

SINDH HIGH COURT, KARACHI

TENDER DOCUMENT (FREE OF COST)

FOR THE FINANCIAL YEAR 2020-2021

Tender Reference NO.SHC/Budget/Tender-2020-2021/III

Dated: 09-02-2021

Supply and Installation of 296 New CCTV Cameras and allied accessories on already laid analog/fiber cables in 5 building/blocks of Sindh High Court, Karachi.

| | |
|--|--|
| Name of Bidding Organization | |
| Type of Bidding Organization (Proprietor/ Partnership/ Private Limited/ Public Limited) | |
| NTN Number | |
| GST Number | |
| Valid & Active Vender ID of A.G Sindh | |
| Official Whatsapp No | |
| Official E-mail Id | |
| Name & Signature of Head of Bidding Organization | |
| Name & Signature of Authorized/ Focal Person | |
| Stamp of Company | |

| | |
|--|--------------------------------------|
| Chairman, Procurement Committee | |
| Member, Procurement Committee | Member, Procurement Committee |

Tender Reference No. _____

Dated _____

To,

**The Learned Registrar,
Sindh High Court,
Karachi.**

Respected Sir,

We, the undersigned, offer to provide our services for ***“Supply and Installation of 296 New CCTV Cameras and allied accessories on already laid analog/fiber cables in 5 building/blocks of Sindh High Court, Karachi”***, as a Bid, sealed in an envelope. Mr. _____ holding CNIC No. _____ has been authorized to attend the Bid Meetings on behalf of our organization.

We understand that Sindh High Court is not bound to accept any Proposal you receive and reserves the right to accept or reject any offer and to annul the bidding process and reject all proposals without assigning any reason or having to owe any explanation whatsoever.

The decision of Purchase Committee shall be final and cannot be challenged on any ground at any forum and the Purchase Committee will not be liable for any loss or damage to any party acting in reliance thereon.

Sincerely,

Name:

Designation:

Name of Company

Dated:

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1. Scope of Work:

Dear Tenderer:

SHC is looking for the Supply and Installation of 296 New CCTV Cameras and allied accessories on already laid analog/fiber cables in 5 building/blocks of Sindh High Court, Karachi.

| Description | Date & time of Submission of Bids | Date & time of Opening of Bids |
|---|--|--|
| Supply & Installation of 296 New CCTV Cameras and allied accessories on already laid analog/ fiber cables 5 buildings/ blocks of High Court of Sindh, Karachi. | On or before 26th February, 2021 at 11:00 a.m. | On 26th February, 2021 at 11:30 a.m. |

2. Principles of Procurement:

Sindh High Court ensures that procurements are conducted in a *fair and transparent manner* and the object of procurement brings value for money to this Court. Hence, bidders are directed to provide soft copies of scanned tender documents and tax registration certificates. Bidders are advised to report the corruption matters directly to Registrar, High Court of Sindh, Karachi (registrar@sindhhighcourt.gov.pk), if they are asked to give gifts/ bribe/ cash/ etc. for receiving cheques/award of tender etc.

3. Clarification and Modification of Bidding Documents:

Bidding Document has been prepared by Procurement Committee as per rules. Clarifications (if any) for contents of bidding documents etc. may be sent to the Procurement Committee through Registrar, High Court in writing, at least five calendar days prior to the date of opening of bid. Clarification in response to a query shall be uploaded on the official website of Sindh High Court. All bidders are advised to visit the website of Sindh High Court for keeping them updated.

It is stated that contents of bidding documents have been carefully read & understood. All queries have been properly answered by the concerned Officers of Sindh High Court well before in time. We do not have any objections on the contents of the bidding documents.

| | |
|------------------------------|--|
| Name: | |
| Designation: | |
| Signature & stamp | |

4. Objection(s) on Bid Evaluation Reports:

Bid Receiving Time Sheet, Bid Attendance Sheet, Eligibility Criteria Report, Technical Bid Evaluation Report and Financial Bid Evaluation Report shall be uploaded on the official website of High Court of Sindh. Objection(s) if any should be submitted within THREE (03) working days of uploading of reports. Thereafter, no objection shall be entertained.

