



**OUT SOURCE SECURITY GUARDS
TENDER DOCUMENT FOR FISCAL YEAR
2024-2025**

(Single Stage Two Envelope)

NOTICE INVITING TENDER

Sindh Integrated Emergency and Health Services (SIEHS), invites bids electronically through EPADS & the sealed bids for provision of Security Guard Services (Armed & Unarmed Guards) on the basis of Single Stage Two Envelope from APSSA registered well-reputed companies available on List of Active Tax Payers" of FBR (for Income Tax) & SRB (For Sales Tax) websites.

Sr#	Description	Tender fee	Bid Security	Date of bid submission	Date of bid opening
1	Out Source Security	Rs. 3000/- Non-Refundable	2% of the total bid value including taxes.	23 rd DEC 2024 at 11.30am	23 rd DEC 2024 at 12:00 Noon

Tender documents are hoisted at <https://portalsindh.eprocure.gov.pk/#/> and Sindh Integrated Emergency & Health Services website <https://www.siehs.org/tender-documents/> and to be submitted along with tender fee Pay Order / Demand Draft of Rs. 3000 (non-refundable) in favor of Sindh Integrated Emergency and Health Services (NTN# 4979065-0), which must be issued by a scheduled bank and submitted along with the bid documents. Conditional bids, telegraphic bids, bids not accompanied by bid security of the required amount and form, bids received after a specific date and time, and bids of blacklisted firms will be rejected.

SIEHS may issue clarifications or amendments in respect of the bidding documents which will be uploaded to the website (<http://siehs.org/tender-documents/>). SIEHS will not be responsible for any confusion or misunderstanding in this regard.

In case of any unforeseen situation or government holiday resulting in closure of office on the date of bid opening, bids will be submitted/opened on next working day at the tentative given time and venue.

SIEHS reserves the right to reject any or all the bids subject to the relevant provisions of SPP Rules 2010 (Amended 2024). In case of any discrepancy, the SPPRA rules will take precedence.

SIEHS invites sealed bids on **Single Stage - Two Envelope Procedure** for the out source security guards from well-reputed companies registered with federal/provincial tax authorities.

The Procurement Agency reserves the right to reject any or all bids subject to relevant provisions of SPPRA Rules, 2010 and may cancel the bidding process at any time prior to the acceptance of a bid or proposal under Rule-25 of said Rules.

Address for submission and opening of bids:

Sindh Integrated Emergency and Health Services

43-15 / K, Block 6, PECHS, Near Madina Masjid, PTCL Exchange, Karachi Phone No. + 92 21 111-111-

823 Ext 2510, Email: procurement@siehs.org

COMPANY INTRODUCTION

Sindh Integrated Emergency & Health Services (SIEHS) is a Section 42 not-for-profit company formed in collaboration with the Government of Sindh. This service is the realization of the Government of Sindh's commitment to strengthening the primary healthcare structure in Sindh through a public-private arrangement, ensuring the delivery of timely, effective, patient-focused ambulance and holistic healthcare services, free of cost.

SIEHS operates and manages Pakistan's first and only ISO 9001:2015 certified ambulance service, 1122. The ambulatory wing operates according to international protocols and is equipped with advanced medical equipment, life-saving drugs, and qualified paramedics and nurses, providing immediate pre-hospital emergency care to those suffering from acute health trauma. These quality emergency services are available to all who need them, across the social spectrum.

Tele-Tabeeb is our healthcare helpline that provides easy and timely access to a range of services, from basic medical advice to mental health consultations to family planning, through a comprehensive online platform. With 24/7 access to doctors, clinical psychologists, and healthcare experts, supported by updated algorithms for common diseases and the ongoing pandemic, we ensure that people in need receive timely diagnostic and counseling services at any time. Our state-of-the-art call center allows callers to access free medical consultations and counseling services from across Pakistan by simply dialing '1123.'

Research, Development & Education (RDE) serves as the internal training arm of SIEHS. RDE meets the diverse training needs of emergency medical services while offering basic and advanced first aid training to various sectors, including NGOs, hospitals, schools, and corporations.

SIEHS invites sealed bids on **Single Stage Two Envelope procedure** for the out source of security guards from well reputed companies registered with federal / provincial tax authorities.

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| i Source of Funds | SIEHS-funded Procurement's. The eligible payment under the contract is to be made from this department. |
| ii Eligible Bidders | <p>ii.a This Invitation for Bids is open to all suppliers from eligible source as defined in the Amended SPPRA Rules and its Bidding Documents except as provided hereinafter.</p> <p>ii.b Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring agency to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation for Bids.</p> <p>ii.c Government-owned enterprises in the Province of Sindh may participate only if they are legally and financially autonomous, if they operate under commercial law, and if they are not a dependent agency of the Government of Sindh.</p> <p>ii.d Bidders shall not be eligible to bid if they are under a declaration of ineligibility for corrupt and fraudulent practices issued by the any government organization.</p> |
| iii Eligible Goods and Services | <p>iii.a The origin of all the goods & related services to be supplied under the Contract should be mentioned.</p> <p>iii.b Origin means the place where the goods are mint, grown or produce or the place from which the related services are supplied.</p> |
| iv Cost Bidding of | <p>iii.c The Origin of goods and services is distinct from the nationality of bidders.</p> <p>iv.a The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring agency named in the Bid Data Sheet, hereinafter referred to as "the Procuring agency," will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.</p> |

s Includes:

**Bidding
Documents**

- (a) Instructions to Bidders (ITB)
- (b) Bid Data Sheet
- (c) General Conditions of Contract (GCC)
- (d) Special Conditions of Contract (SCC)
- (e) Schedule of Requirements
- (f) Technical Specifications
- (g) Bid Form and Price Schedules
- (h) Bid Security Form
- (i) Contract Form
- (j) Performance Security Form
- (k) Manufacturer's Authorization Form

v.b The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.

**vi Clarification of
Bidding
Documents**

vi.a An interested Bidder requiring any clarification of the bidding documents may notify the Procuring agency in writing. The Procuring agency will respond in writing to any request for clarification of the bidding documents which it receives no later than three working days prior to the deadline for the submission of bids prescribed in the Bid Data Sheet. Written copies of the Procuring agency's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all interested bidders that have received the bidding documents.

