of contract to competent authority.
5. Perform any other function related to the assignments.

**AJAZ ALI KHAN**  
ADDITIONAL CHIEF SECRETARY

NO. SO(A-1)/P&D/12(97)/12(PT-1)


Karachi, Dated 3<sup>rd</sup> Nov. 2015.

Copy forwarded for information & necessary action to:

1. Director General, Bureau of Statistics, P&D Department, Govt. of Sindh Karachi.
2. Accountant General Sindh Karachi.
3. Chairman / All members of the Committee.
4. Section Officer (Gen) P&D Deptt. Govt. of Sindh, Karachi.
5. P.S. to ACS(Dev) Planning & Development Department, Govt. of Sindh.
6. P.S. to Secretary (P) Planning & Development Department, Govt. of Sindh.
7. Master / Personal File.

S.O. (Date correct)


4/11/15

  
(IMRAN SIBTAIN)  
SECTION OFFICER (ADMN-I)  
Ph: 021-99211926

# ANNUAL PROCUREMENT PLAN FOR 2015-16

Name of Procuring Agency: Sindh Bureau of Statistics, Planning & Development Department

Sr. No.	Name of Procurement (Description)	Estimated Cost (Rs.)	Procurement Method	Tentative date of Procurement/ Notice Publication	Tentative date of Award of Contract	Tentative date of completion	Remarks (if any)
01		03	04	05	60	07	08
1	Hiring of Vehicles	972,000	Single Stage - Single Envelope	Jan-17	Jan-17	Within Seven Days after award of contract	
2	Plant and Machinery	585,000	Single Stage - Single Envelope	Jan-17	February 17	Within Seven Days after award of contract	

  
 (Muhammad Kashif)  
 Statistical Officer/(Budget&Cash)