It is undertaken that it is our responsibility to download the above mentioned bid reports from the official website of Sindh High Court. It is also undertaken that objection (s) if any will be submitted within THREE (03) working days of uploading of reports and we will not submit any objection after the lapse of time.

| | |
|------------------------------|--|
| Name | |
| Designation | |
| Cell Number | |
| Signature & stamp | |

5. Preliminary Examination of Bids:

Procurement Committee shall examine the bids to confirm that all required documents (soft & hard copies) and specifications/ technical documentation requested in bidding documents have been provided, and to determine the completeness of each document submitted. If any of the required documents or information is missing, the bid shall be rejected as per rules. Further, Sindh High Court shall examine the Bid to confirm that all terms and conditions specified in the bidding documents have been accepted by the Bidder without any material deviation or reservation subject to rules.

6. Financial Evaluation of Eligibility & Technical Qualified Bid(s):

Financial Evaluation of eligibility and technically qualified Bid (s) shall be total amount with all taxes as per format of financial proposal of this tender document. All government taxes shall be applicable as per rules. Tender may be awarded to the lowest technically bidder (s) subject to fulfillment of all the terms & conditions of bidding documents and specifications/ requirements of Sindh High Court as mentioned in bidding documents.

7. Mandatory Qualification/ Eligibility Criteria:

The Mandatory requirements as per NIT are (a) PEC Registration in Category EE-02 (b) Registration with Income Tax Department (NTN Certificate) (c) Registration with Sales Tax Department (GST Certificate) (d) Registration with Sindh Revenue Board (SNTN Certificate) (e) Affidavit stating that company/firm has not been involved in any litigation or has discontinued any work at any institution.

| S.# | DESCRIPTION | A | B | C |
|----------|--|---------------|----------------------------------|----------------------------------|
| | | Maximum Marks | Subdivision of Marks of column A | Subdivision of Marks of column B |
| 1 | Overall Firm's Standing: | 20 | - | - |
| 1.1 | Type Of Organization | - | 5 | - |
| | 1.1.1 Proprietorship | - | - | 3 |
| | 1.1.2 Partnership | - | - | 4 |
| | 1.1.3 Private Limited | - | - | 5 |
| 1.2 | ISO 9002 Certified | | 3 | 3 |
| 1.3 | Company's Organization Chart enclosed & satisfactory | - | 3 | 3 |
| 1.4 | Years of Standing of Firm in CCTV Field for more than 10 years | - | 5 | 5 |
| 1.5 | Registration Info (I. Tax, S. Tax & EOBI) | - | 1 | 1 |
| 1.6 | Client references attached & satisfactory | - | 3 | 3 |