**vii Amendment of
Bidding
Documents**

vii.a At any time prior to the deadline for submission of bids, the Procuring agency, for any reason, whether at its own initiative or in response to a clarification requested by a interested Bidder, may modify the bidding documents by amendment.

vii.b All interested bidders that have received the bidding documents will be notified of the amendment in writing, and will be binding on them.

vii.c In order to allow interested bidders reasonable time in which to take the amendment into account in preparing their bids, the Procuring agency, at its discretion, may extend the deadline for the submission of bids.

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- 1 Scope** .1 SIEHS intends the subject procurement through National Competitive Bidding Single Stage Two Envelope Procedure as per SPPRA Rules-2010 (Amended 2024) uptodate.
- 2 Language of Bid** .1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring agency shall be written in the English language.
- 3 Documents Comprising the Bid** .1 The bid prepared by the Bidder shall comprise the following components:
a) Price Schedule completed in accordance with ITB Clauses 4, 5 and 6.
b) Bid security furnished in accordance with ITB Clause-9.
- 4 Bid Prices** .1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the goods it proposes to supply under the contract including taxes.
- .2 The prices shall be quoted on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery location specified in the schedule of Requirements. No separate payment shall be made of the incidental services.
- .3 Prices quoted by the by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet.
- .4 Prices shall be quoted in Pak Rupees unless otherwise specified in the Bid Data Sheet.
- 5. Bid Form** 5.1 The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, their country of origin, quantity, and prices.

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| 6. | Bid Currencies | 6.1 | Prices Shall be quoted in Pak Rupees. |
| 7. | Bidder's Eligibility | 7.1 | As defined in Bid Data Sheet. |
| 8. | Documents Establishing Goods' Eligibility and Conformity to Bidding Documents | 8.1 | <p>The documents evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, Data and shall consist of:</p> <ul style="list-style-type: none"> (a) a detailed description of the essential technical and performance characteristics of the goods; (b) the Bidder shall note that standards for workmanship, material, equipment, as well as references to brand names or catalogue numbers designated by the Procuring agency in its Technical Specification are intended to be descriptive only and not restrictive: till stated otherwise in Technical Specifications or Bid Data Sheet. The Bidder may substitute alternative standards, brand names , and /or catalogue numbers in its bid, provided that demonstrates to the Procuring agency's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications |
| 9. | Bid Security | 9.1 | <p>The bid security is required (in the amount specified in the bid data sheet) to protect the Procuring agency against the risk of Bidder's conduct, which would warrant the security's forfeiture The bid security shall be denominated in the currency of the bid:</p> <ul style="list-style-type: none"> a) At the Bidder's option, be in the form of either demand draft/call deposit or an unconditional bank guarantee from a reputable Bank; b) Be submitted in its original form: copies will not be accepted; <p>Remain valid for a period of at least 14 days beyond the original validity period of bids, or at least 14 days beyond any extended period of bid validity.</p> <p>9.2 Bid security shall release to the unsuccessful bidders once the contract has been signed with the successful bidder or the validity period has expired.</p> <p>9.3 The successful Bidder's bid security shall be discharged upon the Bidder signing the contract, and furnishing the performance security.</p> <p>9.4</p> <p>The bid security may be forfeited:</p> <ul style="list-style-type: none"> a) if a Bidder withdraws its bid during the period of bid validity or b) In the case of a successful Bidder, if the bidder fails: <ul style="list-style-type: none"> (i) to sign the contract in accordance or to furnish performance security. |

10. Period of Validity of Bids 10.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the Procuring agency. A bid valid for a shorter period shall be rejected by the Procuring agency as non responsive.

10.2 In exceptional circumstances, the Procuring agency may solicit the Bidder’s consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security shall also be suitable extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid.

11. Format and Signing of Bid 11.1 The Bidder shall prepare an original bid indicated in the Bid Data Sheet, clearly marking each “ORIGINAL BID” as appropriate. In the event of any discrepancy between them, the original shall govern.

11.2 The original bid shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract.

11.3 Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

SUBMISSION OF BIDS:

12. Sealing and Marking of Bids

The Bidder shall seal the original bid in envelope, duly marking the envelope as “ORIGINAL BID”. The envelopes shall be addressed to the Procuring agency at the address given in the BIDS, and carry the statement **“DO NOT OPEN BEFORE 23rd December, 2024 at 12:00P.M”**.

If the outer envelope is not sealed and marked as required, the Procuring agency shall assume no responsibility for the bid’s misplacement or premature opening.

13. Deadlines for submission of bids

Bids must be received by the Procuring agency at the address specified in Bid Data Sheet, not later than the time and date specified in Bid Data Sheet.

The Procuring agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents, in such case all rights and obligations of the Procuring agency and bidders previously subject to the deadline will thereafter be subject to the deadline.

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| 14. Late Bids | 14.1 | <p>Any bid received by the Procuring agency after the deadline for submission of bids prescribes by the Procuring agency shall be rejected and returned unopened to the Bidder.</p> |
| 15. Modification & Withdrawn of Bids | 15.1 | <p>The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Procuring agency prior to the deadline prescribed for submission of bids.</p> <p>No bid may be modified after the deadline for submission of bids.</p> <p>No bid may be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security.</p> |
| 16. Opening of Bids by the Procuring agency | 16.1 | <p>The Procuring agency shall open all bids in the presence of bidder's representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign a register/attendance sheet evidencing their attendance.</p> <p>The bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presences or absence of requisite bid security and such other details as the Procuring agency, at its discretion, may consider appropriate, will be announced at the opening.</p> |
| 17. Clarification of Bids | 17.1 | <p>During evaluation of the bids, the Procuring agency may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.</p> |
| 18. Evaluation Comparison of Bids | 18.1 | <p>The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive. The Procuring agency's evaluation of a bid will be on delivery to consignee's end inclusive of all taxes, stamps, duties, levies, fees and installation and integration charges imposed till the delivery location and shall exclude any allowance for price adjustment during the period of execution of the contract.</p> |
| 19. Contacting the procuring agency | 19.1 | <p>No Bidder shall contact the procuring agency on any matter relating to its bid, from the time of bid opening to the time the announcement of Bid Evaluation Report. If the Bidder wishes to bring additional information to the notice of the procuring agency, it should do so in writing.</p> |