| | | | | |
|----------|--|-------------|----------|--|
| 2 | Financial Status | 20 | - | |
| 2.1 | Bank Certificate | - | 5 | |
| 2.2 | Annual Turnover in last 5 years more than 30 million | - | 5 | |
| 2.3 | Annual turnover financial data (Audited Financial Statements) | - | 5 | |
| 2.4 | Evidence to indicate financial capacity of the firm to undertake the CCTV work | - | 2 | |
| 2.5 | Banks Solvency Certificate | - | 3 | |
| 3 | Litigation & Arbitration (negative marking) | (-5) | - | |
| | Litigation during last 5 years | - | (-4) | |
| | Arbitration during last 5 years | - | (-1) | |
| 4 | Capabilities & Experience | 30 | - | |
| 4.1 | Total Of Annual turnover Of Last 5 Years for CCTV works | 15 | | |
| | 4.1.1 More than Rs. 10.0 million local CCTV work | - | 15 | |
| | 4.1.2 More than Rs. 7.5 million local CCTV work | - | 10 | |
| | 4.1.3 More than Rs. 5 million local CCTV work | - | 8 | |
| | 4.1.4 Less than Rs. 5 million local CCTV work | - | 5 | |
| 4.2 | Possess PEC License for the relevant field EE-02 (Security, Safety Surveillance System) | 10 | | |
| 4.3 | Does firm have Quality Assurance manual & Plan | 1 | | |
| 4.5 | Safety Manual & Safety Plan | 1 | | |
| 4.6 | Capability to produce construction program in MS Project or Primavera | 1 | | |
| 4.7 | Method for control & management of work & work quality on site | 1 | | |
| 4.8 | Details of technical features of equipment supplied & installed for ACCSESS CONTROL/ CCTV projects in last 5 years | 1 | | |
| 5 | Works In Hand | 10 | - | |
| 5.1 | Purchase Orders Certificate Submitted For Works In Hand | - | - | |
| | 5.1.1 More than Rs.10.0 million | - | 10 | |
| | 5.1.2 More than Rs.7.5 million | - | 8 | |
| | 5.1.3 More than Rs.5.0 million | - | 5 | |
| 6 | Personnel | 10 | - | |
| 6.1 | Organization chart for firm | - | 2 | |
| 6.2 | Organization Chart For The Project Execution | - | 2 | |

| | | | | |
|----------|---|------------|----------|--|
| 6.3 | Organization Chart For Operation & Maintenance For 3 Years Round The Clock Basis | - | 2 | |
| 6.4 | Average number of staff in last 12 months | - | 2 | |
| 6.5 | General staff information | - | 2 | |
| | | | | |
| 7 | Tools, Equipments & Workshop (Submit Detailed List) | 5 | - | |
| | | | | |
| 8 | Authorized Representation Sole /Agent / Business Partner of Manufacturer (Submit Certificate/Letter) | 10 | | |
| | | | | |
| | Total Marks | 100 | | |
| | Passing Marks | 60 | | |

Notes:

1. All points indicated are maximum & shall be disbursed on the basis of the evidence presented.
2. Firms are required to have PEC Specialization in EE02.
3. Firms who are not authorized agents/partners/resellers of manufacturers will be disqualified.

Soft Copies (CD/DVD/USB) of following documents are mandatory.

| S.No | Eligibility Criteria | Available (Yes or No) |
|------|---|-----------------------|
| 1 | Complete filled, signed & stamped Tender Document | |
| 2 | Relevant Tax Registration Certificates (GST & NTN) | |

It is undertaken that I have provided soft and hard copies of the above mentioned documents. It is understood that Sindh High Court reserves the right to reject our bid/ disqualify us in case of non-availability of the above mentioned documents and decision of Sindh High Court shall be final.

| | |
|------------------------------|--|
| Name: | |
| Designation: | |
| Signature & stamp | |

7.1. Details of Purchase Orders of CCTV Cameras & Equipments

1. Please be informed that Purchase Orders without proof of delivery within the required time period shall not be considered.
2. Following table is very important. Boxes of this table should not be left blank without any reason.
3. Tender document shall not be considered in case; the required information sought in following table is intentionally or unintentionally not provided/ hidden.
4. Please use extra sheets if so required.

| S.No | Purchase Order issued by (Name of Organization) | Date of Purchase Order | Name & Contact Number for Verification of PO | Did you deliver within the required time period as mentioned in purchase order/tender documents? (YES or NO). If your answer is "NO" then mention reason of late delivery |
|------|---|------------------------|--|--|
| 1 | | ____ - ____ -2017 | | |
| 2 | | ____ - ____ -2017 | | |
| 3 | | ____ - ____ -2017 | | |
| 4 | | ____ - ____ -2017 | | |
| 5 | | ____ - ____ -2018 | | |

| | | | | |
|----|--|-------------------|--|--|
| 6 | | ____ - ____ -2018 | | |
| 7 | | ____ - ____ -2018 | | |
| 8 | | ____ - ____ -2018 | | |
| 9 | | ____ - ____ -2019 | | |
| 10 | | ____ - ____ -2019 | | |
| 11 | | ____ - ____ -2019 | | |
| 12 | | ____ - ____ -2019 | | |
| 13 | | ____ - ____ -2020 | | |
| 14 | | ____ - ____ -2020 | | |
| 15 | | ____ - ____ -2020 | | |

7.2. Details of Financial Turnover during the last three (03) years

Please be informed that cash credit in bank account cannot be considered as financial turn over. Financial turnover means sales revenue which can only be verified from authenticated financial statements. Hence, bidders are advised in their own interest to submit authenticated financial statements else they may be disqualified from tender.

| S.No | Financial Year | Turnover/sales revenue (Rs.) in figure | Turnover/sales (Rs.) in words |
|------|----------------|--|-------------------------------|
| 1 | 2017 | | |
| 2 | 2018 | | |
| 3 | 2019 | | |
| 4 | 2020 | | |

7.3. Details of Official Bank Account of Bidder

(Bank Account Number must be registered with A.G Sindh as valid & active Vendor)

| | |
|------------------------------|--|
| Name of Bank | |
| Branch Code | |
| Address of Bank | |
| Bank Account Number | |
| Available Balance Rs. | |

7.4. Details of Dealership Certificate (if applicable)

| | |
|---|--|
| Date of issuance of Dealership Certificate | |
| Date of expiry of Dealership Certificate | |
| Dealership Certificate Number | |
| Dealership Certificate issued by | |

7.5. Details of Main Clients of Firms

| S. No. | Name of Client | Name of Focal Person | Contact Number |
|---------------|-----------------------|-----------------------------|-----------------------|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| 6 | | | |
| 7 | | | |
| 8 | | | |

7.6. Details of Technical Team of Bidder

| S. No. | Name of Staff | Designation | Contact Number/ email address |
|---------------|----------------------|--------------------|--|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |

8. Desired Specifications of Sindh High Court:

Bidders are required to submit technical proposal as per following format. Technical Proposal submitted on any other format shall be rejected being non-responsive.

| | Requirements of Sindh High Court | | Products offered by bidder | Compliance (Yes / No) |
|--------------|--|--|--|------------------------------|
| S. No | Item Name | Description | Make & Model and Descriptions | |
| 1 | Bullet Camera with 3 Amp Power Supply (Supply & Installation) | 5MP HDCVI IR Bullet Camera <ul style="list-style-type: none"> · Max. 20fps@5MP · Built-in mic · HD and SD output switchable · 6mm fixed lens · Max. IR length 80m, Smart IR · IP67, DC12V | | |
| 2 | Bullet Camera with 3 Amp Power Supply (Supply & Installation) | 5MP HDCVI IR Bullet Camera <ul style="list-style-type: none"> · Max. 20fps@5MP · Built-in mic · HD and SD output switchable · 3.6mm fixed lens · Max. IR length 80m, Smart IR · IP67, DC12V | | |
| 3 | PTZ Camera With Power supply (Supply & Installation) | 2MP 32x Full Color Day / Night IR PTZ HDCVI Camera <ul style="list-style-type: none"> · 1/2.8" 2Megapixel STARVIS™ CMOS · Powerful 32X optical zoom · Starlight technology · 120dB true WDR, 3D DNR · Max. 25/30 fps@1080P, 25/30/50/60 fps@720P · IP66 | | |