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| 20. Post Qualification | – 20.1 | In the absence of prequalification, the procuring agency may determine to its satisfaction whether that selected Bidder having submitted the lowest evaluation responsive bid is qualified to perform the contract satisfactorily. |
| | 20.2 | The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Claus-7 as well as such other information as the Procuring agency deems necessary and appropriate. |
| | 20.3 | An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to perform satisfactorily. |
| 21. Award Criteria | 21.1 | The Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid/ Most Advantages Bid provided further that the Bidder is determined to be qualified to perform the contract satisfactorily. |
| 22. Procuring Agency's right to vary quantities at the time of award | 22.1 | The Procuring Agency reserves the right to increase/decrease the quantity of the required items and /or purchase part items already tendered either in full or in part. The Procuring Agency reserves the right to accept or reject any or all of the Tenders; divide business amongst more than one bidder. |
| 23. Procuring agency's Right to Accept any Bid and to Reject any or All Bids | 23.1 | Subject to relevant provisions of SPP Rules 2010 (Amended 2019), the Procuring agency 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. |
| | 23.2 | Pursuant to Rule 45 of SPP Rules 2010 (Amended 2019), Procuring agency shall hoist the evaluation report on Authority's web site, and intimate to all the bidders three days prior to notify the award of contract. |
| 24. Notification of Award | 24.1 | Prior to the expiration of the period of bid validity, the Procuring agency shall notify the successful Bidder in writing, that its bid has been accepted. |

- 24.2 Upon the successful Bidder's furnishing of the performance security pursuant to ITB Clause 26, the Procuring agency will promptly notify each unsuccessful Bidder and will discharge its bid security.
- 25. Signing of Contract**
- 25.1 At the same time as the Procuring agency notifies the successful Bidder that its bid has been accepted, the Procuring agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.
- 25.2 Within fourteen (14) days, or any other period specified in BDS, of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency.
- 26. Performance Security**
- 26.1 Within seven (07) days, or any other period specified in BDS, of the receipt of notification of award from the Procuring agency, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, in the Performance Security Form provided in the bidding documents, or in another form acceptable to the Procuring agency.
- 26.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 25 or ITB Clause 26.1 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Procuring agency may make the award to the next lowest evaluated Bidder or call for new bids.
- 27. Corrupt or Fraudulent Practices**
- 27.1 The Government of Sindh requires that Procuring agency's (including beneficiaries of donor agencies' loans), as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the SPPRA, in accordance with the SPP Act, 2009 and Rules made there under:
- (a) **“Corrupt and Fraudulent Practices”** means either one or any combination of the practices given below;
- (i) **“Coercive Practice”** means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;

(ii) **“Collusive Practice”** means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;

(iii) **“Corrupt Practice”** means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;

(iv) **“Fraudulent Practice”** means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

b) **“Obstructive Practice”** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

General Conditions of Contract

1. Definitions

- 1.1 In this Contract, the following terms shall be interpreted as indicated:
- (a) **“The Contract”** means the agreement entered into between the Procuring agency and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - (b) **“The Contract Price”** means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
 - (c) **“The Goods”** means all of the equipment, machinery, and/or other materials, which the Supplier is required to supply to the Procuring agency under the Contract.
 - (d) **“The Services”** means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract.
 - (e) **“GCC”** mean the General Conditions of Contract contained in this section.
 - (f) **“SCC”** means the Special Conditions of Contract.
 - (g) **“The Procuring agency”** means the Sindh Public Procurement Regulatory Authority (SPPRA), Government of Sindh.
 - (h) **“The Supplier”** means the individual or firm supplying the Goods and Services under this Contract.
 - (i) **“SPP Rules 2010”** means the Sindh Public Procurement Rules 2010 (Amended 2019).
 - (j) **“Day”** means calendar day.

2. Standards

The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods' country of origin. Such standards shall be the latest issued by the concerned institution.

3. Patent Rights

The Supplier shall indemnify the Procuring agency against all third- party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in the Islamic Republic of Pakistan.

**4. Performance
Security**

4.1 Within seven (07) days, or any other duration as specified in SCC, of receipt of the notification of Contract award, the successful Bidder shall furnish to the Procuring agency the performance security in the amount specified in SCC.

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

4.3 The performance security shall be denominated in the Pak rupees and shall be an unconditional bank guarantee, pay order, call deposit as, provided in the bidding documents or another form acceptable to the Procuring agency;

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

**5 Inspections
and Tests**

5.1 The Procuring agency or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring agency. The Procuring agency shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

5.2 Should any inspected or tested Goods fail to conform to the Specifications, the Procuring agency may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Procuring agency.

5.3 The Procuring agency's right to inspect, test and, where

necessary, reject the Goods after the Goods' arrival shall in no way be limited or waived by reason of the Goods having previously been inspected, tested, and passed by the Manufacturer.

5.4 Nothing in GCC Clause 5 shall in any way release the Supplier from any warranty or other obligations under this Contract.

6. Packing

The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage.

7. Delivery and Documents

Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in the Schedule of Requirements. The details of shipping/ transportation and/or other documents to be furnished by the Supplier are specified in SCC.

8. Insurance

No need of Insurance for Local Supplies, However Supplier is responsible to deliver the goods in perfect condition to the end user.

9. Transportation

The Supplier is required under the Contract to transport the Goods to a specified place of destination and shall be arranged by the Supplier, and related costs shall be deemed to have been included in the Contract Price.

10. Incidental Services

10.1 The Supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:

(a) performance or supervision of on-site assembly and/or start-up of the supplied Goods;

(b) furnishing of tools required for assembly and/or maintenance of the supplied Goods;

(c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;

(d) performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract;

- 11.Warranty** The Supplier warrants that the Goods supplied under the Contract are new, unused, of desired models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the Procuring agency's specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.
- 12.Payment** The firm should submit stamp duty as per Government Rule before execution of work. Within 30 days after the issuance of inspection certificate and consignee's receipt certificate as mentioned in SSC clause 6.
If the supply is not according to the specifications or unsatisfactory, the Contract will be rejected and cancelled at the risk and cost of Firm.
- If the firm fails to execute the contract/supply order as per condition, action will be taken against them which may be their black listing and Earnest Money. / Security Deposit will be forfeited.
In case of late delivery @ 0.1% per day will be charged on bid amount deducted from the bill, but not more than 10% of contract value. The currency of payment is Pak. Rupees. There will be no Advance Payment by the Procuring Agency.
- 13. Price** Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid,
- 14. Contract Amendments** No variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.
- 15. Termination For Default** The Procuring agency, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part:
- (a) If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring agency pursuant to GCC Clause 16; or
 - (b) If the Supplier fails to perform any other obligation(s) under the Contract. If the Supplier, in the judgment of the Procuring agency has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

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| 16. Liquidated Damages | Subject to GCC Clause 19, if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in SCC. Once the maximum is reached, the Procuring agency may consider termination of the Contract pursuant to GCC Clause 18. |
| 17. Resolution of Disputes | Resolution of dispute shall be through Mechanism for Redressal of Grievances as provided in the rules or through Arbitration Act 1942 |
| 18. Governing Language | The Contract shall be written in English language all correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language. |
| 19. Applicable Law | The Contract shall be interpreted in accordance with the SPP Rules 2010 (amended 2024). |
| 20. Taxes | Supplier shall be entirely responsible for all taxes, duties (including stamp duty), license fees, etc., incurred until delivery of the contracted Goods to the Procuring agency. |

SCOPE OF WORK

- Escort Service Provider will provide the Services at the Premises for the Term as mentioned in Annexure 1 hereto (the "Services").
- Services shall be provided in conformity with the requirements specified in Annexure 1.
- All operations, treatments, applications or other works carried out as part of the Services shall at all times be supervised by qualified personnel acceptable to and approved by the Customer.
- Service Provider shall be required to provide the following, as may be required by the Customer:
- documentation detailing the procedures to be carried out by the Service Provider as part of the Services;
- any other documentation or information requested by the Customer.

- All necessary equipment / materials and security guards required to provide the Services hereunder shall be procured and provided by the Service Provider.
- All the arms and other related equipment/ items required for carrying out security duties are responsibility of service provider.
- Pick and drop, Boarding and Lodging, Uniforms, Lunch/Dinner/Breakfast / Medical Aid / Insurance will be the responsibility of Service Provider

Annexure - 1

1. STAFF TO BE DEPLOYED

The Service Provider shall deploy security staff on and from the premises mentioned.

The Numbers of guards and locations may vary as per client's demand

Scope for Expansion

SIEHS is expanding ambulance stations in 22 districts of Sindh in 40 different locations in next one year.

1. Every station will have two armed guards with 12 hours shift (Morning / Night)
2. Total 125 Guards may be deployed in addition to above requirement and SIEHS may add / remove as per requirement.
3. Guards can be relocated anywhere within district/city.
4. The no of guards may increased or decreased as per Sppra Rule.

2. DUTIES OF SERVICE PROVIDER

Service provider shall ensure that:

- a) The Services performed by Service Provider based on a 7 days working week; or as decided by the Company from time to time, and communicated to Service Provider.
- b) Service Provider Employees utilized for the provision of the Services are suitably qualified and trained to perform the Services; in complete discharge of their responsibilities under the terms of agreement.
- c) Security Guard must change after every 12 hours after completing the shift.
- d) Service provider ensure that Guard should be on location with the maintained and tested weapons.
- e) Service provider should submit weapon tested report quarterly and solely responsible must test their arms.
- f) Service provider must provide arms renewal license timely.
- g) Security Guard should be remain calm and have patience during duty timings. Age limit is 30-50 (beyond this age exception would by allowed for deployment with mutual consent, based on the physical appearance and understand the security procedures)
- h) Security Guard should not be drugs (Alcohol, betel quid etc.) addicted.
- i) Security Guard should not left station unattended. In case of any emergency Guard has to report station supervisor or company representative and service provider will ensure immediate replacement.
- j) If Security Guard left station without any alternate resource, it will be count as absent and penalty will be impose. Replacement of guard required in one hour after intimation

- k) Service provider ensure that unnecessary usage of mobile should prohibited during duty hours of security guard.
- l) Service Provider should ensure randomly visit by their Supervisor of each locations and discuss the gaps with Client Field Security Officer and concerned representative.
- m) Security Guard should be well discipline to maintain and manage the team in the wear of assigned uniform with Belt and safety shoes (No Shalwar Kamiz).
- n) Security Guard should be literate enough to read or write Urdu and aware with the rules and regulations of security. SGs should be trained enough to handle any untoward situation and their weapons as expected by Security Personnel.
- o) During the tenure of this Agreement, Security Guard devote the time, attention and skills required for the proper performance of Services to the Company in terms of the said contract.
- p) In the course of the performance of the Services, the Service Provider Employees comply with all reasonable requests of the Service Provider, subject to ultimate direction and control being retained by company.
- q) Service Provider Employees promptly notify the Company of any matter coming to their knowledge which could have a material effect on the business or affairs of the Company;
- r) The Service Provider Employees comply with any regulations provided to Service Provider under clause herein below.
- s) Service Provider shall be responsible for compliance and obligations with all the relevant Labor Laws including but not restricted to Education Cess, EOBI, Social Security, Form 'C' premises registrations and Inspections of all premises. Service Provider shall fully keep the Company indemnified and harmless in this regard.
- t) Service Provider employees will undertake to provide required basic training, which is mandatory for fulfill the job requirement from time to time.
- u) Service Provider will be responsible to maintain and organize complete record/bio-data recent two photographs and at least two written references of their employees in their personal files.
- v) Service Provider will be responsible to verify the references provided by the candidate through written confirmation from reference at the time of hiring;
- w) Service Provider will issue proper Deployment Letter to the Company/Client. Also ensure to avoid continue replacement.

Service Provider shall provide proof that the verifications of relevant documents are must be done and inform to the Company accordingly:

- Educational documents
- Previous employer's certificate
- 2 written References with contact Nos. and valid address of the reference

- Date of expiry of CNIC
- Verification of CNIC by NADRA
- Police verification and clearance must provide at the time of replacement

Its contractual obligation, Service Provider shall ensure that its employees are insured with a reputed Insurance Company in Pakistan under the group insurance scheme against any bodily injury or death, individually or collectively for all times during the period of contract. Further agrees to present such documents on demand for inspection to the Company.

The service provider shall submit periodic fitness report of provided arms in use of deputed staff at Company's locations.

The service provider will be required to be engaged in the provision of Services throughout the year (365 days) without any break and discontinuation.