| | | | | |
|---|---|--|--|--|
| 4 | Digital Video Recorder (Supply & Installation) | 16-Channel Penta-brid 4K Mini 1U Digital Video Recorder · H.265+/H.265 dual-stream video compression · Supports HDCVI/AHD/TVI/CVBS/IP video inputs · Smart Search · Intelligent Video System · Max 12/24 channels IP camera inputs, each channel up to 8MP; Max 48/96Mbps Incoming Bandwidth | | |
| 5 | PTZ Controller (Supply & Installation) | PTZ Controller Connection · RS485, RS422, USB, RS232 & Network Functions · Three-Dimensional Joystick Control of PTZ Functions · Preset Position, Auto Scan, Auto Pan, Auto Tour & Patern Auxiliary Functions · On-Screen Menu & User Operation Procedure Tips · Connect to Smart PSS or DSS platform via USB | | |
| 6 | Hard Disk (Supply & Installation) | 6-TB Surveillance Hard Disk (WD/Seagate) | | |
| 7 | LED (Supply & Installation) | 32" Color LED (PEL, TCL or Equivalent) Display Resolution: 1366*768 HDR: 2K HDR10 Decoding RAM/ROM: 8G Byte eMMC Memory HDMI: 2-Ports USB: 1 (2.0) | | |
| 8 | Patch Cord (Supply & Installation) | Fiber Patch Cord 5 meter (100 Nos.) Fiber Patch Cord 3 meter (50 Nos.) | | |

| | | | | |
|----|---|---|--|--|
| 9 | Converter (Supply & Installation) | 4-Channel Video Digital Optical Converter | | |
| 10 | HDMI Cable (Supply & Installation) | 20-Meters HDMI Cable | | |
| 11 | | 10-Meters HDMI Cable | | |
| 12 | UPS (Supply & Installation) | 10-KVA True On-Line UPS (15-Min Backup) Intelligent Microprocessor Controlled True On-Line Double conversion and Pure Sine Wave from Output 50KHz High Frequency Operation Near Unity Input Power Factor (>0.95) Superior Output Voltage Regulation High Efficiency (>85%) | | |
| 13 | Cabling / Accessories | RG-6 Coaxial Cable (99% copper) & Power Cable 23/29 (Pakistan Cable) in PVC Conduit / Channel Patti Jeddah / Adamjee or better with all accessories. Note: Initial Rates may be quoted on 10,000 RFT (as benchmark) payment will be made on actual RFT. | | |
| 14 | Paint of Poles | Paint scraping, Zinc Oxide Coating & Paint of 24 CCTV Camera Poles. Minor repairing & welding work if so required. Kindly visit site before quoting rates. | | |

| | |
|-------------------------------|--|
| Name: | |
| Designation: | |
| Signature & Stamp: | |

9. Sample of Financial Proposal (to be submitted on official letter head in separate sealed envelope):

1. Financial proposal should be as per following format & sealed in separate envelope along with bid security.
2. Rates should be inclusive of all types of taxes.

| S. No | Make & Modal | Qty | Unit Price (inclusive of all taxes, installation, transportation etc.) Rs. | Amount (inclusive of all taxes, installation, transportation etc.) Rs. |
|-------|---|---------------|---|---|
| 1 | Bullet Camera, 6mm Lens with 3 Amp Power Supply (Supply & Installation) | 190 | | |
| 2 | Bullet Camera, 3.6mm Lens with 3 Amp Power Supply (Supply & Installation) | 100 | | |
| 3 | PTZ Camera (Supply & Installation) | 6 | | |
| 4 | Digital Video Recorder (Supply & Installation) | 19 | | |
| 5 | PTZ Controller (Supply & Installation) | 2 | | |
| 6 | 6-TB Hard Disk (Supply & Installation) | 19 | | |
| 7 | LED 32" (Supply & Installation) | 21 | | |
| 8 | Fiber Patch Cord (5 Meter) (Supply & Installation) | 100 | | |
| 9 | Fiber Patch Cord (3 Meter) (Supply & Installation) | 50 | | |
| 10 | 4-Channel Video Digital Optical Converter (Supply & Installation) | 40 | | |
| 11 | HDMI Cable 20-Meters (Supply & Installation) | 10 | | |
| 12 | HDMI Cable 10-Meters (Supply & Installation) | 9 | | |
| 13 | 10-KVA UPS (Supply & Installation) | 2 | | |
| 14 | Cabling | 10,000 RFT | | |

| | | | | |
|---|--|-----|--|--|
| 15 | Paint of Poles | JOB | | |
| 16 | Testing & Commissioning | JOB | | |
| 17 | Note: Bidders are requested to visit site to inspect Installed Systems including CCTV, PA and laid network of Coaxial/Fiber cables before submission of their bids there might be some minor repairs required. Any other repair /maintenance work may be quoted herel. | | | |
| Total Amount (inclusive of all taxes, installation, transportation etc.) in figure | | | | |
| Total Amount (inclusive of all taxes, installation, transportation etc.) in words | | | | |

Note: Quantity may be increased/decreased as per requirement/ availability of funds, as per rules.

| | | |
|----|--|---|
| 18 | Warranty, Servicing & Maintenance | <p>Warranty for all the above-mentioned items must be 1 Years including power-supplies, adaptors, UPS batteries, Iron pole etc. labour and on site.</p> <p>Above prices should include Bi Monthly maintenance (cleaning/servicing) charges of all the equipment for 1 year</p> |
|----|--|---|

| | |
|-------------------------------|--|
| Name: | |
| Designation: | |
| Signature & Stamp: | |

1. This is single stage two envelope method. Hence, financial proposal must be sealed in separate envelope. Tender shall be rejected, if prices and/ or bid security amount is/are disclosed in technical proposal.
2. Prices should be quoted in Pakistani rupees.
3. No Price Adjustment can be considered due to fluctuation in dollar. Tender may be awarded within validity period as per rules. Kindly keep this in mind and quote prices by considering all the factors and time period.

4. No extra charges shall be paid for transportation, installation, testing, commissioning etc.
5. All Government taxes shall be applicable as per rules. All supporting/ required documents/ SRO must be submitted in case of claim for exemption of taxes as per rules. All requests for exemption of taxes (if allowed by the rules/ law) shall be forwarded to the Accountant General Sindh, Karachi for dealing the matter at their end, as per rules.
6. Bidder must have valid & active Vendor I.D of A.G Sindh at the time of submission of bill. Bidder shall be responsible, in the case Vendor I.D is not active or any other issue relating to Vendor I.D.
7. Bidder shall be bound to submit all required documents along with bill in the budget branch of this Court. In case of any objection raised by the Office of A.G Sindh, bidder shall be bound to provide the same documents to High Court of Sindh for onward transmission to the office of A.G Sindh.
8. High Court of Sindh will serve as a bridge between the Office of A.G Sindh and the successful bidder in order to facilitate the payment process. However, Sindh High Court shall not be held responsible for any act of the Office of A.G Sindh which is according to rules & Standard Operating Procedures (SOPs) of A.G Sindh and Government of Sindh.
9. Sindh High Court believes in honesty, integrity and transparency in procurement. Bidders are advised to report the corruption matters directly to Registrar, High Court of Sindh, Karachi (registrar@sindhhighcourt.gov.pk), if they are asked to give gifts/ bribe/ cash/ etc for receiving cheques/award of tender etc.

| | |
|------------------------------|--|
| Name | |
| Designation | |
| Cell Number | |
| Signature & stamp | |

10. Sample of Calculation of Bid Security (along with financial proposal)

1. **Bid Security of 5% of total quoted amount (without GST)** will be deposited along with Tender Document in shape of BID SECURITY FORM/ PAY ORDER/ BANK DRAFT as reflected in tender notice.
2. Bid Security should favour Registrar, High Court of Sindh, Karachi.

| | | |
|--------------|------------------------------------|-----------------------------------|
| S.No. | Total Amount with all taxes | Please do not write anything here |
| 1 | 5% of Total Amount | Please do not write anything here |
| 2 | Pay Order Number | Please do not write anything here |
| 3 | Pay Order Issuance Date | Please do not write anything here |
| 4 | Name of Banker | Please do not write anything here |
| 5 | Amount of Pay Order | Please do not write anything here |
| 6 | Period of Validity | Please do not write anything here |