3. OUT OF SCOPE:

The security guards are meant for guarding of premises. They will not be employed for:

- a. To perform duties.
- b. To perform duties in Civil / plain clothes
- c. Watering of lawn, flower pots and maintenance of premises.
- d. washing and cleaning of car / area.
- e. To shift luggage / stores from one place to another.
- f. Any task which distracts the guard from his main security duty.

NOTICES

Any notice, request, instruction or other document to be given hereunder shall be delivered or sent by courier/ hand delivery or by fax to the address or telephone number of the other Party at the address set out herein below (or such other address or numbers as may be notified from time to time) in writing. Where sent by courier/ hand delivery, any such notice or other document shall be deemed to have been received and delivered as per the receipt and acknowledgment of delivery. Where sent by fax, any such notice or other document shall be deemed to be delivered on the same day as it was sent.

PAYMENT

Payment will be made on monthly basis within 10 days subject to submission of correct invoices.

BIDDING PROCEDURE

Bids should be submitted in accordance with instructions and bidding procedure shared in this document. Bids are invited as per Single Stage – Two Envelope Procedure in accordance with rule sub rule 2 of rule 46 of the Sindh Public Procurement Rules, 2010 (Amended 2024).

INSTRUCTIONS TO BIDDERS

1. Bidder must read all the contents of IFB/NIT as well as Bidding Document and understand all the requirements.
2. Bidder must ensure that the Bid Form is filled in all respect, without any confusion.
3. The Bid Form(s) shall be inserted in the Financial Proposal. However, a copy of the same shall be inserted in the Technical Proposal after hiding the amount.
4. Bid Security shall be inserted in the Financial Proposal. However, a copy of the same shall be inserted in the Technical Proposal after hiding the amount.
5. There should not be any over-writing, double writing, crossed, additional conditions.
6. Rates are to be quoted clearly in digits as well as in words.
7. Each document/paper submitted by the bidder shall be signed/stamped by the bidder on the face of document.
8. Bids shall be submitted in accordance with Single stage – Two Envelope Procedure.
9. Bidder shall prepare two separate envelopes for Technical as well as Financial Proposal.
10. Bidder shall examine the Bid Evaluation Criteria and insert appropriate document in the Technical / Financial Proposal accordingly.
11. Bidder(s) must write the “TECHNICAL PROPOSAL” and “FINANCIAL bid security ” on the face of relevant sealed envelopes containing relevant bid/offer in it.
12. Conditional Bids, Telegraphic Bids, Bids not accompanied by Bid Security of required amount and form, without tender fee, bids received after specific date and time and bids of Black Listed firms shall be treated as rejected / non-responsive.

LIST OF DOCUMENTS TO BE ENCLOSED: -

1. Bidder(s) must ensure that the following documents are enclosed with the **Technical Proposal**.
2. Complete Bidding Document, duly signed and stamped on its each/every page as acceptance of all terms & conditions;
3. Pay Order of Rs.3,000/- in favor of Sindh Integrated Emergency and Health Services (NTN: 4979065)
4. Copy of Pay Order in respect of Bid Security after hiding the amount
5. Attested copy of NTN / Income Tax Registration Certificate, Sales Tax Registration Certificate / On line verification of Active Tax Payer for Sales Tax;
6. Attested copy of CNIC of signatory of the Bid Form;
7. Audited Financial Statement of the bidder for last three years;
8. Complete details of turn-over of at least last three years duly supported with the documentary evidence;
9. Affidavit on stamp paper duly notarized to the effect that the bidding company is neither blacklisted nor suspended by any National / International, including Provincial and Federal Government.
10. Affidavits duly notarized to the effect that the bidder has submitted the correct and complete information along with the bid/offer. If any document/information is found forged/engineered /fake/bogus at any stage, the bidder may be declared as Blacklisted in accordance with law and the performance guarantee and payment, if any may be forfeited.
11. Valid documentary evidence in support of evaluation and qualification criteria.

Bidder(s) must work carefully and gross rates to be quoted, including all applicable taxes and also incorporate the impact of Sales Tax. SIEHS shall made payments after deduction of all applicable taxes including Income Tax & SST / GST and other taxes, if any

CLARIFICATION / QUERIES ON TENDERING DOCUMENTS

A prospective bidder requiring any clarification(s) may notify to SIEHS in writing via email address provided in the bid data sheet duly referring the title of the tender in email subject. The concerned officer will respond to any request for clarification within 03 calendar days, provided they are received at least five calendar days prior to the date of opening of bid. Clarification response will be shared with all prospective bidders that have deposited the tender fee.

BID PRICE

1. The price / bid offer quoted should be firm, final and clearly written / typed without any ambiguity.
2. The bid price should include all the government taxes, as per prevailing taxation rates of provincial / federal / local governments etc. (e.g., SST/GST, Income Tax, Withholding Tax etc.).
3. If there is no mention of taxes or calculation error, the offered/quoted price will be considered as inclusive of all prevailing taxes/duties. The benefit of exemption from or reduction in the Income Tax / SST / GST or other taxes during the contract period shall be passed on to SIEHS.
4. The bidder shall deem to have obtained all related information as to the requirements thereto which may affect the bid offer / price if required.

VALIDITY OF BIDS

Bids shall remain valid for ninety (90) days w.e.f. date of opening of Technical Proposals. The bids without or less than Ninety (90) days validity will be rejected.

LANGUAGE OF BIDS:

The bid prepared by the bidder, as well as all correspondence and documents relating to the bid exchanged by the bidder and the Procuring Agency shall be in English. Supporting documents and printed literature furnished by the bidder may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case for purposes of interpretation of the Bid, the translated version shall prevail.

BID SECURITY / EARNEST MONEY

1. The bid must be accompanied by a bid security in shape of a DD/Pay Order of 2% of the total contract value in favor of "Sindh Integrated Emergency and Health Services" on account of Earnest Money/Bid Bond (refundable) valid for a period of 28 days beyond the bid validity date. For unsuccessful parties the earnest money will be refunded within a period one month after the finalization of successful bidder.
2. The Bid Security shall be attached with the Financial Proposal. No interest will be paid on Bid Security. Photocopy of the Bid Security shall be attached with the Technical Proposal after hiding the amount.
3. Any bid not accompanied by an acceptable bid security shall be rejected by the SIEHS as non-responsive.
4. The bid security / earnest money of the unsuccessful bidders will be returned upon award of contract to the successful bidder or on expiry of validity of bid security whichever is earlier.