11. Terms & Conditions:

1. **Bidding Method:** **Single Stage-Two Envelopes** method will be adopted for bidding process. Bidders are required to submit separate technical & financial proposal.
2. **Qualification/ Eligibility:** Bidders are bound to submit soft and hard copies of all documents as mentioned in Eligibility Criteria Section, in order to establish their eligibility to participate in bid. In case of non-availability/ non-flagging of either, soft or hard copy, bidder may be disqualified.
3. **Release of Bid Security:** The bid security of unsuccessful bidder will be released by SHC after award of work or after expiry of bid validity period as per rules.
4. **Late Bids:** Sindh High Court shall not consider any bid that arrives after the deadline for submission of bids, as reflected in NIT. Any bid received after the deadline for submission of bids shall be declared late, rejected, and returned unopened to the Bidder.
5. **Responsive Bids:** A substantially responsive Bid is one that conforms to all the terms, conditions, and specifications of the Bidding Documents without material deviation, reservation, or omission. Non-responsive Bids shall not be considered. Bidders are advised in their own interest to prepare their bids as per format, requirements, terms & conditions, mentioned in bid documents. Bidders are also advised to submit soft and hard copies of all required documents along with their bids.
6. **Award of Contract:** Sindh High Court may award the Contract to the **technically qualified Bidder** whose offer has been determined to be the lowest bid and is substantially responsive to the Bidding Documents, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.
7. **Notification/ Purchase Order for Award of Contract:** Prior to the expiration of the period of bid validity, Sindh High Court will notify the successful Bidder, in writing, that its Bid has been accepted. Until a formal Contract is prepared and executed, the purchase order/ notification of award shall constitute a binding Contract.
8. **Performance Security:** The bid security of successful bidder will be released by Sindh High Court after submission of Performance Security equal to **10% of total cost of contract**.
9. **Release of Performance Security:** Performance Security shall be released after successful delivery of goods and issuance of satisfactory certificate from the concerned department.
10. **Validity Period:** The procurement contract will be awarded within bid **validity period i.e. 90 days** as per Rules.
11. **Receiving/Acceptance of Purchase Order:** The vendor will sign the copy of the Purchase Order as acknowledgement. Copy of Purchase Order along with relevant documents must be submitted along with bill.
12. **Delivery Mechanism:** Successful bidder shall deliver the goods within **thirty (30) calendar days** of issuance of Purchase Order. Request for extension in delivery date may be considered subject to approval of the competent Authority. However, in case of rejection of request, bidder shall be bound to deliver goods within 30 calendar days.
13. **Delayed Delivery:** 1% penalty of the total amount will be imposed per week for which the company/firm/agency failed to deliver within the delivery/execution period or the request for extension in delivery time declined by SHC.
14. **Transportation:** Goods will be delivered at High Court of Sindh, Karachi and no extra charges shall be paid for transportation of goods.