5. The bid security of the successful contractor will be returned only when the bidder furnishes the required Performance Security of 2% and signed relevant contract agreement. The successful bidder can adjust the Bid Security towards Performance Guarantee, in this situation, the successful bidder shall submit the balance amount on account of Performance Guarantee.

ACCEPTANCE / REJECTION OF BID

A bid determined as non-responsive will be rejected and will not be made responsive by the bidder by correction of the non-conformity.

The bid shall be rejected if:

1. It is substantially non-responsive in a manner prescribed in this tender document.
2. It is against the Pakistani Laws, Rules, Regulations, Policies, Permits, Codes etc.
3. Bidder has conflict of interest with the SIEHS.
4. Bidder engages in corrupt or fraudulent practices in competing for Contract award.
5. Bidder tries to influence the bid evaluation / Contract award.
6. Bid submitted in other than prescribed forms, annexes, schedules, charts, drawings, documents / by other than specified mode; or
7. Unsigned, incomplete, partial, ambiguous, conditional, alternative, late
8. Any bidder encloses the financial bid within the technical bid, the same shall be rejected, as bids are invited according to the Single Stage – Two Envelope Procedure
9. Qualified by vague and indefinite expression such as “subject to prior confirmation”, “subject to immediate acceptance” etc. will be treated as vague offers and rejected accordingly
10. Without verifiable proofs against the mandatory as well as general documentary, qualification and eligibility related requirements; or
11. Bidder fails to meet all the requirements of Tender Eligibility / Qualification Criteria
12. Bids submitted for partial / limited services / items as specified in the Format for Quoting the Rates / Schedule of Requirements / BoQ
13. Bid submitted with shorter bid validity period
14. Bidder fails to meet the minimum evaluation criteria requirements
15. Bid not accompanied by the Bid Security (Earnest Money) of required amount and form
16. Bidder refuses to accept the corrected Total Bid Amount / Price
17. The Bidder has been blacklisted by any public or private sector organization
18. Bidder has mentioned any financial implication(s) in the financial proposal that is in contradiction to this document and Government rules and regulations
19. Black Listed firms will not be considered and will be rejected.

FORFEITURE OF BID SECURITY

The bid security / earnest money may be forfeited / confiscated:

1. A bidder requests to withdraw his or its bid after opening but within the bid validity period
2. Successful bidder fails to furnish performance security
3. Successful bidder fails to sign the contract
4. A bidder does not accept the correction of the quoted amount following the correction of arithmetic errors.
5. A bidder has been found black listed by any agency of Federal or Provincial Government.
6. In case of the bidder Company fails to provide the satisfactory services / goods / works.

CANCELLATION OF BIDDING PROCESS

SIEHS procurement committee:

1. May cancel the bidding process at any time prior to the acceptance of a bid or proposal.
2. Shall incur no liability towards the bidders.
3. Shall intimate the cancellation of bidding process immediately and upload a notice on the company website followed by prompt return of bid security.
4. Shall, upon request by any of the bidders, communicate to such bidder, grounds for the cancellation of bidding process, but is not required to justify such grounds.

AMENDMENT OF TENDER DOCUMENT

- a. At any time prior to the deadline for submission of bids, SIEHS may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the tender document by issuing a note to the provided email address shared by the bidder.
- b. Any amendments thus issued shall form eternal part of the tender document. To offer bidders a reasonable timeframe for preparing revised bids, the SIEHS may at its discretion extend the deadline for submission of bids.

PERIOD OF CONTRACT

Initially contract shall be signed for a period of eight months (08 months), however, contract can be extended with mutual agreement for a period of further one year (12 months). The contract may further be renewed for next year on mutual consent of both the parties on annual basis, maximum up to three years (subject to the satisfactory performance). The bidder is bound to provide services for extended contract period. Upon signing of agreement with successful bidder, the filled bidding documents will be part of agreement. The price for 2nd and 3rd year (if renewed) cannot be more than the annual CPI published by the State Bank of Pakistan and is subject to mutual agreement.

DEADLINE FOR SUBMISSION OF BID

Bids must be received at the identified address no later than the time and date specified in the Bid Data Sheet. Any claim against the bids received late shall not be considered at any stage. Bidders are advised in their own interest to take all precautionary measures for delivery of sealed bids before the deadline for submission of bid.

Single Stage – Two Envelope Procedure.

1. Bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal
2. Envelopes shall be marked as “FINANCIAL PROPOSAL” and TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion
3. Initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened;
4. Envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of SIEHS without being opened.

5. SIEHS shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements. No amendments in the technical proposal shall be permitted during the technical evaluation.
6. Financial proposals of technically qualified bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance.
7. Financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders.
8. The technical bid should contain all the relevant information and desired enclosures in the prescribed format. The financial Bid should contain only Financial Proposal and Bid Security. In case, any bidder encloses the financial bid within the technical bid, the same shall be rejected summarily.
9. Technical / Financial Bids should be submitted in sealed envelope. The inner and outer envelopes shall:
 - i. Be addressed to the SIEHS at the address given in the bidding documents
 - ii. Opened or e-mailed or faxed or telexed bids will not be accepted.
 - iii. Any bid received by the SIEHS after the date and time of tender opening will be rejected and returned as unopened to sender / bidder.
 - iv. Bids qualified by such vague and indefinite expression such as “subject to prior confirmation”, “subject to immediate acceptance” etc. will be treated as vague offers and rejected accordingly.
 - v. Bidder shall comply with all Pakistani Laws, permits, codes and regulation applicable to the bidder’s performance of services. Bid against the Government Rules and Policies, Conditional Bid, Ambiguous Bid or incomplete Bid and Bid without Bid Security will be rejected. No supplementary or revised offer after the opening of bids shall be entertained.
 - vi. In case of announcement of Public Holiday or any unfavorable circumstance, the bids will be opened on next working day. Other terms and conditions, venue and time for drop and opening will remain unchanged.
 - vii. In case of discrepancies between the Notice Inviting Tender (NIT) and the Bidding Documents, the Bidding Documents shall take precedence.
 - viii. No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the bid validity period specified in the bid document.