15. **Inspection**: Physical inspection will be carried out by the concerned staff members of I.T Branch. Ordered material is subject to final inspection at the time of delivery.
16. **Quantity Delivered**: Competent Authority reserves the right to increase/decrease the quantity as per requirement and availability of funds, as per rules.
17. **Payment Term**: Payment shall not be made in advance before making delivery. Kindly do not submit request for advance payment. Kindly quote price by considering all the factors which may impact cost including fluctuation in dollar and time value of money.
18. **Condition of Goods**: All items must meet in all respects with the specifications & conditions of the Order and must be in good condition & conform to the best industrial quality standards; otherwise they will be liable to be rejected as per rules.
19. **Rejection of Goods**: We reserve the right to cancel any or all the items if material is not in accordance with our specification or if the delivery is delayed.
20. **Disclosure of Confidential Script/Material**: All rights reserve with the SHC and no information either in written/electronic media/copying form should be disseminated without the permission of the authority.
21. **Resolution of Differences**: In case of any difference or dispute arises between the parties, the same shall be dealt with as per rules.
22. **Mistakes in Calculation**: The contractor/ supplier will be liable for any mistakes in calculation of price/ rate and amount and shall be liable to suffer the loss arises at any stage of contract, due to mistakes in calculation or tax rates.
23. **Government tax(es), levi(es) and charges(s)**: All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per rules. Bidder should keep them updated regarding taxation issues in consultation with the relevant tax regulatory authorities.
24. **Stamp Duty**: Stamp duty and other taxes will be levied as per rules.
25. **Alternative Bids**: Alternative bids shall not be considered and complete tender may be rejected as per rules.
26. **Cost of Bidding**: The Bidder shall bear all costs associated with the preparation and submission of its bid, and Sindh High Court shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
27. **Rights of Sindh High Court**: Sindh High Court reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders.
28. **Interest on Late Payments**: No interest shall be paid on late payment if cheque is received late from the concerned office. However, every effort shall be made for timely payments to successful bidders.
29. **Insurance**: The goods supplied under that contract should be fully insured. All cost of insurance shall be paid by the successful bidder. If the goods are not insured then risk if any shall be suffered by the successful bidder.
30. **Warrants**: Supplier must warrants that goods supplied would be new, unused and as per best industrial standards.
31. **Manipulation of Tender Documents**: Any type of alteration/ manipulation/ addition/ deletion of contents of tender documents shall be considered as FRAUD/MISPRESENTATION and bid shall be rejected.
32. **Termination of Contract**: SHC may terminate the contract, if the successful bidder fails to supply all or parts of goods within definite time or fails to perform any other obligations of contract or bidder has failed to submit performance security or bidder has involved in fraud/ corruption.

It is undertaken that all the above mentioned terms & conditions have been carefully read and understood and we do not have any objection on the said terms and conditions. We have quoted prices by considering all the above mentioned terms & conditions. It is understood that Sindh High Court reserves the right to take action against our firm in case of violation of any/ all terms and condition before/ during/ after award of tender.

| | |
|------------------------------|--|
| Name: | |
| Designation: | |
| Signature & stamp | |
| Cell No | |

12. Format of Undertaking (to be submitted on stamp paper):-

Undertaking must be as per following format, otherwise the same shall be rejected

We, _____ located at _____ do hereby undertake/ declare on Oath at under:-

1. That we are not black listed from any government/ semi government/ autonomous/ private or any other national or international organization since the date of operation.
2. That we are not defaulter with any bank or financial institution.
3. That we have not provided any false/ misleading information to High Court of Sindh.
4. That we will provide all required documents in both hard and soft form as per flagging mentioned in tender documents.
5. That we will submit objection (s) if any within 3 calendar days of uploading of report and as per mechanism mentioned in tender document.
6. That we will follow the tender process and all the terms and conditions mentioned in tender documents in its letter & spirit.
7. That we will be bound to download Bid Evaluation Reports from the Official Website of Sindh High Court as and when uploaded and Sindh High Court shall not be responsible in case the same are not download by us.
8. That our organization will not engage in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for the tender in question.
9. That we will not offer any type of gift (either material or immaterial) to staff members of High Court of Sindh.
10. It is undertaken to indemnify Sindh High Court for any loss or damage incurred due to corrupt business practices of our organization (if any) and if the same is proved then we will pay compensation to High Court of Sindh an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by our organization (if any) for the purpose of obtaining or inducing the procurement of any contract.

| | |
|------------------------------|--|
| Name of Deponent: | |
| Designation: | |
| Signature & stamp | |
| Date | |

13. INTEGRITY PACT

**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 No. _____ Dated _____

Contract Value: _____

Contract Title: _____

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

Without limiting the generality of the foregoing, [*name of Contractor*] 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 GoS, except that which has been expressly declared pursuant hereto.

[*name of Contractor*] 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 GoS and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[*Name of Contractor*] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GoS under any law, contract or other instrument, be voidable at the option of GoS.

Notwithstanding any rights and remedies exercised by GoS in this regard, [*name of Contractor*] agrees to indemnify GoS for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoS in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder’s fee or kickback given by [*name of Contractor*] 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 GoS.

Name of Procuring Agency:

Name of Contractor:

Signature:

Signature:

.....

[Seal]

[Seal]