OPENING OF BID

1. The date for opening of bids and the last date for the submission of bids shall be as given in the bidding documents and in the tender advertisement. In case, the two dates are different, the date and time, given in the bidding documents shall apply.
2. In case of the date of opening of tender declared as Public Holiday by the Government of Sindh or Federal Government or non-working day due to any reason, the next official working day shall be deemed to be the date for submission and opening of tenders/bids/offers, accordingly. The time and venue shall remain same.
3. All bids shall be opened publicly in the presence of all the bidders, or their representatives, who may choose to be present in person, at the time and place announced in the invitation to bid.
4. The Procurement committee shall read aloud the name of the bidder and total amount of each bid, and of any alternative bids if they have been permitted, shall be read aloud and recorded when opened.
5. All bidders in attendance shall sign an attendance sheet.
6. All bids submitted after the time prescribed as well as those not opened and read out at bid opening, due to any procedural flaw, shall not be considered, and shall be returned without being opened.
7. The envelope marked Financial Proposal shall be retained unopened in the custody of SIEHS.

8. After the evaluation and approval of the technical proposal, the Financial Proposals shall be opened of the technically accepted / qualified bids having the minimum qualifying points / marks of 70% or more, at a time, date and venue announced and communicated to the bidders in advance.

9. The opening of Financial Proposal may be extended by the SIEHS, however, same shall be informed through email by SIEHS, but the bids shall be opened within the bid validity period.

EVALUATION OF BIDS

1. All bids shall be evaluated in accordance with the evaluation criteria and other terms and conditions set forth in the bidding documents.

2. A bid once opened in accordance with the prescribed procedure shall be subject to only those rules, regulations and policies that are in force at the time of issuance of notice for invitation of bids.

3. Bids/Offers including Technical Proposal/Financial Proposals of only eligible bidders to be evaluated by the Committee constituted by the SIEHS for the purpose.

4. The Committee may seek the clarification from the bidder in writing or oral as the case may be, in case of committee deemed fit, however any clarification shall not be changing the sanctity of original bid.

5. The Bids/Offers shall be evaluated conformity the requirements of terms & conditions of the bidding document based on the record / documentary evidence submitted by the bidder.

ANNOUNCEMENT OF BID EVALUATION REPORT

1. Procurement committee shall announce the results of bid evaluation in the form of a report giving reasons for acceptance or rejection of bids.

2. The report shall be uploaded on SIEHS website and intimated to all the bidders through email at least three (3) working days prior to the award of contract.

EVALUATION CRITERIA KNOCKOUT Clause (MANDATORY)

The provision of this check list is essential prerequisite along with submission of bids. Bidders are required to comply with all the clauses mentioned below & terms & Conditions of the tender. In case of any deviation / incomplete documents, bidder / bidders will be disqualified and render their offer invalid for further / technical evaluation.

S/No.	DETAILS	Yes/No	Page #
1	Original tender purchase receipt.		
2	Valid copy of 2% bid security (with out showing amount)		
3	Each page stamped & signed by authorized person.		
4	Client list with agreements.		
5	Registration with EOBI		
6	Registration with SESSI		
7	Registration with SECP at least for last 20 years		
8	Registration with APSAA.		
9	Valid ISO 9001: 2015 (Link must be provide for verification)		

10	Valid License to operate in Sindh province.		
11	Certificate of incorporation.		
12	Valid NTN & SST/GST (showing security services activities)		
13	Professional tax certificate		
14	Firm must be registered with SRB.		
15	FBR TAX returns		
16	One Director level should be of Armed forces in the company as per Ministry of Interior. (MOI)		

- If any document mis-printed or photocopy not properly readable/cleared that document will not be considered and declared as DISQUALIFY

If any Documents found false / forged , the action must be taken against him by the Procuring Committee

TECHNICAL EVALUATION CRITERIA

(Max allocable marks score 80 to qualify)

Name of the Company

Weight age (Max Marks)

1. 10 Copies of valid agreements will be provided as evidence **10Max**
2. Experience of the company ___years (1 mark for each year) **20 Max**
3. What services are offered: -(1 Mark each) **10 Max**
 - a. _____
 - b. _____
 - c. _____ And so on
4. What security equipment is available :- (1 Mark each) **10 Max**
 - a. _____
 - b. _____
 - c. _____ And so on
5. Company has the license/permission to use following weapons:- **10 Max** (1 Mark each)
 - a. _____
 - b. _____
 - c. _____
6. Monitoring control and supervision mechanism of the guards:- **10 Max** (1 Mark each)
 - a. _____
 - b. _____
 - c. _____
7. Training of guards on: (1 mark each) **05 Max**
 - a. _____
 - b. _____
 - c. _____
8. Refresher Training:- (1 mark each) **05 Max**
 - a. _____

b. _____
c. _____

9. Guards selection criteria (1 mark) and verification procedure 10 Max(1 mark)

10. License to operate the company in different areas: 10Max

- In Sindh (02 marks)
- In Punjab (02 marks)
- In Baluchistan (02 marks)
- In KPK (02 marks)
- In Islamabad (02 marks)

Total: 100

Attach Company Profile.

Financial Evaluation and Scoring System for Bids (Maximum Allocable Marks Score 20 marks)

The financial bids of technically qualified bidders will be opened publicly at the time to be announced by the Procuring Agency and the financial bids found technically non-responsive shall be returned unopened to the respective Bidders.

Total Allocable marks for Technical Proposal = 100 Total Allocable marks in
Financial Proposal = 20

Total Combined Allocable Score for individual bids = Marks obtained in Technical Evaluation +
Marks obtained in Financial Evaluation = 120

Procedure for the Marks Scoring:

Marks will be awarded or otherwise for various technical parameters to each quoted product based on the prescribed Technical and Financial criteria. The total combined marks will determine the highest ranking for contract award.

The formula to calculate the marks for the price by the bidders:

Financial Evaluation Score of individual quoted Product: = [Lowest quoted Price of the item ÷ Next higher proposed Price of the competing item] x Total allocable financial score
Solved Example of Financial Scoring : -

1. If the lowest quoted rate of an guard is Rs. 40, 000/-, the same lowest bidder will obtain score as below: = $[40,000 \div 40,000] \times 20 = 20$ marks, being the lowest bidder for the quoted item.

CLARIFICATIONS / CORRECTIONS OF BID

To assist in the examination, evaluation and comparison of the bids the committee at its discretion may ask the bidder for a clarification of its bid. The request for clarification and the response will be in writing via email and no change in the price or substance of the bid will be permitted.

Arithmetical errors will be rectified on the following basis:

1. If there is a discrepancy between unit price and total price that is obtained by the multiplying the unit price and quantity, the unit price shall prevail and total price shall be corrected. If there is a discrepancy between

the words and figures the amount in words shall prevail. If there is a mistake in addition / totaling that can be corrected.

2. If the bidder does not accept the corrected amount of bid, his bid will be rejected and his bid security will be forfeited.

PENALTY

Penalty of per day charges per security guard will be deducted in case of security guard does not report for duty or reports late. The company is liable to replace or provide alternative guard in case of absence of the deputed guard or his unavailability. Penalty amount is calculated based on per guard payment divided by 30 days.

PERFORMANCE SECURITY

The Successful bidder shall submit the Performance Security / Guarantee in the amount specified in the Bid Data Sheet in the shape of Pay Order or Demand Draft or a Bank Guarantee in favor of SIEHS issued by a scheduled bank in Pakistan valid for a period of thirty (30) days beyond the date of completion / expiry of the contract. No interest will be paid on Performance security.

REFUND OF PERFORMANCE SECURITY

The Performance Security / Guarantee shall be returned after expiry of contract and settlement of all claims. This amount will be returned to the supplier after satisfactory completion note from SIEHS.

FORFEITURE OF PERFORMANCE SECURITY

1. In the event of failure to provide items/services as per Contract Agreement / Work Order within the stipulated period, the performance security may be forfeited.
2. In that event, acquiring of the said items/services may be taken from the next lowest bidder vide the same work order at contractor's risk and cost without any farther reference, so that the loss incurred would be recoverable from the Performance Security of the said contractor or from any sum due of which may become due to the contractors.
3. If any equipment / instrument or property of SIEHS or its representative / landlord / donor/ is damaged by the representative of approved firm, cost of the same will be deducted from the performance security money / pending bills of the contractor.

APPLICABLE LAW

The Contract shall be governed by the Laws of Pakistan and the Courts of Karachi - Pakistan shall have exclusive jurisdiction.

ARBITRATION

Any difference or dispute or liability of whatsoever nature arising out of the contract or in any way relating to the contract or to its construction or fulfillment should be settled as far as possible, amicably between the SIEHS and the bidder company. Should the parties fail to come to an amicable settlement the same shall be referred to the award of Arbitrators to be nominated one each by the SIEHS and the bidder company within fifteen (15) days of notice from either side or in the case of the said Arbitrators not agreeing, then to the award of an Umpire to be appointed by the Arbitrators in writing prior to proceeding with the arbitration. The decision of the Arbitrators or the Umpire, as the case may be, shall be final and binding on both the parties. The arbitration shall take place at Karachi, under Pakistani Law of Arbitration.

RIGHT TO VARY QUANTITIES AND SPLIT ORDER

SIEHS reserves the right to increase and/or decrease the number of guards (s) originally specified in the Format for Quoting the Rates / Schedule of Requirements / BoQ without any change in unit price or other terms and conditions during the contract period.

TERMINATION & CANCELATION OF CONTRACT:

If the bidder company fails to provide the satisfactory services, the SIEHS shall be entitled at his option to cancel the contract and recover the damages besides forfeiture of Performance Guarantee. The SIEHS shall not be liable to any risks and costs whatsoever in consequence of such cancellation of the contract.

REDRESSAL OF GRIEVANCES BY THE PROCURING AGENCY:

Redressal of Grievances & settlement of dispute will be as per Rule 30 & 31 of SPPRA Rule-2010 (Amended 2024).

COST OF TENDERING

The bidder shall bear all costs associated with the preparation and submission of its documents, while SIEHS in no case shall be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process.

COST OF STAMP DUTY

0.35% or notified by the Government of Sindh, will be paid by successful bidder as stamp duty.

THIRD PARTY SERVICES:

If required, will be the responsibility of the bidder. Sindh Integrated Emergency and Health Services will not be a party to any such agreement between the bidder and any of its vendors, sub-contractor, if so.



CANCELLATION OF CONTRACT

If the successful bidder fails to provide the satisfactory services, the SIEHS shall be entitled with the option to cancel the contract and recover the damages besides forfeiture of Performance Guarantee. SIEHS shall not be liable to any risks and costs whatsoever in consequence of such cancellation of the contract.

BID DATASHEET

Company name	Sindh Integrated Emergency & Health Services (SIEHS)
Postal address / Head office	Plot No. 43-15/K, Block 6, P.E.C.H.S, Karachi, Pakistan.
Procurement Focal person	Attention to : Mr. Azeem Hassan Khan
Email address	procurement@siehs.org
Contact number	021-111-111-823, Ext 2510
Pricing mechanism	The price shall be fixed during the contract period.
Bid security	Amount of bid security should be 2% of the total bid price inclusive of taxes.
Bid validity	Bid validity period shall be 90 days after opening of technical proposal
Deadline for bid submission on EPADS system	Monday 23 rd DEC 2024 at 11:30am
Bid security	2% of the value <ul style="list-style-type: none"> • Pay order image to be uploaded on EPADS system • Hardcopy of Pay order to be submitted at SIEHS office before 11:30 am 23 December 2024
Performance Security	2% of the total contract value inclusive of taxes as per agreed timeline. This amount will be returned to the supplier upon completion of the supplies and defect liability / warranty period as stated through warranty terms in the submitted proposal.



CONTACT DETAILS OF THE BIDDER

Name of the Company	
Company NTN	
Company GST No.	
Provincial sales tax numbers (SST)	
Office Address	
Name of the authorized contact person for tender project	
Email address for tender query correspondence	
Telephone No with extension if any	
Mobile No.	
Signature of Authorized Person (Name & Designation)	
Company stamp if available	



BID FORM / PRICE SCHEDULE

PROVISION OF SECURITY SERVICES
(To be submitted on Official Company Letterhead duly Signed & Stamp)

Item Description	Qty.	Salary including all taxes	Total
Guards	125		

- The Current Charges are based on Minimum Wages fixed by Government.
- The above rates are inclusive of all taxes (WHT/SRB/GST)/duties/delivery charges/EOBI/SESSI and 20 etc.
- Above rates are inclusive of all requirements mentioned SOW
- Validity of Offer: 90 Days from date of tender opening

Signature and date: _____

Name: _____

CNIC: _____

Designation: _____

Company: _____

Stamp: _____